



Starwood House, Letchworth Garden City

Transport Assessment

April 2025

Prepared on behalf of

Letchworth Investment LLP

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1 INTRODUCTION

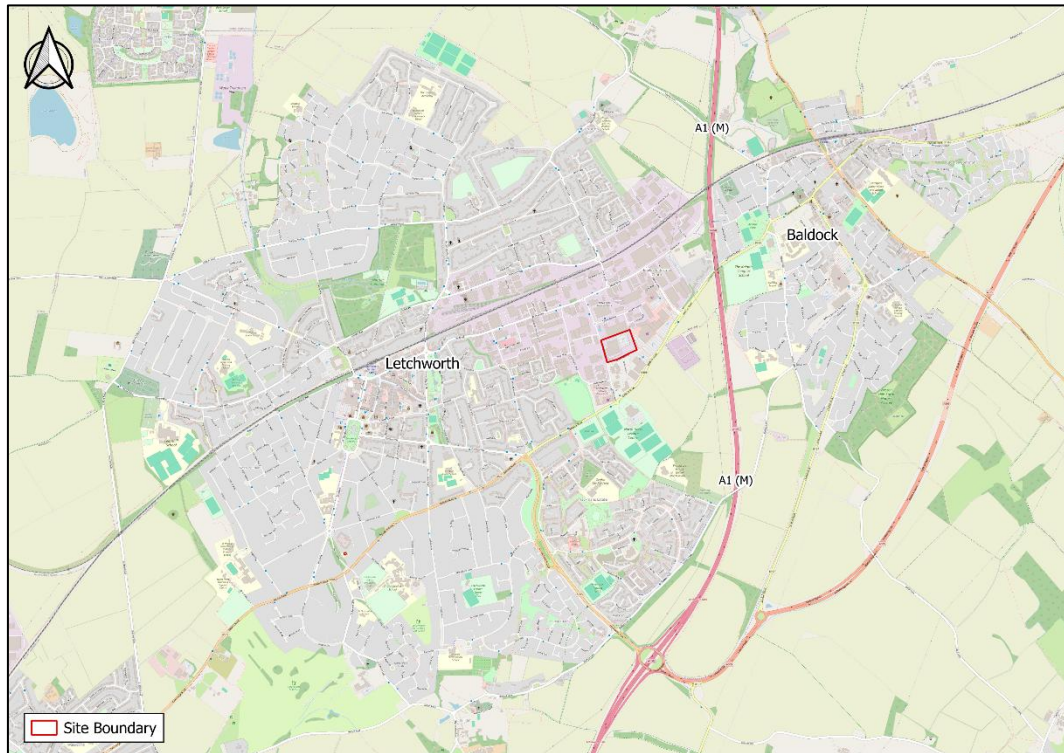
1.1 Overview

- 1.1.1 KMC Transport Planning Ltd ('KMC') has been commissioned by Letchworth Investment LLP (the 'Applicant') to provide transport planning consultancy services for the redevelopment of Starwood House ('the site') in Letchworth Garden City, Hertfordshire.
- 1.1.2 The site falls within the administrative boundary of North Hertfordshire District Council (NHDC) who are the local planning authority. Hertfordshire County Council (HCC) are the local highway authority.
- 1.1.3 The existing site features a vacant commercial building, covering approximately 66,000 sq ft (6,132 sqm). It is served by an existing access from Avenue One which leads to an on-site car park, comprising approximately 160 spaces.
- 1.1.4 The proposed development comprises the redevelopment of the site to provide a flexible employment use comprising E(g)(ii) Research and development of products or processes, E(g)(iii) Industrial processes, B2 General industrial and B8 Storage and distribution land use classes. The proposed development proposes three units with a combined Gross Internal Area (GIA) of 11,929 sqm. Car parking would be provided with 106 spaces across the three units alongside facilities for cyclists and motorcyclists.

1.2 Site location

- 1.2.1 The site is located approximately 1.5 km east of Letchworth Garden City town centre, with the A1(M) running in a north-south direction along the town's eastern side. Junction 9 of the A1(M) is accessible circa 1.9 km to the south of the site.
- 1.2.2 The location of the site is presented in **Figure 1.1**.

Figure 1.1 – Site location



1.3 Pre-application discussions

- 1.3.1 A pre-application consultation process has been undertaken which has informed this Transport Assessment (TA). The pre-application process has included meetings with the local planning authority and the local highway authority.
- 1.3.2 The scope of this TA was discussed and agreed through a specific transport pre-application meeting with HCC in their role as the local highway authority.

1.4 Report structure

- 1.4.1 This TA has been prepared to set out the development proposal, identify access opportunities, confirm on-site transport measures, outline the forecast movements associated with the proposals and provide an assessment of proposed parking arrangements.
- 1.4.2 A Site-Wide Travel Plan has been proposed as a stand-alone document, separate to this TS. The Travel Plan sets out the specific initiatives that are proposed or those that might be considered by future occupiers. It also sets out how the Travel Plan will be managed, and travel patterns monitored in future years.
- 1.4.3 Both this TA and the Site-Wide Travel Plan have been prepared with consideration of the Building Research Establishment Environmental Assessment Method (BREEAM), to assist in the proposal achieving this accreditation. A BREEAM summary is provided at **Appendix A**.

1.4.4 The remainder of this report is structured as follows:

- Section 2: Planning policy context
- Section 3: Existing conditions
- Section 4: Development proposals
- Section 5: Employee forecasts
- Section 6: Trip forecasts
- Section 7: Local highway impact assessment
- Section 8: Car parking analysis
- Section 9: Summary and Conclusions

2 PLANNING POLICY CONTEXT

2.1 Introduction

- 2.1.1 This section summarises the relevant national, and local policy in the context of the site and the proposed development.

2.2 National policy and guidance

National Planning Policy Framework (December 2024)

- 2.2.1 The National Planning Policy Framework (NPPF) sets out the Government's planning policies for England and how these are expected to be applied.
- 2.2.2 Section 9 of the NPPF sets out the policy for promoting sustainable transport.
- 2.2.3 Paragraph 109 sets out the reasons why transport issues should be considered from the earliest stages of plan-making and development proposals. Paragraph 110 explains the importance of maximising sustainable transport solutions.
- 2.2.4 The key test for transport within the NPPF is set out in paragraph 116 which identifies the only reasons why development proposals might be found unsuitable on transport grounds:

"Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network, following mitigation, would be severe, taking into account all reasonable future scenarios."

2.3 Regional policy and guidance

Hertfordshire County Council Local Transport Plan 2018-2031 (May 2018)

- 2.3.1 The HCC Local Transport Plan (LTP) 4 2018-2031 sets out how transport can help deliver a positive future vision for Hertfordshire until 2031.
- 2.3.2 The following policies are relevant to the proposed development site:
- Policy 2 'Influencing Land Use Planning' relates to encouraging the location of new development in areas served by, or that can be served by, passenger transport facilities, to provide an alternative to the car.
 - Policy 5 'Development Management' specifies the county will aim to secure developer mitigation measures and require all developments to contain a travel plan up to 'Hertfordshire's Travel Plan Guidance'.
 - Policy 7 'Active Travel – Walking' encourages and promotes walking through implementing measures increasing pedestrian priority, identifying and promoting networks of pedestrian priority routes, and delivering infrastructure to provide safer access to key services.

- Policy 8 'Active Travel – Cycling' outlines an aim to deliver a step change in cycling, through infrastructure improvements, implementing measures to improve the priority of cyclists, improved cycle safety provision, supporting cycle safety information campaigns, and facilitating provision of secure cycle parking.

Place & Movement Planning and Design Guidance for Hertfordshire (March 2024)

- 2.3.3 This is the currently the adopted highway design guide for Hertfordshire and replaces the 'Roads in Hertfordshire, Highway Design Guide (2011).' It sets out the 'framework of policy, advice and standards within which alterations and additions to the highway network in the County shall be planned and delivered.'

2.4 Local policy and guidance

North Hertfordshire Local Plan 2011-2031 (November 2022)

- 2.4.1 The North Hertfordshire Local Plan sets out the aims to 'deliver accessibility improvements and promote the use of sustainable transport modes.' This is expressed through Policy SP6, which is laid out as follows:
- "Comply with the NHDC Transport Strategy and the provisions of the Local Transport Plan and other supporting documents as relevant;
 - Encourage development in locations which enable sustainable journeys to be made to key services and facilities;
 - Work with Hertfordshire County Council, neighbouring authorities, Highways England and service providers to ensure that a range of sustainable transport options are available to all potential occupants or users. This may involve new or improved pedestrian, cycle and passenger transport (including rail and/or bus) links and routes;
 - Seek the earliest reasonable opportunity to implement sustainable travel infrastructure on Strategic Housing Sites and other development sites in order to influence the behaviour of occupiers or users, along with supporting Travel Plans in order that sustainable travel patterns become embedded at an early stage;
 - Assess development proposals against the parking standards set out in this Plan and having regard to relevant supplementary advice;
 - Require applicants to provide assessments, plans and supporting documents to demonstrate the safety and sustainability of their proposals; and
 - Protect existing rights of way, cycling and equestrian routes and, should diversion be unavoidable, require replacement routes to the satisfaction of the Council."
- 2.4.2 It then goes on to state a number of development strategies for North Hertfordshire, including Policy T1 which focuses on the assessment of transport matters. It states that planning permission will be granted on the following basis:

- "Development would not lead to highway safety problems or cause unacceptable impacts upon the highway network;
- Mechanisms to secure any necessary sustainable transport measures and / or improvements to the existing highway network are secured in accordance with Policy SP7;
- Suitable Transport Statements, Transport Assessments and / or Travel Plans along with supporting documents are provided where required; and
- For major developments, applicants demonstrate (as far as is practicable) how:
 - i. the proposed scheme would be served by public transport;
 - ii. safe, direct and convenient routes for pedestrians and cyclists will be provided; and
 - iii. comprehensive integration into the existing pedestrian and cycle, public transport and road networks will be secured."

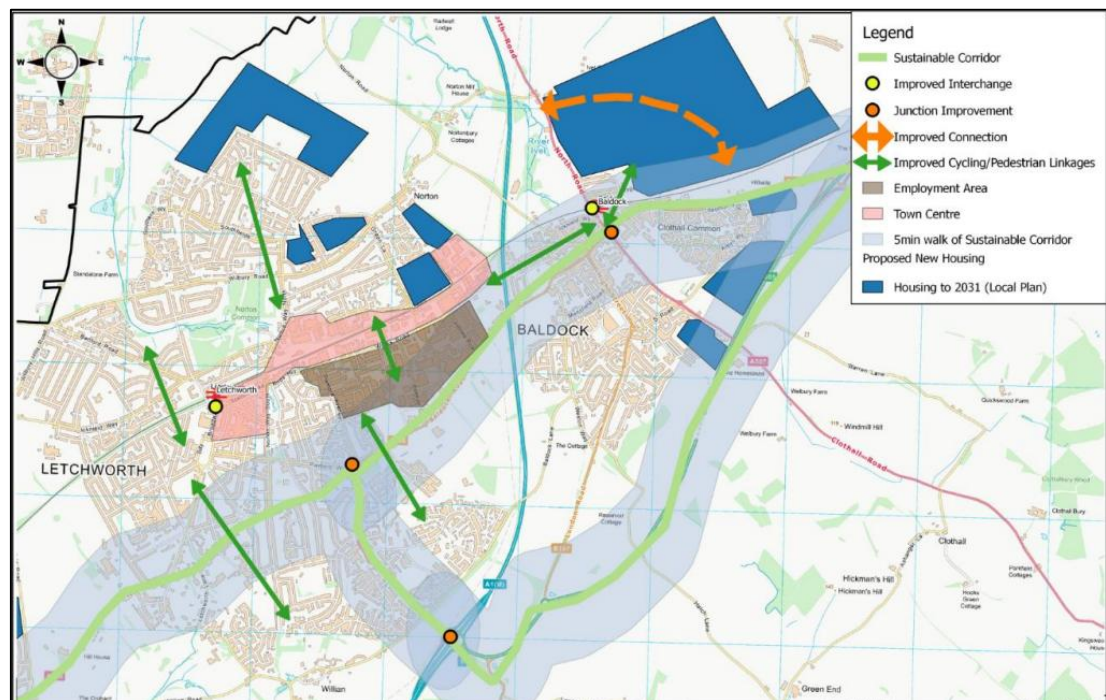
North Herts District Council Transport Strategy (October 2017)

2.4.3 The main aims of the NHDC Transport Strategy are as follows:

- "Enable increased prosperity;
- contribute to vibrant, attractive and sustainable places; and
- support people to live safe, healthy and fulfilling lives."

2.4.4 The Transport Strategy also lays out the key elements proposed with a focus on Letchworth and Baldock. These key elements and focuses are shown within **Figure 2.1**.

Figure 2.1 – Letchworth and Baldock Key Transport Strategy Elements (NHDC)



Letchworth and Baldock Urban Transport Plan (March 2012)

2.4.5 The Letchworth and Baldock Urban Transport Plan is one of the daughter documents to the Hertfordshire Local Transport Plan. The key objectives for the document include:

- "Reduce congestion in the Letchworth and Baldock towns and support the economic vitality of the town centres, local shops and businesses;
- support economic growth and new housing development through delivery of transport improvements;
- reduce local transports contribution to CO2 emissions;
- provide Letchworth and Baldock with a safer environment in which to live, work and visit;
- promote active travel modes in the towns to encourage healthy and active lifestyles;
- reduce crime and the fear of crime on the local network.
- improve access to key services for all by sustainable transport;
- improve access to key transport nodes for all;
- maintain the high quality of life enjoyed by most; and
- promote and improve access to local green spaces."

North Hertfordshire Local Cycling and Walking Infrastructure Plan (September 2023)

2.4.6 The North Hertfordshire Local Cycling and Walking Infrastructure Plan (LCWIP) identifies opportunities for walking and cycling infrastructure improvements within the district. The full infrastructure delivery plan for Letchworth Garden City is contained in **Appendix B**.

2.4.7 Further commentary on the identified improvements is provided in **Section 3**.

Vehicle Parking at New Development Supplementary Planning Document (September 2011)

2.4.8 The relevant parking standards for the site are set out in NHDC: Vehicle Parking at New Development Supplementary Planning Document (SPD). A summary of the standards relevant to the proposed development is presented in **Table 2.1**.

Table 2.1 – NHDC parking standards

Use class	Maximum car parking standard (includes visitor spaces)	Minimum cycle parking standard
B1 (b) Research and Development, Hightech/ B1 (c) Light industry	1 space per 35 m2 gfa	1 space per 100sqm for staff plus 1 space per 200sqm for customers
B2 – General Industry	1 space per 50 m2 gfa (lorry provision to be checked against benchmark standards)	1 space per 250 sqm for staff plus 1 space per 500 sqm for visitors
B8 – Storage and Distribution Wholesale distribution, builders merchants, storage	1 space per 75 m2 gfa (lorry provision to be checked against benchmark standards)	1 space per 500sqm for staff plus 1 space per 1000sqm for visitors
B8 – Storage and Distribution Mixed B1/B2/B8 (unless heavily orientated to B8) for use where individual land use components are not known	1 space per 40 m2 gfa (lorry provision to be checked against benchmark standards)	

- 2.4.9 The SPD also references a zonal parking system in which the site would falls into 'Zone 2'. This implies that a provision of between 25% to 50% of the maximum car parking standards would be expected to be provided within the site.

3 EXISTING CONDITIONS

3.1 Introduction

- 3.1.1 This section provides a review of existing active travel infrastructure, public transport provision and the local highway network.

3.2 Existing site

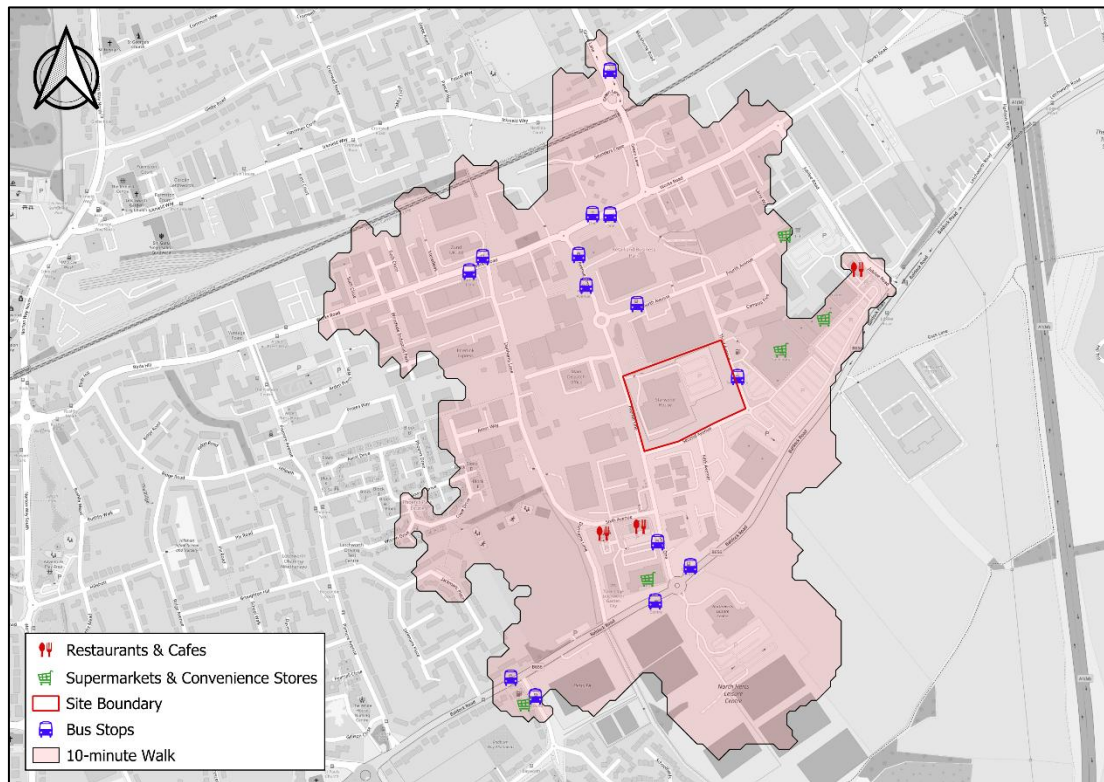
- 3.2.1 Starwood House is located within an existing industrial estate area in the northeast of Letchworth Garden City.
- 3.2.2 Currently, the site features a vacant commercial building, covering approximately 66,000 sq ft (6,132 sqm). It is served by an existing access from Avenue One which leads to an on-site car park, comprising approximately 160 spaces.

3.3 Active travel accessibility

Walking

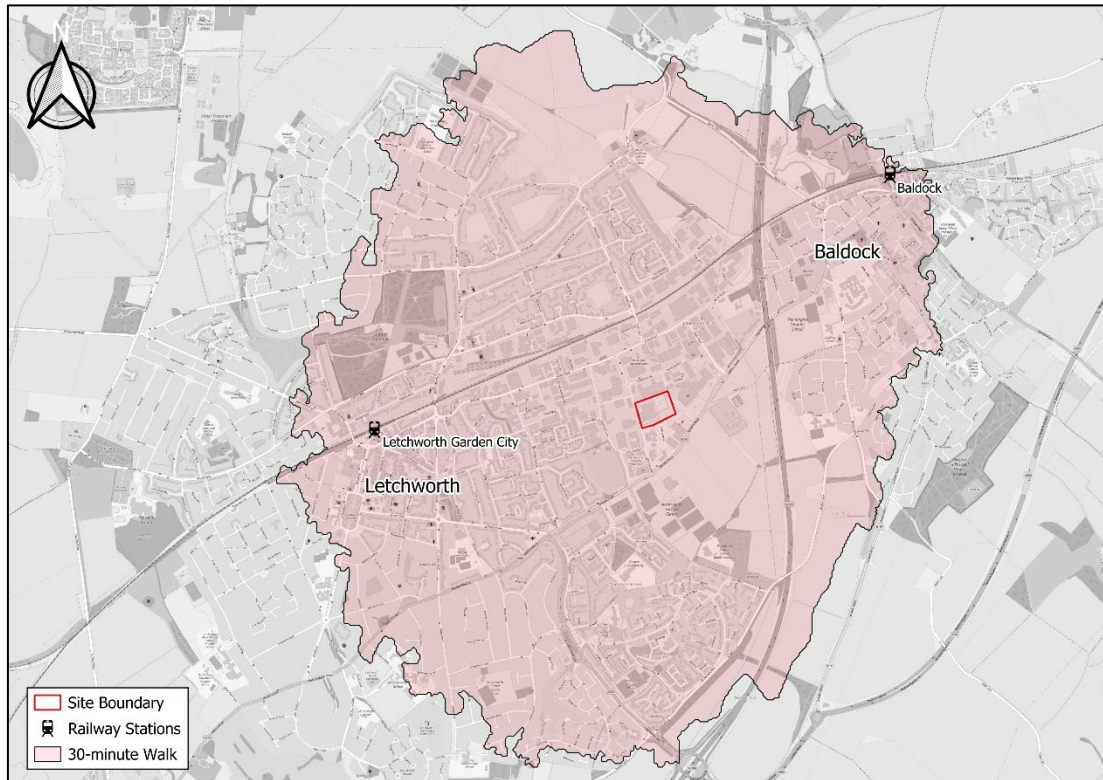
- 3.3.1 Within the vicinity of the site, walking is facilitated by footways on several surrounding streets. These include:
- Avenue One;
 - Second Avenue;
 - Third Avenue; and
 - Fourth Avenue
- 3.3.2 Footways are situated on both sides of these carriageways. Dropped kerbs are situated at the junctions surrounding the site with tactile paving incorporated at some junctions.
- 3.3.3 With regards to walking distances, Manual for Streets (MfS) states that:
- “Walkable neighbourhoods are typically characterised by having a range of facilities within 10 minutes’ (up to about 800 m) walking distance of residential areas which residents may access comfortably on foot. However, this is not an upper limit and PPG13 states that walking offers the greatest potential to replace short car trips, particularly those under 2 km.”
- 3.3.4 **Figure 3.1** and **Figure 3.2** provide a 10 and 30-minute walking isochrone from the site, which equates to a circa 800m and 2.4km walking distance, respectively.

Figure 3.1 – 10-minute walking isochrone from the site



3.3.5 As shown in **Figure 3.1**, a number of amenities are accessible within a 10-minute walk of the site including various supermarkets, restaurants and cafes. Several bus stops are also accessible within this range including 'Third Avenue', which is approximately a 230m walk from the site.

Figure 3.2 – 30-minute walking isochrone from the site

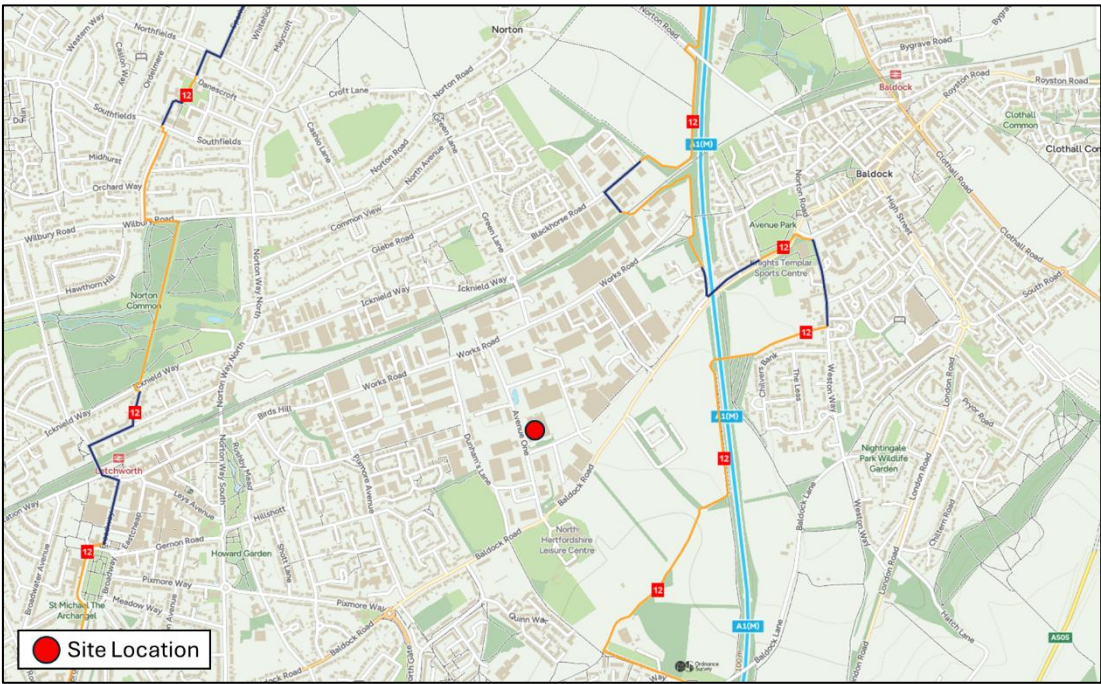


3.3.6 **Figure 3.2** shows that the majority of Letchworth Garden City and Baldock are accessible within a 30-minute walk of the site. Two railway stations, 'Letchworth Garden City' and 'Baldock' also fall within this range.

Cycling

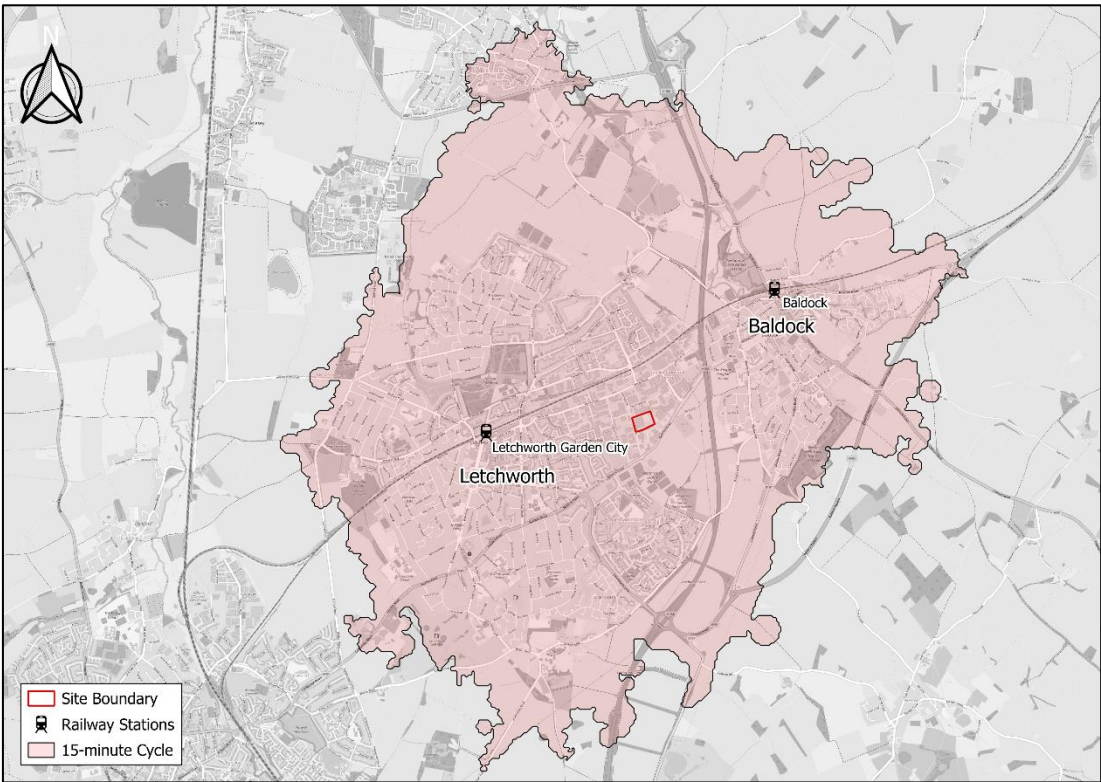
3.3.7 National Cycle Network (NCN) route 12 runs in a north-south alignment to the east and west of the site. To the east, the route is accessible via a circa 1.3km cycle, equivalent to approximately 5 minutes. To the west, the route is accessible via a circa 1.9km cycle, equivalent to approximately 6 minutes. The alignment of these routes in relation to the site is presented in **Figure 3.3**.

Figure 3.3 – National cycle network



3.3.8 Cycling has the potential to substitute for short car trips, particularly those under 5km, and to form part of a longer journey by public transport. **Figure 3.4** shows a 15-minute cycle isochrone from the site, which equates to a circa 5km cycling distance.

Figure 3.4 – 15-minute cycling isochrone from the site

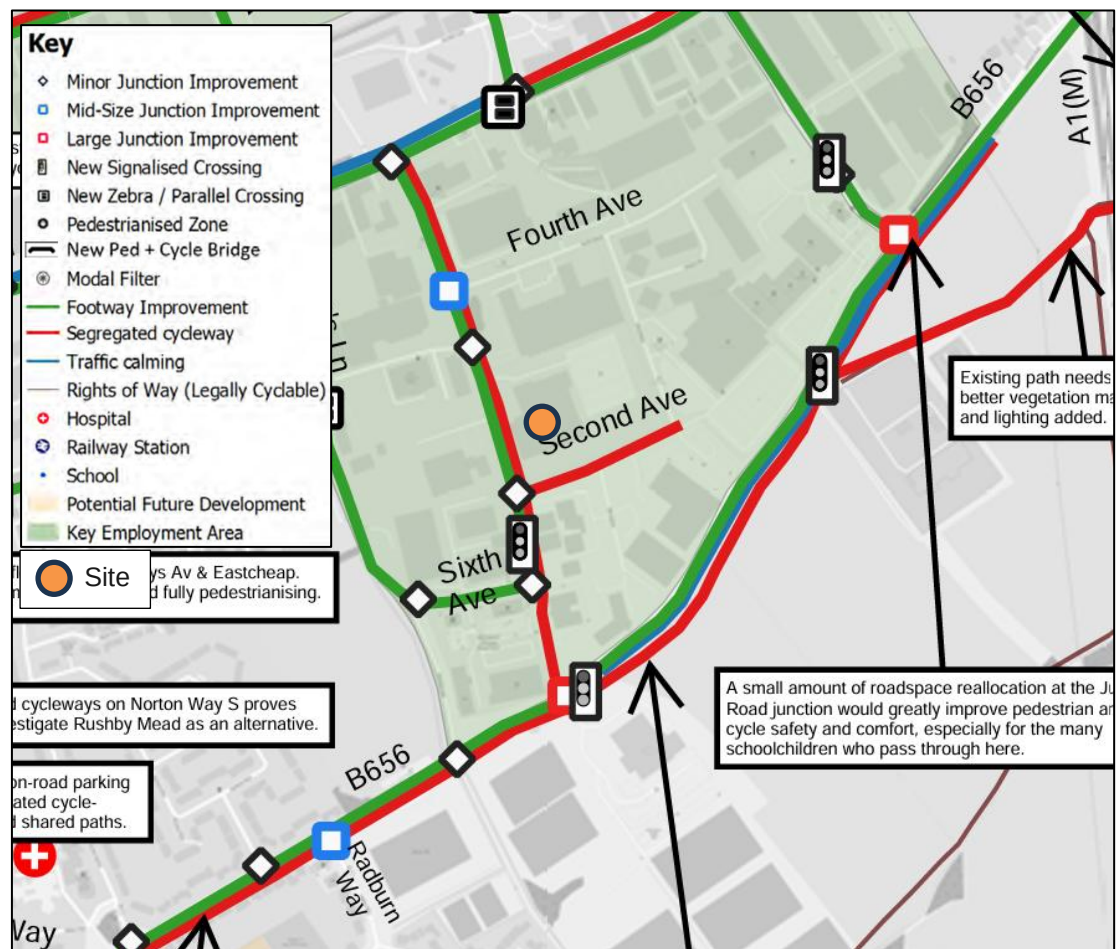


- 3.3.9 As shown in **Figure 3.4**, the entirety of Letchworth Garden City and Baldock are accessible within a 15-minute cycle of the site.

3.4 Active travel infrastructure improvements

- 3.4.1 As outlined in **Section 2**, the NHDC LCWIP identifies several walking and cycling infrastructure improvements within Letchworth Garden City. An extract of the infrastructure plan within the immediate vicinity of the site is shown in **Figure 3.5**, with the full Letchworth Garden City Plan contained at **Appendix B**.

Figure 3.5 – LCWIP infrastructure plan within the vicinity of the site



- 3.4.2 **Figure 3.5** shows the following infrastructure improvements are proposed on Avenue One and Second Avenue:

- A proposed segregated cycleway on Avenue One
- A proposed segregated cycleway on Second Avenue
- A footway improvement on Avenue One
- 4 x minor junction improvements along Avenue One
- A mid-size junction improvement on Avenue One

- A new signalised crossing on Avenue One

3.4.3 No concept designs are available yet for these proposed improvements.

3.5 Local amenities

3.5.1 Several local amenities and public transport services surrounding the site are accessible via active travel. A selection of these local amenities, including the approximate distance from the site and walking and cycling times using existing infrastructure, are summarised in **Table 3.1**.

Table 3.1 – Summary of local amenities

Amenity	Name	Walking distance (metres)	Approximate walking time (minutes)	Approximate cycling time (minutes)
Supermarkets	Aldi	500	6	1
	Sainsburys	500	7	2
	Lidl	1,000	14	3
Restaurants and Cafes	Costa Coffee (Avenue One)	180	3	1
	McDonalds	350	4	1
	Costa Coffee (Sixth Avenue)	400	5	1
Gyms	PureGym	550	7	2
Public Transport Services	'Third Avenue' Bus Stop	230	3	1
	'Letchworth Garden City' Railway Station	1,800	25	6
Access to cash	ATM	230	6	1

3.5.2 As shown in **Table 3.1**, several amenities and public transport services are available within a short walking and cycling distance from the site.

3.6 Public transport

Bus

3.6.1 The nearest bus stops to the site access, 'Third Avenue' is located on Fourth Avenue approximately a 230m walk (3-minutes) from the site. A summary of the frequency of services from this stop is presented in **Table 3.2**.

Table 3.2 – Bus services from 'Third Avenue'

Route No.	Route	Weekday	
		Peak frequency	First / last service
55	Letchworth – Stevenage	2 (per hour)	06:46 / 18:37
	Stevenage - Letchworth	2 (per hour)	07:03 / 19:18
90	Royston Bus Station – Letchworth Broadway	1 (per day)	10:13
	Letchworth Broadway – Royston Bus Station	1 (per day)	13:32
91	Letchworth Broadway – Royston Bus Station	1 (per day)	11:27
	Royston Bus Station - Letchworth Broadway	2 (per day)	13:08 / 14:48
96	Letchworth - Arlesey - Stotfold - Letchworth	4 (per day)	08:48 / 18:02
96A	Letchworth - Stotfold - Arlesey - Letchworth	4 (per day)	07:40 / 16:09
98	Hitchin to Baldock	1 (per hour)	06:52 / 18:17
	Baldock to Hitchin	1 (per hour)	07:23 / 17:45

3.6.2 As shown in **Table 3.2**, the 'Third Avenue' bus stop is well served by regular weekday and weekend services, providing connections to several nearby destinations such as Stevenage, Baldock and Hitchin.

3.6.3 As shown in **Figure 3.1**, additional bus stops are located within walking distance of the site. This includes the 'Sainsbury's' bus stop located on Third Avenue to the east of the site.

Rail

3.6.4 The nearest railway station to the site is 'Letchworth Garden City', located approximately 1.8km to the west of the site. Bus services 55 and 98, available from 'Third Avenue' bus stop, both stop at Letchworth Garden City railway station. A summary of the rail services provided are presented in **Table 3.3**.

Table 3.3 – Letchworth Garden City Railway Station services

Station	Peak frequency (per hour)	Approximate journey time
Stevenage	4	10 minutes
Cambridge	4	30 minutes
London Kings Cross	5	30 – 50 minutes
Kings Lynn	2 (PM)	1 hour, 20 minutes
Brighton	2	2 hours

- 3.6.5 **Table 3.3** above shows Letchworth Garden City railway station has direct rail services to a variety of destinations, including Cambridge, Stevenage and most frequently London Kings Cross where 5 services depart within peak hours.

3.7 Local Highway Network

- 3.7.1 Avenue One, Second Avenue, Third Avenue and Fourth Avenue are all single carriageway roads, subject to 30mph speed restrictions, and well supported by street lighting within the vicinity of the site. Parking is unrestricted on Avenue One and the local highway network surrounding the site.
- 3.7.2 The A1(M) is situated on the eastern side of Letchworth and runs in a north-south alignment. It is subject to a national speed restriction and connects with other strategic routes including the M25 towards the south.

3.8 PIC Data

- 3.8.1 Personal Injury Collision (PIC) data for the most recent 5-year period (01/11/2019 to 31/10/2024) has been obtained from Hertfordshire County Council for the surrounding area. The study area for the site is shown in **Figure 3.6**.

Figure 3.6 – PIC Study Area

- 3.8.2 A summary of the details of each recorded collision within the study area is presented in **Table 3.4**, with the full report included in **Appendix C**.

Table 3.4 – PIC Data Summary

Accident Reference	Location	Date / time	Severity	Number of vehicles involved
2020-410989704	U1536 Third Avenue Letchworth Approx 75m Nw J/w U1355 Second Avenue	24/09/2020 - 10:20:00	Slight	2
2021-411054753	B656 Baldock Road Letchworth J/w B656 Avenue One Rbt	26/04/2021 - 16:00:00	Serious	2
2021-411090449	B656 Baldock Road Rbt With Avenue One Letchworth J/w B656 Baldock Road	10/09/2021 - 09:41:00	Serious	2
2021-411101349	U790 Works Road Letchworth Mini Rbt J/w U1218 Avenue One	13/10/2021 - 13:10:00	Slight	2
2022-411248342	U1218 Avenue One Letchworth Approx 15m South J/w U1355 Second Avenue	24/11/2022 - 15:50:00	Slight	1
2023-411340589	B656 Avenue One Rbt Letchworth J/w B656 Baldock Road	04/05/2023 - 13:40:00	Slight	2

- 3.8.3 Based on the low number of recorded collisions detailed above, there does not appear to be an existing highway safety issues associated with the local highway network within the vicinity of the site.

3.9 Traffic Surveys

- 3.9.1 To understand the existing traffic movements occurring on the local highway network within the vicinity of the site, Manual Classified Counts (MCCs) were undertaken between 0700-1900 on Wednesday 26th March 2025 at the following junctions, with the traffic survey data contained at **Appendix D**.

- Avenue One / Works Road roundabout
- Avenue One / B656 Baldock Road roundabout

3.10 Travel patterns

- 3.10.1 The 2011 Census dataset "*WU03EW - Location of usual residence and place of work by method of travel to work (MSOA level)*" has been analysed to provide an indication of the current mode share for individuals working at the site. The resulting mode share is presented in **Table 3.5**.

Table 3.5 – 2011 Census travel to work mode share

Method of travel	Mode share (%)
Train	2%
Bus, minibus or coach	2%
Taxi	0%
Motorcycle, scooter or moped	1%
Driving a car or van	75%
Passenger in a car or van	6%
Cycle	4%
On foot	9%
Total	100%

4 DEVELOPMENT PROPOSALS

4.1 Introduction

- 4.1.1 This section summarises the development proposals with a focus on the transport aspects of the proposed residential development.

4.2 Proposed uses and site layout

- 4.2.1 The development proposals comprise of the redevelopment of the site for flexible employment uses including E(g)(ii) Research and development of products or processes, E(g)(iii) Industrial processes, B2 General industrial and B8 Storage or distribution. The proposed development would provide three units with a combined total floorspace of 11,929 sqm GIA.

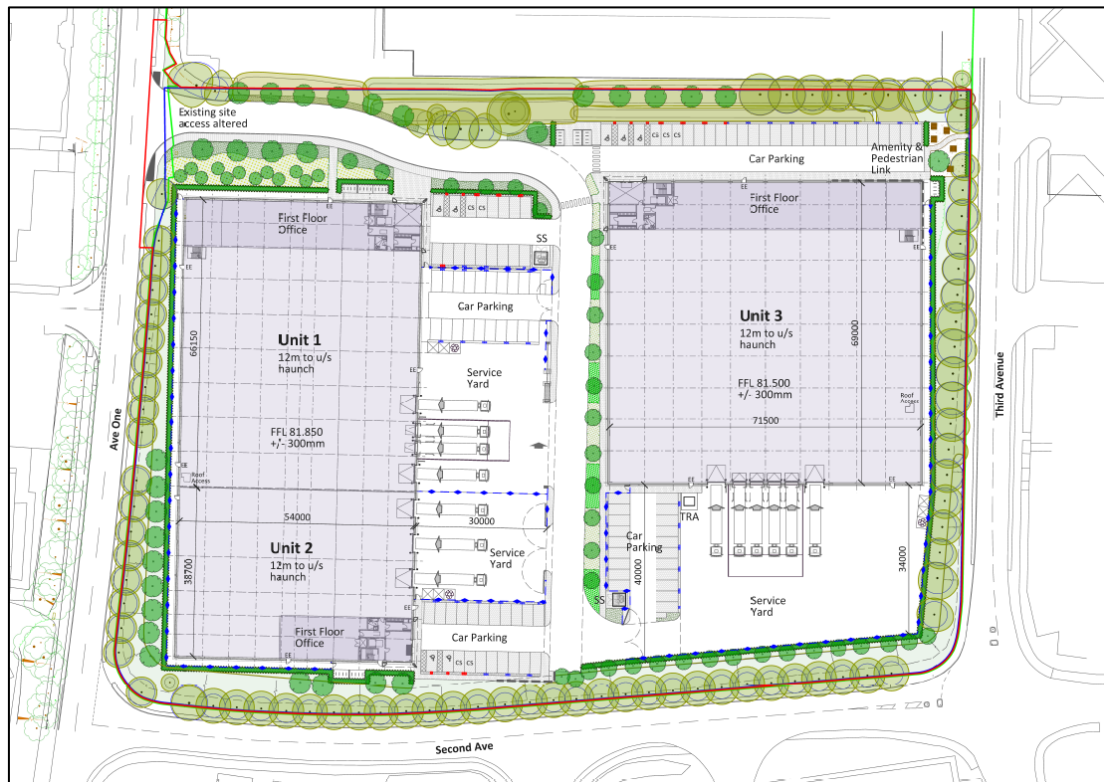
- 4.2.2 A breakdown of the proposed floor area of each unit is presented in **Table 4.1**.

Table 4.1 – Individual unit floor areas

Unit	Floor area (sqm GIA)	Floor area (sqm GEA)
Unit 1	4,010	4,140
Unit 2	2,372	2,463
Unit 3	5,547	5,730
Total	11,929	12,333

- 4.2.3 An extract of the proposed site layout is shown in **Figure 4.1**, with the full drawing included in **Appendix E**.

Figure 4.1 – Proposed site layout



4.3 Access arrangements

Vehicular

- 4.3.1 The existing vehicular site access from Avenue One is proposed to be reconfigured to serve the proposed development. The revised site access design is shown on **Drawing KMC25034/004 Rev B at Appendix F**.
- 4.3.2 The reduced junction size will benefit pedestrians crossing the site access. During pre-application discussions, HCC suggested a 'Copenhagen style' crossing could be provided given Avenue One forms part of NHDC's LCWIP network. However, there are no concept designs available for the revised site access design to be tied into. The design should not preclude a further iteration once the design and implementation of the cycle scheme is progressed and implemented.
- 4.3.3 Swept path analysis, shown on **Drawing KMC25034/004 (TR) Rev B at Appendix G**, demonstrates a 16.5m articulated HGV can access and egress the site using the revised site access if on-street parking is present on Avenue One opposite the site access junction.
- 4.3.4 During pre-application discussions, it was agreed with HCC that a 2.4m set back was appropriate for assessing the visibility at the improved site access. As such, visibility splays of 2.4m x 51m, in line with the recommended 'Y distance' for a 30mph 'Industrial Estate Road' within HCC's Highways Place and Movement Planning and Design Guide document are shown on **Drawing**

KMC25034/004 Rev B at Appendix F. This demonstrates these visibility splays are achievable within the public highway or land owned by the Applicant.

Pedestrian

- 4.3.5 The footway on the southern side of the revised site access is proposed to be extended into the site to provide pedestrian access from Avenue One.
- 4.3.6 A new pedestrian access is proposed via Third Avenue which to provide direct pedestrian access to the 'Sainsbury's' bus stop and local amenities located to the east of the site, including Sainsbury's.

4.4 Cycle parking

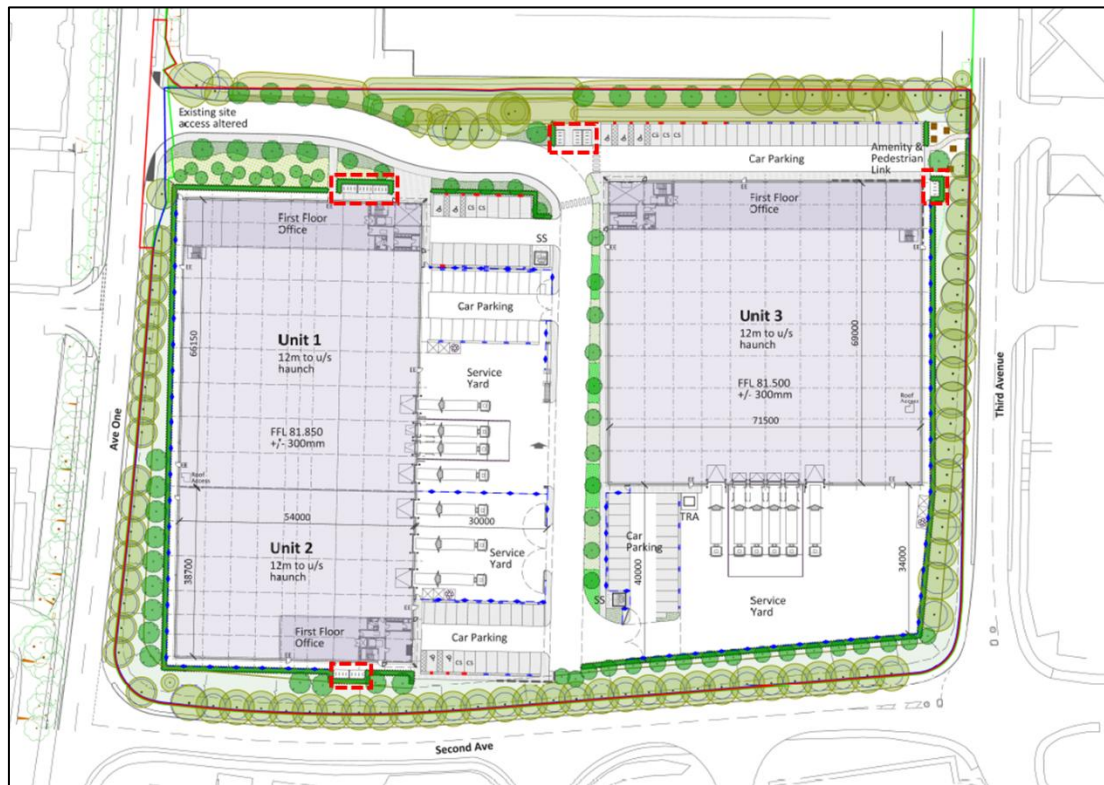
- 4.4.1 Employee numbers have been used to determine the proposed cycle parking provision for the site given the proposed flexible use of site.
- 4.4.2 The proposed development will provide 72 cycle parking spaces for staff and visitors. These spaces will be split proportionally across the three units based on the floor areas of each unit. The resulting cycle parking provision across the site is shown in **Table 4.2**. Further analysis on the achievable cycling mode splits is contained in **Section 5**.

Table 4.2 – Proposed cycle parking provision

Unit	Number of cycle parking spaces
Unit 1	24
Unit 2	16
Unit 3	32
Total	72

- 4.4.3 The location of these cycle parking spaces within the site is shown in **Figure 4.2**. These spaces will be covered and secure. Showers and lockers are also proposed to encourage and facilitate cycling.

Figure 4.2 – Location of proposed cycle parking



4.5 Car parking

4.5.1 The maximum car parking provision for each land use as defined by the SPD standards is presented in **Table 4.3**. The maximum car parking provision has been calculated using the total proposed floor area (11,929 sqm GIA), applied to the SPD standards presented in **Table 2.1**.

Table 4.3 – Maximum car parking provision by land use as SPD standards

Use Class	Maximum car parking provision	Zone 2 provision (25-50% of maximum)
B1(b) R&D / B1(c) Light Industry	341	85 – 170
B2 General Industry	239	60 – 119
B8 Distribution	159	40 - 80
Mixed B1/B2/B8	298	75- 149

4.5.2 It is proposed to provide 106 car parking spaces across the site which, with the exception of B8, falls within the maximum ranges for the proposed land uses when applying the zonal factor. This suggests there will be sufficient parking for the site, including if all three units come forward under a B8 use. Further analysis on the proposed car parking provision is provided in **Section 5** and **8** of this TA.

4.5.3 A summary of the proposed parking provision across the three units is shown in **Table 4.4**.

Table 4.4 – Breakdown of proposed car parking spaces by unit

Unit	Standard	Disabled	Car share	Total
1	33	2	2	37
2	17	2	2	21
3	42	3	3	48
Total	92	7	7	106

- 4.5.4 As shown in **Table 4.4**, seven car parking spaces (6% of total provision) will be designated for blue badge holders, located close to unit entrances. As the prospective occupiers at the site are unknown, disabled parking cannot be determined based on a future number of disabled employees. However, the seven blue badge spaces proposed exceeds NHDC standards of 5% of parking spaces to be allocated to disabled users.
- 4.5.5 In line with BREEAM aspirations, seven of the proposed car parking spaces will be designated for car sharers in to encourage future employees to car share to the site.
- 4.5.6 21 (20% of total provision) of the proposed car parking spaces will be equipped with active EVCP provision. All other spaces will be equipped with passive EVCP provision.

Motorcycle parking

- 4.5.7 NHDC parking standards SPD advises motorcycle parking should be provided on merit. Three motorcycle spaces are proposed across the site: one for each unit. With reference to the employee forecasts presented in **Section 5**, this provision will allow 1-3% of employees attending the site to travel by motorcycle. This aligns with the current mode share of 1%, presented in **Table 3.5**.

4.6 Servicing

- 4.6.1 Each unit will have its own dedicated service yard with between 3-6 docking / loading bays. A total of 14 bays across are proposed across the three units. Vehicle swept path analysis has been undertaken of the proposed layout, contained at **Appendix G**. The analysis demonstrates that a 16.5m articulated HGV can access and egress each service yard, whilst accessing the proposed loading bays.
- 4.6.2 Refuse collection will take place on-site from within the service yard of each unit.

5 EMPLOYEE FORECASTS

5.1 Introduction

5.1.1 This section considers the forecast employees associated with the development proposal.

5.2 Employee forecasts

5.2.1 Ratios of employees to floor area for the proposed flexible uses are identified within the Homes & Communities Agency (HCA) Employment Density Guide (2015). The suggested ratios within this document are summarised in **Table 5.1**. Where applicable, the use class categories have been updated to reflect the updates in 2020.

Table 5.1 – HCA employee ratios

Use class	Employee density	Notes
E(g)(ii)	40-60	NIA
E(g)(iii)	47	NIA
B2	36	GIA
B8	70	GEA

5.2.2 It is understood NIA will be broadly equivalent to GIA for the proposed development. The resulting forecast number of employees for each land use across the three proposed units is summarised in **Table 5.2**.

Table 5.2 – Forecast employees

Unit	E(g)(ii)		E(g)(iii)	B2	B8
	High	Low			
1	100	67	85	111	59
2	59	40	50	66	35
3	139	92	118	154	82
Total	298	199	254	331	176

5.2.3 **Table 5.2** indicates between 176-331 people will be employed at the site, depending upon the final land uses.

5.2.4 An important consideration is also the number of people attending the workplace on any given day. Remote working or working from home has clearly become more prevalent following the COVID-19 pandemic.

5.2.5 The report, Characteristics of homeworkers, Great Britain: September 2022 to January 2023 prepared by the Office of National Statistics, states that throughout 2022, "the percentage of working adults reporting having worked from home has varied between 25% and 40%, without

a clear upward or downward trend, indicating that homeworking is resilient to pressures such as the end of restrictions and increases in the cost of living”.

- 5.2.6 To account for work from home patterns, an assumption that 80% of employees will attend the workplace on a typical peak weekday has been made.
- 5.2.7 The assumption accounts for work from home/hybrid working models, holiday time, sick leave, and other allowances that typically result in not all employees attending the workplace each day. However, this assumption does not necessarily reflect the greater propensity to work from home following the COVID-19 pandemic.
- 5.2.8 A summary of the resulting person forecasts for flexible uses is presented in **Table 5.3**.

Table 5.3 – Forecast employees on an average day (80% attendance)

Unit	E(g)(ii)		E(g)(iii)	B2	B8
	High	Low			
1	80	54	68	89	47
2	47	32	40	53	28
3	111	74	94	123	66
Total	238	159	203	265	141

- 5.2.9 **Table 5.3** indicates between 141-265 employees will attend the site on a typical weekday.
- 5.2.10 Based on the 72 cycle parking spaces proposed, the achievable cycling mode split across the proposed flexible uses is shown in **Table 5.4**.

Table 5.4 – Achievable cycling mode splits

Use class	Low	High
E(g)(ii)	30%	45%
E(g)(iii)	35%	
B2	27%	
B8	51%	

- 5.2.11 As shown in **Table 5.4**, the proposed 72 cycle parking spaces are forecast to allow between 27%-51% of staff attending the workplace to cycle to the site, depending upon the uses that come forward. This is an increase on the current cycling mode split of 4%, indicated by 2011 Census data in **Table 3.5**.
- 5.2.12 Based on the 106 proposed car parking spaces, the achievable car driver mode split across the proposed flexible uses is shown in **Table 5.5**.

Table 5.5 – Achievable car driver mode splits