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Date 18 September 2024

My reference 054213

Your reference APP/23/00996

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Dear Sirs,

McCormack House, 56A East Street, Havant, PO9 1BS

Change of use from office use (Class E) to education use (Class F1) and associated external alterations to the building and its curtilage, including provision of a multi-use games area (MUGA) and new fencing.

Following the submission of the additional information and the updated Drop Off and Pick Up Management Plan (DPMP) prepared by Paul Basham Associates, we have reviewed the details and provide the following updated response.

Traffic Impact and Site Accessibility

Concerns were previously raised regarding the development traffic generation, with the development expected to generate 55 additional trips during the peak hour and 158 trips over the course of the day. The importance of reducing traffic generation as much as possible and maximising sustainable staff and visitor travel choices and active travel enhancements was highlighted as a fundamental requirement by the Highway Authority and an appropriate contribution is necessary to mitigate cumulative harm on the Park Road corridor and within the town centre, as it is an area which is already subject to significant congestion during peak periods.

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The additional information provided by the Applicant suggests a contribution amount of £20,416.90. This has been calculated based on contributions secured for another education use in the area and has been calculated on a 'per pupil' basis.

HCC are progressing several sustainable improvement schemes in the area which the contribution could be utilised towards, including:

- Pedestrian and Cycle improvements from Harts Farm Way along the Solent Road Corridor
- Missing cycle infrastructure on West Street/Park Road South between and including the junctions of West Street and Elm Lane
- Extension of the cycle track from B2149 Petersfield Road to Barncroft Way including upgrading the controlled crossing provision on New Road
- Havant Footbridge replacement to facilitate cycling.

The suggested contribution amount is accepted and is fundamental in helping to offset the car dependant nature of the proposed development and facilitating pedestrian and cycle movements through the local improvement schemes, thereby offsetting the increase in car trips which are predicted to be generated by the proposed development.

The Highway Authority are aware of traffic concerns in relation to East Street and the crossing of existing school children as well as the interaction of the PRoW with the ramp into the car park. These are existing issues and this application is a change of use from an existing consent which would already give rise to vehicular traffic. It is noted that the provision of an additional school will mean traffic movements around the school period. Due to the nature of the proposed school and the pickup and drop off arrangements it will naturally spread traffic movements across the period giving no significant rise at one particular time. The Highway Authority have visited site during the school pick up times and whilst note that there are a number of pedestrian and vehicular movements around this area of East Street these are generally managed well and drivers were observed giving way to pedestrians. Any movements from the site due the proximity of the access to the existing crossing movements would be very low speed and the management plan could include ensuring those undertaking drop off and pick up of children are aware of the presence of other schools.

In relation to the interaction with the PRoW it was noted from the site visit that intervisibility between those using the path and those using the ramp was obstructed by existing vegetation growth. This should be clear as part of the car park works and landscaped appropriately to ensure intervisibility between users at this location. Havant Borough Council as owners of the public car park will need to be engaged on discussions around any changes.

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Proposed Internal Layout and Car Park Management

The amended cycle parking provision is considered to be acceptable for the purposes of providing short stay and long stay cycle parking facilities.

Concerns were previously raised regarding the previous visitor management strategy and pupil drop-offs/pick-ups arrangements. This relied on the utilisation of the two parking spaces near the front of the building for all pupil drop offs resulting in congestion in this area as that would lead to congestion on the adjacent highway. The updated DPMP strategy relocates the majority of drop-off and pick-up activities within the car park towards the south of the site, with the front entrance area being retained for drop off/pick up for wheelchair users only. The DPMP assumes the wheelchair users of pupils is likely to be low and anticipates that most drop offs will occur to the south of the site. Although this is acceptable in principle, the number of wheelchair users is unknown at this time, and this will need to be closely monitored by the Applicant to ensure that congestion does not occur near the site access. This situation will need to be managed by the Applicant in the event that the number wheelchair users exceed the numbers which are assumed in the DPMP.

Notwithstanding the above, the general principle of the revised DPMP is accepted and relocating pupil drop-off activities further into the site will reduce the risk of queuing and congestion adjacent to or within the main site access point and junction with East Street.

The Highway Authority previously also raised concerns in relation to car park capacity, and the potential for congestion to occur within the site in the event that the car park was at full capacity. It is acknowledged that the superseded DPMP identified areas adjacent to the turning and delivery areas which could provide an additional 12 overspill parking spaces. The current DPMP identifies 10 spaces which could be used for dropping off and pick-up purposes and confirms that car park demand would be monitored by the Applicant, with more spaces being allocated for drop-off-pick up periods if required. The DPMP also states that further measures such as encouraging staff to park elsewhere will be considered. Although this is acceptable in principle, the Applicant should commit to making sure that staff park elsewhere if the spaces are needed for drop-offs or pick-ups and the measures for achieving this are unclear.

The revised drop-off-pick up procedure does not require cars to park within the car park spaces to the front of the building, and vehicles will instead drive to the south of the car park, drop off, then exit the car park. On this basis parking demand during dropping-off time is likely to be low. It is anticipated that pick-ups will operate differently, as vehicles

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will either park in a space and wait, or queue and wait in the car park circulation area. As such, there is the potential that parking demand during the pickup period will be much higher than assumed in the DPMP. Vehicles queuing in the car park may cause localised congestion issues, which although not ideal, when considering the distance between the bottom of the car park and East Street. Queued vehicles will cause an inconvenience for users of the Hayling Billy route for a short period. Generally, this could not be considered material and will be within a low speed environment and managed by the end user. However, the make up of the car park makes utilising spaces difficult and could force pedestrians and cyclists using the route into the channel drain situated in the centre of the car park. This would not be appropriate and therefore creates a risk to those users. The car park arrangement should be redesigned to remove this uncovered channel drain and level the car parking areas to maximise the available space available to all users during these busy times. These amendments should be shown in a drawing secured by any consent and delivered prior to occupation of the building.

If the above amendments are made then stationary or queued vehicles such as within this arrangement would not be considered to be an obstruction of the highway for its intended use. The inconvenience should be minimised however through the allocation of drop off parking spaces within the car park. The number of spaces required is something which will need to be closely monitored by the Applicant and managed to the satisfaction of the Highway Authority.

It is noted that specific pick -up/drop-off time slots are not proposed. Given that the south of the car park is now proposed to be used for drop-off/pickup purposes, the lack of dedicated or fixed time slots is less of an issue. It is also acknowledged that using dedicated time slots may be unrealistic and it would be difficult to control in practice.

Overall, the updated DPMP is considered to address the concerns which were previously raised in principle; however, the document makes several assumptions and further information is required on the following aspects:

- Monitoring and management of the two spaces in front of the building, and details of the procedure which will be implemented in the event that parking demand is higher than assumed in the DPMP or confirmation how the school would manage higher numbers of children dependent on a wheelchair.
- Details of how queueing will be managed within the car park.
- Parking demand monitoring procedure and trigger for decreasing staff parking levels and increasing visitor/drop off parking levels.
- Details of any additional measures which could be implemented, in the event that the assumptions made underestimate visitor drop off / parking demand.

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- Details of how the car park areas will be marked for different uses and the amendments to be made to facilitate all users.
- Commitment to the provision of a monitoring summary report which is sent to the LPA for approval on the first anniversary of the development being brought into use, with the Applicant monitoring the situation annually thereafter.

Ideally, the DPMP would be updated to reflect the above-mentioned issues prior to approval, and the DPMP in an appropriate form would be in place prior to the determination of the application. However, should the Planning Authority be minded the revisions and details could be secured through conditions.

Travel Plan

There are no objections to the submitted Framework Travel Plan subject to the TP and associated approval fee, monitoring fee and bond amount being secured as part of the S106 Agreement.

Recommendation

The Highway Authority require further refinement to the DPMP and amendments to the car parking layout to be provided/secured. If the Planning Authority are minded to positively determine the application in the absence of this information the following conditions and obligations should be sought.

- S106 Obligation: The approved Framework Travel Plan and associated approval and monitoring fees.
- S106 obligation: £20,416.90 towards local sustainable improvement scheme(s).
- S106 obligation: Provision of car park amendments to address intervisibility, levels and drainage matters to ensure safe and suitable access for all users.
- Notwithstanding the details approved in the Drop Off and Pick Up Management Plan (DPMP) document, the development shall not be brought into use until an updated DPMP has been submitted to and approved in writing by the Local Planning Authority. The DPMP shall include the following details:
 - a) Monitoring and management of the two spaces in front of the building, and details of the procedure which will be implemented in the event that the capacity of the spaces is exceeded or confirmation how the school would manage higher numbers of children dependent on a wheelchair.

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- b) Details of how vehicle queues will be recorded and managed within the car park.
- c) A parking demand monitoring procedure and trigger for decreasing staff parking levels and increasing visitor parking provision.
- d) Details of additional measures which will be implemented in the event that visitor drop off / parking demand causes any issues within the car park.
- e) Details of how observed conflicts, issues and near misses will be logged and addressed by the Applicant.
- f) A monitoring report being submitted to the LPA for approval, with the Applicant undertaking a monitoring review annually thereafter.

The development shall be operated in accordance with the approved Drop Off and Pick Up Management Plan for the lifetime of the development.

Reason: To ensure appropriate management of traffic within the site in the interests of highway safety.

Yours sincerely,

Holly Drury
Principal Transport Planner - Highways Development Planning
Hampshire 2050

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