

FAREHAM

BOROUGH COUNCIL

AGENDA

PLANNING AND DEVELOPMENT POLICY DEVELOPMENT AND REVIEW PANEL

Date: Tuesday, 19 May 2015

Time: 6.00 pm

Venue: Collingwood Room - Civic Offices

Members: Those members appointed at the Annual Council Meeting on 14 May 2015.



1. Apologies for Absence

2. Minutes (Pages 1 - 8)

To confirm as a correct record the minutes of the Planning and Development Policy Development and Review Panel meeting held on 3 March 2015.

3. Chairman's Announcements

4. Declarations of Interest and Disclosures of Advice or Directions

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct and disclosures of advice or directions received from Group Leaders or Political Groups, in accordance with the Council's Constitution.

5. Deputations

To receive any deputations of which notice has been lodged.

6. Fareham Borough Non-Residential Parking Standards: Draft for Consultation (Pages 9 - 44)

To consider a report by the Director of Planning and Development on the Fareham Borough Non-Residential Parking Standards: Draft for Consultation.

7. Review of Work Programme 2015/16 (Pages 45 - 60)

To consider a report by the Director of Planning and Development which reviews the Panel's Work Programme for 2015/16.

P GRIMWOOD
Chief Executive Officer

Civic Offices
www.fareham.gov.uk
11 May 2015

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FAREHAM

BOROUGH COUNCIL

Minutes of the Planning and Development Policy Development and Review Panel

(to be confirmed at the next meeting)

Date: Tuesday, 3 March 2015

Venue: Collingwood Room - Civic Offices, Fareham

PRESENT:

Councillor A Mandry (Chairman)

Councillor T J Howard (Vice-Chairman)

Councillors: P J Davies, Miss T G Harper, Mrs K K Trott and N J Walker

Also Present: Councillor T M Cartwright, MBE, Executive Member for Public Protection (minute 6); Councillor M J Ford, JP, Vice-Chairman, Leisure and Community Policy Development and Review Panel; Councillor T G Knight, Chairman, Audit and Governance Committee; Councillor R H Price, JP (minute 6); and Councillor D C S Swanbrow, Chairman, Scrutiny Board.



1. APOLOGY FOR ABSENCE

An apology for absence was received from Councillor J M Englefield.

2. MINUTES

It was AGREED that, subject to the correction of the spelling of 'Executive' in the list of those also present and the deletion of '.Which' in line 2 of paragraph 4 of minute 6, the minutes of the meeting of the Planning and Development Policy Development and Review Panel held on 6 January 2015 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

There were no declarations of interest or disclosures of advice or directions made at this meeting.

5. DEPUTATIONS

The Panel received a deputation from Dr C Lewis in respect of Agenda Item 6, River Hamble to Portchester Coastal Flood Risk & Management Strategy Proposed for Adoption.

It was AGREED that Dr Lewis be thanked for his deputation.

6. RIVER HAMBLE TO PORTCHESTER COASTAL FLOOD RISK & MANAGEMENT STRATEGY PROPOSED FOR ADOPTION

The Panel considered a report by the Director of Planning and Development on the River Hamble to Portchester Coastal Flood & Erosion Risk Management Strategy, which was proposed for adoption by the Executive following the public consultation undertaken in Autumn 2014.

Members' attention was drawn to the deputation referred to in minute 5 above.

At the invitation of the Chairman, Councillors R H Price and T M Cartwright addressed the Panel during the consideration of this item.

During its consideration of the matter, the Panel received a presentation from Mark Stratton, Coastal Project Engineer, Eastern Solent Coastal Partnership, on the proposed Strategy. The presentation included details of the Project Summary, Preferred Strategic Options, Resource & Funding, Additional Studies – Priority Sites, Recommendation and Next Steps.

It was AGREED that:-

- (a) the preferred Strategic Management Options for the River Hamble to Portchester Coastal Flood and Erosion Risk Management Strategy, as set out in Appendix A to the report, be commended to the Executive for approval;
- (b) the Executive be advised that the Panel additionally recommended that there is a need to clarify the position with regard to planned and responsive inspections and maintenance works in the interim period prior to the delivery of potential capital schemes outline in the proposed Strategy, to address the concerns expressed in the deputation and by several members during consideration of the item;
- (c) the Director of Planning and Development, in consultation with the Chairman, be requested to prepare a suitable recommendation for inclusion in the report to the Executive as referred to in (b) above;
- (d) when drafted, the proposed recommendation, referred to in (b) and (c) above, be circulated to Panel members before it was included in the report to the Executive; and
- (e) Mark Stratton be thanked for his presentation.

7. PRESENTATION - PORTCHESTER CASTLE TO PAULSGROVE FCERM SCHEME

The Panel received a presentation from Andy Pearce, Eastern Solent Coastal Partnership Project Manager, on the Portchester Castle to Paulsgrove FCERM (Flood and Coastal Erosion Risk Management) Scheme. The presentation included details of the Coastal Management Shared Service for Local Authorities, the Scheme Frontage, Flood Zone Maps, The Problem, Historic Flooding, Existing Defences, Environmental Considerations, the Strategic Context, the Preferred Strategic Option, the Trafalgar Wharf Development, Project Stages and a Summary.

It was AGREED that Andy Pearce be thanked for his presentation.

8. PERFORMANCE REVIEW: ENVIRONMENTAL SUSTAINABILITY STRATEGY AND ACTION PLAN

The Panel considered a report by the Director of Planning and Development on Performance Review: Environmental Sustainability Strategy and Action Plan.

It was AGREED that:-

- (a) the revised actions and targets in the Environmental Sustainability Action Plan as shown in Appendix A to the report be agreed;
- (b) the achievements and completed actions during the financial year 2013/14, as detailed in the report, be noted; and

- (c) with reference to paragraph 13 of the report, the officers be requested to look at progressing the provision of locker facilities in the basement particularly, as they would benefit cyclists considerably and the resource implications were considered to be much less significant than for the provision of shower facilities in the basement.

9. PUBLIC TRANSPORT REVIEW: CONCLUSIONS AND RECOMMENDATIONS

The Panel considered a report by the Director of Planning and Development on Public Transport Review: Conclusions and Recommendations (Final Report).

It was AGREED that:

- (a) the Final Report relating to the findings and conclusions from the Public Transport Review be noted;
- (b) the Executive be advised that the Panel recommended that the Council should enter into an agreement with First Bus setting out a Protocol for community involvement in the provision of local bus services;
- (c) the Executive be advised that the Panel recommended that Community Action Fareham be invited to submit an application for part-funding (together with an associated business case) to the Council for its proposed scheme to operate a Sunday bus service between Fareham Town Centre and the Highlands area, replacing a similar service recently withdrawn by Hampshire County Council and to be run as a trial over a three-month period;
- (d) the Executive be advised that the Panel recommended that the officers be asked to undertake a feasibility study for a possible ongoing programme of installation of new and/or relocated bus shelters and associated bus stop infrastructure, and for estimating the associated capital costs, as these measures would assist in influencing mode choice by enhancing the quality of the public transport offer; and
- (e) the Principal Transport Planner and the Head of Planning Strategy and Regeneration be thanked for all their work in connection with the review.

10. FINAL REVIEW OF WORK PROGRAMME 2014/15 AND DRAFT WORK PROGRAMME 2015/16

The Panel considered a report by the Director of Planning and Development on the final review of the Panel's work programme for 2014/15 and a draft work programme for 2015/16.

It was AGREED that:-

- (a) the review of the work programme for 2014/15, as shown in Appendices A and B to the report, be noted;

- (b) the proposed work programme for 2015/16, as shown in Appendix D to the report, be approved;
- (c) the proposed work programme for 2015/16, as shown in Appendix A to these minutes, be submitted to the Council for endorsement;
- (d) an informal Member Working Group be appointed to progress the preparation of the Fareham Borough Design Guide (excluding Welborne) Supplementary Planning Document;
- (e) Councillors Mrs K K Trott, N J Walker and the Chairman be appointed to the working group referred to in (d) above; and
- (f) the Chairman be requested to invite Councillor M J Ford to also be a member of the working group referred to in (d) and (e) above.

(The meeting started at 6.00 pm
and ended at 8.08 pm).

APPENDIX A

**PROPOSED PLANNING AND DEVELOPMENT POLICY DEVELOPMENT AND
REVIEW PANEL - WORK PROGRAMME 2015/16**

<u>MEETING DATES FOR 2015/16</u>	<u>ITEMS</u>
19 May 2015	Fareham Borough Non-Residential Parking Standards: Draft for Consultation Review of the Work Programme 2015/16
21 July 2015	Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) - Draft for Consultation Review of the Work Programme 2015/16
8 September 2015	Performance Review: Parking Strategy Service & Strategy Action Plan Review of the Work Programme 2015/16
3 November 2015	Fareham Borough Design Guidance SPD (excluding Welborne) for Adoption Performance Review: Planning Strategy service including 2014/15 Local Plan Annual Monitoring Report Review of the Work Programme 2015/16
12 January 2016	Performance Review: Tree Service & Strategy Action Plan Preliminary Review of the Work Programme 2015/16 and Draft Work Programme 2016/17
1 March 2016	Performance Review: Environmental Sustainability Strategy & Action Plan

	Final Review of Work Programme 2015/16 and Draft Work Programme 2016/17
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Unallocated items:

Environmental Improvement Programme

Performance Reviews: Coastal Management service; Building Control service

FAREHAM

BOROUGH COUNCIL

Report to Planning and Development Policy Development and Review Panel

Date **19 May 2015**

Report of: **Director of Planning and Development**

Subject: **FAREHAM BOROUGH NON-RESIDENTIAL PARKING
STANDARDS: DRAFT FOR CONSULTATION**

SUMMARY

This report describes the background and rationale for the production of a revised Non-Residential Parking Standards Supplementary Planning Document (SPD) (Draft for Consultation) that has been issued for consideration by the Planning and Development PDR Panel. The SPD sets out guidance for developers and other interested parties on the levels of parking expected in non-residential developments within the Borough.

RECOMMENDATION

That the PDR Panel approves the contents of Appendix A of this Report “Non-Residential Parking Standards Supplementary Planning Document (SPD) (Draft for Consultation)” in order to issue for consultation.

INTRODUCTION

1. This report describes the background and rationale for the production of a revised Non-Residential Parking Standards Supplementary Planning Document (SPD) (Draft for Consultation) that has been issued for consideration by the Planning and Development PDR Panel.
2. The SPD (Draft for Consultation) document attached as Appendix A to this report sets out guidance for developers and other interested parties on the levels of parking expected in non-residential developments within the Borough.
3. The requirement to review current non-residential parking standards has arisen as a result of Hampshire County Council's (HCC) decision to withdraw its Parking Strategy and Standards (2002), which had previously been used as guidance on parking standards for relevant developments in the Borough. Once adopted, it will replace the HCC document which has continued to form the basis of guidance during the interim period and until further notice (Planning Committee Meeting 23 April 2014).
4. The Council has used this opportunity to review recent local experiences in the application of these standards and consider current local and national planning policies in order to issue updated guidance that will also apply to major development proposals such as Welborne and Solent Enterprise Zone at Daedalus.
5. The published version of this SPD will complement the guidance for residential developments given in the "Residential Car & Cycle Parking Standards Supplementary Planning Document (Fareham Local Development Framework)" issued by Fareham Borough Council in November 2009.

SCOPE

6. The Non-Residential Parking Standards SPD (Draft for Consultation) has been prepared to ensure that all new non-residential development in the Borough has due regard to the importance of providing appropriate, well-designed parking that satisfies the principles of transport sustainability.
7. The SPD represents an important material consideration in the determination of planning applications. It provides further guidance on adopted Policies in the Borough's Local Plan. Once adopted, it will replace the Hampshire Parking Strategy and Standards (2002) document that was withdrawn in April 2014.
8. The provision of parking standards for different land uses is important in influencing travel choices. It is also vital to ensure that otherwise well-planned development does not adversely affect the operation, aesthetic, and safety of, or access to, the highway. This SPD sets out a revised strategy for parking provision in all forms of non-residential development in the Borough including mixed-use developments.
9. The SPD applies to all development sites in the Borough including Welborne and Solent Enterprise Zone at Daedalus. Parking standards are defined for individual use class types, including spatial requirements for cars, cycles, motor-cycles (powered two-wheelers), disabled users and operational parking, loading or unloading.

APPROACH TO THE DERIVATION OF NEW STANDARDS

10. In March 2015 the Government issued a Planning Update which included supplementary guidance on the provision of car parking spaces to that contained in the National Planning Policy Framework (NPPF). In particular, the Planning Update states 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”*.
11. The evidence available from case studies where parking standards have been applied to non-residential development in the Borough demonstrates conclusively that there is a sound case for providing relevant guidance on the spatial requirements for car and cycle parking. For example, inadequate levels of parking provision have led to over-spillage of parked vehicles on the road network surrounding a development site.
12. Issuing guidance should therefore contribute positively to the planning of developments, and this SPD sets out a revised strategy for parking provision in all forms of non-residential development in the Borough including mixed-use developments.
13. The review of previous planning applications showed that in some cases inappropriate parking provision has led to the under- or over-provision of parking spaces, resulting in various problems as developments have come into use, including the occurrence of overspill parking on the surrounding roads. It was also apparent that the previous standards have been interpreted as either ‘maximum’ or ‘minimum’ figures, potentially leading to an inappropriate quantum of parking spaces for the development.
14. It was also realised from the experience of case studies that where parking is a material consideration, it is important to specify a standard that represents the type and location of development and as far as practicable gives a robust provision over the full life-cycle of the development.
15. There was also the need for a more detailed resolution of Use Classes than that given in the 2002 publication, particularly within the Retail classification, to differentiate between the different types of development proposals across the Borough.
16. A principal conclusion from the review of case studies was that the HCC 2002 maximum parking standards could generally be applied as a requirement, with an appropriate reduction in the Town Centre and scope for flexibility as supported by a Transport Assessment or Travel Plan submitted as part of a planning application.
17. The need for flexibility within a defined set of requirements is also seen as critical to ensuring that the guidance included in the SPD document remains applicable in the future commensurate with possible intensification of use and other changes in land use patterns.
18. In certain circumstances planning permission is not required to change between different non-residential uses. In such cases the Council has no control over whether such schemes have adequate parking provided. Therefore, when considering the parking standards for a particular use type, the Council will also need to be mindful of which uses can be permitted without a future planning application.
19. The preparation of the new SPD has also been informed by an assessment of the standards documents issued by other adjoining local authorities. Where new guidance

has been issued this is typically based upon the HCC Parking Standards (2002), in some cases retained as maximum standards for motor vehicles, adopted as a single standard across the Borough or District and amended to reflect local experience and following a consultation exercise.

LOCAL AND NATIONAL POLICY CONTEXT

20. The relevant policy guidance within the Local Plan is Core Strategy Policy CS17: High Quality Design, which states that development will be designed to: *“Provide appropriate parking for intended uses taking account of the accessibility and context of a development and tackling climate change.”*
21. The National Planning Policy Framework (NPPF) sets out Government planning policies that must be taken into account in the preparation of Local Plans and is a material consideration in planning decisions. The revised Parking Standards should be prepared in accordance with the policy context set out in the NPPF.
22. Chapter 4 of the NPPF states that *“All developments which generate significant amounts of movement should be required to provide a Travel Plan”* (Paragraph 36). It also provides guidance on setting parking standards:
- “If setting local parking standards for...non-residential development, local planning authorities should take into account:*
- *The accessibility of the development;*
 - *The type, mix and use of development;*
 - *The availability of and opportunities for public transport;*
 - *Local car ownership levels; and*
 - *An overall need to reduce the use of high-emission vehicles”.* (Paragraph 39)
23. Additional guidance in a Planning Update from Government dated March 2015 states that *“Local planning authorities should only impose local parking standards for residential and non-residential development where there is a clear and compelling justification that is necessary to manage their local road network.”*
24. It was concluded from the review of previous planning applications referred to in the paragraphs above that the issuance of guidance on parking standards for non-residential developments would be beneficial in providing developers and project promoters with a consistent framework for bringing forward proposals. The guidance also allows flexibility to modify the recommended figures where necessary to reflect particular local conditions, justified by details submitted in a Transport Assessment or equivalent supporting documentation as part of a planning application.
25. For larger developments it will be necessary to assess the requirements for operational parking space through submission of a Design and Access Statement and/or Management Operations Plan.

Fareham Town Centre

26. The application of parking standards to sites in Fareham Town Centre will need to take account of their distinct characteristics, the specific spatial requirements and viability of the proposed development.

27. In comparative terms this location benefits from the availability of public off-street parking spaces and better access to rail and bus services. It can therefore be expected that these amenities would lead to lower levels of parking demand at individual sites with a consequential reduction in appropriate parking standards for these sites, particularly for retail-related planning applications.
28. This Design Guidance SPD (Draft for Consultation) recommends that where spaces are required, then in certain locations and when appropriate to the development consideration should be given to providing parking areas through the implementation of underground or undercroft solutions.

Other Local and District Centres (excluding Welborne)

29. Although other centres in the Borough are less well-connected in terms of public transport, generally there are off-street parking spaces available and these facilities may provide opportunities for departures from standards in the consideration of parking provision for development site proposals. This would be expected to apply particularly to planning applications related to the retail use class.

Welborne

30. For parking standards applicable to employment areas the Welborne Design Guidance SPD calls up the Fareham Borough Council Non-Residential Parking Standards SPD.
31. The Design SPD recommends the establishment of a clear strategy for the relationship between employment and residential areas of Welborne. The relative location of these areas may contribute positively towards a reduction in the overall requirement for parking provision.
32. The Welborne Design Guidance SPD states that car parking within all centres should be provided in accordance with Fareham Borough Council's Non-Residential Parking Standards SPD, ensuring that the parking areas are convenient, well-enclosed by adjacent buildings and connecting directly to key areas of the public realm. This SPD also states that proposals for multi-level car parking should demonstrate that the facilities will complement the area's public realm.

Solent Enterprise Zone at Daedalus

33. Major development proposals in the Borough being brought forward in 2015 and subsequent years include Solent Enterprise Zone at Daedalus.
34. The scale of development may provide an opportunity for the sharing of parking spaces across adjacent sites, with the possibility that land allocated for parking can accommodate greater demand in the future associated with intensification of use, or otherwise reallocated to more sustainable uses.

DESCRIPTION OF NEW PARKING STANDARDS

35. Parking standards for each Use Class type and sub-type to be applied to new developments are defined in tables contained within the SPD document (Draft for Consultation) attached as Appendix A.
36. For the avoidance of doubt, each standard should be interpreted as a 'requirement' rather than a maximum or minimum figure, with permitted variations where these can

be supported by evidence contained within a Transport Assessment or other compelling evidence.

37. Provided the quantum of parking space meets the overall requirement in larger developments then consideration can be given to a departure from standards if there is a clear benefit in doing so. A balance will need to be struck between unnecessarily partitioning individual site requirements and ensuring that overall provision is appropriate to the proposed development and its location.

Use Classes

38. The standards are categorised by the following Use Classes, with sub-type descriptions given in the tables in the SPD document:

- Retail (A1-A2)
- Food and Drink (A3-A5)
- Commercial (B1-B8)
- Hotels, Assembly and Leisure (C1, D2)
- Health Establishments (C2, D1)
- Care Establishments (C2, D1)
- Educational Establishments (C2, D1)
- Other Uses (Sui Generis)

39. The parking standards defined in the Non-Residential Parking Standards SPD (Draft for Consultation) are for Use Class sub-types that relate to planning applications received by Fareham Borough Council.

40. It should be noted that the proposals for educational establishments are consistent with the standards set out in the document entitled "On-Site School Parking Guidelines" (April 2013) from Hampshire County Council. This document updates the guidance given in the County Council's (now withdrawn) 2002 Standards, and is based on a sample audit of school sites across Hampshire which gave a better understanding of travel patterns.

Parking Space Requirements - Operational

41. Total spatial requirements for a particular land use can generally be represented as the combination of operational and non-operational needs.
42. Operational needs will include parking for vehicles directly associated with servicing, essential maintenance, deliveries and storage, together with space for set-down and loading. For example, in the case of Health and Care establishments this will include areas which enable ambulances and mini-buses to operate efficiently.

Parking Space Requirements – Non-Operational

43. Parking for non-operational needs will include spaces for staff, visitors and customers

to park their vehicles. In the case of Educational establishments it may also be necessary to consider requirements for student parking spaces.

44. These requirements are sub-divided as follows:

- Regular parking spaces
- Disabled parking spaces (typically 6% of total spaces located in the most accessible areas)
- Motorcycle parking (also referred to as 'Powered Two Wheelers')
- Cycle stands

45. The provision of cycle facilities is key to the objective of promoting the use of sustainable modes, and due consideration should be given to appropriate provision for secure, covered storage and showers that encourage cycling. For major developments these details will be included in a Travel Plan, and higher provision than the cycle standards presented in this document may be relevant, particularly where complementary measures are confirmed as part of an infrastructure delivery package.

Parking Standard Tables

46. Table 1 of Part B of the SPD document (Appendix A) defines the parking space requirements by Use Class whilst Table 2 of Part B sets out the car and car parking standards and operational parking space standards by Use Class type and sub-type. Standards are defined in terms of units representing the land use for the premises involved, for example total gross floor area (gfa), number of staff employed, seats or bedrooms.

47. The required standards given in Tables 1 and 2 of the SPD document (Appendix A) represent the recommended figures for each Use Class type and parking category. However, where there is compelling evidence to depart from these standards it will be necessary to submit a Transport Assessment, Travel Plan or other supporting documentation as part of a Planning Application.

48. For development sites within town, district or local centres with higher levels of public parking and accessibility to public transport, consideration should be given to an appropriate reduction in the required vehicle parking standards.

SUSTAINABILITY AND CONSULTATION

49. Under the Environmental Assessment of Plans and Programmes Regulations 2004 (the Regulations), Councils must carry out a Strategic Environmental Assessment (SEA) of land-use and spatial plans (including Supplementary Planning Documents). However, where the Council can demonstrate that any land-use or spatial plan is unlikely to have significant environmental effects (Regulation 9(3)), a SEA will not be required.

50. In principle, supplementary planning documents should not be subject to the SEA Directive or require sustainability appraisal because they do not normally introduce new policies or proposals or modify planning documents which have already been subject to sustainability appraisal. However, a supplementary planning document may occasionally be found likely to give rise to significant effects which have not been

formally assessed in the context of a higher-level planning document.

51. In order to determine whether this supplementary planning document is likely to have a significant effect on the environment, and hence require a SEA, the Council has to undertake a screening process against a specified set of criteria. The results of the screening process indicate that a SEA is not required to be undertaken for this supplementary planning document, although the screening process has to now be verified through consultation with Natural England, English Heritage and the Environment Agency.
52. This process can be undertaken in parallel with the main consultation exercise, which is expected to be programmed over a 6-week period commencing in mid-June 2015.
53. All individuals and organisations listed on The Council's Local Plans database will be informed of the Consultation and will have an opportunity to submit comments on the document. The document and Consultation details will also be published on the Council's Website.
54. Following completion of the Consultation period, the Council will produce a short report summarising the comments made, the Council's initial response to them and identifying where the Council believes revisions to the SPD should be made. Once a final version is produced, the SPD does not have to undergo external examination and can be formally adopted by Members.

RISK ASSESSMENT

55. There are no significant risk considerations in relation to this report.

CONCLUSIONS

56. The withdrawal of Hampshire County Council's Parking Strategy and Standards (2002) in April 2014 has led to the need to consider appropriate guidance for non-residential parking standards in the Borough. The guidance for residential developments given in the "Residential Car & Cycle Parking Standards Supplementary Planning Document (Fareham Local Development Framework)" issued by Fareham Borough Council in November 2009 is unaffected by this change and continue to be applicable.
57. A recent Planning Statement issued by Government has further clarified the interpretation of the National Planning Policy Framework (NPPF) and recommended that local parking standards for residential and non-residential development only be imposed where there this a compelling justification required to manage the local road network. It is considered that providing guidance on standards would be beneficial in order to enable viable and sustainable developments to be brought forward and ensure consistency in parking provision across the Borough.
58. A review of case studies drawn from recent planning applications has informed the preparation of new parking standards, in particular where difficulties have been experienced in the definition of Use Classes and as a result of intensification of use at specific sites.
59. It was concluded from this review that it would be appropriate for the HCC 2002 maximum figures to form the basis for specifying revised parking standards. These would be specified as 'required' standards recommended for all developments within each Use Class type category, but with exceptions permitted including reduced levels

of parking for retail developments in Fareham Town Centre characterised by the availability of public off-street parking spaces and better access to rail and bus services. The guidance would also provide scope for departures from standards in cases where these can be supported by a Transport Assessment, Transport Statement or Travel Plan.

60. The proposed parking standards given in the SPD Document (Draft for Consultation), attached as Appendix A, apply to both operational and non-operational space requirements of development. Non-operational requirements comprise regular car, disabled and motorcycle parking spaces and cycle stands.

Background Papers:

Non Residential Parking Standards Supplementary Planning Document Background Research Note (Draft V1), Fareham Borough Council, April 2014

Reference Papers:

None

Enquiries:

For further information on this report please contact Robert Burton. (Ext 2373).

APPENDICES

Appendix A: [Fareham Borough Council Non-Residential Parking Standards Draft for Consultation \(May 2015\)](#)

**NON-RESIDENTIAL PARKING STANDARDS SUPPLEMENTARY PLANNING DOCUMENT
DRAFT FOR CONSULTATION**

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Executive Summary

PART A: BACKGROUND AND DEVELOPMENT OF NEW STANDARDS

A1. Introduction and Scope

A2. Planning Policy Context

A3. Review of Parking Requirements

A4. Approach to the Production of New Parking Standards

A5. Description of New Parking Standards

A6. References

PART B: APPLICATION OF PARKING STANDARDS

B1. Table 1 – Parking Spaces Requirements by Use Class

B2. Table 2 - Revised Parking Standards

B3. Examples of the Applications of Parking Standards

B4. Plan of Fareham Town Centre

EXECUTIVE SUMMARY

The Non-Residential Parking Standards Supplementary Planning Document (SPD) sets out guidance for developers and other interested parties on the levels of parking expected in non-residential developments within the Borough. It defines the space requirement for operational and non-operational needs of developments in a range of Use Classes.

The requirement to review current non-residential parking standards has arisen as a result of Hampshire County Council's (HCC) decision to withdraw its Parking Strategy and Standards (2002). These standards had previously been used as guidance on parking standards for relevant developments in the Borough.

The Borough Council was advised of HCC's intention to withdraw its standards for non-residential parking in April 2014 following an HCC Executive Decision on 2 April 2013. The Council has used this opportunity to review recent experiences in the application of these standards and issue updated guidance.

Part A of the document explains the background to developing revised parking guidance and a description of the new standards, whilst Part B contains tables which set out the standards and examples of how to apply the figures.

The Non-Residential Parking Standards Supplementary Planning Document (SPD) (Draft for Consultation) will be issued as part of a consultation exercise during Summer 2015, with a final version taking account of the comments received and The Council's response.

A1. INTRODUCTION

The purpose of the Non-Residential Parking Standards Supplementary Planning Document (SPD) in Fareham, including Welborne, is to provide guidance on parking standards for new development in the Borough. It has been prepared to ensure that all new non-residential development in the Borough has due regard to the importance of providing appropriate, well-designed parking that satisfies the principles of transport sustainability.

The Non-Residential Parking Standards SPD represents an important material consideration in the determination of planning applications. It provides further guidance on adopted Policies in the Borough's Local Plan. Once adopted, it will replace the Hampshire Parking Strategy and Standards (2002) document that has now been withdrawn.

Rationale for the Production of Parking Standards

The provision of parking standards for different land uses is important in influencing travel choices. It is also vital to ensure that otherwise well-planned development does not adversely affect the operation, aesthetic, and safety of, or access to, the highway.

In March 2015 the Government issued a Planning Update which included supplementary guidance on the provision of car parking spaces to that contained in the National Planning Policy Framework (NPPF). In particular, the Planning Update states 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”*.

The evidence available from case studies where parking standards have been applied to non-residential development in the Borough demonstrates conclusively that there is a sound case for providing relevant guidance on the spatial requirements for car and cycle parking. For example, inadequate levels of parking provision have led to over-spillage of parked vehicles on the road network surrounding a development site.

Issuing guidance should therefore contribute positively to the planning of developments, and this SPD sets out a revised strategy for parking provision in all forms of non-residential development in the Borough including mixed-use developments.

Objectives of the SPD

The principal objectives associated with developing a revised set of parking standards for the Borough are as follows:

- To ensure a consistent, transparent approach in assessing planning applications associated with the development of all non-residential sites in the Borough.
- To respond to the particular characteristics of town and neighbourhood centres in the Borough in terms of accessibility by all modes of transport and restrictions on space availability and taking account of emerging trends such as mixed-use developments.
- To recognise that development areas of strategic importance that are located within the Borough – notably Welborne and Solent Enterprise Zone at Daedalus – are likely to present opportunities for the sharing of parking spaces between adjacent sites, with drivers responding to future initiatives to provide

higher quality public transport alternatives that may lead to a reduction in overall demand for travel by private car.

- To provide flexibility for future changes in land use with contrasting requirements for parking facilities – for example, a change in use class type or an intensification of use compared with the current level of activity.
- To complement and supplement the guidance contained in current Fareham Borough Council Design SPD documents.

It is appreciated that parking provision often requires a compromise between the need to ensure containment and avoid overspill whilst encouraging more sustainable travel behaviour such as car-sharing and use of public transport. For this reason the guidance in this document may be supplemented by an assessment of the nature and characteristics of individual sites.

The guidance aims to give businesses the flexibility to ensure that parking facilities are optimised, particularly in town and potentially other centres where public parking is available, there is generally better access to public transport, and space may be at a premium.

Relationship to Other Planning Documents

The relationship between the SPD and Local Plan documents for the Rest of Borough and Welborne is shown on Figure 1.

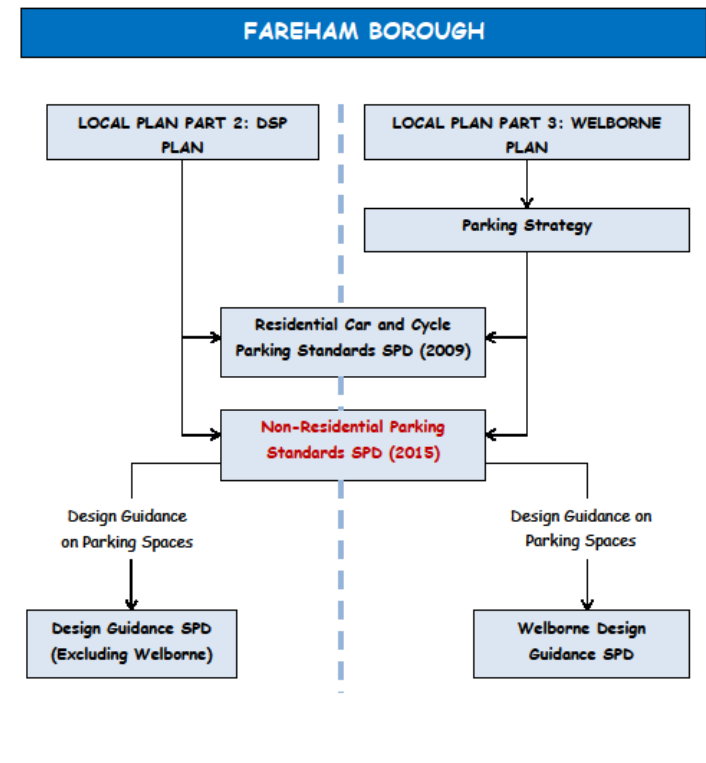


Figure 1 – Inter-relationship between the Non-Residential Parking Standards Supplementary Planning Document and other Planning Documents

A2. PLANNING POLICY CONTEXT

Car parking can have a major impact on the quality of the urban environment, in terms of physical impact, functionality, aesthetics and safety.

The Non-Residential Parking Standards Supplementary Planning Document has been prepared taking into account the planning policy context.

National Planning Policy Framework

The National Planning Policy Framework (NPPF) sets out Government planning policies that must be taken into account in the preparation of Local Plans and is a material consideration in planning decisions. The revised Parking Standards should be prepared in accordance with the policy context set out in the NPPF.

The NPPF has, as one of its core principles, a requirement for development to encourage sustainable transport. *“Planning should...actively manage patterns of growth to make fullest possible use of public transport, walking and cycling, and focus significant development in locations which can be made more sustainable”* (NPPF Paragraph 17).

This emphasis is set out in more detail in Chapter 4 of the NPPF seeks to promote sustainable transport. It recognises that *“transport policies have an important role to play in facilitating sustainable development but also in contributing to wider sustainability and health objectives”*. It states that *“the transport system should be balanced in favour of sustainable transport modes, giving people a real choice about how they travel”* (Paragraph 29).

Chapter 4 of the NPPF goes on to provide more detail, stating that *“All developments which generate significant amounts of movement should be required to provide a Travel Plan”* (Paragraph 36). It also provides guidance on setting parking standards:

“If setting local parking standards for...non-residential development, local planning authorities should take into account:

- *The accessibility of the development;*
- *The type, mix and use of development;*
- *The availability of and opportunities for public transport;*
- *Local car ownership levels; and*
- *An overall need to reduce the use of high-emission vehicles”.* (Paragraph 39)

Additional guidance in a Planning Update from Government dated March 2015 states that *“Local planning authorities should only impose local parking standards for residential and non-residential development where there is a clear and compelling justification that is necessary to manage their local road network.”*

Planning Practice Guidance

The Planning Practice Guidance (PPG) provides further detailed guidance on the policies set out in the NPPF. It should be read in conjunction with the NPPF.

The PPG requires local planning authorities to *“seek to ensure parking provision is appropriate to the needs of the development and not reduced below a level that could be considered reasonable”* (PPG, Paragraph 008, Reference ID: 42-008-20140306 (Revised 06 03 2014)).

It states that *“Maximum parking standards can lead to poor quality development and congested streets”* and provides greater freedom for local planning authorities to set parking standards appropriate to their areas.

Local Policy Context

The Development Plan for the Borough is made up of 3 parts:

- Local Plan Part 1: Core Strategy – provides overarching guidance and sets development requirements for the Borough.
- Local Plan Part 2: Development Sites and Policies Plan – provides detailed guidance and allocates sites in the Borough (excluding Welborne).
- Local Plan Part 3: Welborne Plan – provides detailed guidance and sets a framework for the delivery of Welborne.

The relevant policy guidance within the Local Plan is Core Strategy Policy CS17: High Quality Design. Policy CS17 states that development will be designed to: ...

- *“Provide appropriate parking for intended uses taking account of the accessibility and context of a development and tackling climate change.”*

A3. REVIEW OF PARKING REQUIREMENTS

Considering NPPF guidance and in response to HCC’s decision to withdraw the 2002 Parking Standards, FBC has taken the opportunity to review recent experience in applying the existing standards to developments in the Borough and consider guidance provided by neighbouring authorities.

This has led to the decision by Fareham Borough Council to derive a new set of parking standards for non-residential developments. The following sections summarise the background to the development of new standards which are described in Section 4.

Appraisal of Case Studies

To provide the evidence base for developing new standards, a number of previous planning applications were reviewed in order to assess the outcomes of applying the HCC 2002 standards. Particular attention was given to applications where issues were raised by the Council’s highway officer comments made during the application process.

In some cases inappropriate parking provision has led to the under- or over-provision of parking spaces, resulting in various problems as developments have come into use, including the occurrence of overspill parking on the surrounding roads. It was also apparent that the previous parking standards have been interpreted as either ‘maximum’ or ‘minimum’ figures, potentially leading to an inappropriate quantum of parking spaces for the development.

The HCC 2002 standards applied reductions in car parking for levels of accessibility by land use. Although this approach has proved successful in large urban areas with good levels of public transport, the application of notional reductions in parking standards within defined accessibility zones is less applicable to locations that are not served by a comprehensive bus and rail network.

It was also realised from the experience of case studies that where parking is a material consideration, it is important to specify a standard that represents the type and location of development and as far as practicable gives a robust provision over the full life-cycle of the development.

There was also the need for a more detailed resolution of Use Classes, particularly within the Retail classification, to differentiate

between the different types of development proposals across the Borough.

Intensification and Changes of Use

It was evident from the review of case studies that significant parking problems can emanate from the intensification of use associated with an existing site. For example, there has been a trend towards a substantial increase in the number of doctors and other medical staff working at surgeries in recent years without any expansion to site footprints.

In certain circumstances planning permission is not required to change between different non-residential uses. In such cases the Council has no control over whether such schemes have adequate parking provided. Therefore, when considering the parking standards for a particular use type, the Council will also need to be mindful of which uses can also be permitted without a future planning application.

Adjoining Boroughs and Districts

A number of other Local Authorities have responded to HCC's decision to withdraw its 2002 parking standards by issuing their own guidance.

New guidance on standards is typically based on the HCC figures, in some cases amended to reflect local experience and following a consultation exercise.

Rushmoor Borough Council area located in the north east of the County includes the Aldershot Urban Extension, a planned

development of 4,500 homes, and that Council's approach to deriving new parking standards has informed the approach for Welborne.

Fareham Town Centre

The application of parking standards to sites in Fareham Town Centre will need to take account of their distinct characteristics, the specific spatial requirements and viability of the proposed development. Fareham Town Centre is delineated in the Local Plan (Part 2: Development Sites and Policies Plan) with the boundaries shown in the figure in Part B.

In comparative terms this location benefits from the availability of public off-street parking spaces and better access to rail and bus services. It can therefore be expected that these amenities would lead to lower levels of parking demand at individual sites with a consequential reduction in appropriate parking standards for these sites, particularly for retail-related planning applications.

It is recommended that where spaces are required, then in certain locations and when appropriate to the development consideration should be given to providing parking areas through the implementation of underground or undercroft solutions.

Other Local and District Centres (excluding Welborne)

Although other centres in the Borough are less well-connected in terms of public transport, generally there are off-street parking spaces available and these facilities may provide opportunities for departures from standards in the consideration of parking provision

for development site proposals. This would be expected to apply particularly to planning applications related to the retail use class.

Welborne

For parking standards applicable to employment areas the Welborne Design Guidance SPD calls up the Fareham Borough Council Non-Residential Parking Standards SPD.

The Design SPD recommends the establishment of a clear strategy for the relationship between employment and residential areas of Welborne. The relative location of these areas may contribute positively towards a reduction in the overall requirement for parking provision.

The Welborne Design Guidance SPD states that car parking within all centres should be provided in accordance with Fareham Borough Council's Non-Residential Parking Standards SPD, ensuring that the parking areas are convenient, well-enclosed by adjacent buildings and connecting directly to key areas of the public realm. This SPD also states that proposals for multi-level car parking should demonstrate that the facilities will complement the area's public realm.

School sites should be designed to promote self-containment and reduce dependency on travel by private car. Co-location with other community-based facilities may provide opportunities for sharing parking spaces and supporting public transport investment, which will include planned extensions of the existing Bus Rapid Transit network to serve the new community.

To satisfy place-making objectives it will be desirable to avoid locating large parking areas for schools adjacent to the street frontage.

Solent Enterprise Zone at Daedalus

Major development proposals in the Borough being brought forward in 2015 and subsequent years include Solent Enterprise Zone at Daedalus.

The scale of development may provide an opportunity for the sharing of parking spaces across adjacent sites, with the possibility that land allocated for parking can accommodate greater demand in the future associated with intensification of use, or otherwise reallocated to more sustainable uses.

A4. APPROACH TO THE PRODUCTION OF NEW PARKING STANDARDS

It was concluded from the review of case studies that the HCC 2002 maximum figures should form the basis for specifying revised parking standards. These would be specified as 'required' standards recommended for all developments within each Use Class type category, but with exceptions permitted including reduced levels of parking for developments in Fareham Town Centre and other local centres. The guidance would also provide scope for departures from standard figures in cases where these can be supported by a Transport Assessment, Transport Statement or Travel Plan.

The need for flexibility within a defined set of required standards is seen as essential for the guidance to ensure that a balance is

achieved between meeting the actual needs for parking space associated with new development and contributing to relevant sustainability targets wherever possible. Furthermore, it is desirable for the SPD document to remain applicable to future scenarios beyond the date of publication as land use patterns evolve or existing uses intensify.

Departures from standards may be applicable for sites within Fareham Town Centre and other local centres to take account of their distinct characteristics and existing provision of public parking spaces.

Assessment of Proposals

Particular consideration will be given to the guidance on setting parking standards contained in the NPPF (Paragraph 39). Examples of relevant criteria relating to the factors identified by the NPPF will normally include:

- **The accessibility of the development** – including ease of access to local amenities and existing public parking spaces.
- **The type, mix and use of development** – the extent to which mixed uses are complementary in terms of parking demand by time of day.
- **The availability of and opportunities for public transport** – access of the development site to good quality public transport services, such as proximity to a railway station.
- **Local car ownership levels** – relevant data on car ownership from the Office for National Statistics.

- **An overall need to reduce the use of high-emission vehicles** – deployment of measures designed to encourage low or zero emission vehicles, such as installation of electric vehicle charge points.

Servicing Areas

The standards specified in this SPD include the provision of designated parking spaces for operational requirements. Where there are restrictions on space availability, priority should be given to these requirements over other demands, thus avoiding the need for vehicles to park on unsuitable sections of access roads or on the adjacent road network.

Other design guidance will apply to the full determination of servicing areas for new development.

For large development areas and regeneration projects, consideration should be given to the provision of a single rationalised servicing area that serves the entire development. There are examples elsewhere indicating this approach has worked successfully.

In general terms servicing areas could include a combination of the following:

- The number of bays required for deliveries to all business units, designed to accommodate the size of service vehicles
- Storage and welfare facilities for service area personnel
- Refuse collection from compactors and recycling facilities
- Collect-by-car spaces for anchor stores in retail developments

The design of access roads and on-site layby/turning facilities should be determined and/or validated using tracking simulation software. Sufficient space should also be allowed for servicing vehicles to enter and leave the curtilage of the premises in a forward gear.

A Management Operations Plan will be required for servicing areas on major developments to ensure that these areas operate safely and efficiently and are adequate for incremental build-out phases.

Overnight Parking

The requirement for secure overnight parking spaces will need to be considered in cases where the property owner or tenant operates a fleet of vehicles from the premises.

For the relevant planning applications it is assumed that the applicant will identify the need for overnight parking provision, with details given in a Management Plan that would form part of a S106 Agreement or planning condition.

A5. DESCRIPTION OF NEW PARKING STANDARDS

Parking standards for each Use Class type and sub-type to be applied to new developments are defined in the tables in Part B of this Non-Residential Parking Standards SPD (Draft for Consultation).

For the avoidance of doubt, each standard should be interpreted as a ‘requirement’ rather than a maximum or minimum figure, with permitted variations where these can be supported by evidence

contained within a Transport Assessment or other compelling evidence.

Provided the quantum of parking space meets the overall requirement in larger developments then consideration can be given to adjusting the individual standards applied if there is a clear benefit in doing so. A balance will need to be struck between unnecessarily partitioning individual site requirements and ensuring that overall provision is appropriate to the proposed development and its location.

Use Classes

The standards are categorised by the following Use Classes, with sub-type descriptions given in the tables in Part B of this document:

- Retail (A1-A2)
- Food and Drink (A3-A5)
- Commercial (B1-B8)
- Hotels, Assembly and Leisure (C1, D2)
- Health Establishments (C2, D1)
- Care Establishments (C2, D1)
- Educational Establishments (C2, D1)
- Other Uses (Sui Generis)

The parking standards defined in this Non-Residential Parking Standards SPD (Draft for Consultation) are for use class types that relate to planning applications received by Fareham Borough Council.

It should be noted that the proposals for educational establishments replicate and extend the standards set out in the document entitled

“On-Site School Parking Guidelines (April 2013)” from Hampshire County Council. This document updates the guidance given in the County Council’s 2002 Standards (now withdrawn), and is based on a sample audit of school sites across Hampshire which gave a better understanding of travel patterns.

Parking Space Requirements - Operational

Total spatial requirements for a particular land use can generally be represented as the combination of operational and non-operational needs.

Operational needs will include parking for vehicles directly associated with servicing, essential maintenance, deliveries and storage, together with space for set-down and loading. For example, in the case of Health and Care establishments this will include areas which enable ambulances and mini-buses to operate efficiently.

The space or spaces made available should accommodate satisfactorily the largest vehicle anticipated to attend the site. For retail outlets, regular deliveries may be made by articulated lorries which would otherwise be required to park on-street during periods of unloading.

In Table 2 of Part B of this SPD, vehicle parking for operational activities excludes the needs of staff employed at the premises which are included as a Non-Operational requirement. In the event that there is an additional need to park ‘pool’ cars or other vehicles overnight then this should be identified within the documentation supporting a planning application.

Parking Space Requirements – Non-Operational

Parking for non-operational needs will include spaces for staff, visitors and customers to park their vehicles. In the case of Educational establishments it may also be necessary to consider requirements for student parking spaces.

These requirements are sub-divided as follows:

- Regular parking spaces
- Disabled parking spaces (typically 6% of total spaces located in the most accessible areas)
- Motorcycle parking (also referred to as ‘Powered Two Wheelers’)
- Cycle stands

For retail use classes, consideration should be given to the provision of ‘parent and child’ parking spaces appropriate to the proposed development.

The provision of cycle facilities is key to the objective of promoting the use of sustainable modes, and due consideration should be given to appropriate provision for secure, covered storage and showers that encourage cycling. For major developments these details will be included in a Travel Plan, and higher provision than the cycle standards presented in this document may be relevant, particularly where complementary measures are confirmed as part of an infrastructure delivery package.

The need to provide parking for disability motor scooters should be considered for care establishments and other developments where appropriate.

Parking Standard Tables

Table 1 of Part B defines the parking space requirements by Use Class whilst Table 2 sets out the car and car parking standards and operational parking space standards by Use Class type and sub-type. Standards are defined in terms of units representing the land use for the premises involved, for example total gross floor area (gfa), number of staff employed, seats or bedrooms.

The required standards given in Tables 1 and 2 of this SPD represent the recommended figures for each Use Class type and parking category. Whilst these figures would be expected to apply in most cases, where there is compelling evidence to depart from these standards it will be necessary to submit a transport assessment or other supporting documentation as part of a planning application, or to consider negotiation at the pre-application stage.

For development sites within town, district or local centres with higher levels of public parking or accessibility to public transport, consideration should be given to an appropriate reduction in the required vehicle parking standards.

A6. REFERENCES

National Planning Policy Framework, Department for Communities and Local Government, 27 March 2012

Planning Update March 2015, Written Statements to Parliament

Fareham Local Development Framework Core Strategy DPD, Fareham Borough Council, Adopted August 2011

Residential Car & Cycle Parking Standards Supplementary Planning Document (Fareham Local Development Framework), Fareham Borough Council, November 2009

Planning Policy and Guidance (PPG), DCLG, 6 March 2014

On-Site School Parking Guidelines, Hampshire County Council, April 2013

Welborne Design Guidance SPD (Consultation Draft), Fareham Borough Council / LDA Design, June 2014

Guidance on Transport Assessment, Department for Transport, March 2007

PART B

B1. Table 1 – Parking Spaces Requirements by Use Class

B2. Table 2 - Revised Parking Standards:

- **Retail (A1-A2)**
- **Food and Drink (A3-A5)**
- **Commercial (B1-B8)**
- **Hotels, Assembly and Leisure (C1, D2)**
- **Health Establishments (C2, D1)**
- **Care Establishments (C2, D1)**
- **Education Establishments (C2, D1)**
- **Other Uses (Sui Generis)**

B3. Examples of the Application of Parking Standards

B4. Plan of Fareham Town Centre

TABLE 1 - PARKING SPACE REQUIREMENTS BY USE CLASS

Use Class	Retail (A1-A2)	Food & Drink (A3-A5)	Commercial (B1-B8)	Hotels, Assembly & Leisure (C1, D2)	Health (C2, D1)	Care (C2, D1)	Education (C2, D1)	Other (Sui Generis)	Ref. Table 2
CAR PARKING									
Staff	Staff spaces	Staff spaces	Staff spaces	Staff spaces	Staff spaces	Staff spaces	Teaching staff spaces	Staff spaces	✓
Visitors (inc customers and shoppers)	Shopper spaces	Customer spaces	Customer/visitor spaces	Customer/visitor spaces	Visitor spaces	Visitor spaces	Visitor spaces	n/a	✓
Other Non-Operational	n/a	n/a	n/a	n/a	n/a	n/a	Student spaces	CV or car spaces	✓
OPERATIONAL									
Vehicle Parking (Deliveries, etc)	Commercial vehicle (CV) spaces	Commercial vehicle (CV) spaces	Commercial vehicle (CV) spaces	Car+Trailer or CV spaces	Spaces for essential vehicles	Spaces for essential vehicles	Commercial vehicle (CV) spaces	CV or car spaces as required	✓
Set Down & Loading Areas	n/a	Drop-off as required	n/a	Loading area for coaches	n/a	n/a	Loading area for mini-bus	n/a	✓
DISABLED	6% of Car Parking (1 space min)	6% of Car Parking (1 space min)	6% of Car Parking (1 space min)	6% of Car Parking (1 space min)	6% of Car Parking (1 space min)	6% of Car Parking (1 space min)	6% of Car Parking (1 space min)	6% of Car Parking (1 space min)	n/a
MOTOR-CYCLE [PTW]	1%-5% of Car Parking (1 space min)	1%-5% of Car Parking (1 space min)	1%-5% of Car Parking (1 space min)	1%-5% of Car Parking (1 space min)	1%-5% of Car Parking (1 space min)	1%-5% of Car Parking (1 space min)	1%-5% of Car Parking (1 space min)	As required	n/a
CYCLE	Stands for staff/visitors	Stands for staff/visitors	Stands for staff/visitors	Stands for staff/visitors	Stands for staff/visitors	Stands for staff/visitors	Stands for staff/visitors	As required	✓

Table 2a: Revised Parking Standards Spatial Requirements – Retail (A1-A2)

Use Class Type	Car Parking Standard (gfa)	Operational Parking Space (gfa or usable)	Cycle Parking Standard (gfa)
RETAIL			
Food or non-food retail	1 space per 14m ²	1 space per 750m ²	2 stands (minimum) + 1 per 350m ²
A2 Financial, banks & professional services	1 space per 20m ²	1 space per 3,000m ²	2 stands (minimum) + 1 per 125m ²
Garden centres	1 space per 25m ²	1 space per 750m ² (3 commercial vehicle spaces as a minimum)	2 stands (minimum) + 1 per 300m ²
Non-food retail warehouses with garden centres >1,000m ²	1 space per 30m ²	1 space per 750m ² (3 commercial vehicle spaces as a minimum)	2 stands (minimum) + 1 per 350m ²
Non-food retail warehouses with garden centres <1,000m ²	Determined by a Transport Assessment or Travel Plan	Determined by a Transport Assessment or Travel Plan	2 stands (minimum) + 1 per 500m ²

Table 2b: Revised Parking Standards Spatial Requirements – Food and Drink (A3-A5)

Use Class Type	Car Parking Standard	Operational Parking Space	Cycle Parking Standard
FOOD & DRINK			
Eating & drinking establishments (including public houses, cafés and restaurants)	1 space per 5m ² gfa	Drop-off spaces required within curtilage	1 stand per 7.5 m ² dining/bar/dance area
Take-away hot food shops	1 space per 3 non-res staff + adequate on-street parking for customers nearby	1 commercial vehicle space	1 stand per 20 staff + 1 per 10 seats for visitors

Table 2c: Revised Parking Standards Spatial Requirements – Commercial (B1-B8)

Use Class Type COMMERCIAL	Car Parking Standard (gfa)	Operational Parking Space (gfa or usable)	Cycle Parking Standard (gfa)
B1 (a) Office	1 space per 30m ²	1 space per 2,500m ²	1 stand per 200m ²
B1 (b) (c) High tech / light industry	1 space per 45m ²	1 space per 1,000m ²	1 stand per 200m ²
B1 Mix of types (a), (b), (c)	1 space per 30-45m ² (based on individual elements)	1 space per 1,000m ²	1 stand per 200m ²
Mix unknown eg B1/B2, B2/B8	1 space per 30-60m ² (based on individual elements)	1 space per 1,000m ²	1 stand per 200m ²
B2 General industry	1 space per 45m ²	1 space	1 stand per 500m ²
B8 Warehouse	1 space per 90m ²	1 space per 500m ² , 1 per 1,000m ² (over 1,000m ²)	1 stand per 500m ²
B8 Distribution centres & Transhipment depots	1 space per 120m ² (non-operational area)	Determined on site basis by a Transport Assessment	1 stand per 500m ²

Table 2d: Revised Parking Standards Spatial Requirements – Hotels, Assembly and Leisure (C1, D2)

Use Class Type	Car Parking Standard	Operational Parking Space	Cycle Parking Standard
ASSEMBLY & LEISURE			
Hotels, motels, guest houses, boarding houses	1 space per staff/guest bedroom + 1 space per 0.3 non-res staff	1 commercial vehicle space + space for coach loading/unloading on-site (large hotels)	Determined by a Transport Assessment or Travel Plan
Children’s play centres	1 space per 20m ² of play area	1 commercial vehicle space	Determined by a Transport Assessment or Travel Plan

Table 2e: Revised Parking Standards Spatial Requirements – Health Establishments (C2, D1)

Use Class Type	Car Parking Standard	Operational Parking Space	Cycle Parking Standard
HEALTH			
General and community hospitals, Private hospitals	2.5 spaces per bed	Essential vehicles as required	Determined by a Transport Assessment or Travel Plan
Health centres, clinics	3 spaces per practitioner + 1 space per 3 ancillary staff	1 space per practitioner	1 stand per 6 staff
Doctors', dentists' and veterinary surgeries	3 spaces per practitioner + 1 space per 3 ancillary staff	1 space per practitioner	1 stand per 6 staff

Table 2f: Revised Parking Standards Spatial Requirements – Care Establishments (C2, D1)

Use Class Type	Car Parking Standard	Operational Parking Space	Cycle Parking Standard
CARE			
Day centres for older people, adults with learning or physical disabilities	Determined on site basis by a Transport Assessment	Space provided near entrance to building for minibus, ambulance	3 stands per 10 staff + 1 per 4 clients for visitors
Homes for children	1 per resident staff + 0.3 per non-resident staff + 0.25 visitor spaces per resident staff	Space provided near entrance to building for minibus, ambulance	1 stand per 2 residential staff + 1 per 7 non-res staff + 1 per 8 clients for visitors
Residential units for adults with learning/physical disabilities	1 per resident staff + 0.3 per non-resident staff + 0.25 visitor spaces per resident staff	Space provided near entrance to building for minibus, ambulance	1 stand per 2 residential staff + 1 per 7 non-res staff + 1 per client for visitors
Nursing and rest homes, residential care homes	1 per resident staff + 0.3 per non-resident staff + 0.25 visitor spaces per resident staff	Space provided near entrance to building for minibus, ambulance	1 stand per 5 staff

Table 2g: Revised Parking Standards Spatial Requirements – Educational Establishments (C2, D1)

Use Class Type	Car Parking Standard (member of staff)	Operational Parking Space	Cycle Parking Standard
EDUCATION			
Primary schools, nursery, infant, junior schools	1 space per teaching + 2 per 3 non-teaching	1 space for minibus & deliveries + space for bus/coach loading on-site	1 stand per 20 pupils + 1 per 20 staff (non-pupil area) + 1 scooter space per 10 pupils
Secondary schools, community colleges	1 space per teaching + 2 per 3 non-teaching	1 space for minibus & deliveries + space for bus/coach loading on-site	1 stand per 10 pupils + 1 per 20 staff (non-pupil area)
Sixth form and further education colleges	1 space per teaching + 2 per 3 non-teaching	1 space for minibus & deliveries + space for bus/coach loading on-site	1 stand per 10 pupils + 1 per 20 staff (non-pupil area)
Day nurseries, playgroups (private) and creches	1 space per 2 full-time equivalent staff	1 commercial vehicle space	1 stand per 6 staff
Special schools, day care centres (non-residential)	1 space per teaching + 2 per 3 non-teaching	1 space for minibus & deliveries + space for bus/coach loading on-site	1 stand per 10 pupils + 1 per 20 staff (non-pupil area)
Language schools (non-residential)	1 space per teaching + 1 per 3 non-teaching + 2 visitor spaces	Determined on site basis by a Transport Assessment	In accordance with School Travel Plan

Table 2h: Revised Parking Standards Spatial Requirements – Other Uses (Sui Generis)

Use Class Type	Car Parking Standard	Operational Parking Space	Cycle Parking Standard
OTHER			
Tyre, exhaust & windscreen fitting centres, MOT, service stations	1 space per full-time equivalent staff + 1 per service bay	1 commercial vehicle space + 20% gfa	Determined by a Transport Assessment/Travel Plan
Garage and vehicle repairs	1 space per full-time equivalent staff + 3 per service bay	1 car/commercial vehicle space per service bay	Determined by a Transport Assessment/Travel Plan
Car sales (excl. auctions)	1 space per full-time equivalent staff + 1 per 50m ² of retail area (internal & external)	1 space for car transporter	Determined by a Transport Assessment/Travel Plan
Motor-cycle sales	1 space per full-time equivalent staff + 1 per 50m ² of retail area (internal & external)	1 commercial vehicle space	Determined by a Transport Assessment/Travel Plan

B3. EXAMPLES OF THE APPLICATION OF PARKING STANDARDS

a) Proposed new convenience store and in a local centre

Public transport accessibility is poor. The development comprises a 1000m² gfa shopping unit (gross floor area including external walls). The parking requirement is assessed as follows:

- Operational parking (1 space per 750m²) = spaces for 2 commercial vehicles
- Non-operational parking space (1 space per 14m²) = 71 spaces (including 4 Disabled spaces, 1 Motor Cycle space)
- Cycle parking (2 stands + 1 per 350m²) = 5 cycle stands

TOTAL PROVISION: Space for 2 commercial vehicles + 71 spaces + 5 cycle stands

b) Proposed B8 warehouse development on an industrial park

Gross floor area 3,500m² on an industrial estate. The site is not directly accessible by public transport.

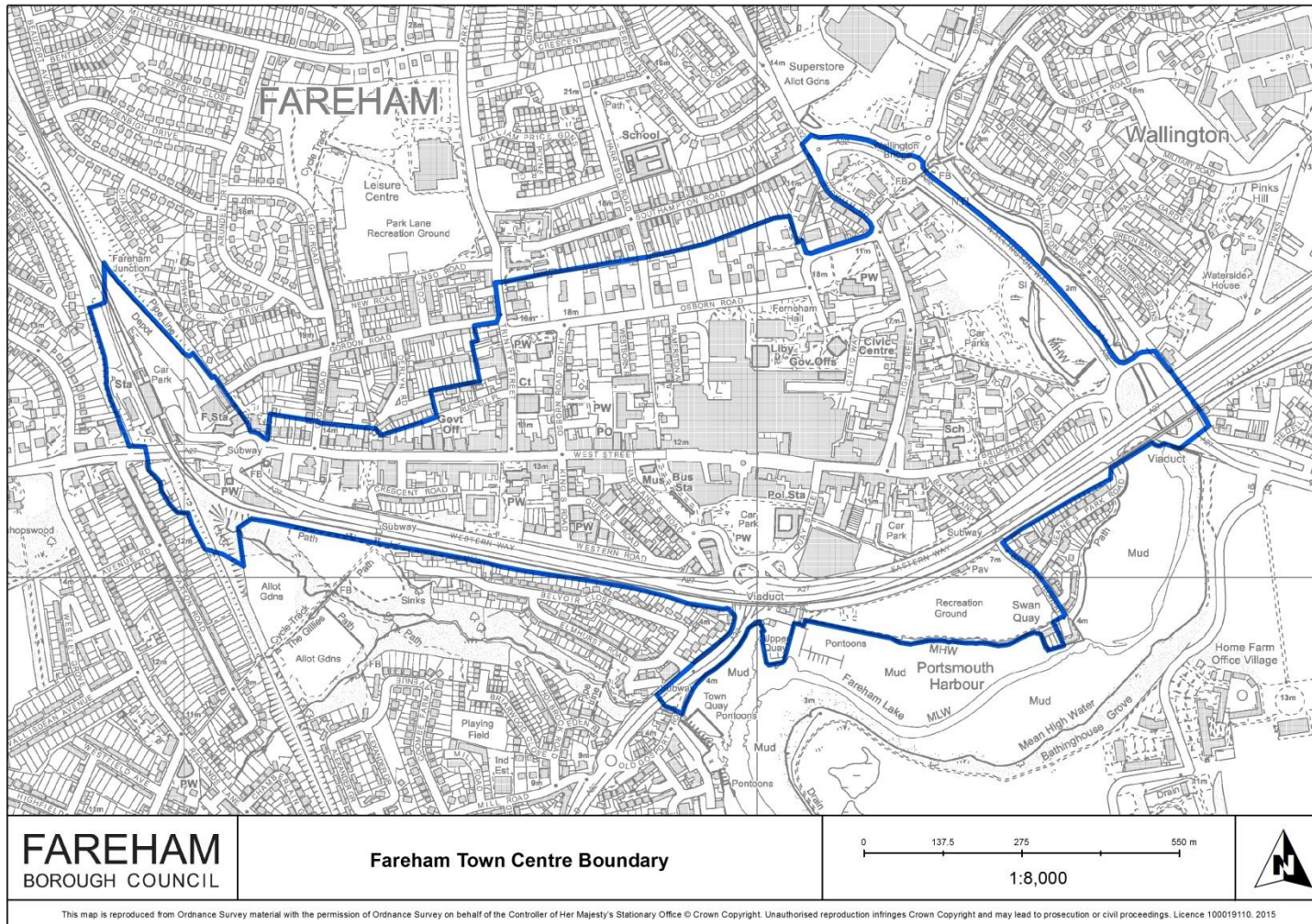
The parking requirement is assessed as follows:

- Operational parking (1 space per 1000m²) = 4 parking spaces
- Non-operational parking space (1 space per 90m²) = 39 spaces (including 2 Disabled spaces, 1 Motor Cycle space)
- Cycle parking (1 stand per 500m²) = 7 cycle stands

TOTAL PROVISION: 4 parking spaces for operational use + 39 spaces + 7 cycle stands

B4. PLAN OF FAREHAM TOWN CENTRE

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FAREHAM

BOROUGH COUNCIL

Report to Planning and Development Policy Development and Review Panel

Date **19 May 2015**

Report of: **Director of Planning and Development**

Subject: **REVIEW OF WORK PROGRAMME 2015/16**

SUMMARY

At its meeting on 5 March 2015, the Planning and Development Policy Development and Review Panel agreed to a draft Work Programme for 2015/16. This programme was subsequently submitted to and noted by Council on 23 April 2015.

RECOMMENDATION

Members are now invited to review the Work Programme for the year 2015/16.

INTRODUCTION

1. At the last meeting of the Panel on 5 March 2015, members agreed a draft Work Programme for 2015/16 which was subsequently submitted and noted by the Council at its meeting on 23 April 2015.
2. Appendix B contains details of the outcomes from matters considered at the Panel meeting on 5 March 2015.
3. Appendix C contains details of the Planning and Development Executive Portfolio programme of items proposed to be reported to future meetings of both the Panel and the Executive.

RISK ASSESSMENT

4. There are no significant risk considerations in relation to this report

CONCLUSION

5. The Panel is invited to:-
 - (a) review and agree the proposed Work Programme for 2015/16, (as updated with the revisions referred to above), and as appropriate, add to the draft programme any additional items agreed generally by the Panel or put forward by individual members and accepted by the Panel;
 - (b) review the outcomes from matters considered at the Panel meeting on 5 March 2015; and
 - (c) note the Planning and Development Executive Portfolio work programme for 2015/16

Appendices:

Appendix A – Planning and Development PDR Panel Work Programme 2015/16

Appendix B – Progress on Actions Since Last Meeting

Appendix C – [Planning and Development Portfolio – Executive Work Programme 2015/16 as at 20 April 2015.](#)

Background Papers:

Reference Papers:

Enquiries:

For further information on this report please contact Richard Jolley. (Ext 4388)

APPENDIX A

**PLANNING AND DEVELOPMENT POLICY DEVELOPMENT AND
REVIEW PANEL - WORK PROGRAMME 2015/16**

<u>MEETING DATES FOR 2014/15</u>	<u>ITEMS</u>
19 May 2015	<p>Fareham Borough Non-Residential Parking Standards: Draft for Consultation</p> <p>Review of the Work Programme 2015/16</p>
21 July 2015	<p>Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) – Draft for Consultation</p> <p>Review of the Work programme 2015/16</p>
8 September 2015	<p>Performance Review: Parking Strategy Service & Strategy Action Plan</p> <p>Review of the Work Programme 2015/16</p>
3 November 2015	<p>Fareham Borough Design Guidance SPD (excluding Welborne) for Adoption</p> <p>Performance Review: Planning Strategy service including 2014/15 Local Plan Annual Monitoring Report</p> <p>Review of the Work Programme 2015/16</p>
12 January 2016	<p>Performance Review: Tree Service & Strategy Action Plan</p> <p>Preliminary Review of the Work Programme 2015/16 and Draft Work Programme 2016/17</p>
1 March 2016	<p>Performance Review: Environmental Sustainability Strategy & Action Plan</p> <p>Final Review of Work Programme 2015/16 and Draft Work Programme 2016/17</p>

Unallocated Items:

Environmental Improvement Programme

Performance Reviews: Coastal Management Service; Building Control Service

**PLANNING AND DEVELOPMENT POLICY DEVELOPMENT AND REVIEW PANEL PROGRESS ON ACTIONS
SINCE LAST MEETING ON 3 MARCH 2015**

Date of Meeting	3 March 2015
Subject	<u>River Hamble to Portchester Coastal Flood Risk & Management Strategy Proposed for Adoption</u>
Type of Item	Review
Action by Panel	<p>The Panel considered a report by the Director of Planning and Development on the River Hamble to Portchester Coastal Flood & Erosion Risk Management Strategy, which was proposed for adoption by the Executive following the public consultation undertaken in Autumn 2014.</p> <p>Members' attention was draw to the deputation referred to in minute 5 above.</p> <p>At the invitation of the Chairman, Councillors R H Price and T M Cartwright addressed the Panel during the consideration of this item.</p> <p>During its consideration of the matter, the Panel received a presentation from Mark Stratton, Coastal Project Engineer, Eastern Solent Coastal Partnership, on the proposed Strategy. The presentation included details of the Project Summary, Preferred Strategic Options, Resource & Funding, Additional Studies – Priority Sites, Recommendation and Next Steps.</p> <p>It was AGREED that:-</p> <ul style="list-style-type: none"> (a) the preferred Strategic Management Options for the River Hamble to Portchester Coastal Flood and Erosion Risk Management Strategy, as set out in Appendix A to the report, be commended to the Executive for approval; (b) the Executive be advised that the Panel additionally recommended that there is a need to clarify the position with regard to planned and responsive inspections and maintenance works in the interim period prior to the delivery of potential capital schemes outline in the proposed Strategy, to address the concerns expressed in the deputation and by several members during consideration of the item;

	<p>(c) the Director of Planning and Development, in consultation with the Chairman, be requested to prepare a suitable recommendation for inclusion in the report to the Executive as referred to in (b) above;</p> <p>(d) when drafted, the proposed recommendation, referred to in (b) and (c) above be circulated to Panel members before it was included in the report to the Executive; and</p> <p>(e) Mark Stratton be thanked for his presentation.</p>
Outcome	<p>Report to the Executive meeting 20 April 2015, the Executive agreed that:</p> <p>Resolved that the Executive adopts the preferred strategic management options for the Strategy as set out below and detailed in Appendix A to the report:</p> <ul style="list-style-type: none"> • Strategy Management Zone 1 (North Portsmouth Harbour) Hold the Line - Delay Sustain. Maximise life of existing defences and then sustain minimum 1:100 year Standard of Protection (phased) from 2030, with environmental improvements to currently eroding former landfill sites • Strategy Management Zone 2 (Fareham and Gosport, Portsmouth Harbour West): Hold the Line – Sustain. Sustain a minimum 1:100 year Standard of Protection (phased) • Strategy Management Zone 3 (Lee-on-the-Solent and Stokes Bay) Hold the Line - Maintain Protection – Scheduled maintenance and beach recycling to prevent erosion and maintain beaches through the development of a BMP. Accept that the flood risk Standard of Protection is likely to fall in the longer term. • Strategy Management Zone 4 (Hook Lake to Titchfield Haven) Environmental Enhancement - Allow natural processes to continue but sustain protection to environmentally important sites at Titchfield Haven and at Hook Lake (with regulated tidal exchange) • Strategy Management Zone 5 (River Hamble East Bank) Do Minimum until 2060, but with Solent Way footpath adaptation from 2030, then sustain a minimum 1:100 flood Standard of Protection at key flood risk locations –Maximise life of existing defences managing flood risk with local measures and footpath adaptation from 2030, then provide minimum 1:100 year SoP.

Link Officer	Richard Jolley/Mark Stratton

<u>Subject</u>	<u>Presentation – Portchester Castle to Paulsgrove FCERM Scheme</u>
Type of Item	Presentation
Action by Panel	<p>The Panel received a presentation from Andy Pearce, Eastern Solent Coastal Partnership Project Manager, on the Portchester Castle to Paulsgrove FCERM (Flood and Coastal Erosion Risk Management) Scheme. The presentation included details of the Coastal Management Shared Service for Local Authorities, the Scheme Frontage, Flood Zone Maps, The Problem, Historic Flooding, Existing Defences, Environmental Considerations, the Strategic Context, the Preferred Strategic Option, the Trafalgar Wharf Development, Project Stages and a Summary.</p> <p>It was AGREED that Andy Pearce be thanked for his presentation.</p>
Outcome	Presentation noted
Link Officer	Richard Jolley/Andy Pearce
<u>Subject</u>	<u>Performance Review: Environmental Sustainability Strategy and Action Plan</u>
Type of Item	Review
Action by Panel	<p>The Panel considered a report by the Director of Planning and Development on Performance Review: Environmental Sustainability Strategy and Action Plan.</p> <p>It was AGREED that:-</p> <ul style="list-style-type: none"> (a) the revised actions and targets in the Environmental Sustainability Action Plan as shown Appendix A to the report be agreed; (b) the achievements and completed actions during the financial year 2013/14, as detailed in the report, be noted; and (c) with reference to paragraph 13 of the report, the officers be requested to look at progressing the provision of locker facilities in the basement particularly, as they would benefit cyclists considerably and the resource implications were considered to be much less significant than for the provision of shower facilities in the basement.
Outcome	Content of report noted, Officers tasked with looking into the provision of locker facilities in the basement.
Link Officer	Mark Chevis
<u>Subject</u>	<u>Public Transport review: Conclusions and Recommendations</u>
Type of Item	Review

Action by Panel	<p>The Panel considered a report by the Director of Planning and Development on Public Transport Review: Conclusions and Recommendations (Final Report).</p> <p>It was AGREED that:</p> <ul style="list-style-type: none"> (a) the Final Report relating to the findings and conclusions from the Public Transport Review be noted; (b) the Executive be advised that the Panel recommended that the Council should enter into an agreement with First Bus setting out a Protocol for community involvement in the provision of local bus services; (c) the Executive be advised that the Panel recommended that Community Action Fareham be invited to submit an application for part-funding (together with an associated business case) to the Council for its proposed scheme to operate a Sunday bus service between Fareham Town Centre and the Highlands area, replacing a similar service recently withdrawn by Hampshire County Council and to be run as a trial over a three-month period; (d) the Executive be advised that the Panel recommended that the officers be asked to undertake a feasibility study for a possible ongoing programme of installation of new and/or relocated bus shelters and associated bus stop infrastructure, and for estimating the associated capital costs, as these measures would assist in influencing mode choice by enhancing the quality of the public transport offer; and (e) the Principal Transport Planner and the Head of Planning Strategy and Regeneration be thanked for all their work in connection with the review.
Outcome	<p>Reported to the Executive on 20 April 2015, the Executive agreed that:-</p> <p>RESOLVED that the Executive:</p> <ul style="list-style-type: none"> (a) notes the contents of the Final Report relating to the findings and conclusions from the Public Transport Review; and (b) approves the following recommendations arising from the Public Transport Review: <ul style="list-style-type: none"> • that the Council should enter into an agreement with First Bus setting out a Protocol for community involvement in the provision of local bus services; • that Officers be asked to undertake a feasibility study for a possible on-going programme of installation of new and/or re-located bus shelters and associated bus stop infrastructure, and for estimating the associated capital costs; these measures would assist in influencing mode choice by enhancing the quality if the public transport offer.
Link Officer	Robert Burton
Subject	<u>Final Review of Work Programme 2014/15 and Draft Work Programme 2015/16</u>
Type of Item	Review

Action by Panel	<p>The Panel considered a report by the Director of Planning and Development on the final review of the Panel's work programme for 2014/15 and a draft work programme for 2015/16.</p> <p>It was AGREED that:-</p> <ul style="list-style-type: none">(a) the review of the work programme for 2014/15, as shown in Appendices A and B to the report, be noted;(b) the proposed work programme for 2015/16, as shown in Appendix D to the report, be approved;(c) the proposed work programme for 2015/16, as shown in Appendix A to these minutes, be submitted to the Council for endorsement;(d) an informal Member Working Group be appointed to progress the preparation of the Fareham Borough Design Guide (excluding Welborne) Supplementary Planning Document;(e) Councillors Mrs K K Trott, N J Walker and the Chairman be appointed to the working group referred to in (d) and (e) above.
Outcome	Work Programme Agreed by Council on 23 April 2015.
Link Officer	Richard Jolley

APPENDIX C

Directorate	Committee / Panel	Portfolio	Service Area	Item Description	Item Type	Date	Month	Year	Key Decision?	Referred to Council?	Referred to Exec.?	Confidential?
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	Titchfield Village Parking Review	Report	05/01/15	January	2015	No			
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	Parking Order: Closure of Gillies Car Park, Fareham	Report	02/03/15	March	2015	No	No	No	
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	River Hamble to Portchester Coastal Flood Risk & Management Strategy proposed for Adoption	Report	03/03/15	March	2015	No	No	No	
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Public Transport Review: Conclusions and Recommendations	Report	03/03/15	March	2015	No	No		
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Portchester Castle to Paulsgrove CFERM Scheme	Presentation	03/03/15	March	2015	No	No		

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Directorate	Committee / Panel	Portfolio	Service Area	Item Description	Item Type	Date	Month	Year	Key Decision?	Referred to Council?	Referred to Exec.?	Confidential?
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	River Hamble to Portchester Coastal Flood Risk & Management Strategy proposed for Adoption	Report	20/04/15	April	2015	Yes	No		
Planning & Development	Executive	Planning and Development	Building Control	Building Control Partnership Arrangements	Report	20/04/15	April	2015	No	No		
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	Public Transport Review: Conclusions and Recommendations	Report	20/04/15	April	2015	No			
Planning & Development	Individual Decision	Planning and Development	Planning Strategy & Regeneration	Confirmation of Article 4 Directions: Portchester (Castle Street) Conservation Area	Report	27/04/15	April	2015	No			
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Fareham Borough Non-Residential Parking Standards: Draft for Consultation	Report	19/05/15	May	2015	No			

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Directorate	Committee / Panel	Portfolio	Service Area	Item Description	Item Type	Date	Month	Year	Key Decision?	Referred to Council?	Referred to Exec.?	Confidential?
Planning & Development	Executive	Planning and Development	Welborne	Welborne Planning Obligations and Affordable Housing Supplementary Planning Document - for Adoption	Report	08/06/15	June	2015	Yes			
Planning & Development	Executive	Planning and Development	Welborne	Welborne Strategic Design Guidance Supplementary Planning Document - for Adoption	Report	08/06/15	June	2015	Yes			
Planning & Development	Executive	Planning and Development	Welborne	Welborne Financial Update	Report	08/06/15	June	2015	No			
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	CIL Review - Draft Charging Schedule	Report	13/07/15	July	2015	No			
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Fareham Borough Design Guidance Supplementary	Report	21/07/15	July	2015	No			

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				y Planning Document (excluding Welborne) - Draft for Consultation								
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	Fareham Borough Non-Residential Parking Standards: for Adoption	Report	07/09/15	September	2015	Yes			
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Peformance Review: Parking Strategy Service & Strategy Action Plan	Report	08/09/15	September	2015	No			
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Fareham Borough Design Guidance SPD (excluding Welborne) for Adoption	Report	03/11/15	November	2015	No			
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Performance Review: Planning Strategy service including 2014/15 Local Plan Annual Monitoring	Report	03/11/15	November	2015	No			

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				Report								
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	Fareham Borough Design Supplementary Planning Document (excluding Welborne) for Adoption	Report	07/12/15	December	2015	Yes			
Planning & Development	Planning & Development PDRP	Planning and Development	Development Management	Performance Review: Tree Service & Strategy Action Plan	Report	12/01/16	January	2016	No			
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Performance Review: Environmental Sustainability Strategy and Action Plan	Report	01/03/16	March	2016	No			
Planning & Development	Individual Decision	Planning and Development	Development Management	Welborne consultancy advice: Viability/Planning application - Award of contract	Report	TBC	TBC		No	Yes		
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	CIL Review - Submitted Charging Schedule	Report	TBC	TBC		Yes	No		

