

Mark Youngman  
Development Management Group Manager  
Hertfordshire County Council  
Postal Point CHO242  
County Hall  
Pegs Lane  
Hertford  
SG13 8DE

**Response to Planning application from Hertfordshire County Council (T and CP GDP Order 2015)**

**Director of Planning**

Welwyn Hatfield Borough Council  
The Campus  
Welwyn Garden City  
Hertfordshire  
AL8 6AW

District ref: 6/2021/2207/MAJ  
HCC ref: WH/8422/2021  
HCC received: 9 August 2021  
Area manager: Matthew Armstrong  
Case officer: Samuel Tearle

**Location**

CAMPUS WEST THE CAMPUS WELWYN GARDEN CITY AL8 6BX

**Application type**

Full Application

**Proposal**

Expansion and adaptation of existing car park, including construction of new single suspended level parking deck, reorganisation of road and pavement arrangement, introduction of additional cycle parking, junction improvements and associated landscaping improvements

**Decision**

Notice is given under article 18 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 that the Hertfordshire County Council as Highway Authority does not wish to restrict the grant of permission subject to the following conditions:

**Condition 1: Offsite Highway Improvements**

Part A) Design Approval

Notwithstanding the details indicated on the submitted drawings, no on-site works above slab level shall commence until a detailed scheme for the off-site highway improvement works as indicated on drawing numbers (1) SK-T-07-Rev B, (2) SK-T-03-Rev C, (3) SK-T-01-Rev C have been submitted to and approved in writing by the Local Planning Authority in consultation with the Highway Authority.

Part B) Implementation / Construction

Prior to the first use of the development hereby permitted, the improvement works referred to in Part A of this condition shall be completed in accordance with the approved details.

Reason: To ensure construction of a satisfactory development and that the highway improvement works are designed to an appropriate standard in the interest of highway safety and amenity and in accordance with Policy 5, 13 and 21 of Hertfordshire's Local Transport Plan (adopted 2018).

## **Condition 2: Construction Traffic Management Plan**

No development shall commence until a Construction Traffic Management Plan has been submitted to and approved in writing by the Local Planning Authority, including elements of the CLOCS standards as set out in the Highway Authority's Construction Management template. Thereafter the construction of the development shall only be carried out in accordance with the approved Plan: The Construction Traffic Management Plan shall include details of:

- a. Construction vehicle numbers, type, routing;
- b. Access arrangements to the site;
- c. Traffic management requirements
- d. Construction and storage compounds (including areas designated for car parking, loading / unloading and turning areas);
- e. Siting and details of wheel washing facilities;
- f. Cleaning of site entrances, site tracks and the adjacent public highway;
- g. Timing of construction activities (including delivery times and removal of waste) and to avoid school pick up/drop off times;
- h. Provision of sufficient on-site parking prior to commencement of construction activities;
- i. Post construction restoration/reinstatement of the working areas and temporary access to the public highway;
- j. where works cannot be contained wholly within the site a plan should be submitted showing the site layout on the highway including extent of hoarding, pedestrian routes and remaining road width for vehicle movements;
- k. Phasing Plan, including details of the closure periods of the Campus East and West car parks.

Reason: In order to protect highway safety and the amenity of other users of the public highway and rights of way in accordance with Policies 5, 12, 17 and 22 of Hertfordshire's Local Transport Plan (adopted 2018).

HCC as Highway Authority recommends inclusion of the following Advisory Note (AN) / highway informative to ensure that any works within the highway are carried out in accordance with the provisions of the Highway Act 1980:

**AN1) Storage of materials:** The applicant is advised that the storage of materials associated with the construction of this development should be provided within the site on land which is not public highway, and the use of such areas must not interfere with the public highway. If this is not possible, authorisation should be sought from the Highway Authority before construction works commence. Further information is available via the County Council website at: <https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/business-licences/business-licences.aspx> or by telephoning 0300 1234047.

**AN2) Obstruction of highway:** It is an offence under section 137 of the Highways Act 1980 for any person, without lawful authority or excuse, in any way to wilfully obstruct the free passage along a highway or public right of way. If this development is likely to result in the public highway or public right of way network becoming routinely blocked (fully or partly) the applicant must contact the Highway Authority to obtain their permission and requirements before construction works commence. Further information is available via the County Council website at: <https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/business-licences/business-licences.aspx> or by telephoning 0300 1234047.

**AN3) Debris and deposits on the highway:** It is an offence under section 148 of the Highways Act 1980 to deposit compost, dung or other material for dressing land, or any rubbish on a made up carriageway, or any or other debris on a highway to the interruption of any highway user. Section 149 of the same Act gives the Highway Authority powers to remove such material at the expense of the party responsible. Therefore, best practical means shall be taken at all times to ensure that all

vehicles leaving the site during construction of the development and use thereafter are in a condition such as not to emit dust or deposit mud, slurry or other debris on the highway. Further information is available by telephoning 0300 1234047.

**AN4) Works within the highway (section 278):** The applicant is advised that in order to comply with this permission it will be necessary for the developer of the site to enter into an agreement with Hertfordshire County Council as Highway Authority under Section 278 of the Highways Act 1980 to ensure the satisfactory completion of the access and associated road improvements. The construction of such works must be undertaken to the satisfaction and specification of the Highway Authority, and by a contractor who is authorised to work in the public highway. Before works commence the applicant will need to apply to the Highway Authority to obtain their permission and requirements. Further information is available via the County Council website at: <https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/development-management/highways-development-management.aspx> or by telephoning 0300 1234047.

**AN5) Construction Traffic Management Plan (CMP):** The purpose of the CTMP is to help developers minimise construction impacts and relates to all construction activity both on and off site that impacts on the wider environment. It is intended to be a live document whereby different stages will be completed and submitted for application as the development progresses. A completed and signed CMP must address the way in which any impacts associated with the proposed works, and any cumulative impacts of other nearby construction sites will be mitigated and managed. The level of detail required in a CMP will depend on the scale and nature of development. The CMP would need to include elements of the Construction Logistics and Community Safety (CLOCS) standards as set out in our Construction Management template, a copy of which is available on the County Council's website at: <https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/development-management/highways-development-management.aspx>

## **COMMENTS/ANALYSIS**

### **Description of Proposal**

An application has been submitted for the redevelopment of Campus West Car Park, Welwyn Garden City.

The proposals include the provision of an additional storey of car parking for +156 spaces (a total of 490 spaces) and the closure of the majority of spaces at Campus East Car Park (584 spaces to be reduced to 110 spaces).

Across the Campus East and West car parks this will result in a net reduction of -318 spaces (existing 918, proposed 600 car parking spaces).

The proposals include the provision of offsite pedestrian improvements at three locations of The Campus, being (1) Campus West site access / The Campus priority junction, (2) Digswell Road / The Campus priority junction, (3) Bridge Road / The Campus priority junction.

### **Existing Site Description**

The existing Campus West Car Park consists of surface level only parking with a total of 334 spaces (including 8 disabled bays). The car park is located adjacent to the Campus West leisure complex and Welwyn Garden City Central Library. A drop-off area is provided outside the Campus West leisure complex, accessed via the Campus West car park entrance. The car park is owned and operated by WHBC.

There is a direct pedestrian route between the car park and the Campus West leisure complex. Footways are provided along the northern side of The Campus that bounds the site and link to a signal-controlled pedestrian crossing that provides access to the park and garden. The footway also continues eastwards to the Welwyn Hatfield Borough Council Office, Oaklands College, Waitrose, and town centre.

To the north of the car park there are connections to Greenway, which is a traffic free route between Digswell Road and Stanborough Reedmarsh.

Vehicular access to the existing car park is from The Campus via a left in / left out priority junction. The Campus operates to a one-way clockwise arrangement and there are two traffic lanes by the Campus West access. There is also a vehicle access, in the form of a bellmouth, off Digswell Road, which provides access to a small number of the back of house / operational parking spaces for Campus West Leisure Complex and the library.

The Campus East car park is located to the east of the leisure complex and consists of 584 parking spaces. The Transport Statement notes that this car park is primarily used by permit holders (Welwyn Hatfield Borough Council staff and commercial uses).

It is noted that the Cherry Tree car park (51 spaces) and Hunters Bridge multi-storey car park (651 spaces) are within walking distance of the Campus West and Campus East car parks.

### **Traffic Impact**

#### **Trip Generation**

The Transport Statement has set out the trip generation and distribution following the loss of parking at Campus East car park during the AM Peak (08:00-09:00) and PM Peak (17:00-18:00).

The Transport Statement has calculated the overall demand for car parking for the future scenario (a total of 600 car parking spaces across both car parks) by combining the results of parking demand surveys undertaken at both existing car parks in 2019.

The results showed that the parking demand during the weekday will exceed the number of spaces available by the period 09:00-10:00 and the parking accumulation will peak at 140% between 10:00-11:00. It can therefore be seen that the parking demand will exceed the number of spaces, however it should be noted that the overall level of on-site car parking is a matter for the LPA to determine.

To assess the impact of the proposals to the operation of the local highway network, the applicant has redistributed 196 trips and 114 trips in the AM and PM peak hours respectively from Campus East to Campus West. The impact of the redistributed traffic has been assessed using a capacity assessment.

#### **Junction Assessment**

The Highway Authority have reviewed the results of the capacity assessment in the section below. The Transport Statement has included localised capacity assessments at the following junctions:

##### **The Campus / Bridge Road priority junction (west)**

A Junctions 9 model has been used to assess the operation. The results for the left-in left-out only arrangement show that following the proposed development, the operation of the junction will remain within theoretical capacity.

### The Campus / Bridge Road priority junction (east)

A Junctions 9 model has been used to assess the operation. The results for the left-in left-out only arrangement show that following the proposed development, the operation of the junction will remain within theoretical capacity.

### The Campus Pedestrian Crossing

The Transport Statement has included a LinSig model to assess the operation of the signal-controlled pedestrian crossing on The Campus. The set up of the model is considered sufficient and is based on controlled specifications provided by HCC. The results have shown that following the proposed development, the worst-case number of vehicles queuing will be 12-13 vehicles. Based on the layout of The Campus on approach to the junction, the impact in terms of queues and delays would not represent a severe impact to the operation of the local highway network.

### **Highway Safety**

The Transport Statement has included a review of personal injury collisions for a five-year period (January 2015 - December 2019). The review found seven collisions of slight severity and four collisions of serious severity. The Transport Statement has included a review of the causation factors and found all were due to human errors.

The Highway Authority have also reviewed personal injury collisions from the year 2019 and have found that one serious collision occurred in February 2021 at the Campus / Bridge Road junction and a further serious collision occurred at the Digswell Road / The Campus junction in December 2020. A review of causation factors has shown both collisions were rear end shunts. Whilst all collisions are a concern to the Highway Authority, the number of collisions is not considered abnormal.

### **Design Considerations**

#### **Vehicular Access**

The Transport Statement states the access to the site will remain as per the existing arrangement, with a barrierless access control arrangement proposed. The Transport Statement states the existing drop-off area outside Campus West will be retained.

The Highway Authority are satisfied with the retention of the existing vehicular access arrangements.

#### **Pedestrian Access**

The proposals include the retention of the existing pedestrian accesses to the car park, and off-site improvements to the pedestrian routes to key destinations are proposed. These improvements include:

- Site Access / The Campus priority junction: Drawing No. SK-T-07-Rev B shows the provision of dropped kerbs and tactile paving and realignment of the crossing point;
- Digswell Road / The Campus priority junction: Drawing No. SK-T-03-Rev C shows the provision of dropped kerbs, tactile paving and realignment of the crossing point;
- Bridge Road / The Campus priority junction (south west side): Drawing No. SK-T-01-Rev C shows the provision of a Toucan crossing at the existing dropped kerb. The proposals also include dropped kerbs and tactile paving.

The Highway Authority have reviewed the proposed designs and are satisfied the proposals will enhance the local footway network and consider them necessary to be delivered prior to occupation in order to mitigate the impact of the increased number of pedestrians routing to and from Campus West.

The works will need to be provided via a S278 agreement with the Highway Authority.

### **Cycle Access**

The proposals include the provision of 37 new cycle stands (74 cycle spaces) at the site, for use of the Campus West Leisure complex. Of the proposals, 18 Sheffield stands are to be located by the entrance to the car park, and 19 Sheffield Stands are to be located to the north east of the site access.

The Highway Authority are satisfied the arrangement is in line with the LTN1/20 standards for short stay spaces and the overall number of spaces is adequate.

### **Refuse / Servicing / Emergency Access**

As noted within the pre-app comments, it is requested the applicant obtain a written confirmation from Hertfordshire's fire brigade agreeing to the proposed layout and access by a fire tender as part of the formal planning submission.

### **Internal Arrangements Parking**

The proposed development will provide a decked level to the existing car park and increase the provision by 156 spaces. A total of 490 spaces will be provided, including 30 disabled bays and 21 parent and child bays.

The proposals, as shown on Drawing No P007, include 6.0m aisle widths and standard bay dimensions 2.4m x 4.8m. Pedestrian routes are marked throughout the car park with a width of 2.0m. The applicant has submitted tracking drawings (Drawing No. P025 & P026) that demonstrate the design vehicle (a large car) can route through the decked car park.

It is noted that the proposals include a ramp to the proposed deck. The ramp must be designed in line with the Institution of Structural Engineers 'Design recommendations for multi-storey and underground car parks'.

### **EV Provision**

The proposals include the provision of 10 electric charging parking spaces (1.4% of total car parking).

The Highway Authority are concerned that this provision is insufficient to encourage EV uptake. Hertfordshire County Council declared a climate emergency in 2019 and the HCC Local Transport Plan Policy 5 requires all new developments to provide EV infrastructure. The DfT's Decarbonising Transport (2021) states that in 2030 the sale of new petrol and diesel cars will cease. The NPPF paragraph 112 (e) also requires sites to enable charging.

Whilst the Highway Authority are concerned that the proposed provision of EV charging points is inadequate and should be at least 10% of total spaces, the level of on-site parking is a matter for the LPA to determine.

### **Sustainability**

The Welwyn Garden City Railway Station and Bus Station are located 550m from the site and are within a desirable walking distance. Footways are located along the length of the route, which once improved under the proposed off-site works (detailed in Pedestrian Access subsection above) will significantly enhance the pedestrian routes to the site and wider trip attractors in the area.

### **CMP**

A Construction Management Plan, dated 7th April 2021, has been submitted to support the application.

The Highway Authority have reviewed the CMP against the criteria required when a Traffic Management Plan is submitted by way of planning condition (Criteria a-k set out below).

*a. Construction vehicle numbers, type, routing:*

The CMP has stated that a maximum of 12 vehicles (expected HGVs) will be typical per day. Whilst the Highway Authority are concerned by any increase in HGV traffic, it is expected that the impact of 12 HGVs spread across a daily period would not be severe to the operation of the local highway network.

It is noted that the routes to the site will be set out in a Traffic Management Plan, and the CMP notes will be produced in line with CLOCs standards. The Highway Authority support this provision and request that the Traffic Management Plan is provided by way of planning condition.

The type of vehicle accessing the site must be provided in the Traffic Management Plan and adequate swept path drawings must be submitted if abnormally large vehicles are to be used.

*b. Access arrangements to the site:*

The indicative site compound plan shows access and egress will be via the existing vehicular access via The Campus.

The CMP states no vehicles shall reverse onto or from the highway without a traffic marshal or banksman. The Highway Authority request that the marshal/banksman is present at all times and that the requested Traffic Management Plan must explore whether it is possible to provide an on-site turning area for HGVs across the length of the construction period.

Details of whether the layby of the Campus West Leisure Complex will remain operational / relocated should be provided in the Traffic Management Plan.

*c. Traffic management requirements:*

The CMP states that consultation will take place with neighbours and local businesses to establish their delivery schedules and peak drop off/collection times and that the deliveries to the site shall then be coordinated with these requirements to ensure minimal disruption to them.

The outcome of this consultation must be detailed in the requested Traffic Management Plan.

*d. Construction and storage compounds (including areas designated for car parking, loading/unloading and turning areas):*

The CMP has included an indicative site compound plan and hoarding / heras fencing will be installed. Any anticipated changes to this arrangement must be provided in the Traffic Management Plan.

*e. Siting and details of wheel washing facilities:*

The CMP states that a jet wash facility will be provided on site. The location and details of the jet wash facility, and possible use of a road sweeper, should be provided in the requested Traffic Management Plan.

*f. Cleaning of site entrances, site tracks and the adjacent public highway:*

As noted in point (e) above, further details must be provided in the Traffic Management Plan.

*g. Timing of construction activities (including delivery times and removal of waste) and to avoid school pick up/drop off times:*

It is acknowledged the applicant is undertaking public consultation to determine delivery times. The requested Traffic Management Plan must provide details of the delivery times and construction times.

*h. Provision of sufficient on-site parking prior to commencement of construction activities:*

The CMP states that limited on-site car parking will be provided for contractors, and that contractors will be encouraged to travel via sustainable modes to the site. It is noted that the Welwyn Garden City Train and Bus stations are located within a desirable walking distance.

The CMP also states that several car parks are located within desirable walking distances to the site.

The Highway Authority are satisfied with these measures and request that the site manager ensures no inappropriate on-street car parking occurs during the full construction period.

*i. Post construction restoration/reinstatement of the working areas and temporary access to the public*

The CMP states that the Campus West Leisure Complex will not be blocked during construction. Details of the duration of works, and any impacts to the public footway network, must be provided in the requested Traffic Management Plan.

The Traffic Management Plan should also confirm whether the reduction in Campus East spaces will occur following the completion of all Campus West car park works.

*j. Where works cannot be contained wholly within the site a plan should be submitted showing the site layout on the highway including extent of hoarding, pedestrian routes and remaining road widths for vehicle movements:*

To be confirmed in the requested Traffic Management Plan.

*k. Phasing Plan (If applicable)*

To be confirmed in the requested Traffic Management Plan.

**Conclusion**

The Highway Authority have reviewed the supporting information and does not wish to raise an objection to the proposals subject to the inclusion of the recommended planning conditions, informatives and S278 agreement.

It should be noted that the shortfall in parking is a matter for the LPA (Welwyn Hatfield Borough Council) to consider. The Highway Authority has reviewed the impact of the proposals to the operation and safety of the local highway, footway, cycleway and public transport networks and consider the impact not to be severe in terms of the NPPF.

**Signed**

Samuel Tearle

25 August 2021