

REPORT TITLE: PARKING AND ACCESS PROGRAMME – REVIEW AND 25/26 WORKS

22 JANUARY 2025

REPORT OF CABINET MEMBER: Cllr Kelsie Learney

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WARD(S): ALL WARDS

PURPOSE

The proposed Parking and Access Improvement Programme for 2025/26 and an indicative programme for 2026/27 directly support the Council priority of supporting a vibrant local economy and the enhanced focus on pride in place. The aim of the programme is to enhance the customer experience, improving accessibility, safety and signage while improving air quality and reducing carbon.

The programme consists of both capital and revenue expenditure and is part of the Council's Asset Management Plan and delivery of the Parking and Access Strategy across the whole district.

The programme supports the City of Winchester Movement Strategy which recognises the importance of parking provision to help manage traffic movements through the city and, as part of this objective, the need for additional park and ride provision has been identified. Parking management is also a tool to support wider traffic management which enables us to address the Climate Emergency and improve air quality.

The report also covers progress made in the 2024/25 programme for maintaining and improving parking assets and sets out additional proposals for maintenance and enhancement of car and cycle parking for 2025/26 and beyond including proposals for digital transformation and customer service improvements in relation to parking services.

This report also considers and seeks approval for one matter regarding car park design at Middle Brook Street car park in Winchester as part of an overall improvement to the customer experience at that site.

RECOMMENDATIONS:

1. Subject to Full Council approval of the Budget and Capital Investment Strategy in February 2025, approve expenditure of £1,180,000 for the car park major works programme 2025/26 as outlined in appendix A.
2. That Cabinet note that the expenditure plans contained within this report exhaust the resources currently available, therefore requiring additional resources to be set aside in the 2025/26 budget.
3. Delegate to the Head of Programme – Place, in consultation with the Corporate Head of Asset Management and Cabinet Member for Climate Emergency, authority to make minor adjustments to the programme in order to meet maintenance and operational needs of the car park service throughout the year, as required, and procure works as set out in this report.
4. Agree to convert Middle Brook Street car park from “pay on foot” to “pay and display”.

## IMPLICATIONS:

### 1 COUNCIL PLAN OUTCOME

- 1.1 Tackling the Climate Emergency and Creating a Greener District:
- 1.2 Investment in the Council's Park and Ride offering, through improved infrastructure, safety and reduced anti-social behaviour will make these a more attractive parking option for visitors, reducing the air pollution in the city centre. Upgrading our payment machines enables car parks to become "pay by plate" the benefits of which are ticketless car parks and more reliable machines. This, in conjunction with removing cash-only machines, will mean car parks have a smaller carbon footprint from a drastic reduction of paper consumption, and fewer cash collection and maintenance visits.
- 1.3 Vibrant Local Economy
- 1.4 Investment in car park infrastructure and security helps improve customer experience and accessibility when visiting the district, supporting local businesses by encouraging visitors and increasing the attractiveness of its High Streets.
- 1.5 Living Well
- 1.6 Continued improvement to the Council's CCTV network and investment in anti-social behaviour prevention helps create public spaces where people feel safe and secure, whilst properly maintaining these spaces also ensures they are attractive. Further investment in cycle parking facilities will also help to promote active travel throughout the district.
- 1.7 Your Services, Your Voice
- 1.8 The programme will continue to follow all Council procurement and project management processes to ensure good value for money is being obtained. Projects within the programme are being regularly reviewed to ensure that they continue to produce the desired outcomes within agreed budgets. Where identified, collaboration and communication plans will be developed.

### 2 FINANCIAL IMPLICATIONS

- 2.1 The total programme of works identified in this report amounts to £1.780m in 2025/26.
- 2.2 Of the total programme, approval for expenditure is sought for £1.18m in 2025/26. The proposed works will be funded from the car parks property earmarked reserve.
- 2.3 The balance of this reserve as of 31 March 2024 was £2.038m with a projected balance at 31 March 2025 of £1.221m. The proposed programme and taking into account the current revenue contribution into the reserve of

£0.15m per annum, would leave the reserve almost exhausted during 2025/26 and in deficit should planned expenditure in 26/27 be committed. This would also leave no contingency for any currently unplanned works. Additional funding is therefore needed in order to maintain current medium term plans and also ensure sufficient contingency is available for unplanned works.

- 2.4 The items in section 13.2 are significant works and are subject to separate business cases and approvals. Further detail is provided in the supporting information below.
- 2.5 Investing in parking and access infrastructure seeks to encourage parking behaviour in accordance with strategy objectives and will help to reduce the rising costs of management of our facilities. This is an important component in implementing our Parking and Access Strategy across the District and will, in addition, help to prevent any claims against the Council resulting from accidents or other incidents in car parks.

### 3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 Under section 1 of the Localism Act 2011, the Council has the power to undertake any activity a normal person could undertake, for the benefit of the authority, its area or persons resident or present in its area. The Council is satisfied it has the enabling power(s) to procure and award a contract for works, goods or services following a compliant procurement exercise.
- 3.2 The Council has an obligation as a best value authority under section 3 of the Local Government Act 1999 to “make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness” together with a duty of care to the public to ensure that both the car parks and park and ride facilities are safe to use and maintained in a condition that is fit for purpose. It is considered by officers that the proposed programme assists the Council to meet these requirements.
- 3.3 Any procurement for works, goods and services will be in line with the Council’s Contract Procedure Rules and applicable legislation and subsequent contracts managed in-line with the Council’s Contract Management Framework.

### 4 WORKFORCE IMPLICATIONS

- 4.1 The majority of works will be managed or delivered ‘in house’ by the Council’s Parking, Estates, Special Maintenance and Transport and Engineering Teams. Delivering the programme of work included in this report will require officer time to plan, organise and to implement.

### 5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 Works are in line with the Council’s Asset Management Programme and reflect the operation of Council car parks.

## 6 CONSULTATION AND COMMUNICATION

- 6.1 The proposals in this paper are as set out in the Winchester Movement Strategy and the Parking and Access Strategy and reflect the consultation results of both. The Parking and Access Strategy was agreed by Cabinet on 11th March 2020 and the Winchester Movement Strategy was approved by Cabinet on 20th March 2019.
- 6.2 Where major works are undertaken, local ward councillors will be consulted before works begin.

## 7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 Environmental considerations have informed the programme in terms of delivering measures which will help to reduce our carbon footprint in line with the Climate Emergency declaration and commitment to improve air quality in Winchester particularly in respect cycle parking, park and ride provision and pay machines upgrades to allow for ticketless parking.
- 7.2 Whilst not committing to additional expenditure the council will continue to explore opportunities to expand the electric vehicle charger network with commercial partners.

## 8 PUBLIC SECTOR EQUALITY DUTY

- 8.1 An Equality Impact Assessment has been undertaken in relation to the overall programme of works set out in appendix B of this report. Individual actions which may have an impact on equality matters will be assessed on a case by case basis.

## 9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 All new projects will note and adhere to any requirements regarding Data Protection and GDPR, both internal and external, and with the recommendations of the data impact assessment.

## 10 RISK MANAGEMENT

- 10.1 Risks are set out below.

<b>Risk</b>	<b>Mitigation</b>	<b>Opportunities</b>
Financial Exposure - failing to have safe and well managed car parks and reliable /working parking machines that give customers a range of payment options, may	Investment in replacing machines each year has taken place, and this has enabled customers in all car parks to have a range of payment options and ensured that customers	Creates efficiencies and delivers customer aspirations enhancing the Council's reputation.

result in loss of income and detrimentally effect the implementation of the Parking & Access Strategy	are able to make payment. It also means that the Council's parking stock is Payment Card Industry ['PCI'] compliant and will help to assist in achieving Digital Transformation Projects. Continuing investment in car park maintenance also reduces the likelihood of insurance claims.	
Exposure to challenge – failing to communicate with relevant stakeholders and follow the correct processes could lead to challenge and delay projects.	Ensure that all financial and procurement processes are followed, and that in-depth stakeholder analysis is completed to ensure good communication at all levels.	Continue to iterate on existing processes and capture lessons learnt to ensure future efficiencies and prevent recurring mistakes.
Innovation – failing to ensure all options are explored. This may lead to less efficient options being developed and impact budget and officer time.	Ensure that effective supplier engagement is completed so that all options are understood, and the best chosen in the given circumstance.	Better, more efficient, options may be identified.
Reputation – failing to maintain car parks, provide effective payment facilities, and CCTV coverage could negatively impact the Council's image and customer safety.	Continued investment in payment machines and CCTV network, and proactive and reactive car park maintenance to ensure they remain safe and fit for purpose.	Improved value and satisfaction from services. Opportunity to work with local stakeholders to implement improvements that better directly benefit them.
Achievement of outcome – failing to ensure that proposed works achieve the desired outcome.	Ensure that projects within the programme are regularly reviewed during and after the project. Make sure projects are properly handover so that outcomes are realised.	If outcomes are not achieved, capture lessons learnt so that the reason can be better understood and mitigated in future.
Property - failing to maintain Council property in an attractive and safe	Continued inspection and associated investment to address defects means	Opportunities to explore new technology in areas such as energy efficient

condition may lead to complaints, reduced usage and claims against the Council.	that car parks remain fit for purpose and are safe.	lighting, emissions reductions and new build facilities and reduce costs whilst including measures, which address the Climate Emergency.
Community Support - Poor car parking will undermine confidence in the Council to support its communities.	Maintain and improve the parking and access offer.	Utilise cashless payment facilities which offer significant benefits to customers and the council.
Timescales – As identified in the Parking & Access Strategy plan.	N/A	N/A
Project capacity - Inadequate resources result in a failure to deliver projects and impacts of over running.	Additional staff employed to deliver projects where needed. Proposals have been assessed against available resources.	Use car parking reserve to fund officer post to enable delivery of workload.
Other	N/A	N/A

## 11 SUPPORTING INFORMATION:

- 11.1 The Parking and Access strategy is publicly available on the parking pages of the council's website. [Winchester Parking and Access strategy](#)

The Parking and Access Strategy was formulated alongside the Winchester Movement Strategy (WMS) to ensure it contributes to its core priorities of reducing city centre traffic, supporting healthier lifestyle choices and providing investment in infrastructure to support sustainable growth.

- 11.2 This parking and access improvement programme sets out the spending plans for 2025/26 incorporating both capital and revenue costs. It consists of a variety of works including building improvements; maintenance and equipment replacement; car park resurfacing and improvements; future parking provision; new software solutions to improve efficiency and deliver customer expectations, as well as improvements to reduce the Council's carbon footprint. These include improving cycle parking across the district catering for different types of bicycles and the needs of different areas. These improvements have been informed by consultation with key stakeholders and is being planned and delivered in partnership with the County Council and Town and Parish Councils. A further joint project with the County Council is the development of Local Cycling and Walking Improvement Plans for Winchester and the remaining part of the district. The plan for the rest of the district is being developed with key input from stakeholders and should be ready in draft form later this year.

- 11.3 The programme set out in this report includes expenditure proposals for 2025/26 and an indicative programme for 2026/27. For 2025/26 the total proposed programme including any carry forwards amounts to £1,780,000.
- 11.4 of which £1,440,000 is classified as capital expenditure and £340,000 as revenue expenditure.
- 11.5 The programme set out in detail in Appendix A reflects the current needs and priorities of the Council and helps deliver the Council Plan in terms of its sustainable transport, asset management and broader strategic objectives. In particular, this programme of works is seeking to:
- encourage a change in parking behaviour to support carbon and air quality objectives;
  - improve and maintaining health and safety;
  - deliver our general obligations for maintenance and equipment replacement in relation to its assets;
  - provide additional cycle and car parking provision where appropriate;
  - enhance digital transformation;
  - reduce the Council's energy consumption;
  - improve customer service
- 11.6 By converting Middle Brook Street car park from “pay on foot” to “pay and display” it enables the Council to continue to improve the customer experience by removing the barriers currently situated at the car park’s entrance and exit. This presents three key benefits: improving traffic flow for the one-way system, reducing maintenance, and enabling cashless payments with RingGo.
- 12 2024/25 Programme – Progress
- 12.1 As an update on works that have taken place since the previous report to Cabinet in January 2023 (CAB 3440), the following projects have been undertaken or are in the process of being completed.
- 12.2 The total programme for 2024/25 was £2,256,000.

Improved air quality and lower carbon	Progress
<p><b>Park and Ride improvements - £95,000 (c/fwd 23-24)</b></p> <p>Resurfacing and repair works are required in the park and ride car parks to improve usage, particularly at St Catherine’s. Following the completion of works at</p>	<p>St Catherines resurfacing works were completed in April 2024, with an overspend of £12,000. This overspend was due to further surface deterioration between agreement of the contract drawings</p>



Barfield, the remainder works will be carried out this year in St Catherine's.	and receiving permission from Hampshire County Council to complete the works. A second phase of works is required to complete the project, if additional budget is agreed this would be completed in 2025/26.
<b>To continue to support cycling provision and study - £20,000</b>	Repairs have been made to South P&R cycle shelter. Bike stands at Kingsgate and Nuns Road have expected delivery of late 24/25 or early 25/26.
Ongoing work to improve the provision of secure cycle parking and access across the district – with better provision for electric bikes, cargo bikes and improved CCTV coverage of bike parking areas.	
<b>Improved Car Park Signage - £35,000</b>	Tariff boards were updated to reflect the 2024 tariff increases. New signs were installed in several park and ride and central car parks. The Brooks signage is due to be updated in 2025.
There will be a need to continue improving signage, both within and directing to the car parks to ensure residents and visitors are able to take advantage of the range of tariffs and payment mechanisms available to them and to encourage use of car parks in line with the parking and access strategy.	
<b>Development and delivery of parking and access strategy actions in the market towns - £50,000 (£25,000 c/fwd 23-24).</b>	New payment machines have been installed in Bishops Waltham and Wickham.
To improve condition and effectiveness of the main market towns in line with parking and access plans.	
<b>Improved lighting - £25,000</b>	Requirements are currently being assessed.
To update and improve lighting in the park and walk car parks to support increased use during free periods	
<b>Additional EV charging - £50,000</b>	A new rapid EV charger was installed at the Winchester Sport and Leisure Park and is now operational
An additional rapid charging point to be installed at the Winchester Sport and Leisure Park.	
<b>Modern Payments and enforcement</b>	<b>Progress</b>
<b>Pay machine upgrade - £150,000 (£75,000 c/fwd 23-24)</b>	Phase 1 machine upgrade (new machines in South P&R, Bishops Waltham and Wickham, and card functionality added to all P&Rs) has been completed. Following a period of testing, phase 2 & 3 (new machines in central and park & walk car parks) are due to be installed March 25 and 25-26 respectively.
To roll out improved payment machines to reduce ongoing maintenance costs and improved customer service. On target to change the machines in some market town car parks and park and ride car parks during 2023/24.	
<b>Upgrade to public WIFI - £20,000 (c/fwd 23-24)</b>	Alternatives were sought due to cost and technical issues. A mobile

To enable phone payment throughout large central car parks, which in turn reduces the need for machines and cash collection at high cost. Carried over from 2023/24.	signal booster solution was identified as the best option and work is expected to begin at Tower Street Multi-Storey car park in January/February 2025. If additional budget is agreed, The Brooks and Chesil Multi-Storey car parks will be completed in 25/26.
<b>Improved customer service - £30,000</b>	This is due to be carried forward to 25/26, with an additional £5,000 being sought to cover any supplier cost increases.
Improvements to payment systems and associated the back office parking system.	
<b>Accessible and safe</b>	<b>Progress</b>
<b>Chesil MS - additional CCTV - £79,000 (c/fwd 23-24)</b>	The project has been completed. CCTV cameras were installed on every floor within Chesil Multi-Storey car park and are now fully operational.
Additional CCTV is required at the Chesil MS car park in order to extend the coverage of the cameras to support improved usage of the park and walk car parks.	
<b>CCTV – camera review and replacement programme - £88,000</b>	A screen expansion was procured to accommodate an increase to the network (Chesil). New cameras are planned for Abbey Gardens and the bottom of the High Street by March 25, and control room software improvements are also expected by the end of the 2024/25 financial year.
Work to undertake replacement CCTV cameras to upgrade where requirement is greatest.	
<b>Car park repairs and remarking - £75,000</b>	Condition surveys for other car parks are currently being considered and future works will be planned accordingly. We continue maintain and repair car parks as required throughout the year.
Responsive repair and maintenance work across the Council's car parks as required throughout the year – including improved walking routes through car parks where appropriate, and painting of car parks with anti-graffiti paint.	
<b>Re-build of Middle Brook street car park - £250,000</b>	Plans have been drawn up; however works have been pushed to 25/26 and linked to approval to convert Middle Brook Street car park to “pay and display” in order to enhance the overall customer experience.
The re-surfacing and re-organisation of Middle Brook street car park to improve the surface and simplify the parking and increase accessibility from all sector of the community. Subject to further engineering work	
<b>Review of Brooks car park air handling system - £20,000</b>	This is due to be carried forward into 25-26 subject to approval.
Undertake a specialist review of the Brooks car park air handling system to understand	

long term maintenance and replacement requirements.	
<b>Capacity to deliver</b>	<b>Progress</b>
<b>Project Officer - £50,000</b>	Resource in place and spending time on supporting projects set out in this programme of work.
To employ a fixed term resource to add to the parking team to enable delivery of these projects. This is the cost of 1 year's provision.	

12.3 The following major works are subject to separate previous approval:

<b>Works subject to further approval</b>	<b>Progress</b>
<b>Upgrades to public toilets – £210,000</b>	Chesil toilet refurbishment was completed. South, St Catherine's and Worthy Lane are all on target to be completed by the end of the 2024/25 financial year.
£200,000 was originally allocated to refurbish and improve the Chesil and Worthy Lane car park public toilets to ensure they are safe to use, reduce maintenance, reduce time when out of use, and improve the customer experience, meeting current design expectations. Following cost investigations, the budget was increased in year to £210,000 and now also includes refurbishments to the toilets at South P&R and St Catherine's P&R.	
<b>Chesil Multi-Storey – £299,000</b>	Fire doors were replaced, and the top floor resurfacing completed and are now fully operational.
£350,000 was approved for expenditure for the replacement of fire doors and the resurfacing of the top floor. The fire doors were replaced in 2020 at a total cost of £51,000 with the resurfacing and waterproofing of the top floor remaining.	
<b>Chesil Multi-Storey additional works - £620,000 (£120,000 24-25)</b>	The LED lights are due to be replaced in January 2025.
A budget of £500,000 has been allocated to replace 2 lifts in the car park which are nearing the end of their useful lives and are no longer economical to repair. In addition, a budget of £120,000 has been allocated to replace the existing LED lighting throughout in 2024/25.	Chesil lift replacement is scheduled for 27/28.
<b>The Dean - New Alresford £1,065,000 (£600,000 24-25)</b>	Planning has been approved. Indicative timeline: Agreement in place (i.e. land purchased) by Jan 2025 and car park to be built by early 2026.
Officers are working with the developer and the land agent to help bring forward a development at The Dean in New Alresford, including a new public car park. A planning application has been submitted and is currently being considered.	

13 2025/26 Programme – Proposed

13.1 These tables set out the proposed programme, subject to agreement for 25/26. The total programme is not subject to separate approval is budgeted at £1,180,000.

	<b>Proposed Budget</b>
<b>Improved air quality and lower carbon</b>	
<b>St Catherines resurfacing - phase 2</b>	
Resurfacing and repair works are required in the park and ride car parks to improve usage, particularly at St Catherine's. The first phase of works was completed in Spring 2024; however, condition was worse than anticipated and requires a second phase to be completed.	£100,000
<b>Cycling provision and study</b>	
Ongoing work to improve the provision of secure cycle parking and access across the District – with better provision for electric bikes, cargo bikes and improved CCTV coverage of bike parking areas.	£20,000
<b>Improved car park signage</b>	
There will be a need to continue improving signage, both within and directing to the car parks to ensure residents and visitors are able to take advantage of the range of tariffs and payment mechanisms available to them and to encourage use of car parks in line with the parking and access strategy. An update to the Off-Street order is also due to be complete early 2025, which will require an update of our existing tariff boards.	£35,000
<b>VMS signage</b>	
Work with Hampshire County Council to develop appropriate technological solution for variable message signage.	£75,000
<b>Parking and access strategy - market towns</b>	
To improve condition and effectiveness of parking and access in the main market towns in line with parking and access strategy plans.	£25,000
<b>Modern Payments and enforcement</b>	<b>Proposed Budget</b>
<b>Pay machine upgrade</b>	
To roll out improvement to payment machines and their related systems to reduce ongoing maintenance costs and improve customer service.	£80,000
<b>Upgrade to multi-storey mobile signal</b>	
The installation of mobile signal boosters to enable phone payment throughout The Brooks and Chesil multi-storey car parks, which in turn reduces the need for machines and cash collection at high cost.	£40,000
<b>Improved customer service (includes £30,000 c/fwd)</b>	
Improvements to payment systems and associated the back office parking system.	£35,000
<b>Accessible and safe</b>	<b>Proposed Budget</b>
<b>CCTV – Camera review and replacement programme</b>	
Work to upgrade our existing CCTV infrastructure, cameras and systems where the requirement is greatest.	£100,000

<b>Car park repairs and remarking</b>	
Responsive repair and maintenance work across the Council's car parks as required throughout the year – including improved walking routes through car parks where appropriate.	£75,000
<b>Re-build of Middle Brook street car park (c/fwd)</b>	
The re-surfacing and re-organisation of Middle Brook street car park to improve the surface and simplify the parking and increase accessibility from all sector of the community. Subject to further engineering work	£250,000
<b>Review of Brooks car park air handling system (c/fwd)</b>	
Undertake a specialist review of the Brooks car park air handling system to understand long term maintenance and replacement requirements.	£20,000
<b>Asset Survey outcomes - Tower Street Multi-Storey Car Park</b>	
To complete any works identified in the asset survey report.	£150,000
<b>ASB Prevention - P&amp;R</b>	
To identify and implement solutions for preventing larger unauthorised vehicles from entering park and ride car parks and deterring anti-social behaviour, such as car meets.	£125,000
<b>Capacity to deliver</b>	<b>Proposed Budget</b>
<b>Project Officer</b>	
To employ a fixed term resource to add to the parking team to enable delivery of these projects. This is the cost of 1 year's provision.	£50,000

13.2 The following major works are subject to separate previous approval:

<b>Works approved separately</b>	<b>Budget</b>
<b>The Dean - New Alresford (c/fwd)</b>	
Officers are working with the developer and the land agent to help bring forward a development at The Dean in New Alresford, including a new public car park. A planning application has been submitted and has been approved. Funding for this via S106 has already been approved.	£600,000

#### 14 OTHER OPTIONS CONSIDERED AND REJECTED

- 14.1 If we do not invest in decarbonisation and air quality initiatives, we will fail to deliver core council priorities in both these areas.
- 14.2 Not investing in Council car parks and their infrastructure may lead to financial loss if car parks are not able to be used or are unattractive to drivers. Losses may also result if accidents occur which generate successful claims against the Council. There is also a risk of reputational damage to the Council, and an adverse impact on the city and market towns' economies, through lack of good quality parking provision which help to underpin these locations in terms of meeting business and visitor needs.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

CAB3440 CAR PARKING AND ACCESS - IMPROVEMENT PROGRAMME  
UPDATE 24 January 2024

Other Background Documents:-

[Winchester Movement Strategy](#)

[Winchester Parking and Access Strategy](#)

APPENDICES:

Appendix A - Parking item summary

Appendix B – Data checklist

Car park/item	Project	Capital	Revenue	Total
<b>2025/26</b>		<b>£</b>	<b>£</b>	<b>£</b>
Improved air quality and lower carbon	St Catherines resurfacing - phase 2	£100,000		£100,000
	Cycling provision and study		£20,000	£20,000
	Improved car park signage		£35,000	£35,000
	VMS signage	£75,000		£75,000
	Parking and access strategy - market towns		£25,000	£25,000
Modern Payments and enforcement	Pay machine upgrade		£80,000	£80,000
	Upgrade to multi-storey mobile signal	£40,000		£40,000
	Improved customer service (£30,000 c/fwd)		£35,000	£35,000
Accessible and safe	CCTV – Camera review and replacement programme	£100,000		£100,000
	Car park repairs and remarking		£75,000	£75,000
	Re-build of Middle Brook street car park (c/fwd)	£250,000		£250,000
	Review of Brooks car park air handling system (c/fwd)		£20,000	£20,000
	Asset Survey - Tower Street Multi-Storey Car Park	£150,000		£150,000
	ASB Prevention - P&R	£125,000		£125,000
Capacity to deliver	Project Officer		£50,000	£50,000
<b>Total expenditure to be approved:</b>		<b>£840,000</b>	<b>£340,000</b>	<b>£1,180,000</b>
<b>Other works subject to separate approval</b>				
	The Dean - New Alresford (c/fwd)	£600,000		£600,000
<b>Total:</b>		<b>£600,000</b>		<b>£600,000</b>
<b>Total programme expenditure:</b>		<b>£1,440,000</b>	<b>£340,000</b>	<b>£1,780,000</b>

Car park/item	Project	Capital	Revenue	Total
<b>Indicative 2026/27</b>		<b>£</b>	<b>£</b>	<b>£</b>
Improved air quality and lower carbon	Cycling provision and study		£20,000	£20,000
	Improved car park signage		£35,000	£35,000
	Parking and access strategy - market towns		£25,000	£25,000
Modern Payments and enforcement	Pay machine upgrade		£75,000	£75,000
Accessible and safe	Car park repairs and remarking		£75,000	£75,000
	ASB Prevention - P&R	£125,000		£125,000
Capacity to deliver	Project Officer		£50,000	£50,000
<b>Total</b>		<b>£125,000</b>	<b>£280,000</b>	<b>£405,000</b>
<b>Works subject to separate approval</b>				
	The Dean - New Alresford	£465,000		£465,000
<b>Total</b>		<b>£465,000</b>		<b>£465,000</b>
<b>Total indicative expenditure</b>		<b>£590,000</b>	<b>£280,000</b>	<b>£870,000</b>

Car park/item	Project	Capital	Revenue	Total
<b>Indicative 2027/28</b>		<b>£</b>	<b>£</b>	<b>£</b>
<b>Works subject to further approval</b>				
	Chesil Multi-Storey additional works	£500,000		£500,000
<b>Total</b>		<b>£500,000</b>		<b>£500,000</b>
<b>Total indicative expenditure</b>		<b>£500,000</b>		<b>£500,000</b>



### Section 1 - Data Checklist

		Yes/No	Please provide details
1	Have there been any complaints data related to the policy or project you are looking to implement?	No	
2	Have all officers who will be responsible for implementing the policy or project been consulted, and given the opportunity to raise concerns about the way the policy or function has or will be implemented?	Yes	
3	Have previous consultations highlighted any concerns about the policy or project from an equality impact perspective?	Yes	Requests for disabled parking and parent and toddler parking spaces. Also comments about providing options in terms of payment method and availability of parking. These are assessed in relation to guidance and other Council Strategies and provision made accordingly.
4	Do you have any concerns regarding the implementation of this policy or project?  <i>(i.e. Have you completed a self-assessment and action plan for the implementation of your policy or project?)</i>	No	Careful project planning will be undertaken prior to starting the 2025/26 programme.  Works will be planned to minimise impact and disruption to residents, visitors and commuters.
5	Does any accessible data regarding the area which your work will address identify any areas of concern or potential problems which may impact on your policy or project?	No	
6	Do you have any past experience delivering similar policies or projects which may inform the implementation of your scheme from an equality impact point of view?	Yes	Head of Programme and Parking team are experienced in delivering these types of projects.
7	Are there any other issues that you think will be relevant?	No	

<b>Directorate:</b> ELB	<b>Your Service Area:</b> Place	<b>Team:</b> Parking Services	<b>Officer responsible for this assessment:</b> Campbell Williams	<b>Date of assessment:</b> 22/11/24
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	<b>Question</b>	<b>Please provide details</b>
1	What is the name of the policy or project that is being assessed?	Parking and access projects including car park management and Middle Brooks car park conversion to “pay and display”
2	Is this a new or existing policy?	This programme of work supports delivery of existing policies including the Winchester Movement Strategy, Parking and Access Strategy, air quality management area and carbon reduction targets.
3	Briefly describe the aim and purpose of this work.	Parking and access projects as set out above. To convert Middle Brooks car park to “pay and display” thereby improving traffic flow, customer experience and cost saving.
4	What are the associated objectives of this work?	As set out above, to support visitor infrastructure in safe and economical manner and conserve long term assets. This work supports air quality and carbon reduction objectives.
5	Who is intended to benefit from this work and in what way?	Residents and visitors to Winchester
6	What are the outcomes sought from this work?	Project dependent – but include improved customer satisfaction, community safety, reduced cost and climate change.
7	What factors/forces could contribute or detract from the outcomes?	Economic and commercial factors
8	Who are the key individuals and organisations responsible for the implementation of this work?	Staff and contractor/partners of the city council
9	Who implements the policy or project and who or what is responsible for it?	Parking services

		Please select your answer in <b>bold</b> . Please provide detail here.		
10a	Could the policy or project have the potential to affect individuals or communities on the basis of race differently in a negative way?	Y	<b>N</b>	We do not believe so.
10b	What existing evidence (either presumed or otherwise) do you have for this?	Customer feedback and assessment of best practice and guidance.		
11a	Could the policy or project have the potential to affect individuals or communities on the basis of sex differently in a negative way?	Y	<b>N</b>	We do not believe so.
11b	What existing evidence (either presumed or otherwise) do you have for this?	Customer feedback and assessment of best practice and guidance.		
12a	<p>Could the policy or project have the potential to affect individuals or communities on the basis of disability differently in a negative way?</p> <p><i>you may wish to consider:</i></p> <ul style="list-style-type: none"> <li>• <i>Physical access</i></li> <li>• <i>Format of information</i></li> <li>• <i>Time of interview or consultation event</i></li> <li>• <i>Personal assistance</i></li> <li>• <i>Interpreter</i></li> <li>• <i>Induction loop system</i></li> <li>• <i>Independent living equipment</i></li> <li>• <i>Content of interview)</i></li> </ul>	Y	<b>N</b>	<p>Changes and improvements to car parks could affect individuals and their access if not designed carefully.</p> <p>Important considerations include the location and availability of disabled and mother and toddler parking provision, the height of payment machines, the type of signing used, lighting and the provision and maintenance of lifts.</p> <p>All of these factors are carefully considered in the design and installation of schemes and equipment in car parks and reflected in the improvements that we are bringing forward.</p> <p>Reference is made of the results of our resident's survey and census data to inform our decisions.</p>
12b	What existing evidence (either presumed or otherwise) do you have for this?	<p>Reference is made of the results of our resident's survey and census data to inform our decisions.</p> <p>We also regularly talk to representatives' groups such as the BID, Chamber of Commerce and local town and parks</p>		

		<p>council to identify issues and solutions to local concerns.</p> <p>We review any complaints received and take appropriate action. Our Civil Enforcement Officers regularly receive direct feedback from customers in our car parks which we consider carefully and reflect in any proposals being brought forward.</p>		
13a	Could the policy or project have the potential to affect individuals or communities on the basis of sexual orientation differently in a negative way?	Y	N	We do not believe so.
13b	What existing evidence (either presumed or otherwise) do you have for this?	Based on best practice and customer feedback.		
14a	Could the policy or project have the potential to affect individuals on the basis of age differently in a negative way?	Y	N	Access could be affected by several issues such as lighting levels, heights of payment machines, provision of disabled parking spaces, steps and or lift provision. The complete removal cash payment machines would also disproportionately affect older people.
14b	What existing evidence (either presumed or otherwise) do you have for this?	Customer feedback and assessment of best practice and guidance.		
15a	Could the policy or project have the potential to affect individuals or communities on the basis of religious belief differently in a negative way?	Y	N	We do not believe so
15b	What existing evidence (either presumed or otherwise) do you have for this?	Customer feedback and assessment of best practice and guidance		
16a	Could this policy or project have the potential to affect individuals on the basis of gender reassignment differently in a negative way?	Y	N	We do not believe so
16b	What existing evidence (either presumed or otherwise) do you have for this?	Customer feedback and assessment of best practice and guidance		

17a	Could this policy or project have the potential to affect individuals on the basis of marriage and civil partnership differently in a negative way?	Y	N	We do not believe so
17b	What existing evidence (either presumed or otherwise) do you have for this?	Customer feedback and assessment of best practice and guidance		
18a	Could this policy or project have the potential to affect individuals on the basis of pregnancy and maternity differently in a negative way?	Y	N	We do not believe so
18b	What existing evidence (either presumed or otherwise) do you have for this?	Customer feedback and assessment of best practice and guidance		

19	Could any negative impacts that you identified in questions 10a to 15b create the potential for the policy to discriminate against certain groups on the basis of protected characteristics?	Y	N										
20	Can this negative impact be justified on the grounds of promoting equality of opportunity for certain groups on the basis of protected characteristics? Please provide your answer opposite against the relevant protected characteristic.	Y	N	<table border="1"> <tr><td>Race:</td></tr> <tr><td>Sex:</td></tr> <tr><td>Disability: details included above</td></tr> <tr><td>Sexual orientation:</td></tr> <tr><td>Age: details included above.</td></tr> <tr><td>Gender reassignment:</td></tr> <tr><td>Pregnancy and maternity:</td></tr> <tr><td>Marriage and civil partnership:</td></tr> <tr><td>Religious belief:</td></tr> </table>	Race:	Sex:	Disability: details included above	Sexual orientation:	Age: details included above.	Gender reassignment:	Pregnancy and maternity:	Marriage and civil partnership:	Religious belief:
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Marriage and civil partnership:													
Religious belief:													
21	How will you mitigate any potential discrimination that may be brought about by your policy or project that you have identified above?	Through good provision of lighting, signing, ensuring at least one easily accessible cash payment machine per car park, disabled car parking, and good access via lifts etc.											
22	Do any negative impacts that you have identified above impact on your service plan?	Y	N	Yes and addressed through ongoing improvements and adaptations.									

Signed by completing officer	Campbell Williams
Signed by Service Lead or Corporate Head of Service	Campbell Williams