

PARKING MANAGEMENT PLAN

THE ROPEMAKER, EMSWORTH

Date: September 2024

Ref: 2024/7491/PMP01

1 INTRODUCTION

1.1 RGP is commissioned to provide highways and transport input in support of approved development at The RopeMaker (formerly The Brookfield Hotel), Havant Road, Emsworth, PO10 7LF ("the site").

1.2 A planning application was submitted in July 2023 to Havant Borough Council under reference APP/23/00630, as follows:

"Remodelling of the existing entrance lobby, front extension, alterations to the front façade, external works to provide an outdoor seating area to the front including decking and associated landscaping, reconfiguration of the car park layout, and minor alterations to the rear elevation."

1.3 The works at the site will not impact on the existing number of hotel bedrooms (42), with an additional 24 covers provided in the bar / restaurant area. A total of 58 car parking spaces will serve the site, including further provisions for motorcycle parking and cycle parking.

1.4 Condition 5 of the planning permission is as follows:

"Within 3 months of the date of this decision, a Parking Management Plan shall be submitted to the Local Planning Authority. The Parking Management Plan shall reflect paragraph 3.11 of the Transport Addendum prepared by RGP dated May 2024, and shall include precise details to encourage alternative modes of transport for staff and customers and management actions to ensure the maximum number of parking spaces are available to customers, and measures for ongoing monitoring. The Parking Management Plan shall be approved within a timescale agreed with the Local Planning Authority. Thereafter the approved details shall be implemented in full and monitoring records must be kept and made available to the Local Planning Authority upon request to demonstrate ongoing compliance. Any subsequent variation to the Parking Management Plan shall first be agreed in writing with the Local Planning Authority."

1.5 This Parking Management Plan (PMP) has therefore been prepared to satisfactorily discharge Condition 5 attached to the planning permission.

- 1.6 The purpose of the PMP is to outline the measures that will be adopted at the site to manage demands for parking, ensuring that all vehicles are contained within the formal on-site provisions, that the operation of the local road network is therefore uncompromised, and cycle parking is used appropriately.

2 GENERAL PARKING MANAGEMENT MEASURES

- 2.1 The following basic conditions will apply to users of the on-site parking spaces:
- Vehicles must be parked wholly within the marked bays; and
 - In disabled parking bays, parking will only be permitted for individuals with a valid blue badge, which must be displayed within the parked vehicle at all times.
- 2.2 In accordance with the BPA Code of Practice, relevant signage across the car park will:
- Advise drivers that unauthorised parking is not permitted anywhere within the site;
 - Clearly outline what the conditions are to allow parking within the site;
 - Say that the land is private property and managed by the operator;
 - Provide contact details where enquiries may be made; and
 - Give the registered company name of the operator, and if the operator is using a trading name other than its registered company name, a geographical address where documents can be reviewed.
- 2.3 In addition, signage will also ensure that:
- 'Disclaimer' signage will be displayed in relation to car or property theft; and
 - Disabled bays are clearly marked for blue badge holders only, to ensure that they are kept free for legitimate users.

3 MEASURES TO DISCOURAGE STAFF PARKING

- 3.1 All new and existing staff members will be encouraged to adopt alternative means of travel to / from the site, where feasible, in order to reduce the number of staff vehicles parked within the on-site parking spaces.

- 3.2 Site Management will encourage staff to car share where opportunity allows. An informal car share system will be explored by management to ascertain whether there would be scope for staff members to combine their visits to the site and hence reduce the number of vehicular trips and parking spaces required.
- 3.3 Cycle parking is to be provided at the site, including sheltered spaces which can accommodate staff who opt to cycle to / from the site. Site Management will explore the possibilities of investing in equipment to facilitate travel via sustainable modes, such as a puncture repair kit and high-visibility clothing which would be available for use by staff.
- 3.4 Information regarding local public transport opportunities and local walking / cycling routes will be displayed within a communal staff area, to encourage travel to / from the site via alternative means to the private vehicle.
- 3.5 All new members of staff will be given information relating to the above in order to encourage them to travel via more sustainable means from the outset of their employment. Existing members of staff will be presented with similar information with the view to influencing their travel behaviours.

4 **PARKING MONITORING**

- 4.1 Staff will ensure as far as reasonably possible that obstacles within the car park are removed and bays are kept clear at all times. Additionally, staff will provide assistance where necessary to guests or visitors with mobility impairments, for example.
- 4.2 Overnight guests will be required to register their vehicle details at reception upon check-in. This log will be maintained throughout a guests' stay to ensure that only permitted vehicles are parked overnight. Details of abandoned vehicles will be notified to the LPA by Site Management.
- 4.3 Staff will undertake regular patrols of the car park to ensure that all spaces are being used effectively and appropriately. This will be agreed amongst staff upon the commencement and during the necessary shift patterns. Patrols will be undertaken at agreed intervals during peak periods.
- 4.4 CCTV surveillance will be in operation and maintained at all times. Site Management will work closely with local police and the British Parking Association to enhance security of the car parking areas. Further enforcement measures would be considered if security issues are observed.
- 4.5 Reasonable endeavours will be made to ensure that lighting is operated and maintained within the car park outside of daylight hours, particularly in the winter months as well as gritting the car park and access in the event of snow or ice.
- 4.6 In order to meet future needs, consideration would be given to the reallocation of car parking spaces to provide additional disabled parking bays, motorcycle parking and / or cycle parking.

5 MEASURES TO DISCOURAGE PARKING ON-STREET

- 5.1 In order to discourage off-site parking, clear signage will be displayed within the car park to notify drivers that the spaces are not for use by the general public.
- 5.2 If the car park experiences an unacceptable level of use by unauthorised users, further measures will be explored, such as the implementation of ANPR cameras and a more stringent vehicle logging system.
- 5.3 Relevant information regarding the provision of on-site parking will be provided on the website for the site, instructing visitors that parking is available within the site curtilage only.

6 PMP REVIEW

- 6.1 The measures detailed in this PMP will be reviewed regularly by the Site Management Team (at minimum every six months) and amended, where appropriate, to ensure these measures remain effective.
- 6.2 This review process will help identify any further parking management measures that may be considered necessary to implement in order to maintain appropriate use of the car parking areas for legitimate users only and to prevent 'parking abuse' and / or parking outside of the designated spaces.
- 6.3 A monitoring log will be maintained to record the following details / observations:
 - General demand for car and cycle parking spaces;
 - Any incidents recorded within the car park during that period;
 - General feedback regarding the effectiveness of the PMP and its measures; and
 - Details of complaints or queries received, either by patrons / guests, staff and the general public.
- 6.4 This log will be available to the LPA upon request to demonstrate ongoing compliance. In the event of changes and updated to the PMP, the LPA will be notified and agreement sought in writing before adoption at the site.