



Meeting	Cabinet Member for Climate Emergency Decision Day
Date and Time	Monday, 9th October, 2023 at 10.30 am.
Venue	Walton Suite, Winchester Guildhall and streamed live on YouTube at www.youtube.com/winchestercc

Note: This decision day is being held in person at the location specified above. Members of the public should note that the meeting will be streamed live to the council's YouTube channel (www.youtube.com/winchestercc)

A limited number of seats will be made available at the above named location however attendance must be notified to the council at least 3 working days before the decision day. Please note that priority will be given to those wishing to attend and address the decision day over those wishing to attend and observe.

AGENDA

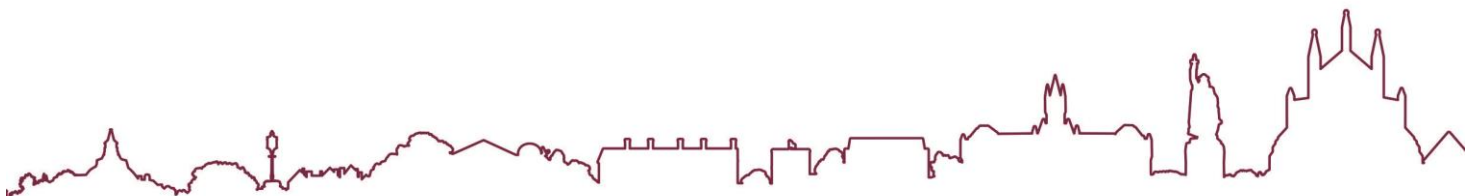
PROCEDURAL ITEMS

- 1. Disclosure of Interests**
To receive any disclosure of interests from Members and Officers in matters to be discussed.
Note: Councillors are reminded of their obligations to declare disclosable pecuniary interests, personal and/or prejudicial interests in accordance with legislation and the Council's Code of Conduct.

BUSINESS ITEMS

- 2. Public Participation**
– to note the names of members of the public wishing to speak on items for decision
Note: members of the public wishing to speak about a particular agenda item are required to register three working days in advance if they wish to speak at a Cabinet Member Decision Day.

Members of the public and visiting councillors may speak at decision days on a specific item due for decision, provided they have registered to speak three clear working days in advance. Please contact Democratic Services by **5pm on Tuesday, 3 October 2023** via democracy@winchester.gov.uk or (01962) 848 264 to register to speak and for further details.



3. **Visiting Councillors Representation**

To note any request from visiting councillors to make representations on an item for decision.

Note: Councillors wishing to speak about a particular agenda item are required to register three working days in advance if they wish to speak at a Cabinet Member Decision Day. Councillors will normally be invited by the Chairman to speak during the appropriate item (after the Cabinet Member's introduction (and any comments from the leading officer) and any public participation).

4. Fields in Trust dedication for Topfield, Kings Worthy (DD69) (Pages 5 - 16)

5. Car Parking - Evening and overnight charges (DD72) (Pages 17 - 38)
Key Decision

Laura Taylor
Chief Executive

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29 September 2023

Agenda Contact: Claire Buchanan, Senior Democratic Services Officer
Tel: 01962 848 438 Email:cbuchanan@winchester.gov.uk

TERMS OF REFERENCE

Cabinet Member for Climate Emergency Decision Day – Included within the Council's Constitution (Part 3, Section 2)

Public Participation

Representations will be limited to a maximum of 3 minutes, subject to a maximum 15 minutes set aside for all questions and answers.·

To reserve your place to speak, you are asked to **register with Democratic Services three clear working days prior to the decision day** – please see public participation agenda item above for further details. People will be invited to speak in the order that they have registered, subject to the maximum time period allowed for speaking not being exceeded. Public Participation is at the Chairperson's discretion.

Filming and Broadcast Notification

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DD69

DECISION TAKER: Councillor Kelsie Learney, Cabinet Member for Climate Emergency

REPORT TITLE: FIELD IN TRUST DEDICATION FOR TOPFIELD, KINGS WORTHY

9 OCTOBER 2023

Contact Officer: Coral Rogers Tel No: 01962 848543 Email crogers@winchester.gov.uk

WARD(S): THE WORTHYS

PURPOSE

Topfield, Kings Worthy was used to meet the planning requirement for open space provision for the adjacent housing development and was purchased by the council from the developer in 2020/21 along with the site's 35 new affordable housing units. Its status as public open space was secured by a s106 planning agreement.

Topfield is approximately 5 hectares of open space consisting of wildflower meadow grassland, amenity grassland and woodland with footpath provision and site furniture including benches, picnic tables and interpretation boards. It is owned and managed by the city council.

The community has been consulted on options for the protection method for the open space and Fields In Trust is the preferred option. Fields in Trust protection is a legal agreement (a deed of dedication) between Fields in Trust and a landowner that they will retain it for use as a green space, usually a public park, playing field or recreation ground, in perpetuity.

RECOMMENDATIONS:

1. That the council agrees to dedicate the land ("the Land") shown edged red on the attached plan (Appendix 1) as a "Field in Trust" in perpetuity in order to secure the use of the land for biodiversity, access and recreation.
2. That the Service Lead – Legal be authorised to liaise with and to enter into a deed of dedication with Fields in Trust in respect of the Land.

IMPLICATIONS:

1 COUNCIL PLAN OUTCOME

- 1.1 Tackling the climate emergency, reducing carbon emissions and creating a greener district.
- 1.2 The Winchester Biodiversity Action Plan (BAP) is a vital part of the Carbon Neutrality Action plan and seeks to protect species rich grassland and woodland as priority actions. The land at Topfield meets the aims of the BAP and the deed of dedication will give it enhanced protection for biodiversity, access and recreation.
- 1.3 The potential for local residents to be engaged in a volunteering capacity contributes to the Council's Living Well priorities.

2 FINANCIAL IMPLICATIONS

- 2.1 A one-off administration fee of £80 is payable to Fields in Trust, and a subsequent fee of £80 to register the land with Land Registry. This cost will be met from within existing budgets. Legal officer time will be required to deal with the deed of dedication but this can be managed within the existing resources of the Legal team.
- 2.2 The ongoing cost of maintaining this land is already included within the General Fund revenue budget. No additional liabilities or obligations are made of the council by this dedication that would increase costs.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 The extent of the land to be dedicated has been carefully considered and agreed by ward members, Cabinet Member for Climate Emergency and local residents. Fields in Trust has agreed that it is potentially a space which should be protected.
- 3.2 There are minimum criteria to be met before land can be dedicated as a Field in Trust. These relate to how the land is used and it being publicly accessible.
- 3.3 The deed of dedication would be agreed between Fields in Trust and the council and sets out what the council can and can't do with open space, without needing to consult Fields in Trust. Ownership and management of the land would remain with the council. There is no requirement to rename the space.
- 3.4 As part of the legal framework, the council will continue to be liable for the maintenance and upkeep of the land. The dedication does not remove any of the obligations which are set out in the S106 agreement.

3.5 The dedication by the council of the Land is not a disposal of open space for the purposes of s123 of the Local Government Act 1972 as ownership of the land is not changing and it will continue to be public open space. There is no requirement to advertise the intent to dedicate the land.

4 CONSULTATION AND COMMUNICATION

4.1 Community consultation and engagement was undertaken by the developers in 2018 when preparing for the planning application for the development. In their planning statement in support of the planning application they highlight key engagements including:

- a) Meetings between the Leader of Council, Ward Members and the Parish Council
- b) Events with the local members of the Parish Council and members of TFAG.
- c) 17th September 2018 Parish Council voted on '*whether to support WCC's proposal to construct up to 35 houses on Top Field, provided that a serious consideration is given to improve the Tesco junction, and that the remainder of the field after building was dedicated as a Field in Trust*'. The vote resulted with 9 in favour; two against and no abstentions.
- d) Stakeholder Event 4th October 2018

4.2 As part of Top Field Action Group's (TFAG) Village Green Application for Topfield consultation in 2013 involved over 140 users of the field. This survey had a different focus but it did collect information on how and why people were using the open space at Topfield. This data reinforces the usage from the 2018 consultation with the primary activities being walking, dog walking, enjoying nature, informal play and jogging.

4.3 The council undertook a consultation event in 2020, following the commencement of the development, when it was confirmed that the open space would be transferred to the council along with responsibility to manage it. One hundred people attended the consultation event in 2020 in person, and a further 5 people commented via email as they could not attend. A further information-update event was held in 2022 and Fields in Trust was one of the discussion topics at both. TFAG were represented at both consultation events.

4.4 As the adjacent housing development was a "rural exception" site to planning policy, the community was given assurances that the land would not be further developed for housing but provided as open space for local people to enjoy. Residents have requested that the land is protected by Fields in Trust which strengthens the protection afforded by the existing S106 agreement that secures the land as public open space as part of the planning process. This is also supported by local and cabinet members.

4.5 The community has been consulted on options for the protection method for the open space (at the 2020 and 2022 consultation events) and Fields in Trust is the preferred option. The community-led Topfield Action Group and local councillors support this course of action.

5 ENVIRONMENTAL CONSIDERATIONS

5.1 The site consists of woodland and scrub boundaries which hold significant benefits for wildlife, including protected species such as dormice which have been identified on site. Species-rich grassland habitat has been created on site and this, as well as woodland is recognised in the Winchester Bio-diversity Action Plan (BAP) as habitat that offers benefits for wildlife including invertebrates and reptiles.

5.2 Both of these BAP habitats offer benefits in terms of carbon sequestration and the sustainable management of the species-rich grassland is in line with the BAP and Winchester District Carbon Road Map's aims.

5.3 Future management of the species-rich grassland could include seed collection – as a sustainable management approach. Woodland will be managed via selective coppice to enhance woodland in general and to ensure a range of species and a diversity of age of trees and shrubs to benefit biodiversity and dormice in particular.

5.4 There are footpaths and Rights of Way across the site, including the Watercress Way route that runs through the woodland (west to east) along the southern boundary of the site. The Watercress Way Charity have long-held a desire to open this section of the route.

5.5 The Fields in Trust designation would protect the open space and ensure it will be managed for biodiversity, recreation and access.

6 PUBLIC SECTOR EQUALITY DUTY

6.1 After an initial screening exercise, a full equalities impact assessment was not deemed appropriate because there will be no change to the status of the land or how it is accessed or managed.

7 RISK MANAGEMENT

Risk	Mitigation	Opportunities
<u>Financial Exposure</u> Costs to maintain the land exceed expectations.	An annual payment from the HRA is included as part of the planning agreement. Management plan for the	Local people could be engaged in a voluntary capacity to aid management of the site.

	site clearly sets out expectations.	
<u>Exposure to challenge</u> Stakeholders challenge decision to or not to pursue dedication.	<p>The local community engagement undertaken has shown support for the proposals to dedicate the land.</p> <p>Legal advice has confirmed that there is no need to advertise the dedication and that correct process has been followed.</p>	
<u>Innovation</u>		
<u>Reputation</u> Future development of the open space appears to go back on previous commitments.	By designating the site as FIT the council would be protected from accusations of plans to develop Topfield open space.	
<u>Achievement of outcome</u> The land is subject to pressure for development in the future following policy changes that cannot be known at this time	<p>The long-term dedication will protect against possible future changing policy and development demands</p> <p>It will demonstrate the importance of land of this nature and strengthen its protection.</p>	
<u>Property</u>		
<u>Community Support</u> The community doesn't support the FIT dedication	Local residents have requested the dedication and FIT status will strengthen existing protection given under the	

	planning process by the S106 as well as making a public commitment by the council of the FIT status.	
<u>Timescales</u>		
<u>Project capacity</u>		

8 OTHER KEY ISSUES

8.1 None

9 SUPPORTING INFORMATION:

9.1 Topfield, Kings Worthy was used to meet the planning requirement for open space provision for the adjacent housing development and was purchased by the council from the developer in 2020/21 along with the site's 35 new affordable housing units. Once in public ownership, Winchester City Council proposed to provide a number of enhancements to support the use of the land (all of which have now been completed apart from the interpretation boards and finger posts which are underway) including for example:

- a) Supply and install field gate to prevent vehicular access to Top Field, but allow access for maintenance vehicles
- b) Supply and install timber finger posts at junction points on paths to guide people
- c) Design, supply and install interpretation panels to complement basic signage
- d) Supply and install combined waste/dog waste bins and picnic benches
- e) Existing paths to be mown with wider margins
- f) Repairs to existing paths
- g) Create new footpath links to divert pedestrians away from important habitats (mowing/flattening of ground)
- h) Create new meadow in the central open space by flattening the heavily ploughed (inaccessible) land.

9.2 The open space is approximately 5 hectares, consisting of wildflower meadow grassland, amenity grassland and woodland with footpath provision and site

furniture including benches, picnic tables and interpretation boards. The site hosts protected species including reptiles and dormice.

- 9.3 The site has a long and complicated history, with strong objection to a number of proposals that came forward to develop the site prior to planning permission finally being granted. The local community was strong in its view that the securing of Topfield as an open space in perpetuity was an essential element of the planning requirement from the development proposal. There has since been continued dialogue about the necessity to find a mechanism through which there was certainty that the land is retained in perpetuity as natural, accessible open space.
- 9.4 In these discussions a number of options were considered, with Fields in Trust (FIT) designation identified as a suitable way to protect the open space and ensure it will be managed for biodiversity, recreation and access. This would not change the way the council manages and maintains the land but would provide certainty over its long-term future and function, which was an important consideration for local people when it was agreed to develop the adjacent land for housing.
- 9.5 A FIT dedication is a legal agreement between Fields in Trust and a space's landowner that they will retain it for use as a green space, usually a public park, playing field or recreation ground, in perpetuity and the minimum criteria is to be consider for dedication is:
- a) Evidence of ownership, and where relevant freehold interest must be produced. FIT can only protect land in partnership with the landowner, or a leaseholder with a lease of at least 99 years.
 - b) FIT would generally expect the green space to be at least 0.2ha in size in order to accommodate recreation but are happy to consider the protection of smaller spaces where the value of them to the local community can be demonstrated.
 - c) The principal use should be outdoor recreation, sport or play. FIT definition of recreation also now encompasses natural and semi-natural nature spaces, such as woodland, local nature reserves and country parks. Spaces can also include buildings or facilities if the use is ancillary to the outdoor space.
 - d) The green space must have some form of permanent public access.
 - e) The public access to the space cannot be so restricted by exclusive events/activities as that it would mean more than 50% of the space is inaccessible to the general public for more than three months in a calendar year.
 - f) FIT can protect leased areas of land within a green space but would ask that the leaseholder agree to be party to the deed.

- 9.6 FIT offer the option to make changes to the agreement and recognise that circumstances can change and for this reason the deed has a certain level of flexibility built into it. In general, changes to the space which are ancillary to its use, i.e. supporting the primary activities taking place are usually fine and do not require FIT consent. Anything which is not ancillary to a space's use, such as buildings, commercial leases and changes of use, can be permissible but generally require FIT's consent. A landowner can seek this consent by making an application through the Field Change Request procedure. Should a landowner wish to remove a piece of land from protection, this is possible but FIT would usually require a new space, which is of equal or better quality than the existing protected space and which serves the same community, to be protected in return.
- 9.7 Following formal approval to enter into agreement to protect green space, FIT require a commitment to signing the Deed within six months. Once completed, within three months the council needs to apply to the Land Registry to enter a restriction and a notice against the registered title of the property. This prevents disposal (generally meaning sale or lease) without the consent of Fields in Trust.
- 10 OTHER OPTIONS CONSIDERED AND REJECTED
- 10.1 The council could decide not to dedicate the land. This has been rejected as the dedication of the land by FIT emerged as an important consideration for local people during the public consultation so not to dedicate would mean that we would not be responding to local aspirations.
- 10.2 Other options of securing the land were considered, such as a local nature reserve or wildlife site but these have been discounted as they did not afford the enhanced protection in perpetuity under FIT and which is preferred by the community. Local Nature Reserves are protected by the National Policy Framework. There is no explicit recommendation against development of these sites. Fields in Trust affords more protection as it is for in perpetuity and consultation events led to the feeling that FIT offers a more suitable protection for this site which includes access and recreation aspects of open space as well as nature benefits.
- 10.3 As highlighted in section 4, significant consultation and communication with the community and members was undertaken in relation to the management of Topfield and the conclusion was that FIT is the preferable dedication to secure the needs of the community.
- 10.4 Previously (before the planning permission for 35 affordable houses was granted) there was a community group that was pushing for the land to be a village green. This was prior to the council taking on ownership of the land and prior to discussions and consultation with the community & TFAG. The village green application was rejected by Hampshire County Council.

BACKGROUND DOCUMENTS:-

Previous Cabinet/Committee Reports or Cabinet Member Decisions:-

Planning application 19/00048/FUL was considered and permitted by Planning Committee on 20th June 2019.

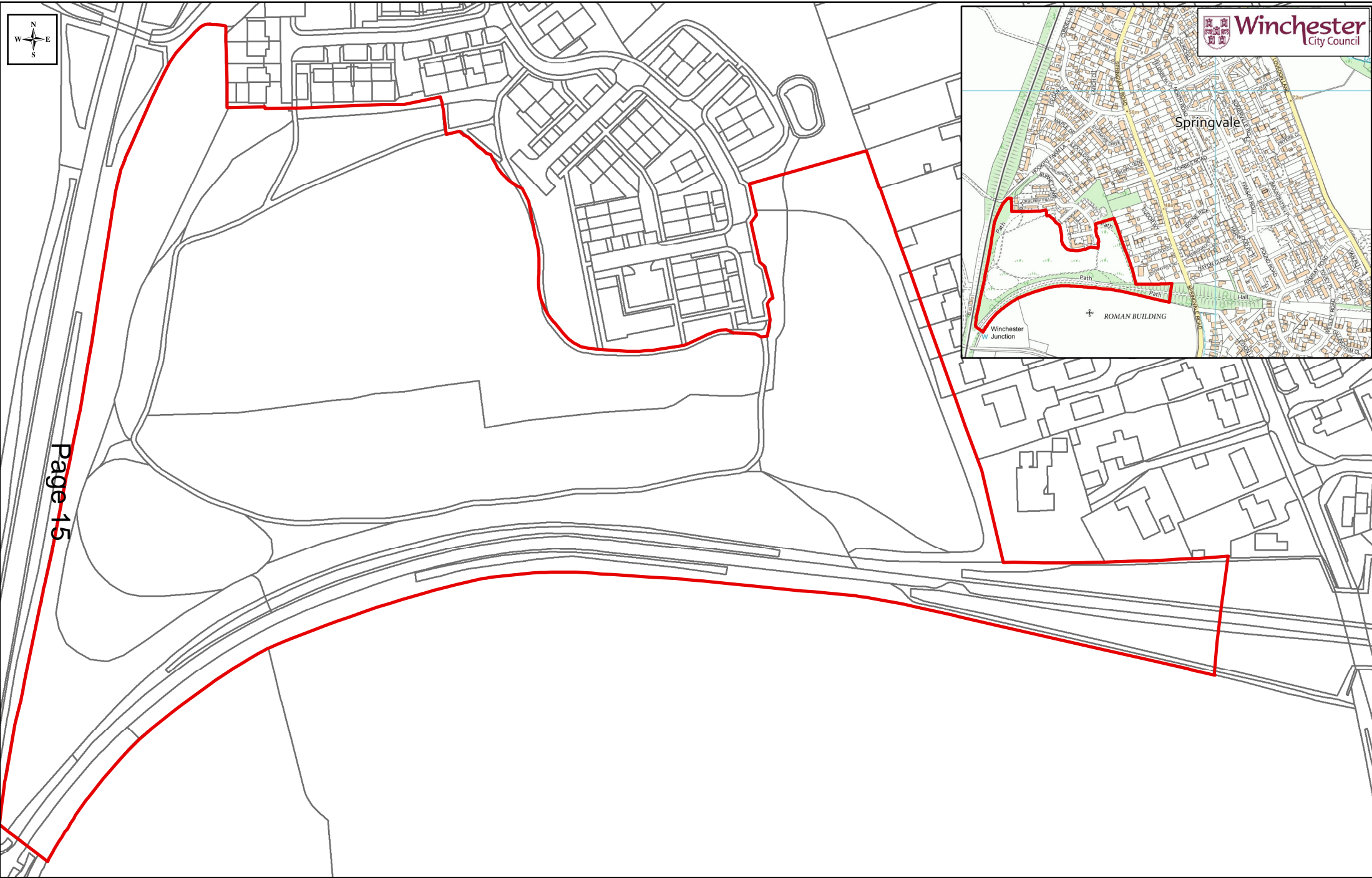
Other Background Documents:-

Information on the process of dedication of land - www.fieldsintrust.org

APPENDICES:

Appendix 1 Site plan

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Page 15

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Topfield, Kings Worthy

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DD72

DECISION TAKER: Cabinet Member for Climate Emergency, Councillor Kelsie Learney

REPORT TITLE: CAR PARKING – EVENING AND OVERNIGHT CHARGES.

9 OCTOBER 2023

Contact Officer: Andy Hickman Tel No: 01962 848105

Email ahickman@winchester.gov.uk

WARD(S): TOWN WARDS

PURPOSE

The Winchester Parking and Access strategy aims to:

- Manage parking through charging to ensure efficient parking and traffic management
- Use parking assets to the best advantage through pricing, promotion and information
- Maintain investment in parking and traffic management in order to support an efficient, effective and modern service
- Actively promote alternatives to driving into the centre – such as cycling, walking and bus services.

Charging is an important mechanism to achieving those ends – encouraging a continued reduction in carbon emissions through reducing city centre traffic and supporting healthier lifestyle choices – especially walking and cycling, while protecting sustainable growth.

To support these aims, overnight charging was part of a number of tariff changes introduced within the zone 1 city centre car parks in July 2023. This report summarises the results of targeted engagement undertaken to fine tune the charging options available to better support specific businesses and voluntary organisations in the city centre while still ensuring the overall purposes outlined above are achieved.

RECOMMENDATIONS:

1. That the introduction of an additional parking tariff for up to 1 hour between 7pm and 8am to be charged in line with the daytime rate (currently £1.80) be agreed in the zone 1 central car parks.
2. That a virtual volunteer parking permit system as set out in paragraphs 11.2 and 11.3 below be agreed for organisations that rely on volunteers to provide services to the community within the city centre.

IMPLICATIONS:

1 COUNCIL PLAN OUTCOME

- 1.1 In line with the council's aspirations for carbon neutrality and improved air quality, the introduction of overnight tariffs within the city centre are designed to promote a shift towards a reduction in parking in zone 1 while maintaining the current provision in zones 2 & 3 and encouraging active travel for improved health and wellbeing whilst not impacting on the importance of visitors and residents to the economy and well-being of the city centre.

2 FINANCIAL IMPLICATIONS

- 2.1 Financial implications will be modelled and included in the medium term financial strategy once the affect of the new parking charges policy has been assessed. The cost of changing signage due to the recommendations set out in this paper will be managed within the existing budgets.
- 2.2 Due to the small number of volunteer organisations likely to apply for the new volunteer permit, there is likely to be a very small impact on parking income from this proposed change.
- 2.3 The net effect of the introduction of an additional 1-hour evening tariff is likely to be minimal but will be monitored.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 Any changes to the evening parking charge will be advertised in line with legislation and signed appropriately in affected car parks.

4 CONSULTATION AND COMMUNICATION

- 4.1 Initial consultation for the tariff changes applied in July 2023, was undertaken through attendance at a meeting of the strategy group of the Hampshire chamber of commerce, which comprises the Winchester BID, and Hampshire Chamber of Commerce. Hampshire County Council and relevant Winchester City Council Members were also consulted.

- 4.2 Following the introduction of the new tariffs in July 2023, further targeted engagement has been undertaken with specific groups who have reportedly been affected by the introduction of overnight charges. These have been primarily those who run subscription-based businesses such as gym operators and those who rely on volunteers to provide services to the community.
- 4.3 This engagement was to organisations identified by working with the Winchester BID, in relation to the subscription-based businesses, and through Community First who act as the volunteer bureau for the district, in respect of the voluntary and community sector (VCSE) organisations. E-mail and follow up phone calls with surveys were sent to those who met the following criteria:
- a) Operating a subscription-based business within the city centre (parking zone 1) with opening times between 7pm and 8am
 - b) Organisations that use volunteers to deliver community services within Winchester city centre (parking zone 1) and operate between 7pm and 8am.
- 4.5 The results of this engagement are in Appendix A.

5 ENVIRONMENTAL CONSIDERATIONS

- 5.1 The Parking and Access Strategy has been designed to support growth in visitor numbers to Winchester City Centre, whilst also limiting impacts on air quality and carbon emissions due to the reduction of trips around the one-way system.
- 5.2 Decongesting the city centre in the evenings while still providing over 1,000 free parking opportunities in the evenings within a radius of 10 minutes walking distance to the city centre, provides a more pleasant environment for city centre users during the evening and enhances the appeal of active travel options.
- 5.3 The introduction of a number of volunteer permits and a 1-hour tariff will not be sufficient to undermine the efforts outlined above. The Council's aim remains to improve the environment of the city centre for the benefit and health of the community.

6 PUBLIC SECTOR EQUALITY DUTY

- 6.1 Report DD64 contained the equalities impact assessment as Appendix 2. There is not significant change to proposals, so a further EIA is not required. A link to the EIA is provided in background documents at the end of this report.

7 RISK MANAGEMENT

7.1 Risks are set out in the table below.

Risk	Mitigation	Opportunities
Financial Exposure	Tariffs only implemented in central car parks, which significantly limits risk of financial impact	New season tickets and evening tariff, offer the opportunity to support parking investment to improve service further.
Exposure to challenge	We have engaged with Winchester BID, business owners, charity organisations and service providers over these options, and signage and legal notices would be in place before implementation	
Innovation		Volunteer permits allow for continued services to operate within the city centre.
Reputation	All changes will be well signed and advertised through the legal process in advance.	Potential to further enhance efforts to improve climate change impacts
Achievement of outcome	All changes will be monitored to assess impact on residents of and visitors to Winchester	Introduction of new charge to achieve policy objective whilst responding to specific issues within the context of the Council plan.
Community Support	Continue to listen to the needs of businesses and the community while balancing our commitment to reducing the impact of climate change, improving air quality, and reducing city centre congestion.	

8 SUPPORTING INFORMATION:

8.1 The parking service aims to support several strategies, (including the Air Quality Action Plan, the Winchester Movement Strategy and the Parking and Access Strategy) and the overall objectives of the city council. The changes since COVID-19, our continued challenge with air quality and the increased emphasis on climate change have required amendments to how we manage parking across Winchester in order to continue offering a high-quality service.

9 Overnight charging in Winchester city centre

9.1 As part of the approval of the General Fund Budget (CAB3374) it was agreed that charging periods in Zone 1 (City Centre) car parks would be extended to include Sundays, Bank Holidays and overnight, to be developed following further engagement with businesses.

9.2 It was further agreed that an overnight charge (DD64 Decision Day 5TH June 2023) be introduced at a flat rate level equivalent to the 2 hour charge (£3.30) from July 2023 in the central car parks only, which would allow parking from 7pm to 8am in the morning, or for any period in between. There is only one payment required, so for example if a visitor paid to park for an hour at any point between 6pm and 6:59pm the fee calculation would take this into account and the ticket would automatically roll-over to 7:59am the following morning without any additional charge.

9.3 Sunday, evening, and bank holiday charges apply only in the central car parks (zone 1), including;

Zone 1 Car Parks	Spaces
Colebrook street	86
Cossack Lane	39
Friarsgate	72
Gladstone street	105
Guildhall Yard	43
Jewry Street	44
Middle Brook Street	142
St Peter's	165
Tower Street	515

9.4 Zone 2 Park and walk car parks and Zone 3 Park & Ride car parks, which are those close to the city centre but outside of the central parking area remain free when open on Sundays and overnight to support visitor access to the city without impacting upon air quality and carbon emissions. Durngate car park operated by the County Council also remains free in the evenings.

Zone 2 park and walk car parks: (all a 5-10 min walk into the city)	Spaces
Cattle Market car park	202

Chesil Car Park	616
Coach Park	100
River Park	182
Worthy Lane car park	150
Total	1250

Zone 3 park and ride car parks	Spaces
East Winchester (Barfield)	195
East Winchester (Barfield II)	276
East Winchester (St Catherine's)	583
Pitt	199
South Winchester	884
Total	2137

9.5 Following the implementation of the new tariffs the city council were contacted by a number of organisations to discuss some suggested improvements to the parking policy in order to mitigate the impact.

9.6 These suggested improvements led to further engagement on two areas: parking tariffs related to volunteer organisations which deliver core community support, and subscription-based businesses.

11. Volunteer organisations which deliver core community support

11.1 Where new evening charges have been introduced, further engagement has identified the introduction of a permit that Voluntary, Community and Social Enterprise (VCSE) organisations could apply for to allow free parking for core members of those organisations during the evenings. These could, for example, be organisations catering at an evening café for vulnerable people, for whom the cost of parking may put off their volunteers.

11.2 Our proposal, based on the results of the further engagement, summarised below is to offer a virtual volunteer permit on an application-only basis to charities/ voluntary organisations operating in the city centre in the evenings/overnight. Successful applicants would need to demonstrate that:

- a) the VCSE organisation directly provides services within central Winchester and zone 1 parking zone to the community that align with our Council Plan,
- b) The VCSE organisation is located in a position where the closest free parking is not practical and paying for closer parking is not affordable for volunteers in the evenings,
- c) they do not have sufficient existing parking available to their core volunteers,

- d) they will properly manage the operation of permits within their organisation.

11.3 Our survey suggested a small administration fee would be levied to offset the cost of producing the permits. Following feedback from consultees and a review of the best way of managing the permits we confirm that because these permits can be managed virtually and no paper permits will be issued, the council will offer these free of charge to qualifying organisations on the basis that volunteers park only in their approved car park(s) (closest to their operation) and that a maximum of 10 permits (or as agreed with the Parking Operations Manager) are in use for any one organisation per night. This will allow volunteers to continue to support the community and will reduce the burden of administration for both charities and the council.

11.4 The results of our engagement on this option of volunteer permits

- (i) 28 organisations met the criteria listed above to participate in this survey. Following multiple contacts and phone calls, 21 responses were received from 9 different organisations.
- (ii) Winchester BID responded to this survey as they have been contacted by charities that have raised concerns about the effects of evening charges on their volunteers / staff and the services they provide. The BID 'strongly agree' the proposal to create a volunteer permit and were pleased that the council were listening to community concerns.
- (iii) The result shows that there is strong support for the introduction of a volunteer permit with 90% agreeing with the proposal.

43% of respondents indicated that they would require multiple permits and would benefit from a bulk discount.
- (iv) The survey allowed respondents to leave comments on how they would like the volunteer permits to be administered. The council's responses to these comments are included in the appendix below. This has been accounted for in the recommendations and will be used to help determine how the volunteer permit is to be set up and managed.

11.5 An e- petition was raised by a community choir on the 2/7/2023 and ran to the 24/9/2023 asking for the overnight charges to be scrapped. The petition received 501 signatures and will be considered under the Council's procedure. The group also responded to the specific targeted consultation and their response is included in the appendix.

12 **The impact on subscription-based businesses**

12.1 Where the new evening charges have been introduced, some subscription-based businesses, of which the most common type is gym and fitness

operators, have expressed concern for those who may attend such a facility during the evenings and overnight past 7 pm.

- 12.2 Subscription-based businesses are different from the majority of commercial operations in Winchester as they potentially rely on individuals attending their facilities regularly during the early morning or early evening and paying in advance, rather than making occasional visits such as attending a restaurant or any other similar business.
- 12.3 The existing tariffs, set out on signage in car parks and on RingGo do not require the payment of both day and overnight tariffs, so visitors who arrive in Winchester between 6pm and 6:59pm do not have to pay any additional evening charge if they have paid the daytime charge up to 7pm.
- 12.4 Free parking is available at the following car parks in the evenings as little as 5 to 10 minute walk away from the city centre, however some customers may choose not to park further away or may find this unattractive for a variety of reasons. Blue Badge holders remain unaffected by overnight and evening charging and can still park in zone 1 car parks as before. It should be noted in the case of the Middlebrook Street barrier controlled car park that free disabled parking is available at the un-barriered section of the car park at Cossack Lane.

Zone 2 park and walk car parks: (all a 5-10 min walk into the city)	Spaces
Cattle Market car park	202
Chesil Car Park	616
Coach Park	100
River Park	182
Worthy Lane car park	150
Total	1250

- 12.5 Our proposal, based on the results of the further engagement, summarised below is to introduce an additional tariff period at city centre car parks that is available to all visitors who arrive after 7pm and remain for up to one hour. This new tariff period would be set at the same rate as the daily tariff charge (currently £1.80).
- 12.7 Results of consultation on the introduction of a 1-hour evening parking tariff:
 - (v) Of the 6 subscription-based businesses we approached that met our criteria, 5 have completed the survey.
 - (vi) The result showed that there is support for the introduction of an additional 1-hour parking tariff with 60% of participants strongly agreeing the proposal.
 - (vii) Winchester BID completed the survey for this category as they represent multiple businesses within the city. The BID was supportive of the 1-hour tariff and 'strongly agreed' with the

proposal which they believed addressed the concerns raised by businesses within the area who were concerned about the potential effects of the overnight tariff.

- (viii) Those that strongly disagreed with the proposal (the remaining 40% of respondents) expressed a desire for evening parking charges to be removed entirely. The Council's policy is designed to reduce city centre traffic for the benefit of the environment and the community that lives and works within parking zone 1. There remains free parking nearby and to further support businesses, we have proposed an additional tariff that is equal to the normal daily charge and benefits those choosing to stay longer than 2 hours in the evening with an overall cost that is lower than that charged during the daytime.
- (ix) The survey provided participants with an opportunity to comment on the proposal and provide any ideas on how the council could continue to support city centre businesses. These comments and our responses are included in Appendix A.

13 OTHER OPTIONS CONSIDERED AND REJECTED

- 13.1 The removal of any evening charge, or the extension of daytime charging further into the evening was considered and rejected as this would not align with the council's desire to maintain accessibility into the city centre, whilst reducing emissions and improve air quality within the city centre nor would it meet policy objectives.

BACKGROUND DOCUMENTS:-

Previous Cabinet/Committee Reports or Cabinet Member Decisions:-

General Fund Budget Options & Medium Term Financial Strategy (Pages 9 - 44)
(CAB3374)

[Cabinet Public Documents Pack CAB3374](#)

5th June 2023 DD64 Winchester Residents off-street parking season tickets and evening parking charge rate. This includes the Equalities Impact Assessment (EIA).

[Document for Cabinet Member for Climate Emergency Decision Day, 05/06/2023 DD64](#)

Other Background Documents:-

Parking and Access Strategy - [CAB3224 - APDX 1 CAR PARKING STRATEGY 2020.pdf \(winchester.gov.uk\)](#)

APPENDICES: Appendix A – Parking charges consultation results

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Contents:

Overview

Part A – Volunteer Organisation results

Part B – Subscription-based business results

Part C – We Asked, You Said, We Did

Overview - Evening / overnight parking charges engagement results

The survey ran from 01/09/2023 to 15/09/2023.

Responses to this survey: **25**.

Winchester BID responded to both parts of the survey as they represent both businesses and charity organisations.

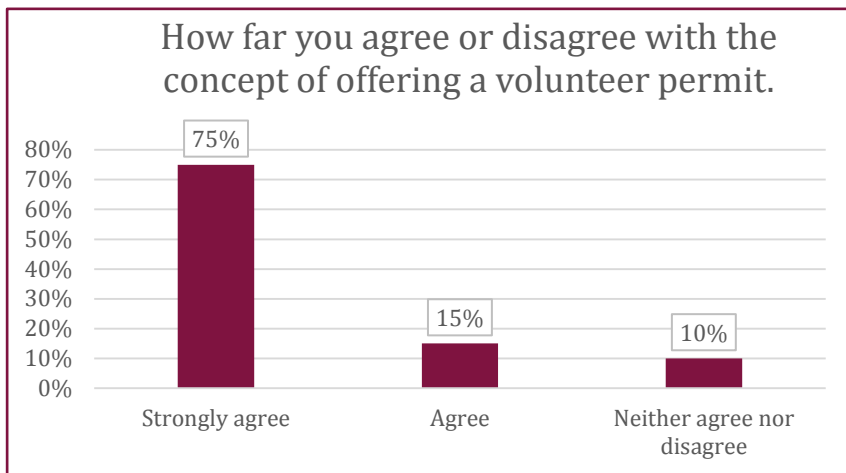
Part A:

Volunteer Organisations

21 responses were received for this section from 9 different organisations, breakdown as follows:

- 11 from the Beacon/ Winchester Churches Night Shelter
- 2 from Play to the Crowd operators of Theatre Royal Winchester
- St Peter's Church
- Winchester Community Choir
- Winchester Street Pastors
- Winchester & District Samaritans
- Action Hampshire
- Hope Church Winchester
- The Brendoncare Foundation
- Winchester BID

Question 4: How far you agree or disagree with the concept of offering a volunteer permit.



Question 5: What factors do you believe should be demonstrated for an applicant to be successful?

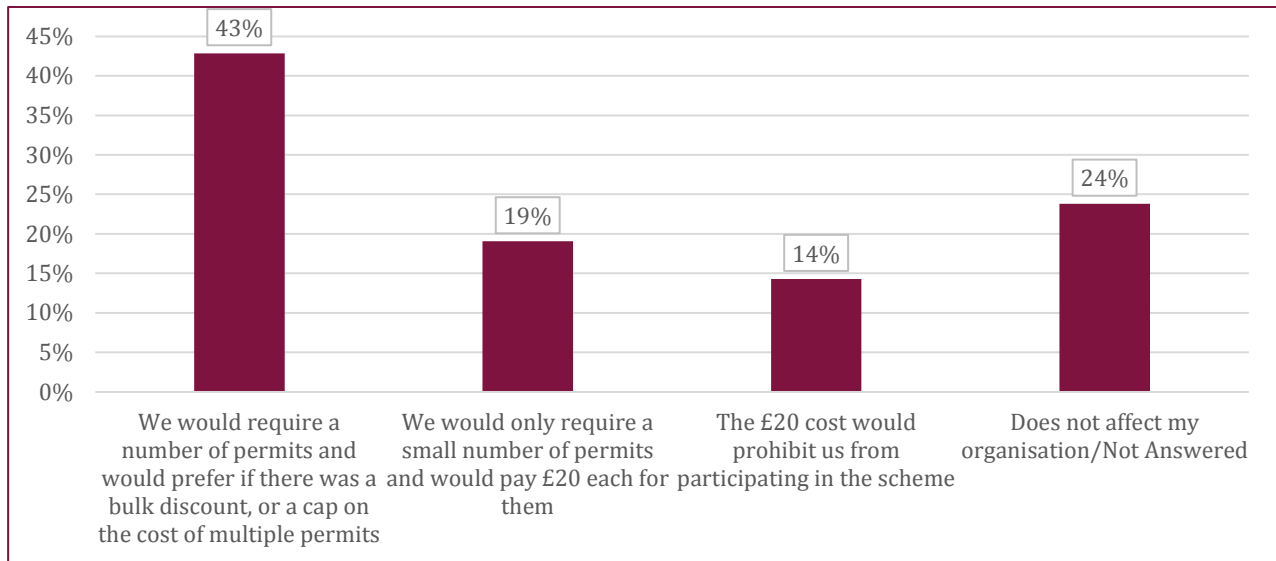
Most respondents were in agreement with the criteria set out by the council for who should qualify for the volunteer permit.

A concern was raised about the logistics of individual volunteers having to apply for permits. This has been addressed at the end of this document.

In Summary, the most common responses were:

- They should be a registered charity
- They rely on volunteers to provide or sustain a service
- They have to drive into the city centre
- They are supporting the local community

Question 6: We'll need to levy a small administration charge to provide the volunteer permit. This has provisionally been set at £20 per permit per year. Please select the option below that would best suit your organisation:



Question 7: Do you have any other comments on how such a volunteer permit system could be offered to charitable organisations?

The main theme of responses received for this question was that the process needs to be as simple as possible so that it does not become an additional administration burden to either the charity or the council. Simple checks should be in place and the charity should be able to determine who uses each permit it applies for rather than naming volunteers for each permit.

Several participants were concerned about the cost of the permit and suggested it should be free to qualifying organisations. Digital permits were also suggested as a means to reduce the cost of each permit as well as offsetting the cost with the potential additional income generated by evening charges.

Finally, it was suggested that the volunteer permit could be advertised on the council's website parking pages and through VCSE support organisations such as Action Hampshire who issue regular newsletters with updates to the sector.

Question 8: Do you have any other ideas about how we could support charitable organisations who operate in the city centre and need access to parking, whilst also reducing city centre traffic?

A number of suggestions were received for this question. These are set out below:

- Safer walking and cycle routes.
- Better street lighting from free parking locations.
- Bike lockers in Jewry Street.
- Encourage more bus use.
- Abolish all parking charges, not just overnight and evenings.

- Hold workshops with volunteer organisations and charities to engage with those active in the city centre and see what ideas could be generated to help with the issue of parking costs to protect a vital sector.
- Charging points and secure storage for mobility scooters, e-bikes etc.
- Improved Park & Ride facilities (one to the north of the city), that operate in the evening.

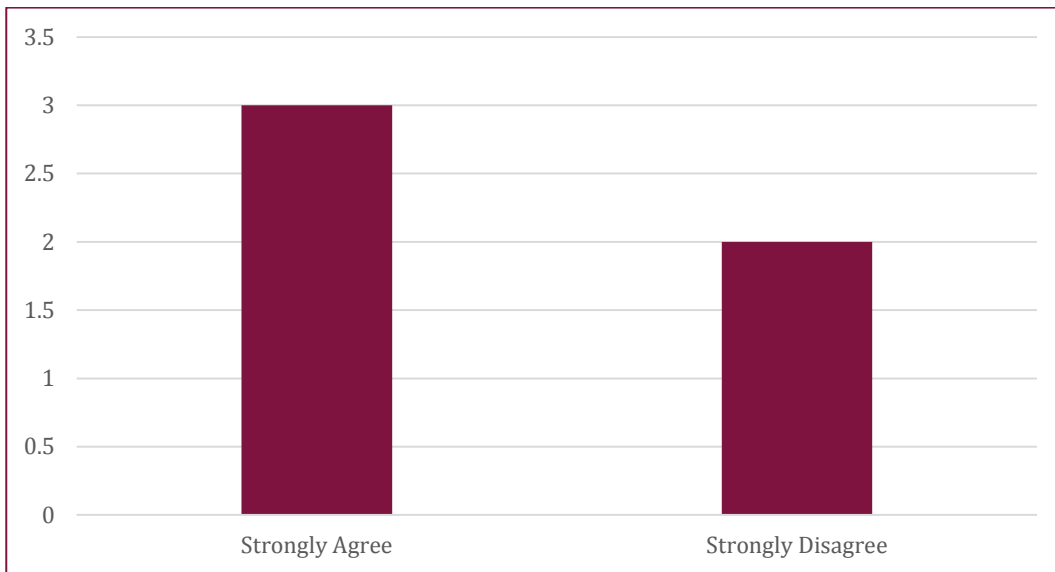
Part B:

Subscription-based businesses

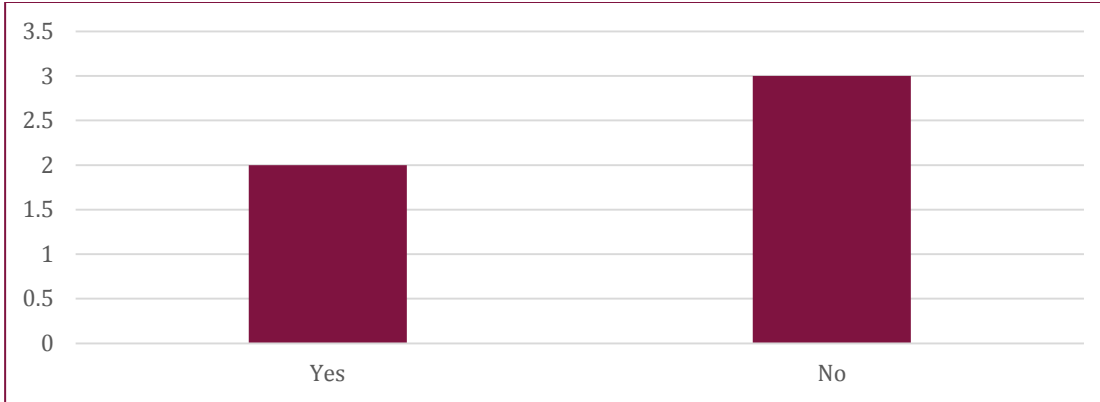
5 responses were received from 5 different organisations for this section of the survey, breakdown as follows:

- Winchester Pilates
- Energie Fitness
- F45
- New Energy Fitness and New Energy Yoga
- Winchester BID

Question 9: How far do you agree or disagree with the introduction of a new 1-hour evening tariff?



Question 10: For a monthly fee, RingGo (the council’s appointed phone payment supplier) allows you to pay for your customers’ parking, which you could then recharge to your customers, or subsidise their parking costs. Would a facility like this, which simplifies payments, be of interest to your business?



Question 11: Do you have other comments on how we could support subscription-based businesses whilst reducing city centre traffic?

A number of suggestions and comments were received for this question. These are set out below:

- Offer free parking for customers of health and fitness businesses. We are actively improving the health of the local population and we do a lot of work with chronic conditions and serious illness to improve outcomes.
- Improve the feeling of safety for the Park & Walk car parks by cutting back the surrounding bushes and improving lighting.
- Bring St Peters car park under the 'Park & Walk' umbrella thus removing the evening charge. It is one of the safer non-central car parks.
- Improved signage to make users aware of alternative parking options available to them.
- Reduction in business rates.
- Winchester BID supports the introduction of the additional tariff for one hour or less. A number of businesses which have contacted the BID about the new parking charges were concerned that without this parking or an hour of less after 7pm would cost more than it does during the day. The proposal for the additional tariff will address this concern.
- Several respondents expressed concern for their customers having to pay an additional charge each time they come in, which for health and wellbeing should be several times per week. This additional charge equates to an extra £20 - £30 per month to the cost of using the subscription services.
- Others expressed concern that although free parking is available to most customers 5-10minutes away, due to the additional time it takes to walk, customers who are fitting in their exercise either before or after work will be dissuaded from continuing to come into the city centre due to the extra time required.
- The Winchester Community Choir commented that the 1-hour tariff would not be helpful for their members because their rehearsals last 1 hour and 45 minutes and they would need to pay for 2 hours anyway.

Part C:
We Asked, You Said, We Did

We Asked	You Said	Council response
<p>Question 5: What factors do you believe should be demonstrated for an applicant to be successful?</p> <p>Page 32</p>	<p>11 responses were received from Winchester Beacon volunteers who expressed concern about the logistics of individual volunteers having to apply and pay for permits. For example, how would the council check named / timed volunteer permits and what if someone leaves and is replaced by a different volunteer?</p>	<p>The intention is that the voluntary organisation provides the council with a list of volunteer names and vehicle registration numbers for those volunteers qualifying to use the permits. The list will be reviewed and amended periodically. Parking enforcement officers will check registration numbers against the list and allow free parking to any cars that qualify – provided that they have parked in the agreed car park(s) closest to their base of operation.</p> <p>We are keen to work with voluntary organisations to ensure the system is easy to operate and that everyone fully understands how it works.</p>

We Asked	You Said	Council response
	<p>Volunteers should be allowed to park for free because they are giving freely of their time to provide a service to the community.</p>	<p>We agree. That is why we are proposing this new option, with a set of criteria to ensure that all applications are judged fairly and equally. Because the permits can be managed virtually, the council will make these available for free.</p>

We Asked	You Said	Council response
<p>Page 34</p>	<p>The volunteer permit should be for all volunteers, not just ‘core volunteers’.</p>	<p>The council’s view is that a set of criteria needs to be applied consistently as proposed as in the decision report.</p>
<p>Question 7: Do you have any other comments on how such a volunteer permit system could be offered to charitable organisations?</p>	<p>Implement digital permits to remove the logistics & expenses of issuing paper-based permits.</p>	<p>This is a good suggestion, and the council is now proposing a virtual permit.</p>
	<p>Charities can’t afford to pay for permits, these should be free to those who qualify. The council makes money from evening charging, can’t this offset the cost of the permits?</p>	<p>The council will make the virtual volunteer permit free to qualifying organisations.</p>
	<p>This could be promoted on WCC online parking pages but also through VCSE support organisations such as Action Hampshire who issue regular newsletters with updates to the sector.</p>	<p>Thank you for this suggestion, the council will be sure to advertise this opportunity so that organisations that meet the criteria can apply.</p>

We Asked	You Said	Council response
	An element of trust will be required having made reasonable, non-onerous, checks on the applicant.	The council agrees that the process will need to be reasonable without additional burdens placed upon the organisation.
	The admin fee is fair and it will naturally regulate the number of permits applied for - charity resources are usually limited and they are unlikely to apply for more permits than they actually need - to ensure this deterrent is in place, a bulk discount would be fairer than a cap.	The council will no longer be charging the administration fee. A system to regulate usage will be put in place.
<p>Question 8: Do you have any other ideas about how we could support charitable organisations who operate in the city centre and need access to parking, whilst also reducing city centre traffic?</p>	Support to find an alternative location outside of the city centre	The council's commercial estate is limited but if an organization is seeking alternative accommodation, then they can raise this with the council so that if vacancies become available their request can be considered.
	There are concerns about the potential impact of the new charges on the wider night-time economy.	The city council will continue to monitor footfall in the city through the BID, and the impact of parking tariffs to support its policy objectives
	Evening parking charges affect our ability to operate, our customers have already emailed us to say they will no longer be coming to the theatre and our volunteers are also dropping out of working with us. All in, this is having a devastating effect on our business and consequently our charitable activities.	The proposed volunteer permit could potentially address the issues you raise. There are still plenty of opportunities to park for free a short walk from the city centre.
	A Park & Ride to the north and encouragement to use buses, install bike lockers at Jewry Street car park and make e-bike and mobility scooter	The council is actively seeking opportunities to support improvements to active travel and sustainable transport such as through the Winchester Movement Strategy. The development of a northern park and ride is something the

We Asked	You Said	Council response
	<p>charging available in the city centre with secure parking facilities. Better and well-lit cycle ways from outside the city centre such as Colden Common / Twyford.</p>	<p>council supports.</p>
	<p>WCC and HCC both have parking for their staff most of whom would only ever use this in the daytime (e.g. Tower Street lower ground area). Could these spaces be used for civic volunteers in the evenings?</p>	<p>The offer of a volunteer permit will enable volunteers to park in whichever central car parks are closest to their base of operation.</p>
<p>Question 11: Do you have other comments on how we could support subscription-based businesses whilst reducing city centre traffic?</p>	<p>Improve public transport. Later running of Park & Ride buses.</p>	<p>To date it has not been economic to run late park and ride services.</p>
	<p>Offer free parking for customers of health and fitness businesses. We are actively improving the health of the local population and we do a lot of work with chronic conditions and serious illness to improve outcomes.</p>	<p>The council does provide free parking for customers of health and fitness customers in the evenings albeit not in zone 1 car parks. Customers who hold blue badges will not be charged.</p>
	<p>Improve the feeling of safety for the Park & Walk car parks by cutting back the surrounding bushes and improving lighting.</p>	<p>This is a continuing priority and has been passed on to the relevant officers at the council and Hampshire County Council to take appropriate action. We will also ensure it is reflected in the work of the City of Winchester Movement Strategy to improve active travel within the city. Improving the feeling of safety at night is vital to allowing people to make good use of the free park & walk facilities available in the evening.</p>

We Asked	You Said	Council response
Page 37	<p>The Winchester Community Choir commented that the 1-hour tariff would not be helpful for their members because their rehearsals last 1 hour and 45 minutes and they would need to pay for 2 hours anyway.</p>	<p>The introduction of a 1-hour tariff will be helpful for those who do not need to stay more than 1 hour. The full evening / overnight charge is equivalent to the 2-hour daytime charge. There are free car parks within reasonable walking distance of the venue that is used.</p>
	<p>Bring St Peters car park under the 'Park & Walk' umbrella thus removing the evening charge. It is one of the safer non-central car parks.</p>	<p>This would not be consistent with the council objective to reduce city centre parking to improve air quality.</p>
	<p>Improved signage to make users aware of alternative parking options available to them.</p>	<p>We are continuing to work to improve signage. Information is available on Council website and on parking signage to promote the alternative free parking available in the evenings.</p>
	<p>Reduction in business rates.</p>	<p>This is not within the gift of the Council as rateable values and corresponding rates are set by Central Government.</p>
	<p>Winchester BID supports the introduction of the additional tariff for one hour or less. A number of businesses which have contacted the BID about the new parking charges were concerned that without this parking or an hour of less after 7pm would cost more than it does during the day. The proposal for the additional tariff will address this concern.</p>	<p>The council appreciates the feedback from Winchester BID and will continue to work closely with the BID to monitor footfall in the city, and the impact of parking tariffs to support its policy objectives.</p>
	<p>Several respondents expressed concern for their customers having to pay an additional charge each time they come in, which for health and wellbeing should</p>	<p>The council encourages the use of the free park and walk parking available in the evenings and overnight to promote active travel modes and the improvement of residents and visitors' health. Subscription users can choose to park in the</p>

We Asked	You Said	Council response
	<p>be several times per week. This additional charge equates to an extra £20 - £30 per month to the cost of using the subscription services.</p>	<p>free parking available. The proposal contained in the report ensures that customers parking in the evenings pay no more than those parking in day time.</p>
	<p>Although free parking is available to most customers 5-10 minutes away, due to the additional time it takes to walk, customers who are fitting in their exercise either before or after work will be dissuaded from continuing to come into the city centre due to the extra time required.</p>	<p>As with any change, a period of adjustment will be required for switching to parking in one of the free car parks available. Or choose to park closer and pay the additional cost, which for an activity of up to 1 hour will equate to the same as the daytime tariff for the same time period.</p>