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CABINET AGENDA

Membership: Councillor Cheshire (Chairman)

Councillors Wilson, Briggs, Guest, Bains and Turner

Meeting: Cabinet

Date: Wednesday 20 July 2016

Time: 2.00 pm

Venue: Hollybank Room, Public Service Plaza, Civic Centre Road,
Havant, Hants PO9 2AX

The business to be transacted is set out below:

Nick Leach
Monitoring Officer

12 July 2016

Contact Officer: Penny Milne 02392446234
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PART 1 (Items open for public attendance)

1 Apologies for Absence

To receive and record any apologies for absence.

2 Minutes

1 - 12

To confirm the minutes of the last meeting held on 8 June 2016.

3 Matters Arising

To consider any matters arising from the minutes of the last meeting.

4 Declarations of Interests

To receive and record any declarations of interest from any of the members present.

5 Chairman's Report

6 Cabinet Lead Delegated Decisions, Minutes from Meetings etc. 13 - 38

The Cabinet to note the following minutes of meetings and delegated decisions taken since the last meeting:

- (1) Minutes of the Portchester Crematorium Joint Committee held on 13 June 2016;
- (2) Portchester Crematorium Joint Committee Annual Report 2015-16; and
- (3) Commercialisation of Planning Service.

Cabinet Lead for Economy, Planning and Built Environment

7 Local Plan Housing Statement 39 - 70

8 Parking Supplementary Planning Document 71 - 132

Cabinet Lead For Governance, Logistics and HR

9 Review of Outside Bodies - Deferred Appointments 133 - 136

PART 2 (Confidential items - closed to the public)

None.

GENERAL INFORMATION

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Havant

BOROUGH COUNCIL

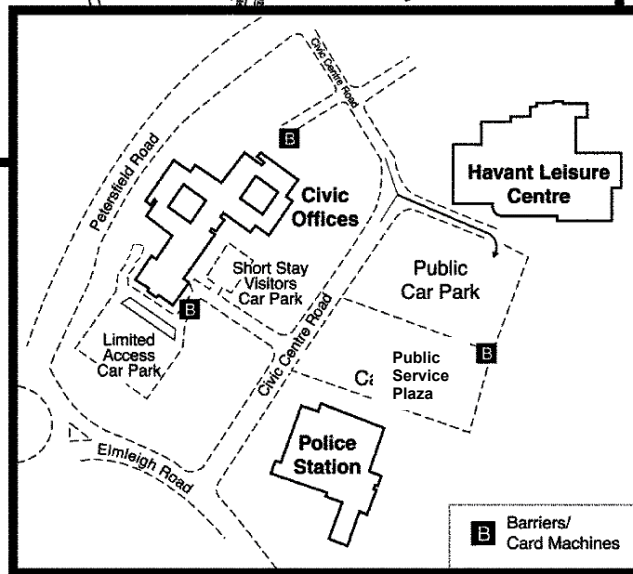
PROTOCOL AT MEETINGS – RULES OF DEBATE

Rules of Debate

- Councillors must always address each other as “Councillor ...” and must always address the meeting through the Chairman;
- A motion must relate to the business included on the agenda or accepted by the meeting as urgent business
- A motion must be proposed and seconded before it is debated until it is either accepted or rejected by a vote;
- An amendment can be proposed to the original motion and this must be seconded before it is debated;
- An amendment cannot be considered if it is inconsistent with an amendment previously adopted or repeats an amendment previously rejected;
- The mover of an original motion may, with the consent of the mover of an amendment, incorporate an amendment into the motion;
- Only one amendment may be moved at a time. No further amendments can be moved until the previous amendment has been dealt with;
- Each amendment must be voted on separately;
- If an amendment is carried, the amended motion becomes the substantive motion to which further amendments may be moved;
- If an amendment is lost, other amendments may be moved to the original motion.
- The mover may withdraw an amendment at any time
- After an amendment has been carried, the Chairman will read out the amended (substantive) motion, before accepting any further amendment, or if there are none, put it to the vote.

Voting

- Voting may be by a show of hands or by a ballot at the discretion of the Chairman;
- Councillors may not vote unless they are present for the full duration of the item;
- Where there is an equality of votes, the Chairman may exercise a second (casting) vote;
- Two Councillors may request, before a vote is taken, that the names of those voting be recorded in the minutes
- A recorded vote will always be taken in respect of approval of the Annual Budget
- Councillors may not vote unless they are in the meeting for the full debate on any particular item
- A Councillor may request that his/her vote be recorded in the minutes



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HAVANT BOROUGH COUNCIL

At a meeting of the Cabinet held on 8 June 2016

Present

Councillor Cheshire (Chairman)

Councillors Wilson, Briggs, Guest, Bains and Turner

1 Apologies for Absence

There were no apologies for absence.

2 Minutes

The Minutes of the meeting of the Cabinet meeting held on 16 March 2016 were agreed as a correct record.

3 Matters Arising

There were no matters arising from the minutes of the last meeting.

4 Declarations of Interests

There were no declarations of interests.

5 Chairman's Report

The Leader of the Council advised that he would be circulating a briefing note to all Councillors on Devolution and recommend that Councillors act with composure throughout the debates and discussions on this issue.

6 Cabinet Lead Delegated Decisions, Minutes from Meetings etc.

RESOLVED that the following minutes and delegated decisions be noted:

- (1) The minutes of the Portchester Crematorium Joint Committee held on 14 March 2014; and
- (2) Spending of S106 funds collected for a specific purpose (under Planning Application APP/12/00966)

7 Recommendations from the Scrutiny Board

8 Review of the Development Management Committee

Councillor K Smith, as former Scrutiny Lead for Planning and Economy presented a report from the Planning and Economy Scrutiny and Policy Development Panel setting out

recommendations arising from its review of the Development Management Committee. Cabinet members were supportive of the Panel's recommendations.

The Cabinet discussed arrangements made to ensure that new members of the Committee would have access to the original reports in cases where shorter reports would be submitted to the Development Management Committee. Concern was also raised that some of the model reasons for refusal did not comply with the National Planning Policy Framework.

RESOLVED that the following recommendations from the Planning and Economy Scrutiny and Policy Development Panel be endorsed by the Cabinet:

- (1) The Development Management Committee be retained in its current form;
- (2) The red card procedure be retained in its current form;
- (3) Planning reports for major and minor developments have an executive summary at the beginning of the report;
- (4) Shorter planning reports be produced for applications that have been previously considered by the Development Management Committee. Such reports to only contain details relevant to the decision to be made by the Committee; and
- (5) The model reasons be reviewed and amended to ensure that they comply with the National Planning Policy Framework.

9 Review of the Closed Circuit Television System

Councillor Branson, as former Chairman of the Scrutiny Board, presented a report from the Closed Circuit Television System Panel setting out recommendations arising from its review of the Closed Circuit Television System. Cabinet members were supportive of the Panel's recommendations.

The Cabinet was advised that since the scrutiny, the Meridian Centre had agreed to take control of the Council's CCTV cameras at the bus station and those cameras attached to the Meridian Centre.

RESOLVED that the following recommendations from the Closed Circuit Television System Panel be endorsed by the Cabinet:

- (i) To request the officers to investigate the feasibility of the Meridian Centre taking control of the Council's CCTV cameras currently attached to the outside of the Meridian Centre;
- (ii) To seek to ensure that the CCTV system's cameras at the bus station be incorporated into the bus station's CCTV system;
- (iii) To endorse a campaign to encourage business/shops to provide better coverage of their premises;
- (iv) To endorse a communication campaign to raise awareness of how safe it is to live in the Borough; and

- (v) That in case crime and anti-social behaviour in the town centres increases to an unacceptable level in the future then alternative modern digital solutions be investigated forthwith.

RESOLVED that Council be recommended to

- (i) Agree to actively consider providing a financial contribution commensurate with other authorities, if in the future a requirement for a modern, digital, fully integrated, centrally monitored CCTV system be generated by a Office of Police and Crime Commissioner/Hampshire Constabulary together with a request for financial support; and
- (ii) Agree that developers and their architects be encouraged to provide for the security needs of future occupiers when designing a new building or altering a current building in Town Centres.

10 Review of Outside Bodies

The Cabinet considered a report from Councillor Shimbart reviewing the appointments to outside organisations.

The Cabinet also considered revised recommendations and proposed nominations for 2016/17, which were circulated prior to the meeting

RESOLVED that:

- (i) appointments to the following outside bodies be ceased:
- Relate
 - West of Waterlooville Arts Panel
 - Havant Sports Association
 - Southleigh Youth Recreation Hall
 - Leigh Park Community Association Management Committee
 - Age Concern
- (ii) a representative on an outside body be replaced if the representative does not attend meetings or submit feedback forms.
- (iii) the Cabinet remove the Alleygating Panel from the list of outside organisations and include this Panel in its list of Working Parties and Panels.
- (iv) representatives to outside organisations be appointed as set out in the Appendix to these minutes. mended by the published supplementary information, be approved. All such appointments to remain in effect until the first meeting of the Cabinet in the 2016/17 municipal year.
- (v) Consideration of the appointment of members to WeBigLocal and the South Eastern Hampshire Clinical Commissioning Group be deferred to the next meeting
- (vi) The 2015/16 appointments to WeBigLocal and South Eastern Hampshire Clinical Commissioning Group continue until the next meeting;

- (vii) Authority be delegated to the Leader of the Council to appoint members to vacant positions.

11 Appointment of Working Parties and Panels

The Cabinet was requested to make annual appointments to working parties and panels in 2016-17.

RESOLVED that the following appointments be confirmed:

Coastal Defence Panel:

Councillors J Branson, R Cresswell, D Guest, A Lenaghan, C Satchwell and K Smith

Local Plan Panel:

Councillors P Buckley, D Keast, C Satchwell, C Howard, D Patrick, J Perry, L Quantrill, D Guest, G Blackett, K Smith, A Lenaghan, R Cresswell and L Bowerman

The meeting commenced at 2.00 pm and concluded at 2.30 pm

.....
Chairman

APPENDIX

	ORGANISATION	No. Appointments to be made	Appointments 2015/16	Appointments 2016/17	SPECIAL REQUIREMENTS
1	Armed Forces Covenant Representative	One	Cllr G Hughes	Cllr G Hughes	None
2	Bedhampton Social Hall Association	One	Cllr K Smith	Cllr K Smith	None
3	Business Support Investment Panel	One	Cllr E Rees	Cllr E Rees	None
4	Chichester Harbour Conservancy*	Three	Cllr J Branson Cllr K Smith Cllr R Cresswell (S. Deputy)	Cllr J Branson Cllr K Smith Cllr J Thomas (S. Deputy) Cllr R Cresswell (S. Deputy)	None
5	Community First Wessex	One	Cllr C Mackey	Cllr B Francis	None
6	Cowplain Activtiy Centre Association	One	Cllr N Bains	Cllr N Bains	Ward Councillor

APPENDIX

	ORGANISATION	No. Appointments to be made	Appointments 2015/16	Appointments 2016/17	SPECIAL REQUIREMENTS
7	Emsworth Maritime Historical Trust	One	Cllr R Cresswell	Cllr Cresswell	Clause in Lease states that the Council may appoint one representative to serve on the governing body of the Trust (which is the body concerned with the day to day management of the Trust and its premises)
8	Hampshire (South East) Road Safety	One	Cllr K Smith	Cllr K Smith	None
9	Hampshire and Isle of Wight Local Government Association	Two	Cllr T Briggs Cllr D Guest	Cllr T Briggs Cllr D Guest	Must be members of the Executive
10	Hampshire Buildings Preservation Trust	One	Cllr D Guest	Cllr D Guest	None

APPENDIX

	ORGANISATION	No. Appointments to be made	Appointments 2015/16	Appointments 2016/17	SPECIAL REQUIREMENTS
11	Hampshire Health and Audit Social Care Select Committee	One	Cllr Y Weeks	Cllr Turner	None
12	Havant Citizens Advice	One	Cllr M Wilson	Cllr M Wilson	None
13	Havant Housing Association	One	Cllr Y Weeks	Cllr Turner	None
14	Havant Thicket Reservoir Stakeholder Group	One	Cllr D Guest	Cllr D Guest	None
15	Hayling Island Community Centre Association	One	Cllr A Lenaghan	Cllr A Lenaghan	None
16	Langstone Harbour Board*	Six	Cllr A Lenaghan Cllr C Satchwell Cllr E Shimbart (S. Deputy) Cllr G Shimbart Cllr J Branson Cllr Ken Smith Cllr R Cresswell Cllr T Pike (S. Deputy)	Cllr A Lenaghan Cllr G Shimbart Cllr J Branson Cllr Ken Smith Cllr R Cresswell Cllr T Pike Cllr G Hughes (S. Deputy) Cllr L Bowerman (S. Deputy)	None

APPENDIX

	ORGANISATION	No. Appointments to be made	Appointments 2015/16	Appointments 2016/17	SPECIAL REQUIREMENTS
17	Local Government Association (Assembly)	One	Cllr M Cheshire	Cllr M Cheshire	None
18	Local Government Association Coastal Issues Special Interest Group	One	Cllr D Guest	Cllr D Guest	None
19	Making Space	One	Cllr T Hart	Cllr T Hart	None
20	Off The Record	One	Cllr Y Weeks	Cllr Y Weeks	None
21	Parking Patrol Adjudication Panel and Traffic Regulations Outside London Adjudication Joint Committee (PATROL)	One	Cllr D Smith	Cllr D Smith	None
22	Police and Crime Panel*	One	Cllr G Shimbart Cllr Y Weeks (S. Deputy)	Cllr L Turner TBC (S. Deputy)	None
23	Portchester Crematorium Joint Committee	Two	Cllr T Briggs Cllr D Guest	Cllr T Briggs Cllr D Guest	Must be members of the Executive
24	Portsmouth City Council Health Overview and Scrutiny Panel	One	Cllr G Blackett	Cllr G Blackett	None

APPENDIX

	ORGANISATION	No. Appointments to be made	Appointments 2015/16	Appointments 2016/17	SPECIAL REQUIREMENTS
25	Project Integra Strategic Board	One plus non-voting Standing Deputy	Cllr T Briggs Cllr Fairhurst (S. Deputy)	Cllr T Briggs Cllr N Bains (S Deputy)	Must be an Executive Member
26	PUSH Joint Management Committee	One	Cllr M Cheshire Cllr T Briggs (either may attend, dependent upon circumstances)	Cllr M Cheshire Cllr T Briggs (either may attend)	Normally but not necessarily the Leader of the Council
27	PUSH Overview and Scrutiny Committee	One	Cllr J Branson	Cllr Buckley	Both to be non-Executive members
28	Safer Havant Partnership	One	Cllr G Shimbart	Cllr L Turner	
29	Solent Forum	One	Cllr D Guest	Cllr D Guest	None
30	South East Employers	One	New Appointment	Cllr M Wilson	None
31	South East of England Councils	One	Cllr M Cheshire	Cllr M Cheshire	None
32	Southern and South East England Tourist Board	One	Cllr K Smith	Cllr K Smith	None

APPENDIX

	ORGANISATION	No. Appointments to be made	Appointments 2015/16	Appointments 2016/17	SPECIAL REQUIREMENTS
33	Spring Arts and Heritage Centre	One	Cllr J Branson	Cllr J Branson	None
34	Springwood Centre	One	Cllr D Patrick	Cllr D Patrick	None
35	Standing Conference on Problems Associated with the Coastline (SCOPAC)	One	Cllr D Guest Cllr J Branson (S. Deputy)	Cllr D Guest Cllr J Branson (Deputy)	None
36	Staunton Country Park Management Committee	One	Cllr Y Weeks	Cllr Y Weeks	None
37	Sussex Downs and Coastal Plain Local Action Group	One	Cllr L Turner Cllr C Satchwell (S. Deputy)	Cllr L Turner Cllr C Satchwell (S. Deputy)	None
38	Waterlooville Area Community Association	One	Cllr M Sceal	Cllr M Sceal	None
39	Wecock Community Centre Association	One	Cllr G Shimbart	Cllr G Shimbart	None
40	West of Waterlooville Forum	Four plus 2 Standing Depts	Cllr G Hughes Cllr G Blackett Cllr G Shimbart Cllr P Wade	Cllr G Hughes Cllr G Blackett TBC Cllr P Wade	Must not be members of DC
41	Westbrook Hall Association	One	Cllr D Keast	Cllr D Keast	None

***Council appointment**

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Agenda Item 6

PORTCHESTER CREMATORIUM JOINT COMMITTEE

MINUTES OF THE MEETING of the Joint Committee held in the Town Hall, Gosport on Monday 13 June 2016 at 2.00 pm.

Present

Fareham Borough Council

Councillor Susan Bell

Gosport Borough Council

Councillor Alan Scard
Councillor Dennis Wright

Havant Borough Council

Councillor Tony Briggs

Portsmouth City Council

Apologies received for non-attendance

Apologies for Absence (AI 1)

Councillor Keith Evans (Fareham Borough Council), Councillor David Guest (Havant Borough Council), Councillors Rob New & Lee Mason (Portsmouth City Council). Andy Wannell (Treasurer) and Terry Garvey (Engineer & Surveyor)

683 Appointment of Chairman (AI 2)

RESOLVED that Councillor Dennis Wright (Gosport Borough Council) be appointed Chairman for the 2016/17 municipal year.

(Councillor Dennis Wright in the Chair)

684 Appointment of Vice-Chairman (AI 3)

RESOLVED that the appointment of a Portsmouth City Council representative as vice-chairman be considered at the next meeting.

685 Declarations of Members' Interests (AI 4) – None

686 Minutes of the Meeting held on 14 March 2016 (AI 5)

RESOLVED that the minutes of the meeting held on the 14 March 2016 be signed as a correct record.

687 Matters Arising from the Minutes not specifically referred to on the Agenda (AI 6)

(a) Minute 676 – Recycling of Metals Scheme – Charitable Nomination

The Joint Committee was advised that the Rowans Hospice had been awarded £4,445 under the metals recycling scheme operated by the Institute of Cemetery and Cremation Management.

688 Clerk's Items (AI 7)

(a) Planning Application – 1 Upper Cornaway Lane

The Clerk reported that planning permission had now been granted to permit this property to be used for a mixed use comprising tea room and florist along with continued use for residential purposes. The permission was personal to the applicant and contained a number of conditions including no functions (including funeral wakes) being held between 9am and 4pm on weekdays.

The Clerk reminded the Joint Committee that at the time the application was made he had consulted with members and it was agreed that he should submit representations drawing attention particularly to car parking issues that could arise from the proposed facility, especially if it offered functions and funeral wakes.

The Joint Committee was also advised that in granting permission the applicant's attention had been drawn to covenants on the property limiting its use to a single private residence and that no private or commercial vehicles owned or visiting the property should be parked within the crematorium grounds. It would be for the applicant to deal with these matters with Fareham Borough Council's Estates Surveyor.

RESOLVED that the Clerk's report be noted.

689 Annual Return for the Financial Year Ended 31 March 2016 (AI 8)

(TAKE IN REPORT OF THE TREASURER)

The Deputy Treasurer presented the report and in doing so drew specific attention to each section of the Annual Return.

RESOLVED that the Annual Return for the financial year ending 31 March 2016 be approved and signed as appropriate, as follows -

(a) **Section 1 - Accounting Statements for Portchester Crematorium Joint Committee be approved and signed;**

(b) **Section 2 - Annual Governance Statement be approved and signed;**

(c) That the Income and Expenditure Statement for the year ended 31 March 2016 and Balance Sheet as at 31 March 2016 be noted.

**690 Portchester Crematorium Joint Committee –
Annual Report - 2015/16 (AI 9)**

(TAKE IN REPORT OF THE CLERK TO THE JOINT COMMITTEE)

RESOLVED that the annual report for the 2015/16 financial year be noted and received and it be sent for information to each constituent authority.

691 Building Works Programme (AI 10)

(TAKE IN REPORT OF THE ENGINEER AND SURVEYOR)

The report was presented by the Deputy Engineer and Surveyor

RESOLVED that the contents of the report be noted.

692 Manager and Registrar's Report (AI 11)

(a) General Statistical Report

(TAKE IN REPORT OF THE MANAGER AND REGISTRAR)

In response to a question the Manager and Registrar explained the current level of the number of cremations was in line with what had been anticipated. Reference was also made to the effect of falling gas prices. The cost of 2.0912 pence per kilowatt hour in November 2014 had reduced to 1.624 pence per kilowatt hour in November 2015 (a reduction of 22%) and this price was fixed for 12 months until November 2016.

RESOLVED (a) that the report be received and noted.

(b) Any other items of topical interest - None

693 Horticultural Consultant's Report (AI 12)

(TAKE IN REPORT OF THE HORTICULTURAL CONSULTANT)

RESOLVED that the report be received and approved.

**694 Grievance and Disciplinary Appeals Committee –
Appointment of Representatives (AI 13)**

RESOLVED that Councillors Susan Bell, Alan Scard and Dennis Wright be appointed, (together with Councillors Keith Evans and Tony Briggs as standing deputies) to serve on the Appeals Committee, as agreed on 14 June 2010 under minute 360.

695 Building Surveying Consultancy Service (AI 14)

Before considering this item the Joint Committee –

RESOLVED that the public be excluded from the meeting during this item of business because it is likely that if members of the public were present there would be disclosure to them of ‘exempt information’ within paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

(TAKE IN EXEMPT REPORT OF THE ENGINEER AND SURVEYOR)

Consideration was given to the report presented by the Deputy Engineer and Surveyor on the way in which the building surveying service is provided and to recommend a formalisation of the present arrangements.

RESOLVED that the current arrangements whereby building consultancy support services are provided by Fareham Borough Council’s in-house staff is continued subject to one year’s notice on either side.

696 Portchester Crematorium Grounds Maintenance Contract (AI 15)

Before considering this item the Joint Committee –

RESOLVED that the public be excluded from the meeting during this item of business because it is likely that if members of the public were present there would be disclosure to them of ‘exempt information’ within paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

(TAKE IN EXEMPT MINUTE)

The officers reported that the present grounds maintenance contract would expire on 31 December 2016.

The Joint Committee agreed (summarised) that the officers should report back to the next meeting on options for the future provision of grounds maintenance at the crematorium.

697 Dates of Future Meetings

RESOLVED that the Joint Committee meets at 2pm on a rotating basis on the following dates in 2016/17, at the venues indicated –

**Monday 19 September 2016 (Havant)
Monday 12 December 2016 (Portsmouth)
Monday 20 March 2017 (Fareham)
Monday 26 June 2017 (Gosport)**

The meeting concluded at 2.44pm

Chairman

JH/me
15 June 2016
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**REPORT TO: PORTCHESTER CREMATORIUM JOINT COMMITTEE –
13 JUNE 2016**

REPORT BY: CLERK TO THE JOINT COMMITTEE

**PORTCHESTER CREMATORIUM JOINT COMMITTEE –
ANNUAL REPORT – 2015/16**

1. Purpose

1.1 The purpose of this report is to place on record and inform members of the principal work of the Joint Committee during the 2015/16 financial year.

2. Recommended that this Annual Report for the 2015/16 financial year be noted and received and that it be sent for information to each constituent authority.

3. Background

3.1 The Joint Committee operates under a Memorandum of Agreement between Fareham Borough Council, Portsmouth City Council, Gosport Borough Council and Havant Borough Council. Two members from each of the constituent authorities make up the 8 person Joint Committee. The constituent councils have delegated to the Joint Committee all the powers of the constituent authorities with respect to the provision and maintenance of the crematorium.

3.2 The agreement sets out the constitution of the Joint Committee; the objectives of the crematorium and relationships between the constituent authorities. The agreement also sets out the minimum number of meetings (three) to be held annually for the general business of the Joint Committee, although in practice to meet various statutory reporting deadlines four meetings are held.

3.3 The membership of the Committee in the 2015/16 financial year was –

Councillor Sue Bell (Fareham BC)	
Councillor Keith Evans (Fareham BC)	
Councillor Tony Briggs (Havant BC)	Chairman
Councillor David Guest (Havant BC)	
Councillor Alan Scard (Gosport BC)	
Councillor Dennis Wright (Gosport BC)	Vice-Chairman
Councillor Ken Ellcome (Portsmouth CC)	
Councillor Robert New (Portsmouth CC)	

The chair and vice-chairmanship rotates between authorities annually.

3.4 The Joint Committee met on 4 occasions during the 2015/16 financial year:

15 June 2015 14 September 2015 14 December 2015
14 March 2016

Minutes of each of these meetings and the reports considered are available for viewing on the Portchester Crematorium Web Site, which has a direct link to the Portsmouth City Council website where the documents are stored.

3.5 The meetings of the Joint Committee have been supported by the Clerk (John Haskell), Treasurer (Andy Wannell), Engineer and Surveyor (Terry Garvey), and their respective deputies, together with the Horticultural Consultant (Ashley Humphrey) and the Manager and Registrar (James Clark). They report to the committee on financial and procedural matters including the operation of the crematorium and the quality of the service provided, which includes the grounds and buildings and plant to ensure the highest standards continue to be maintained.

3.6 Meetings are held on a rotational basis at each of the authorities principal offices, with full public notice of and access to these meetings.

4. The Joint Committee's Role and Responsibilities

4.1 The Joint Committee decides the overall policies to be adopted including approving a capital and maintenance works programme, consideration of and approval of accounts, and setting the scale of fees and charges. These could effectively be described as the Joint Committee's core functions.

5. Crematorium Development Plan 2015 - 2020

5.1 The purpose of the Development Plan is to look at medium term developments in the period to 2020, and in the longer term beyond 2020, and to set out the Joint Committee's intended course of action. The plan seeks to cover the principal strategic and operational issues relating to the crematorium's functions. The Development Plan is reviewed biennially; the current plan being approved in March 2015.

6. Activities in respect of the Joint Committee's Core functions

6.1 Action taken in respect of each of the core functions can be briefly summarised as follows:

(a) Financial Policies including Fees and Charges

The Joint Committee, at its meeting on the 14 December 2015, approved a comprehensive Finance Strategy for 2016/17, providing a clear overview of the Joint Committee's financial framework. It also aimed at providing added assurance to the Committee and to the constituent authorities that sound and effective arrangements are in place to manage the Crematorium's finances. This strategy built on similar strategies approved annually by the Joint Committee since 2008. The current strategy also recognises that since December 2013 the operating environment of Portchester Crematorium

significantly changed with the opening of a private crematorium on the East Hampshire/Havant border. (See also (i) below – monitoring the levels of service).

The Joint Committee at its December 2015 meeting also approved the revenue budget for 2016/17 together with a revised capital works programme, and the repairs and renewals programme for 2015/16 & 2016/17. In approving the budget, the Joint Committee also set the levels of fees and charges operable from the 1 April 2016.

The Committee's actual income and revenue expenditure (for the financial year ending 31 March 2015) was reviewed and noted by the Joint Committee at its meeting on the 15 June 2015.

(b) Annual Financial Return for 2014/15

In June 2015 the Joint Committee approved and published its annual financial return 2014/15, which was then submitted to its external auditors.

The Annual Return also includes an annual governance statement (AGS). In summary the purpose of the AGS is to set out the Joint Committee's responsibilities and explain the system of governance that exists for the effective exercise of the committee's functions, including internal control, preparation of accounting statements, management of risk and the arrangements for review.

(c) External Audited Annual Return for the Year Ending 31 March 2015

At the September 2015 meeting the Joint Committee was advised and noted that the external audit had been completed and that the auditors had provided an unqualified certificate and opinion.

(d) Risk Management

The Joint Committee introduced comprehensive risk management arrangements in a formalised way in 2006. This included the publication of a set of strategic and operational risk registers and adoption of an action plan to mitigate the higher risks. The registers and the action plan are periodically reviewed by the officers. In March 2016 the Joint Committee received a comprehensive report providing the opportunity for members to review the risk management framework that was in place. A Risk Management Strategic Framework and Policy, together with revised Strategic and Operational Risk Registers has been approved.

(e) Crematorium Insurance

Following a tender exercise contracts for insurance at the crematorium were awarded to Allianz Insurance plc and ACE AUM, operative from 1 April 2016. These new contracts provide a significant saving against the 2015/16 premiums.

(f) Developing and Enhancing the Crematorium's Services

At the meeting in September 2013 the Joint Committee approved a report setting out a range of initiatives aimed at developing further and enhancing the established quality of the services provided by the Crematorium. Since September 2013 the various initiatives have been implemented and the Joint Committee has received reports when appropriate –

- Provision of video screens in each chapel – *introduced Spring 2014, to enable family tributes to be shown.*
- Video streaming of services through the internet – *Full sound and vision service available from Autumn 2014.*
- Extending the length of two morning and two afternoon services – *introduced during early Summer 2014, and now ensured that, so far as possible, services kept to advertised times.*
- Books of Remembrance available on line – *available from 2014.*
- Refreshing the Crematorium's Web-site – *work in progress*
- Crematorium logo – *adopted December 2015 to improve image and web site theme*
- South Chapel – Upgrade and Refurbishment – *Work completed December 2015 – see item (g) below.*

(g) South Chapel Refurbishment

Work to refurbish the South Chapel was undertaken during autumn 2015 outside normal service hours. It was successfully completed by Vear Building Services Ltd in December 2015, after being appointed following a tender process.

The work followed the decision in September 2013 to seek the services of a design consultant to advise on chapel design and décor. The Joint Committee in June 2014, after a presentation, appointed Robert Benn Associates (RBA) to progress a design scheme for the refurbishment of the South Chapel. The key points of the implemented scheme are that –

- The design features aim to respect the 1950's style of building;
- Light coloured wood panelling has been provided affixed to parts of the walls, which is demountable and durable so that when necessary access can be obtained to services;
- Specialist lighting plays a key feature;
- New carpeting has been provided;
- Air conditioning has been installed;
- A new curtain is still to be provided.

(h) Repairs and Renewals Programme

Various minor items of work were undertaken during the year. A range of other work has been undertaken during 2015/16, and this includes -

- Mercury Abatement project – sound attenuation
- Works to Mess Room
- Internal redecoration to North Chapel, foyer and WC
- Steam Cleaning paving
- Works to Crematory and committal areas
- External redecoration – rolling programme

The Joint Committee has also agreed a range of other work to be undertaken during 2016/17, and this includes –

- External redecoration – rolling programme further work
- Paving works cleaning and re-pointing
- Staff room refurbishment
- Internal redecoration- charge and cremation room
- Water feature – review
- Provision of accessible door to main office

(i) Monitoring the Levels of Service

The Joint Committee continued to receive at each meeting relevant reports from the officers on their specific areas of responsibility thus enabling members to monitor and discuss as appropriate with officers any particular aspects of the crematorium's operations. The reports included a monitoring statement from the Manager and Registrar on the levels of cremation and other statistical information for the preceding period, which showed at the end of the financial year a total of 3,240 registered cremations (a reduction from the 3,411 cremations undertaken in 2014/15).

(j) The Crematorium Grounds

The annual horticultural maintenance programme continued to be implemented and this included –

- Shrub and bulb planting including the replacement of dead or dying plants;
- Tree pruning, including felling where appropriate;
- Shrub pruning;
- Maintaining the magnificent floral displays and the lawns.

The Joint Committee in December 2015 endorsed action being taken by the Manager and Registrar to increase the frequency of clearance of personal objects left in the grounds contrary to the long standing policy against the provision of permanent memorials.

(k) Provision of Contracted Services

During the year the Joint Committee has considered reports in respect of various matters relating to contracted services, including those providing building consultancy support services.

(l) Recycling of Metals Scheme – Charitable Payments

The Joint Committee in September 2015 approved the submission of an application for the Macmillan Nurses under the metals recycling scheme operated by the Institute of Cemetery and Cremation Management. A similar application was supported for the Rowans Hospice in March 2016. Both applications were successful and resulted in payments from the scheme.

7. Conclusion

7.1 It will be seen from this report that the Joint Committee continues to function effectively through the members appointed to serve on it by their respective authorities. Much of the Joint Committee's work continues to be of a recurring but important nature. During the year particular attention has focussed upon work to refurbish to a very high standard the décor of the South Chapel, making it a much appreciated asset by all who visit the Crematorium.

.....
John Haskell
Clerk to the Joint Committee

Background List of Documents –
Section 100D of the Local Government Act 1972: *None*

JH/me
25 May 2016

**Havant Borough Council
Record of Decision**

Non Key Decision

1. **TITLE:** Commercialisation of Planning Service

2. **PURPOSE OF DECISION**

The setting up of a company is in response to a request from a private company to supply resource to a nearby Local Planning Authority in processing a backlog in planning applications. Once established the Company will enable the Council's planning service to process all types of planning applications and the preparation of planning policy documents for other planning authorities.

3. **DECISION MADE BY:** Leader and Cabinet Lead for Corporate Strategy, Finance and Devolution

4. **DECISION:**

The Leader of the Council, under delegated powers approved the incorporation of HBC Commercial Limited (the Company) wholly owned by the Council so as to allow the Council to exercise the power to trade contained in the Local Government Act 2003 and the Localism Act 2011. The detailed Governance structure to be settled by the Head of Legal in consultation with the Head of Planning

5. **DOCUMENT CONSIDERED:** Commercialisation of Planning Service
Enc. 1 for Commercialisation of Planning Service

Decision Status	Date of Decision Made	Call In Expiry Date
Recommendations Approved (subject to call-in)	11 July 2016	18 July 2016

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HAVANT BOROUGH COUNCIL

Delegated Decision by Cabinet Lead

Decision By: Leader and Cabinet Lead for Corporate Strategy, Finance, and Devolution

Commercialisation of Planning Service

Report by: Andrew Biltcliffe, Mark Gregory

Key Decision: No

1.0 Purpose of Report

1.1 To agree to the creation of HBC Commercial Limited, a Local Authority Trading Company which is limited by shares

2.0 Recommendation

2.1 That the Leader of the Council, under delegated powers approve the incorporation of HBC Commercial Limited (the Company) wholly owned by the Council so as to allow the Council to exercise the power to trade contained in the Local Government Act 2003 and the Localism Act 2011. The detailed Governance structure to be settled by the Head of Legal in consultation with the Head of Planning

4.0 Subject of Report

4.1 The setting up of a company is in response to a request from a private company to supply resource to a nearby Local Planning Authority in processing a backlog in planning applications. Once established the Company will enable the Council's planning service to process all types of planning applications and the preparation of planning policy documents for other planning authorities.

4.2 Details of the company is attached.

5.0 Implications

5.1 **Resources:**

- 5.2 These proposals should not have any direct implications for staff currently employed by the Council as it is not proposed that any staff transfer to the Company. Staff may well be working on specific work relating to the Company but all time and resources will be specifically accounted for and charged to the Company. If the Company does decide to employ staff directly, and former HBC staff are transferred to the Company under TUPE, the Company will be required to offer any new staff comparable terms and conditions including pension rights.
- 5.2 **Legal:**
- 5.4 Housing and Planning Act 2016 - S161 establishes the principle of privatising the processing of planning applications
- 5.5 A local authority is able to establish a Local Authority Trading Company (“LATC”) through powers in section 95 of the Local Government Act 2003. A local authority is permitted to trade in anything that it is authorised to do under its ordinary functions. The company can with good business planning generate a surplus which can be re-invested into services, or the council, being the single shareholder.
- 5.6 The Local Authorities (Goods and Services) Act 1970 (the 1970 Act) continues in force and it enables councils to provide services to other councils and to other public bodies but not to the private sector or the public in general. Successful trading has been undertaken by this authority under this legislation since 1970 enabling the saving of money and the achievement of efficiencies through economies of scale. The trading company will enable the authority to take advantage of trading opportunities that cannot be undertaken using the powers within the 1970 Act. However, it is anticipated that existing trading will continue to happen as it currently does under the 1970 Act as this is the most cost effective way to trade with other local authorities and public bodies.
- 5.7 Under section 1 of the Localism Act 2011 Local Authorities now have a general power that enables them to do anything that a private individual is entitled to do, as long as it is not expressly prohibited by other legislation.
- 5.8 The Company is a “controlled company” as defined in the Local Government and Housing Act 1989 as it is a subsidiary company of a local authority and as such the shareholder (Members of SDC) can have ultimate control over the activities and operational matters of the Company.
- 5.9 **Strategy:**
- 5.10 The proposal provides a real opportunity that positively impacts on
- Financial Sustainability
 - Public Service Excellence
 - Creativity & Innovation
- 5.4 **Risks:** (Environmental, Health & Safety and Customer Access Impact Assessment)

- 5.5 **Communications:** N/A
- 5.6 **For the Community:**N/A
- 5.7 **The Integrated Impact Assessment (IIA) has been completed and concluded the following:**N/A
- 6.0 **Consultation** N/A(*to advise who has been consulted*)

Agreed and signed off by:

Team Leader: *Andrew Biltcliffe 11 July 2016*
Head of Legal Services *Abe Ezekiel 11 July 2016*
Cabinet Lead: *Michael Cheshire MBE 11 July 2016*

Contact Officer: Andrew Biltcliffe
Job Title: Head of Legal
Telephone: 02392 446511

E-Mail: andrew.biltcliffe@havant.gov.uk

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File Copy



**CERTIFICATE OF INCORPORATION
OF A
PRIVATE LIMITED COMPANY**

Company Number **10257276**

The Registrar of Companies for England and Wales, hereby certifies that

HBC COMMERCIAL LIMITED

is this day incorporated under the Companies Act 2006 as a private company, that the company is limited by shares, and the situation of its registered office is in England and Wales

Given at Companies House, Cardiff, on **29th June 2016**



N10257276H

The above information was communicated by electronic means and authenticated by the Registrar of Companies under section 1115 of the Companies Act 2006



Companies House

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THE OFFICIAL SEAL OF THE
REGISTRAR OF COMPANIES



Application to register a company

Received for filing in Electronic Format on the: 29/06/2016



X5A4WS6Y

*Company Name
in full:* **HBC COMMERCIAL LIMITED**

Company Type: **Private limited by shares**

*Situation of Registered
Office:* **England and Wales**

*Proposed Register
Office Address:* **PUBLIC SERVICE PLAZA CIVIC CENTRE ROAD
HAVANT
HAMPSHIRE
UNITED KINGDOM
PO9 2AX**

I wish to entirely adopt the following model articles: **Private (Ltd by Shares)**

Company Director 1

Type: **Person**
Full forename(s): **MR ANDREW DEREK**

Surname: **BILTCLIFFE**

Former names:

Service Address recorded as Company's registered office

Country/State Usually Resident: **GREAT BRITAIN**

Date of Birth: ****/01/1959** Nationality: **BRITISH**

Occupation: **MANAGER**

The subscribers confirm that the person named has consented to act as a director.

Statement of Capital (Share Capital)

Class of shares	ORDINARY	<i>Number allotted</i>	10
		<i>Aggregate nominal value</i>	10
<i>Currency</i>	GBP	<i>Amount paid per share</i>	0
		<i>Amount unpaid per share</i>	1

Prescribed particulars

EACH SHARE HAS FULL RIGHTS IN THE COMPANY WITH RESPECT TO VOTING, DIVIDENDS AND DISTRIBUTIONS.

Statement of Capital (Totals)

<i>Currency</i>	GBP	<i>Total number of shares</i>	10
		<i>Total aggregate nominal value</i>	10

Initial Shareholdings

Name: HAVANT BOROUGH COUNCIL

Address: PUBLIC SERVICE PLAZA CIVIC
CENTRE ROAD
HAVANT
HAMPSHIRE
GREAT BRITAIN
PO9 2AX

Class of share: ORDINARY

Number of shares: 10

Currency: GBP

*Nominal value of
each share:* 1

Amount unpaid: 1

Amount paid: 0

Statement of Compliance

I confirm the requirements of the Companies Act 2006 as to registration have been complied with.

Name: HAVANT BOROUGH COUNCIL

Authenticated: YES

Authorisation

Authoriser Designation: **subscriber**

Authenticated: **Yes**

COMPANY HAVING A SHARE CAPITAL

Memorandum of association of HBC COMMERCIAL LIMITED

Each subscriber to this memorandum of association wishes to form a company under the Companies Act 2006 and agrees to become a member of the company and to take at least one share.

Name of each subscriber	Authentication
Havant Borough Council	Authenticated Electronically

Dated: 29/06/2016

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HAVANT BOROUGH COUNCIL

Cabinet

Wednesday, 20 July
2016

Draft Local Plan Housing Statement

Report by: David Hayward

FOR DECISION

Portfolio: Cabinet Lead for Economy, Planning, Development and Prosperity
Havant

Key Decision: Yes

1.0 Purpose of Report

1.1 For Cabinet to consider a review of the Havant Borough Local Plan (Core Strategy and Allocations). As the first stage in that process, Cabinet are recommended to consider and approve the draft Local Plan Housing Statement for public consultation, which would also constitute the statutory consultation for the new Local Plan.

2.0 Recommendation

Cabinet are recommended to:

- a. Approve a review of the Havant Borough Local Plan (Core Strategy and Allocations).
- b. Approve the Draft Local Plan Housing Statement (appendix 1) for public consultation. This will also form the consultation for the new Havant Borough Local Plan under Regulation 18 of The Town and Country Planning (Local Planning) (England) Regulations 2012.
- c. Approve the Local Development Scheme 2016 (appendix 2) for publication.
- d. Delegate authority to the Head of Planning, in consultation with the Portfolio Holder for Economy Planning, Development, and Prosperity Havant, to make any necessary amendments which arise prior to the public consultation period.

3.0 Subject of Report

National context: the requirement for an up-to-date Local Plan

- 3.1 The Local Plan remains one of the most important functions of the Borough Council. Whilst there have been extensive changes to the planning system in recent years, this has only pushed further towards a plan-led development approach in the UK and has increased the necessity of having an up-to-date Local Plan.
- 3.2 Government have made clear, both in the National Planning Policy Framework (NPPF) as well as in legislation, that significantly boosting the supply of housing is a key national priority. Such is the importance which Government now places on producing Local Plans that if councils fail to produce a Local Plan, Government have pledged to step in and produce a plan for them¹. As such, it is essential that the Borough Council continues to positively plan for the future of the borough within this reality, achieving sustainable development and creating successful places for future generations.
- 3.3 Equally without an up-to-date Local Plan in place, under the National Planning Policy Framework (NPPF), existing policies on housing supply would cease to apply and only the general policies in the NPPF could be used.
- 3.4 Together, bringing in these provisions would have significant implications for the Borough both in the short and longer term. The loss of the large number of policies in the Havant Borough Local Plan (Core Strategy and Allocations) which address housing supply would lead to a substantial reduction in the level of influence which the Borough Council and the borough's communities would have over future development decisions. Looking forward, Government stepping in and producing the Borough's Local Plan would result in the loss of local control over the process of putting together the plan, one of the key strategies which shapes the local area and creates sustainable communities.

The importance of an up-to-date Local Plan

- 3.5 The Borough Council has a number of policy approaches and strategies such as the approach towards our own estate, our role in managing town centres and economic development and environmental health. These collectively interact and the Corporate Strategy distils them together into a comprehensive statement of the objectives of the Borough Council.
- 3.6 The Local Plan to a certain extent then follows on from the Corporate Strategy, turning its focus to delivery and putting in place the framework that's needed to deliver the Borough Council's objectives on the ground.
- 3.7 It does this by setting out what development happens when, where and how. It also crucially sets out what infrastructure needs to be provided alongside that development.
- 3.8 The Havant Borough Local Plan (Core Strategy and Allocations) has provided a framework for bringing forward key development sites including Dunsbury Hill

¹ This commitment is set out in S146 of the Housing and Planning Act (2016)

Business Gateway, providing new jobs and economic development. If the site had not been included in the Local Plan, it is unlikely that funding would have been available from the Solent Local Enterprise Partnership to fund the road link that is necessary to deliver the scheme.

- 3.9 The Borough Council has successfully built up an 'open for business' reputation. A successful Local Plan gives investors and developers certainty to make decisions which can be worth millions of pounds to the local economy. It is essential moving forward that the private sector is given the confidence to continue investing and this is only possible with an up-to-date Local Plan which positively plans for the future of the borough.
- 3.10 The Local Plan is also the only way in which development can take place across the borough which fulfils all three of the pillars of sustainability. As such, it would protect the borough's most cherished landscapes and provide successful communities into the future alongside economic growth and development.
- 3.11 Having a Local Plan brings significant benefits for everyone who lives, works or visits the borough of Havant and is essential in raising prosperity and providing a high quality of life. Equally, it is necessary to make sure that the Local Plan is kept up-to-date and relevant in order to continue realising those benefits.

Context: the Adopted Local Plan and the PUSH Spatial Position Statement

- 3.12 The Havant Borough Local Plan (Core Strategy and Allocations)² was adopted by the Borough Council in 2011 and 2014. Since that time, new data regarding the objectively assessed need for new housing in the borough has been published. This is in the form of the Objectively-Assessed Housing Need Update (April 2016). This marked increase in the number of new homes which are required now means that a review of the Adopted Local Plan is needed.
- 3.13 Under the NPPF, there is a requirement to assess housing need and plan to meet it across Housing Market Areas (HMAs) together with an obligation to cooperate with neighbouring authorities on housing distribution through the 'duty to cooperate'. In light of this, the Partnership for Urban South Hampshire (PUSH) has been progressing a review of the South Hampshire Strategy. The resultant PUSH Spatial Position Statement was published on 7th June 2016.
- 3.14 As part of the evidence base for the Position Statement, the Objectively Assessed Housing Need Update confirms the need for 121,500 new homes across the three HMAs in South Hampshire from 2011 to 2036. Of these, 11,250 need to be provided in Havant Borough.
- 3.15 The Position Statement also confirms an initial high level housing target for the borough of a minimum of 9,170 net additional homes to be provided. However it stresses in section 5.32 that the targets set out in the Position Statement should be treated as minima. Additionally Local authorities should undertake more detailed analysis of development opportunities and actively seek opportunities to identify additional potential for housing provision to meet the shortfall against the objectively assessed need through the local plan process.

² Hereafter referred to as the Adopted Local Plan

The solution: The Havant Borough Local Plan 2036 and the Local Plan Housing Statement

- 3.16 The Allocations Plan was adopted in 2014 and was assessed for NPPF compliance at the time. Equally, a large amount of issues which are addressed in the Core Strategy, such as the need for development to carefully assess the impact on the Chichester Harbour AONB, remain relevant today.
- 3.17 As such, it is proposed that as much as possible of the Adopted Local Plan is rolled forward into the 2036 plan. This compresses the amount of time which is needed to produce the plan and means that it can be adopted by the Borough Council and receive full planning weight as soon as possible. A proposed new Local Development Scheme for the borough is included at appendix 2.
- 3.18 In the short term however, until the adoption of the Havant Borough Local Plan 2036, it is essential under the NPPF that the borough has a continuous rolling five year supply of deliverable housing sites with an additional buffer on top of that to provide choice and competition in the supply of land. This is all the more relevant in light of the high housing need. Without this five year supply, housing supply policies in the Adopted Local Plan will cease to apply and there will be an increase in speculative development across the borough.
- 3.19 In light of this, in order to manage the development pressure prior to the adoption of the Havant Borough Local Plan 2036 as much as possible, it is proposed to consult and subsequently adopt the Local Plan Housing Statement. This aims to:
- a) Demonstrate how the Adopted Local Plan is up to date under the NPPF.
 - b) Identify small and medium sized greenfield urban extension sites which could be released in advance of the completion of the Local Plan in order to continue providing a healthy housing land supply.
 - c) Identify large strategic sites which will be crucial in providing new homes in the future and safeguard these from piecemeal development proposals, promoting the comprehensive development of these through the Local Plan.
- 3.20 In order to provide a comprehensive set of sites which are suitable for development, available and where development could be achieved, there was a 'call for sites' in January 2016. These have then been assessed so that only those that would be considered to provide sustainable development are taken forward. A large number have been assessed as being unsuitable for development under the NPPF and so have not been taken forward. Those that are considered deliverable or developable will be published in the 2016 Strategic Housing Land Availability Assessment. Greenfield urban extension sites are also highlighted in table 2 of the Housing Statement as being suitable for early release.
- 3.21 Furthermore, a comprehensive constraints analysis has been completed for the borough, highlighting high-level NPPF compliant planning constraints. These, together with the presence of the existing built up area, mean that there are few larger greenfield sites remaining in the borough. However given the high level of housing need, the two that do exist (at Campdown and between Denvilles and Emsworth) need to be explored.

- 3.22 Whilst the Local Plan Housing Statement would not in itself be part of the statutory Local Plan, it would provide certainty to investors, housebuilders and residents as to where the borough council would be supportive of new housing development both in the short and longer term. The process of producing the Local Plan Housing Statement would be part of the statutory local plan, forming the key consultation on the contents of the plan³.
- 3.23 It would be given planning weight as a material consideration in making development management decisions. In order for it to receive the most weight, it has been subjected to Sustainability Appraisal, Habitats Regulations Assessment and an Integrated Impact Assessment which will be published for consultation alongside the draft Housing Statement. To receive the most weight it will also be necessary for the final Local Plan Housing Statement to be adopted by Full Council following public consultation.
- 3.24 The draft Local Plan Housing Statement will also form the framework for the Havant Borough Local Plan 2036 in identifying the sites which are suitable, available and achievable in order to address the need for new housing in the borough as far as is possible. These would then be taken forward for allocation in the plan. As such, the consultation on the Local Plan Housing Statement will also form the statutory consultation⁴ for the Havant Borough Local Plan 2036 as well. The draft Housing Statement is available at appendix 1.
- 3.25 The sites which are available combined with the evidence base shows that the borough is still unable to meet its objectively assessed housing need. In undertaking the constraints analysis set out above, only high level constraints have been considered in line with the need to strive to meet the objectively assessed need for new housing and significantly boost the supply of new housing.

Consultation

- 3.26 If Cabinet choose to approve the draft Local Plan Housing Statement for consultation, this would start on 25th July and last for six weeks until 9th September.
- 3.27 It is vital to engage with all of the borough's communities in preparing the new Local Plan.
- 3.28 The following consultation plan is proposed:
- a) Printed material consisting of a leaflet and booklet which highlight the importance of having a Local Plan and summarise the proposals in the draft Local Plan Housing Statement
 - b) Six public exhibitions throughout August at:
 - Emsworth
 - Hayling Island
 - Havant & Bedhampton
 - Waterlooville
 - Leigh Park
 - Public Service Plaza

³ This would constitute a consultation under Regulation 18 of The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended).

⁴ Under Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended).

- c) A specific meeting for those residents who own or lease property inside the strategic site between Denvilles and Emsworth.
 - d) Social media updates and promotional posts
 - e) Email newsletter to those who have asked to be updated about planning policy consultations.
 - f) Letters and emails to general and statutory consultees.
 - g) Letters and emails to those residents who have asked to be kept up to date on planning policy consultations.
- 3.29 A successful bid was made for £60,000 of Government funding. This is intended to fund a Design Charrette for the Denvilles-Emsworth site. This is an intensive planning session where residents, designers and others collaborate on a vision for development. It provides a forum for ideas and offers the unique advantage of giving immediate feedback to the designers. More importantly, it allows everyone who participates to be a mutual author of the plan.
- 3.30 The masterplan which is produced will be worked up into a Supplementary Planning Document. This would be adopted alongside the Havant Borough Local Plan 2036.

Conclusions and next steps

- 3.2 Government have been clear that significantly boosting the supply of housing is a national priority and that every area must play its part. It has been made equally clear that Government will step in and put together the Local Plan if the Borough Council do not. As such, it is vital that the Borough Council continue to plan positively for the future of the borough, creating sustainable communities for future generations.
- 3.3 The approach and content of the draft Local Plan Housing Statement and the approach which is proposed for reviewing the Local Plan are bold and forward thinking. The proposals are significant in scale and reach and will affect all who live, work and visit Havant Borough. The proposed way forward is the best one for the borough: boosting prosperity, providing homes which are needed together with the infrastructure to support them and ensuring that the borough council and local communities remain in the driving seat. It is only by directing and driving the Local Plan that the borough council and communities can continue to direct where, when and how development takes place as much as is possible in the context of national policy and regulation.

4.0 Implications

- 4.1 **Resources:** The proposed approach to developing the new Havant Borough Local Plan was incorporated into the 2016/17 budget. Specific budget codes relating to consultancy and travel in particular have been sized to match the increase in cost associated with Local Plan preparation work in this financial year. However the Local Plan's preparation will span two financial years and so the project plan will also inform the budget setting for the 2017/18 year. This will lead to a reduction in the cost of consultancy work although there will be an increase due to the need to pay for the Examination and Program Officer. The Design Charrette will be specifically funded through the £60,000 grant. Work regarding this project will be kept separate from the Local Plan from a budgeting

perspective as the grant funding will be ringfenced for this work. It is considered that £60,000 was sufficient funding to cover the cost of the Design Charrette.

- 4.2 **Legal:** In order to progress development of the land between Denvilles and Emsworth strategic site, it will be necessary for the borough council and the landowner to vary a legal agreement which exists on the land. There is past precedent as this has already been done for the crematorium's development as well as for the Adopted Local Plan. It is noteworthy that the Local Plan Housing Statement would fall outside of the regulatory process for preparing a local plan (see below). Otherwise, preparation of the Local Plan would follow the appropriate regulations.
- 4.3 **Strategy:** There are extensive links between the Local Plan and the Corporate Strategy. The Local Plan feeds into every one of the priorities for the next five years. It forms a key delivery mechanism for the Corporate Strategy, promoting and facilitating the development and economic growth which is necessary to improve the prosperity of the borough's residents.
- 4.4 **Risks:** the proposed approach is based on the production of a non-statutory planning document. Whilst it will ultimately be adopted by Full Council and be subject to Sustainability Appraisal, Habitats Regulations Assessment and an Integrated Impact Assessment in the same way as any statutory Local Plan would, the weight which will ultimately be afforded to it by Inspectors is not certain. There is a need for public consultation to take place on the draft Local Plan Housing Statement. Changes which are proposed as a result of consultation will be highlighted to Cabinet and Full Council prior to adoption of the Housing Statement.
- 4.5 **Communications:** please see the main body of the report.
- 4.6 **For the Community:** please see the main body of the report.
- 4.7 **The Integrated Impact Assessment (IIA) has been completed and concluded the following:** An IIA has been completed.
- 5.0 **Consultation:** please see the main body of the report.

Appendices:

- Appendix 1: Draft Local Plan Housing Statement
Appendix 2: Havant Borough 2016 Local Development Scheme

Background Papers:

- National Planning Policy Framework (NPPF) - <http://www.communities.gov.uk/documents/planningandbuilding/pdf/2116950.pdf>
- PUSH Spatial Position Statement - http://www.push.gov.uk/item_12_-_appendix_1_-_position_statement.pdf
- Objectively-Assessed Housing Need Update (April 2016) - http://www.push.gov.uk/item_12_-_appendix_2_housing_oan.pdf
- Havant Borough Corporate Strategy - <http://www.havant.gov.uk/sites/default/files/documents/HBCCorporatestrategy2015-20.pdf>

Agreed and signed off by:

Head of Legal Services: Abe Ezekiel – 5th July 2016

Head of Planning: Andrew Biltcliffe – 4th July 2016

Interim Director of Operations: James Hasset – 4th July 2016

Cabinet Lead for Economy, Planning, Development and Prosperity Havant: Cllr David

Guest – 4th July 2016

Contact Officer: David Hayward

Job Title: Planning Policy Team Leader

Telephone: 023 9244 6174

E-Mail: david.hayward@havant.gov.uk

Draft Local Plan Housing Statement

July 2016



Have your say on the draft Local Plan Housing Statement by

- Emailing policy.design@havant.gov.uk
- Writing to us at Local Plan Housing Statement, Planning Policy Team, Havant Borough Council, Civic Centre Road, Havant, PO9 2AX.

**Any comments should be submitted to the Council on or before 9th September 2016
Please make sure you include your name, address and email address.**

Please note that all representations received may be made public. All personal data will be removed prior to publication.

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1. Introduction

Overview

- 1.1 This Local Plan Housing Statement has been produced in light of the Objectively Assessed Housing Need Update¹ and the South Hampshire Spatial Position Statement², both published by the Partnership for Urban South Hampshire (PUSH³) on 7 June 2016.
- 1.2 It has also been produced in light of the requirements of the National Planning Policy Framework, most importantly the key requirement that Local Planning Authorities must boost significantly the supply of housing. In order to achieve this, the NPPF also requires Local Planning Authorities to keep Local Plans up-to-date and review them to respond flexibly to changing circumstances, in this case a change in the need for new homes.
- 1.3 Through Section 146 of the Housing and Planning Act, Government have made it perfectly clear the importance that they place on having an up-to-date Local Plan and the implications if a Local Planning Authority fails to do this. If the Secretary of State thinks that a Local Planning Authority is failing or omitting to do anything which is necessary for them to do in connection with the preparation or revision of a Local Plan, the Secretary of State may intervene to prepare or revise the Local Plan.
- 1.4 As such, it is essential that the Borough council continue to positively plan for the future of the within this reality, achieving sustainable development and creating successful places for future generations. The Local Plan Housing Statement is the first step in addressing the rising housing need through a review of the Local Plan.
- 1.5 The Local Plan Housing Statement sets out how the Adopted Local Plan can be considered up to date, it will set out the direction of travel for the preparation of the new Havant Borough Local Plan and it will set out how sustainable greenfield sites outside of the urban area will be considered prior to the adoption of the new Havant Borough Local Plan.
- 1.6 In the same way as a Local Plan would be, the Housing Statement has been subject to Sustainability Appraisal, Habitats Regulations Assessment and an Integrated Impact Assessment. It has been prepared in light of an evidence base which is proportionate to its content and has been subject to the relevant democratic approval processes.
- 1.7 The Local Plan Housing Statement will not form part of the statutory development plan⁴. However it will be given weight as a material consideration when development management decisions are made up until the adoption of the borough's new local plan.
- 1.8 The Local Plan Housing Statement is currently in draft format for consultation.

¹ http://www.push.gov.uk/2c_objectively_assessed_housing_need_update.pdf

² http://www.push.gov.uk/work/planning-and-infrastructure/push_spatial_position_statement_to_2034-2.htm

³ The Partnership for Urban South Hampshire (PUSH) is comprised of all borough and district councils in South Hampshire, the two city councils and Hampshire County Council. More detail is available at www.push.gov.uk/partnership.htm.

⁴ as defined by the Town and Country Planning Act (1990 as amended)

Background

- 1.9 A Local Planning Authority's housing requirement is established through a comprehensive assessment of housing need across the relevant Housing Market Area (HMA). This forms part of past and ongoing work with nearby local authorities, under the duty to cooperate, to establish whether and how that need can be met across the HMA.
- 1.10 The Borough Council worked through PUSH with the ten other local authorities across the Solent sub-region to produce the South Hampshire Strategic Housing Market Assessment (SHMA)⁵. The SHMA shows an extremely high level of housing need across the three HMAs⁶ along the Solent.
- 1.11 The requirement to address housing need is set out in the National Planning Policy Framework (NPPF) (2012):
- “To boost significantly the supply of housing, local planning authorities should:
-use their evidence base to ensure that their Local Plan meets the full, objectively assessed needs for market and affordable housing in the housing market area, as far as is consistent with the policies set out in this Framework, including identifying key sites which are critical to the delivery of the housing strategy over the plan period” (NPPF 2012, paragraph 47)*
- 1.12 Government have set out through section 153 of the NPPF that Local Plans can be reviewed in order to adapt to changing circumstances, which is ultimately the case with the housing need up to 2036. Equally the review must, in order to comply with the NPPF, plan positively to address the high housing need which exists across South Hampshire in general and Havant in particular.
- 1.13 If the Borough Council fails to initiate a review or pursue it in a timely manner, Government have made it clear through S146 of the Housing and Planning Act that if the Secretary of State thinks that the Borough Council are failing or omitting to do anything which is necessary in connection with the review of the Local Plan, the Secretary of State can intervene and prepare or revise the Local Plan instead or give directions to the Borough Council relating to the review of the plan.
- 1.14 It is clear from the evidence of the SHMA that the level of housing need and the requirement to meet it, as far as is consistent with the NPPF, will require further development sites to be identified over and above those in the Adopted Local Plan. As such, it is necessary for a new Havant Borough Local Plan to be produced.
- 1.15 On this basis, a review of the Local Plan will move swiftly forward. As a key part of this, the housing need identified in the SHMA must be assessed against suitable land for development taking into account significant constraints across the HMA to inform new housing targets and allocations.

Guiding Principle 1

The Strategic Housing Market Assessment shows a high level of housing need in Havant and across the Portsmouth Housing Market Area. As such, Havant Borough Council will initiate a review of the Adopted Local Plan in order to continue positively planning for all development needs in the borough into the future and ensure that decisions regarding the Local Plan can continue to

⁵ This should be taken to include both the South Hampshire Strategic Housing Market Assessment (January 2014) and the Objectively-Assessed Housing Need Update (April 2016).

⁶ One HMA focussed around Southampton, one focussed around Portsmouth and one contained on the Isle of Wight. The Portsmouth HMA contains all of Havant, Portsmouth and Gosport and sections of East Hampshire, Fareham and Winchester.

be taken locally.

- 1.16 It will be important that the Council do not obstruct or refuse residential development that is sustainable and appropriate under the NPPF whilst the new plan is being produced, although such schemes could be contrary to policy AL2 of the Adopted Local Plan (Allocations) which relates to development outside the urban areas of the borough. Positively considering sites which are appropriate and sustainable, yet outside the urban areas defined in the Adopted Local Plan (Core Strategy and Allocations), simply has regard to the higher housing requirement that will inevitably need to be included in the new local plan.
- 1.17 Considering these sites positively, at this early stage of the plan's preparation, will allow the Borough Council to maintain some control and manage planning decisions taken at the local level rather than through appeals. Importantly it will also help the Borough Council in demonstrating a five year housing land supply position in the years ahead. Allowing appropriate development sites to start their planning journey now will improve the likelihood of new homes being delivered at the right time in order to contribute to the higher housing requirement identified in the South Hampshire Spatial Position Statement.
- 1.18 Whilst the housing need figure is not a target, it is necessary to ensure that any suitable sites which come forward that will help to meet this need are approved without delay. This will be in the interest of meeting as much housing need as is sustainably possible in order to comply with the NPPF. Alongside this the Borough Council will seek to protect those areas which are not suitable for development, such as when development would be contrary to the NPPF, where important employment land/uses would be lost or where flood risk would constitute a constraint.
- 1.19 Equally, it is important that the Borough Council, in continuing to plan positively for the future of the borough, fulfils its requirements and obligations under the Housing and Planning Act, which achieved Royal Consent on 12th May 2015, and any associated secondary legislation or change to national policy.
- 1.20 A higher housing requirement is a certainty in the new local plan and the Housing Statement seeks to identify realistic development potential for housing to meet this requirement and begin discussions with communities and other stakeholders about these sites. By extensively considering the development potential of the borough the Borough Council are seeking to address the SHMA housing need figure in accordance with the NPPF.

2. The Adopted Local Plan

2.1 Havant Borough's Adopted Local Plan (Core Strategy 2011 and Allocations Plan 2014)⁷ covers the period until 2026. The Adopted Local Plan is considered up to date. The Local Plan (Core Strategy) was adopted prior to the NPPF and the housing target is based on the now revoked South East Plan. This fact was explored when the Local Plan (Allocations) was examined in 2014.

"After the publication of the NPPF in March 2012 the PUSH authorities approved the South Hampshire Strategy (SHS), which provides a sub-regional basis for the local authorities housing requirements... The CS [Core Strategy's] housing target towards which the allocations in this Plan will contribute is consistent with the SHS and remains broadly accurate when tested against the "What Homes Where" toolkit." (Inspector's Report on The Examination into Havant Borough Local Plan (Allocations) (2014))

2.2 The Inspector considered the overall compliance of the Local Plan with national policy. This is a requirement of paragraph 182 of the NPPF which sets out that to be sound a plan must be consistent with national policy as well as being positively prepared, justified and effective. The Inspector was careful to differentiate the different parts of the Local Plan. Paragraph 9 of the Inspector's Report on the Local Plan (Allocations) makes this completely clear and states that: *"The Havant Borough Local Plan (Core Strategy) was adopted in March 2011 and is referred to as the Core Strategy (CS). This Plan, the Local Plan (Allocations) seeks to deliver the vision for growth that is set out in the CS... the two documents are intended to be read together to form the Havant Borough Local Plan."* In assessing legal compliance, the Inspector states: *"The Local Plan complies with national policy"*.

2.3 Indeed, the 2014 PUSH SHMA was published prior to the conclusion of the Examination into the Local Plan (Allocations). In paragraph 9 of the report, the Inspector set out that *"The PUSH authorities, together with Hampshire County Council (HCC) and the Solent Local Enterprise Partnership, commissioned a Strategic Housing Market Assessment (SHMA) to help assess housing need through to 2036. This was published in March 2014 and will inform a forthcoming review of the PUSH Spatial Strategy"*. This sets out clearly how the Inspector considered the content of the Local Plan (Allocations) with clear knowledge of the housing need in the borough up to 2036. With all of the evidence before her, including relating to housing need up to 2036, the Inspector concluded that the Local Plan (Allocations) was legally compliant, justified, effective and consistent with national planning policy.

2.4 As a result, whilst the SHMA will form an essential part of the evidence base for the new local plan but does not render the Adopted Local Plan out of date. This point has been made clear by Government⁸, stressing *"The publication of a locally agreed assessment provides important new evidence and where appropriate will prompt councils to consider revising their housing requirements in their Local Plans. We would expect councils to actively consider this evidence over time and, where over a reasonable period they do not, Inspectors could justifiably question the approach to*

⁷ Hereafter referred to as the Adopted Local Plan.

⁸ Letter from Brandon Lewis, then Minister of State for Housing and Planning, to the Chief Executive of the Planning Inspectorate (19 December 2014) – available at https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/390029/141219_Simon_Ridley_-_FINAL_SIGNED.pdf

housing land supply. However, the outcome of a Strategic Housing Market Assessment is untested and should not automatically be seen as a proxy for a final housing requirement in Local Plans. It does not immediately or in itself invalidate housing numbers in existing Local Plans”.

- 2.5 Following the initial publication of the SHMA, work began on the South Hampshire Spatial Position Statement, which has now been published. It is entirely appropriate under the NPPF’s duty to cooperate that discussions regarding meeting the level of development need take place between all local authorities in the HMA. This strategy of effective cooperation has led to the publication of a comprehensive plan for housing delivery across the HMA.
- 2.6 The publication of this Local Plan Housing Statement, which sets out how the Borough Council intends to meet its housing requirements under the NPPF, shortly after the publication of the South Hampshire Spatial Position Statement, shows the importance that the Borough Council places on updating the Local Plan. No reasonable period can have said to have passed and so it would be illogical to question the Borough Council’s approach to housing land supply following the Adopted Local Plan at this point.

Guiding Principle 2

The Adopted Local Plan is considered up to date as per the definition in paragraphs 157 and 158 of the NPPF. Decisions regarding five year housing land supply will continue to be taken on this basis.

3. Future Housing Potential

- 3.1 The PUSH SHMA shows a need for 121,500 new homes across South Hampshire between 2011 and 2036. Of these, 57,000 should be provided in the Portsmouth HMA of which 11,250 should be provided in Havant Borough. The NPPF is clear in paragraph 47 that Local Plans must *“meet...the full, objectively assessed needs for market and affordable housing in the housing market area, as far as is consistent with the policies set out in this Framework, including identifying key sites which are critical to the delivery of the housing strategy over the plan period”*.
- 3.2 A high level technical analysis has been completed to understand whether the established need can be met in a way which would constitute sustainable development and if not, how best it can be met. This is set out in detail in the Housing Constraints and Supply Analysis Paper, which accompanies the Local Plan Housing Statement. A thorough examination of the housing land supply and potential sites has taken place. The borough’s Strategic Housing Land Availability Assessment (SHLAA) has also been refreshed and incorporates the results of a ‘call for sites’ which was undertaken in January 2016 and a reappraisal of some employment sites that may be more suitable for housing. This has informed an approach to identifying sites suitable for housing which are free from overriding constraints. This is intended to maximise the level of development as the Borough Council seeks to meet its objectively assessed need.
- 3.3 The Housing Constraints and Supply Analysis Paper provides detail as to the process undertaken to establish if the borough can meet its objectively assessed need and, if not, how much sustainable development the borough can accommodate.
- 3.4 In line with the NPPF development on brownfield land has been prioritised through the analysis in the SHLAA’s assessment of suitability. Nonetheless, the high level of need for new homes means that development of greenfield sites will also be necessary.
- 3.5 A constraints analysis (detailed in the Housing Constraints and Supply Analysis) firstly looked at high level constraints (i.e. those that make a site unsustainable for development). This analysis has shown that sections of the borough would be inherently unsustainable for substantial levels of future development.
- 3.6 With the housing need position starting at 2011 existing completions since then will be taken into account together with existing commitments from those sites with planning permission or already allocated in the Adopted Local Plan. This shows that a large gap (4,803) remains in order to address housing need.

	Need requirement	Net Dwellings Completed or Committed
Total Borough Objectively Assessed Need (OAN) 2011-2036	11250	
Completed dwellings (2011/12 – 2014/15)		1109
Permissions (outstanding planning permissions at 01/04/15)		1752
Allocations in current Local Plan (yet to be completed/permitted at 01/04/15)		1986
Windfall Development (up until 2036)		1600
Totals	11250	6447
Remaining OAN to be addressed (i.e. the gap)		4803

Table 1: Existing completions and commitments vs OAN

- 3.7 In order to address this apparent gap, further investigation has taken place for additional housing potential in the borough. This has used the SHLAA process (including the 2016 call for sites and SHLAA refresh) to establish further brownfield and greenfield sites that offer potential.

Further Urban Area Sites

- 3.8 Limited further brownfield sites within the existing urban area which could be developed for housing have been identified. Any potential urban area housing sites are already supported in principle through the Adopted Local Plan (in particular Policy CS17). These are the types of sites already accounted for in the detailed windfall analysis. Delivery from small-scale windfall sites will continue to be taken into account.

Guiding Principle 3

Havant Borough Council will continue to prioritise the development of brownfield land:

- The new local plan will maximise the residential development of brownfield sites by looking at potentially significantly higher densities around town centres and transport hubs
- Prior to the adoption of the new local plan, development on brownfield sites which are considered suitable for housing under the Adopted Local Plan will continue to be supported, even if they are not specifically allocated.

- 3.9 Further greenfield urban extension sites of various sizes have also been considered. These are sites already identified in the SHLAA but which are not allocated in the Adopted Local Plan and previous or slightly revised SHLAA sites (for instance when site areas may have needed to change). Some new SHLAA sites have also been submitted as part of the 2016 'call for sites'. In addition to this previous discounted SHLAA sites have been reconsidered in light of identified housing need.
- 3.10 In light of the identified housing need and the 4,803 dwelling 'gap' identified in Table 1 it is appropriate that the Borough Council considers appropriate greenfield sites for development in the short term.

Site reference	Site	Indicative No. of dwellings
Emsworth		
UE39	Land North of Hollybank Lane and Long Copse Lane	54
UE50	Land North of Long Copse Lane	166
UE67	Land to the rear of Redlands House	5
UE02b	Land north and west of Selangor Avenue	154
Havant and Bedhampton		
UE28	Littlepark House, Bedhampton	47
UE30	Land south of Lower Road, Bedhampton	50
UE52	Land adjacent to 47 Portsdown Hill Road	5
UE53	Land East of Castle Avenue	60
UE55	Southleigh Park House	35
UE68	Forty Acres	300
Hayling Island		
UE17	Land South of Rook Farm	53
UE35	Land North of Rook Farm	119
UE63	Land West of Rook Farm	222
UE18	Station Road (north of Sinah Lane/West of Furniss Way)	161
	Total	1431

Table 2: Further Greenfield sites outside of the urban area

- 3.11 The sites listed in Table 2 have all been considered through the 2016 SHLAA process to be deliverable or developable. As such they are free of constraints that cannot be mitigated, are available for development, and sustainable development could be achieved on the site. As such, given the level of housing need, they would be put forward for allocation in the new local plan.
- 3.12 However they are all outside the urban areas identified in the Adopted Local Plan and so would be contrary to policies CS17 and AL2 which indicate that residential development should be resisted. However, it is considered that the level of need means that, even though it would be a departure from the Adopted Local Plan, the principal of residential development on these sites should be supported, subject to compliance with the remainder of the Adopted Local Plan.
- 3.13 Being proactive and supporting appropriate and sustainable development on the urban edge now will help to ensure that a five year housing land supply will be sustained. Positive decisions now will allow for the inevitable lag time between planning discussions/approvals on a site and dwellings being completed (and thereby contributing to five year supply). In all instances other relevant policies in the Adopted Local Plan would still need to be met and sites not included in the Table 2 will be considered in relation to the NPPF and Adopted Local Plan.

Guiding Principle 4

The principal of residential development will be considered favourably on those sites identified in table 2 to contribute towards the high objectively assessed need for new housing in the borough. Proposals coming forward for these sites should continue to meet the full requirements of the Adopted Local Plan except policies CS17 and AL2.

Table 3 below shows that even when taking into account these additional sites there still remains a significant gap (3,372) between the objectively assessed need for housing and the available supply in the borough.

	Need requirement	Net Dwellings Completed , committed and further supply
Total Borough Objectively Assessed Need (OAN) 2011-2036	11250	
Completed dwellings (2011/12 – 2014/15)		1109
Permissions (outstanding planning permissions at 01/04/15)		1752
Allocations in current Local Plan (yet to be completed/permited at 01/04/15)		1986
Windfall Development (up until 2036)		1600
Additional greenfield sites outside of the urban area		1431
Totals	11250	7878
Remaining OAN to be addressed (i.e. the gap)		3372

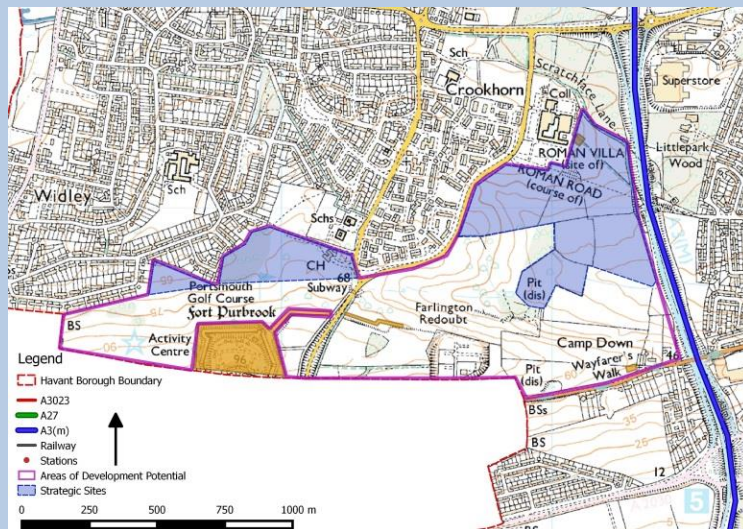
Table 3: Existing completions, commitments and additional greenfield vs OAN

3.14 With the relatively compact and already heavily developed nature of the borough there are very few opportunities remaining for sustainable development to further close this gap. However, with the NPPF requiring objectively assessed housing need to be addressed, no stone should remain unturned in the search for potential development sites. This means that we must also look at those few larger remaining undeveloped parts of the borough that are free from substantial constraint. This leads to the consideration of two new strategic development sites.

New Strategic Sites

3.15 There are two areas of the borough which are free from significant high level constraints and which remain undeveloped. Without positively identifying these sites and working with the landowners or their representatives to identify the best way to take the sites forward for development there is a risk that proposals for these sites could be speculatively submitted, potentially in a piecemeal manner. This is likely to undermine the ability to secure the right infrastructure delivered at the right times to support any new substantial developments. It will also lessen the ability to achieve a sustainable and well planned community.

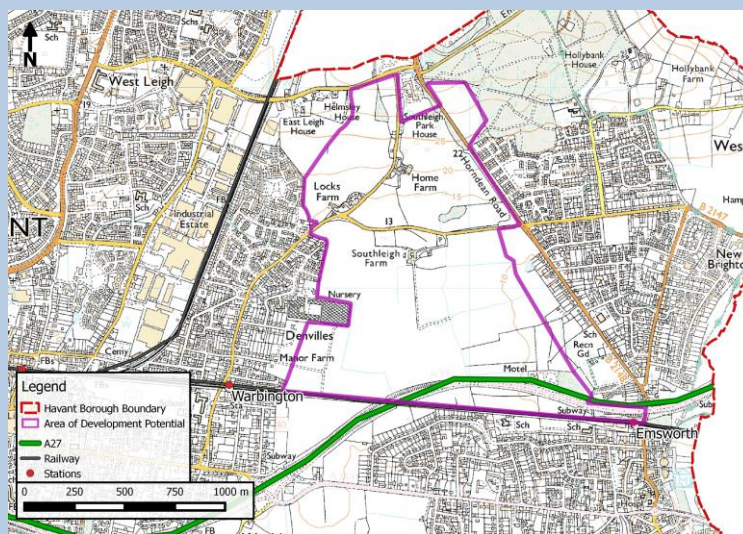
Strategic Site 1: Campdown



Further details about this site and the potential for new development is included in the Strategic Development Areas Financial Feasibility Study. It is considered that the site is likely to be capable of accommodating a minimum of 400 dwellings and sports facilities to accommodate the needs of the Borough's growing sports clubs. This should be provided for within the site's net developable area (shaded blue in the map above) whilst the remainder of the site would be used for leisure purposes.

The development will require as a minimum improvements to nearby highway infrastructure, green infrastructure and utilities in order for the site to be delivered. Further work regarding infrastructure provision is on-going and will feed into the allocation for the site in the new local plan.

Strategic Site 2: Area Between Denvilles and Emsworth



Further details about this site and the potential for new development is included in the Strategic Development Areas Financial Feasibility Study. It is considered that the site is likely to be capable of accommodating a minimum of 1,650 dwellings and a local centre.

The site will require as a minimum improvements to nearby highway infrastructure, a new junction on the A27 and associated link road north, a new primary school, green infrastructure and surface water drainage. The development will need to be laid out in such a way that there remains clear distinction between the settlements of Emsworth, Denvilles and Warblington after completion of the development. Further work regarding infrastructure provision and settlement identify is on-going and will feed into the allocation for the site in the new local plan.

- 3.16 In order to address the borough's housing need as part of the new Local Plan it is inevitable that these sites will need to be considered. Preliminary work looking at the infrastructure requirements, development capacity and timeframes for the sites coming forward has started and it is proposed that this continues through the Local Plan process. All this can feed into appropriate masterplanning and the new local plan as appropriate.
- 3.17 Strategic sites of this nature require extensive preliminary work and have longer lead in times than smaller sites. It is intended that public consultation will inform a Masterplan to bring the sites forward in the most sustainable way which ensures that they are high quality communities which will stand the test of time. Community involvement in the masterplanning of the larger strategic site between Denvilles and Emsworth will be facilitated through a Development Charrette⁹.
- 3.18 Piecemeal development of the strategic sites would hinder the ability to ensure the correct type and scale of infrastructure is provided. Poor quality piecemeal development could result in less housing being provided as the most efficient layout across the entirety of the site is not being proposed. As such, it is vital that these sites are progressed through the new local plan with the appropriate level of background evidence and analysis and with the input of local communities. This will ensure that the benefits from delivering the new strategic sites are maximised. Delivery in a comprehensive manner can bring benefits to existing as well as new communities such as through the provision of new educational or sports facilities, highway infrastructure and retail outlets.

Guiding Principle 5

The comprehensive development of Campdown and the Area Between Denvilles and Emsworth will be progressed through the new local plan. Both strategic sites should be appropriately masterplanned, in consultation with local communities, in order to ensure that they are brought forward comprehensively. This will establish the development potential of the two sites, the mix of development types which should be brought forward, phasing, settlement identity and infrastructure requirements.

So as to ensure that the correct scale and type of infrastructure is provided, development of these sites in whole or part will be resisted until they are allocated through the new local plan.

- 3.19 Policies to support the delivery of these strategic sites will be developed as part of the new local plan.
- 3.20 The extensive preliminary work, understanding of infrastructure requirements, anticipated scale and timescale of development at the strategic sites means that phasing and overall delivery projections for the strategic sites will be separated out from the remainder of the borough when it comes to housing policy, monitoring and projected supply. This is to allow for the lead in time required for schemes of this scale which mean a steady annualised delivery spread over a plan period will not be possible.
- 3.21 The details of this Local Plan Housing Statement and supporting Housing Constraint and Supply Analysis Paper demonstrate that no stone has been left unturned in trying to best meet the

⁹ A Development Charette is an intensively produced, community-led masterplan for a development site. Usually, in a one or two week session, the charrette assembles key stakeholders, including the public, to collaborate with the design team allowing iterative design proposals, feedback and revisions to take place. This has been shown to be an effective means of encouraging input and producing a valuable masterplan that everyone has mutual ownership of. It is intended that the Design Charette for this site will take place later in 2016 and will eventually inform a masterplan of the site which will be adopted as a Supplementary Planning Document.

identified housing need for Havant Borough. The SHLAA has been revisited and a detailed analysis and understanding has been developed on the development potential for the borough.

- 3.22 When assessing all the above potential sources of supply, including the potential strategic sites at Campdown and the Area Between Denvilles and Emsworth, a gap remains between what can be sustainably achieved in Havant Borough and the housing need for the borough. This gap stands at 1,322 dwellings.

	Need requirement	Net Dwellings Completed, committed and further supply
Total Borough Objectively Assessed Need (OAN)	11250	
Completed dwellings (2011/12 – 2014/15)		1109
Permissions (outstanding planning permissions at 01/04/15)		1752
Allocations in current Local Plan (yet to be completed/permitted at 01/04/15)		1986
Windfall Development (up until 2036)		1600
Additional greenfield sites outside of the urban area		1431
Strategic Sites (Camp Down and area between Denvilles and Emsworth)		2050
Totals	11250	9928
Remaining OAN unaddressed (i.e. the gap)		1322

Table 4: Total Projected commitments, supply and new strategic sites vs OAN

- 3.23 The South Hampshire Spatial Position Statement covers the period 2011-2034 (therefore two years less than the housing need information in the SHMA and the figures referred to above). Table H1 of the South Hampshire Spatial Position Statement (Distribution of Housing) indicates a development requirement of 9,170 dwellings in Havant Borough between 2011-2034. As such the Housing Statement is proposing development of 758 more homes than the minimum requirement of the PUSH Spatial Position Statement.

Phasing/Annual Requirements

- 3.24 New housing provision in the borough up until 2036 is likely to include a heavy reliance on the new strategic sites (currently making up over 20% of the overall supply potential). Therefore realistic phasing will be required. It is envisaged that the new strategic sites will start to have completed dwellings in approximately 2026. Any acceleration of that would be dependant on significant forward funding of the major infrastructure required to support this scale of development. On the basis of completions on-site starting in 2026 a housing phasing strategy based on table 5 is proposed. This will need to be refined as part of preparation on the new local plan.

	Net Dwellings	Delivery (approx.)
Total New Strategic Site Delivery	2050	Delivery 2026 – 2036 at 205 dwellings per annum
Remain parts of the borough	7878	Delivery 2011 – 2036 at 315 dwellings per annum

Table 5: Potential target/phasing approach for housing delivery 2011-2036 (figures may not add up due to rounding)

3.25 Further work will be undertaken to confirm whether the market can support this quantum of development (i.e. whether housebuilders are able to build out at this rate). This will be investigated as appropriate in preparation for the new Local Plan.

4. Conclusion

- 4.1 The Borough Council has been extremely thorough in examining all potential land across the borough and has left no stone unturned in the search for sustainable sites for development. Taking all the above potential sources into account the total potential supply from 2011-2036 is 9,928 dwellings. As can be seen this does not meet the OAN for the borough and leaves a shortfall of 1,322 dwellings.
- 4.2 The above information and analysis on potential development sites had been provided to inform the South Hampshire Spatial Position Statement. Table H1 of the document (Distribution of Housing) indicates a development potential of 9,170 dwellings in Havant Borough between 2011-2034. Havant Borough Council will continue to search for additional sustainable sites and where possible higher densities when formulating the new local plan in order to further reduce the 1,322 dwelling gap with the aim of fully meeting the objectively assessed need.
- 4.3 However, as the overall need figure is based on and applied across the HMA, which includes six local authorities, it is expected that the 1,322 dwelling shortfall will need be addressed by those other authorities that have more extensive land availability that is free from similar high level constraints (as used in the background analysis undertaken by Havant Borough Council). Similarly it is acknowledged that Havant Borough is on the edge of the HMA so it is equally important to liaise with our neighbours at Chichester District Council. The Borough Council will continue to work positively with the other local authorities in the HMA together with Chichester District Council in seeking to meet the defined need for new housing in this area.

Guiding Principle 6

The Borough Council will continue to fully comply with our duty to cooperate under the NPPF. We will work with nearby local authorities with the aim of reducing or eliminating any identified but unaddressed housing need. We will also continue to work with other relevant organisations to ensure that the step change in development which must take place in the borough does so in a way which constitutes sustainable development as defined in the NPPF.



Local Development Scheme

June 2016



Background

- 1.1 This Local Development Scheme came into effect on 20th July 2016. It sets out the timetable for the revision of Havant's Local Plan.
- 1.2 The Partnership for Urban South Hampshire (PUSH), of which Havant Borough Council is a part, published a Spatial Position Statement¹ on 7th June 2016. This builds on the 2016 Objectively-Assessed Housing Need Update together with the Economic and Employment Land Evidence Base Paper. The Position Statement sets out an ambitious programme for the development and growth of South Hampshire into the future.
- 1.3 The Havant Borough Local Plan (Core Strategy and Allocations)² was adopted in 2014. However a new local plan should be prepared in order to address:
 - A growth in the need for new housing both in South Hampshire generally and specifically within Havant Borough
 - Extending the plan period up to 2036 in line with the objectively assessed housing need
 - The need to reflect Government targets relating to driving forward development on brownfield land through the use of Permissions in Principle or other means
 - Reflecting the forthcoming definitive Solent Recreation Mitigation Partnership (SRMP) mitigation strategy to ensure that there is no effect on the Solent Special Protection Areas due to increased recreational pressure from new development
 - Increased connectivity from the borough to London following the opening of the Hindhead Tunnel

The proposed solution

- 1.4 Local Plans remain at the core of the Governments planning system. In July 2015, the Communities Secretary commented that "The Government Accords great importance to authorities getting up-to-date Local Plans in Place and to supporting them in doing so as a priority".
- 1.5 Local Plans:
 - Provide a measure of certainty that developers and investors will welcome and so will provide economic stimulus.
 - Provide local communities with a clear picture of what development is needed, where is most suitable for development and an opportunity to engage in the decisions which need to be made.

- Enable the Borough Council to mediate the competing uses of the limited land in the borough for the long terms benefit of shaping the whole area.
 - Are recognised as being at the head of the policy framework important for the future of the borough in the council's Corporate Strategy
 - *'The Government accords great importance to authorities getting up-to-date Local Plans in place and to supporting them in doing so as a priority'* (Greg Clark July 2015).
- 1.6 It is considered a priority for the Borough Council to continue having an up-to-date Local Plan in place to drive the future development of the borough in the years to come. The key development since the adoption of the Allocations Plan in 2014 is the publication of evidence showing a sizeable increase in the borough's need for new housing. This is contained in the South Hampshire Strategic Housing Market Assessment, which was updated in 2016, following the publication of the 2012 sub-national population projections. This shows a need for 11,250 new homes per year within the borough from 2011 up to 2036. As such, the Havant Borough Local Plan 2036 is needed in order to consider which sites should be used to meet this step change in the need for new housing.
- 1.7 Nonetheless, the Adopted Local Plan was considered to be compliant with the National Planning Policy Framework and the Allocations Plan contained a number of new policies to ensure this. As such, an expedient review of the Adopted Local Plan will take place which reviews only those aspects of the plan which are considered necessary. Policies which are considered fit for purpose will be carried over. The Havant Borough Local Plan 2036 will apply to all of Havant Borough³ and will not be the subject of any joint committee arrangements.
- 1.8 It is acknowledged that given the high housing need it would be pragmatic to clarify the Borough Council's position regarding how this will be considered through the development management process up to the adoption of the Havant Borough Local Plan 2036. As such, the borough council is preparing the Havant Local Plan Housing Statement. This will act as an interim statement regarding housing delivery in the borough. It will be subject to the same statutory assessments as a Local Plan and will be subject to consultation and adoption by the borough council.

See www.push.gov.uk for further details. Hereafter referred to as the Adopted Local Plan

Consultation

³ A map of the borough is available at http://www3.hants.gov.uk/havant_ward_boundaries2007.pdf.

- 1.9 It is vital to engage stakeholders at all levels as much as possible in the Local Plan 2036 in line with the borough council's adopted Statement of Community Involvement⁴. However realistically we must bear in mind that options for future development in the borough are limited. It would be poor practice to consult stakeholders on options which do not realistically exist.
- 1.10 The Local Plan Housing Statement will be subject to consultation. As part of this, stakeholders will also be consulted on the subject matter of the Local Plan 2036 and the extent to which the Adopted Local Plan requires updating.
- 1.11 Following the conclusion of this consultation, the responses relating to the Local Plan Housing Statement will be considered and a revised Statement, incorporating any necessary changes, will be considered by the borough council for adoption.
- 1.12 The Havant Borough Local Plan 2036 pre-submission draft will then be prepared. This will be subject to further consultation, where stakeholder's representation rights are limited to comment on legal compliance or within strict 'soundness' tests. Following this, the plan will be submitted to the Secretary of State for an independent examination, in line with the necessary regulations.

Timetable

- 1.13 The proposed timetable aims to achieve adoption of the Local Plan 2036 in early 2018. A more detailed plan production timetable is set out below.

⁴ <http://www.havant.gov.uk/planning-and-environment/planning-services/statement-of-community-involvement>

	2016				2017				2018
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1
Evidence base									
Development of evidence base to support the plan	█				█				
Local Plan Housing Statement									
Consultation on draft Local Plan Housing Statement			█						
Adoption of Local Plan Housing Statement				█					
Havant Borough Local Plan 2036									
Consultation on the contents of the plan			█						
Pre-submission consultation					█	█			
Submission to the Secretary of State						█			
Examination							█		
Receipt of Inspector's report								█	
Adoption of the plan									█

The development plan for the borough

1.14 Currently, the development plan is comprised of

- The Adopted Local Plan and
- The Hampshire Minerals and Waste Plan⁵ (2013).

1.15 There is currently no intention to review the Hampshire Minerals and Waste Plan. As such, following the adoption of the Local Plan 2036, the development plan will be comprised of:

- The Havant Borough Local Plan 2036 and
- The Hampshire Minerals and Waste Plan⁶ (2013).

Supplementary Planning Documents

1.16 Supplementary Planning Documents provide further useful detail on the policies in the Local Plan and can be extremely useful in ensuring that the policies in the Local Plan are applied clearly and consistently. The document list above and the timetable in appendix 1 do not include SPDs in order to maintain flexibility.

⁵ More detail about the plan can be found at <http://www3.hants.gov.uk/mineralsandwaste/planning-policy-home.htm>.

⁶ More detail about the plan can be found at <http://www3.hants.gov.uk/mineralsandwaste/planning-policy-home.htm>.



HAVANT BOROUGH COUNCIL

CABINET

20 July 2016

Parking Supplementary Planning Document (SPD) Report by the Planning Policy Officer

**FOR RECOMMENDATION
TO COUNCIL**

**Portfolio: Cabinet Lead for Economy, Planning, Development and Prosperity
Havant**

Key Decision: No

1.0 Purpose of Report

- 1.1 To advise Cabinet of the outcome of the Parking Supplementary Planning Document (SPD) consultation. On adoption, the SPD will replace the current Residential Parking and Cycle Provision SPD which was adopted on 22 March 2010 and the Non-Residential Parking Standards in the Local Plan (Core Strategy).

2.0 Recommendation

Recommended that the Cabinet recommends the draft Parking Supplementary Planning Document (SPD) consultation to Council for approval and adoption.

3.0 Summary

- 3.1 Maximum parking standards constrained the amount of parking that could be achieved on developments. The proposed standards within this revised SPD will address this with minimum standards which will result in greater levels of parking on new developments.
- 3.2 The consequences of not adopting updated standards would be inadequate parking on new developments which leads to unsafe parking elsewhere; this has been seen already with some recent developments in the Borough.
- 3.3 Policies DM13 Car and Cycle Parking on Residential Development and DM14 Car and Cycle Parking on Development (excluding residential) of the Local Plan (Core Strategy) provide the policy basis for the new standards.

3.4 The new SPD reviews the adequacy of the existing parking standards, updates them where necessary and brings the revised standards into one useful resource.

4.0 Subject of Report

4.1 The outdated parking standards set out in the Residential Parking and Cycle Provision SPD (2010) and the Non-Residential Parking Standards in the Local Plan (Core Strategy) are no longer fit for purpose. They pre-date the National Planning Policy Framework (NPPF) and were based on guidance in Planning Policy Guidance Note PPG13, which advised applying maximum standards.

4.2 Whilst the NPPF retains the aim of reducing the need to travel, therefore minimising the use of the car, the emphasis in the NPPF is for the provision of adequate levels of parking to accommodate the car in developments; alongside the additional considerations of public transport availability, accessibility and local car ownership levels.

4.3 The Parking SPD brings all the Parking Standards into one document. It recognises that car ownership continues to rise in the Borough. The SPD recommends minimum parking standards and sets an expectation of the amount of car and cycle parking to be provided for differing types of development.

4.4 Once adopted, the document will be a useful tool for our customers to commence discussions with the Development Management Team on the levels of parking required for new development.

4.5 The document is deliberately concise; signposting customers to other sources of guidance where they exist rather than repeating existing policy, evidence and available information.

4.6 Following the public consultation period all comments have been carefully considered and where relevant the document has been altered and progressed toward adoption.

5.0 Implications

5.1 Resources:

The costs of producing this document are covered within existing budgets. There are no additional resource requirements expected.

5.2 Legal:

On adoption, the Parking SPD will replace the current Residential Parking and Cycle Provision Supplementary Planning Document. The document will also incorporate the Non-residential Parking Standards currently set out Appendix 5 of the Local Plan (Core Strategy).

5.3 **Strategy:**

The document will provide a 'one stop shop' clearly setting out the Council's Parking Standards for cars and cycles to customers. The SPD supports the priorities of Economic Growth and Environmental Sustainability.

5.4 **Risks:**

If this document is not taken forward then the adequacy of the existing and time bound information contained within the current SPD and Local Plan (Core Strategy) may be subject to challenge.

5.5 **Communications:**

The document has been prepared in consultation with relevant officers/teams within the council namely the Development Engineer, Parking and Traffic Management, Landscape, Development Management and Economic Development. The document has also been subject to a formal consultation which included councillors/statutory consultees/agents /developers/commercial contacts/social housing providers/the original SPD respondents. An item was included in the Local Plan Newsletter bringing the document to the wider attention of the general public.

5.6 **For the Community:**

Parking can be an emotive issue. The purpose of this guidance is to ensure that new developments have appropriate levels of parking provision.

5.7 **The Integrated Impact Assessment (IIA) has been completed and concluded the following:**

No negative impacts were identified.

6.0 **Consultation**

6.1 The SPD was subject to a formal five week period of consultation commencing Friday 10 July. Representations received during this consultation have been carefully considered and where appropriate the document has been amended. The consultation statement can be found in Appendix 2.

Appendices:

- Appendix 1: Havant Borough Council Draft Parking Supplementary Planning Document (SPD)
- Appendix 2: Consultation Statement

Agreed and signed off by:

Manager – Legal and Democratic Services: *Abe Ezekiel, 30/06/16*

Head of Planning: *Andrew Biltcliffe, 01/07/16*
Portfolio Holder: *David Guest, 01/07/16*
Finance: *Al Tottle, 01/07/16*

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Havant Borough Council

Parking

Supplementary Planning Document

January 2016



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1 Introduction

- 1.01 This document sets out Havant Borough Council's off-street parking standards relating to new development in the Borough. Applications for planning permission will be assessed against the guidance set out in this document. Parking in proposed developments should not create undue impact on the built environment, street congestion, road safety issues or create tensions within a community.
- 1.02 Guidance is given on the levels of car, cycle, motorcycle and disabled parking that should be provided. The inclusion of design advice demonstrates how car parking should be integrated into a high-quality external space that is accessible to all.
- 1.03 This document also defines Accessibility Zones within the Borough, where lower levels of parking may be acceptable. In addition, the document sets out the circumstances in which developers will be required to submit a Travel Plan to support a planning application.

Why is this document required?

- 1.04 The Council's existing parking standards pre-date the introduction of the National Planning Policy Framework (NPPF) and as the [government statement in March 2015](#) points out 'the imposition of maximum parking standards leads to congested streets and pavement parking'. The Council considers that there is clear and compelling justification for local parking standards to ensure that there is adequate parking provision both in new residential developments and around our town centres and high streets. Essentially the proposal is to seek car parking as a minimum requirement on developments so that the congestion created by maximum standards is reversed.



Where else to look:

Paragraphs 32, 35 and 39 of the NPPF and The Planning Practice Guidance to support the framework can be viewed: <http://planningguidance.planningportal.gov.uk/>

Government Statement March 2015: <http://www.parliament.uk/business/publications/written-questions-answers-statements/written-statement/Commons/2015-03-25/HCWS488/>

The local context

- 1.05 This document replaces the Havant Borough Residential Parking and Cycle Provision Supplementary Planning Document which was adopted in March 2010. It also updates Appendix 5 of the Core Strategy adopted March 2011 (non-residential parking standards). All the Borough's parking standards are now detailed within the new SPD, which is a valuable supplement to Policies DM13 (Car and Cycle Parking on Residential Development) and DM14 (Car and Cycle Parking on Development (excluding residential) of the Local Plan (Core Strategy).
- 1.06 Other policies set out in the Local Plan (Core Strategy) are relevant to parking; namely Policy CS8 (Community Safety), Policy CS16 (High Quality Design), DM11 (Planning for More Sustainable Travel) and DM12 (Mitigating the Impacts of Travel).
- 1.07 Additional guidance on accommodating the car is provided in the Havant Borough Council Borough Design Guide Supplementary Planning Document (December 2011).



Where else to look:

Local Plan (Core Strategy): <http://www.havant.gov.uk/planning-policy-design/havant-borough-local-plan-core-strategy>

Borough Design Guide Supplementary Planning Document (December 2011):
<http://www.havant.gov.uk/supplementary-planning-documents-and-other-material-considerations/borough-design-guide>

- 1.08 A Sustainability Appraisal was prepared to accompany the original Residential Parking and Cycle Provision SPD. There is no longer a requirement to provide a sustainability appraisal for the replacement document¹.
- 1.09 A Habitats Regulations Assessment Screening Statement has been published alongside this document. The screening statement concludes 'no further detailed Habitats Regulations Assessment is required for the draft SPD in itself and Policies DM13 and DM14 have no negative effect on any European Site.'
- 1.10 Residential Parking Standards are set out in Tables 4A - 4D of Chapter 2. The standards are evidenced from figures derived from the 2011 Census data and government forecasts in car ownership. Further information on the statistical background evidencing the adequacy of these standards is set out in Appendix 1. These standards have also been reviewed against the levels of parking provided in recent planning decisions.

When does this guidance apply?

- 1.11 The parking standards will apply to all developments for the provision of one or more residential units (gross) and all developments that result in the creation of non-residential floorspace. If a planning application for extension/alterations (residential and non residential) involves a significant increase in area then the impact of the development on parking will be a material consideration and additional parking spaces may be sought to ensure that a suitable level of parking provision is made.
- 1.12 Where mixed use, residential and commercial developments are proposed, the parking requirements for each element should be calculated individually. Where appropriate, the Council will consider the shared use of parking between residential and commercial elements where it can be demonstrated that the relevant standards are met.
- 1.13 Proposals for larger schemes will be assessed against the criteria and thresholds set out in Chapter 5 of this SPD: Travel Plans and Transport Assessments.

Monitoring and future review

- 1.14 In the event that this SPD is failing to meet its objectives, or should it require amendment or the addition of further information, a review and/or amendments will be sought. This will be undertaken with a programme of community involvement.
- 1.15 Where appropriate, monitoring of this SPD will be undertaken as part of the Annual Monitoring Report (AMR).

¹ Planning Practice Guidance: Reference ID: 11-006-20140306

2 Parking Standards

TABLE 1			
Land Use	Car parking standard	Cycle standard (minimum)	
	Minimum parking standard	Long stay	Short stay
A1 Shops (non-food retail and general retail)	1 space per 20 sqm covered areas	1 space per 6 staff or 1 per 300 sqm GEA whichever is the greater	1 stand/ 200 sqm GEA
	1 space per 30 sqm uncovered areas	1 space per 6 staff or 1 per 300 sqm GEA whichever is the greater	1 stand/ 200 sqm GEA
A1 Shops (food retail)	1 space per 14 sqm covered areas	1 space per 6 staff or 1 per 300 sqm GEA whichever is the greater	1 stand/ 200 sqm GEA

Notes

1. A company or site travel plan will be required for stores over 1000 sqm GEA, with the GEA including uncovered areas subject to the discretion of the local planning authority in conjunction with the Highway Authority.
2. Petrol stations with a shop will be considered under the appropriate retail category but with petrol pump spaces counting as one space each.
3. One motorcycle space is to be provided for every 25 car parking spaces.
4. Disabled people's car parking spaces should be provided in a ratio of 5% of the total allocation.

TABLE 2				
Land Use	Car parking standard		Cycle standard (minimum)	
	Minimum parking standard		Long stay	Short stay
B1(a) office	1 space per 30 sqm Refer to note 1		1 stand per 150 sqm GEA note	1 stand per 500 sqm GEA
B1 (b)(c) high tech/light industry	1 space per 45 sqm		1 stand per 250 sqm GEA note	1 stand per 500 sqm GEA
B2 general industrial	1 space per 45 sqm		1 stand per 350 sqm GEA note	1 stand per 500 sqm GEA
B8 warehouse	1 space per 90 sqm		1 stand per 500 sqm GEA note	1 stand per 1000 sqm GEA

Notes

1. Subject to a condition or legal agreement restricting consent to the specified use.
2. Long-stay cycle parking to be at least the greater of the spaces per GEA identified or 1 space per 8 staff.
3. For all major commercial developments, a transport assessment and company or site travel plan will be required (see Chapter 5 for thresholds).
4. Proposed standards will take account of commercial development in predominantly residential areas. Where demonstrable harm to local residents occurs, the provision of on-street parking controls will be considered.
5. This document does not provide guidance on commercial vehicle parking standards, which will be considered by the local planning authority on the basis of individual application.
6. One motorcycle space is to be provided for every 25 car parking spaces.
7. Disabled people's car parking spaces should be provided in a ratio of 5% of the total allocation.

TABLE 3				
Land Use	Car parking standard		Cycle standard (minimum)	
	Minimum parking standard		Long stay	Short stay
C2 Hospitals (Private hospitals, community and general hospitals, including: Inpatient, day patient, outpatient or accident unit; locally based psychiatric units; ambulatory care units including day surgery/assessment/treatment and administration/support services)	All new health establishments or major expansions of more than 2,500 sqm will require a transport assessment and extensions of over 500 sqm will require a site travel plan ² . The maximum car parking limit for staff and visitors will be based on these			

² Whichever is the greater of these standards

TABLE 4A			
C3 Dwelling Houses – Vehicle Parking			
Zone	Minimum Car Parking Requirement	Havant Town Centre	Waterlooville Town Centre
Size of dwelling			
1 Bed Unit	1 space	Max 1 space	Max 1 space
2 Bed Unit	2 spaces	Max 1 space	Max 1 space
3 Bed Unit	2 spaces	Max 1 space	Max 2 spaces
4+ Bed Unit	3 spaces	Max 2 spaces	Max 2 spaces

Notes

1. With the exception of small residential developments an additional 20% of unallocated parking for visitors should be accommodated.
2. Tenure can influence car ownership. Rented accommodation, particularly social rented housing, can have fewer cars than owner occupied households of a similar size and type. However there is the potential for tenure to change over the life of most dwellings to owner occupied status. Reductions will only be considered for rented properties where there is evidence that the tenure is unlikely to change or the developers can demonstrate that lower standards would be appropriate.
3. Within a two storey property bedrooms include all those rooms at first floor or above (assuming a conventional layout) where the size of room can accommodate a single sized bed and a small amount of furniture (for example approximately 5 square metres in area). Within other properties such as flats or bungalows a common sense approach will be adopted. Simply labelling rooms as reception rooms or studies will not mean that they won't be considered as potential bedrooms. The most likely and typical use of the property will be considered.

TABLE 4B			
C3 Dwelling Houses – Shared/Communal Parking (unallocated)			
Zone	Minimum Car Parking Requirement	Havant Town Centre	Waterlooville Town Centre
Size of dwelling			
1 Bed Unit	0.9 spaces	Max 0.5 spaces	0.6 spaces
2 Bed Unit	1.3 spaces	Max 0.8 spaces	1 space
3 Bed Unit	1.9 spaces	Max 1 spaces	1.4 spaces
4+ Bed Unit	2.4 spaces	Max 1.2 spaces	1.8 spaces

Notes

1. With the exception of small residential developments an additional 20% of unallocated parking for visitors should be accommodated. In larger developments with no allocation of spaces, a lower visitor space allowance may be acceptable provided it can be shown that sufficient resident cars will likely be absent when visiting takes place.
2. Tenure can influence car ownership. Rented accommodation, particularly social rented housing, can have fewer cars than owner occupied households of a similar size and type. However there is the potential for tenure to change over the life of most dwellings to owner occupied status. Reductions will only be considered for rented properties where there is evidence that the tenure is unlikely to change or the developers can demonstrate that lower standards would be appropriate.
3. Within a two storey property bedrooms include all those rooms at first floor or above (assuming a conventional layout) where the size of room can accommodate a single sized bed and a small amount of furniture (for example approximately 5 square metres in area). Within other properties such as flats or bungalows a common sense approach will be adopted. Simply labelling rooms as reception rooms or studies will not mean that they won't be considered as potential bedrooms. The most likely and typical use of the property will be considered.

TABLE 4C			
C3 Dwelling Houses – Older Peoples’ Housing			
Zone	Minimum Car Parking Requirement	Havant Town Centre	Waterlooville Town Centre
Type of Provision			
Sheltered Housing	Given the broad range of accommodation available and the resulting variability of parking requirements, parking will be considered on a site by site basis. A full assessment of parking need should be provided (see notes 3 and 4).		
	Age restriction conditions or legal undertakings may be appropriate to define the age of occupants. Mobility vehicle storage provision may also be required in addition to cycle long and short stay provision (see Table 4D)		
Nursing and Rest Homes	1 space per 4 residents and 1 space per staff and 1 long stay cycle space per 6 staff and 1 loop/hoop per 4 units	1 space per 8 residents and 0.5-1 space per staff and 1 long stay cycle space per 3 staff and 1 loop/hoop per 2 units	1 space per 6 residents and 1 space per staff and 1 long stay cycle space per 4 staff and 1 loop/hoop per 3 units
	The resulting level of parking would allow flexibility for visitors, visiting health care professionals, ambulances, etc. As staff are likely to operate over a 24 hour period the calculation based on the number of staff should be based on the number typically present on the site at any one time. Information to support this should be submitted with any planning application and should form the basis of pre-application discussions		

Notes

1. This type of housing comprises a considerable range of need. From retirement living homes for the over 55s with few shared facilities which are managed and maintained by staff living off site to homes with full time onsite managers and varying degrees of personal care as required. These will attract people with a wide demographic and health profile with variable car ownership.
2. Schemes where residents receive a high degree of support and care will require less parking for residents than general residential homes, but will need more parking for staff and visitors.

3. Given the broad range of accommodation available and the varying needs of occupants the Council will consider the parking requirements of older people' housing on a case by case basis and will require a full assessment of individual needs to be submitted in the Design and Access Statement, Transport Assessment or other supporting information.
4. The assessment should be based on parking provision and parking need and should demonstrate how and where parking needs will be met throughout a 24 hour period. The performance of a comparable development should be provided where practicable. The following should also be provided in respect of the proposed development and any comparable development informing the proposal:
 - The number and type of dwellings and the number and age of occupants (range and distribution) and their anticipated care and support needs
 - Resident car ownership, numbers of disabled badge holders, mobility scooters and cycles
 - The staffing provision including details of resident and non-resident staff, working hours and shift patterns. Staffing shall include the warden/manager and assistants, grounds and buildings maintenance staff, cleaners and caterers
 - Number and visiting times of the resident's domestic and care assistants and visiting health care professionals
 - Other visitors including family, friends, supporters and entertainers
 - Possible overnight accommodation for visitors
 - The access, turning and parking requirements of delivery, maintenance and emergency vehicles
 - Parking for communal transport (e.g. mini-bus)
 - Car parking for the disabled and convenient and secure covered parking and charging facilities for mobility scooters
 - Cycle parking facilities for residents, staff and visitors with appropriate weather protection and security
 - The proximity to and range of local services, shops and public transport facilities and other factors which may influence car ownership and use, including the allocation of the parking to users and the controls and costs (if any) applied

TABLE 4D		
C3 Dwelling Houses – Cycle Parking/Storage Provision		
Size of Dwelling	Long stay	Short Stay
1 Bed Unit	1 space per unit	In larger developments (schemes of 10 or more dwellings), short-term visitor parking will be expected at 20% of the long-term cycle parking standard.
2 Bed Unit	2 spaces per unit	
3 Bed Unit	2 spaces per unit	
4+ Bed Unit	2 spaces per unit	

TABLE 5				
Land Use	Car parking standard		Cycle standard (minimum)	
	Minimum parking standard		Long stay	Short stay
D1 Educational Establishments (Schools)	1 space per teaching member of staff plus 2 spaces per 3 non-teaching staff.		(Note 1)	(Note 1)
D1 Educational Establishments (16+ Colleges and further education colleges)	1 space per teaching member of staff plus 2 spaces per 3 non-teaching staff.		(Note 1)	(Note 1)
D1 Educational Establishments (Day nurseries/playgroups (private) and crèches)	1.5 space per 2 full-time staff		1 stand per 6 full-time staff	At least 2 stands per establishment

Notes

1. All new educational establishments or expansions of more than 50 sqm will require a transport appraisal and school or college travel plan to determine provision and facilities. The plan and transport appraisal or assessment is required to identify and justify any allocation to staff, students or community users. For 16+ colleges/further education colleges consideration should be given to the use of powered two wheelers/mopeds by young people.
2. The parking allocation will need to cater for staff, visitors and parents.
3. There will be a requirement for a bus/coach loading area, provided either on- or off-site, for primary-age education and above, unless otherwise justified.
4. Accessibility of the catchment area will be taken into account for schools.
5. Space to safely drop people off should also be provided
6. One motorcycle space is to be provided for every 25 car parking spaces.
7. Disabled people's car parking spaces should be provided in a ratio of 5% of the total allocation.

TABLE 6				
Land Use	Car parking standard		Cycle standard (minimum)	
	Minimum parking standard		Long stay	Short stay
D1 Health centres	(Note 1)		(Note 1)	(Note 1)
D1 Doctors, dentists or veterinary surgery	3 spaces per consulting room		1 space per 6 staff (Note 2)	1 stand per consulting room

Notes

1. Given the broad range of uses at Health centres and the varying needs of occupants the Council will consider the parking requirements of D1 health centres on a case by case basis and will require a full assessment of individual needs to be submitted in the Design and Access Statement, Transport Assessment or other supporting information
2. One motorcycle space is to be provided for every 25 car parking spaces.
3. Disabled people's car parking spaces should be provided as a ratio of 5% of the total allocation.

TABLE 7				
Care establishments – public and private				
Land Use	Car parking standard		Cycle standard (minimum)	
	Minimum parking standard		Long stay	Short stay
Day centres for older people, adults with learning/physical disabilities	1 space per 2 staff visitor: 1 space per 2 clients (notes 1 & 2)		1 space per 6 staff (min 1 space)	At least 2 stands per establishment
Homes for children	1 space per residential staff 0.5 space per non-res staff visitor: 0.25 space per client (note 3)		1 space per 6 staff (min 1 space)	At least 2 stands per establishment
Family centres	1 space per 2 staff visitor: 1 space per 2 clients (note 1)		1 space per 6 staff (min 1 space)	At least 2 stands per establishment
Residential units for adults with learning or physical disabilities	1 space per residential staff 0.5 space per non-res staff visitor: 0.25 space per client (note 3)		1 space per 6 staff	1 loop/hoop per 2 bedrooms
Day nurseries/playgroups (private)	See Educational Establishments (Table 5)			
Hostels for the homeless	No standard set		1 space per 6 staff	1 loop/hoop per 2 bedrooms

Notes

1. 'Staff' applies to full-time equivalent member of staff.
2. Plus space for dropping off people.
3. Applies to non-residential staff on duty at the busiest time.
4. Figures are based on the maximum number of children for which the group is licensed or the client capacity of the centre (and are rounded to the nearest whole number where appropriate).
5. One motorcycle space is to be provided for every 25 car parking spaces.
6. Disabled people's car parking spaces should be provided as a ratio of 5% of the total allocation.

TABLE 8			
Leisure facilities and places of public assembly			
Land Use	Car parking standard	Cycle standard (minimum)	
	Minimum parking standard	Long stay	Short stay
Hotels/motels/guest houses/boarding houses	1 space per bedroom (note 1)	1 space per 6 staff or 1 space per 40sqm·GEA (note 2)	1 stand per 10 bedrooms
Eating and drinking establishments	1 space per 5sqm dining area/bar area/dance floor (note 3)	1 space per 6 staff or 1 space per 40sqm·GEA (note 2)	1 stand per 20sqm GEA
Cinemas, multi-screen cinemas, theatres and conference facilities	1 space per 5 fixed seats	1 space per 6 staff or 1 space per 40sqm (note 2)	1 stand per 20sqm
Bowling centres, bowling greens	3 space per lane	1 space per 6 staff or 1 space per 40sqm (note 2)	1 stand per 20sqm
Sports halls	1 space per 5 fixed seats and 1 space per 30sqm playing area	1 space per 6 staff or 1 space per equivalent badminton court (notes 2 & 4)	1 stand per equivalent badminton court (note 4)
Swimming pools, health clubs/ gymnasias	1 space per 5 fixed seats and 1 space per 10sqm open hall/pool area	1 space per 6 staff or 1 space per 40sqm (note 2)	1 stand per 20sqm
Tennis courts	3 spaces per court	1 space per 6 staff or 1 space per 5 courts/pitches (note 2)	1 stand per pitches or courts
Squash courts	2 spaces per court	1 space per 6 staff or 1 space per 5 courts/pitches (note 2)	1 stand per pitches or courts

Playing fields	12 spaces per ha pitch area	1 space per 6 staff or 1 space per 5 ha pitch area (note 2)	1 stand per ha pitch area
Golf courses	4 spaces per hole (note 5)	(note 6)	(note 6)
Golf driving ranges	1.5 space per tee/bay	(note 6)	(note 6)
Marinas	1.5 space per berth	(note 6)	(note 6)
Places of worship/church halls	1 space per 5 fixed seats and 1 space per 10sqm of open hall	1 space per 6 staff or 1 space per 40sqm (note 2)	1 stand per 20sqm
Stadia	Refer to note 6	1 space per 6 staff or 1 space per 40sqm (note 2)	1 stand per 20sqm

Notes

1. Other facilities, e.g. eating/drinking and entertainment, are treated separately if they are available to non-residents.
2. Whichever is the greater provision of these standards.
3. Where these serve HCVs, e.g. transport cafes, some provision will be needed for HCV parking.
4. A badminton court area is defined as 6.1m x 13.4m.
5. Other facilities, e.g. club house, are treated separately.
6. No standards are set for this category. Each application will be considered individually as part of a transport assessment.
7. All new leisure establishments or major expansions will require a transport assessment and company or site travel plan to determine provision and facilities (see Table 5.1 for thresholds).
8. Motorway service areas will be included as eating and drinking establishments with additional consideration for associated facilities; parking for HCVs and PCVs will be required.
9. One motorcycle space is to be provided for every 25 car parking spaces.
10. Disabled people's car parking spaces should be provided as a ratio of 5% of the total allocation.

TABLE 9			
Miscellaneous commercial developments			
Land Use	Car parking standard	Cycle standard (minimum)	
	Minimum parking standard	Long stay	Short stay
Car sales and garage forecourts Workshops - staff	1 space per 45sqm GEA	1 space per 8 staff or 1 space per 250sqm GEA (note 1)	1 stand/500sqm GEA
Car sales and garage forecourts Workshops - customers	3 spaces per service bay	-	-
Car sales and garage forecourts Car sales - staff	1 space per full-time staff (note 2)	1 space per 8 staff or 1space per 250sqm GEA (note 1)	1 stand/500sqm GEA
Car sales and garage forecourts Car sales - customers	1 space per 10 cars on display (note 3)	-	-

Notes

Whichever is the greater of these standards:


1. Full-time equivalent staff.
2. Applies to the number of cars on sale in the open.
3. One motorcycle space is to be provided for every 25 car parking spaces.
4. Disabled people's car parking spaces should be provided as a ratio of 5% of the total allocation.

3 Additional Information relating to Parking Standards

Highly Accessible Areas

- 3.01 It is appropriate that car parking requirements reflect the fact that some areas of the Borough, such as town centres, are more accessible by non-car means. In these areas, reliance on private vehicle use and ownership should be less.
- 3.02 Within the Borough access to public transport and shops and services varies significantly. The town centres at Havant and Waterlooville provide the greatest range of alternative transport modes and also shops and services.

Table 3.1 Variable accessibility by non-car means

<p>Highly Accessible</p>  <p>Less Accessible</p>	<ul style="list-style-type: none"> • Havant Town Centre (train and bus stations) • Waterlooville Town Centre (bus station) • Bedhampton Train Station • Emsworth Train Station • Emsworth Town Centre (two bus routes and shops) • A3 Bus Corridor • District Centres • Warblington Halt • General bus route nearby • Lack of continuous cycle routes • Not easily accessible by public transport
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Havant and Waterlooville Town Centres

3.03 Havant Town Centre offers the widest choice in alternative transport with a mainline train station, serving a variety of locations and a bus station that provides services across the Borough and to Portsmouth, Chichester and beyond. Havant Town Centre also provides a range of shops and services which lessen the need for individual travel. This is considered to be the most accessible and sustainable part of the Borough.



Havant Bus Station

3.04 Waterlooville Town Centre provides a variety of bus routes across the Borough and beyond to Portsmouth. The town centre also provides a range of shops and services which lessen the need for individual travel. This is considered to be the second most accessible part of the Borough.

3.05 Proposals within the Havant and Waterlooville Town Centre boundaries will be expected to have a reduced or even zero standard of vehicle parking provision in order to maximise the use of land and discourage the use of private motor vehicles in accordance with the requirements of the NPPF. A reduced standard can also apply in instances where a site is located less than 800 metres from the centre of the town (when measured as an on the ground walking distance, not 'as the crow flies'). This should be demonstrated in the design and access statement accompanying an application. However, parking for people with disabilities should be provided.



Where else to look:

Maps showing Town Centre Boundaries:

Havant –

http://www.havant.gov.uk/sites/default/files/documents/Havant%20Town%20Centre_0.pdf

Waterlooville –

http://www.havant.gov.uk/sites/default/files/documents/Waterlooville%20Town%20Centre_0.pdf

Other Public Transport Availability

- 3.06 On brownfield sites outside the town centres, it may be possible to reduce the number of car parking spaces required where developments are within a reasonable distance of good public transport links e.g. The A3 Bus Corridor and local services or Emsworth Station and Emsworth District Centre. Planning applications will be considered on a case by case basis (see 3.07 below).

Demonstrating Accessibility

- 3.07 Planning applications for residential development should demonstrate where the site is located in relation to the highly accessible locations of Havant and Waterlooville Town Centres or to the availability of public transport. This is ideally suited to the design and access statement (if required) and the application should address how this has been considered in relation to the parking proposed for the development.
- 3.08 When distances are measured it should be the on the ground travel distance rather than ‘as the crow flies’ to ensure it is as realistic as possible.

Additional Information relating to Non-residential Parking and Cycle Standards

- 3.09 The standards for non-residential Car Parking were originally set out by Hampshire County Council in the Hampshire Parking Standards 2002. These were based on guidance set out in Planning Policy Guidance Note PPG13, which advised applying maximum standards. More emphasis in the current NPPF is placed on accommodating the car; in addition to public transport availability and accessibility, local car ownership levels should also be taken into consideration.
- 3.10 To test if the standards set in 2002 are still ‘fit for purpose’ a number of case studies have been examined to see if developments built since this date have sufficient car parking. Where a lesser amount of car parking has been provided within a site, within the limits set down by the Hampshire Parking Standards 2002, there have been ongoing local parking issues.
- 3.11 Where standards refer to staff numbers, this is based on full time equivalent numbers unless otherwise specified. Where standards refer to floorspace this relates to the gross external area unless otherwise specified.

Gross external area (GEA): The total external area of a property (including the thickness of the external wall)

- 3.12 Reductions in parking standards should be justified in the Transport Assessment or Design and Access Statement accompanying a planning application.

Parking for People with Disabilities

- 3.13 Suitable parking spaces should be provided for people with disabilities. Generally, except for residential land uses where there is no specific requirement, disabled people's car parking spaces should be provided as a ratio of 5% of the total allocation.
- 3.14 In residential development the parking and site layout must permit access to the property for persons with mobility difficulties, using wheelchairs or mobility scooters, and for prams and cycles.
- 3.15 Further guidance on parking for people with disabilities can be found in Part M of Building Regulations and BSI 8300



Where else to look:

Parking for Disabled People Manual for Streets (DFT and DCLG 2007)
<https://www.gov.uk/government/publications/manual-for-streets>

Inclusive mobility; a guide to best practice on access to pedestrian and transport infrastructure (DFT December 2005): <https://www.gov.uk/government/publications/inclusive-mobility>

Traffic Advisory Leaflet 5/95 Parking for Disabled People (DFT April 1995):
<http://www.ukroads.org/webfiles/TAL%205-5%20Parking%20for%20Disabled%20People.pdf>

4 Design and Layout of Parking Spaces

- 4.01 The provision of parking and its location influences the choices people make when deciding where to live, when travelling, and on the appearance and form of a development. Parking and circulation layouts should aim to provide a safe, convenient pattern of movement into, across and out of a site, putting pedestrians, cyclists and those with mobility restrictions at the top of the hierarchy of road users.
- 4.02 The Council would wish to emphasise the importance of well-designed, responsive parking that is not considered in isolation from principles of good urban design. In accordance with published guidance, it is essential that the need to provide car parking is balanced with the aim of achieving active places that feel safe to use and support sustainable attractive residential and commercial development.
- 4.03 The Department for Communities and Local Government and the Department for Transport jointly published the Manual for Streets in March 2007. This document contains detailed advice and guidance on the layout of streets in new development. This was followed by Manual for Streets 2 (Department for Transport) in 2010. Hampshire County Council produced a companion document in the same year.



Where else to look:

Manual for Streets (DFT and DCLG 2007)

<https://www.gov.uk/government/publications/manual-for-streets>

Manual for Streets 2 (DFT 2010)

<https://www.gov.uk/government/publications/manual-for-streets-2>

Companion Document Companion Document to Manual for Streets (HCC April 2010)

http://www3.hants.gov.uk/manual_for_streets.pdf

- 4.04 The layout and design of car parks should also consider 'Secured by Design' an initiative to reduce crime and maximise personal safety: <http://www.securedbydesign.com/>. Crime prevention is discussed later in this chapter.
- 4.05 The Havant Borough Council Borough Design Guide SPD provides guidance on parking for prioritising active street frontage, accommodating the car and avoiding spaces left over after planning and advice on rear courtyard parking.



Where else to look:

Havant Borough Council Borough Design Guide Supplementary Planning Document

<http://www.havant.gov.uk/supplementary-planning-documents-and-other-material-considerations/borough-design-guide>

Residential Car Parking Space Size and Arrangement

- 4.06 An individual car parking space should measure a minimum 2.4m in width by 4.8m in length. Space should also be provided for car doors to be opened and car boots to be accessed or garage doors to be opened. These should be regarded as minimum lengths as cars continue to increase in size.
- 4.07 In addition, sufficient space for turning facilities on site to allow vehicles to enter and leave in a forward gear (see Figure 1) will be encouraged. Where vehicles reversing from or onto the highway would give rise to highway safety issues, on-site turning space will be compulsory.

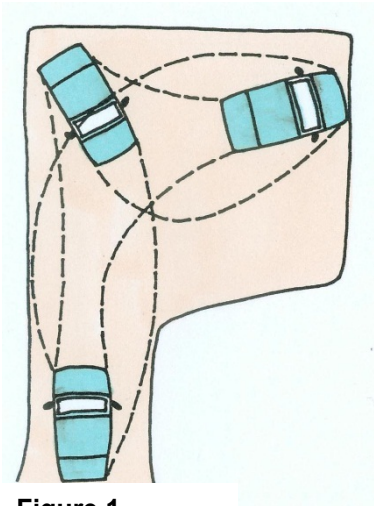


Figure 1

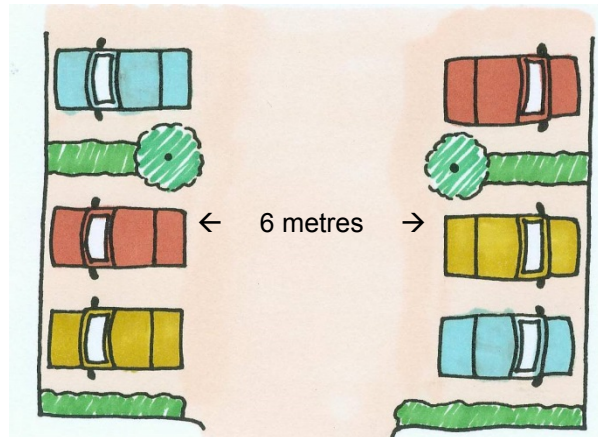


Figure 2

- 4.08 In car parking courts, sufficient space should be provided to allow vehicles to reverse. Six metres between sets of spaces is normally sufficient for this purpose (see Figure 2).

Garages and Car Ports

- 4.09 A single garage/car port should measure a minimum of 3m in width by 6m in length internally and a double garage/car port 6m by 6m internally. This will allow room for a modern car to be parked and still allow room for access down the side of the vehicle. The length is to allow room for storage, particularly cycles.
- 4.10 A reduced size of garage/car port is unlikely to count as a vehicle parking space as it is unlikely to provide sufficient space for a modern vehicle and/or some storage.

Tandem Parking

- 4.11 Tandem parking (i.e. one car behind another) will be acceptable for individual properties. However, only one space behind the other will be acceptable - including garage parking provision. See Figures 3 and 4.

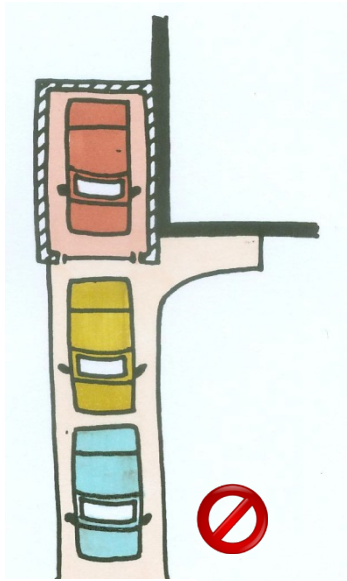


Figure 3

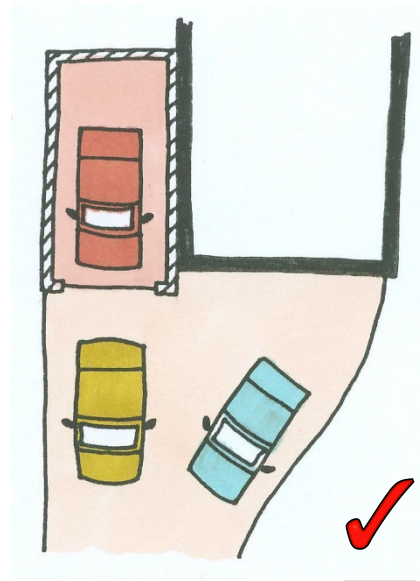


Figure 4

Storage for Bicycles

- 4.12 All properties should be provided with long stay, secure (overnight) cycle storage facilities. Should a garage meeting the standards referred to above be provided for a residential property then no further external storage facility will be insisted on for that property.
- 4.13 Secure and weatherproof cycle storage provision should be provided for flats in appropriate, easily accessible locations, incorporating good design principles.

External or Communal Bicycle Storage

- 4.14 Cycle parking (including that for visitors) should allow for the frame and both wheels to be locked to the fixture. Cycle stands which only grip the cycle by a wheel are not recommended as they offer only limited security and can result in damage to wheel rims.

Visitor Parking/Cycle Storage

- 4.15 With the exception of small residential developments visitor parking will normally need to be considered and incorporated within a planning proposal. Visitor parking shall be unallocated and individual site circumstances will be considered to ascertain whether on-site visitor parking would be required. An allowance of 20% of the long stay cycle standard should be made for visitor parking.
- 4.16 Additional guidance on cycle parking provision is provided in Traffic Advisory Leaflet 5/02 produced by the Department of Transport in July 2002.



Where else to look:

Traffic Advisory Leaflet 5/02 produced by the Department of Transport in July 2002:
<http://tsrgd.co.uk/pdf/tal/2002/tal-5-02.pdf>

Motorcycle Parking

- 4.17 Guidance on motorcycle parking is provided in Traffic Advisory Leaflet 2/02 produced by the Department of Transport in March 2002.:
- 4.18 As a general rule, one motorcycle space should be provided per every 25 car parking spaces on the site.



Where else to look:

Traffic Advisory Leaflet 2/02 produced by the Department of Transport in March 2002:
<http://webarchive.nationalarchives.gov.uk/20120606202850/http://assets.dft.gov.uk/publications/tal-2-02/tal-2-02.pdf>

Drop-off Spaces

- 4.19 While there are no set standards for drop off spaces, applicants should consider the likely need for drop-off spaces near the development. This will be particularly important for uses that are likely to create a large amount of drop-off traffic, such as transport interchanges, health establishments, educational establishments, hotels and leisure facilities.

Electric Vehicles

- 4.20 The NPPF states that there is an overall need to reduce the use of high-emission vehicles and that developments should be located and designed where practical to incorporate facilities for charging plug-in and other ultra-low emission vehicles.
- 4.21 Normal household sockets are adequate to charge electric vehicles however a survey must be completed first to ensure the wiring is good enough to handle the high electrical draw. A home charging point can be installed at a cost of £800-£1000. These guarantee safety and can charge the car around two and a half times faster than a standard UK socket. Recharging at home, at night, will be the most convenient and practical option for drivers by using cheaper off peak tariffs. Where possible, garages and car ports should have a home charging point or electric socket.
- 4.22 Electric charging points and parking for mobility scooters should be provided in new residential developments in a convenient location at ground floor level where possible. This particularly applies to flatted developments and elderly peoples housing where it may be difficult for occupants to charge scooters within the property itself.



Where else to look:

The Plug-In Vehicle Infrastructure Strategy
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/3986/plug-in-vehicle-infrastructure-strategy.pdf

Additional advice on Non-residential Car Parking Design and Layout Guidance

- 4.23 Table 4.0 sets out standard space requirements of some typical vehicles. These may be used as basic minimum reference values but different layouts such as parallel, herringbone and in-line, have slightly different overall space requirements and detailed layout of parking spaces will be site specific.

Table 4.0: Standard space requirements of typical vehicles

Type of Vehicle	Size
Car	2.4 x 4.8 metres
Light Vans	2.4 x 5.5 metres
Rigid Vehicles	3.5 x 14.0 metres
Articulated Vehicles	3.5 x 18.5 metres
Coaches (60 seats)	3.5 x 14.0 metres

Notes

1. These dimensions refer to standing space only and do not take account of access, manoeuvring space or space required for loading/unloading.
2. Operational parking space for commercial and service vehicles will depend on the type attracted to a development and should provide for manoeuvring space to enable vehicles to exit the site in forward gear.

Other Considerations in the Design of Car Parking

Crime Reduction

- 4.24 The safety of users, or the perceived safety of users will be affected by sufficient lighting, the distance between a parking facility and the property and natural surveillance (i.e. property windows facing toward parking area). More formal surveillance such as CCTV may be appropriate. Wherever CCTV is used its visual impact should be minimised.
- 4.25 Statistics show that vehicles parked within the curtilage of properties are less vulnerable to crime and on-street parking is more vulnerable. Curtilage parking is therefore the preferred option in the interest of crime reduction.



Materials

- 4.26 The use of loose gravel or stone material can give rise to a highway nuisance or danger should the material migrate onto the footpath and/or road. Where these materials are used, a 3m length of non-transferable materials should be provided from the edge of the highway (including the footpath) into the curtilage/plot to contain loose materials.
- 4.27 Permeable solutions should be used wherever practicable. Impermeable surfaced or paved areas should be minimised to reduce surface water run-off. For larger developments introduction of permeable surface material alone may be insufficient and consideration should be given to the use of onsite sustainable drainage systems (SUDS).



Where else to look:

Parking incorporating permeable p

Advice is provided by the Environment Agency and DCLG document: Guidance on the permeable surfacing of front gardens (September 2008):

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/7728/pavingfrontgardens.pdf

Sustainable Drainage Systems (SUDS): A Guide for Developers (Environment Agency):
http://www.rtpi.org.uk/media/12399/suds_a5_booklet_final_080408.pdf

Residential Amenity

- 4.28 Car parking can dominate residential development, whether it is new large developments, domestic extensions or infill development in the existing urban area. Particular attention should be given to developments which convert dwellings into flats as although the amount of development does not increase, the intensity does.
- 4.29 It will not necessarily be appropriate to lower parking standards simply because there is capacity for parking on the immediate road network. This approach can individually or cumulatively alter and detrimentally affect the character and visual amenity of an area and may be considered unacceptable.
- 4.30 Where residential parking schemes exist (i.e. Residential Parking Permit Zones), residents/occupants of new developments will not be eligible to apply to the Council for permits as agreed by the Council's Executive on the 22 October 2008.
- 4.31 If on-street parking is intrinsic to the character of the area, the main concern will relate to additional capacity. If sufficient, safe, or appropriate on-street parking is not available then indiscriminate parking will occur, resulting in highway safety issues or inappropriate parking on grass verges. The general presumption is that sufficient parking should be provided within

the development site and reliance should not be made of on-street parking unless it has been appropriately designed in from the start (i.e. new large residential developments).

- 4.32 Should a developer wish to use on-street capacity then they should firstly be aware of potential concerns relating to the character and amenity of a road. If on-street parking is already an established part of the character, surveys should be undertaken and submitted with the planning application to identify the current level and capacity of on-street parking in the vicinity of the site.

Car Parking Surveys (where relevant)

- 4.33 Surveys should be undertaken over a period of at least one week including both weekends and weekdays at a variety of times throughout the day including late in the evening and early in the morning. This will allow a true reflection of the existing car parking arrangements to be established and this should be submitted with the planning application.

Planning Conditions

- 4.34 In cases where 'unallocated parking' has been provided it may be appropriate for a condition to be applied whereby no parking spaces can be individually marked or attributed to individual dwellings. This will ensure that maximum flexibility in the use of the spaces is achieved. On occasions it will be appropriate that the applicant/landowner enters into a legal undertaking to this effect.

Flexible Surfaces

- 4.35 Flexible surfaces are those that can provide a dual function, for example, well designed hard surfacing in a rear garden can be used either for vehicle parking or patio/amenity space, depending on the individual requirements for the occupants. Such surfaces can be counted as a vehicle space providing they can be practically used as such.

Allocated Parking

- 4.35 This is usually curtilage parking or parking courts where spaces are marked or belong to individual properties (i.e. parking spaces available for the use of specific properties). Remote parking in rear access courts should not be the only parking opportunity as residents will be encouraged to park on pavements or verges, closer to their home, resulting in highway safety and amenity issues.
- 4.36 Allocated standards are relevant for new development, change of use and domestic (household) proposals where car parking provision is provided within individual dwelling curtilages or where it will be labelled or attributed to individual properties.

Shared/Communal Parking (Unallocated)

- 4.37 This is parking provision available for general use. Spaces are not owned or attributed to a specific property.
- 4.38 Parking spaces available for shared/communal use are relevant for new development and change of use proposals where parking spaces will not be marked or specifically allocated to individual properties, allowing for flexibility of use. When calculating the overall requirement figures should be rounded up to the nearest whole number.
- 4.39 Shared parking facilities are a more flexible and efficient use of available space and enable a reduced number of spaces to meet the same demand. Shared parking could include designed in on-street parking where privately managed on large developments.



Where else to look:

Space to Park Report 2014: <http://www.spacetopark.org/>

Creating Safe Places to Live Through Design (Design Council/CABE/Home Office 2014):
<http://www.designcouncil.org.uk/sites/default/files/asset/document/creating-safe-places-to-live.pdf>

What it is like to live there: the views of residents on the design of new housing (CABE 2005):
<http://webarchive.nationalarchives.gov.uk/20110118095356/http://www.cabe.org.uk/files/what-its-like-to-live-there.pdf>

Draft

5 Travel Plans and Transport Assessments

- 5.01 Travel Plans, Transport Assessments and Statements are ways of assessing and mitigating the negative transport impacts of development in order to promote sustainable development. They are required for all developments which generate significant amounts of movements (see Table 5.1 for thresholds).
- 5.02 The NPPF and National Planning Practice Guidance promotes Travel Plans as a means of reducing car usage and increasing use of public transport, walking and cycling.
- 5.03 Transport impacts are likely to be greater for larger schemes and Hampshire County Council has set the following thresholds:

Table 5.1: Thresholds for requiring a transport assessment

Land Use	Threshold above which a Transport Assessment is required
Residential	50 units
Commercial: B1 and B2	2500 sqm
Commercial: B8	5000 sqm
Retail	1000 sqm
Education	2500 sqm
Health Establishments	2500 sqm
Care Establishments	500 sqm or 5 bedroom
Leisure: General	1000 sqm
Leisure: Stadia, Ice Rinks	All (1500 seats)
Miscellaneous Commercial	500 sqm

Note: Where appropriate the local planning authority can require a transport assessment or company/site travel plan below the thresholds specified, for example where there are potential cumulative effects.



Where else to look:

National Planning Practice Guidance:

<http://planningguidance.planningportal.gov.uk/blog/guidance/travel-plans-transport-assessments-and-statements-in-decision-taking/overarching-principles-on-travel-plans-transport-assessments-and-statements/>

Guidance on Transport Assessment' (DFT March 2007):

<https://www.gov.uk/government/publications/guidance-on-transport-assessment>

Hampshire Local Transport Plan (HCC April 2013):

<http://www3.hants.gov.uk/hampshire-ltp-2011-part-a.pdf>

Appendix 1: Statistical Evidence

Residential Parking Standards

The Department for Transport indicate there are a number of factors behind increases in car ownership. These include population, GDP (Gross Domestic Product) per capita, making car ownership more affordable; 'as people are better off they may also spend a share of their increased income on road transport through purchasing and using a car....there currently appears to be scope for further growth amongst other, less wealthy, sections of the population'. Other factors such as fuel price and fuel efficiency improvements also play a part, rapid fuel efficiency improvements significantly decreasing the fuel cost of driving.

This appendix provides further information on the statistical information behind car and van ownership/use in the Borough derived from the 2011 Census.



Where else to look:

Road Transport Forecasts 2013 - Results from the Department for Transport's National Transport Model (DFT July 2013):

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/260700/road-transport-forecasts-2013-extended-version.pdf

Census 2011:

<http://www.ons.gov.uk/ons/guide-method/census/2011/uk-census/index.html>

The 2011 Census – The National Picture (Source: ONS)

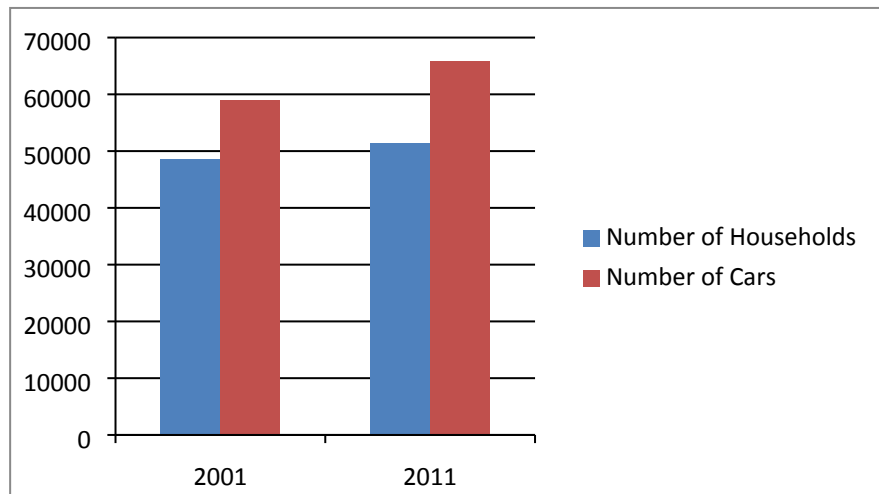
The number of cars and vans available for use by households in England and Wales increased from 23.9 million to 27.3 million between 2001 and 2011. The increase of 3.4 million cars and vans is similar to the overall increase in the usually resident population (3.7 million) over the same period. In 2001 there were on average 11 cars per 10 households whereas in 2011 there were 12 cars per 10 households. The proportion of households with access to no cars or one car declined over the decade whereas the proportion with two or more cars rose. London was the only region where the number of cars and vans was lower than the number of households.

The resident population of England and Wales on the 27 March 2011 was 56.1 million, a seven per cent (3.7 million) increase since 2001 with 55 per cent (2.1 million) of this increase being due to migration.

The average household size was 2.4 people per household in 2011.

The 2011 Census – The Local Picture (Source: ONS)

Chart A1: Growth in Number of Households and Cars in Havant Borough



Source: ONS 2001 and 2011 Census

Table A1: Growth in Population, Number of Households and Cars in Havant Borough

Census	Havant Borough		
	Population	Number of Households	Number of Cars*
2001	116849	48460	58877
2011	120700	51311	65856
Actual increase	3851	2851	6979
% increase	3.29%	5.88%	11.85%

Source: ONS 2001 and 2011 Census

Notes:

Percentages may not reflect actual figures due to rounding differences

*Number of cars relates to car/van availability not necessarily ownership

Table A1 indicates that there has been an 11.85% increase in the number of cars available to the residents of the Borough. In relative terms to the 5.88% increase in households in the same 2001- 2011 period this means that the average household now has access to 1.28 cars rather than the 1.21 cars they had in 2001. Whilst the average increase is relatively minor when multiplied across all the households of the Borough it produces a significant 6,979 increase in the number of cars that need to be parked in and move about the Borough.

Population Projections

The 2011 Census stated the population of the Borough to be 120,700 people comprising 51311 households. Latest population estimates provided by Hampshire County Council Small Area Population Forecasts indicates that the population is estimated to increase to 128,383 comprising 57109 dwellings in 2021 (Source: 2014 HCC SAPF).

**Where else to look:**

Hampshire County Council Population Statistics:

<http://www3.hants.gov.uk/factsandfigures/population-statistics.htm>

Chart A2: 2011 Census - Percentage number of households in England and Wales with car/van available in their household

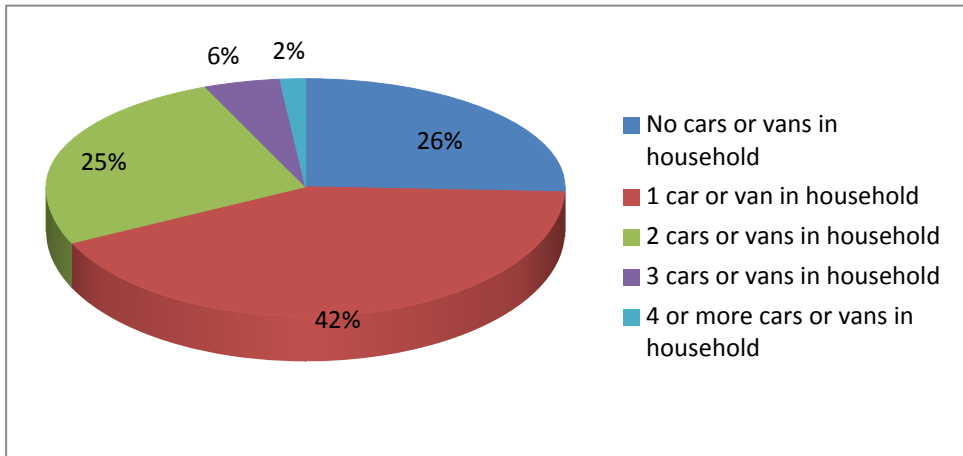
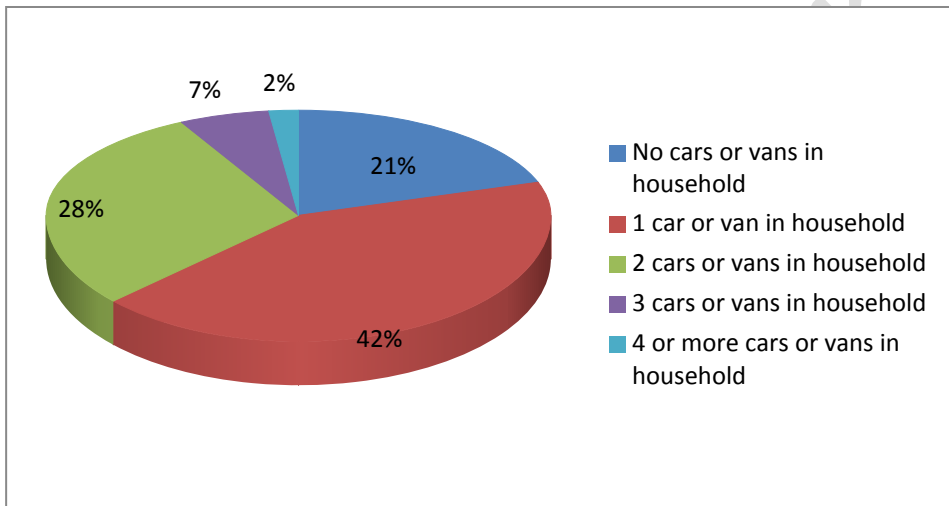


Chart A3: 2011 Census - Percentage number of households in Havant Borough with car/van available in their household



The total sum of all cars and vans in the Borough at the 2011 Census was 65856³.

The information in Charts A2 and A3 show that Havant Borough is generally characterised by slightly higher levels of car ownership/use than that typically in England and Wales with some categories being the same. Overall Charts A2 and A3 indicate that access to cars/vans in the Borough is not dissimilar to that experienced nationally.

The 2011 Census includes data relating to the number of cars or vans in relation to the number of rooms in a dwelling. However the Census does not provide information on the number of cars and vans in relation to the number of bedrooms.

The conversion from the number of rooms, as provided by the census, to the number of bedrooms has been determined as follows:

Table A2: Room to Bedroom Conversion

Number of Rooms* -as per census information	Number of bedrooms
<3 rooms	One bedroom or studio
4/5 rooms (4.5 average)	2 bedrooms
6/7 rooms (6.5 average)	3 bedrooms
8 rooms	4+ bedrooms

*The number of rooms provided by the census includes all rooms separated from other rooms by doors excluding bathrooms, WCs, hallways, landings and storage rooms.

This conversion technique was first used in a Partnership for Urban South Hampshire Housing Market Assessment and the original Havant Borough Council Residential Parking and Cycle Provision SPD. Since then this methodology has been used by several other Hampshire Authorities and there is no evidence of an update to this approach.

The plan period for the current Havant Borough Local Plan is 2006 to 2026, a period of 20 years. The government has forecast car ownership/use to increase in the region of 20-40% from 2013 to 2035.

³ **Limitations of this data:**

1. Applies to the number of cars or vans that are owned, or available for use, by one or more members of a household. This includes company cars and vans that are available for private use. It does not include motorbikes or scooters, or any cars or vans belonging to visitors. The count of cars or vans in an area relates only to households.
2. Cars or vans used by residents of communal establishments are not counted.
3. Households with 10 to 20 cars or vans are counted as having only 10. Responses indicating a number of cars or vans greater than 20 were treated as invalid and a value was imputed.

Draft

Table A3 shows that beyond a small number of exceptions car ownership/use is similar across the Borough. It is therefore not considered appropriate or necessary to apply different standards to different wards or Lower Super Output Areas⁴ within the Borough.

Tables A3 and A4, later in this appendix, show the impact of minimum and maximum anticipated increases in car ownership to 2035.

⁴ A Lower Layer Super Output Area (LSOA) is geographic hierarchy designed to improve the reporting of small area statistics in England and Wales. Typically a ward will be made up of a number of LSOAs

Table A3: Calculation of Car Parking Requirements by Ward assuming a growth in car ownership/use of 20%

Ward	Total No. of rooms	Total No. of cars	Cars per room	Cars per room plus 20%	1 bed or studio (X3)	Car Parking Spaces required	2 beds (X 4.5)	Car Parking Spaces required	3 beds (X 6.5)	Car Parking Spaces required	4+ beds (X 8)	Car Parking Spaces required
Barncroft	12461	2622	0.21	0.252	0.756	1	1.134	2	1.638	2	2.016	3
Battins	13678	2590	0.19	0.228	0.684	1	1.026	2	1.482	2	1.824	2
Bedhampton	20697	4953	0.24	0.288	0.864	1	1.296	2	1.872	2	2.304	3
Bondfields	13728	2652	0.19	0.228	0.684	1	1.026	2	1.482	2	1.824	2
Cowplain	22178	5962	0.26	0.312	0.936	1	1.404	2	2.028	3	2.496	3
Emsworth	25146	5867	0.23	0.276	0.828	1	1.242	2	1.794	2	2.208	3
Hart Plain	22135	5427	0.24	0.288	0.864	1	1.296	2	1.872	2	2.304	3
Hayling East	22409	5881	0.26	0.312	0.936	1	1.404	2	2.028	3	2.496	3
Hayling West	22185	5510	0.24	0.288	0.864	1	1.296	2	1.872	2	2.304	3
Purbrook	21256	5487	0.25	0.3	0.9	1	1.35	2	1.95	2	2.4	3
St Faiths	22919	5152	0.22	0.264	0.792	1	1.188	2	1.716	2	2.112	3
Stakes	21231	5166	0.24	0.288	0.864	1	1.296	2	1.872	2	2.304	3
Warren Park	14057	2715	0.19	0.228	0.684	1	1.026	2	1.482	2	1.824	2
Waterloo	23423	5872	0.25	0.3	0.9	1	1.35	2	1.95	2	2.4	3

For example:

Barncroft Ward

The census data together with a 20% increase to reflect rise in car ownership showed that there were 0.252 vehicles per room of a dwelling.

A one bedroom property would typically be expected to have three rooms therefore three rooms at 0.252 per room would indicate that typically a one bedroom property in Barncroft Ward requires 0.756 spaces (rounded up to one whole).

$$0.252 \times 3 \text{ (number of rooms)} = 0.756 \text{ (1 whole)}$$

Table A4: Calculation of Car Parking Requirements by Ward assuming a growth in car ownership/use of 40%

Ward	Total No. of rooms	Total No. of cars	Cars per room	Cars per room plus 40%	1 bed or studio (X3)	Car Parking Spaces required	2 beds (X 4.5)	Car Parking Spaces required	3 beds (X 6.5)	Car Parking Spaces required	4+ beds (X 8)	Car Parking Spaces required
Barncroft	12461	2622	0.21	0.294	0.882	1	1.323	2	1.911	2	2.352	3
Battins	13678	2590	0.19	0.266	0.798	1	1.197	2	1.729	2	2.128	3
Bedhampton	20697	4953	0.24	0.336	1.008	2	1.512	2	2.184	3	2.688	3
Bondfields	13728	2652	0.19	0.266	0.798	1	1.197	2	1.729	2	2.128	3
Cowplain	22178	5962	0.26	0.364	1.092	2	1.638	2	2.366	3	2.912	3
Emsworth	25146	5867	0.23	0.322	0.966	1	1.449	2	2.093	3	2.576	3
Hart Plain	22135	5427	0.24	0.336	1.008	2	1.512	2	2.184	3	2.688	3
Hayling East	22409	5881	0.26	0.364	1.092	2	1.638	2	2.366	3	2.912	3
Hayling West	22185	5510	0.24	0.336	1.008	2	1.512	2	2.184	3	2.688	3
Purbrook	21256	5487	0.25	0.35	1.05	2	1.575	2	2.275	3	2.8	3
St Faiths	22919	5152	0.22	0.308	0.924	1	1.386	2	2.002	3	2.464	3
Stakes	21231	5166	0.24	0.336	1.008	2	1.512	2	2.184	3	2.688	3
Warren Park	14057	2715	0.19	0.266	0.798	1	1.197	2	1.729	2	2.128	3
Waterloo	23423	5872	0.25	0.35	1.05	2	1.575	2	2.275	3	2.8	3

The Car Parking Spaces identified in Tables A3 and A4 support the Parking Standards for Dwelling Houses set out in Chapter 2 of this document (Tables 4A-C). As growth in car ownership increases the current standards become less sufficient. However in viewing the '1 bed or studio' column for example, you will note that this need to consider additional car parking spaces is only just at the point where an additional car

parking space would be required. It would not be a good use of land to impose an increased parking requirement based on anticipated and unproven need.

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Consultation Statement for the Parking Supplementary Planning Document (SPD)

This statement has been prepared by Havant Borough Council under regulation 12 of the Town and Country Planning (Local Planning) (England) Regulations 2012. It sets out the details of whom the Council consulted on the draft Parking Supplementary Planning Document (SPD). A summary of the issues raised and how the issues have been addressed in this SPD can be found in Appendix 2.

The current parking standards are set out in the Residential Parking and Cycle Provision Supplementary Planning Document which was adopted in March 2010. The SPD provides guidance on the levels of parking that should be provided in new developments. It is the intention that the revised Parking Standards SPD will replace the existing standards when formally adopted.

Initially internal consultation was undertaken during the development of the SPD by the Planning Policy Team with relevant officers/teams within the council namely the Development Engineer, Parking and Traffic Management, Landscape, Development Management and Economic Development. An outline of this consultation work that the council has undertaken can be found in Appendix 1.

A separate consultation exercise was undertaken for the SEA screening opinion with the three statutory consultees¹, between 15 May 2015 and 19 June 2015. SEA Screening has concluded that it is unlikely that there will be any significant environmental effects arising and it is the council's opinion that a SEA is not required and consequently no revisions have been made to the SEA document. More information, including details of the representations received can be found on our website: <http://www.havant.gov.uk/draft-parking-supplementary-planning-document/sea-screening-draft-parking-supplementary-planning>

The public consultation on the draft Parking SPD was carried out in accordance with the process outlined in the Statement of Community Involvement (SCI). The consultation period ran for 5 weeks between Friday 10th July 2015 and Friday 14th August 2015. This included:

- 278 letters and 257 emails sent to organisations and individuals in the contact database (including statutory consultees and duty to cooperate bodies)
- Press release (Friday 10th July)
- Local Plan Newsletter (issued to everyone on the Local Plan database for whom we have an email address and anyone registered on the main Havant Borough Council webpage who has expressed an interest in planning)
- Link from homepage on the Havant Borough Council website to dedicated parking SPD consultation pages
- The SPD was available to view at the Public Service Plaza and libraries across the Borough

The Council received 15 representations during the consultation period from a variety of organisations as well as local residents. Each representation has been considered to inform

¹ The Environment Agency, Historic England and Natural England

the final version of the SPD. A summary and analysis of the representations the Council received can be found in Appendix 2.

Appendix 1: Summary of Initial Internal Consultation

Who was consulted?	Summary of issue(s) raised	How addressed in the draft SPD
Development Engineer, Parking and Traffic Management, Landscape, Development Management and Economic Development	<p>An earlier version of the document was circulated internally to officers for comment.</p> <p>Comments received included:</p> <ul style="list-style-type: none"> • Amendments to the design of the cover • Various aspects relating to landscape • Clear explanation required as to why the standards have moved from maximum to minimum requirements • Amount of retirement parking (Table 4C of the Draft Parking SPD). However the wording in the draft document allows for flexibility. No change made pending testing of the document through the consultation process 	The relevant comments were used in the preparation of the SPD and informed the content of the final Draft Parking SPD

Appendix 2: Summary and Analysis of Consultation Responses

Who was consulted?	Summary of issue(s) raised	HBC Comment/Action
Introduction and General Comments		
Havant Area Disability Access Group (HADAG)	The document does not complement and collect together existing regulations, it introduces conflicting requirements which fail to meet the downstream (in planning cycle terms) requirements of Building Regulations, specifically Part 'M' and the overall standard, BS8300 from which they are drawn.	In terms of accessible parking standards, Building Regulations simply stipulate that ' <i>Reasonable provision must be made for people to gain access to and use the building and its facilities.</i> ' The guidance in Approved Document M on the number of accessible parking spaces for buildings other than dwellings simply states that 'at least one parking bay designated for disabled people is provided on firm and level ground as close as feasible to the principal entrance of the building.' BS8300 provides guidance offering technical access solutions (i.e. best practice on how to meet building regulations), however, it is not a requirement. The SPD aims to ensure that suitable and adequate parking is provided on all new developments.
HADAG	<p>Comments received included:</p> <ul style="list-style-type: none"> • The document is incredibly difficult to make sense of, either for consultation purposes, or from the perspective of a developer. • It is pitched well above the level of the average 	<p>Comments noted. The word 'handicapped' has been removed from Table 3 on page 9.</p> <p>Havant and Waterlooville centres have different parking standards because they are considered to be more accessible by non-car means.</p>

	<p>householder and its sheer complexity would add cost to any project simply in ensuring any plans comply with the occasionally contradictory requirements, ie those of a CBD (Central Business District, ie Havant Town Centre versus a residential home) for example.</p> <ul style="list-style-type: none"> • Our group takes extreme offence of the use of the word 'handicapped' in table 3 on page 9. 	
HADAG	<p>This document fails the tests of the public sector equality duty, in not promoting the reduction of discrimination, and by focusing on 'pedestrian and cycle-friendly layouts' is somewhat discriminatory against those with 'protected characteristics' who should be considered in this document. There is a statement which states the document will bring all parking requirements into one place, but the document gets the standards on disabled parking wrong, totally ignores the requirement for set-down spaces, and does not consider any provision for charging of scooters and wheelchairs in any development of any scale. This introduced conflict between planning condition requirements and building control requirements.</p>	<p>Paragraph 4.01 states that 'parking and circulation layouts should aim to provide a safe and convenient pattern of movement into, and out of a site, putting pedestrians, cyclists and <i>those with mobility restrictions</i> at the top of the hierarchy of road users. However, the reference to 'pedestrian and cycle-friendly layouts' in Paragraph 1.02 has been amended to say 'accessible to all'. Paragraph 3.14 talks specifically about parking for people with disabilities; however, this has been expanded to provide more detail. Part M of Building Regulations and BS 8300 have been signposted to provide further information.</p> <p>The SPD does consider the provision of charging for scooters and wheelchairs (see Paragraph 4.21). This has been strengthened by requiring that where possible garages and car ports should have electric sockets which should allow charging and storage of mobility scooters and wheelchairs.</p> <p>A new section on drop-off spaces has been included (paragraph 4.19).</p>
HADAG	<p>Finally, we request a justification for this document against our request for a similar SPD relating to accessibility requirements, which was declined with the statement:</p> <p>"Whilst meeting the requirements of other legislation, e.g. Equalities Act, and Building Regulations should not be 'unnecessarily adding to the financial burden on the development', planning policy must not duplicate other legislation. Whilst I note that Hammersmith and Fulham has an SPD that isn't too old (i.e. Pre NPPF) and includes access proposals I am not</p>	<p>In terms of accessible parking standards, Building Regulations simply stipulate that '<i>Reasonable provision must be made for people to gain access to and use the building and its facilities.</i>' We do not consider that the SPD conflicts with that. However, there is other guidance and best practice available. The SPD seeks to ensure that suitable and adequate parking is provided on new developments. It is considered that an Accessibility SPD would run the risk of further adding to the complexities of the disconnect between planning and building regulations that is discussed in</p>

	<p>convinced about it as it does appear to duplicate some Building Regulations.”</p> <p>The above statement talks about duplication as being a reason not to write one, yet this SPD goes as far as to introduce conflict and contradiction between planning and building regulations.</p>	<p>this representation.</p>
Hampshire County Council	<p>Hampshire County Council would like to make a general comment on the Parking SPD following a change to the NPPF in respect of parking standards as announced by (former minister) Eric Pickles in his ministerial statement in March 2015: (https://www.gov.uk/government/speeches/planning-update-march-2015)</p> <p>This statement confirmed the addition of text to paragraph 39 of the NPPF stating that 'Local planning authorities should only impose local parking standards for residential and non-residential development where there is clear and compelling justification that it is necessary to manage their local road network.'</p> <p>This statement is referenced at paragraph 1.05 of the draft SPD and the Council claims a clear and compelling justification for the SPD in terms of addressing problems caused by previous maximum parking standards. However, the SPD still applies maximum parking standards for residential development in Havant and Waterlooville town centres. This seems incompatible with the 'clear and compelling justification' given for the SPD. In order to be consistent and to accord with the requirements of Government policy this (the application of maximum standards in Havant and Waterlooville centres) requires further explanation / justification beyond that given on page 21 of the SPD which relates back to the Ministerial statement.</p>	<p>Maximum parking standards applied generally can cause problems but they are still appropriate in highly accessible sustainable locations such as the town centres particularly if we want to encourage more sustainable methods of transport.</p>
Highways England	<p>Highways England's role is to operate, maintain and modernise the strategic road network (SRN). For Havant Borough Council this relates to the M27. No further comments.</p>	<p>Noted.</p>
Historic England	<p>No comments made.</p>	<p>Not applicable.</p>
Langstone Residents Association (1)	<p>Comments received included:</p> <ul style="list-style-type: none"> The document should specify the period for which its guidance will apply, 	<p>The SPD expands on policy contained within the Local Plan which specifies a timeframe. Also, the SPD will be reviewed when it is considered to be</p>

	<p>presumably as for the Local Plan</p> <ul style="list-style-type: none"> The document refers to new developments. Will this SPD be applied in future to re-development (e.g. change of use) of existing properties and current developments? 	<p>out of date (either when the Local Plan is out of date or national policy changes)</p> <p>The SPD will apply to all planning applications that result in additional residential or non residential floorspace whether they are new builds or redevelopment.</p>
Langstone Residents Association (2)	<p>Comments received included:</p> <ul style="list-style-type: none"> Welcomes the review of parking standards within the borough. Clauses 1.05 - 1.08 recognise the reality and are to be supported. Clause 1.12 - the clause should also make specific reference to extensions/alterations of commercial premises. 	<p>Support noted. Paragraph 1.12 states that the parking standards will apply to all developments that will result in the creation of non-residential floorspace. This would include extensions to existing non-residential uses. However, this paragraph has been amended to make it clearer.</p>
Natural England	No comments made in respect of the SPD.	Not applicable.
Helyer Davies Architects Ltd	Support for minimum standards rather than max. Also like the approach to sustainable/better connected areas and cycle parking provisions.	Support noted.
Mr Hoskinson	Noted concerns about Penhurst Road, Bedhampton.	Comments noted.
Mr Denyer	At the strategic level I must question the need for each local authority to have its own SPD on car parking.	Comments noted. The evidence supporting the SPD is based on local data, such as car ownership levels; therefore it makes sense to set standards locally.
Mr Denyer	Paragraph 1.15 – Although I'm sure this isn't your intention this sentence is a carte blanche for officers to amend and adapt the guidance without reference to the public or apparently members. If there is to be any purpose to consulting on documents such as these then I feel I must object to that sentence.	Agreed. Paragraph 1.15 has been amended to same text as was in the previous SPD (paragraphs 1.6 and 1.7) which talks about community involvement.
Marine Management Organisation	No comments made.	Not applicable.
Office of Rail Regulation	No comments made.	Not applicable.
Mrs Morrell	Noted concerns about the parking provision at the Wellington Park, Waterlooville development	Comments noted.
Parking Standards		
Mr Denyer	Note 1 to Table 1. The threshold figure (500 sqm) is not the same as that in table 5.1 (1000sqm).	Comments noted. Note 1 to Table 1 to has been amended to match figure in Table 5.1
Mr Denyer	Note 3 to Table 2 - I believe there should be a definition of 'major' not left to the discretion of individual officers. If Table 5.1 provides the threshold it should be referenced from here.	Major development means the point at which the thresholds requiring travel plans are hit. These are set out in Chapter 5 which is signposted in this note.
Mr Denyer	Car parking. Following tables 4A and	Research has shown (English

	<p>4B there is the same note 1 'With the exception of small residential developments an additional 20% of unallocated parking for visitors should be accommodated'. Additional provision for visitors/unallocated residents parking is agreed to be prudent where most parking is allocated to individual properties, although it would be helpful if 'small' was defined, possibly by total number of bedrooms rather than dwelling units (10 one bedroom flats have very different needs to 10 four bedroom houses), but the same requirement where most or all parking is unallocated/communal/shared is inconsistent with government advice which recognises that with unallocated parking visitors are able to parking in spaces otherwise used by absent residents. To require an additional 20% unallocated parking for visitors where residents parking is communal potentially will over-provide on-site parking with a consequent inefficient use of land.</p>	<p>Partnerships 2006, Car parking What Works Where) that an extra 0.2 spaces per dwelling is required to meet the likely visitor demand. The size of the dwelling is unlikely to have a significant impact on the number of visitors it generates. However, where spaces are not allocated this could be more flexible. A lower visitor parking standard could be acceptable provided that it can be shown sufficient resident cars will likely be absent when visiting takes place. Note 1 to Table 4B amended to this effect.</p>
Mr Denyer	<p>Note 2 says 'It is widely accepted that single on plot garages are often unavailable for cars because they are being used for storage. Given the extent of this practice whether or not garages will be counted towards parking provision will be determined on a case by case basis'. This would seem to be very poor policy. The SPD should provide clear, unambiguous guidance as to under what circumstances a garage will be counted towards on-site parking. To leave it to the judgement of officers on a case by case basis may lead to inconsistent decisions and potentially accusations of inconsistency and bias by officers in favour or against individuals or companies. Matters are not really clarified by paragraphs 4.09 and 4.10 where the former refers to the 3m*6m garage having space for cycles and the latter implies not accepting the garage as a parking space unless there is separate cycle storage. Paragraph 4.12 just adds further confusion.</p>	<p>Agree that there should be clarity as to whether garages are counted or not. Note 2 to Table 4A has been deleted and Paragraph 4.12 has been amended to make clear that garages will be counted provided that the size standards referred to in paragraph 4.09 are met.</p>
Mr Denyer	<p>As a general comment, the parking demand arising from three bedroom owner-occupied house in Cowplain ward is likely to be significantly higher than a similar dwelling in Battins or Bondfields wards. Whilst this difference may seem marginal where parking is allocated to each dwelling it could be</p>	<p>Comments noted. Unfortunately we do not have access to such parking demand modelling software.</p>

	significant, and lead to inefficient use of land, for schemes where parking is communal for example often those submitted on behalf of Housing Associations. West Sussex and East Sussex have a sophisticated parking demand model that reflects location, type and tenure which addresses this concern. Such a model may be beyond the resources of HBC but is an argument in favour of sub-regional or county-wide standards.	
HADAG	I've seen much talk of cyclists, but the only reference to disability are incorrectly derived footnotes talking about the 5% requirement in car parks - which in itself is actually misleading, and indeed inaccurate.	Paragraph 3.14 specifically talks about parking for people with disabilities. However, this has been expanded to include further detail.
HADAG	There is no actual 'guidance' with respect to accessible parking spaces with the exception of the 5% requirement.	See comments above.
HADAG	<p>The document would appear to set targets for disabled parking down to the individual development level, potentially each store with a car-park. You'll see below my observation that this runs against Building Controls guidance – causing a ready made conflict.</p> <p>The document places planning for accessible parking spaces at the micro-level, e.g. each development, without considering the overall needs of the area. To my observation, neither Waterlooville, Havant, Leigh Park nor Emsworth have sufficient accessible parking for the mean number of daily disabled visitors. Consider the following table which is drawn from BS 8300 and part M.²</p>	<p>It is considered that providing targets for disabled parking on individual developments ensures that new developments are accessible to all.</p> <p>It is beyond the remit of this SPD to look at existing parking provision in different areas of the Borough. Furthermore, we do not have the necessary evidence to support having higher accessible parking requirements in particular areas.</p> <p>It should also be noted that the table referred to does not appear in the current edition of Part M (2015 edition).</p>
HADAG	<p>Additionally, Part 'M' makes very specific requirements for setting down and picking up spaces, for disabled passengers of vehicles, something not mentioned at all in your document.</p> <p>We accept that there is a disconnect between Building Regulations, BS8300 and planning regulations, however we</p>	<p>A new section on drop-off spaces has been included (paragraph 4.19).</p> <p>It is not possible to address the disconnect between planning regulations and building regulations in this SPD. However, a revised Integrated Impact Assessment will be undertaken to ensure that the council</p>

2

Car Park used for	Car Park Size	
	Up to 200 Bays	Over 200 Bays
Employees and visitors to business premises	Individual bays for each disabled employee plus 2 bays or 5% of total car park whichever is greater	6 bays plus 2% of car park capacity
Shopping, recreation and leisure	3 bays or 6% of total capacity whichever is greater	4 bays plus 4% of total capacity

	<p>believe that with view to both the Equality Act (2010) and the Public Sector Equality Duty (2011) the Council should be making considerable effort to harmonise the different regulations, by aligning them, not adding more confusion.</p> <p>Additionally, the problem of ensuring adequate accessible spaces for each primary shopping area should be addressed in parallel through changes to the area specific SPDs.</p> <p>To summarise, the effect of certain aspect of this document will be to introduce conflicting targets on parking than are called for in other legal documents (such as Part 'M') and make strategic objectives of allowing sufficient and properly implemented accessible parking for each area to become impossible.</p>	<p>are fulfilling our duties under the Equality Act and the Public Sector Equality Duty.</p> <p>It is not within the remit of this SPD to look retrospectively at parking provision in existing shopping areas. The SPD seeks to ensure that all new development in the Borough has suitable and adequate parking provision.</p>
Hampshire County Council	<p>Hampshire County Council as the Highway Authority queries some of the details set out in table 5 on page 15. Specifically the details relating to D1 colleges (16+).</p> <p>The Highway Authority is of the opinion that one space for two members of staff is low, especially considering the amount of support staff these educational establishments normally employ alongside teaching staff. The Borough Council may wish to review this.</p> <p>It should also be recognised that many young people ride powered two wheelers / mopeds in order to travel to Further Education colleges. It would seem logical to address this matter directly in table 5 and make specific provision for the parking of such vehicles at Further Education colleges over and above the general requirement for 1 motorcycle space for every 25 car parking spaces which applies across the board.</p>	<p>In terms of the staff car parking, Table 5 has been changed to reflect standards set out in 'On-Site School Parking Guidelines' (2013) prepared by HCC. Regarding motorcycle provision in 16+ educational establishments, more flexibility has been built in. The issue around the use of powered two wheelers/moped at 16+/further education colleges has been flagged up in Note 1 as a consideration to have when producing travel plans.</p>
NHS Property Services	<p>The NHSPS supports the proposed use of a flexible standard for C2 hospitals; however, the proposed prescriptive minimum parking standards for D1 health centres and surgeries is not supported.</p> <p>It seems that there is little evidence for the proposed D1 standards, other than a potentially limited review of the</p>	<p>Agreed that a flexible approach might be best for health centres given the wide range of facilities these can offer. However, the pattern of use and parking requirements for D1 doctors/dentists/veterinary surgeries are more predictable and therefore the standards set out in Table 6 are considered appropriate.</p>

	<p>impact of parking at new developments that were permitted under the old maximum standards since 2002.</p> <p>The Draft SPD should be amended so that D1 health centres and surgeries would be subject to a flexible parking standard that would be arrived at following the submission of a transport statement or assessment. The statement / assessment would act as a proportionate, suitable and robust evidence base, which would be specific to each site and development proposal. Moreover, on account of how widely D1 health centre and surgery uses can vary, it is more appropriate to apply a flexible approach based on individual circumstances, rather than a one-size-fits-all, prescriptive standard. Unlike dwellings houses, which tend to be used in a fairly typical way and therefore have a predictable impact on parking, health centres and surgeries can differ significantly depending on the exact nature of the services provided; this diversity is only likely to increase as the NHS's Five Year Forward View (October 2014) is implemented and new care models that respond to local needs are rolled out.</p>	
PDP Architects	<p>Feel that 1 space per member of staff is excessive for nursing homes. Also, raised concerns about cycle parking.</p>	<p>Note 3 for Table 4C recognises that given the broad range of accommodation available and the varying needs of occupants, the Council will consider parking requirements for older peoples' housing on a case by case basis. We feel this gives sufficient flexibility should 1 space per member of staff be deemed to be excessive.</p>
Langstone Residents Association (1)	<p>Comments received included:</p> <ul style="list-style-type: none"> • Table 2 B8 warehouse cycle long stay - typo - 1 stand per 500sqm • Table 3 Parking for visitors is critically important as public transport to hospitals/clinics in the area may not be available during weekend and evening visiting times. • Table 4A and Table 4B Note 1 for each table - 20% additional parking for visitors is essential, as it will also be used periodically for deliveries, refuse collection and emergency services. 	<ul style="list-style-type: none"> • Table 2 amended accordingly. • Table 3. Comments noted. Visitor parking levels will be based on travel plans on a site by site basis. • Table 4A and 4B. Comments noted. • Table 4C Note 4. The point raised in the second entry for Note 4 is covered by bullet points in the first Note 4 entry. Therefore the second Note 4 can be deleted. • Table 4C. Developments of housing for older people will be assessed on a site by site basis and this would include

	<ul style="list-style-type: none"> • Table 4C Note 4 - The second entry for Note 4 ("Provision must also...facilities") appears to be included in error and should be deleted. The subject is covered in bullet 9 of the main Note 4 • Table 4C Sheltered Housing - The parking requirement for disabled residents here is likely to be greater than the 5% used in other premises. • Table 5 Note 2 - In addition to the scaled car parking spaces (for staff) a substantial off-road/lay-by area is essential for the safe drop-off and collection of children by parents. Failure to provide this will create a serious road safety hazard. See Table 7 Note 2. • Table 7 Note 2 - Comments for Table 5 Note 2 apply here, especially for those care establishments catering for children. • Table 8 Hotels/motels/guest houses etc. and eating and drinking establishments - The car parking standard must include further provision for staff parking. (Failure to do so will result in customer overspill parking problems, as suffered around the Langbrook Farm pub/restaurant.) 	<p>looking at how much disabled parking is appropriate.</p> <ul style="list-style-type: none"> • Table 5 Note 2. Comments noted. Note added that requires drop off space as in Table 7 Note 2. • Table 7 Note 2. Provision is made for drop off space. • Table 8. The parking standards are considered to be sufficient to allow for staff car parking. Also, parking problems previously have been the result of maximum car parking standards. This SPD sets out minimum car parking standards to ensure these problems are not repeated.
Additional Information Relating to Parking Standards		
Langstone Residents Association (1)	<p>Comments received included:</p> <ul style="list-style-type: none"> • 3.01 It is suggested that the following text is added to ensure the document's remit is entirely clear: "Note that this document defines parking spaces to be provided for residents/staff of houses/businesses in town centres. Public car parking standards for visitors/customers are defined elsewhere. • 3.05 Notwithstanding reduced parking standards authorised by this paragraph town centre developments must include sufficient parking for disabled residents/staff as in 3.14. • 3.10 The SSE development in Penner Road is a typical example of the problems cause by insufficient provision of on- 	<p>3.01 Comments noted. This paragraph is talking about the different accessibility of areas and how this effects parking requirements. Visitor parking is taken account of in each section relating to different types of developments.</p> <p>Paragraph 3.05 has been amended to require that parking for people with disabilities is still provided in Havant and Waterlooville centres.</p> <p>3.10 Comments noted.</p>

	site parking.	
Langstone Residents Association (2)	<p>Comments received included:</p> <ul style="list-style-type: none"> • Clause 3.10 - details of the 'case studies' would be interesting. • Clause 3.11 - this expresses a subjective judgement open to challenge. 	It is felt that the inclusion of case studies in the SPD would add a lot of additional information which would make the document longer than necessary and less user-friendly. Paragraph 3.11 has been deleted.
Design and Layout of Parking Spaces		
Hampshire County Council	<p>Hampshire County Council Environmental Strategy team considers that the SPD could adopt a more Havant-specific approach to the proposals for dealing with electric vehicles.</p> <p>The National policy backdrop for electric Vehicles set out in the NPPF is strengthened by the vision set out in Office of Low Emission Vehicles strategy documents including: The Plug-In Vehicle Infrastructure Strategy https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/3986/plug-in-vehicle-infrastructure-strategy.pdf This and other relevant documents could helpfully be referenced in the SPD. This could be through the inclusion of a 'Where else to look' text box in this section of the SPD similar to the approach used elsewhere in the document.</p> <p>The Council should seek to identify information on electric vehicle use specific to Havant Borough and for the full period of the parking strategy rather than relying on national data and snapshots in time. This information can be derived from the national data and should include:</p> <p>The proportion of current EV registrations in Havant The projected national EV ownership within the life cycle of the parking strategy The proportion of new vehicles which will be electric (nationally and within Havant) The types of EV vehicles projected to be taken up (domestic/commercial/fleet)</p> <p>This could then be followed by an assessment of:</p> <p>The need of different types of electric vehicle infrastructure for Havant for the</p>	<p>Comments noted. Paragraph 4.20 is rather negative in respect of encouraging the use of electric vehicles and as such has been removed. Paragraph 4.22 which makes reference to the Code for Sustainable Homes has also been removed. Whilst we don't have data on electric vehicle registrations in the Borough, we have taken a more positive approach by making reference to garages and car ports having home charging points or electric sockets where possible (paragraph 4.20). The Plug-In Vehicle Infrastructure Strategy has also been signposted.</p>

	<p>period of the strategy (domestic/communal/park houses/offices/ fleet etc.) Who will be responsible for electric vehicle infrastructure in areas other than domestic dwellings?</p> <p>Hampshire County Council Environmental Strategy team also would like to point out that the Code for sustainable Homes has been withdrawn by Government and these matters are now expected to be dealt with through building standards. For further details on this see: http://www.bre.co.uk/page.jsp?id=3442</p>	
Langstone Residents Association (1)	<p>Comments received included:</p> <ul style="list-style-type: none"> • 4.06 This paragraph should be reworded. A parking space 2.4m wide does not allow for opening parked car doors without risk of damage to adjacent vehicles, and modern SUV-type cars aggravate the problem, 3m wide should be a minimum for the reasons explained in 4.09. • 4.20 These figures may be misleading and obsolete in the future. Electric/hybrid vehicle use is increasing steadily due to improved technology and road tax preference. • Table 4.0 Whilst Note 1 may be true; developers will use the figures in Table 4.0 to minimize space allocated to parking in their designs. The figures 2.4 in Table 4.0 should be increased to 3.0, as in the comment above on paragraph 4.06. Note 1 should be deleted. • 4.41 Whilst the statement that shared parking is a more flexible and efficient use of space, this must not be used as a reason for developers to provide less than the minimum parking standards in Tables 1-9. The problems caused by the SSE development in Penner Road are a case in point. It is suggested that paragraph 4.41 is deleted in toto. 	<ul style="list-style-type: none"> • 4.06 Comments noted. The parking space size standards are minimums and there is a requirement to provide space for car doors to be opened and car boots to be accessed. • 4.20 Any statistics published will become out of date eventually. We can only use the information available to us currently and the SPD will be reviewed in the future. • Table 4. Paragraph 4.06 requires that space is provided for car doors opening and car boot access • 4.41 Problems with parking on developments in the past have been the product of maximum parking standards. Other than in the most highly accessible locations, all the standards referred to in this document are minimum standards.
Langstone Residents Association (2)	<p>Comments received included:</p> <ul style="list-style-type: none"> • Concerns regarding garages in that they are often used for storage and are too small to be 	The garage size standards set out in paragraph 4.09 are considered to be sufficient that a modern car can be accommodated with additional space

	<p>accessed by modern vehicles.</p> <ul style="list-style-type: none"> Better guidance needed on the size of car parking spaces as the standards used are outdated. 	<p>for storage. Garages that do not meet these size requirements will not be counted towards parking provision.</p> <p>The car parking size standards are minimum. Paragraph 4.06 requires that space is provided for car doors opening and car boot access.</p>
PDP Architecture	<p>6m x 6m for a double garage is very generous when 5.6m wide would be sufficient for two cars. The 6 meter depth should only be required if cycle storage is also being provided, as if the garage was integral the storage might not be required as it could be provided elsewhere i.e. a shed in the garden.</p>	<p>The width standards are considered necessary to accommodate modern vehicles with sufficient space down the side to allow access in addition to cycle storage. Garages that do not meet this size standard will not be counted towards the parking provision.</p>
Cycle Comments		
Mr Denyer	<p>A single standard of 1 space per one bedroom dwelling, 2 spaces for 2+ bedroom dwellings is proposed for residents together with 1 space/dwelling for visitors/short stay, brought forward from the March 2010 SPD. Notably the sentence 'For large flatted developments a reduction in the cycle parking/storage provision standards may be acceptable' in the March 2010 SPD has been dropped from this draft. Although there can be little argument against encouraging cycling and proper provision should be made for secure cycle storage there should be some flexibility in cycle parking/storage provision for residents depending on whether the provision is allocated or communal. Provided that what is being provided is of good quality (not simply making the best of a space that otherwise would have no use or value). If cycling is to be encouraged, as with cycling infrastructure, quality is at least as important as quantity.</p>	<p>The long-term secure parking standards have been carried over from the previous SPD as they are still considered to be appropriate. It should be noted that separate cycle storage would not need to be provided where there is a garage meeting the size requirements set out in Paragraph 4.09. Visitor cycle parking should be unallocated (see Paragraph 4.15) which provides flexibility.</p>
Mr Denyer	<p>In respect of short stay cycle parking provision, it is to no-one's benefit to provide a sea of Sheffield racks within developments and perhaps a lower standard would generally be more – Portsmouth has recently revised its car and cycle parking standards as 'Visitor cycle spaces will be expected at 10% of the long stay spaces in developments of 10 units or more'. This would seem much more reasonable – as set out in the draft the standards require that for every two new dwellings in the Borough there should be a Sheffield rack for short stay/visitor use.</p>	<p>Agreed. The visitor cycle standards in table 4D conflict with Paragraph 4.15 which states that 'an allowance of 20% should be made for visitor parking'. Therefore the visitor cycle parking requirement has been reduced to 20% of the long-stay requirement and only applied to developments of more than 10 dwellings.</p>
HADAG	<p>Some of the requirements are</p>	<p>Cycle storage will not need to be</p>

	<p>especially onerous on the average householder, especially the requirement that every house has 'cycle storage' built separately.</p>	<p>provided separately where there is a garage meeting the size standards set out in Paragraph 4.09. The requirements for visitor cycle provision have also been revised.</p>
HADAG	<p>It is interesting, and we often find hilarious, that you insist on the requirement for cycle storage and parking within developments for the elderly and resident/nursing homes. A fully 'inclusive' document would substitute 'wheelchair/scooter charging bays' for 'cycle storage' where appropriate. In this respect, the document fails the PSED test as it totally fails to promote inclusion.</p> <p>Again, you fail to consider the full range of members of the community as there is no consideration of storage for, or charging of, electric scooters or wheelchairs.</p>	<p>Housing for older people can vary considerably in terms of the range of need that its inhabitants may require. Whilst somebody requiring a C2 care home type facility is unlikely to cycle, some of the other retirement housing complexes have very limited 'care', in which case residents are more likely to be active and may well cycle. There is also a requirement for cycle provision for staff and visitors. Note 3 to Table 3 also makes it clear that given the broad range of accommodation available and the varying needs of occupants the Council will consider the parking requirements of older persons housing on a case by case basis, this will enable cycle provision to be considered at the same time.</p> <p>Paragraph 4.23 states that electric charging points and parking for mobility scooters should be provided in new residential developments in a convenient location at ground floor level where possible. Furthermore, paragraph 4.2 has been amended to encourage the provision of home charging points or electric sockets in garages where possible which would allow for the charging and storage of mobility scooters.</p>
HADAG	<p>Worse still, the document places an obligation on builders of even single homes to build yet another brick-built construction to satisfy the cycle storage requirement, even if they already have a garage.</p> <p>We would propose that the requirements for cycle storage and those for appropriate power installations for electric cars be merged together, and within the same guidance, merge the cycle storage requirement with one for wheelchair or mobility scooter storage and charging, and allow the use of garage space for the purpose, even if subjected to mandatory increase in floor space. This would present a fair more equitable and achievable requirement across all types of development. Simply forcing the construction of cycle storage will</p>	<p>Individual houses with garages that meet the size requirements set out in Paragraph 4.09 will not require additional cycle storage. Paragraph 4.12 has been amended to make that clear.</p> <p>The requirements for cycle storage and those for appropriate power installations for electric cars are very different in nature and can't easily be combined.</p> <p>Paragraph 4.23 states that electric charging points and parking for mobility scooters should be provided in new residential developments in a convenient location at ground floor level where possible. Furthermore, paragraph 4.2 has been amended to encourage the provision of home charging points or electric sockets in</p>

	not force residents to ride bicycles, even if they are able.	garages where possible which would allow for the charging and storage of mobility scooters.
PDP Architects	The visitor cycle loop requirement is excessive.	Agreed. Table 4D has been amended. Short-term visitor parking for cycles will only be required on larger developments (Schemes of 10 or more residential units) and should be provided at 20% of the long-term cycle parking standard.
Appendix		
Langstone Residents Association (1)	As Havant Borough is shown to have higher levels of car ownership/use than nationally, a worst case requirement should be used if this document is intended for forward planning. Table A3 should therefore be deleted.	Car ownership levels have been taken into account when devising the parking standards. Table A3 demonstrates that even if car ownership levels in the borough increase by 20% the residential parking standards would still be appropriate which is useful to know.
Integrated Impact Assessment		
HADAG	There are a number of problems with the document, including the lack of equality impact statement, and the failure to consider the Public Sector Equality Duty to encourage the reduction of discrimination and promote inclusion of those with protected characteristics.	The Integrated Impact Assessment is a process for considering the equality duty. HADAG are on our stakeholder list and were consulted directly enabling us to have due regard to disability by seeking representations from disabled groups.
HADAG	The document should have been subjected to a full equality impact statement assessment, not just an 'integrated assessment' because there are clear equality issues here which conflict with the current legal environment.	A full equality impact assessment cannot be achieved until engagement and consultation has been carried out and evaluated as that is part of assessing impact.
HADAG	<p>The Integrated Impact Assessment makes a vast number of assumptions as to equality and inclusion which are not supported in any section of the document, particularly sections 5-8. Stating that all feedback will be considered is not the way such assessments should be carried out, the impact against the set criteria should be assessed first, and then validated against feedback.</p> <p>I further note that there is not a single negative result, and that surprisingly, an equality impact statement was signed off as not required which is, I am sorry to say, very difficult to support as no representative groups were consulted during the creation of this document to support that view, and I do not recognise either of the impact assessment document authors as being involved regularly in either disability OR equality matters.</p>	<p>The Integrated Impact Assessment is a process for considering the equality duty. HADAG are on our stakeholder list and were consulted directly enabling us to have due regard to disability by seeking representations from disabled groups.</p> <p>A full equality impact assessment cannot be achieved until engagement and consultation has been carried out and evaluated as that is part of assessing impact.</p>

HAVANT BOROUGH COUNCIL

CABINET

20 July 2016

REVIEW OF OUTSIDE BODIES – DEFERRED APPOINTMENTS

Report by Democratic Services Assistant

Cabinet Lead: Councillor Wilson

Key Decision: N/A

1.0 Purpose of Report

- 1.1 In June 2016 (Minute 239/06/2016), the Cabinet appointed members to represent the Council on various outside organisations.
- 1.2 At this meeting of the Cabinet, the appointment to two outside bodies was deferred. This report details the recommendations to Cabinet regarding the appointments to these bodies.

2.0 Recommendations

- 2.1 The Cabinet be recommended to defer appointing a representative to We Big Local; and
- 2.2 The Cabinet cease appointing representatives to the following outside organisations:
 - South Eastern Hampshire Clinical Commissioning Group
 - Business Support Investment Panel

3.0 Summary

- 3.1 This report aims to analyse the Council's current representation on the three outside organisations listed above and the value these represent to the authority, with a view to appointing representation for the 2016/17 municipal year.

4.0 We Big Local

- 4.1 Democratic Services contacted We Big Local with regards to the Council's representation on the body. Councillor Shimbart was attending meetings as an informal representative of the Council, and We Big Local has been asked if they wish the Council to appoint a Councillor to formally represent the Council.

- 4.2 A response has not yet been received from We Big Local. As such, it is recommended that the Cabinet defer their decision on appointing a representative to this body until a response has been received.

Recommendation

- The Cabinet defer appointing a representative to We Big Local

5.0 South Eastern Hampshire Clinical Commissioning Group

5.1 The Head of Communications and Community Engagement was consulted after feedback had been received on the South Eastern Hampshire Clinical Commissioning Group. The feedback stated that Councillors were there in a non-voting capacity and that continued representation was of little value to the Council.

5.2 As the representative cannot vote or take part in the debate and can only attend as an observer, the Cabinet Lead of Communities and Housing and the Head of Communications and Community Engagement have recommended that the Cabinet cease appointing a representative to this organisation as it represents little value to the Council.

Recommendation

- The Cabinet cease to appoint a representative to the South Eastern Hampshire Clinical Commissioning Group.

6.0 Business Support Investment Panel

6.1 At the Cabinet meeting of 8 June 2016, Councillor Edward Rees was appointed as the Council's representative on the Business Support Investment Panel.

6.2 Since being appointed, Councillor Rees has advised that representation on this body is no longer required. As such, it is recommended that the Council cease to appoint a representative on this body.

Recommendation

- The Cabinet cease to appoint a representative to the Business Support Investment Panel.

7.0 Implications

7.1 Resources:

As an approved duty, if members choose to claim subsistence allowance for attendance at meetings, this will be a charge against the Council's budget for which funding is available.

7.2 Legal:

None arising directly from this report.

7.3 Strategy:

It is essential that the Council has an input into the running of those organisations that either provide services to the Borough or use Council resources in order to function.

7.4 Risks:

Having no involvement in the way these organisations are run may have an adverse effect on the Council should criticism arise.

Increasing the amount of meetings that members attend may draw their time and resources away from other work.

7.5 Communications:

None arising directly from this report.

7.6 For the Community:

Sound management of these organisations must be achieved and the Council should ensure that such organisations are carrying out their duties in the best interests of their customers.

7.7 Consultation

Not Applicable.

Appendices: None

Background Papers: None

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