Final Draft Parking Standards:Purpose Built Student Accommodation and Office Development

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1. INTRODUCTION AND BACKGROUND

1.1.1 This is an evidence-based document which has been commissioned by Runnymede Borough Council (RBC). It will underpin the relevant sections of the Council's 2022 draft Supplementary Parking Guidance (SPD) which is currently being prepared.

1.1.2 This document is solely concerned with parking issues related to Purpose Built Student Accommodation (PBSA) and offices.

1.1.3 This evidence-based document responds to concerns from local Councillors and residents about the impacts of overspill parking from occupants of Purpose-Built Student Accommodation (PBSA) related to the Royal Holloway University of London (RHUL) campus in Englefield Green, is having on the surrounding residential areas, including local residents ability to park near their homes. This document also responds to concerns from local Councillors and residents about the impacts of overspill parking from occupants of office accommodation on roads to the north east of Egham (south of the A308) is having on the surrounding residential areas, including local residents ability to park near their homes.

1.2 Relationship with Local and National Policy

1.2.1 National planning policy is provided by the National Planning Policy Framework (NPPF), 2021 whilst guidance is provided by national Planning Practice Guidance (PPG). Discussion of the NPPF in relevance to this document is set out in Section 2 of this report.

1.2.2 We understand that Council Officers have already begun drafting the new parking standards and that this evidence based document will feed into their final parking standards document. The detailed policy review ensures the parking standards developed are robust and have the necessary evidence base.

1.2.3 Relevant local policies and guidance include the Runnymede 2030 Local Plan, and relevant neighbourhood plans. The current Runnymede Supplementary Planning Guidance (SPG) on Car Parking which is in force in the Borough dates from 2001 and is therefore in need of renewal, given its age.

1.3 Runnymede Borough Council Context

1.3.1 Runnymede is located in North-West Surrey and is only twenty miles from Central London. The borough is located strategically at the junction of the M25 and M3 motorways. It has excellent road and rail connections to the capital and by road to Heathrow Airport. Runnymede is home to RHUL, whose campus is in Englefield Green. A range of PBSA serves the

University, some of which is on campus, and some is located in the surrounding residential areas in Englefield Green and Egham.

1.3.2 Currently, on street parking in Englefield Green and Egham is unrestricted across the majority of their residential streets. The pressure on these parking areas has led to concerns being raised by local people. Specifically, residents and Councillors have raised concerns that some students residing in PBSA are bringing their cars to university with them despite not having a parking space at their halls. The result is that parking for local people living in the surrounding residential area is restricted.

1.3.3 When considering matters related to office developments, concerns have been raised that the cars of office workers are overspilling into nearby residential areas, preventing residents from parking close to or outside their homes.

1.3.4 The Authority is keen to ensure that new PBSA and office developments which come forward in the Borough are controlled by robust parking standards which will prevent and /or reduce overspill parking issues.

2. POLICY CONTEXT

2.1 Review of relevant national policies

A Green Future: Our 25 Year Plan to Improve the Environment

2.1.1 The Government's 25 Year Plan to improve the Environment refers to the Future of Mobility Grand Challenge, which seeks to:

- Establish a flexible regulatory framework to encourage new modes of transport and new business models.
- Seize opportunities and address the challenges of moving from hydrocarbon to zero emission vehicles.
- Prepare for a future of new mobility services, increased autonomy, journey sharing and a blurring of the distinctions between private and public transport.
- Explore ways to use data to accelerate the development of new mobility services and enable the more effective operation of our transport system.

2.1.2 Parking policies and standards have a clear role in facilitating this shift towards more sustainable travel behaviour.

National Design Guide (January 2021)

2.1.3 The National Design Guide illustrates how well-designed places can be achieved into practice and sets out ten characteristics that should be incorporated into new developments.

Figure 2.1: Ten Characteristics of a Well-Designed Place

2.1.4 It articulates the need to consider how buildings and places relate to their context, referencing the importance of hard and soft landscaping and the treatment of transport infrastructure.

2.1.5 The Government publication identifies that peoples' patterns of movement are integral to well-designed places (para 75). It promotes well considered parking, servicing, and utilities infrastructure for all uses.

2.1.6 The guide advocates compact forms of development to make destinations easily accessible by walking or cycling and to reduce dependency upon the private car. It also recognises that how parking is arranged has a fundamental effect on the quality of a place or development, noting how parking standards are set locally and vary in response to local conditions.

2.1.7 It highlights how the provision and treatment of parking has the potential to enhance the overall quality of place, as well as influencing the lifestyles of occupants and other users, and contributing to climate change mitigation and adaptation.

2.1.8 The guide also identifies the role of a well-designed movement network in defining a clear pattern of streets that limits the impacts of car use. In respect of parking, it stresses that this should be attractive, well-landscaped and sensitively integrated into the built form so that it does not dominate the development or the street scene, with effective use of trees to soften the visual impact, improve air quality and contribute to biodiversity.

National Planning Policy Framework (NPPF) (July 2021)

2.1.9 National planning policy has, as one of its core principles, a requirement to actively manage patterns of growth to make fullest possible use of public transport, walking and cycling, and focus significant development in locations which are or can be made more sustainable.

2.1.10 Transport policies have an important role to play in facilitating sustainable development but also in contributing to wider sustainability and health objectives. National policy refers to a transport system being balanced in favour of sustainable transport modes, giving people a real choice about how they travel. The NPPF also requires all developments that generate significant amounts of movement to be supported by a Transport Statement or Transport Assessment and accompanying Travel Plan to determine and manage the likely impact of the proposed development.

2.1.11 Paragraph 107 of the NPPF sets out the Government's approach to local parking standards as follows:

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

- *the accessibility of the development;*
- *the type, mix and use of development;*
- *the availability of and opportunity for public transport;*
- *local car ownership levels; and*
- *the need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles*"

2.1.12 Paragraph 108 (chapter 9) states the following

"*Maximum parking standards for residential and non-residential development should only be set where there is a clear and compelling justification that they are necessary for managing the local road network, or for optimising the density of development in city and town centres and other locations that are well served by public transport (in accordance with chapter 11 of this Framework). In town centres, local authorities should seek to improve the quality of parking so that it is convenient, safe and secure, alongside measures to promote accessibility for pedestrians and cyclists*."

Inclusive Mobility (December, 2021)

2.1.13 Inclusive Mobility is a guide to best practice on access to pedestrian and transport infrastructure. The main aim of the document is to help create and maintain an accessible public realm which is crucial for ensuring that disabled people are not excluded from playing a full role in society. This document supersedes Inclusive Mobility first published by the Department for Transport (DfT) in 2002 and updated in 2005. It does not change the principles of the original guidance document, which explained the background and how it was originally developed.

2.1.14 With regards to the provision of parking for those with disabilities, Inclusive Mobility states that

"Car parking should be accessible and easy to use, with designated accessible spaces as close as possible to the main entrance to the facilities served by the car park (for off-street parking) or to shops and services (for on-street parking)."

2.1.15 The guidance provides specific guidance on the recommended number of designated accessible spaces as follows:

"(*i) for car parks associated with existing employment premises: 2% of the total car park capacity, with a minimum of one space*.

(ii) For car parks associated with newly built employment premises: 5% of the total parking capacity should be designated (to include both employees and visitors).

(iii) For car parks associated with shopping areas, leisure or recreational facilities, and places open to the general public: a minimum of one space for each employee who is a disabled motorist, plus 6% of the total capacity for visiting disabled motorists."

2.1.16 BS8300 published in 2018 has similar standards though also recommends the provision of enlarged spaces (5% for employment use and 4% for shopping and leisure) which are capable of being converted to a designated disabled space if warranted by future demand.

Planning Practice Guidance (PPG)

2.1.17 The PPG states that Supplementary Planning Documents (SPDs) are a material consideration in decision-making, and they should build upon and provide more detailed advice or guidance on policies in an adopted local plan. They do not form part of the development plan as they cannot introduce new planning policies into the plan.

Manual for Streets (MfS, 2007)

2.1.18 Complementing the NPPF is Manual for Streets (MfS), published in 2007. MfS highlights that parking is one of five key functions of most streets and that well-designed parking can add to the vitality of the street. Manual for Streets 2 (MfS2), published in 2010, builds on MfS and explains how its principals can be applied more widely. Guidance provided in MfS and MfS2 has been used to help inform the layout and design standards detailed in this document.

2.2 Review of relevant Surrey County Council policies

Climate Emergency Declaration

2.2.1 Surrey County Council (SCC) declared a climate emergency in July 2019, following the Paris Agreement, 2015, and Surrey committed to becoming net zero carbon by 2050 at the latest, in line with the national ambition. The council has prepared a detailed strategy to achieve this target - Surrey's Climate Change Strategy provides a joint framework for collaborative action on climate change across Surrey's local authorities and other partners.

Surrey Transport Plan (LTP3 and LTP4)

2.2.2 This sets out the vision to help people meet their transport and travel needs effectively, reliably, safely, and sustainably within Surrey; in order to promote economic vibrancy, protect and enhance the environment and improve the quality of life.

2.2.3 Surrey are now consulting on a new draft Transport Plan which includes plans to reduce the 46% of carbon emissions currently generated by transport. The Local Transport Plan 4 (LTP4) will supersede the LTP3 following adoption in 2022.

2.2.4 LTP 4 will set out proposals to 2030 and beyond which will include:

- increasing safer and improved walking and cycling routes to encourage people out of their cars;
- providing more charging points and parking for electric vehicles;
- more bus services;
- charging for transport use;
- introducing car clubs;
- improving internet connections; and
- redesigning neighbourhoods that enable easier access to local services,

The above are tools to help in reducing the need to travel by car.

Surrey's Local Cycling and Walking Infrastructure Plan (LCWIP)

2.2.5 Local Cycling and Walking Infrastructure Plans ("LCWIPs") are ten-year investment plans to double the number of cycle trips and significantly increase walking trips by 2025. LCWIPs are the best practice approach nationally for planning walking and cycling improvements.

2.2.6 SCC are working to have LCWIPs for all areas of Surrey in pace by the end of 2022, replacing the former plans for the county. These LCWIPs will identify where the council want to prioritise investment, and some initial options to explore further what could be undertaken in each location. Improvement works at each location will be taken forward once funding becomes available, and only once proposals have undergone more detailed site-specific technical studies and there has been a public consultation on any proposed changes. A LCWIP for Runnymede is currently under development.

Surrey Parking Strategy

2.2.7 Surrey County Council has several polices in place including its parking strategy. Their Parking Strategy was updated in January 2020 to take into consideration environmental matters and to reduce dangerous parking.

2.2.8 The Strategy suggests options to help ease pressures caused by excessive on-street parking, which it is considered are potentially relevant to PBSA and office parking in Runnymede. These include enforcement and permit schemes, better integration of off-street parking options, and measures to reduce parking demand such as Car Clubs, Park & Rides, etc.

Surrey County Council Vehicular and Cycle Parking Guidance (January 2018)

2.2.9 The County Council produced Vehicular and Cycle Parking Guidance in January 2018 which recommends parking standards for different types of development/use classes, including for offices and student accommodation. It recommends the use of 'maximum' parking standards for new commercial and other non-residential development, such as employment uses etc., which are individually, or in combination with other uses, a 'destination' to which users travel, and where applying a maximum limit on the availability of car parking may be an important influence upon reducing travel by car.

2.2.10 This guidance recognises the fact that the availability of car parking has a major influence on the means of transport people choose for their journeys and suggests there is a need to balance an appropriate level and type of parking with the need to protect highway safety and to promote active and sustainable travel, taking account of opportunities for alternative modes of travel at a local level.

2.3 Review of relevant Runnymede Borough Council policies

The Runnymede 2030 Local Plan

2.3.1 'The Runnymede 2030 Local Plan' was adopted on the 16th of July 2020, and is part of the wider Development Plan that guides development decisions in the Borough of Runnymede. Relevant policies with regards to student and office parking within the local plan include:

- Policy SD3 – Active and Sustainable Travel
  - *The Council will support development proposals which enhance the accessibility and connectivity between people and places by active and sustainable forms of travel.*
- Policy SD4 – Highway Design Considerations:
  - Relevant design and parking standards for vehicle and cycle parking within development proposals will be assessed against the Council's current adopted guidance.
- Policy SL23 – Accommodating Older Persons and Students.
  - *Planning permissions for purpose-built student housing and changes of use subdividing existing buildings for the purpose of student housing will be granted provided that:*
  - *The proposal is supported by evidence of a linkage with one or more higher education institutions in Runnymede, or within a reasonable travelling distance of Runnymede;*
  - *The proposal is located in an area with easy access to shops, places of work, services and community facilities and*
  - *sustainable and active modes of travel to the educational institution for which accommodation is provided;*
  - *The proposal has provided for the specific needs of student housing, including refuse storage, cycle parking and adequate internal space for future occupiers.*

Runnymede Design Supplementary Planning Document (SPD)

2.3.2 The Runnymede Design SPD was approved for adoption in July 2021. It seeks to provide design guidance to supplement policies within the adopted Runnymede 2030 Local Plan so that applicants are clear about the Council's expectations for development and high-quality design.

2.3.3 The SPD provides design guidance on parking in 'Design Standard 23: Providing for Vehicle and Cycle Parking'. The SPD states that;

"The dominance of parking can be unattractive and compromise the quality of the public realm and can deter other forms of movement, like walking and cycling, which can in turn undermine social interaction and any sense of community. Poor layouts are achieved when the needs of cars are put before the needs of people. A balance needs to be found where sufficient parking can be accommodated, but where it does not result in negative or unintended consequences."

Runnymede SPG on Car Parking (October 2001)

2.3.4 The Runnymede Borough Local Plan Second Alteration includes supplementary planning guidance, 2001. This guidance provides standards which define the normal maximum requirements for car parking spaces that are acceptable to the Borough Council.

2.3.5 For student accommodation and office parking, the maximum standards are summarised in Table 1 below.

Table 1: Student & Office Parking Standards (SPG on Car Parking, Oct 2001)

Land Use	Standard Provision	Town Centre Provision*
Student Hostel**	1 car space per 5 students and 1 car space per member of staff.	
B1 Office ***(Class E(g)** as of **1st September 2020**)*	1 car space per 30 sqm gross floor area	1 car space per 40 sqm gross floor area

** Town centres of Addlestone, Chertsey and Egham are defined as areas where public transport provision is sufficient to warrant separate treatment from the remainder of the Borough*
*** Closest land use to Purpose-Built Student Accommodation*

3. EXISTING ISSUES: PBSA

3.1.1 The following chapter conducts a review of existing parking issues, and the parking requirements for Purpose-Built Student Accommodation (PBSA) in Runnymede. The chapter will then recommend an approach for PBSA parking.

3.2 Managing Existing Issues

3.2.1 The settlement of Englefield Green is located to the west of Egham. It comprises a small commercial centre (discussed in more detail in Section 6 of this report) surrounded by large residential areas. Englefield Green is home to Royal Holloway University of London (RHUL), and a campus of the ACS International School. These institutions, along with Strodes College which is located in Egham Town Centre, have led to a significant and growing student population in the area.

3.2.2 There are local perceptions that on-street parking demand is significantly heightened by university / student demand during term-time, particularly in:

- Englefield Green; and
- Parts of Egham

3.2.3 Local Councillors were engaged on the issue during an inception meeting with Council officers and Project Centre in August 2021.

3.2.4 RHUL policies aim to encourage active travel to the site, however the identified problems of overspill parking have been reported to RHUL. Parking on site at the university is currently free.

3.2.5 In response to these concerns, parking stress surveys were undertaken between September and November 2021. The aim was to understand the on-street parking occupancy both during and outside of university term times, and to gain a picture of the changes in demand directly related to university activities.

3.2.6 A full technical note of the survey methodology and results is included in **Appendix A**, however the overall results are summarised in Table 2 (outside term time) and Table 3 (term time) below.

Table 2: Average parking occupancy, student area (outside term time)

Time	Average parking occupancy
Wednesday overnight	64%
Wednesday 1000-1200	70%
Wednesday 1400-1600	69%
Thursday overnight	59%
Thursday 1000-1200	65%
Thursday 1400-1600	68%

Table 3: Average parking occupancy, student area (term time)

Time	Average parking occupancy
Tuesday overnight	83%
Tuesday 1000-1200	79%
Tuesday 1400-1600	83%
Wednesday overnight	88%
Wednesday 1000-1200	86%
Wednesday 1400-1600	78%

Table 4: Difference between outside term time and term time average parking occupancy

Time (outside term time / term time)	Increase
Wednesday overnight / Tuesday overnight	+19%
Wednesday 1000-1200 / Tuesday 1000-1200	+9%
Wednesday 1400-1600 / Tuesday 1400-1600	+14%
Thursday overnight / Wednesday overnight	+29%
Thursday 1000-1200 / Wednesday 1000-1200	+21%
Thursday 1400-1600 / Wednesday 1400-1600	+10%

3.2.7 The surveys show that parking demand increased during the term time surveys. Table 4 (across all the time periods), shows the average percentage increase between the term time and non-term time surveys.

3.2.8 The surveys showed that parking demand was not evenly distributed within the study area, with several roads having parking occupancy levels well above and below the averages during each survey, as shown in Figure 1 and Figure 2.

Figure 1: Parking occupancy for all roads, student area (outside term time)

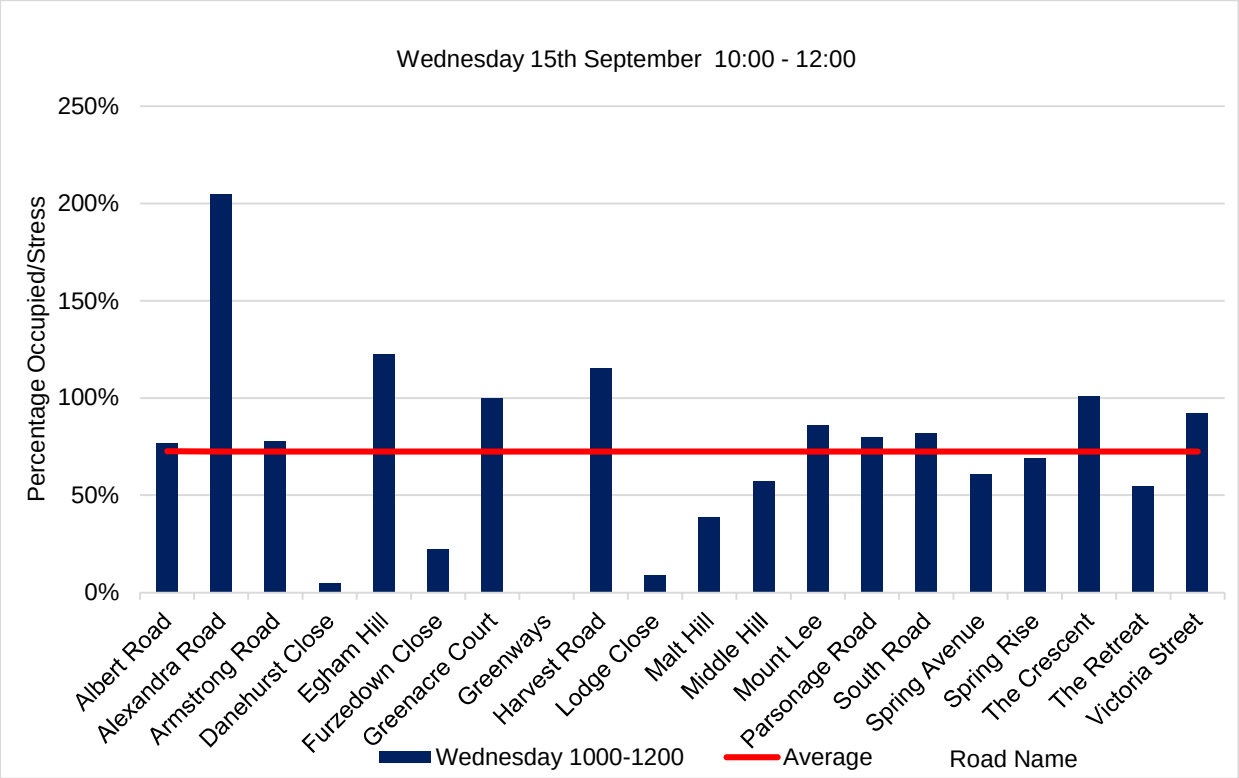
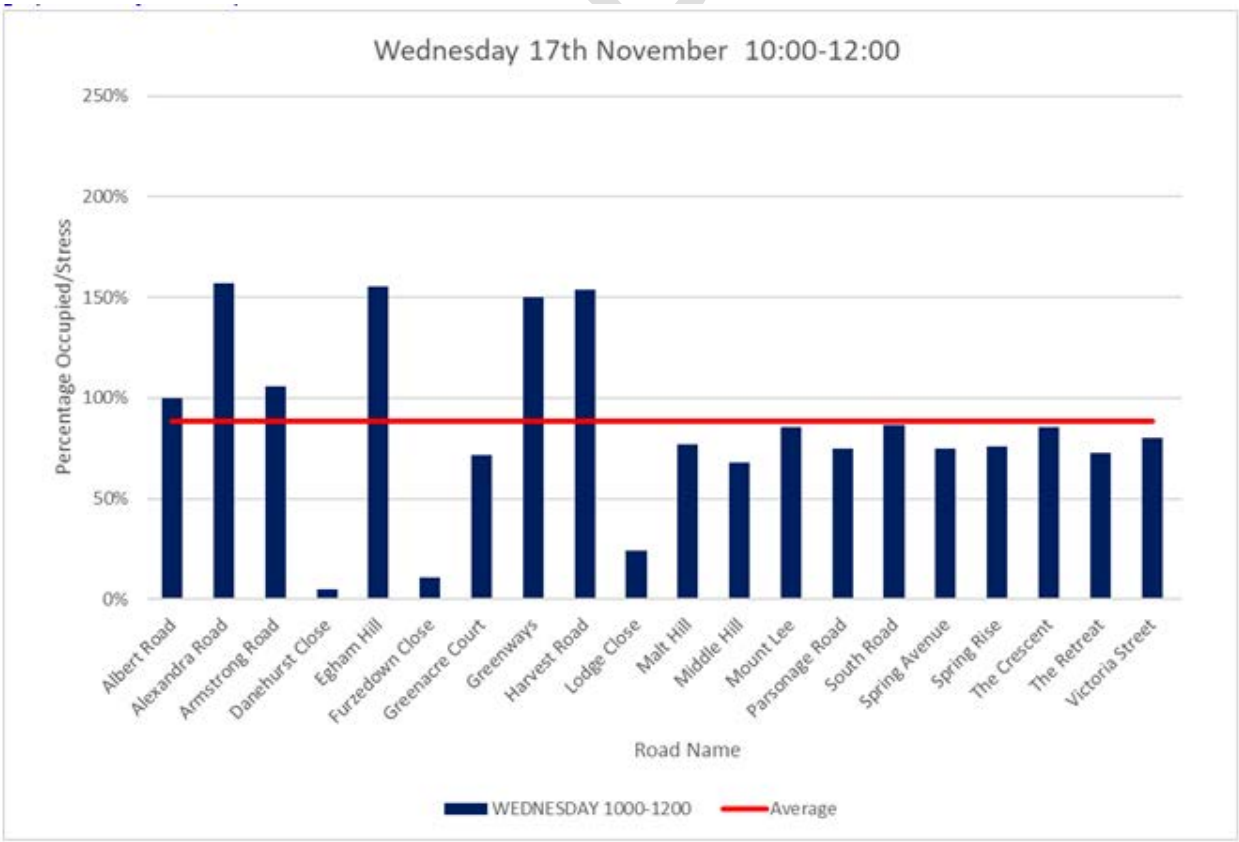


Figure 2: Parking occupancy for all roads, student area (term time)



3.2.9 Figure 3 below is a map showing the parking occupancy levels on roads in the student area on Wednesday 15th September (outside of term-time), whilst Figure 4 shows the same area during term time on Wednesday 17th November.

Figure 3: Surveyed Parking Occupancy – Wednesday 15th September- 1000-1200 (outside of term time)

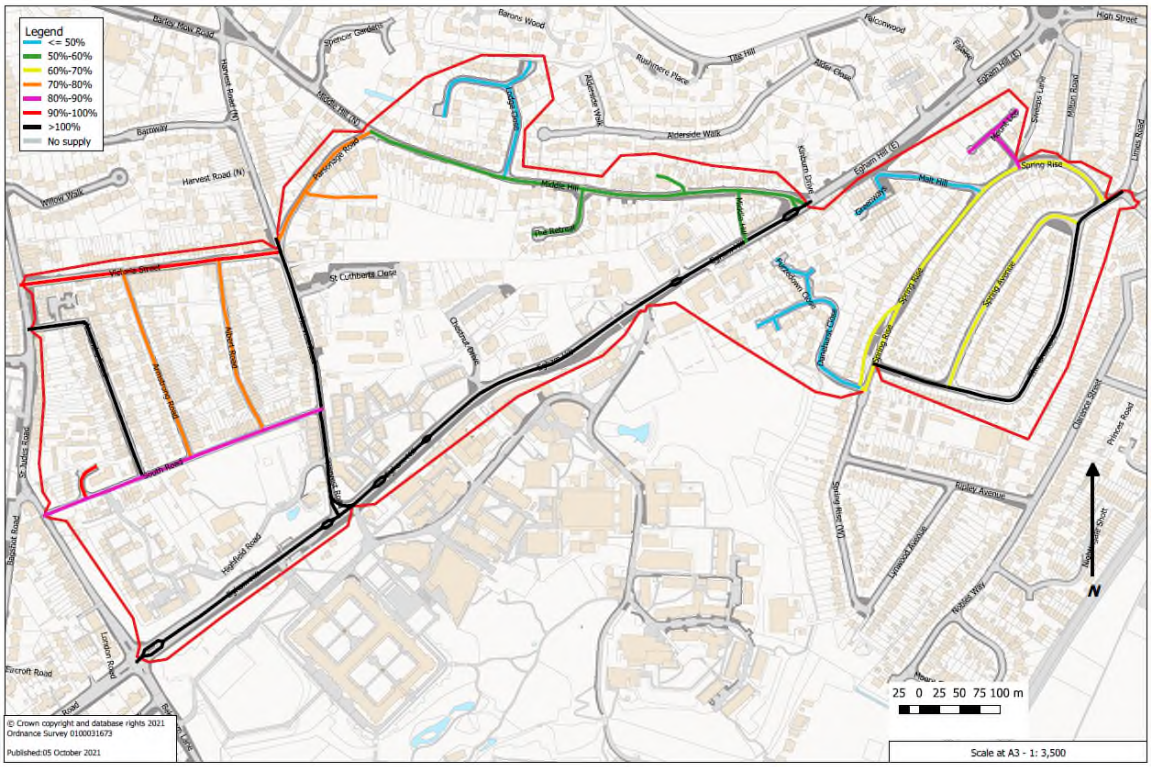
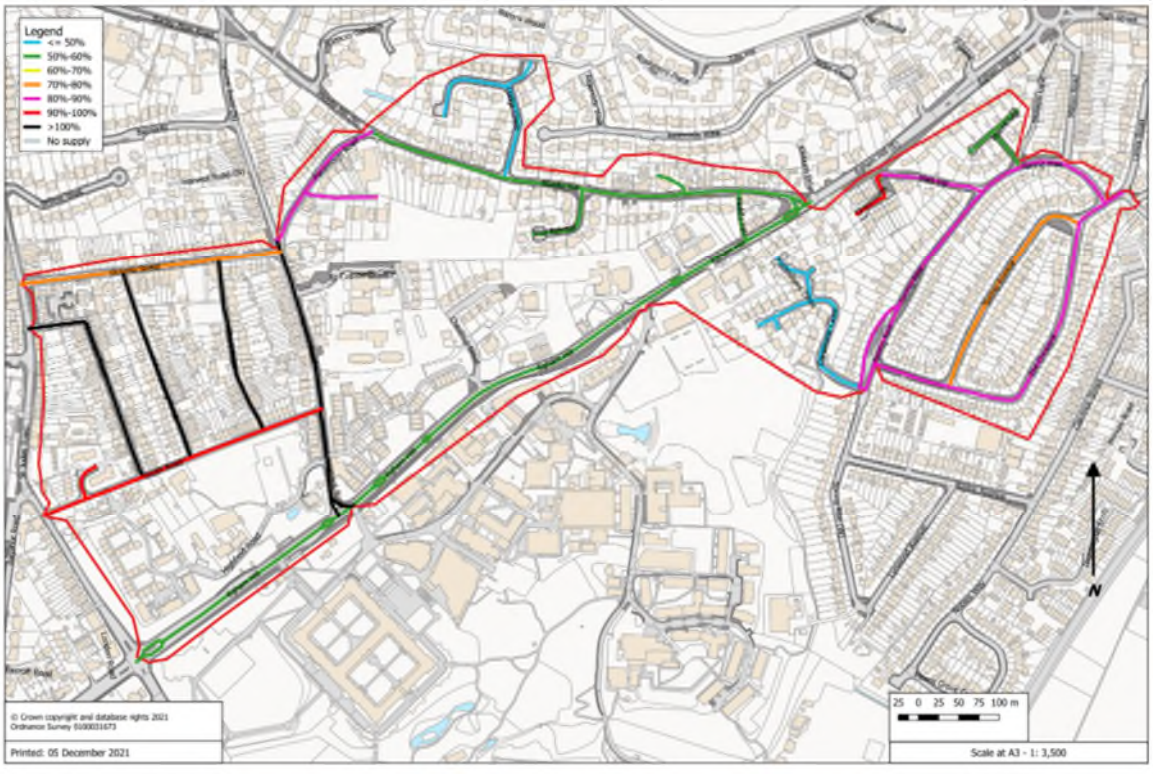


Figure 4: Surveyed Parking Occupancy – Wednesday 17th November - 1000-1200 (term time)



3.2.10 Parking stress is predominantly concentrated in the west of the study area, both during and outside of term time.

3.2.11 The surveys have revealed that parking stress is high outside of term time, particularly in Alexandra Road, Harvest Road, The Crescent, and along Egham Hill. However, term-time student parking appears to exacerbate it and extend high parking stress to neighbouring roads.

3.2.12 The surveys do also reveal that excess demand is not exclusively originating from the university on the roads listed above, and there are other sources of on-street demand. Predominant residential demand commonly results in peak parking stress during overnight surveys. The heightened demand during the day-time surveys, suggests non-residential demand.

3.3 Mitigation Options

Park & Ride

3.3.1 RBC may wish to consider whether there are feasible parking sites for a park and ride (P&R). This would need to be located in a convenient position to capture students travelling to the area prior to them entering Englefield Green. It would need to be located at a convenient site with minimal diversion and have high-frequency and cost-efficient connections to the university to ensure its use.

3.3.2 It should also be noted that P&R sites operate best when there are few or no parking alternatives at the end destination. Unrestricted or free parking closer to the end destination is likely to be more attractive, even if it requires users to search for a space in streets with high parking stress.

3.3.3 It should also be noted that the most successful park and ride sites provide good waiting facilities which are covered have seating and toilets etc. To target student users, RBC and RHUL may also wish to implement study rooms and Wi-Fi connections to incentivise the P&R use. However, this comes with additional cost and infrastructure needs.

3.3.4 Incentives would need to be offered to encourage people to the out-of-town locations. This could be achieved through pricing structure, discount offers at attractions or retailers etc.

3.3.5 Given the alternative and unrestricted parking options in the Englefield Green and Egham areas, complexities around identifying suitable sites (particularly given the significant Green Belt coverage in the Borough) and the need for a regular shuttle bus service, a P&R is likely to be a prohibitively costly and/or long-term option.

Off-street parking

3.3.6 This option would source additional land to create off-street parking to serve RHUL and Englefield Green. It differs from the P&R option, as land would need to be sourced within a convenient walking distance of key destinations.

3.3.7 Unlike the P&R option, sourcing land in an appropriate urban location would remove the need for additional incentives and infrastructure to encourage use. However, it also removes high-value land in the area that could contribute towards high-quality sustainable development for the area.

3.3.8 It also encourages continued car use directly into the built-up areas, which increases congestion and is detrimental to air quality. This would be contrary to the Surrey Climate Emergency targets. RBC has also recently made a commitment to a target of Net Zero carbon emissions for its own operations by 2030. The overarching target for the Borough and the UK is to reach Net Zero carbon emissions by 2050.

3.3.9 There is likely to be very limited land available in an appropriate location, and as such this option is not likely to be feasible.

Parking Controls

3.3.10 On-street parking controls can come in several forms, including a full Controlled Parking Zone (CPZ) or a Priority Parking Area (PPA). The former involves controlling all available kerbside space in an area, via marked restrictions. Dedicated permit parking bays reserve space for residents to park, whilst Pay & Display parking enables visitor parking.

3.3.11 PPAs involve some areas of parking being allocated for permit holder use, for a short period each day. This discourages long-stay commuter (or student) parking.

3.3.12 It should be noted that implementing a PPA takes less time than introducing a full CPZ . However, implementing a PPA is likely to only lead to a cost saving when areas are immediately adjacent to existing enforced areas. A standalone PPA is likely to be similar in cost to enforcing a full CPZ, due to enforcement staff travel requirements.

3.3.13 Controls would stop parking demand from non-residents and ensure residents are able to park in their area. There is a lower need for infrastructure or land compared to P&R and off-street parking options. It is considered the most cost-effective and quickest way to alleviate the on-street pressures identified.

4. STANDARDS EVIDENCE BASE: PBSA

4.1.1 This chapter examines evidence to understand student parking demand and to inform appropriate PBSA parking standards.

4.2 Council Benchmarking Exercise

4.2.1 RBC Officers undertook an extensive benchmarking exercise of PBSA standards. In total, 21 local authorities were examined. Each authority was chosen as they contain a small/medium sized university, which are located in/near to a town or very small city.

4.2.2 Of the 21 assessed authorities, 10 had adopted parking guidance that post-dated the introduction of the NPPF in 2012. 11 of the authorities did not have up-to-date guidance or no specific PBSA guidance.

4.2.3 The full Benchmarking report is included in Appendix B for reference.

4.3 Comparator Authorities

4.3.1 As described above in Section 4.2 RBC have completed their own benchmarking exercise. For robustness, PCL considered it useful to complete our own independent review of comparable authorities to understand how Runnymede's requirements for PBSAs compare. The comparator authorities were chosen due to similarities in the nature and context of the location i.e., within Surrey, local transport provision, and the presence of campus universities which vary in size. It should be noted that these include authorities with standards set some time ago.

4.3.2 We have used these parameters for comparison, regardless of the dates standards were set to avoid duplication with RBC's review. Additionally, the authorities used provide further information/reference and to illustrate how our proposed standards set out in Section 5 of this report are more robust compared to surrounding authorities. Our proposed standards have been formulated using surveys and car ownership data (which is discussed later within this Section).

4.3.3 The following authorities were chosen for comparison. For information, the borough of Runnymede accommodates a current population of 89,000 and an average student population of 11,480.

- **Guildford**
  - University of Surrey campus (student pop. 16,000)
  - 148,000 population (Borough)
  - London periphery, road & rail connections
  - Within Surrey

- **Woking**
  - Woking College campus (student pop. 1,400)
  - 101,000 population (Borough)
  - Neighbouring Runnymede
  - Within Surrey

- **Reading:**
  - University of Reading campus (student pop. 23,000)
  - 220,000 population (Borough)
  - London periphery, road & rail connections

- **Welwyn Hatfield**
  - University of Hertfordshire campus (student pop. 25,000)
  - 122,000 population (Borough)
  - London periphery, road & rail connections

- **Bedford**
  - University of Bedfordshire campus (student pop. 20,000)
  - 173,000 population (Borough)
  - London periphery, road & rail connections

4.3.4 Table 5 summarises the planning policy, and where relevant, parking standards for PBSAs in each comparator authority.

Table 5: Comparator Authority PBSA Parking Standards

Authority	PBSA Parking Policy
Guildford	**Vehicle Parking Standards SPD, September 2006** *(It should be noted that Guildford have just released a draft SPD currently out to consultation which proposes individual assessment for PBSA on non-strategic sites)* **Maximum** standards for 'Student Hostel': • 1 car space per 5 students plus • 1 car space per 3 daily visitors • Plus 1 car space per member of staff
Woking	**Parking Standards Supplementary Planning Document, April 2018** • No specific parking standards for PBSA. • 'Residential colleges' is the closest match, which requires individual assessment / justification. • 50% reduction in Woking town centre is required, and zero or shared parking is encouraged at this location.
Reading	**Revised Parking Standards and Design Supplementary Planning Document, October 2011** Standards are based on 4 zones of accessibility; • **Zone 1: Central Core Area** – Primarily Retail and Commercial with the best transport hubs • **Zone 2: Primary Core Area** – Areas directly surrounding the core area, • **Zone 3: Secondary Core Area** – Variety of land uses, within 400m walk • **Zone 4:Wider Urban Area** – Mostly open space and residential, less • **Zone 1:** 1 per FTE staff & zero for students • **Zone 2:** 1 per FTE staff & zero students • **Zone 3:** 1 per FTE staff & 1 per 15 students • **Zone 4:** 1 per FTE staff & 1 per 10 students • *Where necessary, student parking restrictions will be enforced through tenancy agreements*
Welwyn Hatfield	**Parking Standards Supplementary Planning Guidance, January 2004** Standards are based on 4 zones, through assignment of scores of accessibility. The percentages below are applied to the maximum standard: • **Zone 1:** 0-25% of maximum standard • **Zone 2:** 25-50% of maximum standard • **Zone 3:** 50-75% of maximum standard • **Zone 4:** 75-100% of maximum standard **Maximum** standard for 'C2 – Halls of Residence':

	• 1 space per full-time staff plus 1 space per 6 students (but with linkage to student transport plans where appropriate)
Bedford	**Parking Standards for Sustainable Communities Supplementary Planning Document, September 2014** **Maximum** standard for PBSA: • 1 space per 2 bed spaces • 1 space per resident warden / staff • 1 Powered Two-Wheeler (P2W) space per 12 bedrooms

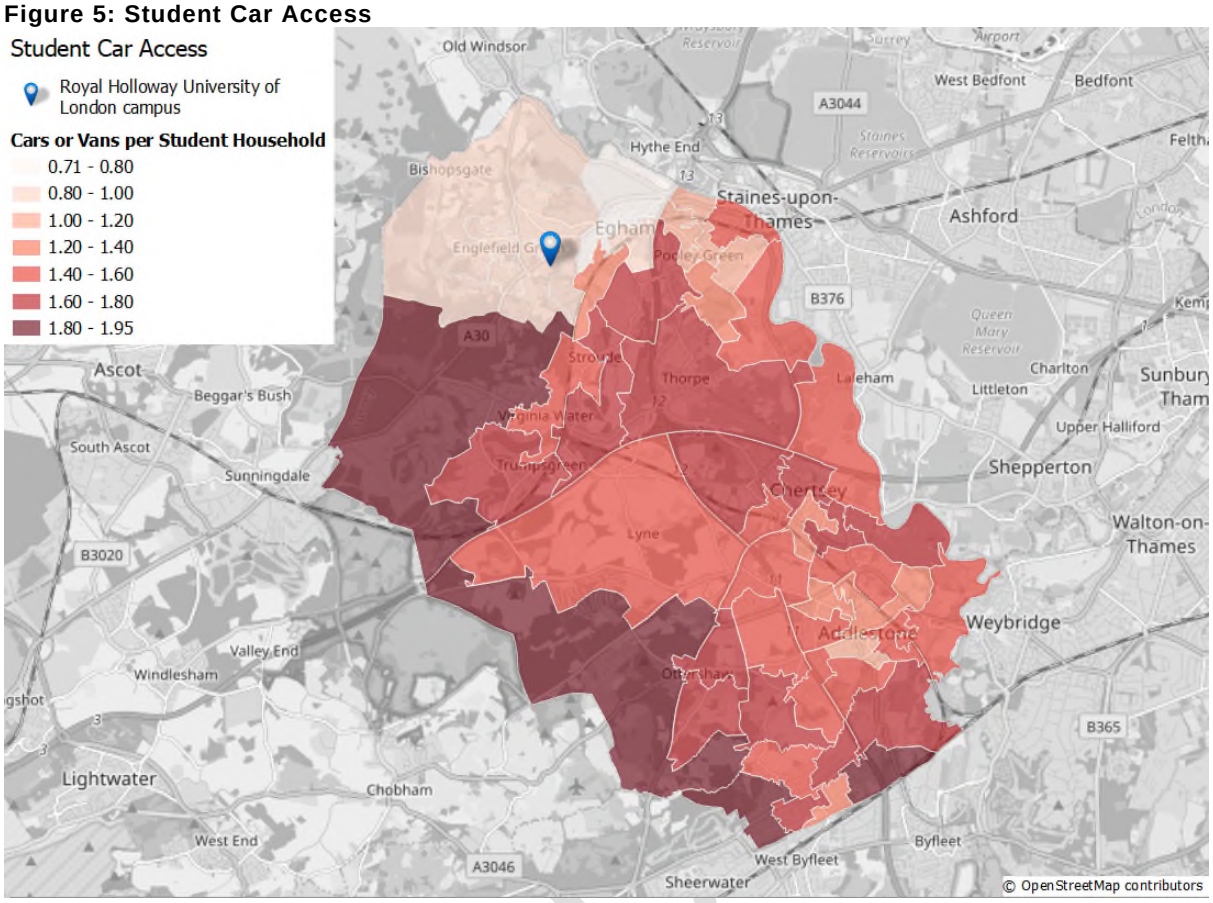
4.3.5 Based on the above, all of the assessed comparator authorities have maximum standards. The exception is Woking, which does not have specific PBSA standards but requires individual assessment for "Residential Colleges". The additional benchmarking carried out by PCL includes mostly standards which pre-date the introduction of the NPPF in 2012. The only authority with recently adopted standards is Woking, which adopts a standard of individual assessment.

4.1 Car Ownership per Student Household

4.1.1 Census 2011 data has been examined to understand the geographic patterns of household student car ownership in Runnymede. The current available census data is ageing, as 2021 data is not yet published. However, the 2011 data is considered to still give a good indication of the geographic car ownership patterns across the borough, in relation to RHUL.

4.1.2 Figure 5 below shows the pattern of student car access, based on Census table LC4609EW "Car or van availability by economic activity".

Figure 5: Student Car Access



4.1.3 The data above suggests car ownership amongst students living closest to RHUL and Egham Station is at its lowest level across the whole Borough. Highest student car ownership is in the southern, less built-up area of Runnymede. Students are more likely to own and travel by car where they are required to travel further distances, and public transport connections are less reliable.

4.1.4 For example, the highest areas of car ownership (>1.8 cars per student household) are along the south-western boundary of RBC, west of Virginia Water, Trumps Green and Ottershaw. In these areas, travel to the university can take up to 1 hour by public transport compared to 15 minutes by car. In some areas, there are no viable public transport links to RHUL. The majority of public transport links are London radial routes (train links specifically), whilst connections between Egham and Englefield Green and the more dispersed suburban areas are poor.

4.1.5 It is therefore considered likely, given the results of the parking surveys (see para 3.2.12 in particular), that the on-street parking pressures in the area are mainly caused by students who are travelling from areas that have limited alternative travel options rather than students living in nearby PBSA.

4.1.6 PBSA's are likely to be built closest to RHUL, in the areas identified by the census data as having the lowest student car ownership.

4.1.7 Implementing standards that require minimum parking ratios will not solve the existing issues. This conclusion is drawn based on the analysis of the parking survey and census data. Setting minimum standards may in fact encourage higher car ownership in areas where students can viably travel by sustainable modes. This would be contrary to the Government's approach to net zero carbon targets and the need to support sustainable forms of development as required by the NPPF and local plan policies.

4.1.8 It would also go against Surrey's emerging LTP4 in aiming to significantly reduce transport carbon emissions to meet the net zero challenge and to support delivery of Surrey's other priority objectives of enhancing Surrey's economy and communities, as well as the health and quality of life of residents.

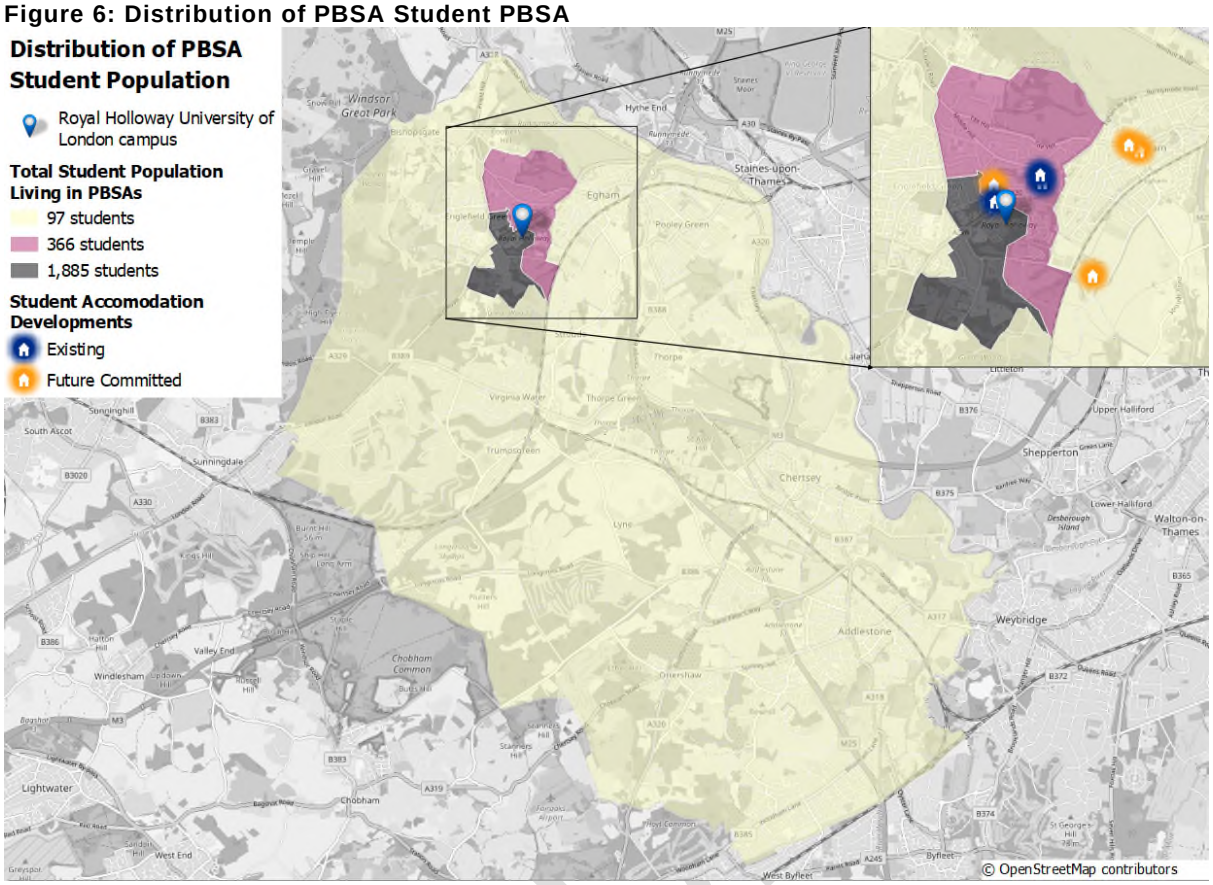
4.1.9 It is therefore recommended that higher parking standards are only implemented in areas with restricted access to RHUL. However, it is worth reiterating this will not contribute to solving the existing on-street parking stress issues identified.

4.1.10 Without implementing viable alternative methods of travel to RHUL, students will continue to have no choice but to travel to the area by car. The development of Runnymede's LCWIP will bring forward improvements to the network of walking and cycling infrastructure around the borough. Therefore, as schemes are funded and brought forward this will encourage potential active travel alternatives to the car for students travelling to and from the university.

4.2 PBSA Population

4.2.1 Census data has also been examined to understand the distribution of the student population living in PBSAs in Runnymede. This is visualised in Figure 6 below.

Figure 6: Distribution of PBSA Student PBSA



Data Source: Census 2011 Table LC6108EW

4.2.2 As shown, over 95% of students living within PBSAs are within a short distance of RHUL. Since publication of the Census data, the figures above may have increased, however the overall cluster of distribution is likely to remain centred locally to RHUL, as indicated by the existing and committed PBSA sites shown in Figure 6.

4.3 Car Ownership per Individual Student

4.3.1 The data in section 4.1 presents cars per student **household**, not per individual. Many student households will accommodate several students, which reduces the actual car ownership per student (i.e., bed space).

4.3.2 The area of low car ownership shown in Figure 5 corresponds closely to the highest concentration of students living in PBSAs (Figure 6).

4.3.3 The two datasets have been combined to give an indication of car ownership per **individual student** living in PBSAs. The two zones where 95% of students live have been examined in isolation to ensure results aren't skewed.

Table 6: Average Car Ownership per Student (PBSAs)

Total Students living in PBSA	Total Cars in Households with Students	Average Cars per Individual Student
2,251	384	**0.17**

4.3.4 It should be noted that the 'total cars' data is for total student population (including students living in other housing types). This has been combined with PBSA population only, which gives a higher and therefore more robust estimate. Actual car ownership of students in PBSAs is likely to be lower.

4.3.5 Based on the evidence above, PBSAs are not the main contributing factor towards on-street parking pressures due to very low car ownership. It is likely that the parking pressures generated by RHUL are associated with students and staff travelling from elsewhere in the Borough and potentially from areas outside the Borough.

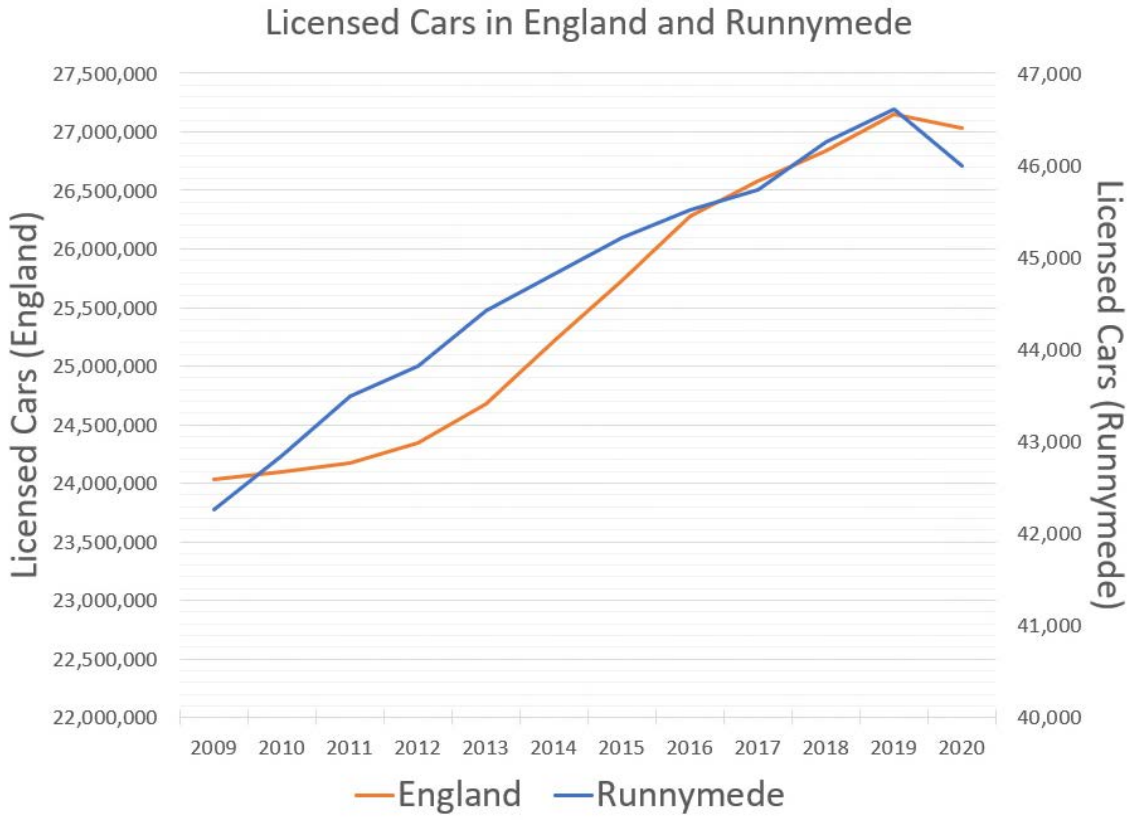
4.4 Trends in car ownership

4.4.1 National and local trends in car ownership have been examined, using Department for Transport (DfT) data on licenced vehicles[1].

4.4.2 Figure 7 below demonstrates that car ownership in Runnymede has been steadily increasing since 2009.

[1] DfT Table VEH0105: Licensed vehicles at the end of the year by body type

Figure 7: Licensed Car Trends



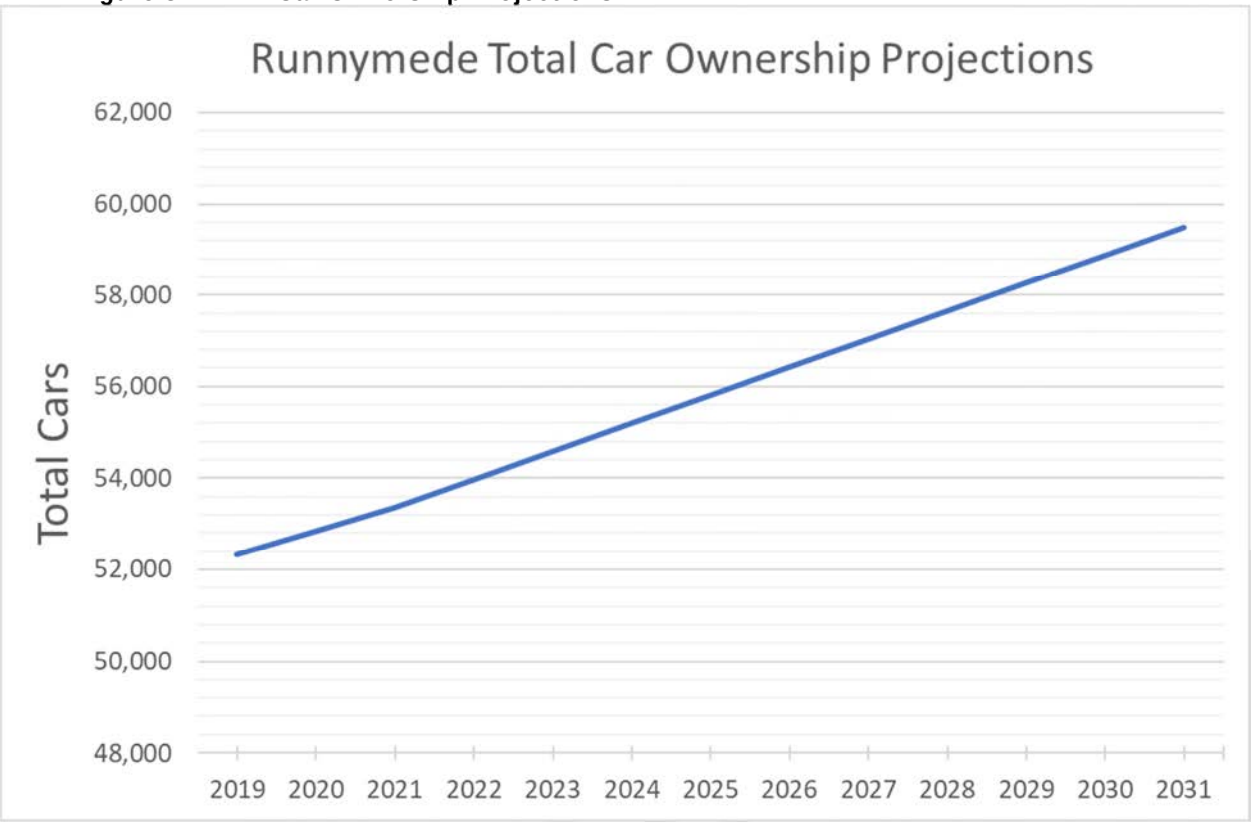
4.4.3 The trends for Runnymede have largely followed the national trend in England, although during 2010-2015 ownership increased at a more rapid rate than the national trend.

4.4.4 A sharp decrease in ownership was recorded during 2020, which is reflected in the national trend. This is likely to be due to changing travel and vehicle buying habits during the Covid-19 pandemic.

4.5 NTEM Car Ownership Future Trends

4.5.1 The National Trip End Model (NTEM) has been interrogated to understand future trends in car ownership. Figure 8 below demonstrates that car ownership in Runnymede is predicted to continually increase to 2031.

Figure 8: NTEM Car Ownership Projections



4.5.2 It should be noted that the NTEM future trends are based on past ownership trends, and the projected steady increase is a result of the generally steady upward trend shown in Figure 7 previously.

4.5.3 It is difficult to predict the long-term impacts of the Covid-19 pandemic on vehicle ownership. However, all local, sub regional (i.e., Surrey) and national policy supports reducing vehicle ownership and a gradual downward trend or levelling off is achievable as incentives towards sustainable travel take hold.

4.5.4 RBC should aim to encourage a declining trend in car ownership through comprehensive public transport links to key destinations to and within the borough. A long-term decline in car use, supported via sustainable alternatives, will contribute towards easing on-street pressures.

4.5.5 Without a step-change in alternative transport choices, NTEM forecasts shown in Figure 8 indicate car ownership could increase by 11% to 59,500 vehicles by 2031, which will have an inevitable impact on parking pressures in the area.

5. PROPOSED PARKING STANDARDS: PBSA

5.1.1 As found through the review in Chapter 4, the setting of PBSA parking standards is unlikely to have an impact on current on-street parking pressures. It will however, shape car ownership and demand going forward.

5.1.2 Setting higher, or minimum, parking standards for PBSAs located close to RHUL may even increase parking demand associated with travel to the university. Facilitating car ownership through high parking provision can lead to habitual car use for short journeys where students may have otherwise used viable alternative, sustainable, modes from the PBSA sites.

5.1.3 Notwithstanding the above, without the implementation of CPZ controls in the area, there is no means of managing or restricting student car ownership at new developments. Policy and parking standards will need to ensure that PBSA developments do not lead to overspill, as resident students may park on unenforced surrounding streets.

5.1.4 RHUL prepared a Travel Plan (TP) in 2014 as part of a planning condition with regards to changes to the site Estate Plan. The TP sets out a range of measures and initiatives to manage (reduce) parking demand across the campus. The latest update in 2019 introduced new incentives and car park management strategies were proposed to ensure that there will be no increase in car parking demand as a result of the Estate Plan proposals. The primary aim of the TP are to:

- Fulfil the travel planning requirements of Runnymede Borough Council and Surrey County Council.
- Reduce the environmental impact of travel, contributing towards achieving carbon reduction targets in accordance with Royal Holloway's Carbon Management Plan and Sustainability Policy.
- Provide parking for those who have no practical alternative to car travel and improve sustainable transport options and facilities
- Discourage the single occupancy car use where reasonable alternative modes of transport are available and reduce the occurrences of congestion within the campus.
- Introduce and enforce new transport management measures for vehicles and bicycles at Royal Holloway, encourage the use of and promote the health benefits of more sustainable modes of travel and facilitate more flexible and sustainable modes of working.

5.1.5 As part of their car park management strategy RHUL have acquired a car park previously owned by Proctor and Gamble (Rusham Park site) which is

located approximately 700m south east of RHUL's main campus. It is understood that the university will retain the decked car park at Rusham Park and this will be managed alongside other university car parks across its wider estate. The decked car park has a current capacity of approximately 408 spaces: There are 551 spaces distributed across the site, including surface parking [2].

5.2 Encouraging Sustainable Travel

5.2.1 A cornerstone of the NPPF is encouraging sustainable development. The Government's net zero policies make it imperative that new development encourages sustainable travel choices as a priority.

5.2.2 Parking standards for all new development should be moving towards a more stringent approach to discourage car ownership.

5.2.3 With the known on-street parking pressures in mind, low-car PBSAs are unlikely to be feasible without on-street enforcement, as there would not be a mechanism to control overspill parking on to surrounding streets for PBSAs in the area or those commuting in to the area.

5.2.4 Based on the above the statement including data analysis derived from the surveys and census data, the following approach to PBSA car parking standards are described is Section 5.3 of this report.

5.3 Proposed Standards

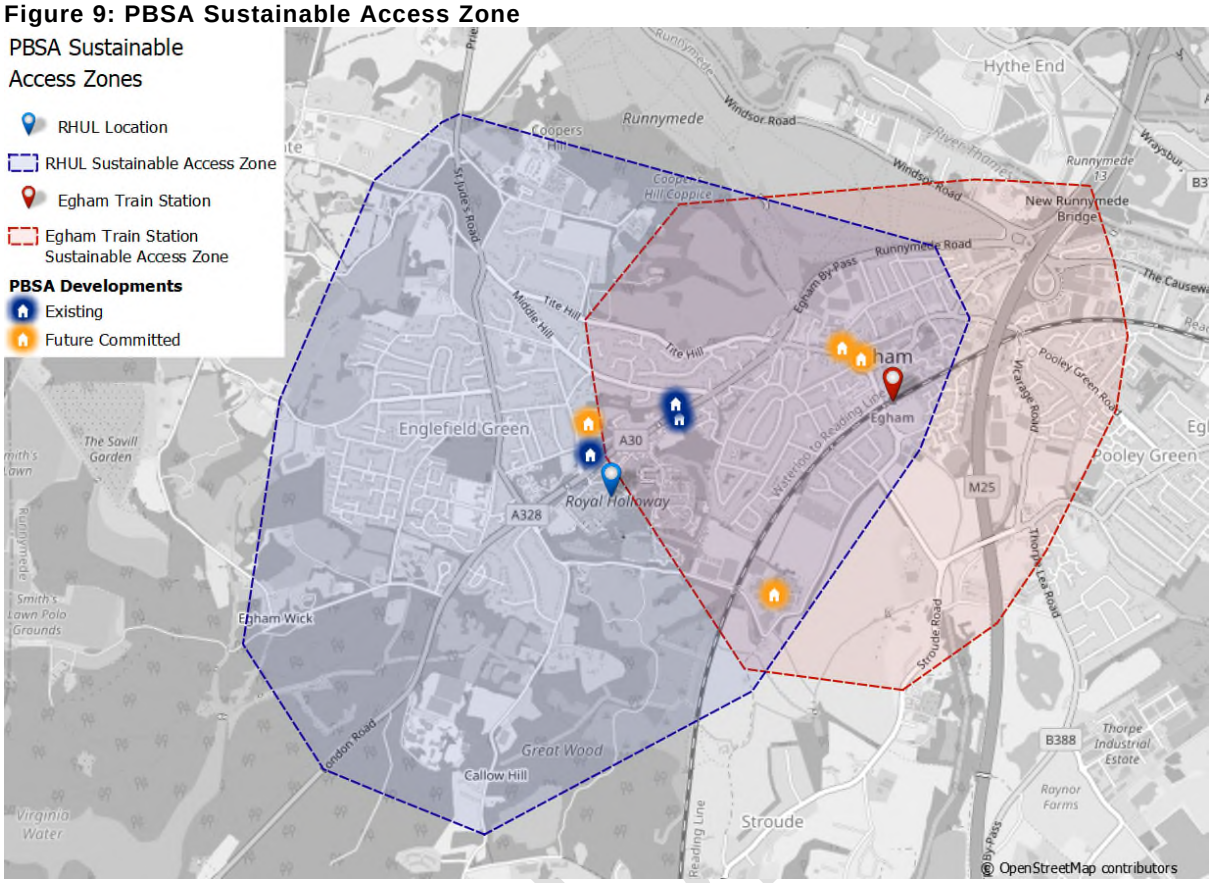
5.3.1 For the reasons discussed above, it is recommended that the proposed approach discussed in this section is implemented alongside on-street parking enforcement in Englefield Green and Egham.

5.3.2 An accessibility-based approach should then be implemented for PBSA development. Firstly, new PBSA proposals that cannot clearly demonstrate, or implement, truly convenient active and sustainable transport options to RHUL (or other higher education institutions that a particular PBSA is intended to serve) should not be granted consent.

5.3.3 Indicative sustainable access zones are shown below, based on a 20-minute walk (1,600m) from RHUL and Egham station. This distance relates to the 85th percentile walk distance for education trips based on the National Travel Survey and is considered appropriate for this assessment.

[2] https://royalholloway-estateplan.co.uk/advice-notes/car-parking-statement/

Figure 9: PBSA Sustainable Access Zone



5.3.4 Any proposal that falls outside of these zones will require extensive justification and mitigations to ensure sustainable, low-car access can be achieved. In practice, there would be a requirement for developers of sites outside the zones to proactively justify that their site will not lead to increased parking demand from students driving to RHUL. They would need to show the individual site can support low-car living, and if necessary, introduce mitigations e.g. car clubs, a shuttle bus etc. Using the above zones, proposals should be subject to the standards shown in Table 7. Note these standards are **maximums** to discourage car ownership and use in line with national and local policies.

Table 7: Draft PBSA Maximum Standards

Sustainable Access Zone	Proposed Parking Standard (maximum)
Sites ONLY within RHUL Sustainable Access Zone	Staff: 1 space per 2 staff Student: 1 space per 7 beds
Sites **ONLY** within Egham Station Sustainable Access Zone	Staff: 1 space per 2 staff Student: 1 space per 7 beds
Sites within RHUL AND Egham Station Sustainable Access Zones	Staff: 1 space per 2 staff Student: 1 space per 10 beds. Car-free (Blue Badge parking only) encouraged.
Sites OUTSIDE Sustainable Access Zones	Individual assessment, requiring robust justification of parking levels and sustainable access.

5.3.5 These proposed standards have been developed based on the student car ownership levels examined in Section 4.3, alongside examination of the RBC Benchmarking and Comparator Authority exercises discussed above.

5.3.6 Sites lying within both accessibility zones are considered to benefit from an exceptionally high level of accessibility, both to RHUL, shops and services, and public transport. More restrained parking standards have therefore been recommended.

5.4 Additional Considerations

5.4.1 As noted above, evidence suggests PBSAs are not the source of local on-street parking pressures during term time. The maximum parking standards proposed above are not expected to lead to parking overspill or additional pressures, due to the low car ownership levels amongst students in this type of accommodation.

5.4.2 Notwithstanding, proposals for PBSAs should be required to undertake their own individual assessment of parking demand and potential for overspill within their Transport Assessments. Developers should be required to provide details of how parking will be allocated to students.

6. EXISTING ISSUES: OFFICE

6.1.1 The following chapter conducts a review of existing parking issues, and the parking requirements for office developments in Runnymede. The chapter will then recommend an approach for office parking.

6.2 Managing Existing Issues

6.2.1 Runnymede's accessibility to London and international airports like Heathrow and Gatwick by rail and the strategic highway network makes Runnymede a highly desirable business location. The Borough has a strong local economic base with many commercial enterprises in the town centres, industrial estates, suburban business areas and business parks.

6.2.2 In terms of movement of people into and out of the Borough, the 2011 Census Workplace data showed that 21,460 people commuted out of Runnymede on a daily basis, with 30,672 workers commuting into the Borough. This represents a daily net inflow of 9,212 people entering the borough for working purposes.

6.2.3 The Borough has three main towns; Addlestone, Chertsey and Egham. Egham has seen significant commercial redevelopment in recent years, both in the town centre and along the Causeway business area, which extends towards Staines upon Thames to the north east of the town. Much of this area is within the ward, known as Egham Hythe.

6.2.4 The settlement of Egham Hythe is located to the east of Egham. It comprises a small commercial centre surrounded by large residential areas which sits to the west of the Pine Trees Business Park. Although there is a small commercial centre, local perceptions are that on-street parking is being impacted by the office development whereby associated staff are parking in nearby residential roads during the day for work purposes.

6.2.5 Local Councillors were engaged on the issue during an inception meeting with the consultants and council officers in August 2021. The meeting indicated that car parking related to specific areas of office development is causing overspill parking in residential areas, and therefore causing issues with residents finding parking in front or in the vicinity of their homes. The locations below were identified by local Councillors as being of particular concern and experiencing overspill parking issues.

- New Road
- Claremont Road
- Chandos Road
- Wendover Road
- The Causeway

- Meadow Gardens
- Goring Road
- Avenue Road

6.2.6 In response to these concerns, parking stress surveys were undertaken between September and November 2021. The aim was to understand the on-street parking occupancy near to office developments. A full technical note of the survey methodology and results is included in Appendix A, however the overall results are summarised in Table 8 which shows the percentage of spaces occupied in the study area at the various survey times. There are 389 available spaces to park in the study area (excluding single yellow lines).

Table 8: Average parking occupancy, office area (weekday)

Time	Average parking occupancy
Wednesday overnight	108%
Wednesday 1000-1200	75%
Wednesday 1400-1600	76%
Thursday overnight	115%
Thursday 1000-1200	79%
Thursday 1400-1600	78%

6.2.7 The surveys show that across the study area the average daytime parking (10:00-12:00 and 14:00-16:00) stress over the 4 days was 77% occupied. 77% parking stress indicates that on average 299 spaces were occupied with 90 spaces free to park in.

6.2.8 The overnight parking stress indicates an average occupancy of 112% (435 spaces occupied). Therefore, the number of cars parked in the area exceeds the number of spaces available to park on. The overnight surveys indicate that the additional 46 vehicles were parked in locations that are considered unacceptable or illegal such as single and double yellow lines and/or residential cross overs.

6.2.9 The survey also identifies the parking stress by user type with the use of vehicle registration to identify the vehicle and the overall dwell time. Vehicles parked in the study area were identified as residents, commuter or visitors. The definition of each category is as follows:

- Residents parking were cars that were present in the overnight surveys
- Commuter parking were cars that were present in all the daytime surveys (AM and PM) but not the overnight surveys:
- Visitors were cars that were present in one of the daytime surveys and not in the overnight surveys.

6.2.10 Based on the above information the survey data indicates:

- 63% of parking stress are attributed to residents (overnight surveys)
- 9% of parking stress are attributed to commuters (daytime surveys)
- 6% of the parking stress are attributed to visitors (daytime surveys).

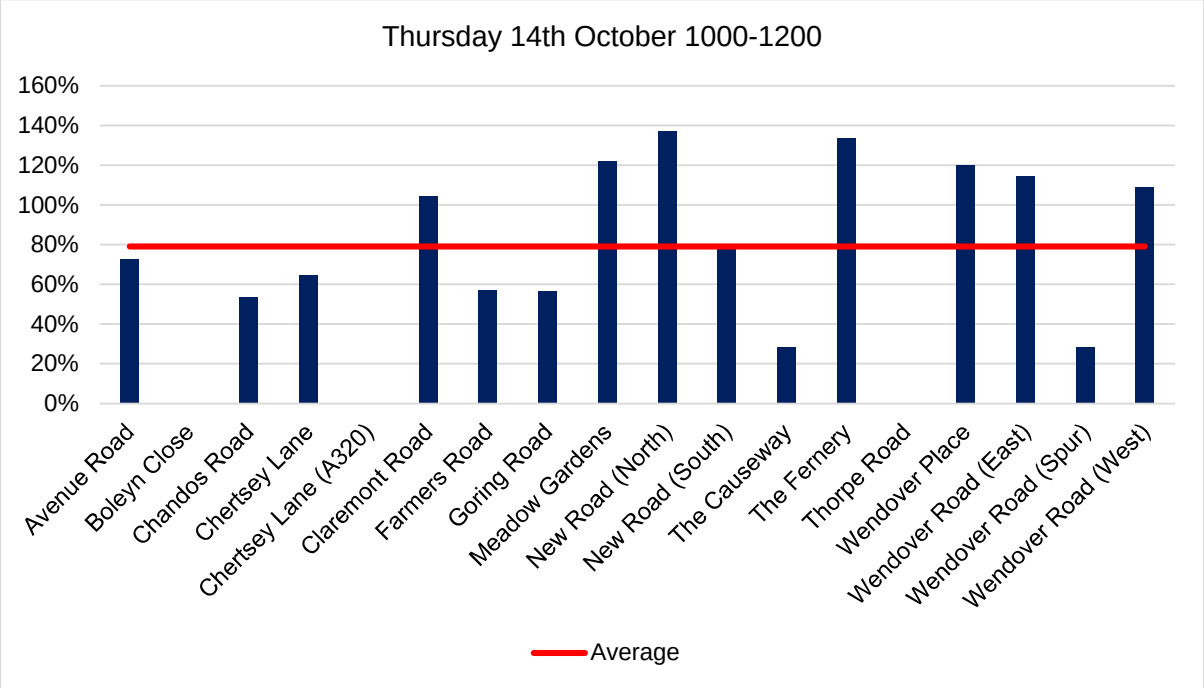
6.2.11 To provide a worst-case scenario and group the visitors with the commuter category this would result in 15% (58 cars) parking stress attributed to commuters/visitors with 85% (330 spaces) of parking associated with residents.

6.2.12 The data described above would indicate that if we used the data associated with visitors and commuters combined to represent potential overspill parking from local office accommodation this would still represent 15% of the parking stress in the area.

6.2.13 The surveys also showed that parking demand was not evenly distributed within the study area, with several roads having parking occupancy levels well above and below the average, as shown in Figure 10 which shows the data for Thursday morning. The roads with the highest parking occupancy levels were:

- New Road (North) (137%)
- The Fernery (133%)
- Meadow Gardens (122%)
- Wendover Place (120%)

Figure 10: Parking occupancy for all roads, office area



6.2.14 Figure 11 below is a map showing the parking occupancy levels on roads in the office area on Thursday 14th October 10:00-12:00 (during office hours of work).

6.2.15 The parking stress results do not highlight a specific pattern of parking stress. The survey indicated that specific roads have experienced high levels of parking stress such as Wendover Road, Claremont Road, Avenue Road and Meadow Gardens all with over 100% parking occupancy during the day (10:00-12:00).

6.2.16 These roads are residential, the majority are cul de sacs with many properties having a crossover to accommodate off-street parking. Therefore, the availability of on-street parking along these roads is limited due to the intermittent spaces available between each residential crossover.

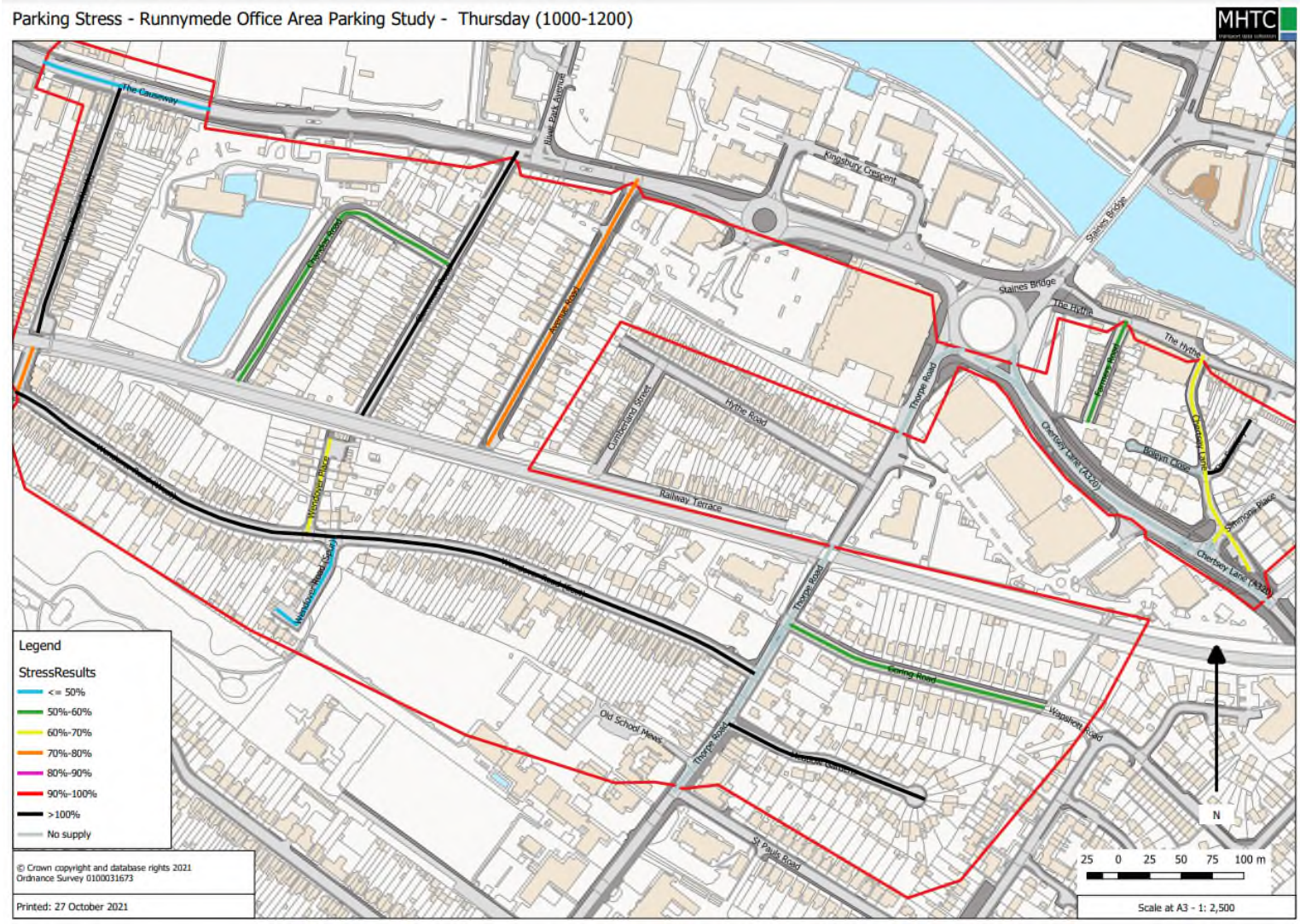
6.2.17 The level of parking stress is generally higher overnight which would reflect a pattern of those returning home from work. All of the industrial and commercial properties nearby to the surveyed roads often accommodate an on-site car park with ample parking. Also, it should be noted that new patterns of work as a result of the impacts of Covid-19 will mean more people are working from home than previously recorded.

6.2.18 Correspondence with an office development in Egham (Pine Trees Business Park) on 18th October 2021 stated that the impacts of Covid

restrictions has led to an increase in home working and that 35-40% of staff had returned to the office at this point in time, therefore any associated car parking has been and will continue to be underutilised until 'normal' working patterns resume. However, it is understood that many businesses going forward will embrace less 'office' working and continue to encourage a balance of working from home and working in the office where possible. This will undoubtedly vary with government changes in restrictions.

6.2.19 Additionally, the 2011 census data indicates that 44.6% of households own 2 or more cars and vans per household. This would indicate that those homes with driveway/off road are at capacity and may also be using on-street spaces. Alternatively, just under 50% those households with no off-street parking are using 2 or more 3 parking bays on-street. With the upward trend in working from home this would contribute to the issue with regards to high parking occupancy on certain roads rather than as the result of overspill parking from the office development use during the day. It is unlikely that excess demand is exclusively driven by office related parking in these areas.

Figure 11: Office area map parking occupancy – Thursday 14th October 2021 - 1000-1200



6.3 Mitigation Options

Park & Ride

6.3.1 As discussed at Section 3.3 of this report, given the alternative and unrestricted parking options in the areas surrounding the office parks, the complexities around site identification and the need for a regular shuttle bus service, a P&R is likely to be a prohibitively costly and/or long-term option.

Off-street parking

6.3.2 This option would source additional land to create off-street parking to serve office development in the Egham Hythe area. It differs from the P&R option, as land would need to be sourced within a convenient walking distance of key destinations.

6.3.3 It also encourages continued car use directly into the built-up areas, which increases congestion and is detrimental to air quality. This would be contrary to national and local policy guidance.

6.3.4 There is very limited land available in an appropriate location, and as such this option is not likely to be feasible.

Parking Controls

6.3.5 On-street parking controls can come in several forms, including a full Controlled Parking Zone (CPZ) or a Priority Parking Area (PPA). This was previously discussed in Section 3.3 of this report. In summary it was considered the most cost-effective and quickest way to alleviate concerns about overspill from non-residents.

7. STANDARDS EVIDENCE BASE: OFFICE

7.1.1 The following chapter conducts a review of existing parking issues, and the parking requirements for Office uses in Runnymede. The chapter will then recommend an approach for Office parking.

7.2 Council Benchmarking Exercise

7.2.1 RBC Officers undertook an extensive benchmarking exercise of employment standards. In total, 17 local authorities were examined.

7.2.2 In all of the 17 authorities, the adopted parking guidance postdates the introduction of the NPPF in 2012. It should be noted that due to changes in the Use Classes Order in 2020, Class B1a – c uses are now referred to as Class E.

7.2.3 The full Benchmarking report is included in **Appendix B** for reference.

7.3 Comparator Authorities

7.3.1 PCL have undertaken an independent review of comparable authorities to understand how Runnymede's requirements for office parking compare and how other local authorities are approaching the setting of standards for office developments.

7.3.2 As described previously in Section 3.2, the following comparable authorities were specifically reviewed in detail:

- Guildford
- Woking
- Reading:
- Welwyn Hatfield
- Bedford

7.3.3 Table 9 below summarises the planning policy, and where relevant, parking standards for offices in each comparator authority.

Table 9: Comparator Authority Office Parking Standards

Authority	Office Parking Policy
Guildford	**Vehicle Parking Standards SPD, September 2006** **Maximum** standards for 'B1 Business Use' (Offices and Business Parks): • 1 car space per 30m²
Woking	**Parking Standards Supplementary Planning Document, April 2018** **Maximum** standards for 'B1 Business': • 1 car space per 30m² • 1 car space per 100m² in Woking town centre* • 1 car space per 50m² in West Byfleet district centre * *Where appropriate zero parking is encouraged for Woking town centre*
Reading	**Revised Parking Standards and Design Supplementary Planning Document, October 2011** Standards are based on 4 zones of accessibility. • **Zone 1: Central Core Area** – Primarily Retail and Commercial with the best transport hubs • **Zone 2: Primary Core Area** – Areas directly surrounding the core area, well served by public transport • **Zone 3: Secondary Core Area** – Variety of land uses, within 400m walk of high frequency bus services • **Zone 4: Wider Urban Area** – Mostly open space and residential, less accessible by public transport **Maximum** standards for 'B1(a) Office': • **Zone 1:** 1 space per 250 m² • **Zone 2:** 1 space per 100 m² • **Zone 3:** 1 space per 50 m² • **Zone 4:** case-by-case
Welwyn Hatfield	**Parking Standards Supplementary Planning Guidance, January 2004** Standards are based on 4 zones, through assignment of scores of accessibility. The percentages below are applied to the maximum standard: • **Zone 1:** 0-25% of maximum standard • **Zone 2:** 25-50% of maximum standard • **Zone 3:** 50-75% of maximum standard • **Zone 4:** 75-100% of maximum standard **Maximum** standard for 'B1(a) Office': • 1 car space per 30m²
Bedford	**Parking Standards for Sustainable Communities Supplementary Planning Document, September 2014** **Maximum** standard for 'B1(a) Offices': • 1 space per 20 m²

Based on the above, all of the assessed comparator authorities have maximum standards of which two authorities apply maximum standards based on a zonal system. Three of the authorities reviewed pre-date the introduction of the NPPF in 2012. The standards set in Woking and Bedford have adopted standards following the introduction to the NPPF.

7.4 Car ownership data– Workplace Population

7.4.1 Census 2011 data has been examined to understand the geographic patterns of car ownership amongst the workplace population in Runnymede. The current available census data is ageing, 2021 data is not yet published. However, the 2011 data is considered to still give a good indication of the geographic car ownership patterns across the borough.

7.4.2 Table 10 below shows the pattern of household car access for those in employment (workplace population[3]), based on Census table LC7401EW "Car or van availability"

Table 10: Workplace Population - Car Availability

2011 super output area middle layer	No cars or vans in household	1 car or van in household	2 or more cars or vans in household
E02006393 : Runnymede 001	13%	38%	50%
E02006394 : Runnymede 002	9%	29%	62%
E02006395 : Runnymede 003	6%	33%	61%
E02006396 : Runnymede 004	3%	26%	70%
E02006397 : Runnymede 005	3%	22%	75%
E02006398 : Runnymede 006	6%	34%	60%
E02006399 : Runnymede 007	5%	30%	65%
E02006400 : Runnymede 008	4%	25%	71%
E02006401 : Runnymede 009	5%	29%	66%
E02006402 : Runnymede 010	3%	24%	74%
Average Car Ownership	**6%**	**29%**	**65%**

7.4.3 The data above indicates that 94% of the working population own 1 car or van per household with on average 65% of the borough owning 2 or more cars or vans per household.

7.4.4 Car ownership in the areas of concern raised by residents and Councillors indicate that 61% of households are likely to own 2 cars or more within the area. Therefore, many of the roads surrounding the employment areas are

[3] LC7401EW - Method of travel to work (2001 specification) by car or van availability All usual residents aged 16 and over in employment the week before the census

located where many of the households will either have 2 or more cars parked on street or on a private drive if the 2011 census percentages are applied. This data would reflect the increase in overnight stress as evident from the parking stress surveys for the office survey area as discussed in Section 6 of this report.

7.5 Comparison with other LAs

7.5.1 A comparator exercise is discussed above at Section 7.3 of this report

7.6 Trends in car ownership

7.6.1 Section 4.4 of this report sets out the National and local trends in car ownership that have been examined, using Department for Transport (DfT) data on licenced vehicles.

7.7 NTEM interrogation for car ownership

7.7.1 Section 4.5 of this report sets out the NTEM future trends in car ownership. In summary the data indicated that without a step-change in alternative transport choices, NTEM forecasts suggest car ownership could increase by 11% to 59,500 vehicles by 2031, which will have an inevitable impact on parking pressures in the area.

8. PROPOSED PARKING STANDARDS: OFFICE

8.1.1 As found through the review in Section 7, the setting of office parking standards is unlikely to have an impact on current on-street parking pressures as long as they are not unduly restrictive. The parking stress surveys indicate that it is high car ownership levels in the area, combined with other cars arriving from outside of the area for other reasons, alongside potential office related parking is driving the high levels of on street parking observed on the roads surveyed. Parking standards will however shape car ownership and demand moving forwards.

8.1.2 Setting minimum parking standards for offices may even increase parking demand in offices and business parks. Encouraging travel to work through high parking provision can lead to habitual car use where staff travelling to work may have otherwise used viable alternative, sustainable modes.

8.1.3 Setting minimum standards would conflict with Surrey's emerging LTP4 in aiming to significantly reduce transport carbon emissions to meet the net zero challenge and to support delivery of Surrey's other priority objectives of enhancing Surrey's economy and communities, as well as the health and quality of life of our residents. The emerging LTP4 references achieving net zero will mean a step change in how we plan, deliver and maintain transport, as transport accounted for 46% of Surrey's carbon emissions in 2019.

8.1.4 The car parking standards for offices set out in this report are expressed as maximums, in order to encourage travel to 'destinations' by means other than the private car and ensure against excessive car parking provision at those destinations. Town centre locations generally offer alternative travel options and public car parking. It is in these locations where densities of development can be higher to help make the most effective use of land in the most sustainable locations and were in particular, private car parking provision can be lower.

8.1.5 Notwithstanding the above, any new policy and parking standards will need to ensure that office developments do not lead to overspill parking, as staff at office developments may park on unenforced surrounding streets.

8.2 Encouraging Sustainable Travel

8.2.1 A cornerstone of the NPPF is encouraging sustainable development. Parking standards for all new development should be moving towards a more stringent approach to discourage car ownership.

8.2.2 With the known on-street parking pressures in mind, parking standards alone are unlikely to be successful without on-street enforcement to tackle other cars arriving and parking from outside the area. As such, the following approach is proposed.

8.3 Proposed Standards

8.3.1 For the reasons discussed above, it is recommended that the proposed parking standards described below is implemented borough wide. Specific on-street parking enforcement in Egham Hythe should be considered alongside these standards to address the current high demand.

8.3.2 A location-based approach should then be implemented for all office development.

Table 11: B1 Office -Business – Maximum Standards

Area	Standard
Town Centre Locations (within 400m of a bus stop providing a minimum of 4 buses per hour and located within 800m of a train station)	1 car parking space per 200sqm
All Other Areas	1 space per 30sqm

8.4 Additional Considerations

8.4.1 As noted above, evidence suggests offices are not the sole source of local on-street parking pressures. The maximum parking standards proposed above are not expected to lead to parking overspill or additional pressures on areas surrounding the office developments.

8.4.2 Notwithstanding, proposals for offices should be required to undertake their own individual assessment of parking demand and potential for overspill within their Transport Assessments. Developers will be required to provide details of how parking will be managed on site and a parking management plan should be requested where appropriate.

8.4.3 Workplace Travel Plans (WTP's) should also be submitted by developers depending on the scale of the development. This will help reduce car use

to places of work and help encourage the uptake of sustainable and active through a variety of measures and tools which would be secured by the WTP.

9. PARKING DESIGN REQUIREMENTS

9.1.1 This Section of the report provides an overview of the parking design requirements for PBSA and Office developments for the borough.

9.1.2 All parking layouts should be developed in accordance with the Runnymede Design SPD (July 2021), or any subsequent updated version. Layouts should maintain a high-quality and pedestrian-focused environment, taking care not to obstruct desire lines. Landscaping should be used to break up the visual impact of parking areas, and the needs of people should always be put before the needs of car storage.

9.1.3 On-street parking will only be considered if formally laid out bays are provided, with adequate carriageway widths to enable unobstructed two-way vehicle movements (including cycles), or unobstructed one-way vehicle movements (including contra-flow cycling) in one-way streets. The spaces should relate well to the building which they are to serve to avoid confusion and unauthorised use. Where provided on a private road, spaces should have appropriate signing or numbering with a clear, safe, and accessible pedestrian route to the main building entrance.

9.1.4 Development layouts should enable all vehicles to enter and leave in a forward gear. Turning diagrams should be required to demonstrate that vehicles can manoeuvre safely into and out of spaces.

9.2 Loading Requirements

9.2.1 The loading requirements of offices and PBSA will depend on the level of catering and facilities in each individual development. Developers will be required to assess and justify that the proposed loading provision will be able to accommodate the site's demands without detriment to highway safety.

9.2.2 The space provided for servicing should be of a suitable size for the vehicle types and frequency expected to serve the development.

9.2.3 Due regard should be taken for the potential for food and parcel deliveries. A strategy for deliveries should be detailed at application stage to minimise vehicle idling times.

9.3 Parking Space Dimensions

9.3.1 Car parking spaces should be of an adequate size to allow convenient parking and for the driver and passengers to get in and out of the vehicle.

9.3.2 Table 12 sets out the requirements associated with different parking space configurations.

Table 12: Parking Dimensions Requirements

Type of Car Parking	Parking Space Requirements
Parallel parking bays	Minimum dimensions 2m wide x 6m long. Inset bays should include kerbed tapers at end bays.
Perpendicular bays	2.4m wide x 4.8m long 6m is required for aisles between groups of bays for vehicle manoeuvring (this can be reduced as appropriate for echelon bays)
Accessible spaces (Disabled Parking)	Disabled parking space dimensions should be in accordance with guidance set out in Inclusive Mobility, December 2021 OR in accordance with local designs standards set by the local highway authority.

9.4 Accessible Parking

9.4.1 All parking for disabled drivers should be designed and provided in accordance with the local authority's highway design standards (if applicable) and/or in accordance with national guidance as set out by the DfT's Inclusive Mobility, December 2021.

9.5 Electric Vehicle Parking

9.5.1 In line with policy SD7 of the adopted Runnymede 2030 Local Plan, EV charging points should be provided in line with the latest SCC guidance at the time of the application as a minimum.

9.6 Cycle Parking

9.6.1 The aim of enabling more people to cycle as an alternative to car trips requires safe cycle routes and convenient and safe cycle parking. Cycle parking needs to be considered at the outset and long-term storage for employees and should be within a covered, lockable enclosure.

9.6.2 Short term cycle parking should be located in a prominent location close to site and / or building entrances and may need to be provided in multiple locations. It may be possible in some instances to utilise the public highway, though this would need to be sympathetic to the positioning of other street furniture and ensure that footway widths are maintained.

9.6.3 The provision of safe and secure cycle parking associated with new development in town centres is particularly important, where car parking associated with new development will be reduced and there is the ability to further encourage cycling as an active form of travel. Cycle parking provision should be set out and expressed as minimum standards to further encourage cycle ownership and more cycling trips to be undertaken.

9.1 Car Clubs (PBSA)

9.1.1 Developers are encouraged to engage with Car Club operators to provide a vehicle on-site (subject to it being available to the wider public) or contribute towards a local Car Club vehicle. Where a vehicle is provided on-site, the Car Club space would still count towards the maximum standards outlined in Table 7. Car Clubs are intended to reduce car ownership and providing a space in addition to the maximum would not provide a net benefit.

9.1.2 Car Club operators often charge higher premiums for young drivers which may discourage uptake amongst students. Through Travel Plans, developers are encouraged to supplement student Car Club membership. Prominent up-front marketing of this initiative can be effective in reducing student car ownership from the outset.

Appendix A: Parking Survey Technical Note

Runnymede Office Area and Student Area: Parking Stress Analysis

November 2021

1. Background and context

Runnymede Borough Council (RBC) have commissioned Project Centre Ltd to undertake a study into the parking issues/concerns as a result of overspill parking from the following:

- Purpose Build Student Accommodation (PBSA); and
- Office development within the Borough

PBSA and office accommodation issues

Correspondence and an inception meeting with the Council Officers and Members in August 2021 which indicated that in areas of PBSA, on-street parking is perceived to be significantly heightened by university / student demand in Englefield Green and parts of Egham (see Figure 2 for areas surveyed). Royal Holloway University of London (RHUL) policies aim to restrict student car parking, to discourage private car use, however problems are reported.

Feedback from Council Members at the inception meeting indicated that car parking related to specific areas of office development is causing overspill parking in residential areas, and therefore causing issues with local residents finding parking in front or in the vicinity of their homes. Overcapacity has been highlighted in the following areas (as shown at Figure 4):

- New Road
- Claremont Road
- Chandos Road
- Wendover Road
- The Causeway
- Meadow Gardens
- Goring Road
- Avenue Road

In response to the above concerns parking stress surveys have been undertaken in September to November 2021 to understand the levels of parking occupancy in areas of PBSA and office development within the Borough.

2. Parking Survey Methodology

A parking beat survey was carried out on three occasions for both the areas of student accommodation and office development (outlined in Section 3). The number of parking spaces (parking supply) was calculated for each road. Sections of road length which are permitted or acceptable for parking are converted into theoretical parking supply by dividing the length of available road by an average vehicle length. The result is rounded down to the nearest unit, except when the remaining length is 90% or above and then it is rounded up. Sections of road which are not legal or acceptable for parking (termed non-parking areas) have no parking supply. Vehicle length assumed for unmarked bays, single lines and unmarked areas is 6.0m (agreed with SCC Highways).

Some sections of road are not included in the parking supply, such as:

- Distance from corner (for reasons of highway safety - normally between 5m and 10m)
- Crossovers, build outs, traffic islands
- Sections of acceptable parking which are less than 90% of the assumed vehicle length. For a vehicle length of 6m, this is 5.5m
- Single yellow lines may also be excluded for reasons of traffic flow or if the road is narrow
- Where the width of the road is such that parking on both or either side would cause an obstruction

The number of vehicles parked (parking demand) is then calculated, in order to provide a parking stress (occupancy %) level. The number of vehicles parked is expressed in Passenger Carrying Units (PCUs). The values are:

- Car (PCU=1)
- LGV (PCU=1)
- OCG (PCU=1.5)
- Bus (PCU=2)
- Motorcycle within a parking bay (PCU=0.4)
- Motorcycle within a motorcycle bay (PCU=1)

Parking stress (occupancy %) is then calculated to express the number of parked vehicles (parking demand) as a percentage of available parking (parking supply) for each parking type. Stress can be over 100% if vehicles are small, parked closely together or if the length of the parking type is longer than the assumed vehicle length multiplied by the number of theoretical spaces.

3. Parking Stress Analysis

<u>Student accommodation</u>

To understand the baseline conditions outside of university term times, parking stress surveys took place on Wednesday 15th and Thursday 16th September 2021 at the following times:

- Overnight (0030-0300)
- 1000-1200
- 1400-1600

Within the surveyed area there is a total parking supply of 483 spaces. A breakdown of the parking supply by road can be found in Appendix A. The average parking occupancy of the student area at each of these times is shown in Table 1 below.

Table 1: Average parking occupancy, student area

Time	Average parking occupancy
Wednesday overnight	64%
Wednesday 1000-1200	70%
Wednesday 1400-1600	69%
Thursday overnight	59%
Thursday 1000-1200	65%
Thursday 1400-1600	68%

As demonstrated in Table 1, Wednesday between 1000-1200 was the busiest time, with the average parking occupancy of all roads surveyed at 70%.

Figure 1 below shows the parking occupancy for all roads surveyed on Wednesday 15th September between 1000-1200.

Figure 1: Parking occupancy for all roads, student area

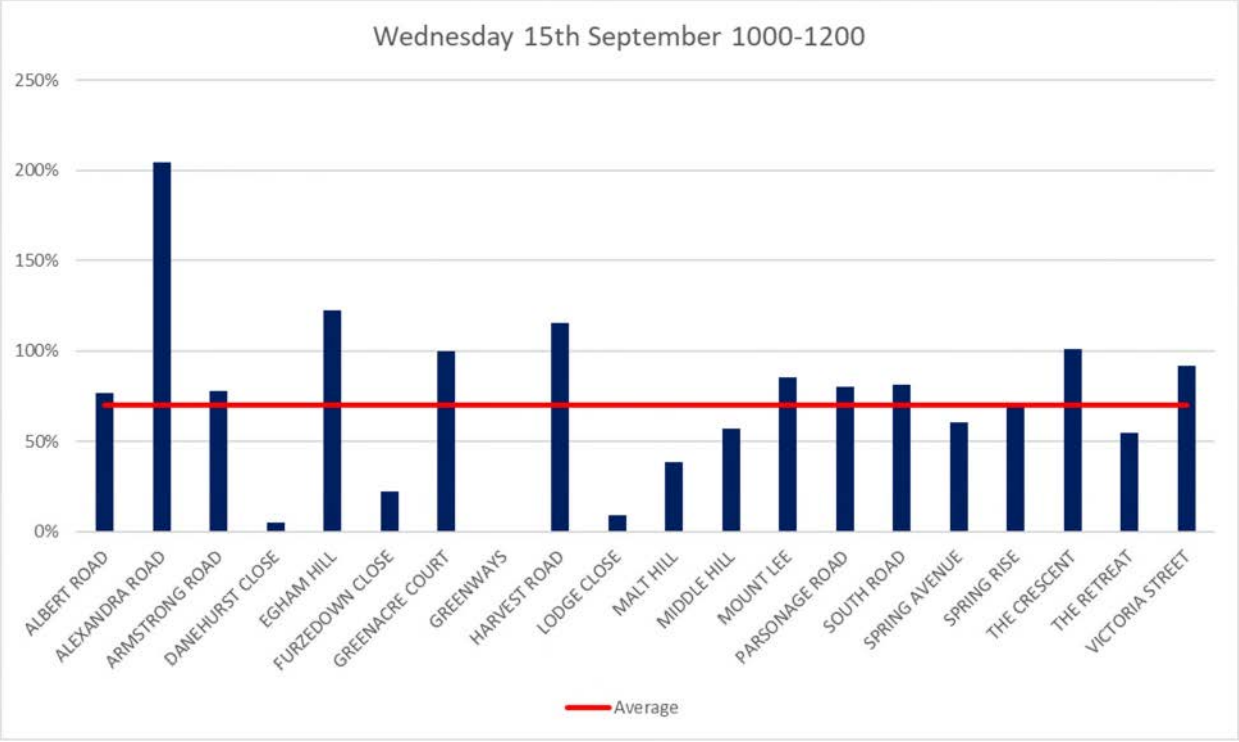


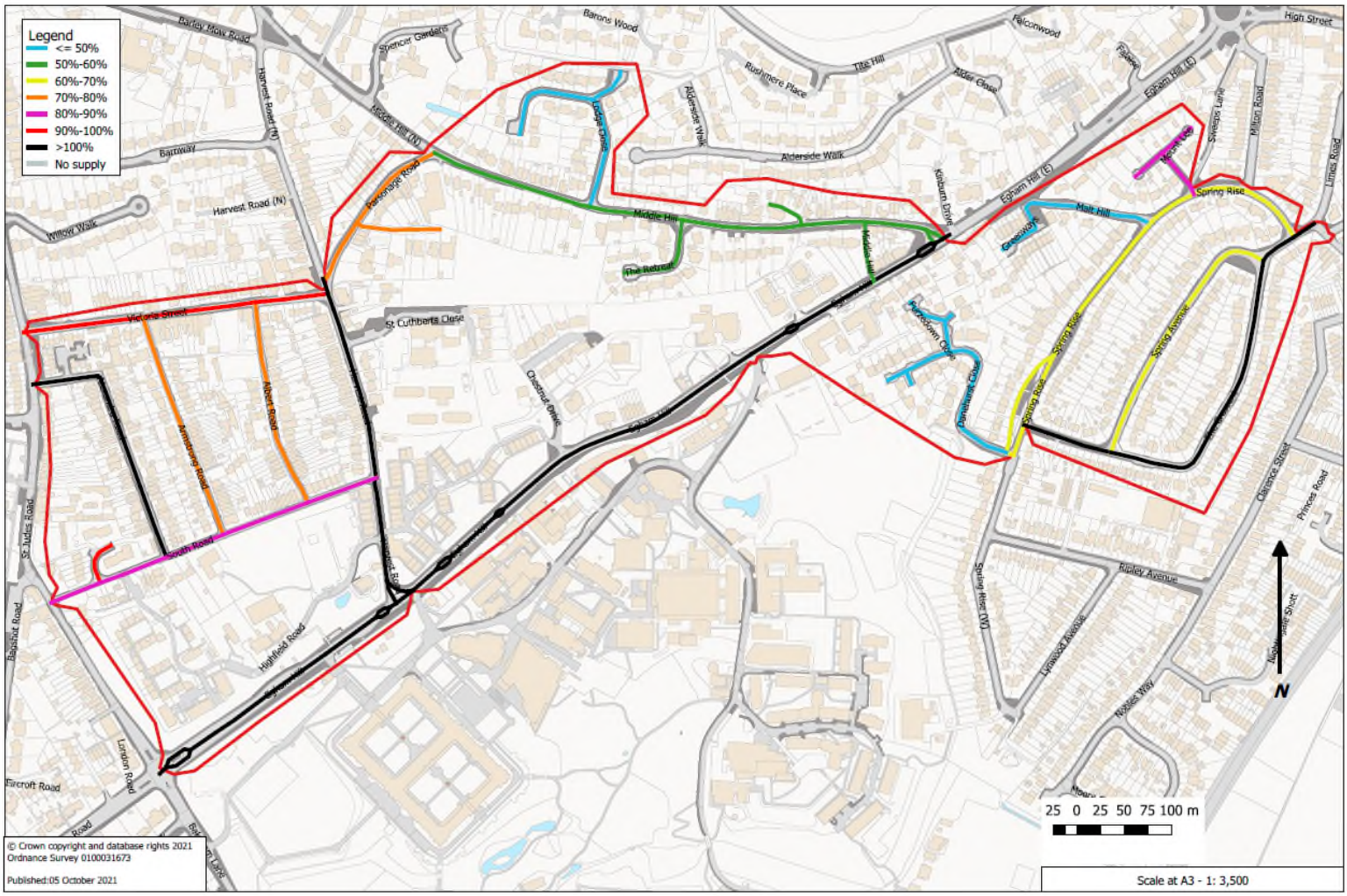
Figure 1 shows that a number of roads have parking occupancy levels well above and below the average of 70%. The roads with the highest parking occupancy levels are:

- Alexandra Road (205%)

- Egham Hill (122%)
- Harvest Road (115%)
- The Crescent (101%)
- Greenacre Court (100%)

Figure 2 below is a map showing the parking occupancy levels on roads in the student area on Wednesday 15th September between 1000-1200.

Figure 2: Student area map parking occupancy - Wednesday 1000-1200



Reported impacts on the baseline PBSA surveys

At this stage it should be noted that RHUL started to welcomed students back between the 15th and 19th September. In speaking with a representative at RHUL they confirmed that arrivals of students happened between these dates.

In this respect the true baseline conditions of the non-term time survey may have been affected by this activity. Taking this into consideration we contacted RHUL for data relating to vehicle arrivals during this period, and the car parking capacity of spaces on site within the campus. Having this data has allowed us to account for the arrivals and potential on-street parking that may have occurred

which will provide a more accurate account reporting of the baseline data for non-term time student surveys.

The results are provided in Table 2 below. The data provided by RHUL provided a summary of check in's between 8am to 6pm on Wednesday 15th to Sunday 19th September 2021 during the official arrivals period as shown below at Table 2 (please note arrivals would have taken place past these dates in addition to the earlier arrivals). It should be noted that some of the arrivals will be permanent vehicles that remain on campus and others that are visitors dropping off students with their belongings. RHUL also confirmed that the campus can accommodate 1,325 standard car parking spaces and 54 disabled spaces.

Table 2: RHUL booked arrival slot vs actual arrivals during the allotted dates and times.

Date (September 2021)	Booked Arrival Slots	Actual Arrival Slots (8am 6pm)	Notes
Wed 15th	273	288 (105%)	*Head Start, New to UK and DDS were informed not to book an arrival slot.
Thur 16th	450	430 (95%)	
Fri 17th	501	490 (98%)	
Sat 18th	644	670 (104%)	
Sun 19th	614	583 (95%)	
Total	**2482**	**2461 (99%)**	**During the arrival period of Wednesday 15th to Sunday 19th September (8am to 6pm)**

Based on the information above it is evident that that there would be ample capacity to accommodate the actual arrivals within the campus grounds car park. Please note our calculations are based on the 1,325 car parking spaces and does not include the disabled car parking spaces in order for robust assumptions to be made. The data indicates the following:

- The overall campus car park was only 22% occupied on Wednesday 15th with 1,037 spare spaces available to park in (78% spare capacity)
- The overall campus car park was only 32% occupied on Thursday 16th with 895 spare spaces available to park in (68% spare capacity)
- If all the arrivals were students arriving in their cars to park permanently for the term, there would be a grand total of 718 car parking spaces arriving at the campus by the end of day on Thursday 16th. In this scenario this would result in 54% of the spaces occupied with 607 spaces available to park in (54% spare capacity)
- Additionally car parking at the university is free of charge which would encourage students and visitors to park on site rather than parking on the surrounding streets.

Office Development

Parking stress surveys took place on Wednesday 13th and Thursday 14th October 2021 at the following times:

- Overnight (0030-0300)
- 1000-1200
- 1400-1600

Within the surveyed area there is a total parking supply of 389 spaces. A breakdown of the parking supply by road can be found in Appendix B. The average parking occupancy of the office area at each of these times is shown in Table 2 below.

Table 3: Average parking occupancy, office area

Time	Average parking occupancy
Wednesday overnight	108%
Wednesday 1000-1200	75%
Wednesday 1400-1600	76%
Thursday overnight	115%
Thursday 1000-1200	79%
Thursday 1400-1600	78%

As demonstrated in Table 2, Thursday night was the busiest time, with the average parking occupancy of all roads surveyed at 115%. The daytime results, which more likely relate to office opening times, show the highest recorded occupancy on Thursday 1000-1200 at 79%.

Figure 3 below shows the parking occupancy for all roads surveyed between 1000-1200 on Thursday 14th October 2021.

Figure 3: Parking occupancy for all roads, office area

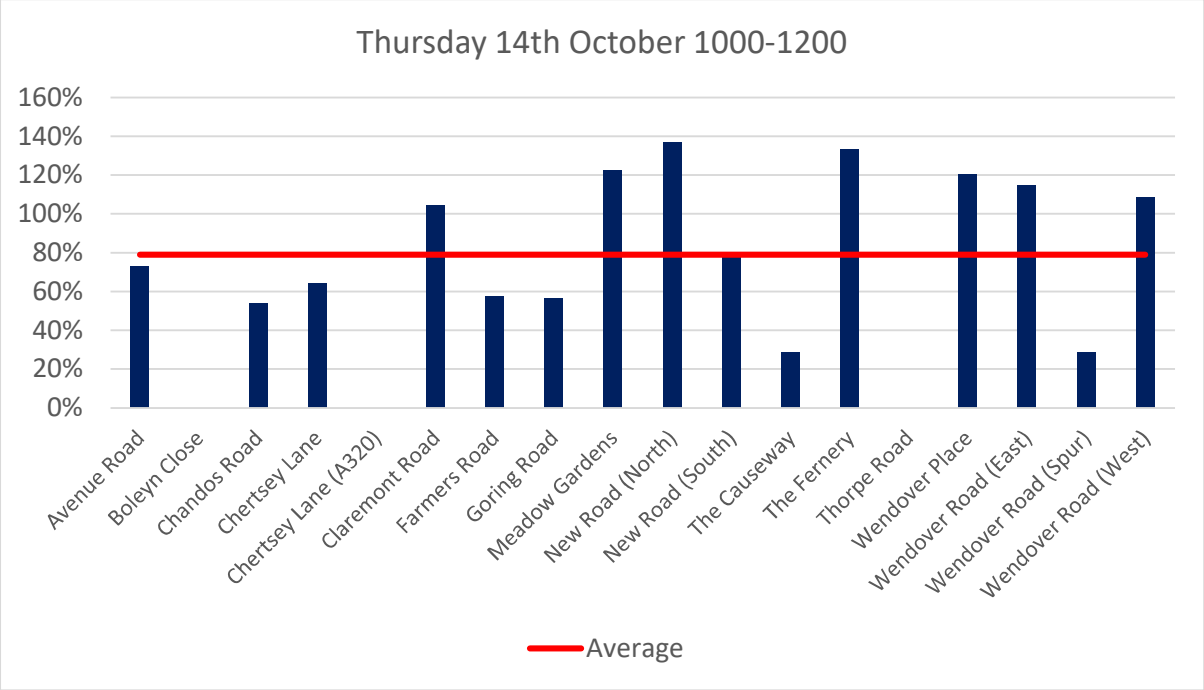
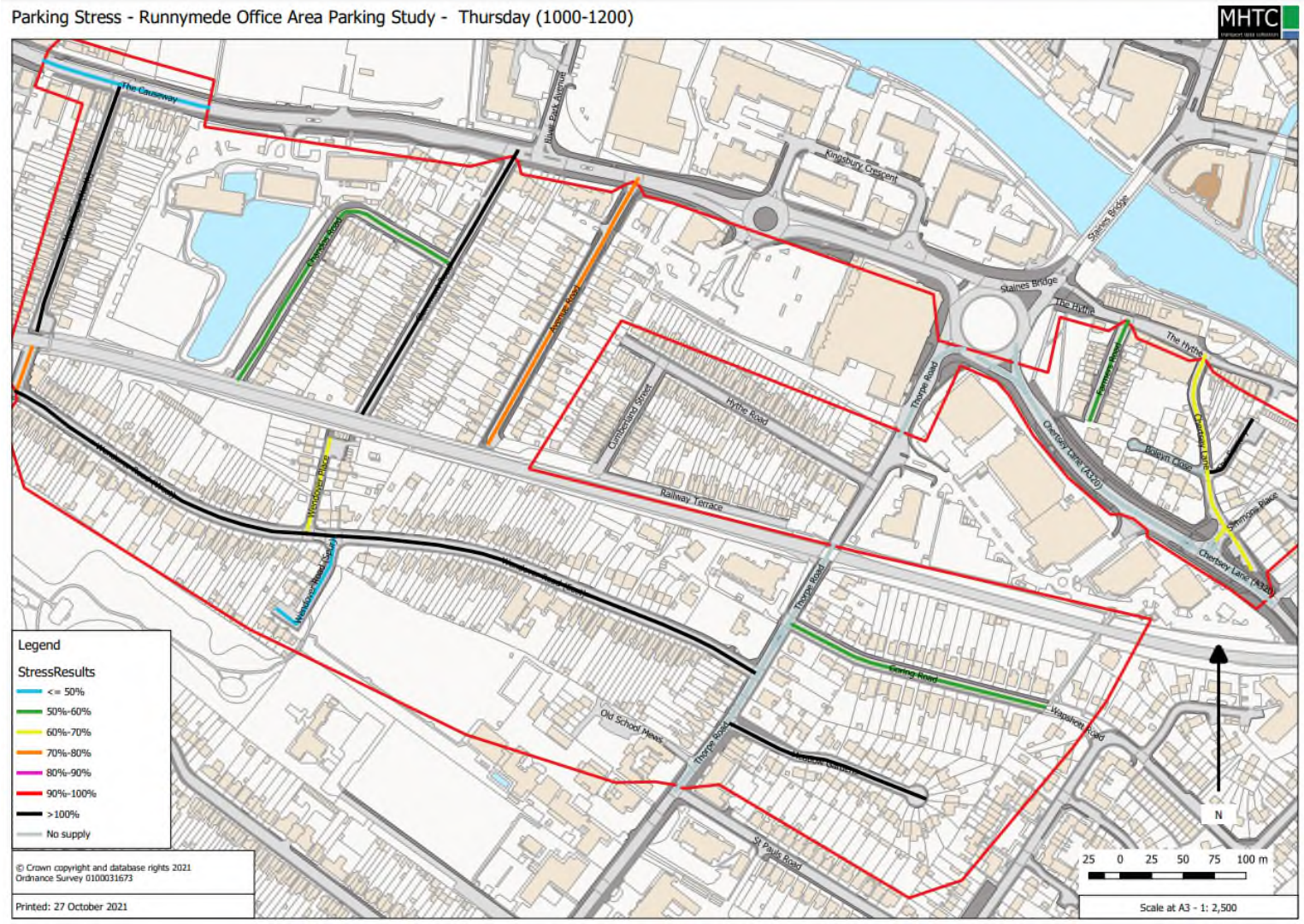


Figure 3 shows that a number of roads have parking occupancy levels well above and below the average of 79%. The roads with the highest parking occupancy levels are:

- New Road (North) (137%)
- The Fernery (133%)
- Meadow Gardens (122%)
- Wendover Place (120%)

Figure 4: Office area map parking occupancy - Thursday 1000-1200



4. Summary of findings

Overall, both the areas of student accommodation and office development within the borough suffer from relatively high levels of parking, however, there is approximately 20-30% spare capacity (available for parking) for both areas.

For the areas of student accommodation, at the times surveyed, parking occupancy was between 64% and 70% on average across all roads surveyed. The times with the highest occupancy were during the day, with Wednesday 1000-1200 having the highest occupancy of all times surveyed (70%). While there is significant disparity between the parking occupancy of some roads (some have very low occupancies of less than 10%, and some are in excess of 100%), the roads with the highest occupancies are generally located close to the RHUL campus.

The areas of office development generally have a higher level of parking stress, with occupancy ranging from 75% to 115% on average across all the roads surveyed. The times with the highest

occupancy were overnight, with Thursday 0030-0300 having the highest occupancy of all times surveyed (115%). During the daytime, when offices would normally be operational the highest parking stress was recorded as 79% on average across the area. As with the area of student accommodation, while there is significant disparity between the parking occupancy of roads (some have very low occupancies of less than 30%, and some are in excess of 100%), the roads with the highest occupancies are generally in residential areas south of the A308.

5. Next steps

Following the initial parking surveys and analysis, surveys were repeated during RHUL term time (17th and 18th November) to understand the impact on parking occupancy of an increase in the number of students in the area.

Student Parking (term time)

To understand the baseline conditions during university term times, parking stress surveys took place on Tuesday 17th November and Wednesday 18th November 2021 at the following times:

- Overnight (0030-0300)
- 1000-1200
- 1400-1600

Within the surveyed area there is a total parking supply of 483 spaces. A breakdown of the parking supply by road can be found in Appendix C. The average parking occupancy of the student area at each of these times is shown in Table 4 below.

Table 4: Average parking occupancy, student area during term time

Time	Average parking occupancy
Tuesday overnight	83%
Tuesday 1000-1200	79%
Tuesday 1400-1600	83%
Wednesday overnight	88%
Wednesday 1000-1200	86%
Wednesday 1400-1600	78%

As demonstrated in Table 4, Wednesday overnight was the busiest time, with the average parking occupancy of all roads surveyed at 88%. The daytime results, which more likely relate to student university parking for lectures, show the highest recorded occupancy on Wednesday 1000-1200 at 86%.

Figure 5 below shows the parking occupancy for all roads surveyed on Wednesday 16th November between 1000-1200.

Figure 5: Parking occupancy for all roads, student area term time

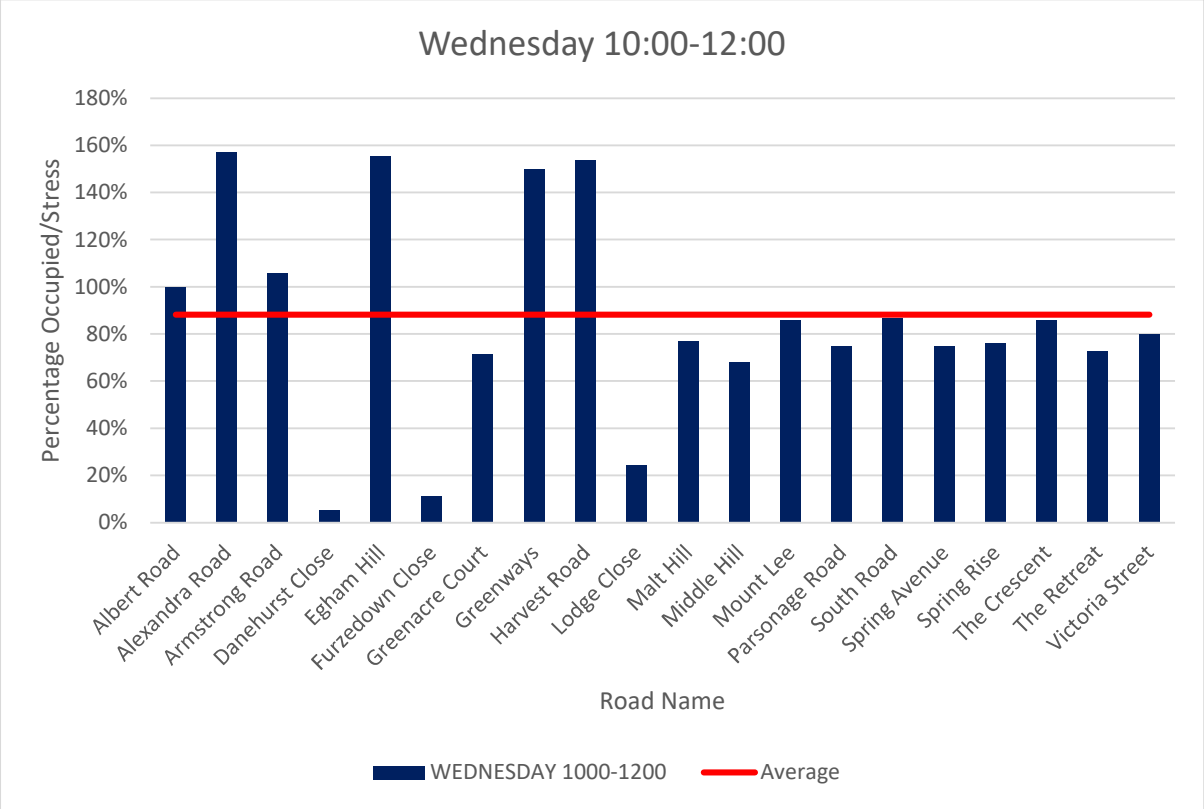
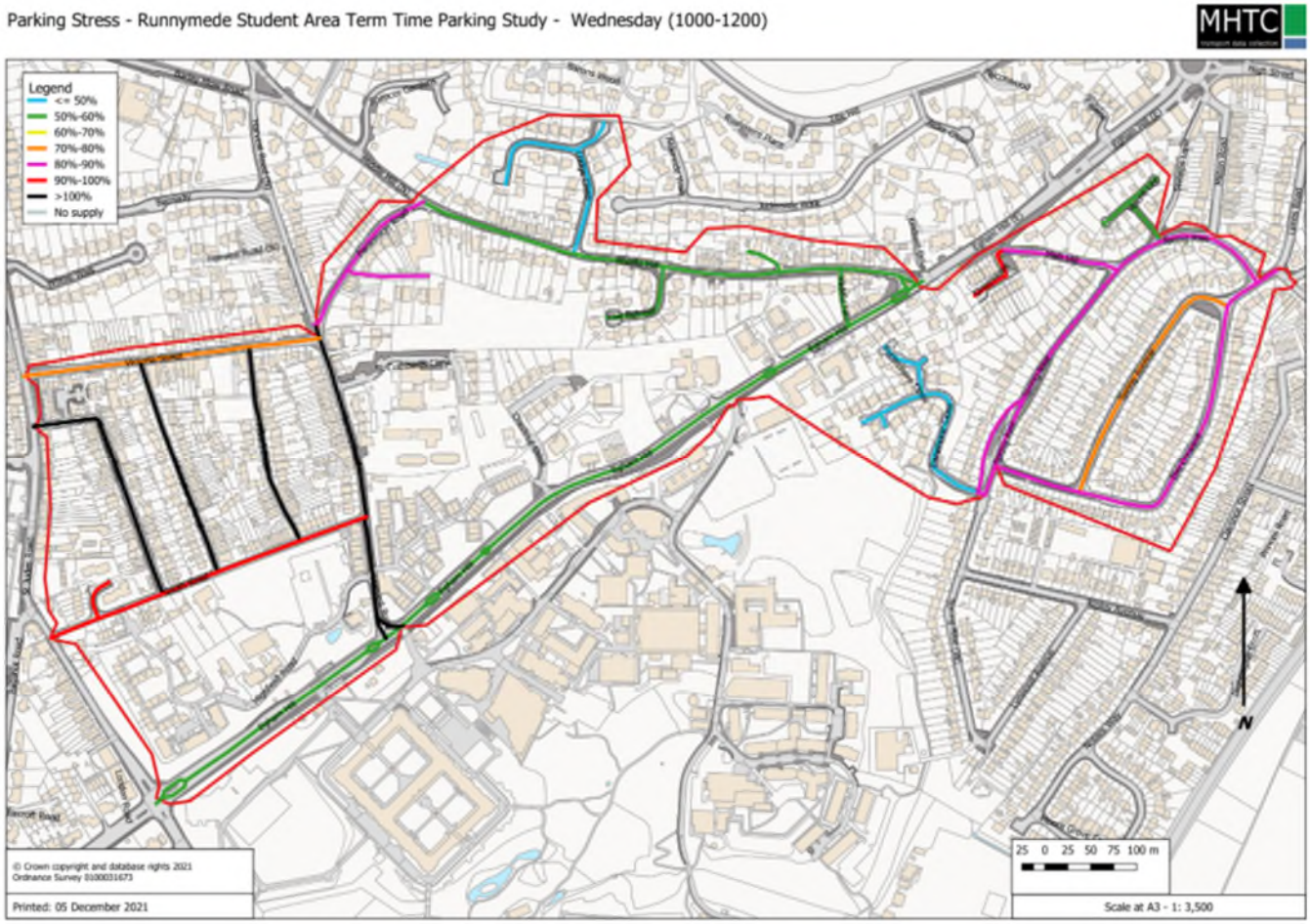


Figure 5 shows that a number of roads have parking occupancy levels well above and below the average of 88%. The roads with the highest parking occupancy levels are:

- Alexandra Road (157%)
- Egham Hill (156%)
- Greenways (150%)
- Harvest Road (154%)

Figure 6 below is a map showing the parking occupancy levels on roads in the student area on Wednesday 17th November between 1000-1200.

Figure 6: Student area map parking occupancy during term time- Wednesday 1000-1200



Appendix A: Area of student accommodation parking supply

Road Name	Disabled Blue Badge	Free Bays (No Limited Waiting)	Limited Waiting	TOTAL ON-STREET BAYS	No Waiting (Acceptable) (SYL)	Unmarked Area (Acceptable)	TOTAL NON-BAY SPACES	TOTAL CAPACITY
Albert Road	2	0	0	2	0	22	22	**24**
Alexandra Road	2	0	0	2	0	19	19	**21**
Armstrong Road	0	0	0	0	0	18	18	**18**
Danehurst Close	0	0	0	0	0	40	40	**40**
Egham Hill	0	9	0	9	0	0	0	**9**
Furzedown Close	0	0	0	0	0	18	18	**18**
Greenacre Court	0	0	0	0	0	7	7	**7**
Greenways	0	0	0	0	0	2	2	**2**
Harvest Road	0	6	0	6	0	20	20	**26**
Lodge Close	0	0	0	0	0	33	33	**33**
Malt Hill	0	0	0	0	0	13	13	**13**
Middle Hill	0	0	0	0	0	50	50	**50**
Mount Lee	0	0	0	0	0	7	7	**7**
Parsonage Road	0	0	0	0	0	20	20	**20**
South Road	0	0	0	0	0	38	38	**38**
Spring Avenue	0	0	0	0	0	28	28	**28**
Spring Rise	0	0	0	0	0	58	58	**58**
The Crescent	0	0	0	0	0	35	35	**35**
The Retreat	0	0	0	0	0	11	11	**11**
Victoria Street	0	0	24	24	0	1	1	**25**
	4	**15**	**24**	**43**	**0**	**440**	**440**	**483**

Appendix B: Area of office development parking supply

Road Name	Disabled Blue Badge	Free Bays (No Limited Waiting)	Limited Waiting	Shared Use Bay	Unmarked parking area	TOTAL ON-STREET BAYS	No Waiting (Acceptable) (SYL)	Unmarked Area (Acceptable)	TOTAL NON-BAY SPACES	TOTAL CAPACITY
Avenue Road	0	0	0	0	0	0	0	22	22	**22**
Boleyn Close	0	0	0	0	0	0	0	1	1	**1**
Chandos Road	0	0	0	0	0	0	0	67	67	**67**
Chertsey Lane	0	0	5	6	0	11	0	3	3	**14**
Chertsey Lane (A320)	0	0	0	0	0	0	0	0	0	**0**
Claremont Road	0	0	0	0	0	0	0	24	24	**24**
Farmers Road	0	0	0	14	0	14	0	0	0	**14**
Goring Road	0	0	0	0	0	0	0	39	39	**39**
Meadow Gardens	0	0	0	0	0	0	0	9	9	**9**
New Road (North)	1	0	0	0	0	1	0	26	26	**27**
New Road (South)	0	0	0	0	0	0	0	9	9	**9**
The Causeway	0	12	0	0	0	12	0	23	23	**35**
The Fernery	1	0	0	0	0	1	0	5	5	**6**
Thorpe Road	0	0	0	0	0	0	2	0	2	**2**
Wendover Place	0	0	0	0	0	0	0	5	5	**5**
Wendover Road (East)	2	0	0	0	0	2	0	46	46	**48**
Wendover Road (Spur)	1	0	0	0	5	6	0	15	15	**21**
Wendover Road (West)	0	0	0	0	0	0	0	46	46	**46**
	5	**12**	**5**	**20**	**5**	**47**	**2**	**340**	**342**	**389**

Appendix C: Area of student accommodation parking supply in term time

Road Name	Disabled Blue Badge	Free Bays (No Limited Waiting)	Limited Waiting	TOTAL ON-STREET BAYS	No Waiting (Acceptable) (SYL)	Unmarked Area (Acceptable)	TOTAL NON-BAY SPACES	TOTAL CAPACITY
Albert Road	2	0	0	2	0	22	22	**24**
Alexandra Road	2	0	0	2	0	19	19	**21**
Armstrong Road	0	0	0	0	0	18	18	**18**
Danehurst Close	0	0	0	0	0	40	40	**40**
Egham Hill	0	9	0	9	0	0	0	**9**
Furzedown Close	0	0	0	0	0	18	18	**18**
Greenacre Court	0	0	0	0	0	7	7	**7**
Greenways	0	0	0	0	0	2	2	**2**
Harvest Road	0	6	0	6	0	20	20	**26**
Lodge Close	0	0	0	0	0	33	33	**33**
Malt Hill	0	0	0	0	0	13	13	**13**
Middle Hill	0	0	0	0	0	50	50	**50**
Mount Lee	0	0	0	0	0	7	7	**7**
Parsonage Road	0	0	0	0	0	20	20	**20**
South Road	0	0	0	0	0	38	38	**38**
Spring Avenue	0	0	0	0	0	28	28	**28**
Spring Rise	0	0	0	0	0	58	58	**58**
The Crescent	0	0	0	0	0	35	35	**35**
The Retreat	0	0	0	0	0	11	11	**11**
Victoria Street	0	0	24	24	0	1	1	**25**
	4	**15**	**24**	**43**	**0**	**440**	**440**	**483**

Appendix B RBC Benchmarking Report

Parking Options Paper. For discussion with the Planning Committee

14th December 2020

BENCHMARKING EXERCISE

Table 1 in Appendix 1 provides benchmark data for parking standards for purpose-built student accommodation adopted by ten authorities across England, where parking guidance postdates the introduction of the NPPF in 2012. In addition to these ten examples a further eleven local authorities were researched, but in these cases guidance was not up-to-date or in a few instances no specific guidance on student parking was available. All 21 local authorities were chosen as they each contain a small/medium sized university, or in some cases two universities, which are located in/near to a town or very small city. These examples were felt to be more comparable with the size and location of RHUL.

In addition, the table lists four other Surrey authorities whose guidance for parking for purpose- built student accommodation also post-dates the introduction of the NPPF in 2012.

Of these fourteen examples 8 propose individual assessment, five propose maximum standards ranging from 0.25 spaces/bedroom (or 1 space/4 students) to 1 space/15 students and one proposes an indicative/required standard. Of the 21 examples considered none were based on minimum standards.

In three cases standards differed between zones, but in all these cases differentiated zonal standards were used for all uses. In a few cases the presence of a CPZ influenced the standards required.

POTENTIAL APPROACH FOR STUDENT ACCOMMODATION

Case by Case assessment (enhanced approach): As Members will see from the benchmark data in Table 1 in Appendix 1, whilst there are a number of exceptions (discussions in other sections of this paper), in just over half of the 14 post NPPF cases, local authorities used a case by case approach for the assessment of parking proposals associated with student accommodation proposals.

The concerns expressed by Members about this approach as voiced at the Planning Committee meeting of 4th November are noted, however there is an option to retain this approach, but with an enhanced approach to securing contributions for CPZs (subject to further discussions with SCC).

The case by case approach could also be supplemented with a list of criteria which would influence the amount of parking that a scheme should provide, for example, dependent on:

• The scale of development (number of units)

• Sustainability of location / accessibility to sustainable transport modes and local services / proximity to university

• The likely parking demand associated with the proposed development; the capacity for on-street parking in the immediate vicinity of the site (which the developer could be required to demonstrate through an on street parking survey); and any mitigation measures which are proposed as part of the supporting case for the planning application.

Pros:

-Would bring Runnymede in line with a number of other Local Authorities in terms of their approach to assessing the adequacy of the parking provision for student accommodation schemes.

-Allows flexibility when determining applications and an ability to tailor the approach to parking depending on the particulars of each individual case.

-The case by case approach would be in line with SCC parking guidance.

-Has potential to increase parking provision and therefore reduce overspill into residential areas. The SCC parking guidance document confirms that, 'where "individual assessment" is required, it should be demonstrated that demand for parking is either met on site or mitigated and managed as appropriate'. Additional criteria and/or supporting text to supplement this approach could help ensure that the demand for parking is properly evidenced by developers and also that the different considerations that the Council would expect an applicant to consider and factor into their parking proposals are clearly set out.

-The enhanced approach with the introduction of criteria to help guide the amount of parking that might be appropriate could help retain a degree of flexibility whilst giving more certainty in terms of the instances where more parking will be required (see example criteria listed above)

Cons:

-Uncertainties in terms of what levels of additional financial contributions could be secured as officers are concerned that in reality it is very difficult to quantify how much of the parking in the communities close to RHUL is generated from overspill from individual student developments. For example whilst it may be obvious to local residents that it is easier to park in the University holidays when students have left the area, how do we know that this isn't because students living in authorised HMOs in the residential areas have gone home.

Planning obligations assist in mitigating the impact of unacceptable development to make it acceptable in planning terms. As set out above, evidencing the impacts that a development could have on overspill parking would be difficult to quantify. Any planning obligations secured would need to meet the following conditions:

necessary to make the development acceptable in planning terms;

directly related to the development; and

fairly and reasonably related in scale and kind to the development.

Concerns however that even if more money was secured for CPZs, it would not address the concerns raised by Members in terms of residents having to pay for their own parking permits.

CONCLUSION:

This approach would bring the Council in line with the approach to assessing parking associated with student accommodation developments across Surrey and also in many University boroughs across the Country. It would allow flexibility but with criteria/guiding principles added as part of the approach, developers would be clear about the types of issues they would need to consider in designing their parking proposals. However, Members may feel that even with enhancements, this approach would not give the level of certainty about the amount of parking provision that this type of use would provide.

Maximum Parking Standard: With this approach, a standard would be set, for example a maximum of 1 car parking space per 15 students bedspaces (Canterbury District Local Plan (July 2017)). The County Durham Parking and Accessibility Standards 2019 applies the same maximum standard of 1 per 15 students (but there is no requirement in Controlled Parking Zones).

Brighton and Hove City Council has adopted a maximum standard of 0.25 spaces per bedroom (or a maximum of 1 space per 4 bedspaces) in their 2016 parking standards (except in their central zone where no parking other than disabled parking is permitted) and state that on-street residents permits will be restricted in CPZ areas based on consideration of the relevant factors. Lancaster City Council uses a zonal approach with maximum standards for this use ranging from 1 parking space per 10 students to 1 parking space for 5 students depending on the area in which the development is located.

It could be considered further whether a list of criteria could be introduced alongside the maximum standards, to provide further guidance to developers in terms of instances when more or less parking provision within the maximum range would be expected.

Pros:

-Precedent elsewhere has been found post 2012 NPPF introduction. This would, to some degree, be helpful in developing a maximum standard for Runnymede.

-Generally, maximum parking standards help to limit adverse impacts on public transport use/attractiveness of active travel which supports growth in active travel, maintains public transport patronage and helps reduce congestion which has positive benefits in terms of adapting to climate change and encouraging healthier lifestyles (in relation to active travel).

-Paragraph 106 of the NPPF states that, 'Maximum parking standards for residential and non-residential development should only be set where there is a clear and compelling justification that they are necessary for managing the local road network, or for optimising the density of development in city and town centres and other locations that are well served by public transport. Given that Universities are 'destinations' which generate significant transport movements, and given the findings of the Strategic Highways Assessment Report (SHAR)underpinning the Local Plan which identified the A30/Bakeham Lane/St Judes Road junction as being a traffic hotspot, it is considered that there is a need to limit vehicular traffic movements in this part of the Borough which could justify use of a maximum parking standard (see more information on the SHAR in the commentary for minimum parking standards below).

Cons:

- Maximum standards are just that, and a scheme proposing significantly less than the maximum standard would still be seen as being policy compliant (see appeal ref: APP/Y3615/W/18/3195333, Land at Guildford College Stoke Park Campus, Stoke Road, Guildford GU1 1EZ). Hence the suggestion of introducing criteria alongside the maximum standards as part of an enhanced approach.

-Has potential to increase parking provision and therefore reduce overspill into residential areas, particularly if the standard is supported by supplementary criteria.

-Whilst precedent has been found for implementing this type of standard, the maximum standards vary greatly in the examples referred to in table 1 and the evidence underpinning the maximum standards would need further investigation before an appropriate maximum standard for Runnymede could be developed.

CONCLUSION: Overall, the benchmarking research undertaken by officers has found a range of maximum standards being adopted by Local Authorities for this particular use post the adoption of the 2012 NPPF. Of those local authorities that have been found to utilise maximum standards, there is significant variation in the amount of parking spaces required, and it is not always clear from the parking standards SPDs what evidential basis has been used in determining these standards. Whilst the benchmarking has been helpful, it is considered that there is insufficient evidence to confidently design a standard for this land use at this time and some further evidence would need to be gathered before a recommended standard for Runnymede could be brought back to Members.

Minimum Parking Standard: At Planning Committee, this was something that Members specifically asked if Officers could look into in more detail. Through the research undertaken by officers, post the introduction of the 2012 NPPF, no examples of minimum parking standards being used for this particular use have been found.

Whilst there is no legal reason why the Council could not impose a minimum parking standard for student accommodation, there are a number of concerns from an officer perspective, set out in the 'cons' below with taking forwards this approach.

It was suggested at the Planning Committee meeting of 4th November that the approach for student accommodation could be similar to that recommended for care homes. The standard set out for care homes and C3 sheltered housing schemes in both the Surrey County Council parking guidance and the Parking SPD drafted by officers, is a maximum not a minimum standard. In both cases, applicants are able to rely on a case by case assessment instead of the maximum level of provision set out. Officers commentary on maximum parking standards is set out above.

Pros:

-Providing more parking would potentially help to reduce overspill parking into surrounding residential areas as sought by Members.

-The approach would provide more certainty in terms of the level of parking to be provided for schemes proposing this type of use.

Cons:

-In their research, officers found no post 2012 NPPF examples of a minimum standard being applied for student accommodation. No precedent.

-concerns regarding inefficient use of land and low densities of development. This could put more pressure on Green Belt in the future and result in the additional spread of University accommodation across a wider area.

- Potential adverse impacts on public transport use/attractiveness of active travel which supports growth in active travel, could reduce public transport patronage and encourage more people to get in their cars which could worsen congestion. This could have negative impacts in terms of adapting to climate change and encouraging healthier lifestyles.

-Such an approach is unlikely to help achieve the modal shift which is required at a UK scale to meet the Government's net-zero policy. Relevant research on this is set out as follows:

Committee on Climate Change's (2019) net-zero scenarios assume a 10% transport modal shift from private cars to other modes of transport by 2050[1].
Transport for Quality of Life (2018) find that in order to be consistent with the Paris Agreement's stronger target of limiting the increase in global average temperatures to 1.5°C, and assuming that the transport sector takes its fair share of emission cuts, it is necessary for the government to investigate policy options for reducing traffic mileage by between 20-60% by 2030. They state that: 'Government policy on reducing carbon from cars is mainly focused on vehicle electrification. While this is essential, the scale and speed of carbon saving that is needed means that electrification is insufficient on its own, and demand management to reduce traffic volumes will also be necessary'[2].

The Department for Transport's road traffic forecast scenarios are not consistent with achieving the above. The highest forecast growth scenario is a 51% increase in traffic by 2050 in the shift to zero emission vehicles scenario. Considering minor roads, each of the Department's 7 scenarios involves an increase in traffic over the period to 2050[3].

-The Strategic Highway Assessment Report (SHAR) underpinning the Local Plan highlighted that A30 London Road junction with the A328 St Jude's Road and Bakeham Lane, Englefield Green was predicted to be one of the top 10 junctions in the Borough with the highest increase in average vehicle delay following the occupation of all development expected over the Local Plan period in the morning rush hour. The SHAR identified this junction as a hotspot. The junction hotspots listed in the SHAR, 'provide a preparatory list of where potential mitigation should be focused, to inform the borough's Infrastructure Delivery Plan (IDP) and subsequent Community Infrastructure Levy (CIL)'. Pursuing a minimum parking standard for student accommodation could encourage increased car use which could in turn worsen congestion at this junction.

-Increased levels of parking at student accommodation is likely to result in additional SANG being required to support these developments. Currently SANG capacity is discounted by Natural England for student accommodation which is car free or provides low levels of car parking. SANG capacity is currently in very short supply in the north of the Borough.

-Given that no precedent has been found elsewhere in terms of a potentially appropriate minimum parking standard for student accommodation, if Members would like officers to progress this option, more thought would need to be given as to what minimum standard would be appropriate.

-Would actively go against the policy of RHUL which is to discourage students bringing their cars to the university.

CONCLUSION: Members expressed a preference for a minimum parking standard for student parking at the Committee meeting of 4th November. However, in the initial research undertaken by officers, no examples have been found of minimum parking standards elsewhere for this particular use. Officers remained concerned that this approach would go against the drive for modal shift encouraged through national and local policy.

[1] Committee on Climate Change (2019). Net Zero - The UK's contribution to stopping global warming https://www.theccc.org.uk/wp-content/uploads/2019/05/Net-Zero-The-UKs-contribution-to-stopping-global-warming.pdf
[2] Transport for Quality of Life (2018). Briefing: More than electric cars https://www.transportforqualityoflife.com/u/files/1%20More%20than%20electric%20cars%20briefing.pdf
[3] Department for Transport. Road traffic forecasts 2018 https://www.gov.uk/government/publications/road-traffic-forecasts-2018

Indicative Parking Standard: The residential car parking standards recommended in the draft SPD would be guidelines and seek to be neither a minimum or maximum standard. Instead they would provide an indication as to the level of parking which is considered appropriate for a student accommodation scheme but would have a degree of flexibility so that the level of parking could then be amended to reflect individual site circumstances. From the examples set out in Table 1 officers found one example of a local authority applying an indicative car parking standard for student accommodation. This was in Stafford Borough Council's 2014 Local Plan which has a standard (expressed as neither a minimum or a maximum) of 1 garage or parking space per resident staff, plus 1 space per non-resident staff, plus 1 space per 4 students, plus 1 space per 100 students for visitors.

Pros:

-Would give a clearer idea of the level of parking to be provided for a scheme.

-Likely to provide more parking than has been provided for this type of scheme in recent years which would potentially help to reduce overspill parking into surrounding residential areas as sought by Members.

-There would be a degree of flexibility with an indicative parking standard which would help ensure that parking could be tailored to meet site specific circumstances.

-A potential middle ground when all the options in this paper are considered?

Cons:

-Limited precedent elsewhere for this type of use and unclear on the evidence underpinning the Stafford standard. Would need further research to come up with an appropriate standard for Runnymede.

-An indicative standard is likely to need to be supported by a list of criteria setting out the considerations for developers if they propose to deviate from the indicative standard. Example criteria are set out earlier in this paper.

-If the standard is set too high, potential adverse impacts on public transport use/attractiveness of active travel which supports growth in active travel, could reduce public transport patronage and encourage more people to get in their cars which could worsen congestion. This could have negative impacts in terms of adapting to climate change and encouraging healthier lifestyles.

-Would go against the policy of RHUL which is to discourage students bringing their cars to university.

-Increased levels of parking at student accommodation is likely to result in additional SANG being required to support these developments as the level of discounting applied by Natural England would likely reduce. SANG capacity is currently in very short supply in the north of the Borough.

CONCLUSION

Officers are of the view that this approach could provide a middle ground in addressing the concerns raised by Members but whilst still providing some flexibility to respond to site specific circumstances. However, whilst the benchmarking has been helpful, there is limited precedent and it is considered that there is insufficient evidence to confidently design a standard for this land use at this time and some further evidence would need to be gathered before a recommended standard for Runnymede could be brought back to Members.

LEVEL OF PARKING FOR OFFICE DEVELOPMENTS

Table 2 below provides benchmark data for parking standards for employment uses falling within the B Use Class, adopted by ten authorities across England where parking guidance postdates the introduction of the NPPF in 2012. Please note that due to changes in the Use Classes Order in 2020, Class B1a – c uses are now referred to as Class E. For convenience the same local authorities are listed as in the student parking table.

In addition, the table lists seven other Surrey authorities whose guidance for B uses also post-dates the introduction of the NPPF in 2012, or where SCC guidance is relied on.

Of the 17 examples provided, 11 provide for less generous parking provision for B1 uses. Although a good proportion of these authorities provide a similar level of provision in outer areas/business parks but less parking provision in town centres.

For industrial uses nine authorities provide for less parking provision, whereas eight provide for a similar level. This includes all seven of the Surrey authorities.

For B8 uses, 12 authorities provide of a higher level of parking provision, particularly for certain B8 types of development, with two authorities providing for a similar levels of parking provision and three providing less.

Appendix 1

Table 1 Purpose Built Student Accommodation (PBSA) parking standard benchmarking			
Local Authority/University	Title and date of parking guidance	Purpose Built Student Accommodation (PBSA) parking standard	Additional Notes
Brighton & Hove borough Council Sussex University	Parking Standards SPD Oct 2016	Maximum Central area – disabled parking only. On-street residents permits restricted in CPZ areas based on consideration of the relevant factors Key public transport corridors - 0.25 spaces/bedroom. On-street residents permits restricted in CPZ areas based on consideration of the relevant factors Outer area - 0.25 spaces/bedroom.	Assessment of each application will be on a case by case basis taking into account the parking standards for guidance purposes. Minimum Disabled User Parking: 1 space per wheelchair accessible unit plus 50% of the minimum parking standard for ambulant disabled people & visitors Servicing: on-site loading and un-loading for student move in move out at start and end of terms Motorcycle: major developments based on at least 5% of the maximum total car parking standard. minor developments provision provided on a case by case basis. Also have large and small HMO standards
Canterbury City Council Kent University	Local Plan July 2017 Pg 329	Maximum Employees: 1 space per resident staff + 1 space per 2 other staff Residents/visitors: 1 space per 15 students	
Chester West and Chester council University of Chester	Parking Standards SPD May 2017	Case by case basis	Minimum disabled standards
Durham County Council (unitary) Durham University	County Durham Parking and Accessibility Standards 2019	Maximum allocated in-curtilage: 1 per 5 members of staff. 1 per 15 students (No requirement if in the Controlled Parking Zones)	Minimum EV charging points 10% active + 10% passive
Hillingdon Borough Council Brunel University	Local Plan Part 2 DM Policies Jan 2020 p.154 onwards	On an individual basis using a transport assessment and travel plan	

Lancaster City Council Lancaster University Cumbria University	Local Plan for Lancaster District – Part Two: Review of the Development Management DPD July 2020	Maximum Zone A (TC's): 1 per resident staff and 1 per 10 beds Zone B (LC/NC's): 1 per resident staff and 1 per 5 beds Zone C (all other areas): 1 per resident staff and 1 per 5 beds	
Norwich City Council University of East Anglia	Norwich development management policies local plan December 2014	Maximum City Centre Primary Retail Area and pedestrian only streets - Allocated parking is not permitted Elsewhere in the City Centre Parking Area – 1 operational parking space per 50 beds capable of standing an ambulance or minibus. Elsewhere in the Urban area - staff: 1 space per 10 bed spaces Visitors: 1 space per 10 bed spaces Does not refer specifically to PBSA (C2 & C2a residential institutions and secure residential institutions)	Minimum Disabled spaces City Centre Primary Retail Area and pedestrian only streets - Allocated parking is not permitted Elsewhere in the City Centre Parking Area - one space per 100 beds. Minimum one space Elsewhere in the Urban area - 1 space per 100 bed spaces Reduced levels of parking could be justified in sustainable locations or locations where onstreet parking is restricted Maximum Disabled spaces - 5% of total Motorcycle - 1 per 100 bed spaces (secure parking)
Plymouth City Council University of Plymouth	Plymouth and South West Devon Joint Local Plan (July 2020) p. 156 - 159	The number of spaces will be looked at on a case-by-case basis and based on location and presence of a CPZ.	A suitable number of spaces for the purposes of drop-off should be provided.
Stafford Borough Council Staffordshire University	The Plan for Stafford Borough June 2014	The car parking standards detailed below should generally be taken as the requirement. 1 garage or parking space per resident staff, plus 1 space per non-resident staff, plus 1 space per 4 students, plus 1 space per 100 students for visitors.	The Borough Council will judge the individual circumstances of each proposed development. For example, a proposal to change the use of an existing building on a restricted site may not be able to meet the standard for the new use. Even in these cases, it will be a basic requirement that no traffic hazard or nuisance should be caused. Any under or over provision of parking will need to be justified by clear material evidence.
Warwick District Council Warwick University	Parking Standards SPD June 2018	Each case to be considered on merit	
Other Surrey Authorities with student parking standards			
Reigate and Banstead Borough Council	DMP, Oct 2017 updated May 2018 – Page 23,24	Individual assessment	

Tandridge Borough Council	Parking Standards SPD Sept 2012, PG 8,9,11,	1 car space per 2 staff or individual assessment/justification; student parking individual assessment/justification.	
Waverley Borough Council	Parking Guidelines, Oct 2013, Pgs 8, 9 12	individual assessment	
Woking Borough Council	Parking Standards Supplementary Planning Document April 2018. Pgs 17, 20	individual assessment/justification. 50% reduction in Woking Town Centre	

Table 2 Employment parking standards

	B1a (office)	B1b (R&D)	B1c (light ind)	B2 (ind)	B8 (warehousing)	Notes
Brighton & Hove District Council	C area: disabled only PTC: 1 sp/100m2 Outer area: 1 sp/50m2	C area: disabled only PTC: 1sp/150m2 Outer area:1 sp/100m2	C area: disabled only PTC: 1 sp/150m2 Outer area:1sp/100m2	C area: disabled only PTC: 1 sp/150m2 Outer area:1sp/100m2	C area: PTC: 1sp/200m2 Outer area:1sp/150m2	Maximum
Canterbury City Council	Up to 500m2 1 sp/20m2 500–2,500m2 1 sp/25m2 Over 2,500m2 1 sp/30m2	1 sp/35m2	1 sp/35m2	Up to 200m2 – 3 sp Over 200m2 – 1 sp/50m2	Storage & dist 1 sp/110m2 Wholesale dist 1 sp/35m2	Maximum
Chester West and Chester council	P.T Corridor: 1 sp/100m2 Outer Areas: 1 sp/50m2	P.T Corridor: 1 sp/150m2 Outer Areas: 1 sp/100m2	P.T Corridor: 1 sp/150m2 Outer Areas: 1 sp/100m2	P.T Corridor: 1 sp/150m2 Outer Areas: 1 sp/100m2	P.T Corridor: 1 sp/200m2 Outer Areas: 1 sp/150m2	Maximum
Durham County Council	1 space per 25m2 GFA (same for Town Centres/ Rest of County)	1 space per 25m2 GFA (same for Town Centres/ Rest of County)		1 space per 50m2 (TC) No maximum (RofC)	Warehousing/storage 1 space per 100m2 GFA (RofC) B8 Distribution 3 spaces per 100m2 GFA (RofC)	Maximum
Hillingdon Borough Council	1 sp per 50-100m2	2 sp plus 1 sp per 50-100m2	2 sp plus 1 sp per 50-100m2	2 sp plus 1 sp per 50-100m2	2 sp plus 1 sp per 50-100m2	Maximum
Lancaster City Council	Zone A: 1 per 40sqm Zone B:1 per 32sqm Zone C:1 per 30sqm	Zone A: 1 per 40sqm Zone B:1 per 32sqm Zone C:1 per 30sqm		Zone A: 1 per 60sqm Zone B: 1 per 48sqm Zone C:1 per 45sqm	Zone A: 1 per 100sqm Zone B: 1 per 100sqm Zone C: 1 per 100sqm	Maximum Call Centres

						Zone A:1 per 40sqm (starting point to discuss) Zone B:1 per 32sqm (starting point to discuss) Zone C: 1 per 30sqm (starting point to discuss)
Norwich City Council	City Centre PRA: not allocated Elsewhere in CC: 1 operational parking sp/100m2, disabled 20% total Existing/proposed employment locations: 1 sp/35m2 +disabled 5% Elsewhere urban area: 1 sp/35m2 +disabled 5%	City Centre PRA: not allocated Elsewhere in CC: 1 operational parking sp/100m2, disabled 20% total Existing/proposed employment locations: 1 sp/35m2 +disabled 5% Elsewhere urban area: 1 sp/35m2 +disabled 5%	City Centre PRA: not allocated Elsewhere in CC: 1 operational parking sp per 500m2 disabled 20% of total Existing/proposed employment locations: 1 parking sp per 50m2 (includes staff and visitors) disabled 5% of total Elsewhere urban area: 1 parking sp per 50m2 (includes staff and visitors) disabled 5% of total	City Centre PRA: not allocated Elsewhere in CC: 1 operational parking sp per 500m2 disabled 20% of total Existing/proposed employment locations: 1 parking sp per 50m2 (includes staff and visitors) disabled 5% of total Elsewhere urban area: 1 parking sp per 50m2 (includes staff and visitors) disabled 5% of total	City Centre PRA: not allocated Elsewhere in CC: 1 operational parking sp per 500m2 disabled 20% of total Existing/proposed employment locations: 1 parking sp per 50m2 (includes staff and visitors) disabled 5% of total Elsewhere urban area: 1 parking sp per 50m2 (includes staff and visitors) disabled 5% of total	Maximum Travel Plan 1,000m 2 Travel Information Plan 200m2 Transport Statement 1500 m2 Transport Assessment 2500 m2
Plymouth City Council	1 sp/30m2	1 sp/30m2		Less 235m2: 1 sp/44m2 Over 235m2: 1sp/51m2	Less 2,500m2: 1sp/70m2 Over 2,500m2: 1sp/100m2	Indicative Small cluster unit communal parking Lorry parking on merits
Stafford Borough Council	up to 250m2: 1 sp per 25m2, then 1 sp per 30m2 thereafter.	35m2 up to 235m2: 1 sp per gross floor space; 1 sp per 60m2 thereafter.	35m2 up to 235m2: 1 sp per gross floor space; 1 sp per 60m2 thereafter.	up to 250m2: 1 sp per 25 m 2 then 1 sp per 50 m 2 thereafter.	1 space per 80m2	Indicative For B8 uses In cases where ancillary office space does not exceed 100m2, no additional provision is necessary, thereafter 1 space

						per 25m2 will be required.
Warwick District Council	1 space per 20sq.m up to 1000sq.m, then 1 space/30sq.m additional floor space	1 space per 20sq.m up to 1000sq.m, then 1 space/30sq.m additional floor space	1 space per 40sq.m	1 space per 50m2	1 space per 80m2	
Other Surrey Authorities with post 2012 NPPF parking standards						
Epsom & Ewell	SCC guidance					
Mole Valley	SCC guidance					
Reigate & Banstead	1 sp/30m2	1 sp/30m2	1 sp/30m2	1 sp/30m2	Storage: 1 sp/100m2 Dist: 1 sp/70m2 Cash &carry: 1sp/30m2	Maximum 1 lorry sp/200m2 for B8
Surrey Heath	SCC guidance					
Tandridge	Threshold 2500m2 1sp/25m2 to 1 sp/100m2 depending on location 1 lorry sp/1,000m2	Threshold 2500m2 1sp/25m2 to 1 sp/100m2 depending on location 1 lorry sp/1,000m2	Threshold 2500m2 1sp/25m2 to 1 sp/100m2 depending on location 1 lorry sp/1,000m2	1 sp/30m2 & 1 lorry sp/1,000m2	Storage:1 sp/100m2 & 1 lorry sp/200m2 Dist:1 sp/70m2 &1 lorry sp/200m2 Cash & Carry 500-1000m2 sales area: 1 sp/25m2 & 1 lorry sp/200m2 or ind ass Cash & Carry above 1000m2 sales area:1 sp/14m2 &1 lorry sp/500m2 or ind ass.	Maximum
Waverley	Threshold 2500m2 1 sp/30m2 to 1sp/100m2 depending on location	Threshold 2500m2 1 sp/30m2 to 1sp/100m2 depending on location	Threshold 2500m2 1 sp/30m2 to 1sp/100m2 depending on location	1 sp/30m2	Storage: 1sp/100m2 Dist: 1 sp/70m2 Cash & Carry: 1 sp/70m2	Indicative B8 1 lorry sp/200m2
Woking	Threshold 2500m2 1 sp/30m2, 1 sp/100m2 WTC, 1sp/50m2 WBDC	Threshold 2500m2 1 sp/30m2, 1 sp/100m2 WTC, 1sp/50m2 WBDC	Threshold 2500m2 1 sp/30m2, 1 sp/100m2 WTC, 1sp/50m2 WBDC	1 sp /30m2 50% reduction WTC	Storage: 1sp/100m2 Dist: 1 sp/70m2 Cash &carry: 1sp/70m2 Cash & Carry: 1 sp/70m2 50% reduction WTC for above	Maximum B8 1 lorry sp/200m2

Quality

It is the policy of Project Centre to supply Services that meet or exceed our clients' expectations of Quality and Service. To this end, the Company's Quality Management System (QMS) has been structured to encompass all aspects of the Company's activities including such areas as Sales, Design and Client Service.

By adopting our QMS on all aspects of the Company, Project Centre aims to achieve the following objectives:

1. Ensure a clear understanding of customer requirements;
2. Ensure projects are completed to programme and within budget;
3. Improve productivity by having consistent procedures;
4. Increase flexibility of staff and systems through the adoption of a common approach to staff appraisal and training;
5. Continually improve the standard of service we provide internally and externally;
6. Achieve continuous and appropriate improvement in all aspects of the company;

Our Quality Management Manual is supported by detailed operational documentation. These relate to codes of practice, technical specifications, work instructions, Key Performance Indicators, and other relevant documentation to form a working set of documents governing the required work practices throughout the Company.

All employees are trained to understand and discharge their individual responsibilities to ensure the effective operation of the Quality Management System.

Runnymede BOROUGH COUNCIL

PROJECT CENTRE
part of Marston Holdings

Award Winning

national transport awards

LTA LONDON TRANSPORT AWARDS

british parking awards 2018 WINNER

CIHT AWARDS 2015

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LONDON PLANNING AWARDS 2015/16

british parking awards 2020 WINNER

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Accreditations

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