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Enquiries to	Sophie Osborne	My reference	060784
Direct Line	N/A	Your reference	APP/26/00298
Date	29 June 2026	Email	havantdc@hants.gov.uk

For attention of Ms Winch

Dear Madam

Re: APP/26/00298 At Hayward Business Centre, New Lane, Havant

Construction of an additional 774 sqm of floorspace comprising a two-storey modular building to provide offices, storage and welfare facilities and a single storey link to the existing building; insertion of new door to existing building; alterations to car parking layout to provide a total of 25 car parking spaces, including two disabled; construction of access ramp and bin store; 6 cycle hoops and 1 mootercycle space; additional landscaping.

Thank you for your consultation on the above planning application. The Highway Authority wish to make the following comments.

This application seeks approval for the construction of a building to be used as office, storage, and welfare space on an existing car park within Hayward Business Centre. This proposal will require alterations to be made to the existing sites internal car park layout to accommodate this new building. Hayward Business Centre itself is a privately owned industrial estate with New Lane the closest adopted highway.

There appears to be conflicting information and therefore it is unclear within the submitted documentation whether the applicant proposes an additional 774sqm or whether the total development including the existing is 774sqm. The Design and Access Statement also refers to 744sqm. The exact development proposals should be confirmed so it is clear, and consistency should be provided across the planning description and submitted documentation. The Highway Authority have assessed the site on the basis

Director of Universal Services
Patrick Blogg

that the total site will measure 774sqm however if this is not the case then we should be re-consulted to refine our position.

Swept Path Tracking

It is noted that most of the internal layout in drawing 2423/7H remains largely unchanged from the existing layout (Drawing 2423/6F) aside from alterations to the parking and internal layout arrangement. No swept path tracking has been provided for this proposal despite the internal layout changes. Given this is a privately owned estate, the Planning Authority should be satisfied that the reduced turning head does not impede on the ability for a fire applicant and refuse collection vehicle to access the site and manoeuvre. The Highway Authority are satisfied that there is sufficient space within the wider site for vehicles to manoeuvre to access and egress onto the public highway in forward gear.

Parking

These proposals will result in the loss of 10 vehicular parking spaces. The remaining spaces have also undergone some alterations, including widening of the spaces adjacent to Hayward House to provide 2 disabled parking bays.

In total, 25 vehicular parking spaces will be available of which 2 are to be allocated as disabled parking spaces and 1 will be a motorcycle parking space. The Planning Authority should confirm whether this total parking quantum, considering the loss of 10 parking spaces on site to facilitate the additional development is sufficient for the proposed development. The Highway Authority note that the parking controls are present within the estate to manage on-carriageway parking within the development and along New Lane, therefore no overspill parking would be permitted. Parking should therefore be sufficient on site to accord with the Parking Standards to prevent any overspill parking in adjacent residential roads which are not subject to parking controls.

The disabled parking bays appear to be the same size as the adjacent parking spaces along this row. The Planning Authority should be satisfied that the disabled parking bays are DDA compliant to provide sufficient width for safe and suitable operation.

The location of the cycle hoops in drawing 2423/7H to the rear of the motorcycle parking bay may be difficult to access should a motorcycle and vehicle be parked in either of the adjacent spaces reducing the attractiveness of travel via bicycle. Furthermore, it is unclear why just one cycle parking space is provided in a separate location which seems somewhat hidden. In any case, these cycle spaces are not sheltered which may discourage employees from cycling during months where rain is common and subsequently create parking issues. The applicant should reconsider the current cycle parking layout to provide all the spaces more closely together and in a location which is secure, sheltered and more accessible to encourage sustainable travel to

the site This would however be for the Planning Authority to raise in their capacity as the Local Parking Authority.

The parking space closest to the building appears to be tight however it does appear that there would be suitable aisle width to allow for vehicles to manoeuvre into this space appropriately. No further comments are made on this matter.

Trip Generation

The applicant has confirmed that currently 34 staff are employed at this location, with this number set to rise to 41. Given the modest increase in staff numbers (7), and total increase in floor space on the site to 774sqm, in this instance, the Highway Authority consider that no trip generation exercise is required as there will be a negligible impact on the local highway network as a result of the proposed development.

The site is in a relatively sustainable accessible location given its proximity to Havant railway station and adjacent bus services therefore providing alternative opportunities to staff to travel to the site via sustainable modes.

Recommendations

Having regard to the above, the Highway Authority provide no objections to this planning application subject to confirmation from Havant Borough Council in their capacity as the Local Parking Authority that the parking proposals are acceptable, and confirmation the total development being assessed is 774sqm and not an additional 774sqm.

I trust that the above is clear but please do not hesitate to contact Sophie Osborne on the above contact details should you require any further clarification.

Yours faithfully,

Sophie Osborne
Senior Transport Planner - Highway Development Planning
Universal Services