

Design and Access Statement

84-86 Jubilee Road
Waterlooville
PO7 7RE



Introduction

- 1.1. This design and access statement has been prepared to support the following proposal:

Change of use of offices (B1) to school (D1) and new canopy.

This statement has been prepared by fusion|tp who act as planning consultants for the applicants.

- 1.2. 84-86 Jubilee Road consists of a modern two-storey office block with car parking to the front. The unit comprises of 511 sq m of floorspace. Access is from Jubilee Road.
- 1.3. The site is bounded either side by industrial units, and to the rear backs onto Jubilee Park. Forward of the industrial units are a residential property, occupied by one of the owners of the offices, and a day centre.
- 1.4. The area is a mix of residential and commercial properties.
- 1.5. With the exception of a canopy over the front door, and the of double doors to the east, side, elevation, no external alterations are proposed.
- 1.6. To comply with Ofsted requirements a 2 metre fence would be erected across the site frontage.
- 1.7. Separate vehicular access would be provided for the industrial unit to the west, which currently gains access via the shared access with the offices.
- 1.8. The proposal is to convert this building to school use.

2. Site Context

- 2.1. The property lies approximately 0.4 km north of Waterloooville town centre.
- 2.2. Jubilee Road has been divided into two parts, with the northern section being accessed from the A3, London Road, and the southern section including the appeal premises accessed from Milton Road.
- 2.3. The immediate area surrounding the application site is of a variety of both residential and industrial uses, albeit the commercial uses tend to be on the southern side of the road associated with the Aston Road industrial estate.
- 2.4. Waterloooville is a largely suburban town, which grew rapidly during the 20th century absorbing a number of villages and hamlets. It lies principally along the line of the old A3, London-Portsmouth Road.

3. Planning Policy

3.1 National Policy

- 3.2 The National Planning Policy Framework (NPPF) was introduced on March 27 2012, and sets out the Government's planning policies for England and how these are expected to be applied.
- 3.3. It indicates that the purpose of the planning system is to contribute to the achievement of sustainable development. It identifies that there are three dimensions to sustainable development – economic, social and environmental.
- 3.4. Planning can assist the economic role by building a strong, responsive and competitive economy; the social role by supporting strong, healthy and vibrant communities, and the environmental role by protecting and enhancing our natural, built and historic environment. These roles are seen as mutually dependent.
- 3.5. The NPPF advises in para 9 that “Pursuing sustainable development involves seeking positive improvements in the quality of the built, natural and historic environment, as well as in people’s quality of life”. This can include, creating jobs, replacing poor design with better designs, and improving the conditions in which people work, live, travel and take leisure.
- 3.6 The Framework encourages the re-use of buildings. Para 51 indicates
- 3.7 The NPPF indicates in para 56 that:
- “The Government attaches great importance to the design of the built environment. Good design is a key aspect of sustainable development, is indivisible from good planning, and should contribute positively to making places better for people.”

3.8 Local Policy

- 3.9 The Havant Borough Core Strategy was adopted on 1 March 2011 and sets out local planning policy until 2026. The Strategy sets out a vision for the Borough which it intends to meet by seeking an appropriate balance between protecting the natural and built environment; delivering new economic growth and community regeneration; meeting the social needs of its communities and the prudent use of natural resources.
- 3.10. Policy CS1 relates to health and well-being and indicates that planning permission will be granted for development which;
- *Supports improving the educational and life chances for young adults especially by facilitating access into employment.*
- 3.11 Policy CS2 seeks to protect and encourage employment.
- 3.12 Policy CS7 relating to Community Support and inclusion indicates that planning permission will be granted for development which
- *Provides educational and training improvements ...*

3.13 Policy C17 identifies where new development will be encouraged, and states

“1. Development will be permitted that makes the most effective use of land in the borough by granting planning permission that:

Concentrates new housing, employment, retail, leisure and other development within the five urban areas of Havant, Leigh Park, Waterloooville, Emsworth and Hayling Island, as shown on the Proposals Map.

2. Prioritises development on previously developed land, including redundant, derelict or underused land and buildings within the urban area.”

3.14 Policy DM3 relates to the protection of existing employment sites and states:

The change of use or development of land or premises currently or last used for B use class employment purposes to non-B use class employment will only be permitted where it has been demonstrated that the land or premises are not fit for purpose and financially unviable for B use class purposes.

Where it is clearly demonstrated that the site is no longer suitable for B use class employment, other types of economic development should be considered in the first instance. These uses will be expected to provide employment opportunities of similar quality and quantity as those which previously existed. Only if another type of economic development cannot be found which provides similar quality and quantity of employment opportunity, will other uses then be considered.

The change of use or development of land or premises currently or last used for tourism purposes to non-tourism uses will only be permitted where it has been demonstrated that the land or premises are not fit for purpose and financially unviable for any tourism use.

For both employment and tourism sites this shall be demonstrated through an active and exhaustive marketing process covering at least 18 months for a major site and 12 months for all other sites.

In all cases the marketing process requires as a minimum:

i) Confirmation by the marketing agent on headed company paper that the premises were appropriately and extensively marketed for the required length of time as set out by the council.

ii) Dated photographs of marketing board/s of an appropriate quality, size, scale, location and number, during this time, on the premises.

iii) An enquiry log, how it was followed up and why it was unsuccessful.

iv) A copy of all advertisements in the local press and trade journals (should be at least four weeks' worth of advertisements spread across a six month period).

v) Evidence of marketing via the internet.

- 3.15 Policy DM11 seeks to encourage sustainable transport and seeks to ensure this by:

- 1. Securing on-site and/or off-site interventions that promote integrated travel and access by non-motorised modes.*
- 2. Requiring safe and secure vehicular and cycle parking and turning facilities to adopted standards.*

4. Hillcrest Care

- 4.1. Hillcrest Care is an independently owned and run social enterprise organisation providing care for various sectors of the community.
- 4.2. It currently operates nine specialist children's homes in England. Hillcrest also runs four fully registered DfE schools which provide full curriculum coverage through qualified teachers and support staff.
- 4.3. Three of its homes are on Hayling Island, as well as a school (16 pupils).
- 4.4. It offers
- High quality Ofsted registered children's homes – rural and urban settings
 - DfE registered special schools - full curriculum and vocational training
 - A child centred therapeutic approach to care
 - High ratios of qualified and experienced staff
- 4.5. In the foreseeable future it expects to expand by a further three homes, in the Waterlooville area.
- 4.6 Hillcrest Care has its main offices at Langstone House in Havant.

5. The Proposal

- 5.1. Hillcrest Care is seeking to relocate its school on Hayling Island to Jubilee Road. The existing school is no longer large enough for its existing or anticipated needs.
- 5.2. Initially the school would open with 12 pupils and this is expected to rise to 22 pupils as the additional care homes come on stream. Original indications were between a maximum of 35 and 45 pupils, but this has been downgraded in light of anticipated growth.
- 5.3. The school would cater for a maximum 22 pupils and employ 15 staff. Staff is expected to consist of 3 to 4 teachers, 3 instructors for specialist teaching, 2 care staff, 1 administrator, and 5 teaching assistants.
- 5.4. The school would teach the national curriculum and keep the same hours as other secondary schools. It is proposed to open between 9:30 am and 4 pm. It would not be open in the evenings or at weekends.
- 5.5. The school would follow the same term times and holidays as other schools in Hampshire.

- 5.6. Pupils would be those children in the client's care who do not attend mainstream schooling. They would be brought by car (people carrier) from the care homes on Hayling Island although in the future the school would also work with the local education authority and take children from existing schools in need of specialist education.
- 5.7. The pupils would be aged 9 to 18, and are largely in care due to family breakdowns.
- 5.8. It is anticipated that 5 classrooms and an ICT suite would be provided at first floor level and an additional classrooms together with administrative and specialist classrooms on the ground floor.
- 5.9. Class sizes are normally a maximum of 5 pupils per class.
- 5.10. Limited play areas would be available on site. As with any other school children would only be outside at specific times during break and lunch periods . While outside the children would be supervised to ensure noise is kept to an acceptable level, although given the anticipated age range noise is not expected to be an issue.
- 5.11. More formal games would take place off site or within the park to the rear of the school. All activities would be supervised.
- 5.12. The school operates a varied timetable, which includes off-site activities, and so not all students will be on site at anyone time, thus minimising any noise.
- 5.13. Limited catering will be undertaken on site as main meals will be provided at the care homes outside school hours. Light lunches only would be provided on site. These would consist of sandwiches and simple meals such as soup, jacket potatoes etc., would be prepared in a dedicated kitchen and the pupils would eat in the assembly room.
- 5.14. A new canopy would be provided to the front door, both to identify the entrance and to lift the appearance of the building.
- 5.15. Limited external lighting would be provided to light pathways etc., but would be on a passive infra red system. The school would be closed during the evenings and weekends.
- 5.16. Access would be via the existing access from Jubilee Road
- 5.17. Parking for up to 15 vehicles would be provided on site. Children and staff would be brought by people carrier from the various care homes while those staff who live locally would be expected to walk, cycle or use public transport. Other than occasional school Inspectors, social workers etc., few visitors are anticipated.
- 5.18. Should additional parking be required the amenity area at the front could be utilised for overflow parking.
- 5.19. Access to the adjacent industrial unit would be across the forecourt immediately to the west of the site, and kept separate from the school.
- 5.20. It is understood that generally the industrial unit is served by smaller commercial vehicles, although the refuse vehicle visits twice a week. One larger lorry is expected annually. By providing its own access larger vehicles will be able to reverse directly to the premises.

- 5.21. The adjacent house enjoys a garage with parking space in front. The provision of the new access should not adversely affect this. There is a side window to the property but this only serves the garage.
- 5.22. A Transport Statement is attached.
- 5.23. New fencing would be provided across the frontage both to comply with Ofsted requirements and to provide security for the school. This would consist of metal railings, powder coated blue. Some limited planting would be provided across the frontage

6. Development Principles

- 6.1. The premises are within an area of mixed commercial and residential properties, and the following areas of potential concern have been identified.
- loss of employment use
 - access and parking
 - appearance
 - amenity of neighbouring residential properties

Loss of Employment Use

6.2. Marketing

The property was put on the market in October 2012 and has attracted only limited interest. A marketing report from Garner Wood is attached.

- 6.3. National and local policy would support the re-use of buildings where they would otherwise stand vacant. At present there is not anticipated to be any other interest coming forward in the foreseeable future.
- 6.4. With 15 staff employed the level of employment provided by the school is not dissimilar to what it may be if let as offices.

Access and Parking

- 6.5. Access is via Jubilee Road, which is generally straight, and is subject to a 30 mph speed limit. Given that it is a cul-de-sac and the road turns into Coronation Road just past the site traffic speeds are anticipated to be much lower. There are no parking restrictions in the road.
- 6.6. The site was previously occupied by Chubb Security with vehicles coming and going seven days a week. 36 parking spaces are provided on site and it is understood that often the number of vehicles on site exceeded this number.
- 6.7. In comparison the number of vehicles visiting the school will be limited, would be outside peak hours and limited to weekdays only.
- 6.8. Pupils would be brought to the school by people carrier so the normal dropping off and picking up by parents would not occur. School hours would be 9:30 am to 4 pm so would avoid peak hours. The school would be closed in the evenings, at week-ends and during school holidays.

- 6.9. Limited parking would be provided on site with staff anticipated to arrive on foot, by bicycle or public transport. The site is close to a major bus route in Milton Road, and within walking distance of the town centre. Secure, dry cycle storage will be provided.
- 6.10. Other than staff other visitors would be very limited, and by appointment only. There would be the occasional delivery vehicle for delivery of stationery, maintenance etc.
- 6.11. A separate access would be formed for the adjacent industrial unit. As the unit currently shares access with the office building this would remove any safety issues of larger vehicles manoeuvring within the school grounds.

Appearance

- 6.12. The present building requires very little in the way of external alteration.
- 6.13. The building is however, utilitarian in appearance and the proposal is to provide a canopy to the front entrance. This would better identify the entrance, provide some protection against the elements and lift the appearance of the building.
- 6.14. Double doors would be provided to the side to allow access to the area just outside. These would have no impact from outside the site.
- 6.15. New railings would be provided to the front of the building. These are anticipated to be colour coated, and are necessary to provide security for the school and to meet national requirements.

Amenity of neighbouring residential properties

- 6.16. The premises lie in a mixed commercial/residential area
- 6.17. The nearest residential property lies forward of and to the west of the property and is currently occupied by one of the owners of the property.
- 6.18. Issues of overlooking have been addressed by the internal arrangement of the classrooms at first floor level, with most classrooms overlooking the park to the rear.
- 6.19. Traffic to the premises will be much less than its previous use as offices.
- 6.20. On-site parking will be provided but staff will be encouraged to use alternative means of transport rather than the motor car.
- 6.21. Although the pupils come from homes with family problems experience at the company's other schools show that there have been no incidents affecting neighbours. The high staff to pupil relationship also ensures problems are kept to a minimum.
- 6.22. Pupils would be aged 9 to 18 so noise would be limited as compared to younger age ranges.
- 6.23. The school would operate as any other school between the hours of 9:30 am and 4 pm and not at evenings, weekends or during school holidays.
- 6.24. The fencing is intended to keep people out rather than pupils in.

7. Design Appraisal

Use

- 7.1. The current use of the premises is for offices (Use Class B1)
- 7.2. The proposal is to convert the property to educational use.

Amount

- 7.3. The size of the building remains unchanged.

Layout

- 7.4. The premises are effectively open plan and lend themselves to sub-division into smaller rooms.
- 7.5. The ground floor would be mainly used for administration and specialist teaching.
- 7.6. The first floor would be sub-divided to provide 5 classrooms and an ICT suite. It would be accessed via the existing staircases.

Scale

- 7.6. The scale of the building is unchanged

Landscaping

- 7.7. Existing landscaping is proposed to be retained. New 2 metre fencing would be provided to the boundaries, in accordance with Ofsted requirements.
- 7.8. Planting would be provided to the frontage to soften the appearance of the parking area.

Appearance

- 7.9. The only external changes proposed are the provision of a canopy and the insertion of double doors to the side.
- 7.10. The canopy over the front entrance will better define that entrance and give some interest to the front of the building.

8. Access Appraisal

- 8.1. Vehicular and pedestrian access to the property is off Jubilee Road.
- 8.2. Access is currently shared with the adjoining industrial unit, but is intended to be separated with the industrial unit having separate access and turning.
- 8.3. Pupils and staff would be brought to the site by mini-bus or taxi, while additional staff would be encouraged to use public transport.
- 8.4. Main bus routes are available at either end of Jubilee Road.
- 8.5. Provision for secure cycle storage can be made within the site.

9.0 Conclusion

- 9.1. The proposal is to convert this former office building for use as a small school, in association with Hillcrest Care's existing and proposed care homes in the locality.
- 9.2. The property has been marketed as offices but no interest in this use has been expressed or is anticipated in the future.
- 9.3. The premises lie in a mixed residential/commercial area but should operate with no impact upon neighbouring occupiers.
- 9.4. Traffic to the school would be limited with staff and pupils being bussed to the site. In addition school opening hours would be outside peak hours, and the school would be closed in the evenings, at weekends and during school holidays.
- 9.5. It is considered that having regard to the scale and nature of the proposed use the school should operate with minimum impact upon neighbouring occupiers and would represent a an acceptable use of the premises. It is therefore respectfully requested that planning permission be granted.

STATEMENT OF COMMUNITY INVOLVEMENT

- 1.1. Prior to submission residents of Jubilee Road and Coronation Road were invited to meet members of Hillcrest Care at two events held at 84-86 Jubilee Road on the evening of Friday 30 August and the morning of Saturday 31 August.
- 1.2. Over a hundred letters were delivered to houses, flats and businesses in the western part of Jubilee Road and Coronation Road on Friday 23 August inviting residents and occupiers to attend one of the two meetings.
- 1.3. In addition letters were delivered to the two ward councillors, for their information.
- 1.4. The meetings consisted of an informal display in the reception area of 84-86 Jubilee Road, with initial plans of the proposed layout of the school, and information relating to Hillcrest Care.
- 1.5. At both meetings representatives of Hillcrest Care and the planning consultants were present.
- 1.6. On the Friday evening the display was available between 6:30pm and 7:30 pm and some 20 residents attended.
- 1.7. On the Saturday the display was available between 10:30 am and 12 noon. A further ten people attended.
- 1.8. Two principal issues arose, the nature of the school and traffic issues.
- 1.9. With regard to the nature of the school there was some concern as to the nature of the pupils, the number and how they would be supervised.
- 1.10. Traffic issues were raised by many residents due to existing issues relating to the existing commercial users and also the adjacent day centre. Concern was also expressed as many envisaged the normal situation relating to schools with parents dropping off and picking up children.
- 1.11. This was particularly an issue as Jubilee Road and Coronation Road are a cul-de-sac and there are problems exiting onto the Milton Road in the morning.
- 1.12. Following conversations with the staff and consultants many felt reassured that these concerns would be addressed, although some remained sceptical and a few were unconvinced.
- 1.13. In addition to the meetings two residents e-mailed the planning consultants. Both were specifically concerned with traffic issues.
- 1.14. The applicants have taken on board these concerns and have sought to address and clarify the issues in their Design and Access Statement.