

**ASHWOOD CARE HOME
PARKING MANAGEMENT PLAN
OCTOBER 2025**

1.0 INTRODUCTION

- 1.1 Bancroft Consulting were appointed by Country Court Care Homes to provide highways and transport advice regarding the proposed extension to its existing Ashwood Care Home facility at Spalding in Lincolnshire. This Parking Management Plan follows South Holland District Council's decision to grant planning permission for the extension and reconfigured access/parking area under its Application Reference: H16-0437-24, dated 9th December 2024. Condition 15 of the corresponding Decision Notice stated:

15 A car parking management plan, demonstrating how visitors and staff travel to and park on site, shall be submitted to and approved in writing by the Local Planning Authority prior to occupation of the approved extension. The management plan shall include measures to manage visits and deliveries to the site, promote staggered starts, manage visiting times, promote car sharing and measures to encourage staff travelling to the site using more sustainable modes of transport in conjunction with the Travel Plan as required by Condition 14, in order to minimise and avoid on street and overspill car parking patterns on the surrounding public highway. The details so approved shall be maintained thereafter.

Reason: To prevent overspill parking on the adjoining public highway.
This Condition is imposed in accordance with Policies 2, 3 and 36 of the South East Lincolnshire Local Plan, 2019.

- 1.2 By way of background, the planning application was supported by a Parking Appraisal (February 2024) that considered how the proposed increase in bed spaces (from 47 to 66) would affect car parking at the site. The proposals included an increase from 20 to 28 car parking spaces across the site. This concluded that the proposed development would deliver parking for both staff and visitors in line with adopted local standards and the predicted peak demand (up to 17 spaces overall).
- 1.3 This Parking Management Plan was prepared alongside a separate Travel Plan for the site, which seeks to identify and encourage opportunities for sustainable travel to and from the site by both staff and visitors. The objective of this Parking

Management Plan is to ensure the efficient operation of the parking areas such that overspill parking does not occur within the surrounding roads.

2.0 BACKGROUND DATA

- 2.1 Details of existing staff and visitor travel information were examined through initial travel surveys undertaken as part of the Travel Plan process. This confirmed how 32 full-time and 12 part-time staff will be employed at the new care home. The surveys showed how the majority of these will be 'care related' members of staff (approximately 77%), with the remainder being housekeeping or admin/management focused.
- 2.2 Question 5 of the staff travel survey sought to understand working hours at the existing care home. The results showed how staff work a wide range of working patterns, with only 10% stating that they work 'normal working hours'. It is therefore reasonable to conclude that very few site related car journeys will be made during the typical network peak hours of 0800 to 0900 hours and 1700 to 1800 hours. A key factor in staff travel was shift-working, where most staff stated that they work 12-hour shifts at the care home. This will lead to early starts and/or late evening finishes for staff where conditions may limit opportunities for non-car travel.
- 2.3 The visitor travel survey results indicate only minimal activity, with a potential average of 22 daily visitors at the new care home. These visitors predominantly visit the site between 1100 and 1500 hours, which is outside of typical network peak periods, arriving by car.

3.0 PROPOSALS

- 3.1 An extract of the proposed site layout plan is provided below at **Image 3.1**. This shows how 8 car parking spaces would be provided at the western part of the site, utilising the existing access at this point. These spaces are numbered '1' through to '8' and will be designated for visitor parking. Further parking will be accommodated at the eastern part of the site, with 20 numbered spaces ('9' through to '28') designated specifically for staff use. These spaces will be served by a new access created off Petrel Drive.



4.0 PARKING MANAGEMENT PLAN

Staff Parking

- 4.1 All staff will be required to use spaces numbered '9' through to '28' which are provided at the eastern part of the site served off Petrel Drive. Usage will be on a 'first come first served' basis and this will be monitored by staff at the care home to identify any periods where overspill parking occurs.
- 4.2 All staff will be notified of their responsibility not to park on-street and any clear offending vehicles will have leaflets placed on the windscreen reminding them of this.
- 4.3 At this stage it is not anticipated that parking demand will exceed the overall provision. However, in the event that overspill parking regularly occurs, the Travel Plan Coordinator will work with management at the care home to identify potential changes to working practices. This may also include restrictions on access to spaces for various users at specific times of the day.

Visitor Parking

- 4.4 All visitors to the care home will be required to use spaces numbered '1' through to '8', which are provided at the western part of the site served off Spalding Common. Access to this area will be publicised through signage at the access itself and online within the care home's website (<https://www.countrycourtcare.co/our-homes/ashwood-care-nursing-home>).
- 4.5 Usage will be on a 'first come first served' basis and this will be monitored by staff at the care home to identify any periods where overspill parking occurs. Existing visitor travel demand does not suggest that there will be any visitor parking overspill. Should this regularly occur, the Travel Plan Coordinator will liaise with management at the care home to set up parking restrictions for visitors. This will potentially comprise limitations on visiting periods and the length of time on site.

Deliveries/Servicing

- 4.6 Typical service movements will comprise waste collection and food deliveries associated with large/medium goods vehicles, via the staff car parking area. It is not expected that there would be anymore than one of these vehicles on-site at any given time. Beyond this, occasional deliveries will be made by transit vans throughout each day, and these will be expected to use the visitor parking area.
- 4.7 It is predicted that parking demand across the site will peak between 1300 and 1400 hours during a typical weekday. Whilst the proposed layout has been designed to fully accommodate on-site turning manoeuvres from typical service and delivery vehicles, they will be encouraged to arrive outside of the 1200 to 1500 hours period, to minimise any potential conflict issues.

Promoting the Plan

- 4.8 To ensure all staff and visitors are aware of their responsibilities to adopt sustainable travel and minimise parking demand at the site, this Parking Management Plan will be promoted to all staff alongside the Travel Plan. For existing staff this will comprise circulation through direct correspondence whilst future staff will be provided with a copy of each document as part of their

employment package. Beyond this, a pdf copy of each document will be made available for all staff and visitors to review online within the care home website (<https://www.countrycourtcare.co/our-homes/ashwood-care-nursing-home>).

- 4.9 All staff and visitors will be encouraged to comment on the operation of the car parking area either directly with reception staff at the care home, or via online comment forms and staff meetings. This will ensure the operation of the car park fully meets the needs of its users.