



Local Development Framework

# Supplementary Planning Document Ensuring a Choice of Travel

June 2010





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## Introduction and Overview



# 1 Introduction and Overview

**1.1** This document is the St.Helens 'Ensuring a Choice of Travel Supplementary Planning Document' (SPD). It has been developed to provide consistent guidance to developers on access and transport requirements for new development. It will be a material consideration in the determination of planning applications.

## The Objectives of the Ensuring a Choice of Travel SPD

- Ensure a reasonable choice of access by all modes of transport to new development;
- Enable the provision of a balanced transport infrastructure which will provide access to employment, leisure, retail and other facilities for all residents and visitors;
- Reduce the environmental impact of travel choices, by reducing pollution, and improving the local environment;
- Provide a framework for future investment in the strategic road and rail network where a new development would create additional travel demand;
- Improve road safety;
- Promote healthier lifestyles by providing opportunities for people to walk or cycle for work or leisure purposes;
- Reduce the level of traffic growth and congestion on the strategic and local road network; and
- Encourage opportunities to improve the quality of development proposals by better use of space through the provision of less car parking spaces where appropriate.

**1.2** This SPD contains the details of the transport requirements aimed at meeting these objectives.

## How to use the Ensuring a Choice of Travel SPD

**1.3** All new developments must be accessible by walking, cycling, public transport, powered two-wheeled, private cars and service vehicles. The exact requirements for new developments will vary dependant on their type, size and location. This SPD categorises development into size categories of Minor, Medium, Large and Major.

**1.4** Using Table 1.1 (see page 7) you should be able to identify which category the development will come under. Once the development category has been identified using Figure 1.1 (see page 8) you are able to be directed to the appropriate sections of this SPD to identify the requirements needed for the development.

**1.5** A brief description of the sections within this Ensuring a Choice of Travel SPD are detailed below:-

### **2 Policy Context.**

This section highlights the policy context which has steered SPD development.

### **3 Accessibility Standard Assessment.**

All new development proposals are required to demonstrate that they are accessible by all transport modes. The purpose of the Minimum Accessibility Standard Assessment is to help developers assess the accessibility of their development and identify appropriate accessibility improvements that may be necessary to ensure full compliance with accessibility requirements.

### **4 Parking Standards.**

Parking Standards are included to help developers identify the maximum levels of car parking provision and the minimum levels of cycle parking requirements appropriate for their development.

### **5 Transport Assessments (TA) & Transport Statements (TS).**

Advice is provided on the types of development which may require a TA or TS. Appendix D also provides detailed information to assist in their preparation.

### **6 Travel Plans.**

Advice is provided on the types of development that may require the submission of a Travel Plan. Appendix D also provides information to assist in their preparation.

### **7 Air Quality.**

Advice is provided on the types of development that may require an Air Quality Assessment to reduce their impact in terms of air pollution.

### **8 Design and Access Statements.**

Information on what is required within a Design and Access Statement for a development.

### **9 Implementation, Enforcement and Monitoring.**

Details on how this SPD will be implemented and how this will be enforced are given in this section. Details on how this SPD will be monitored are also provided in this section.

**1.6** Table 1.1 on the following page should be used to establish the category of development. If there is any doubt please contact Transport Planning Team at [planningtransport@sthelens.gov.uk](mailto:planningtransport@sthelens.gov.uk) or 01744 676187 / 671615

## **Pre Application Consultation**

**1.7** It is encouraged that developers have pre-application discussions with the Councils Development Control section before submitting a formal planning application. By having pre-application discussions any potential issues which could arise from the planning application can be solved before formal submission, both aiding the developer and the Council in the planning application process.

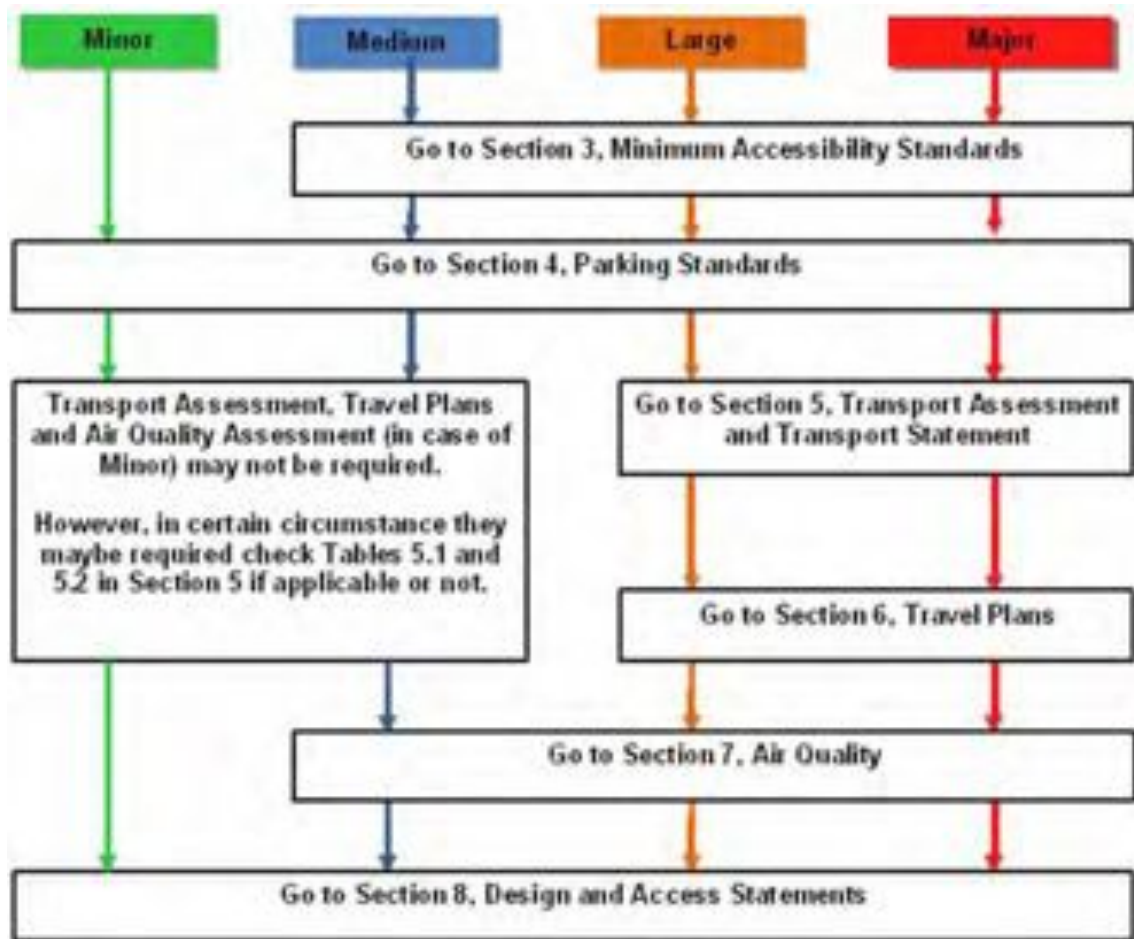


**Table 1.1 Determining Size of Development Site of Development**

Type of Development (if you are not sure, contact the Planning Department)	Minor	Medium	Large	Major
<b>A1 Food Retail</b>	Less than 250m <sup>2</sup>	250m <sup>2</sup> to 499m <sup>2</sup>	500m <sup>2</sup> to 800m <sup>2</sup>	Greater than 800m <sup>2</sup>
<b>A1 Non-food Retail</b> <b>D2 Assembly &amp; Leisure</b>	Less than 200m <sup>2</sup>	200m <sup>2</sup> to 799m <sup>2</sup>	800m <sup>2</sup> to 1,500m <sup>2</sup>	Greater than 1,500m <sup>2</sup>
<b>A3 Restaurants and Cafes</b> <b>A4 Drinking Establishments</b> <b>A5 Hot Food Takeaway</b>	Less than 250m <sup>2</sup>			Greater than 2,500m <sup>2</sup>
				Greater than 600m <sup>2</sup>
			250m <sup>2</sup> to 2499m <sup>2</sup>	Greater than 500m <sup>2</sup>
<b>A2 Financial and Professional Services</b> <b>B1 Business</b> <b>Higher or Further Education Institutions</b>	Less than 200m <sup>2</sup>	200m <sup>2</sup> to 999m <sup>2</sup>	1,000m <sup>2</sup> to 2,500m <sup>2</sup>	Greater than 2,500m <sup>2</sup>
<b>B2 Industrial Uses</b>	Less than 500m <sup>2</sup>	500m <sup>2</sup> to 999m <sup>2</sup>	1,000m <sup>2</sup> to 2,500m <sup>2</sup>	Greater than 2,500m <sup>2</sup>
<b>B8 Storage and Distribution</b>	Less than 500m <sup>2</sup>	500m <sup>2</sup> to 1,999m <sup>2</sup>	2,000m <sup>2</sup> to 5,000m <sup>2</sup>	More than 5,000m <sup>2</sup>
<b>C1 Hotels</b>	Fewer than 30 bedrooms		30 to 70 bedrooms	More than 70 bedrooms
<b>C2 Residential Institutions (Nursing Homes and Hospitals)</b>	Less than 30 bedrooms		30 to 50 bedrooms	More than 50 bedrooms
<b>C3 Dwelling Houses</b>	Fewer than 10 dwellings	10 to 29 dwellings	30 to 50 dwellings	More than 50 dwellings
<b>D1 Non-residential institutions (except higher and further education institutions)</b>	Less than 200m <sup>2</sup>	200m <sup>2</sup> to 499m <sup>2</sup>	500m <sup>2</sup> to 1,000m <sup>2</sup>	More than 1,000m <sup>2</sup>
<b>Schools/Colleges</b>			All	
<b>Notes:</b> m <sup>2</sup> = the total floorspace of the development in square metres				

**1.8** To determine the transport and access requirements for your developments category, please refer to Figure 1.1 and appropriate sub sections of the SPD.

**Figure 1.1 Appropriate Requirements Dependent of Development Size**



## Policy Context



## 2 Policy Context

**2.1** The national, regional and local policy context for the development of this SPD are summarised below. Appendix A gives details of where additional information can be found in regards to policy applicable with this SPD.

**2.2** This SPD forms part of the Local Development Framework for St.Helens. It supersedes St.Helens Councils previous policy note 'Supplementary Planning Guidance 7'.

### National Planning Policy

**2.3** National planning policy for transport is set out in Planning Policy Guidance Note 13 (PPG13), published in 2001. PPG13's objectives are to integrate planning and transport at the national, regional, strategic and local level and to promote more sustainable transport choices both for carrying people and for moving freight.

### Regional Planning Policy

**2.4** The Regional Spatial Strategy for the North West (RSS) was issued in 2003 and adopted in 2008. Since 2004<sup>(1)</sup> the Local Development Framework in combination with the RSS constitutes the statutory development plan for St.Helens.

**2.5** RSS Policy RT2 "Managing Travel Demand" provides the main policy background for this SPD. The main aims of policy RT2 are to:-

- Reduce car use through smarter choices;
- Reallocate road space to public transport, cyclists and pedestrians; and
- Incorporate maximum parking standards.

### Local Transport Policy

**2.6** This SPD supports the aims and objectives of the Merseyside Local Transport Plan 2006 – 2011 (LTP), which seeks to:

- Provide the appropriate infrastructure to support social and economic growth and regeneration;
- Provide access for all to ensure an inclusive community;
- Manage demand to provide an efficient transport network;
- Support a healthier community by ensuring transport actively improves health, does not impair quality of life and ensures the safety and security of all users;
- Protects and enhances the environment; and
- Makes best use of existing resources and strives to ensure value for money at all times.

**2.7** Further additional policy and guidance information to be used in conjunction with this SPD is referenced in Appendix A.

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<sup>1</sup> Section 38(3)a of the Planning and Compulsory Purchase Act 2004

## Accessibility Standard Assessment



## 3 Accessibility Standard Assessment

**3.1** A number of factors affect the accessibility of a development. In order to assess how “accessible” a development is an Accessibility Assessment has been developed. This section details the Accessibility Assessment and how it should be undertaken for a development.

### Who Completes the Assessment

**3.2** Figure 1.1 (page 8) indicates that everyone should complete the assessment prior to submitting a planning application, with the exception of those proposing minor developments (as defined in Table 1.1, page 7). All accessibility assessments submitted will be checked and verified by the Council. Assistance with advice on completing the assessment will be available, if necessary, from the Transport Planning Team at St.Helens Council.

**3.3** Completion of the assessment before submitting proposals will ensure that minimum accessibility standards will be met. It will be used (if necessary) as a basis for seeking further modifications to the application and for making recommendations to the local planning authority.

### Principles of Accessibility

**3.4** A number of factors (both existing and improvements that can be made) affect the accessibility of a development. These factors make up the accessibility assessment. The development will be expected to meet these factors in the checklist depending on its proposed type, size and location.

**3.5** In development the Council will generally apply the following principles:

- We would encourage developers to locate their developments and/or identify development opportunities in areas with the best levels of access (e.g. town or district centres). In such locations we encourage higher density development, depending on other planning considerations. Developments in these areas will be able to meet more of the factors which affect accessibility, and make the most of the opportunities to promote walking, cycling and public transport;
- At sites with poor access, developers will be required to contribute to the cost of providing improvements for pedestrians, cyclists, public transport users, or necessary highway improvements. If this is not provided to an acceptable standard a planning application may be refused on grounds of accessibility; and
- For larger developments more accessibility factors will be expected to be met.

**3.6** Accessibility Maps are provided in Appendix B to help in undertaking the accessibility assessment, these are also available online at [www.sthelens.gov.uk](http://www.sthelens.gov.uk). The maps will be updated biannually. Please check with the Councils Transport Planning Team that you have the most up to date version of the maps to make your assessment.

### How to Use the Accessibility Standard Assessment

**3.7** Four main areas have been identified where the Council would expect developers to comply with set criteria in relation to the accessibility area. The areas identified are:-

- Accessibility for Walking;
- Accessibility for Cycling;
- Accessibility for Public Transport; and
- Accessibility for Vehicle Access and Parking.

**3.8** Within this SPD St.Helens Council have opted to use a checklist approach when assessing the accessibility of the proposed development site. All the accessibility criteria identified play an important role within the achieving of a fully accessible development. Details on the requirements needed for a development in relation to accessibility are given below within the sections covering the main individual accessibility areas.

**3.9** It is the aim of St.Helens Council that all development complies with all the criteria listed. It is accepted that development sites in their current role may not meet all the accessibility criteria set. As part of undertaking the accessibility assessment for the development consideration must be given to how the development will be made to meet the accessibility criteria. It is intended that the assessment acts as a guide for developers to be able to identify where accessibility improvement will be required from the offset. This process must be viewed as the first stage in working with the Council in making sure that future developments within St.Helens are fully accessible for all users.

**3.10** A worked example is given later in this section. Useful documents to help in this process are:-

- The Merseyside Code of Practice on Access and Mobility;
- St.Helens Street Design Guide – Highways for Adoption;
- DfT Manual For Streets; and
- St.Helens Guidance on Transport Assessments.

**3.11** If further assistance is required whilst undertaking the accessibility assessment please contact the Council's Transport Planning Team on: 01744 676187/671615, who will be happy to provide guidance.

**3.12** St.Helens Council have opted at present not to use a scoring system approach as used by some other Merseyside authorities. All categories of accessibility assessed are the same as the other Merseyside authorities and also as listed within the Northwest Regional Spatial Strategy. However, St.Helens Council will monitor and review the accessibility assessment method used and may in the future move to adopt a scoring system if this approach is to be deemed more appropriate.

### **Accessibility Assessment**

**3.13** Each accessibility area should be examined for all development. Each 'check' list must be completed as part of the accessibility assessment. Failure to do this and provide sufficient details within the assessment, when required to do may result in holding up the planning process and may result in an application being refused. Electronic copies of the tables are available from [www.sthelens.gov.uk](http://www.sthelens.gov.uk).

## Accessibility for Walking

**3.14** The accessibility criteria for walking considers five areas: Safety, Location, Internal Layout, External Layout and Links to Network. Development that complies with all criteria will be deemed fully accessibly for walking by the council.

**3.15** In order to assess your developments accessibility by walking, first answer the questions in table 3.1 below. If for any reason the development does not comply with any of the criteria justification as to why not must be given and/or what measures will be put in place to comply with the criteria.

**Table 3.1 Accessibility For Walking Assessment**

Access Diagram		Complies	Tick (if Yes)
Has a diagram been submitted which shows how people move to and through the development and how this links to the surroundings roads, footpaths and sight lines? (This can be included within the Design and Access Statement, see section 8).		Yes/No	
Access on Foot		Complies	Tick (if Yes)
Safety	Is there safe pedestrian access to and within the site, and for pedestrians passing the site (2m minimum width footpath on both sides of the road)? If no, your application must address safe pedestrian access.	Yes/No	
Location	<u>For Housing Development:</u> is it within 800m of a district or local centre (see Appendix B)  <u>For Any Other Development::</u> is the density of local housing (i.e. within 800m) more than 50 houses per hectare (see Appendix B)	Yes/No	
Internal Layout	Does circulation and access inside the sites reflect direct, safe and easy to use pedestrian routes for all, with priority given to pedestrians when they have to cross roads or cycle routes?	Yes/No	
External Layout	There are no barriers between site and local facilities or housing, which restrict pedestrian access. (see Merseyside a Code of Practice on Access and Mobility) i.e. Dropped kerbs exist at crossings or on desire lines; Pavement is greater than 2 m wide; Formal crossing where there is heavy traffic; There are no security concerns, e.g. as a result of lack of lighting	Yes/No	
Links to Network	Links to identified recreational walking network (see Appendix B). If No, please provide reasons why not	Yes/No	
<b>Does development comply with all above criteria?</b>		<b>Yes/No</b>	
<b>Comments or Action needed to correct any shortfall:</b>			



## Accessibility for Cycling

**3.16** The accessibility criteria for cycling considers six areas: Safety, Cycle Parking, Location, Internal Layout, External Layout and External Access and Facilities for Cyclists. Developments, which comply with all criteria, will be deemed fully accessible for cycling by the Council.

**3.17** In order to assess your developments accessibility by cycling first answer the question in Table 3.2. below. If for any reason the development does not comply with any of the criteria justification as to why not must be given and/or what measures will be put in place to comply with the criteria.

**Table 3.2 Accessibility For Cycle Assessment**

Access by Cycle		Complies	Tick(if Yes)
Safety	Is the development safe for cyclists either turning into or out of the site or at road junctions within 400m of the site? (e.g. no dangerous right turns for cyclists due to the level of traffic)	Yes/No	
Cycle Parking	Does the development meet cycle parking standards in a secure location with natural surveillance or where appropriate contribute to communal cycle parking facilities?	Yes/No	
Location	<u>For Housing Development:</u> is it within 1mile of a district or local centre? (see Appendix B)  <u>For Any Other development:</u> is the density of local housing (e.g. within 1 mile) more than 50 houses per hectare (see Appendix B)	Yes/No	
Internal Layout	Does circulation and access inside the site reflect direct and safe cycle routes, with priority given to cyclists where they meet motor vehicles?	Yes/No	
External Access	Is the development within 400m of an existing or proposed cycle route (see Accessibility Map 1) and/or proposes to create a link to a cycle route, or develop a route?	Yes/No	
Facilities for cyclists	Does the development includes shower facilities and lockers for cyclists?	Yes/No	
<b>Does development comply with all above criteria?</b>		Yes/No	
<b>Comments or Action needed to correct any shortfall?</b>			

## Accessibility for Public Transport

**3.18** The accessibility criteria for public transport considers three areas: Location and Access to Public Transport, Frequency of Public Transport and Contribution to service enhancement.

**3.19** It is strongly recommended that accessibility mapping should be undertaken as part of the accessibility assessment. The standard package for undertaking accessibility mapping is the Department for Transport approved 'Accession' – although other packages are available. This should be used to identify the proportions of the population who have access to a development within an identified time frame.

**3.20** St.Helens Council may use this mapping package to ascertain a more accurate picture of public transport accessibility for the developments where accessibility mapping has not been undertaken for which an hourly charge rate may be applied.

**3.21** Alternatively, at the early stage a table listing the bus and rail services serving the site, their frequency and their destinations would be acceptable. A useful reference point for this is the St.Helens Public Transport Map, which is available at all Merseytravel Bus and Rail Station Information Offices.

**3.22** In order to assess your developments accessibility by public transport first answer the question in Table 3.3. below. If for any reason the development does not comply with any of the criteria justification as to why not must be given and/or what measures will be put in place to comply with the criteria.

**Table 3.3 Accessibility by Public Transport Assessment**

Access by Public Transport		Complies	Tick(if Yes)
Location and Access to public transport	Is the site within a 400m safe and convenient walking distance of a bus stop, and/or within 800m of a rail station? (See Accessibility Map 2)	Yes/No	
	Does the site have direct and safe pedestrian routes to bus stops or rail stations? i.e.: Dropped kerbs and pavements not less than 2m wide, formal crossings where there is heavy traffic and bus access kerbs	Yes/No	
Frequency of Public Transport	High (four or more bus services or trains an hour serving the town centre and/or local centre between 7am and 7pm Monday to Friday)	Yes/No*	
	Medium (two or three bus services or trains an hour serving the town centre and/or local centre between 7am and 7pm Monday to Friday)	Yes/No*	
	Low (less than two bus services or trains an hour serving the town centre and/or local centre between 7am and 7pm Monday to Friday)	Yes/No*	
Contribution to service enhancement	Does the proposal contribute to bus priority measures serving the site?	Yes/No**	
	Does the proposal contribute to improvements to bus stops, bus interchange or bus or rail stations in the vicinity and/or provides bus stops or bus interchange in the site?	Yes/No**	
	Does the proposal contribute to an existing or new supported bus service (Merseytravel or Community Transport)?	Yes/No**	
<b>Does development comply with minimum above criteria (see below)?</b>		<b>Yes/No</b>	
<p>*The higher the frequency the more accessible a development will be deemed. Meeting at least one of 'Frequency of Public Transport' is an essential criteria. Within an urban area a minimum of Medium frequency is required.</p> <p>**Please provide details of how this criteria is to be met. This will be assessed on a site by site basis and more than one of the criteria may need to be met.</p> <p><b>Comments or Action needed to correct any shortfall:</b></p>			

### Accessibility by Vehicle and Parking

**3.23** The Council would always encourage the use of public transport, walking and cycling. However, it is important that appropriate vehicle access and parking provision is also provided within a development.

**3.24** Parking standards are discussed in Section 4 of this SPD. It is recommended that developers make themselves fully aware of the maximum parking that is permitted for their development early in the planning stage. Further advice or guidance on parking can be obtained from the Councils Transport Planning Team if required.

**3.25** The Council will encourage development that promotes sustainable accessibility by non-private car modes. It must be noted at this stage that highway safety will never be compromised on any development – a good accessible site will always have good highway safety for all users. A good reference point for further information on highway safety standards expected for development would be the St.Helens Council Street Design Guide, Highways for Adoption.

**3.26** In order to assess your developments accessibility for vehicle access and parking first answer the questions in Table 3.4. If for any reason the development does not comply with any of the criteria justification as to why not must be given and/or what measures will be put in place to comply with the criteria.

**Table 3.4 Accessibility for Vehicle Access and Parking Assessment**

Vehicle access and parking		Complies	Tick(if Yes - leave blank if N/A)
Vehicle Access and Circulation	Is there safe access to and from the road?	Yes/No	
	Can the site be adequately serviced?	Yes/No	
	The safety and convenience of other users (pedestrians, cyclists and public transport) is not affected by the proposal?	Yes/No	
	Has access for the emergency services been provided?	Yes/No	
	For development which generates significant freight movements, is the site easily accessed from the road or rail freight route networks (i.e. minimising the impact of traffic on local roads and neighbourhoods) (see Accessibility Map 3)?	Yes/No	
<b>Does development apply with minimum above criteria (see below)?</b>		<b>Yes/No</b>	
Parking	The off-street parking provided is as advised in Section 3 for that development type	Yes/No*	
	<b>For development in controlled parking zones only: (if development not applicable leave blank)</b>		
	Is it a car free development (town centre only)	Yes/No**	
	Supports the control or removal of on-street parking spaces (inc provision of disabled spaces) or contributes to other identified measures in the local parking strategy	Yes/No**	
<p>*Developments that exceeds the maximum parking standards may be refused permission. Developments providing off-street parking below advised standards will be assessed on a case by case basis dependant on individual circumstances</p> <p>**If development applicable details of how this is going to be achieved must be included</p> <p><b>Comments or Action needed to correct any shortfall:</b></p>			

### Accessibility Assessment Example

**3.27** A worked example is provided below in Table 3.5 for the Accessibility for Walking Assessment. The example is for a proposal for 40 residential flats within an urban centre. Table 1.1 (page 7) defines the development as large. Figure 1.1 (page 8) highlights that an Accessibility Assessment needs to be completed for the development. Additionally, a Travel Plan and a Transport Statement may be required. The example shows that the Accessibility Assessment has not been met for the external layout requirement of the development. The action proposed to meet this criteria has been put in the comments section of the table.

**Table 3.5 Worked Example of Accessibility Assessment for Walking**

Access Diagram		Complies	Tick(if Yes)
Has a diagram been submitted which shows how people move to and through the development and how this links to the surroundings roads, footpaths and sight lines? (This can be included within the Design and Access Statement, see section 2).		Yes/No	Y
Access on Foot		Complies	Tick(if Yes)
Safety	Is there safe pedestrian access to and within the site, and for pedestrians passing the site (2m minimum width footpath on both sides of the road)? If no, your application must address safe pedestrian access.	Yes/No	Y
Location	<u>For Housing Development:</u> if within 800m of a district or local centre (see Appendix B)  <u>For Any Other development:</u> the density of local housing (i.e. within 800m) more than 50 houses per hectare (see Appendix B)	Yes/No	Y
Internal Layout	Does circulation and access inside the sites reflect direct, safe and easy to use pedestrian routes for all, with priority given to pedestrians when they have to cross roads or cycle routes?	Yes/No	Y
External Layout	There are no barriers between site and local facilities or housing, which restrict pedestrian access. (see Merseyside Code of Practice on Access and Mobility) e.g. Dropped kerbs exist at crossings or on desire lines; Pavement are greater than 2m wide; No formal crossing where there is heavy traffic; There are no security concerns, e.g. as a result of lack of lighting	Yes/No	X
Links to Network	Links to identified recreational walking network (see Accessibility Map 1). If No, please provide reasons why not	Yes/No	Y
<b>Does development comply with all above criteria?</b>		<b>Yes/No</b>	<b>X</b>
<b>Comments or Action needed to correct any shortfall:</b>			
<i>External Layout - The criteria will be met though by providing dropped kerbs on the adjacent side roads as part of the development. Details for this have been provided on the Access Diagram for the development.</i>			

## Parking Standards



## 4 Parking Standards

**4.1** Parking standards are an important element of land use policy and are intended to ensure that parked vehicles do not become a safety hazard, an obstruction to vehicular and pedestrian movement or an environmental nuisance. They aim to provide sufficient parking for cyclists, essential motor vehicles and people with disabilities and, where appropriate, encourage less on-site and commuter parking where there are alternative modes such as public transport to meet the demand.

**4.2** This section explains the car and cycle parking standards that are required for each type of development. The parking standards set down later in this section are taken from details within St.Helens Supplementary Planning Guidance Note 7 – which this SPD will supersede and St.Helens Street Guide. The parking levels set down are also based upon the North West Plan Partial Review July 2009 proposed North West Regional Parking Standards.

**4.3** The parking standards must be considered alongside the other policies of the Local Development Framework. The St.Helens Street Design Guide – Highways For Adoption also contains advice on suitable parking arrangements.

**4.4** Applications where the number of spaces complies with the parking standards will not automatically be permitted if the accommodation of these spaces creates conflicts with other elements of the Local Development Framework or statutory responsibilities the Council are responsible for.

### Main Parking Standard the Council will apply

- For commercial and institutional developments, these standards are maximum numbers. Developers should not provide more spaces than the maximum shown for each development type. All such car parking should include appropriate provision for people with mobility difficulties;
- For residential developments the standard are a maximum. The Council may request less if opportunities allow. The use of a garage space as car parking will be counted as half a car parking space by the Council. Garages must be a minimum dimension of 5.5 x 2.6m to be classed part of the parking provision; and
- Cycle parking and disabled parking facilities are minimum standards. For all development the minimum cycle parking standards as identified in the following parking standards tables (or a minimum of two spaces, whichever is the greater) must be provided. The actual number of disabled spaces may need to be greater at facilities that specialise in accommodating groups of disabled people.
- The Council may encourage lower levels of parking where:
  - The development is in an accessible location (such as within a District Centre or Local Centre), or where there is good public transport access (see accompanying Accessibility Maps in Appendix B);
  - Initiatives to reduce traffic are planned for, or are being introduced, in the area; and
  - There is adequate off-street parking within easy reach and visible from the development or potential for shared use of spaces (for example, in mixed use developments).



**4.5** In circumstances where lower levels of car parking are not provided the reasons why must be stated in the checklist.

**4.6** On-street parking may need to be controlled if lower levels of parking or car free housing are provided.

**4.7** Where parking provision within a development is likely to cause displacement of parking onto other surrounding areas i.e. on street residential areas, be that through the level of parking provided or the charges associated with it, then contributions will be required from developers to implement parking control measures e.g. a Controlled Parking Zone. If however, the displacement of parking impacts on highway safety and no appropriate parking control measures can be implemented the development may be refused.

**4.8** In the case of a mixed-use development, the standards should be applied to each land use. Dual use of parking spaces will be encouraged where practical. The same principle will be applied where there are premises containing a number of related uses, such as a hotel containing a public restaurant.

**4.9** Where a development is likely to impact on the strategic and/or local highway network, developments may be refused or may be expected to make a contribution to any required highways improvements identified.

### Design Guidance

**4.10** Additional details are included in:

- St.Helens Street Design Guide – Highways for Adoption;
- St.Helens Design Guidance SPD;
- Local Transport Note 2 Cycle Infrastructure Design;
- The Merseyside Code of Practice on Access and Mobility; and
- Manual for Streets.

**4.11** Cycle and car parking should be in an accessible and secure location with natural surveillance e.g. close to the building entrance.

**4.12** There is a variety of cycle and cycle equipment storage options available. It is considered inappropriate to be too prescriptive as to which type is best suited to individual developments. What is important is that visitors have a convenient level of facility for a short visit (e.g. cycle stand close to entrance), while employees may require both a more secure option (e.g. cycle shed), plus somewhere to store clothing / equipment (e.g. lockers).

### Car Parking for the Disabled

**4.13** Car parking spaces should be designated for use by disabled people, clearly marked and clearly signed with the international symbol at the entrance to the site. Where possible, parking should be provided under cover to give protection during wet weather, as transfer from car to wheelchair can be slow.

**4.14** In general the following specific standards will apply:

- A minimum of 3 spaces or 6% of total (whichever is the greater) in a development should be designated for the use of Blue Badge holders;
- Parking bays for disabled people should be 4.8m x 3.6m or if there is a common transfer zone between two bays, a standard 2.4m wide bay can be used with a 1.2m transfer zone, kerbside spaces should be 6.6m x 2.7m;
- Parking spaces for disabled people should be located close to a building's accessible entrance, within 50m if the path is uncovered, or 100m if covered; and
- Where housing is specifically for elderly or disabled people, the allocated parking spaces should be adjacent to the dwellings they are to serve and should be connected to the dwelling by a covered area.

### Car Free Housing

**4.15** In accordance with national transport policy to reduce dependency on the private car, the development of car free housing may be appropriate in the town centre. Car free housing is housing with no parking spaces on street or on the site other than for people with disabilities. Car free housing can be designated where additional housing is newly built, converted from another use, or created by subdividing an existing unit.

**4.16** Car free housing will require a planning obligation to ensure that future occupants are aware they are not entitled to on-street parking permits; and can only be designated in areas where on-street parking is controlled. Space for service vehicles and visitors may be required.

**4.17** High levels of access must be maintained to ensure the development remains car free, therefore developers may be required to make a contribution to improve the provision of other sustainable transport infrastructure, i.e. cycle lanes or public transport infrastructure, where deemed appropriate.

### Parking Standards for Development Types

**4.18** The parking tables in Appendix C detail the minimum and maximum parking provision required for development dependant on their location, size and type. In some instances certain elements of parking provision will be undertaken on a case-by-case basis. Early discussion with highways development control officers is recommended if your development would fall under this criteria.

## Transport Assessments & Transport Statements



## 5 Transport Assessments & Transport Statements

**5.1** This section outlines the basis of when and what will be required when either a Transport Assessment or a Transport Statement is required for the proposed development by the Council. The council has produced a note 'St.Helens Council: Guidance Notes for the Submission of Transport Assessments' it is recommended that this note be used as the councils guidance of what will be required. The guidance note is attached in Appendix D.

### What is a Transport Assessment?

**5.2** A Transport Assessment (TA) is a comprehensive review of all the proposed transport impacts of a proposed development or redevelopment, with an agreed plan to reduce any adverse consequences. This will include infrastructure improvement and the applicants travel plan.

### What is a Transport Statement?

**5.3** A Transport Statement (TS) may be requested for a large development where a full TA is not required but additional information is sought in addition to that provided with the accessibility assessment. Please seek the Council's advice if a Transport Statement is required in addition to completion of the accessibility assessment. Contact the Council's Transport Planning Team on 01744 676187 / 671615.

### When Will a Transport Assessment or Transport Statement be Required?

**5.4** Table 5.1 indicates the thresholds for guidance only and much will depend on the individual circumstances of the proposal; there may be site-specific issues or traffic sensitive locations that require a particular level of assessment that does not fall within the thresholds indicated. Early discussion with the Transport Planning Team is advised when preparing either a TA or TS.

**Table 5.1 Thresholds for Transport Statements and Transport Assessments**

Type of Development	Transport Statement required	Transport Assessment required
A1 - Food Retail	250 - 800sq.m	>800sq.m
A1 - Non-Food Retail	500 - 1500sq.m	>1500sq m
A2 - Financial & Professional Services	1000 - 2500sq.m	>2500sq.m
A3 - Restaurants & Cafes	300 - 2500sq.m	>2500sq.m
A4 - Drinking Establishments	300 - 600sq.m	>600sq.m
A5 - Hot Food Takeaway	250 - 500sq.m	>500sq.m
B1 - Business, Office, Research, Light Industry	1500 - 2500sq.m	>2500sq.m
B2 - General Industrial	2500 - 4000sq.m	>4000sq.m
B8 - Storage or Distribution	3000 - 5000sq.m	>5000sq.m
C1 - Hotels	75 - 100 bedrooms	>100 bedrooms

Type of Development	Transport Statement required	Transport Assessment required
C2 - Residential Institutions (Hospitals, Nursing Homes)	30 - 50 beds	>50 beds
C2 - Residential Institutions (Residential Education)	50 - 150 students	>150 students
C2 - Residential Institutions (Hostels)	250 - 400 residents	>400 residents
C3 Dwellings	50 - 80 units	>80 units
D1 - Non-residential Institutions	500 - 1000sq.m	>1000sq.m
D2 - Assembly & Leisure	500 – 1500sq.m	>1500sq.m

**5.5** Other uses – For all other uses, i.e. stadiums, retail warehouses, clubs, amusement arcades, laundrettes, petrol filling stations, taxi businesses, car/vehicle hire businesses, vehicle sales businesses, nightclubs, theatres, hostels, builders yards, garden centres, post offices, travel/ticket agencies, hairdressers, funeral directors, hire shops, dry cleaners, you should contact the Council's Transport Planning Team for detailed discussions.

**Table 5.2 Additional Criteria where a Transport Assessment or Transport Statement may be required**

1.	It is not in conformity with the adopted development plan.
2.	It generates 30 or more two-way vehicle movements in any hour.
3.	It generates 100 or more two-way vehicle movements in a day.
4.	It proposes 100 or more parking spaces.
5.	It generates significant freight or HGV movements per day (typically 40 or more two- way HGV movements per day) or significant abnormal load movements per year.
6.	It is located where the local transport infrastructure is poor; e.g. substandard roads, poor pedestrian/cyclist facilities or inadequate public transport provision.
7.	It is located within or adjacent to St Helens' Air Quality Management Areas; at the time of writing these are the M6 Motorway Corridor and High Street, Newton-le-Willows (plans attached in the appendix) but this should be verified

### What Information is required?

**5.6** For all developments we encourage developers to have early discussions with the Council to find out whether they need a Transport Assessment or Transport Statement, and what information it should contain. For development proposals that affect trunk roads, you will need to consult the Highways Agency about the content of the Transport Assessment as soon as possible.

**5.7** In March 2007, the Department for Communities and Local Government (DCLG) and the Department for Transport (DfT) issued Guidance on Transport Assessments. St.Helens Council 'Guidance Note for the Submission of Transport Assessments', uses this guidance and details what the council requires in TA's and TS's and is provided in Appendix D.

**5.8** All submitted Transport Assessments should follow the basic layout and headings detailed in Appendix D. Documents that comply with this framework will help enable the critical information within each TA to be found quickly and will enable Officers to make a speedy response; conversely documents that do not follow this layout could affect likely timescales and may involve requests for additional information.

## Travel Plans



## 6 Travel Plans

**6.1** A Travel Plan is a plan for managing transport effectively for a specific site, with the aim of improving access to the site by all modes of travel, thus improving choices for everyone. A Travel Plan is made up of a package of practical measures, a mixture of incentives and dis-incentives, developed by employers and employees with the aim of reducing car dependency and encouraging the use of sustainable modes of transport. The plan can include improved bicycle facilities, car sharing schemes, support for public transport or changes in parking provision. By implementing a Travel Plan you can address several transport issues: commuting, business travel, fleet management, business deliveries and transport contracts.

### Benefits of Travel Plans

**6.2** Travel Plans can give your organisation a competitive advantage by:

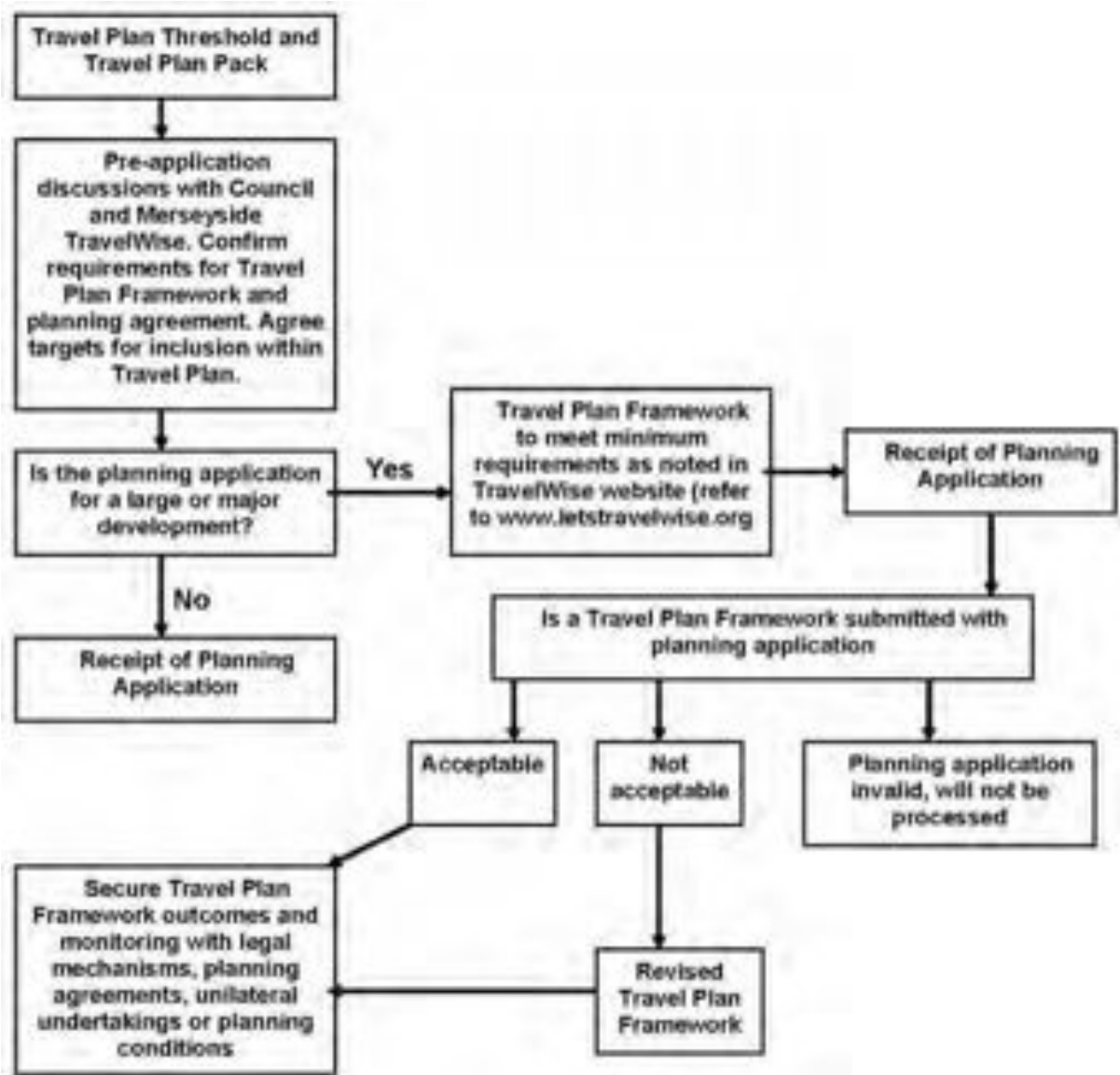
- saving money by reducing the amount of car parking provision required. Land can also be used for other purposes e.g. building development;
- providing revenue through car park charging;
- satisfying planning requirements on developments / expansions;
- enhancing recruitment packages, business image and public profile;
- improved productivity from a healthier workforce will also save on sick leave costs;
- meeting corporate goals e.g. corporate and social responsibility, quality assurance and environmental management, including making positive contributions to reducing greenhouse gas emissions and
- mitigating against climate change.

**6.3** The Merseyside Authorities recognise that Travel Plans are an effective and important means of controlling the traffic generation of new developments and establishing long-term sustainable travel patterns. As such Travel Plans are an important part of the planning system as well as the Local Transport Plan and the Merseyside TravelWise initiative run by the Merseyside Authorities. A Merseyside TravelWise Officer will be available to support the development and implementation of a Travel Plan prepared as part of the development control process. TravelWise can be contacted on 0151 330 1253.

**6.4** Early consultation with the Council and the TravelWise Team is strongly recommended as it may influence the design of any final scheme and will ensure you are aware of what is expected in the Travel Plan. Where a Transport Assessment is required, a Travel Plan framework should also accompany the application.



Figure 6.1 Flow Diagram of Travel Plan Process



### When is a Travel Plan required?

**6.5** Before submission of a planning application, developers are encouraged to consult with the relevant Council officers at an early stage as to whether a Travel Plan is required.

**6.6** In accordance with Planning Policy Guidance Note 13, a Travel Plan framework will be required to be submitted alongside planning applications which are likely to have significant transport implications, including those for all major developments comprising jobs, shopping, leisure and services, using the following thresholds shown in Table 6.1.

**Table 6.1 Thresholds for when a Travel Plan is Required**

Use	Threshold (GFA unless stated)	Threshold (GFA unless stated)
	Travel Plan Statement	Travel Plan
A1 Food Retail	>250<800sq.m	>800sq.m
A1 Non-Food Retail	>800<1500sq.m	>1500sq.m
A2 Financial and Professional Services	>1000<2500sq.m	>2500sq.m
A3 Restaurants and Cafes	>300<2500sq.m	>2500sq.m
A4 Drinking Establishments	>300<600sq.m	>600sq.m
A5 Hot Food Takeaway	>250<500sq.m	>500sq.m
B1 Business	>1500<2500sq.m	>2500sq.m
B2 General Industrial	>2500<4000sq.m	>4000sq.m
B8 Storage and Distribution	>3000<5000sq.m	>5000sq.m
C1 Hotels	>75<100 bedrooms	>100 bedrooms
C2 Residential Institutions (Hospitals, Nursing Homes)	>30<50 beds	>50 beds
C2 Residential Institutions (Residential Education)	>50<150 students	>150 students
C3 Dwelling Houses	>50<90 dwellings	>90 dwellings
D1 Non-Residential Institutions	>500<1000sq.m	>1000sq.m
D2 Assembly & Leisure (except stadia)	>500<1500sq.m	>1500sq.m
Stadia	N/A	All
Schools/Colleges/Universities	N/A	All
Development employing over 200 staff	N/A	All

**6.7** Any development of a smaller nature that will employ 200 or more staff is also required to submit a Travel Plan.

**6.8** Smaller developments comprising jobs, shopping, leisure and services which would generate significant amounts of travel in, or near to, air quality management areas, and in other locations where there are local initiatives or targets set out in the development plan or local transport plan for the reduction of road traffic, or the promotion of public transport, walking and cycling will require a Travel Plan. This particularly applies to offices, industry, health and education uses.

**6.9** All new and expanded school facilities require a Travel Plan. In addition a School Travel Plan will need to promote safe cycle and walking routes, restrict parking and car access at and around schools, include on site changing and cycle storage facilities and particularly for secondary schools, include priority provision for public transport access.

**6.10** In other circumstances where an applicant considers that a Travel Plan would help to minimise the environmental impact of a development the submission of a voluntary Travel Plan would be encouraged.

**6.11** However, unacceptable development will not solely be permitted because of the existence of a Travel Plan. Nor would the production of a Travel Plan solely be justification for a reduction in parking standards.

### **Extensions to sites**

**6.12** Extensions to sites which bring the total floorspace, seating, units or employees to the thresholds above or higher will also be required to submit a Travel Plan. Any application to increase parking by 20% or 25 spaces (whichever is lower) will also be required to submit a Travel Plan.

### **What will be required?**

**6.13** The Travel Plan will have to be approved by St.Helens Council in conjunction with the grant of planning permission. The Council will consult with the Merseyside TravelWise team.

**6.14** Achieving the minimum requirements for Travel Plans as noted on the TravelWise website ([www.letstravelwise.org](http://www.letstravelwise.org)) is a minimum standard at which the Travel Plan will be considered. You are required to submit the completed assessment to the Planning Authority. It should be noted that attaining minimum requirements does not indicate that the Travel Plan will be automatically accepted.

**6.15** An annual report regarding progress with the Travel Plan will be required to be submitted to the Local Planning Authority. The nature and scope of the Travel Plan will depend on the type of development in the application, in accordance with the following:

**6.16** All Travel Plans will be required to address:

- Controls on car parking;
- Nomination of Travel Plan Coordinator;
- Provision of improved public transport, cycle and pedestrian services and facilities both in side and outside the site; and
- Promotion of public transport, walking and cycling.

**6.17** In addition Travel Plans may be asked to consider:

- Car sharing schemes;
- Alternative working practises / hours; and
- 'Greener' vehicle fleets.

**6.18** Where the end users of the site are known a full Travel Plan will be required, based on existing travel patterns of the users (including consultation with employees). Aims, commitments, targets and time tabled action plans will also be required.

**6.19** For speculative developments, multi-occupation sites and future occupiers, a staged Travel Plan development may be appropriate. In these cases an interim Travel Plan may be submitted which sets out all commitments which are not dependent on input from employees / visitors / end users and which can be implemented prior to development or occupation.

**6.20** This will include:

- Management of car parking;
- Plans for coordination of the Travel Plan;
- A Framework Travel Plan which includes a timetable for the introduction of the final Travel Plan or for individual occupiers to develop a Travel Plan; and
- A timetable for final Travel Plan development and implementation once end users are identified or in occupation.

**6.21** When a number of occupiers of a different nature will be at a site (e.g. at an industrial estate, business park etc) a co-ordinated Travel Plan will be required. This should include all of the features outlined above. A requirement for each individual occupier to develop a Travel Plan within a set time frame shall be included as part of the co-ordinated Travel Plan. The site manager shall be required to undertake co-ordination and administration of all the sites Travel Plans.

### Travel Plan Assessment

**6.22** In the case of large and major developments as defined in Table 1.1 (page 7) of this document, applicants are required to assess their Travel Plan using Travel Plan requirements on the TravelWise website [www.LetsTravelWise.org](http://www.LetsTravelWise.org). Minimum requirements should be demonstrated for the development before submission of a Travel Plan. Pre-application advice is available from the TravelWise team to assist with this. Where Travel Plans are submitted for other developments the use of Travel Plan guidance on the TravelWise website is strongly recommended but not a requirement. Achieving minimum requirements on the TravelWise website is a minimum standard at which the Travel Plan will be considered. You are required to submit the completed assessment to the Council and it should be noted that attaining the minimum requirements does not indicate that the Travel Plan will be automatically accepted.

**6.23** Pre-application discussions with the TravelWise Merseyside Team should enable the Travel Plan to reach an acceptable standard before submission of the application and avoid delays. Should minor amendments be required post submission, the applicant will be advised by the planning authority to make amendments and re-submit. Travel Plans which are not considered acceptable by the Council will be rejected and the applicant required to revise and re-submit the document to a more appropriate standard before the application can be determined. Revision of Travel Plans and re-assessment by officers may incur a fee.

**6.24** Incomplete Travel Plan documents can delay any subsequent planning determination. Applicants should therefore ensure that their Travel Plan submission follows the above guidance and has been developed in consultation with the Council and TravelWise Merseyside team who will assess the submitted Travel Plan.

**6.25** St.Helens Council plan to issue new guidance on Travel Plans and there requirement within the planning application process within St.Helens. This guidance will build upon the recently published 'Good Practice Guidelines: Delivering Travel Plans through the Planning Process, April 2009' published by Department for Transport and Communities and Local Government Department. This guidance will be annexed to this SPD as is done with the Transport Assessment Guidance in Appendix D. All current standards reported for Travel Plans in this SPD are compliant with the 'Good Practice Guidelines: Delivering Travel Plans through the Planning Process, April 2009'.

## Air Quality



## 7 Air Quality

**7.1** If a development proposal falls into one of the following categories, an assessment of air quality may be required:

- Developments requiring a full Environmental Impact Assessment or Transport Assessment;
- Developments that may result in increased congestion and lower vehicle speeds than is present on the existing local road network;
- Proposals that significantly alter the composition of traffic such that adverse air quality impacts may arise;
- Proposals for new developments with more than 300 car parking spaces;
- Proposals for lorry or coach parks;
- Proposals for new residential developments or intensification of existing residential use, which would introduce new sensitive receptors into an area of poor air quality i.e. located within or adjacent to St.Helens Air Quality Management Areas: which at time of writing these are the M6 Motorway Corridor and High Street, Newton-le-Willows (see Appendix D, Annex A) this should always be verified; and
- An Increase in traffic greater than 20% on the highway network;

**7.2** If a development proposal falls into one of the above categories then the developer must contact the council to discuss the possibility of an assessment of air quality being required.

**7.3** It should be noted that Air Quality Assessments may also be required to accompany applications which are likely to produce significant air quality impacts other than through traffic generation such as developments requiring an Environmental Impact Assessment. If you require any further information please contact the Councils Noise & Air Quality Team on 01744 676339.

## Design and Access Statements





## 8 Design and Access Statements

**8.1** This Section gives details on when and what is required within a Design and Access Statement.

### What is a Design and Access Statement?

**8.2** Planning legislation requires applicants to produce Design and Access Statements. These should explain the design principles and concepts that have informed the development and the thinking behind a planning application. They should also demonstrate how everyone, including disabled people, older people and very young children, will be able to use the places being created. Such statements should include a written description and justification of the planning application, telling the story of the evolution of the final scheme. Photos, maps and drawings can further illustrate the points made.

### What is the Access Elements of a Statement?

**8.3** The 'Access' element of the statement will require a number of issues to be considered in order to ensure equality of access for all and that all users can move around the site, comfortably, safely and easily.

**8.4** The requirement to consider these issues compliments the approach taken in this SPD to ensure a choice of access for users of a site. Crucially, some of the information that is requested with the Design and Access Statement will assist in completing the requirements of this SPD. The access requirements of a Design and Access are detailed in Table 8.1.

**Table 8.1 Access Requirements of Design and Access Statements**

<b>Access policies and consultation:</b>	<b>Include Local Development Framework policies and how they have been taken into account; and Include consultation carried out with community groups, access groups etc.</b>
Access to a building:	<ul style="list-style-type: none"> <li>● Explain how surrounding roads, footpaths and sightlines will be linked. Lighting views, signs and desire lines can help;</li> <li>● Diagrams showing how people can move to and through the place – including vehicles, bikes and pedestrians; and</li> <li>● Describe how levels change within public spaces, including pavement and dropped kerbs, bus stops, parking spaces, including blue badge holders, at train stations and parks</li> </ul>
Access within the building itself:	<ul style="list-style-type: none"> <li>● The inside of a building is not normally shown on a planning application but, unless the layout inside a building is considered it would be difficult to see where the entrances and fire exits should go;</li> <li>● Include information on the visibility of entrances and access to the building through entrance areas or front doors, as well as access to facilities such as toilets;</li> <li>● Show that disabled people will not be segregated but will be able to move around within a building at all levels and use the same entrances, corridors and rooms as everyone else without detour; and Detail how access for the emergency services will be provided.</li> </ul>

**8.5** Detailed guidance on access provision within and around buildings including standards for accessible and adaptable buildings is currently provided in the Merseyside Code of Practice on Access and Mobility <http://www.accesscode.info>

## Integration of design into transport proposals

**8.6** Good design can contribute to sustainable modes of travel and enhance the environmental quality of a scheme. Discussions are therefore welcomed at the earliest stage to consider how the design of your proposed development complements the wider street environment.

**8.7** St.Helens Council have produced a Design Guidance SPD. This sets out a series of principles for good design, a process through which this can be achieved, and then looks at ways in which general objectives can be applied to specific issues. This SPD should be used when developing design proposals for a development. Please contact Planning Policy on 01744 676190 for a copy of this guidance, alternatively it is available for download at <http://www.sthelens.gov.uk>.

**8.8** Where new development may affect a sensitive area, e.g. Conservation Area or other area of high value in terms of its streetscape / landscape character and visual amenity, a sensitive design approach should include the use of appropriate materials and street furniture that would compliment and enhance the local historic character.

**8.9** The incorporation of Sustainable Drainage Systems (SUDS), in the design of new car parks must be considered where practical. This can help to prevent localised flooding associated with the urban drainage system and can also have additional benefits with regard to biodiversity, landscape / townscape character and visual amenity and recreation depending on the system installed. New car parks can create an impermeable surface which may cause flash flooding; implementing SUDS could help reduce impacts. Careful design, green landscaping and planting can reduce climate change impacts, flooding, reflection, and urban heat issues.

**8.10** For further guidance, see “Design and Access Statement – How to write, read and use them” (CABE, August 2006).

## Implementation, Enforcement and Monitoring



## 9 Implementation, Enforcement and Monitoring

**9.1** This section provides information how the Council will implement, monitor and enforce this SPD.

### Implementation of SPD

**9.2** Section 106 of the Town and Country Planning Act 1990 provides for developers to make a financial contribution (capital or revenue) towards improvements required for a particular development proposal, including new or improved transport infrastructure.

**9.3** For example, where a proposed development is not considered to be accessible or is likely to increase traffic demand and impact on the strategic and/or local highway network, St.Helens Council will seek to secure appropriate facilities to improve accessibility and/or increased network capacity either through conditions or voluntary agreements (developer contributions). The provision of new highway or highway improvements in association with planning proposals can also be provided through the Highways Act 1980 (Section 278 and Section 38). If an appropriate solution cannot be reached St.Helens Council may refuse the planning application on grounds of not being accessible. Further information can be found in Appendix A: Additional Information.

**9.4** Developer contributions will be used to achieve the following strategic priorities for transport:

- Supporting the key transport infrastructure projects identified;
- Other strategic road improvements where capacity is likely to be exceeded as a result of the proposed development or the cumulative impact of several developments within an area;
- Car parking, car storage, car clubs;
- Public transport improvements;
- Coach Parking / Park and Ride facilities;
- Provision for pedestrians and cyclists; and
- Air Quality management controls including monitoring.

**9.5** The level of financial contribution sought, and scale / proximity of transport improvements required will relate to the scale of the development proposed, and the accessibility improvements identified through the accessibility assessment and / or transport assessment/ statement. Discussion with the Council on any likely Section 106 contributions is recommended at pre-application stage.

### Enforcement

**9.6** The Council will take enforcement action on developers if they fail to comply with the following:

### **Failure to comply with the terms of a planning agreement**

**9.7** A planning agreement is a legally binding agreement between the applicant and the Council made under Section 106 of the Planning Act. The obligations in the agreement are enforceable by the Council as a contract and also may be the subject of a High Court injunction requiring compliance.

### **Failure to Comply with a planning condition**

**9.8** The Council expect strict compliance with all conditions and failure to do so may result in the service of a breach of condition or enforcement notice under sections 187 A and 172 respectively of the Town and Country Planning Act 1990. Failure to comply once either of these notices has been served will result in prosecution by the Council.

**9.9** A breach of condition notice is likely to be served if a planning condition was imposed requiring a Travel Plan to be submitted before occupation or a specified time after occupation. There is no right of appeal against a breach of condition notice. An enforcement notice however may be served if a Travel Plan was required before development commenced.

### **Monitoring**

**9.10** The implementation of the SPD will also contribute to the objectives of the Merseyside Local Transport Plan 2006/2011, and its effectiveness will be measured through the following LTP indicator L22: 'Percentage of new developments meeting minimum standards for all modes as defined by SPD'.

## Appendix A: Additional Information

## Appendix A: Additional Information

**The following guidance should be used in conjunction with this SPD:**

St.Helens Street Design Guide – Highways for Adoption – <http://www.sthelens.gov.uk>

St.Helens Guidance Notes for the Submission of Transport Assessments – <http://www.sthelens.gov.uk>

St.Helens Design Guidance SPD – <http://www.sthelens.gov.uk>

The Merseyside Code of Practice on Access and Mobility - [www.accesscode.info](http://www.accesscode.info)

Merseyside TravelWise (Partnership supporting the development of Travel Plans)

[www.letstravelwise.org](http://www.letstravelwise.org)

Second Merseyside Local Transport Plan 2006-2011 – <http://www.transportmerseyside.org>

Merseyside Walking and Cycling Strategies <http://www.transportmerseyside.org>

**The following have been used to develop this SPD all of which are available from [:http://www.communities.gov.uk](http://www.communities.gov.uk):**

Planning Policy Statement 1: Delivering Sustainable Development

Planning Policy Guidance 3 – Housing

Planning Policy Statement 13 – Transport

Policy Statement 6: Planning for Town Centres

Planning Policy Statement 25 – Development and Risk

Better Places to Live by Design: A Companion Guide to PPG3

**In addition the following national guidance and organisations may be useful:**

Guidance on Transport Assessment: <http://www.dft.gov.uk>

Guidance for Travel Plans: <http://www.dft.gov.uk>

Smarter Choices: <http://www.dft.gov.uk>

Good Practice Guidelines Delivering Travel Plan through the Planning Process : <http://www.dft.gov.uk>

Manual for Streets: <http://www.dft.gov.uk>

Department for Transport Circular 02/2007 - Planning and the Strategic Road Network : <http://www.dft.gov.uk>

Natural England, Biodiversity by Design: A Guide for sustainable communities: <http://www.naturalengland.org/>

This way to better streets: lessons from 10 successful streets (CABE) - <http://www.cabe.org.uk>

Sustrans Cycle Parking Design Guidance - <http://www.sustrans.org.uk>

Cycle Infrastructure Design Guidance (LTN 2/08): <http://www.dft.gov.uk>

Commission for Architecture and the Built Environment - <http://www.cabe.org.uk/publications.aspx>

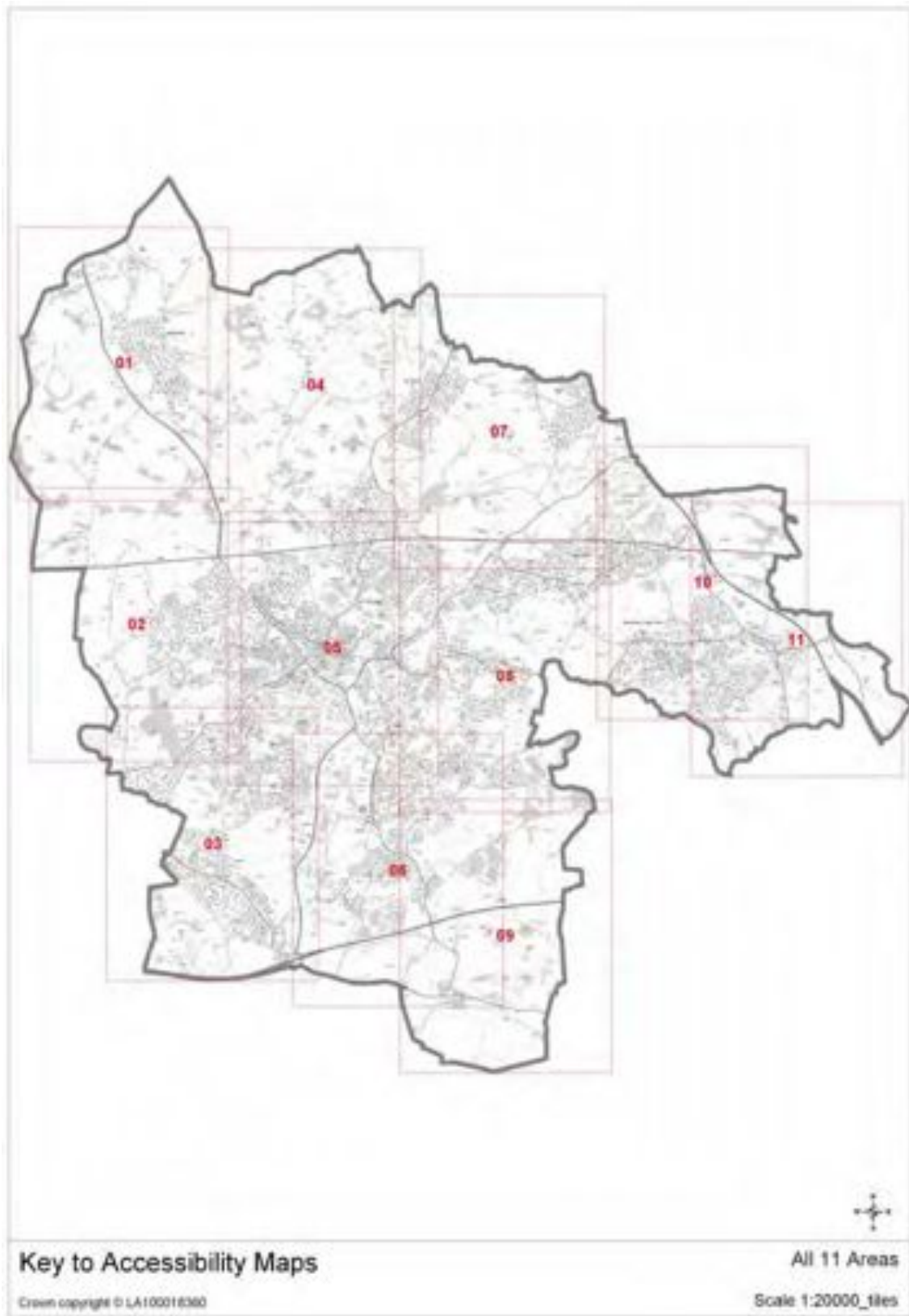
Institute of Lighting Engineers - <http://www.ile.org.uk/>



## Appendix B: Accessibility Maps

## Appendix B: Accessibility Maps

### Accessibility Key Map



## How to Use Accessibility Maps

- Identify where your development is located (eg. Town Centre)
- Select 'Set of Maps' applicable to your area (eg. Accessibility Maps 05)
- Go to 'Set of Maps' applicable to your area of development and check to see if complies with accessibility criteria or not.

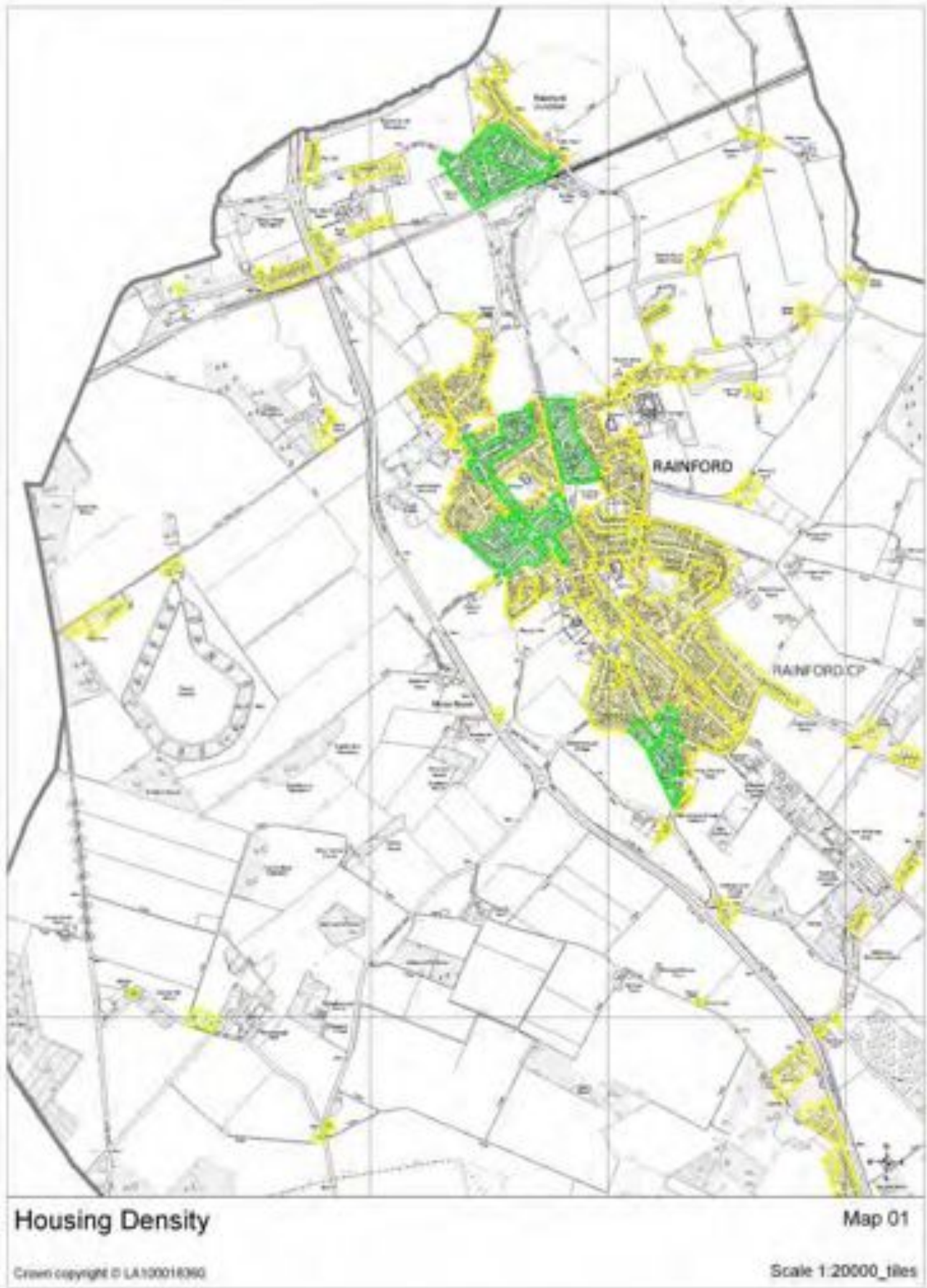
## Key to Accessibility Maps



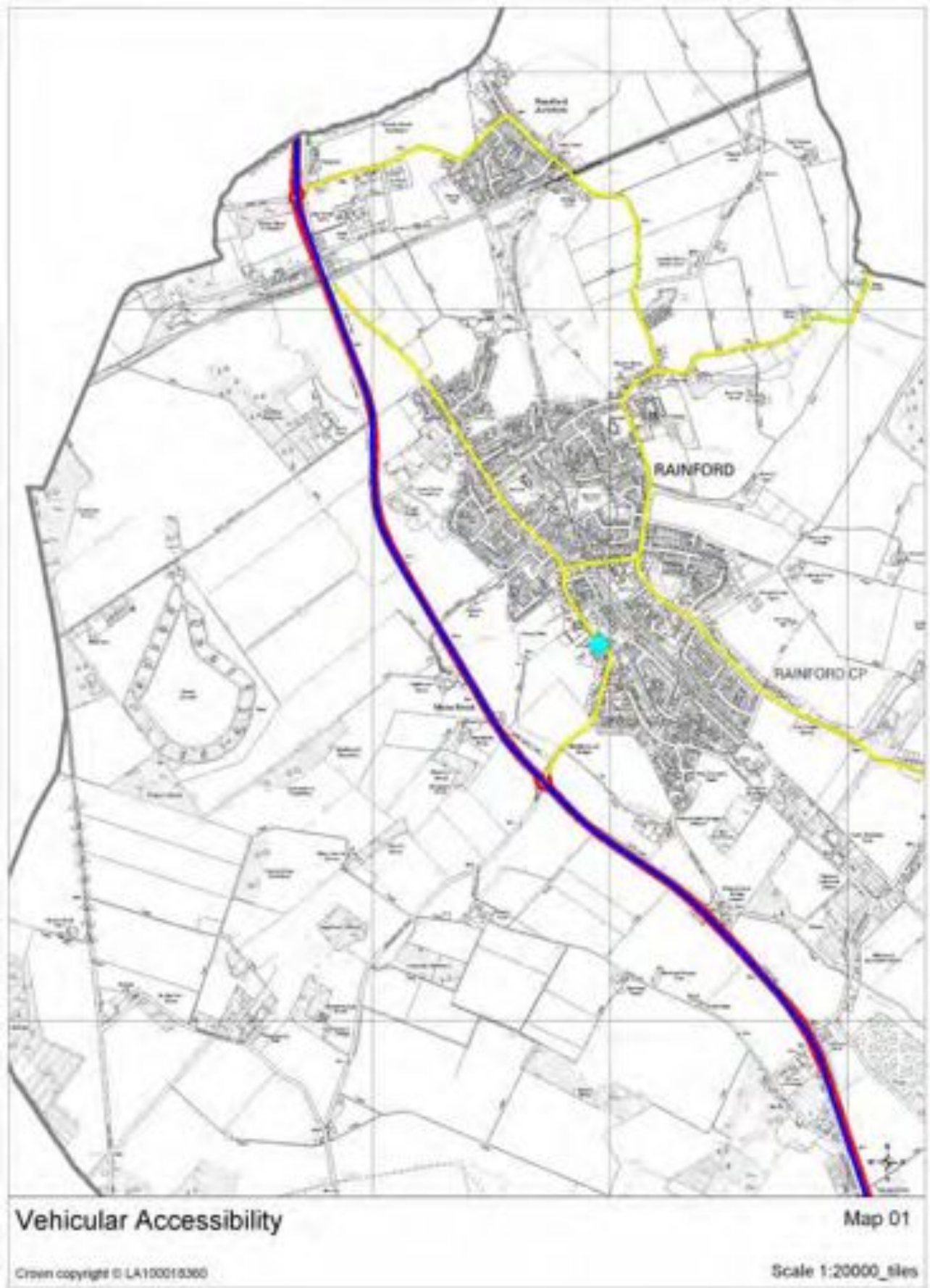
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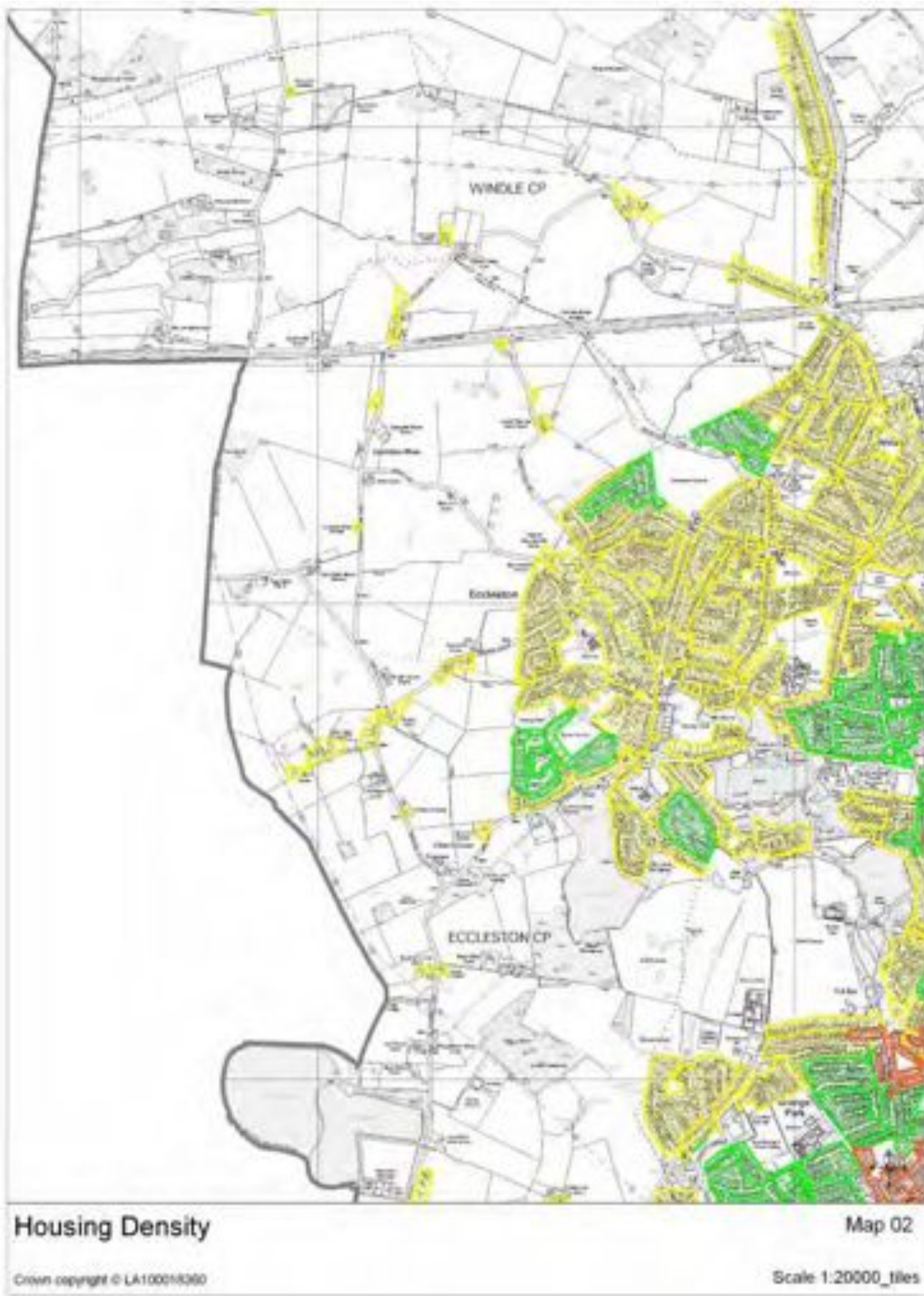


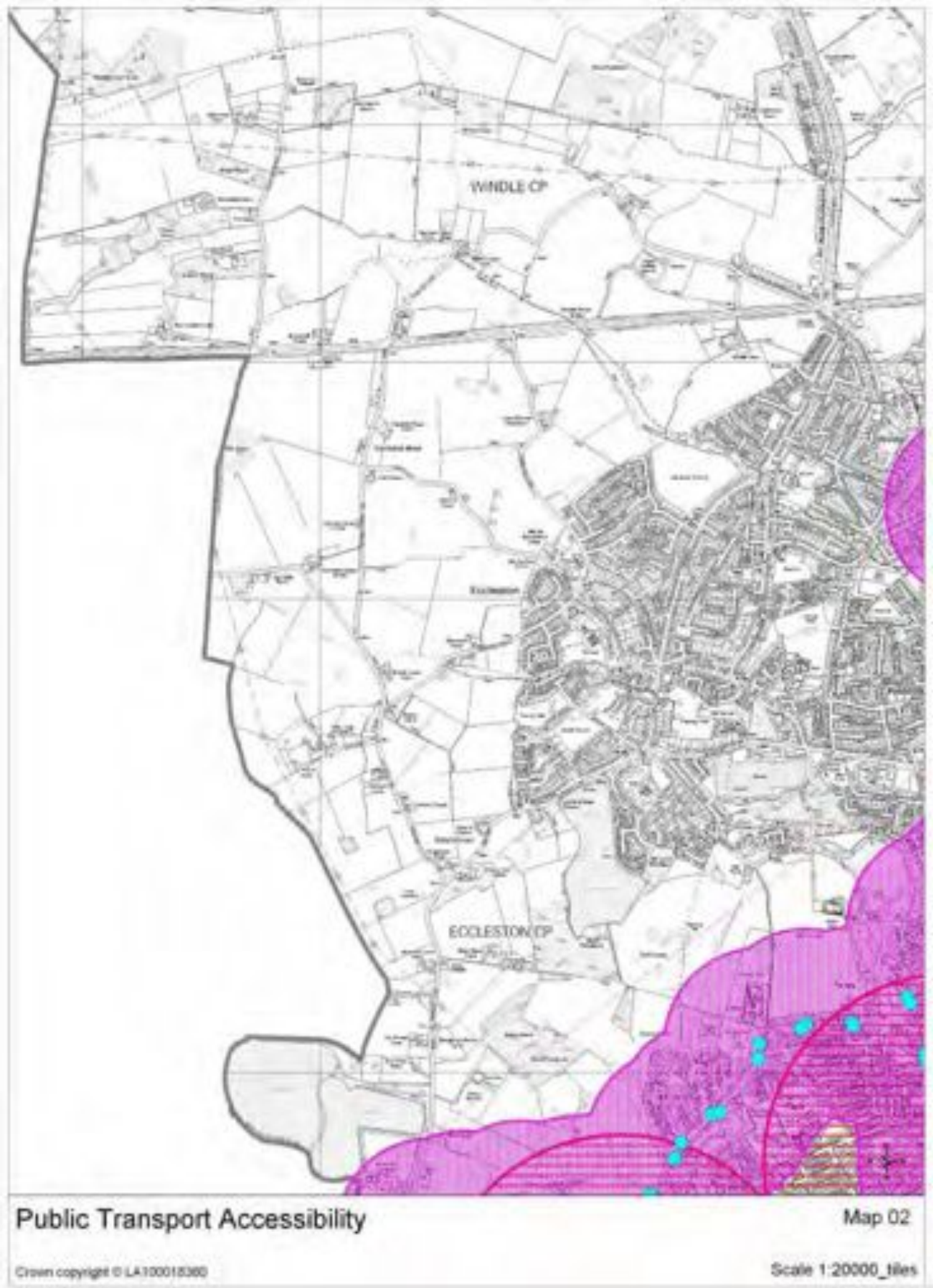


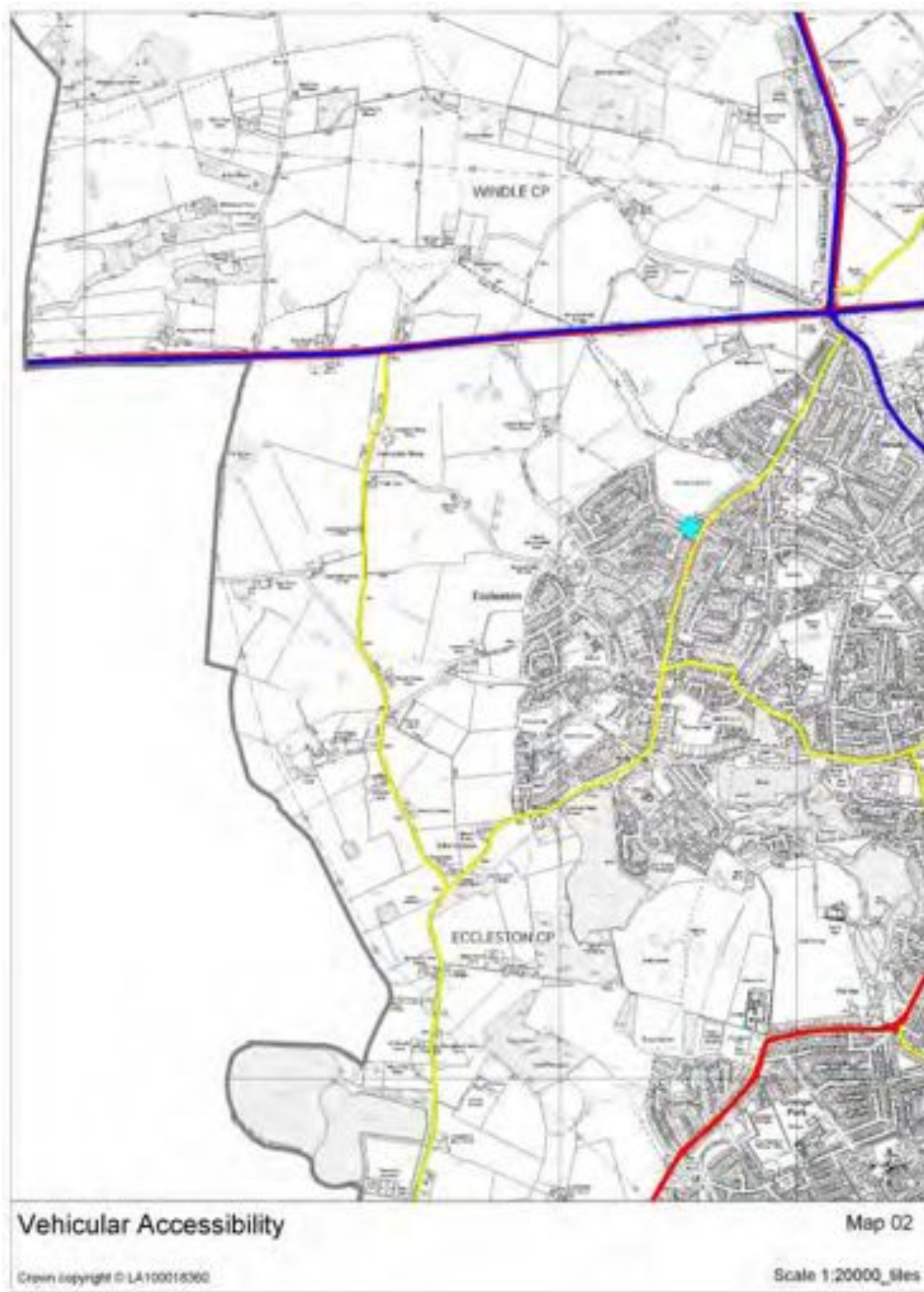
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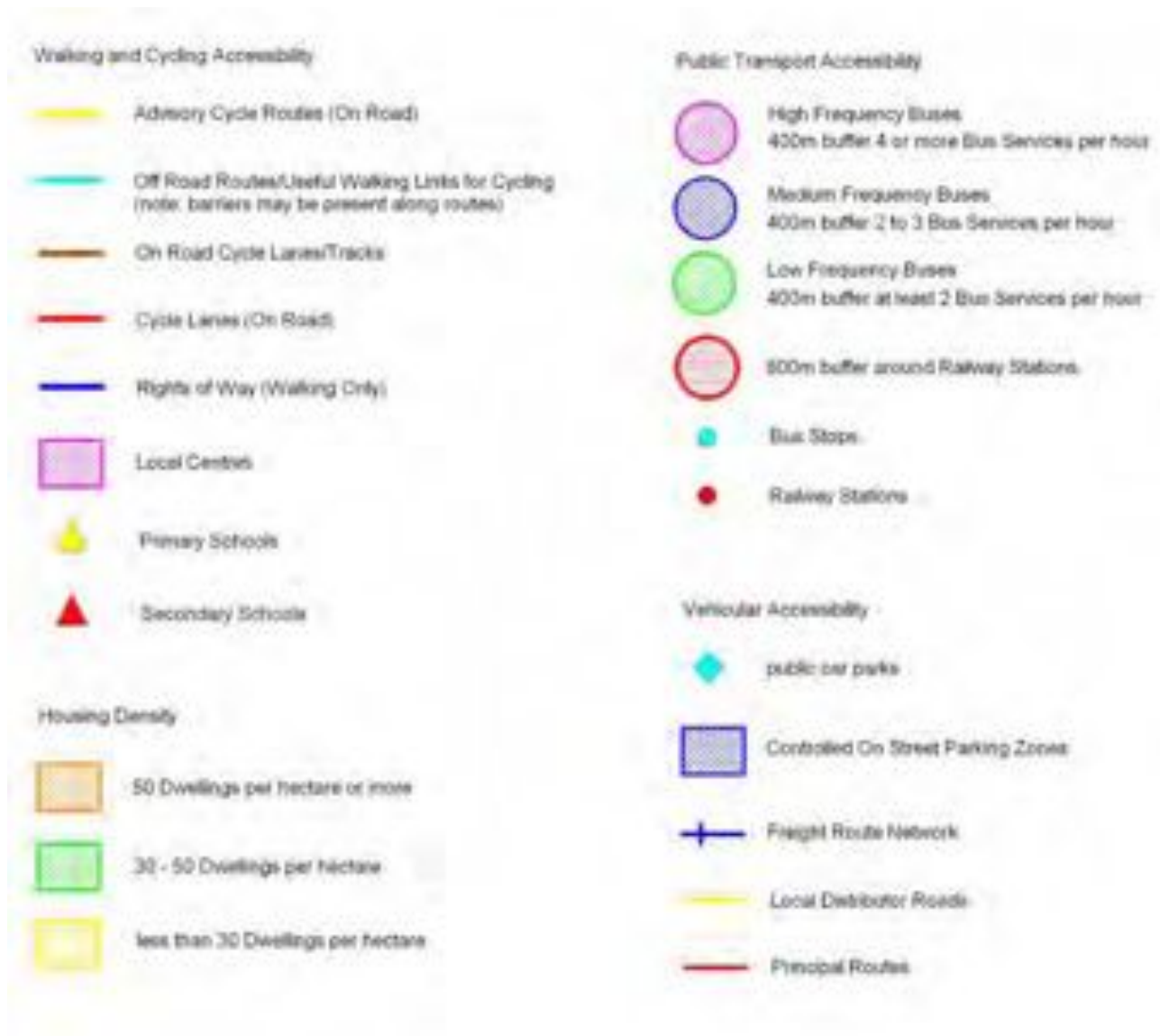




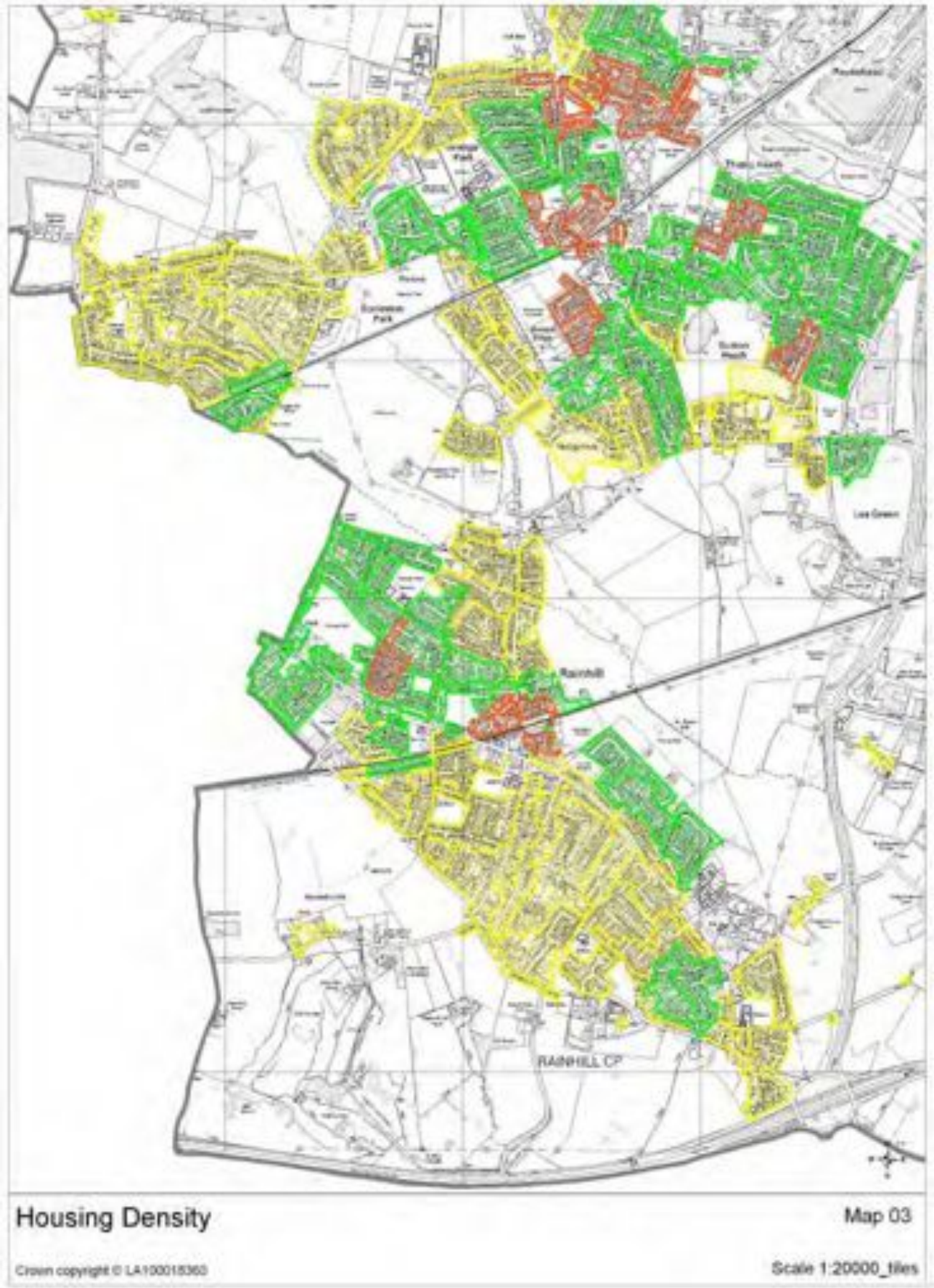




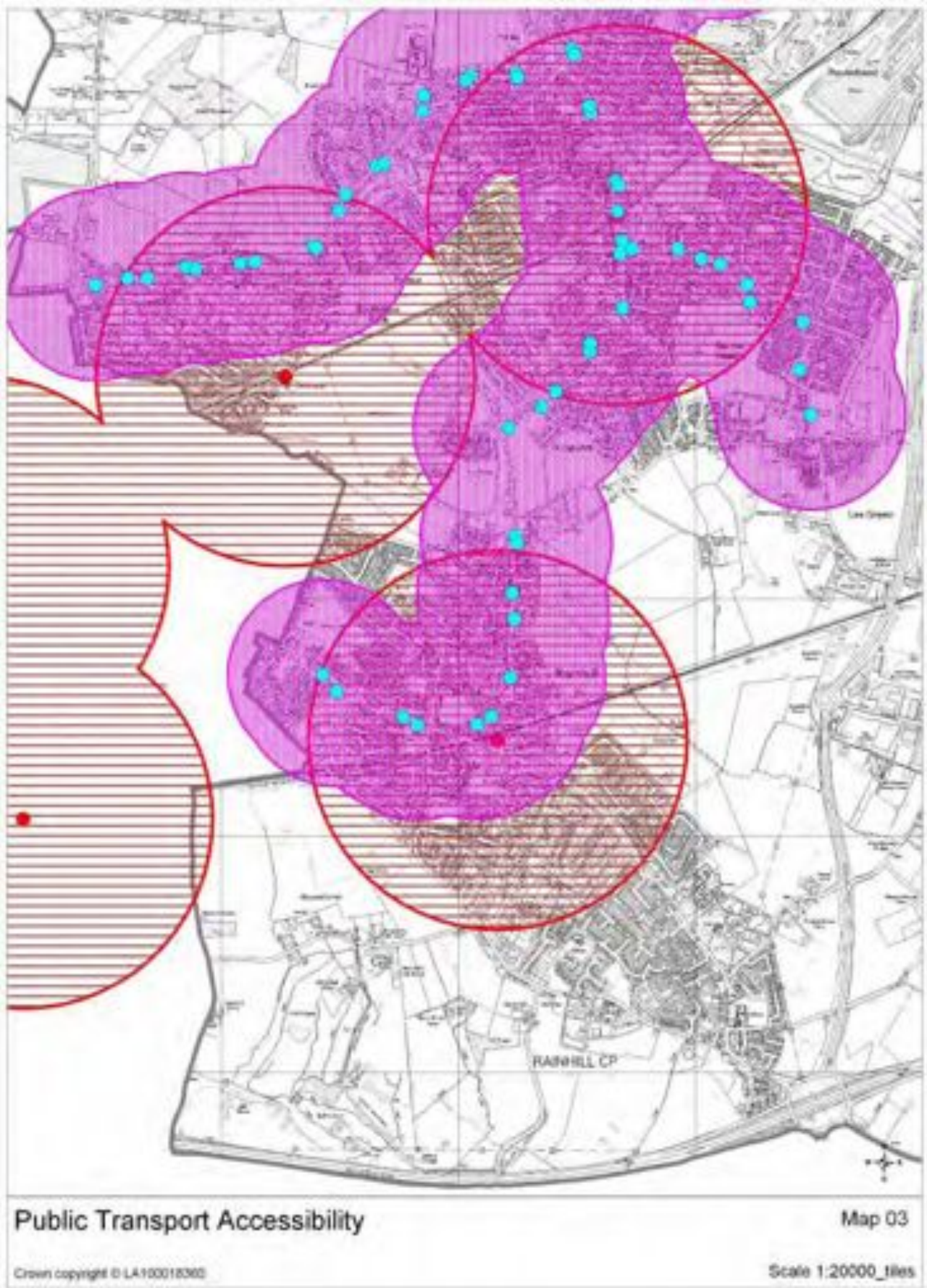
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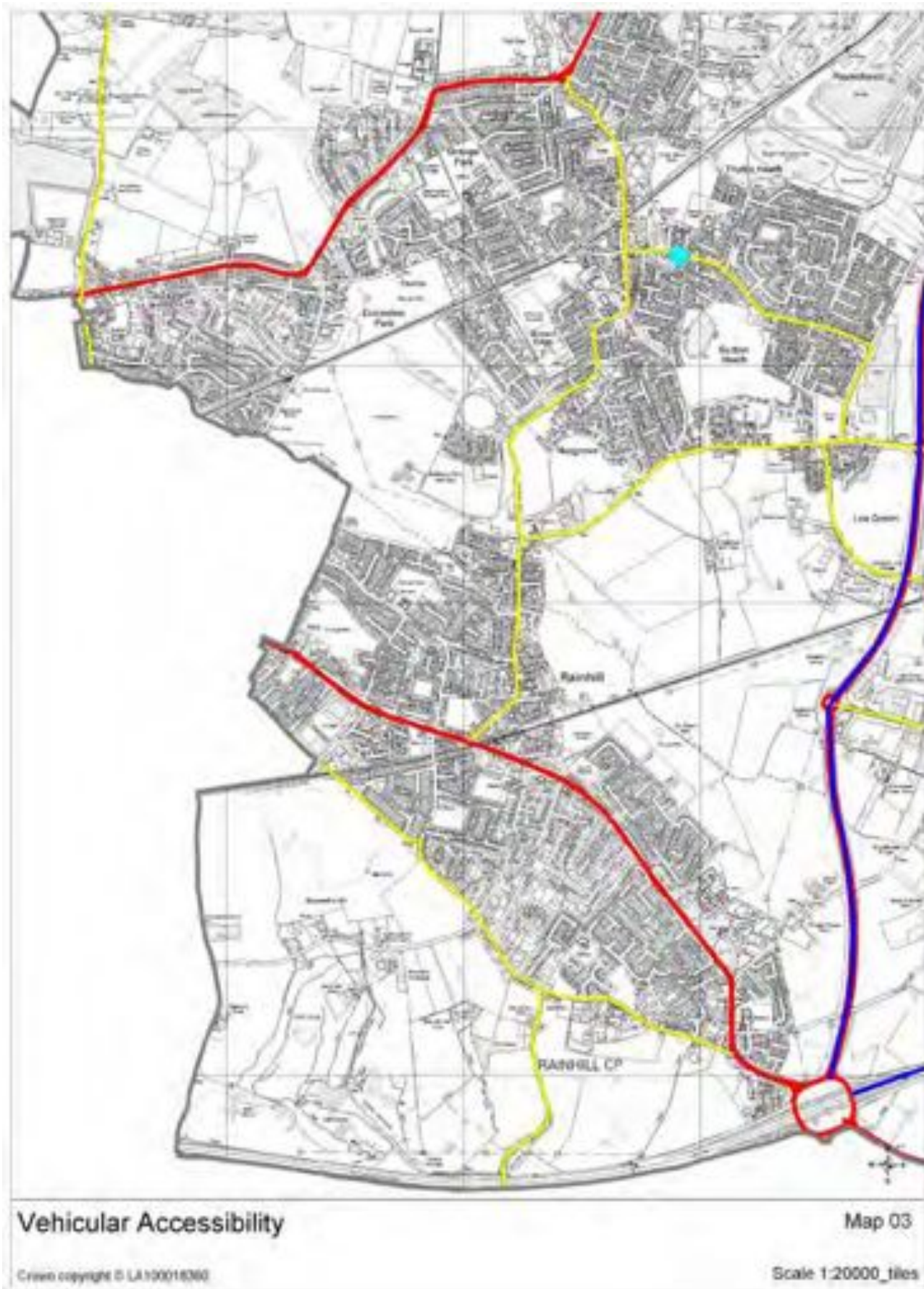




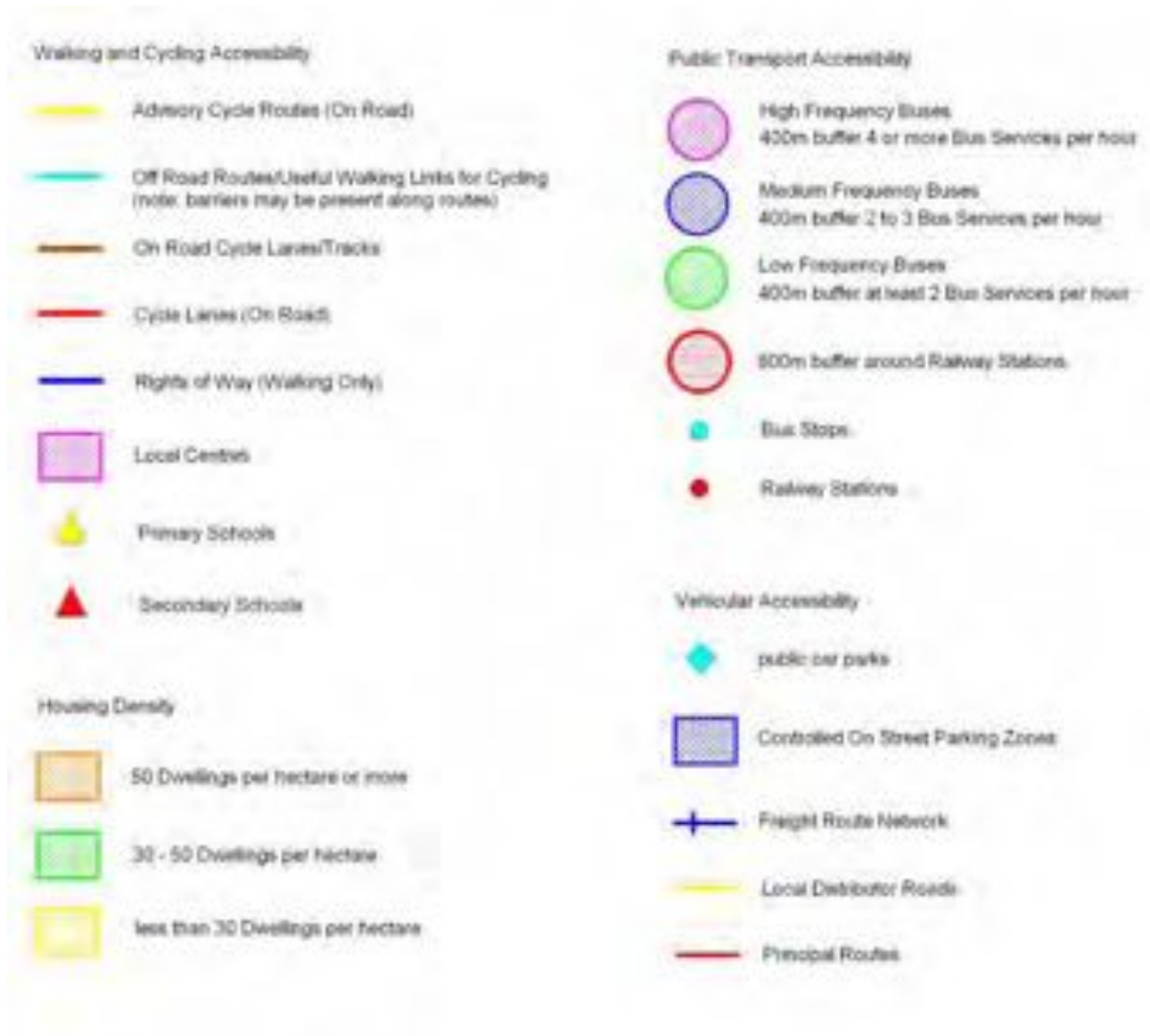


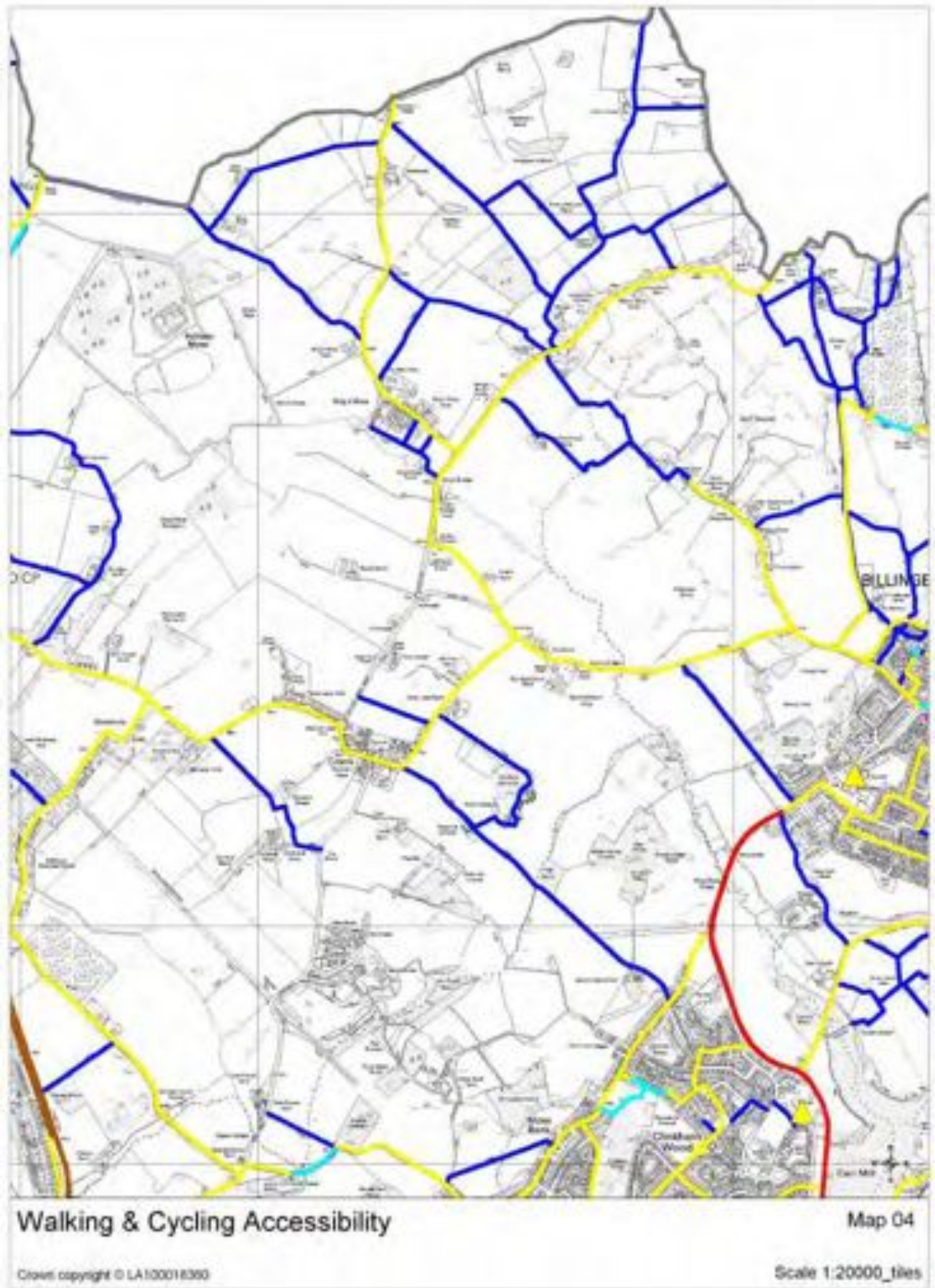


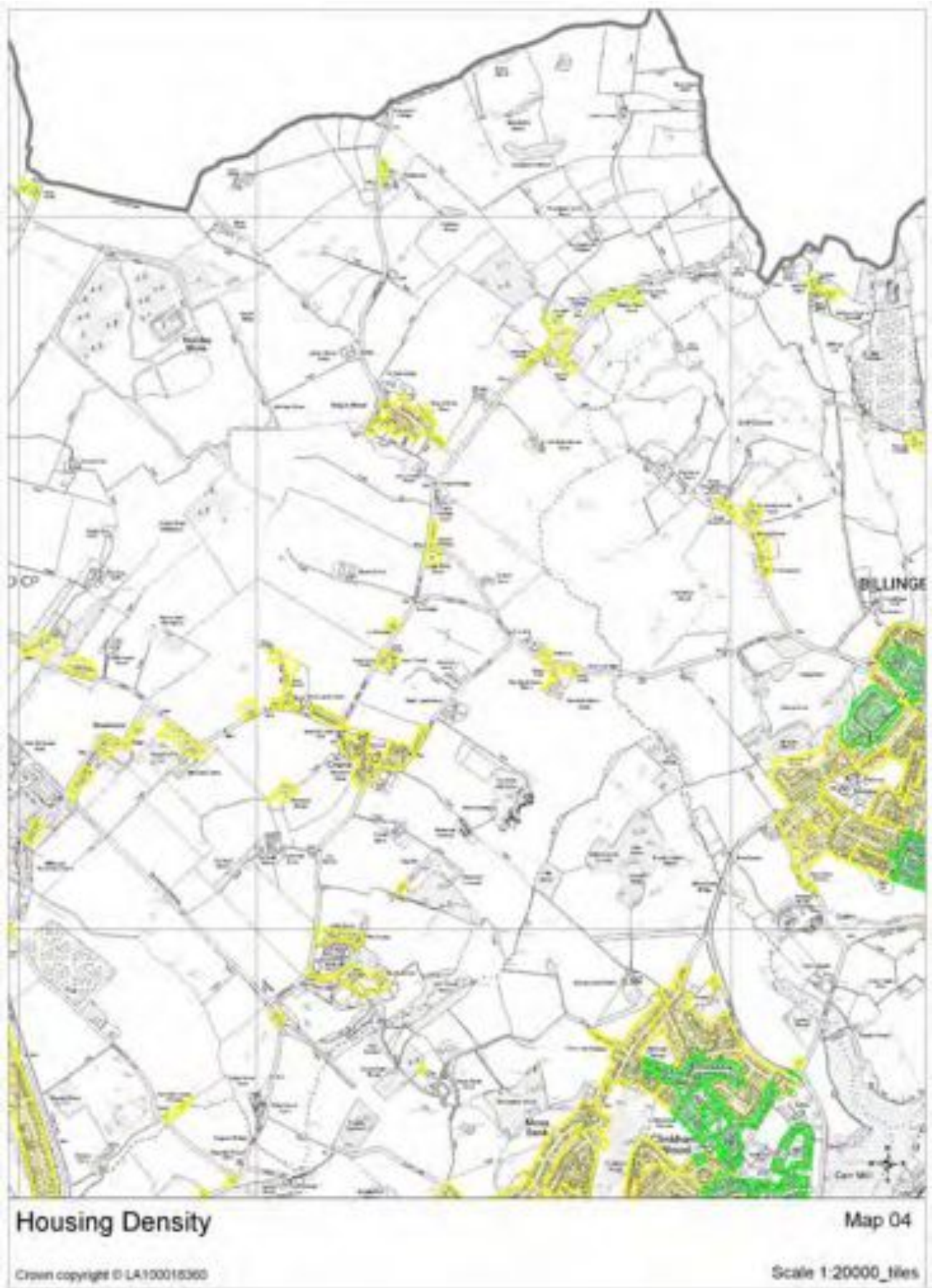


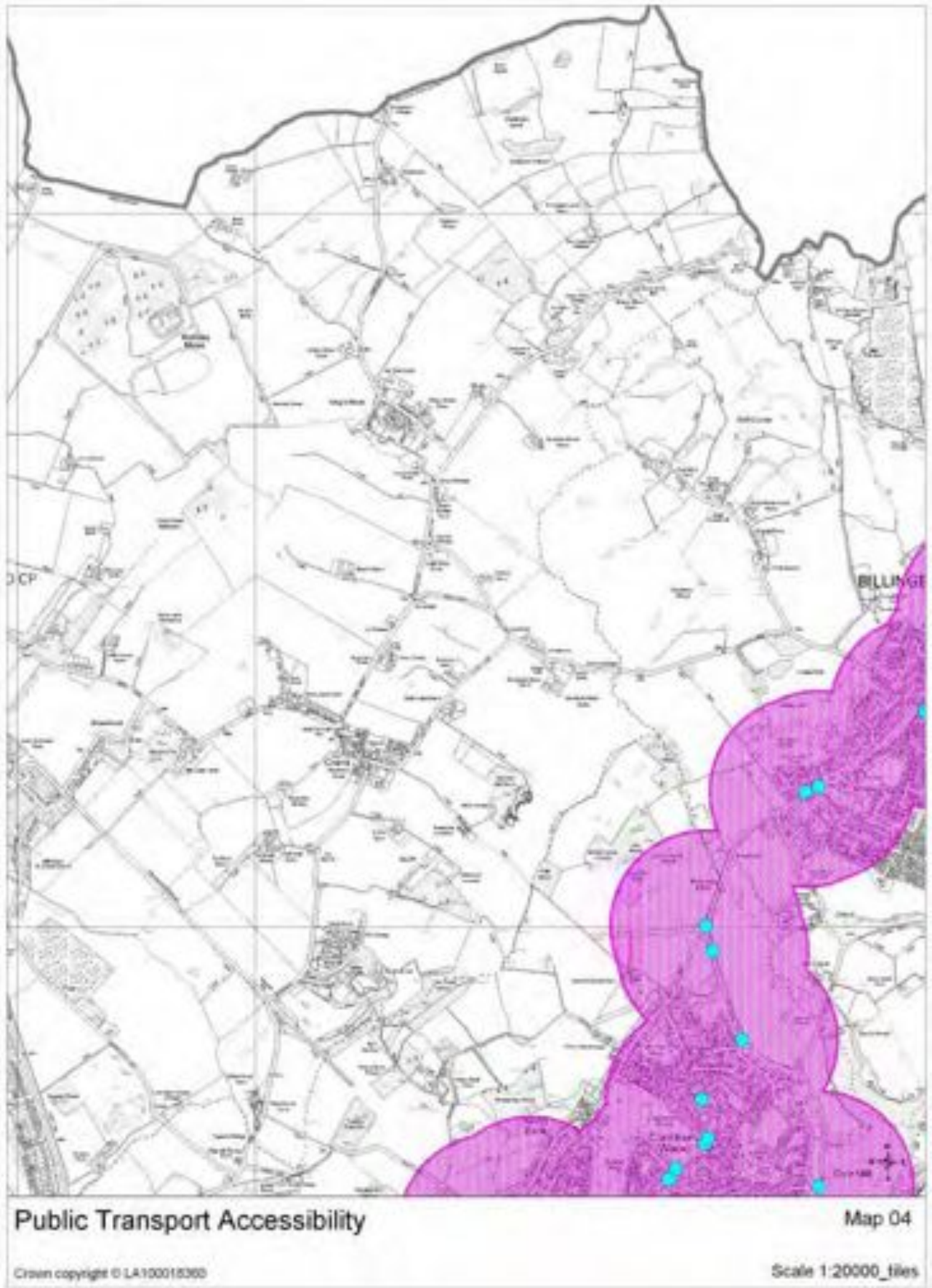


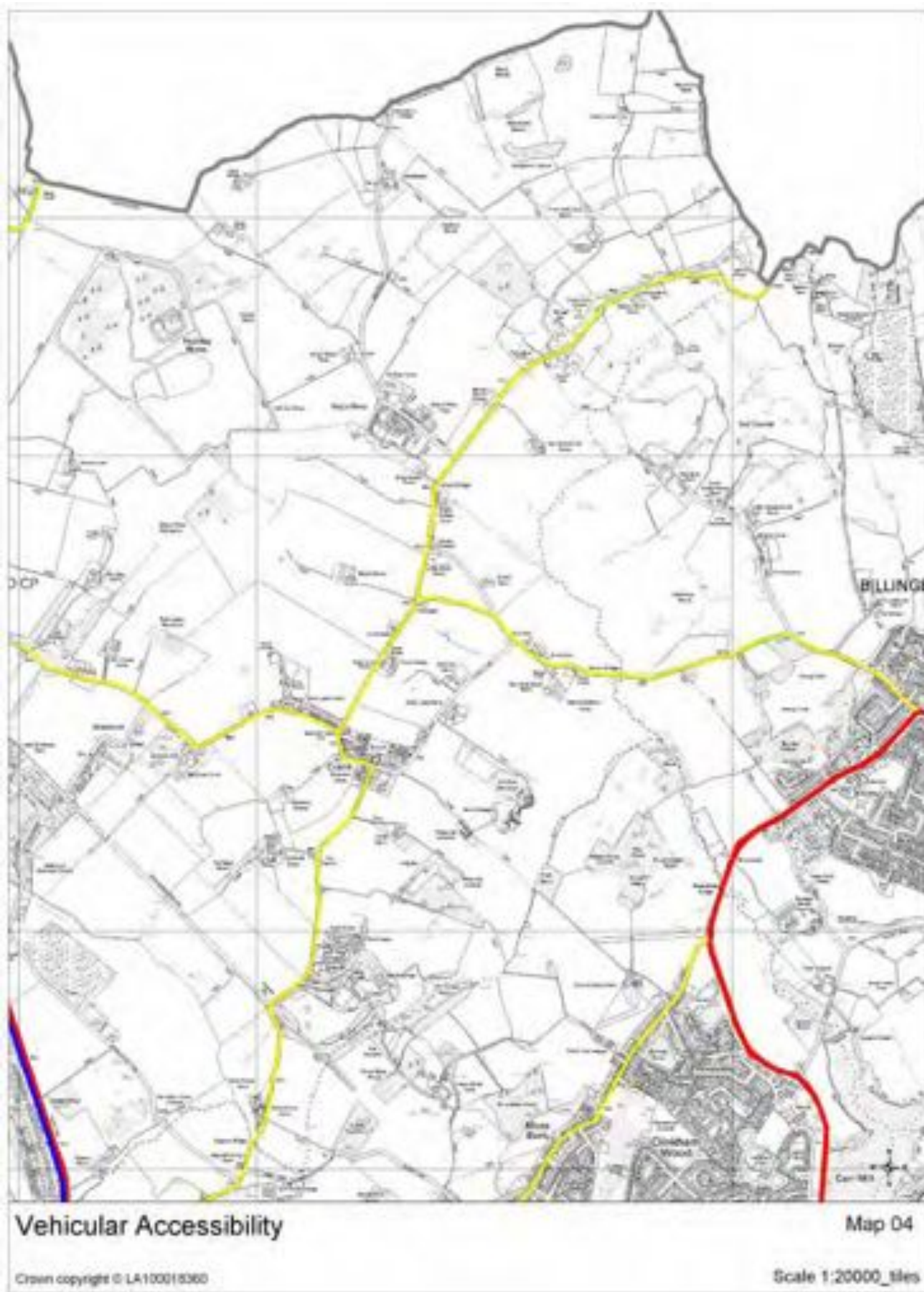
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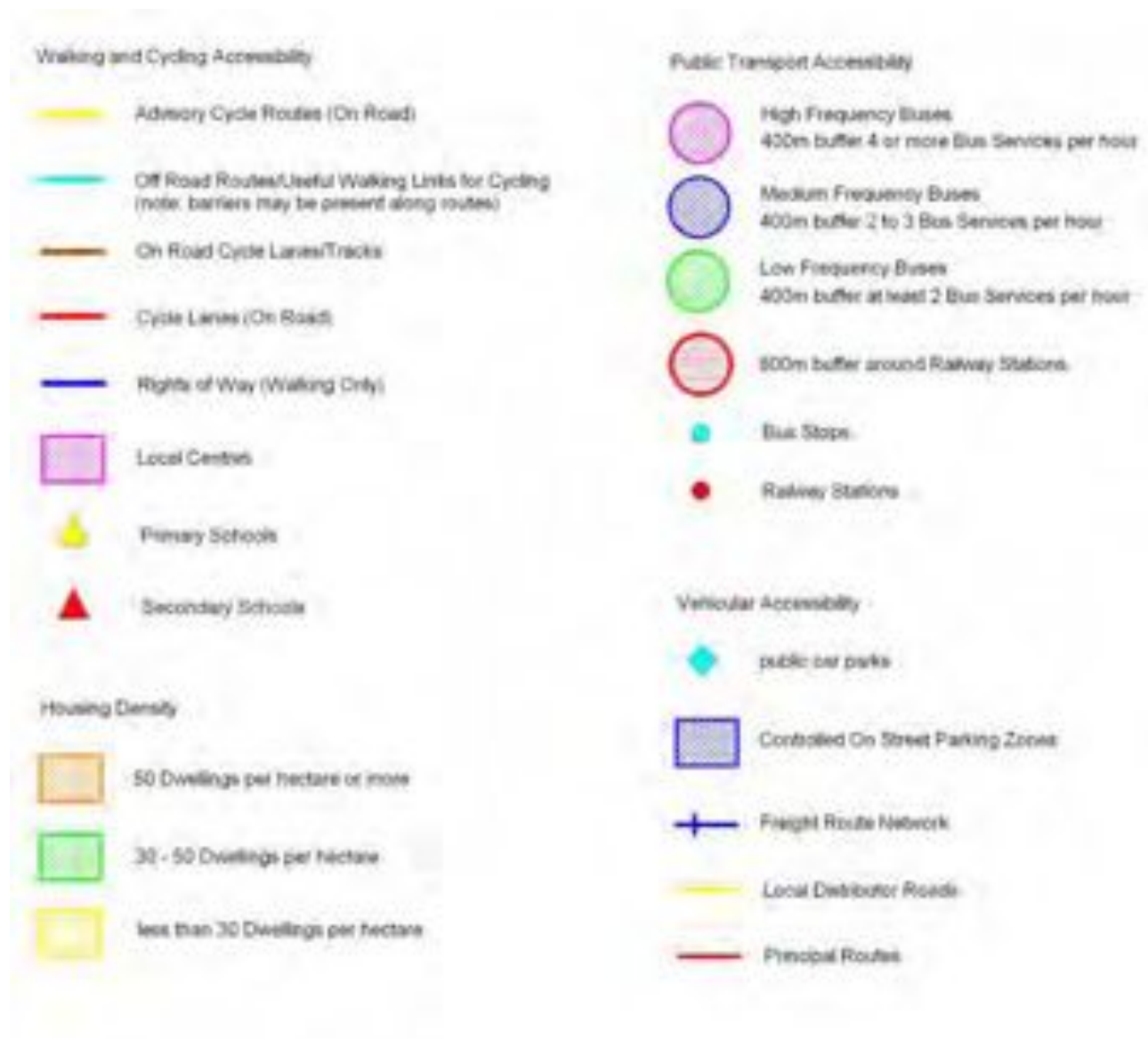




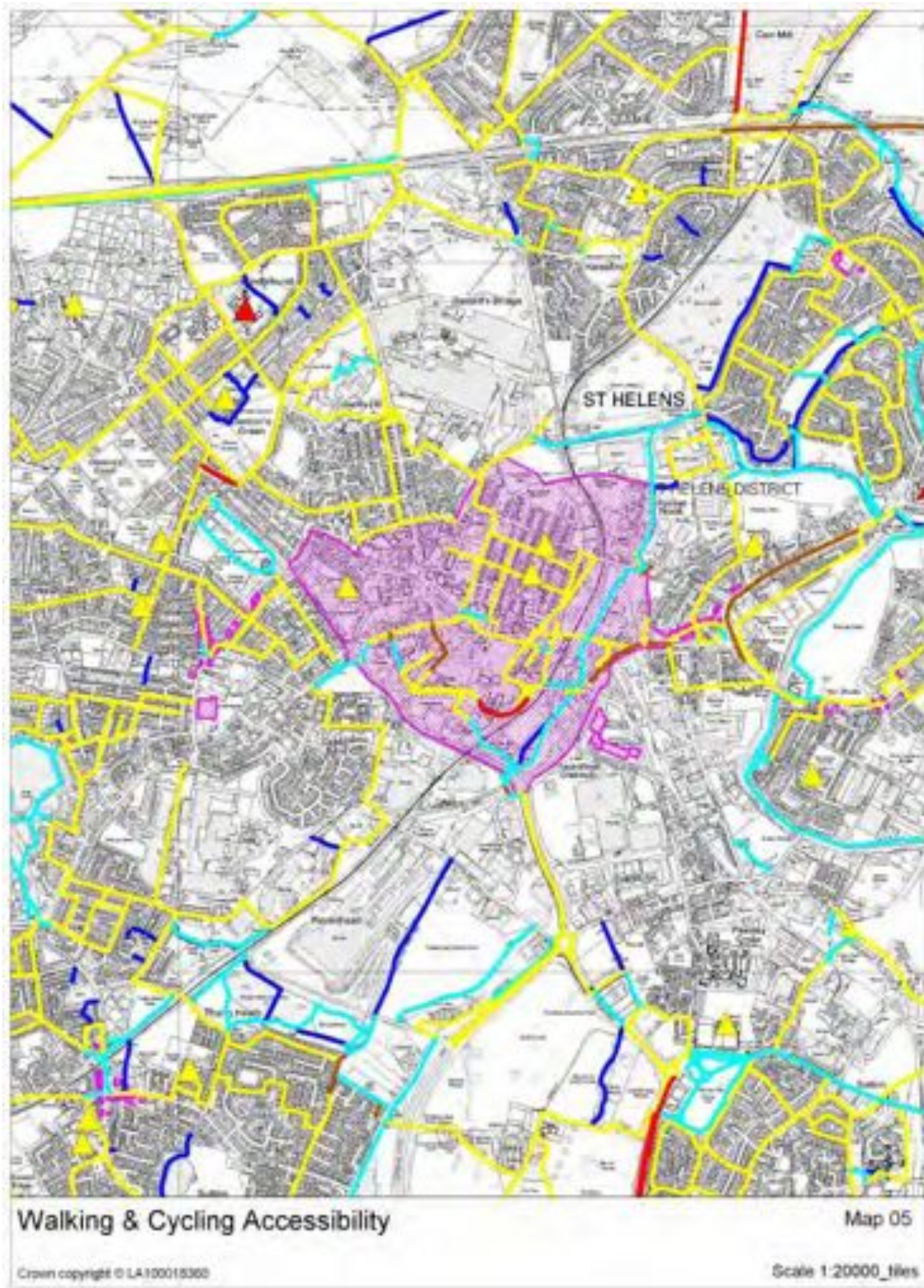


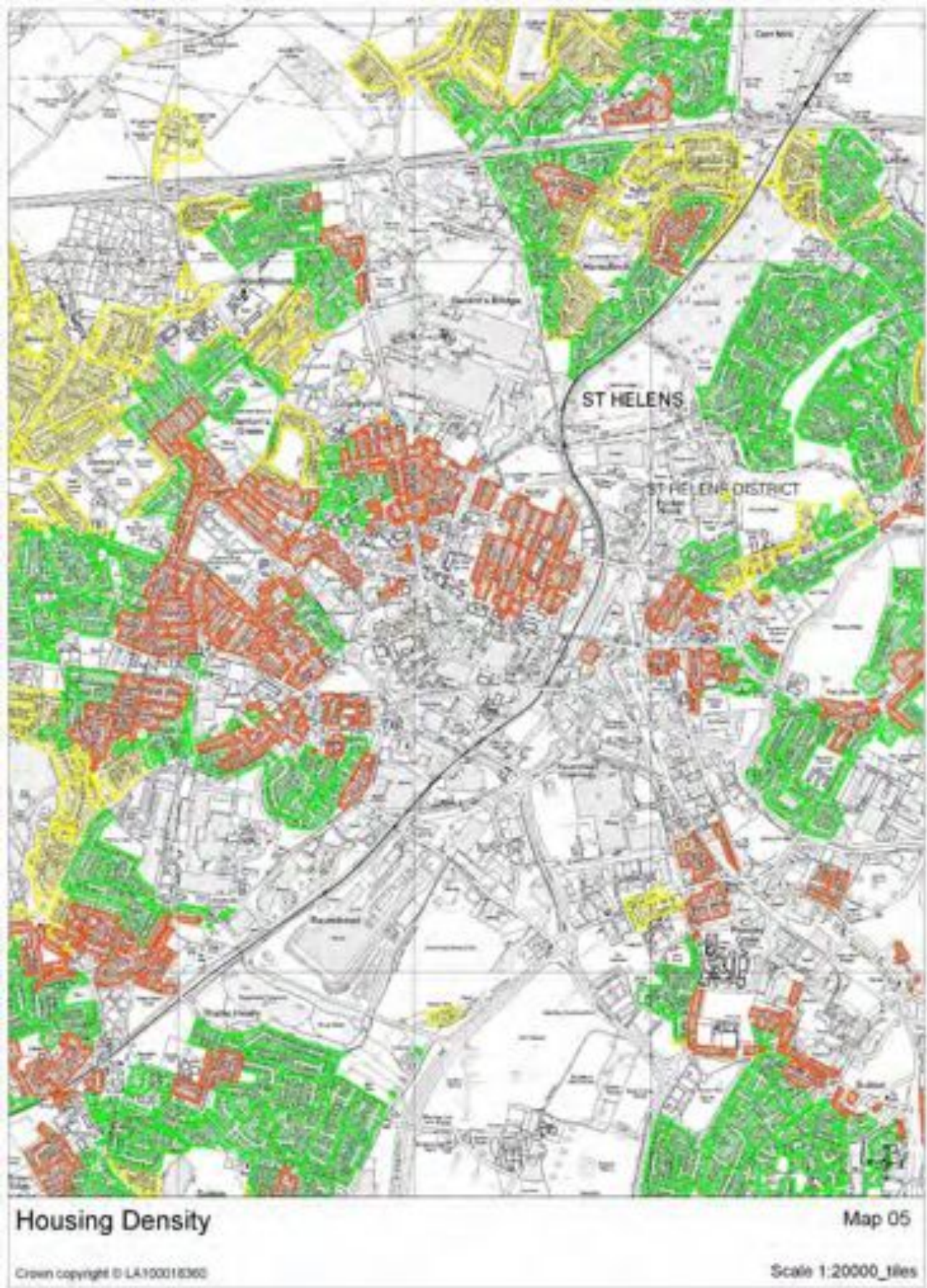


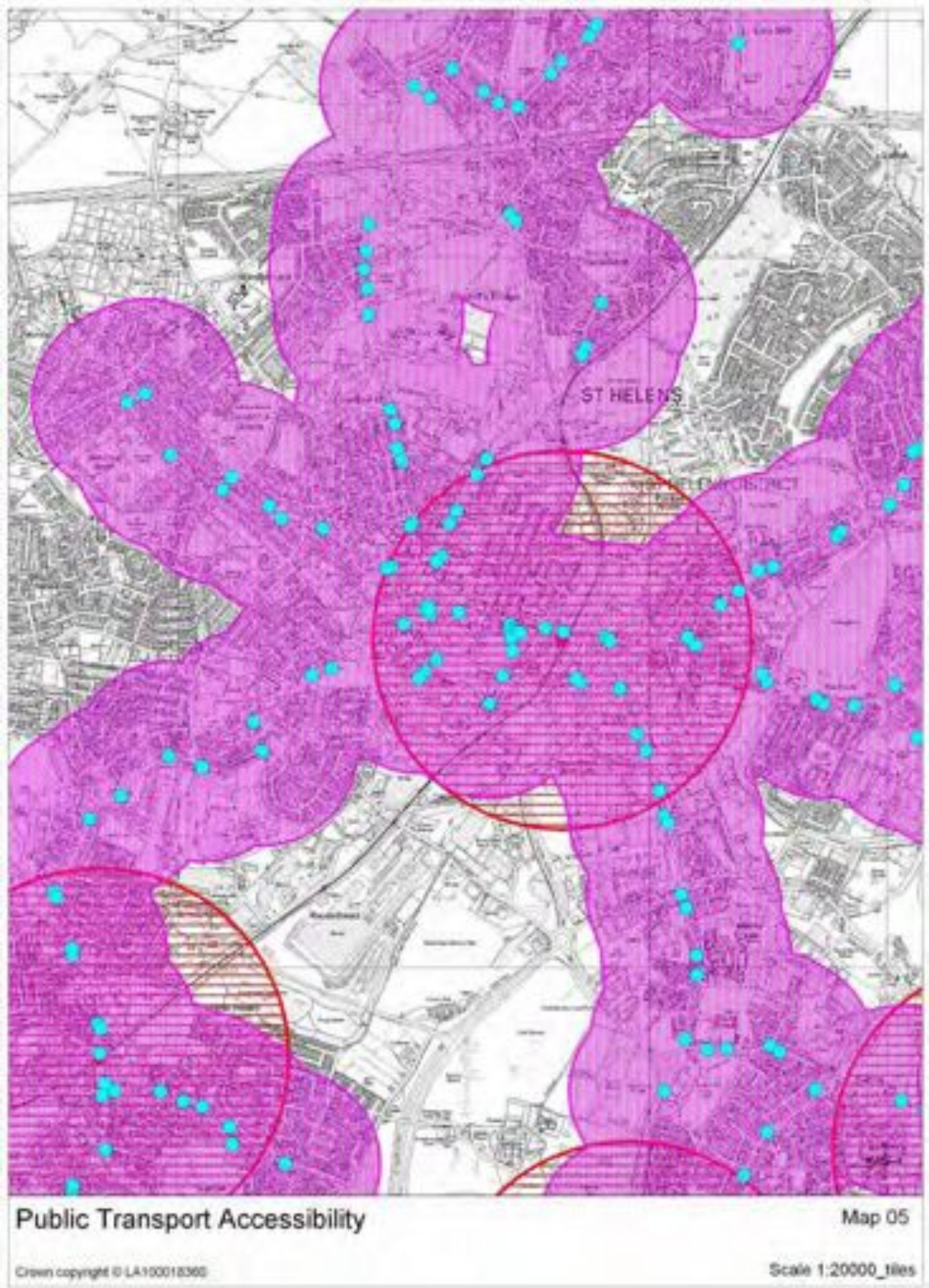
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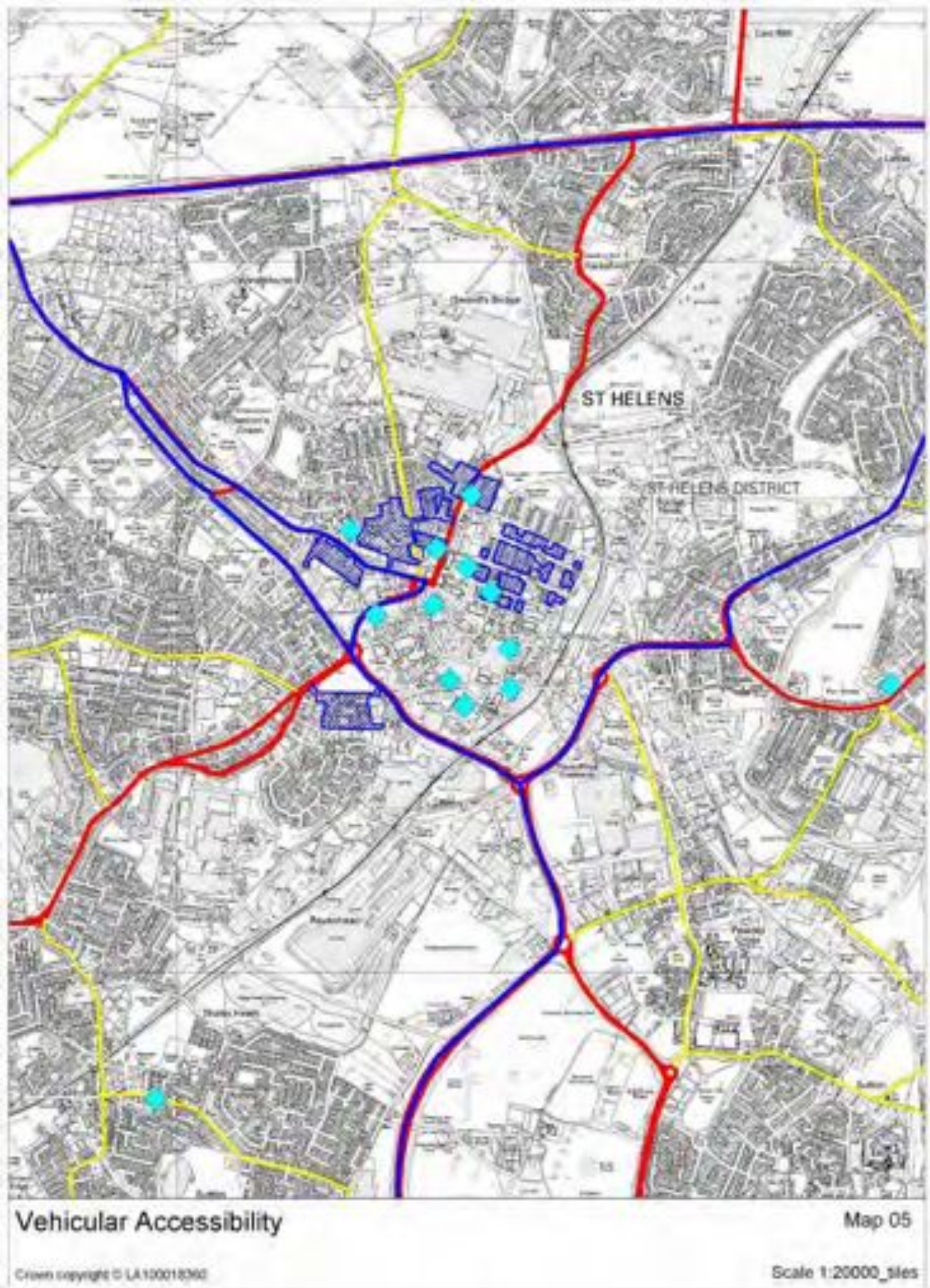






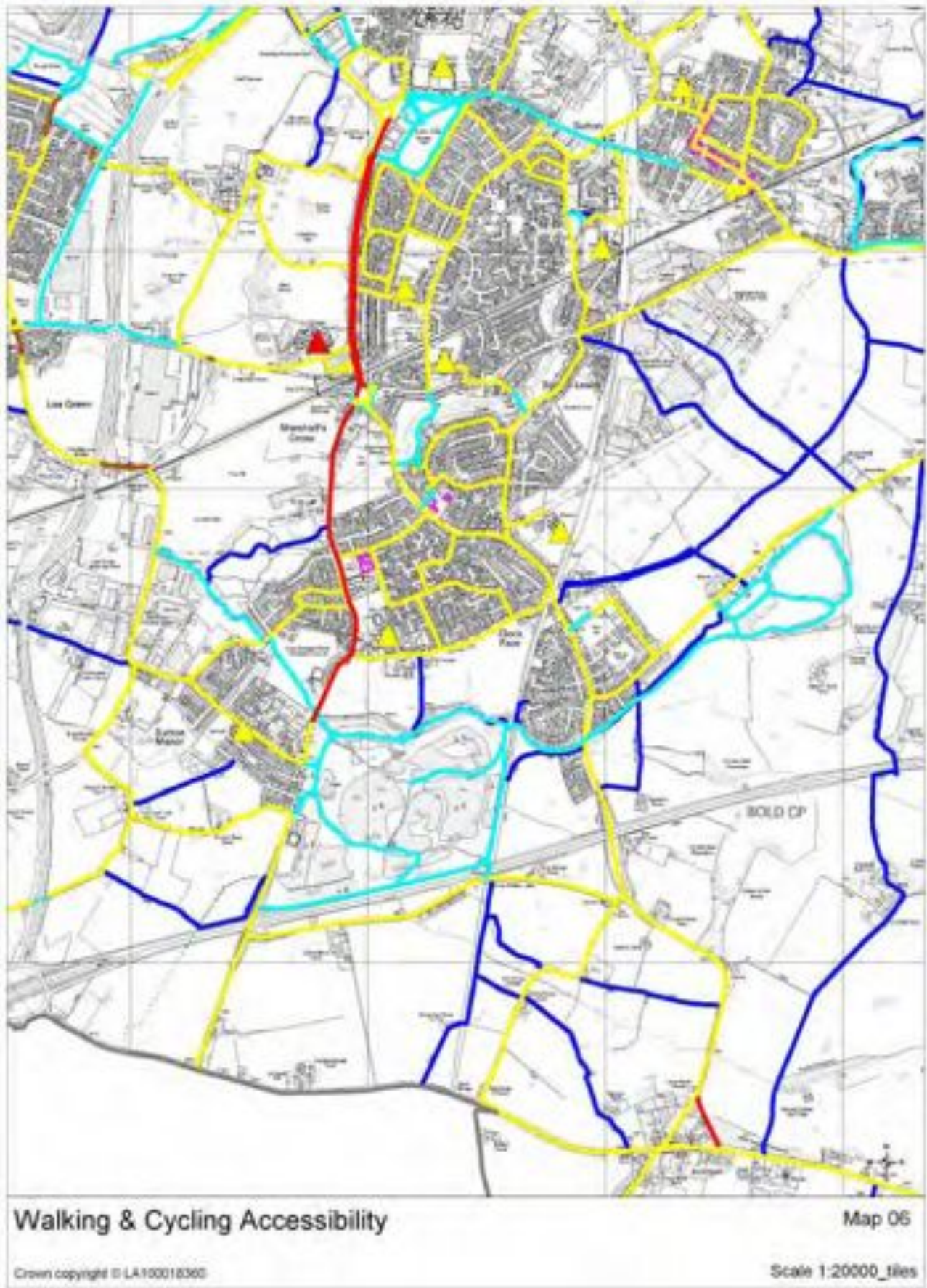


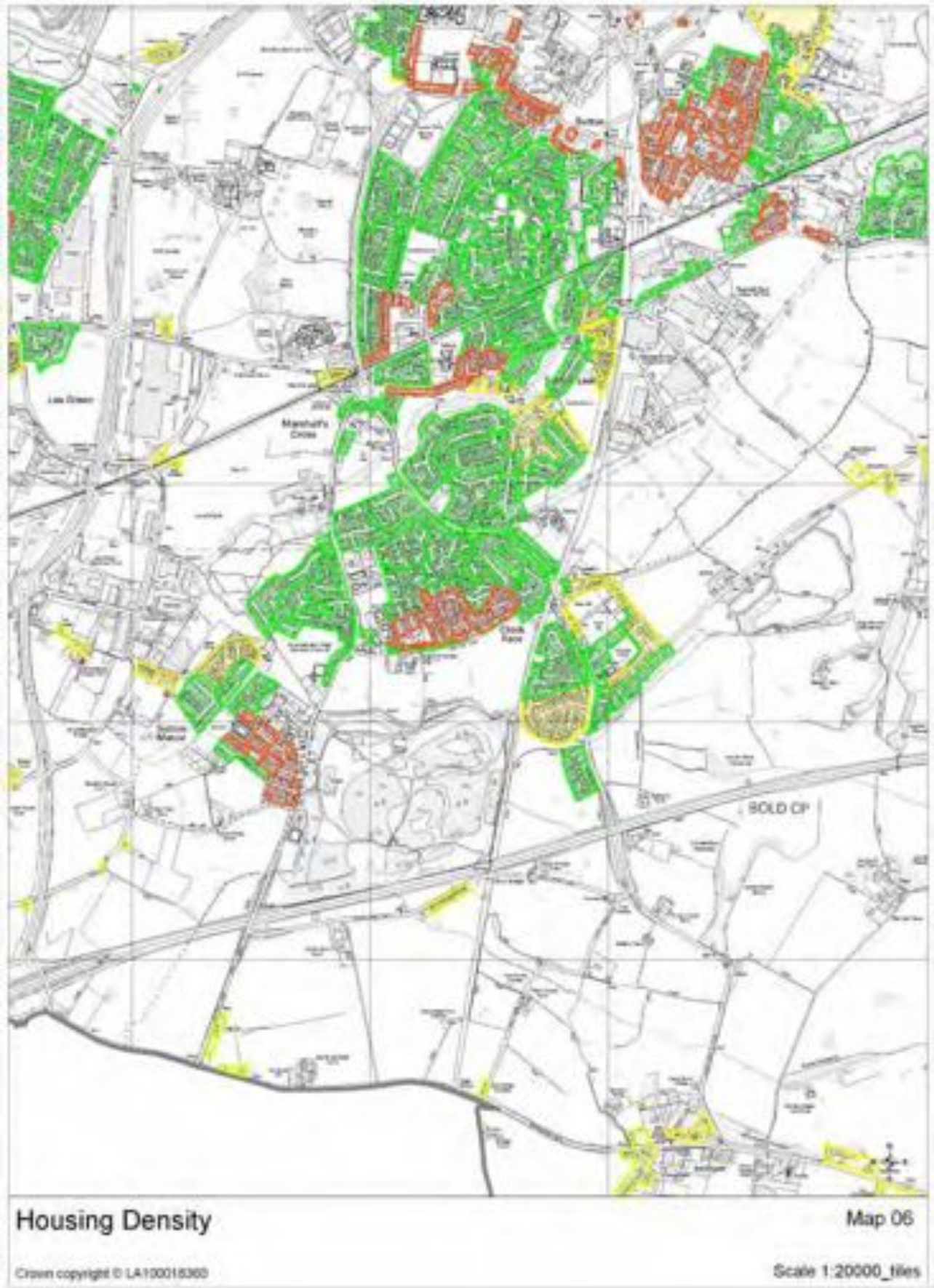


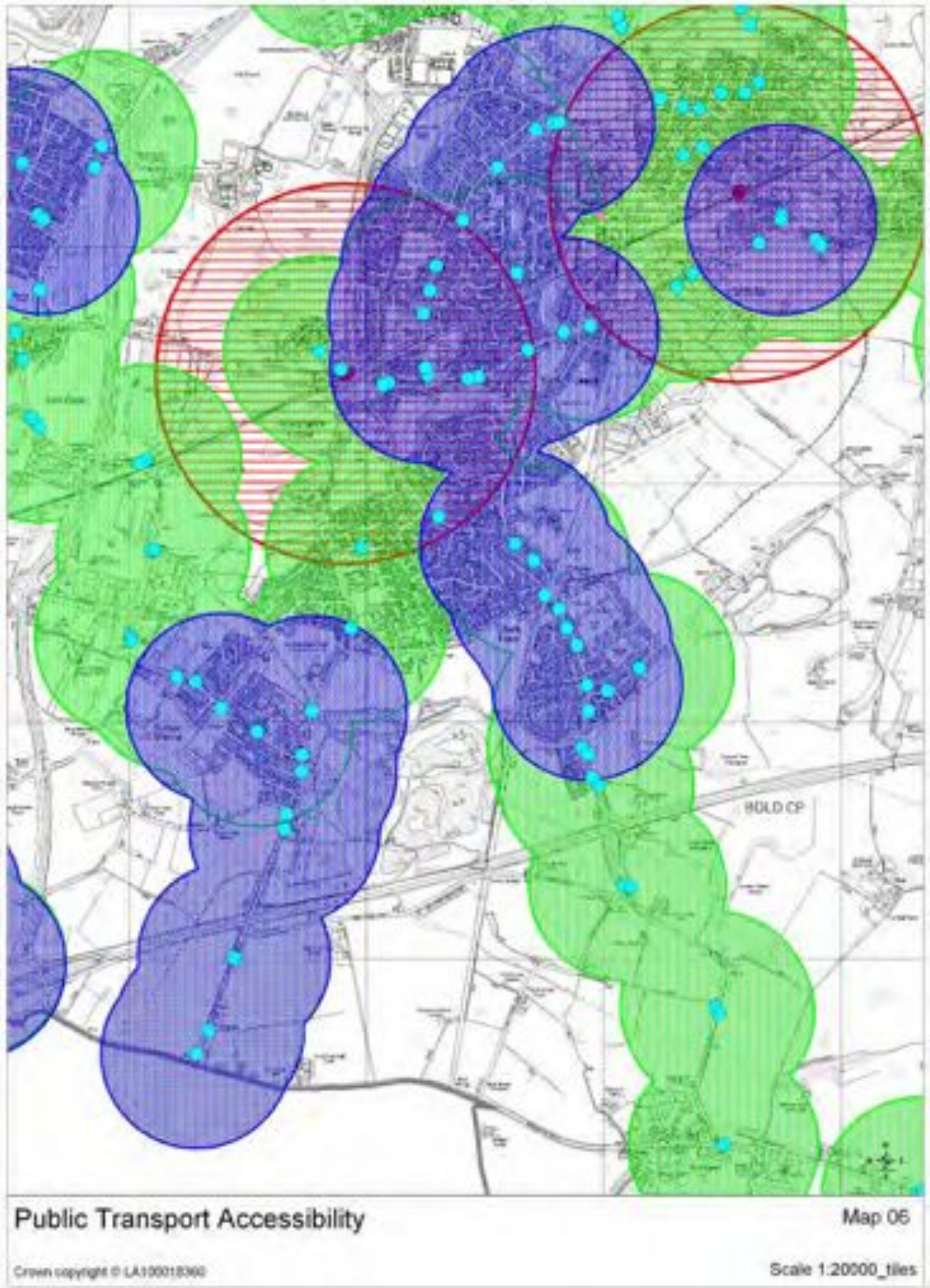


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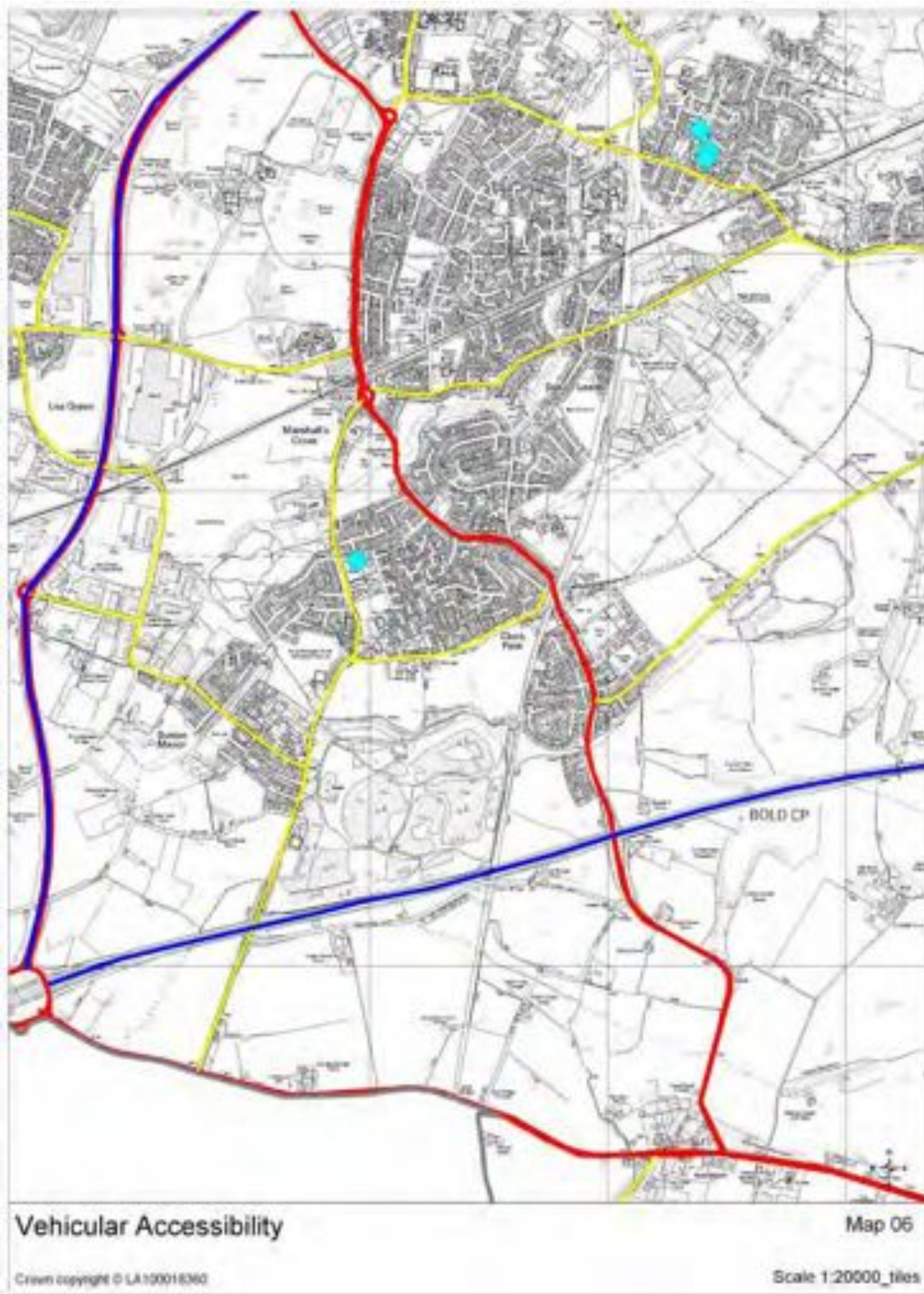






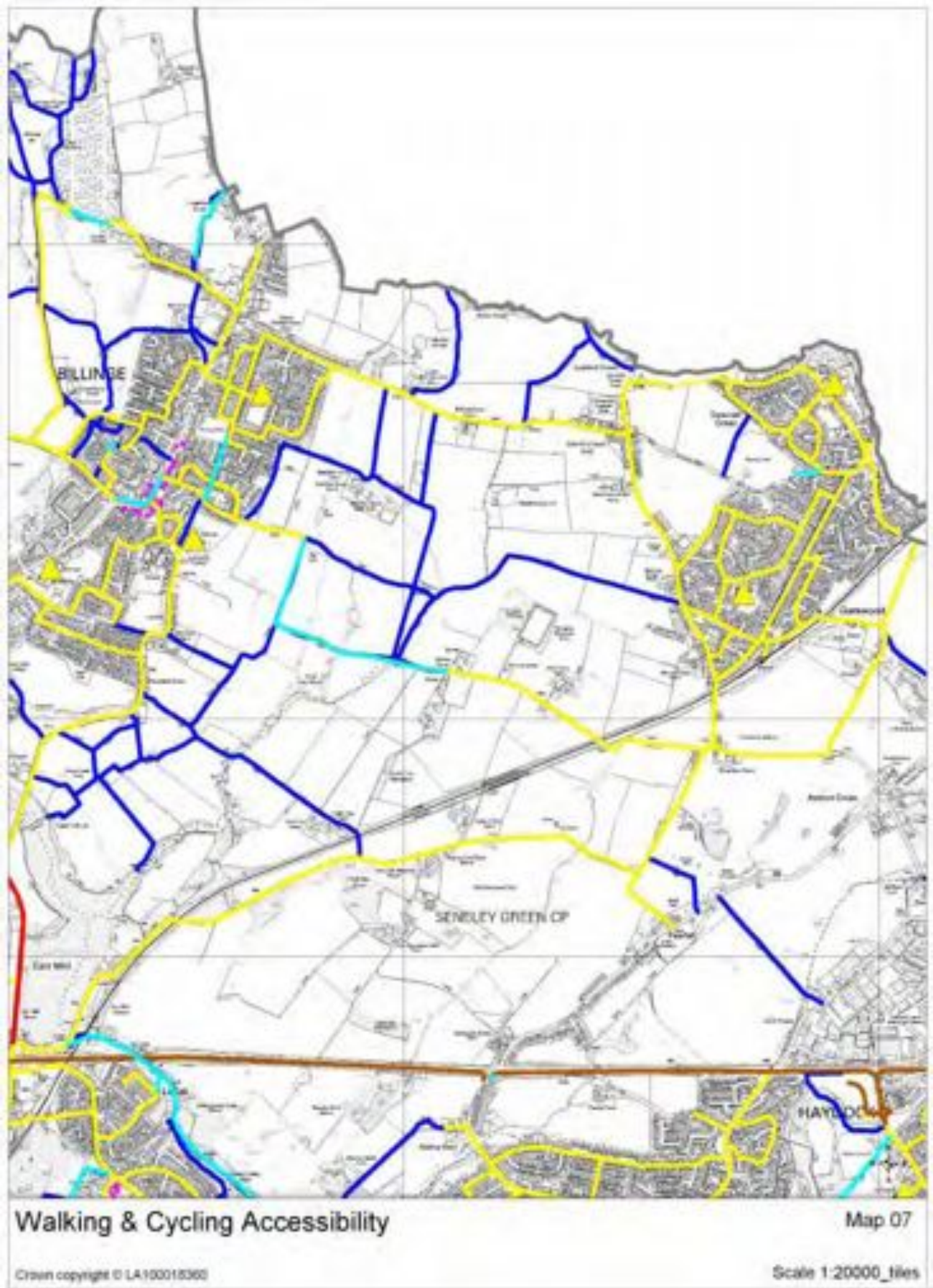


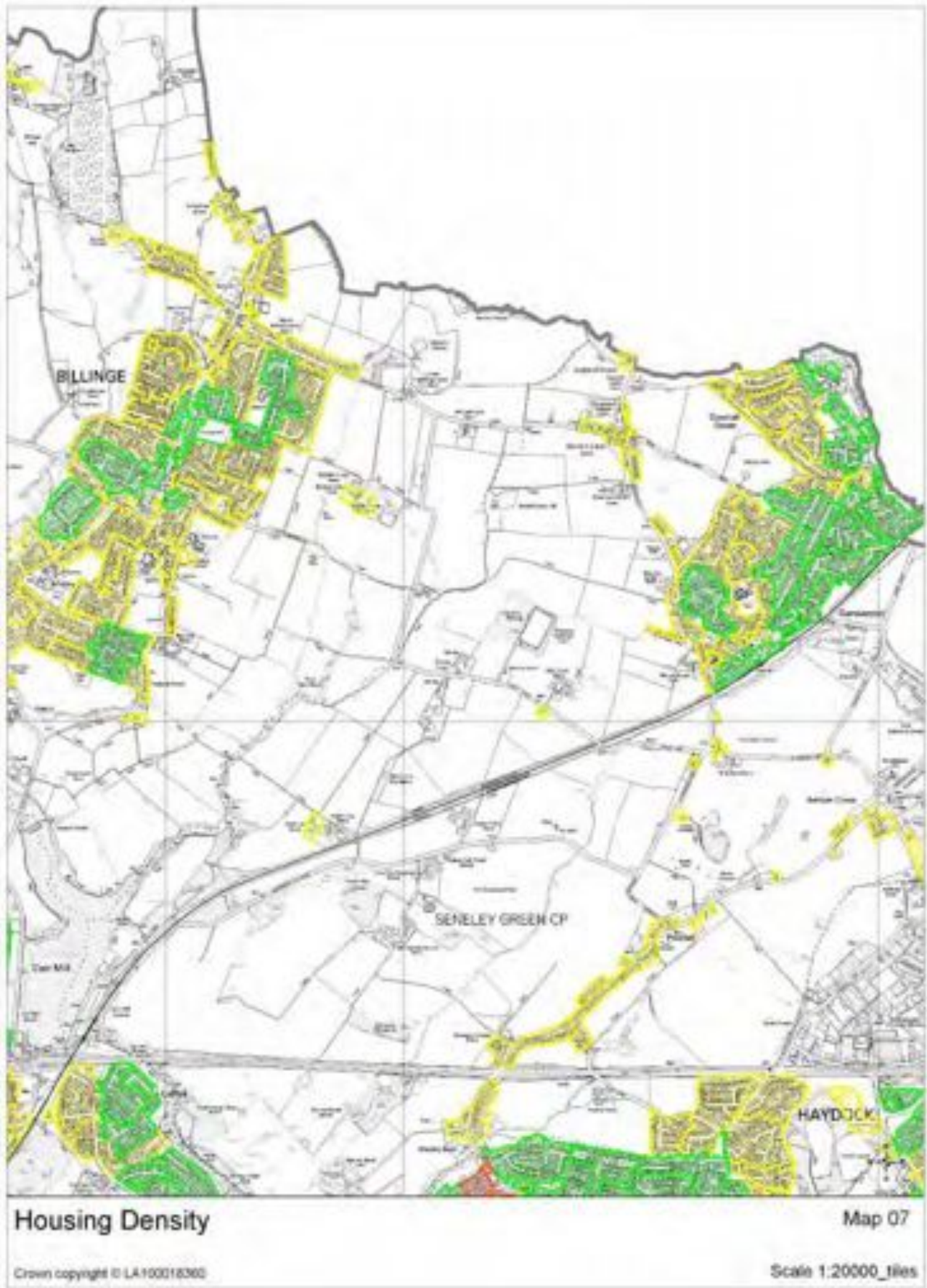


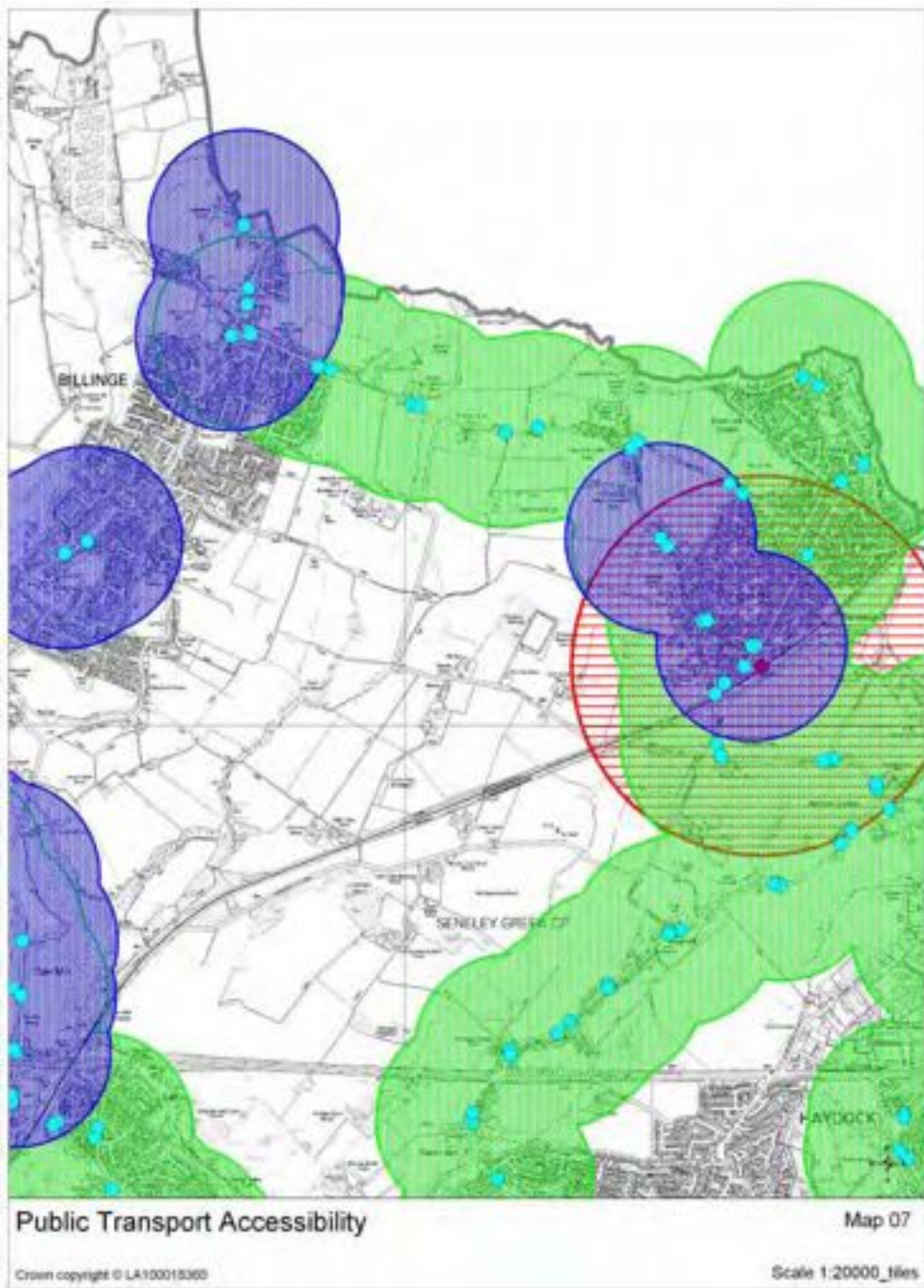


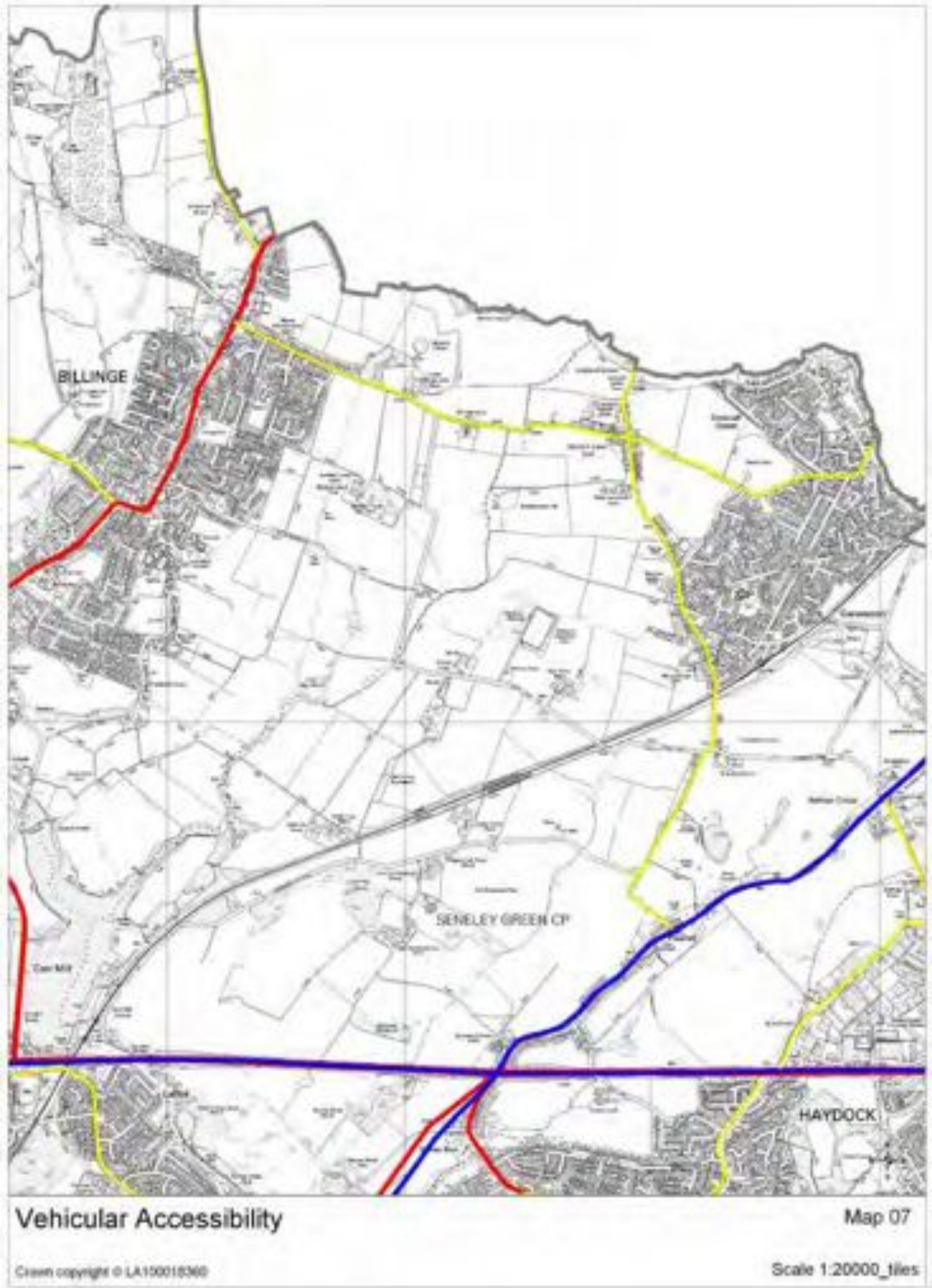
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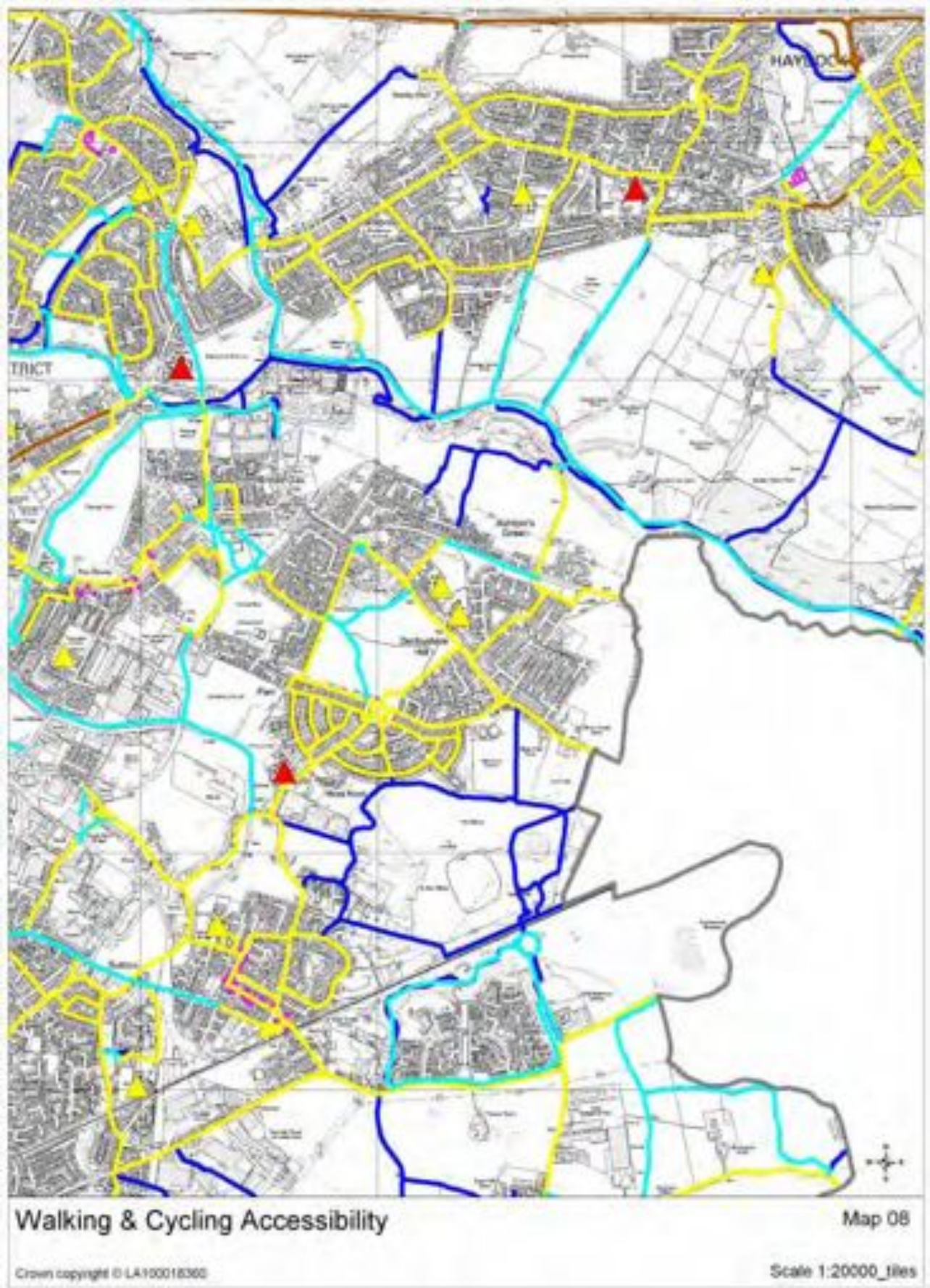




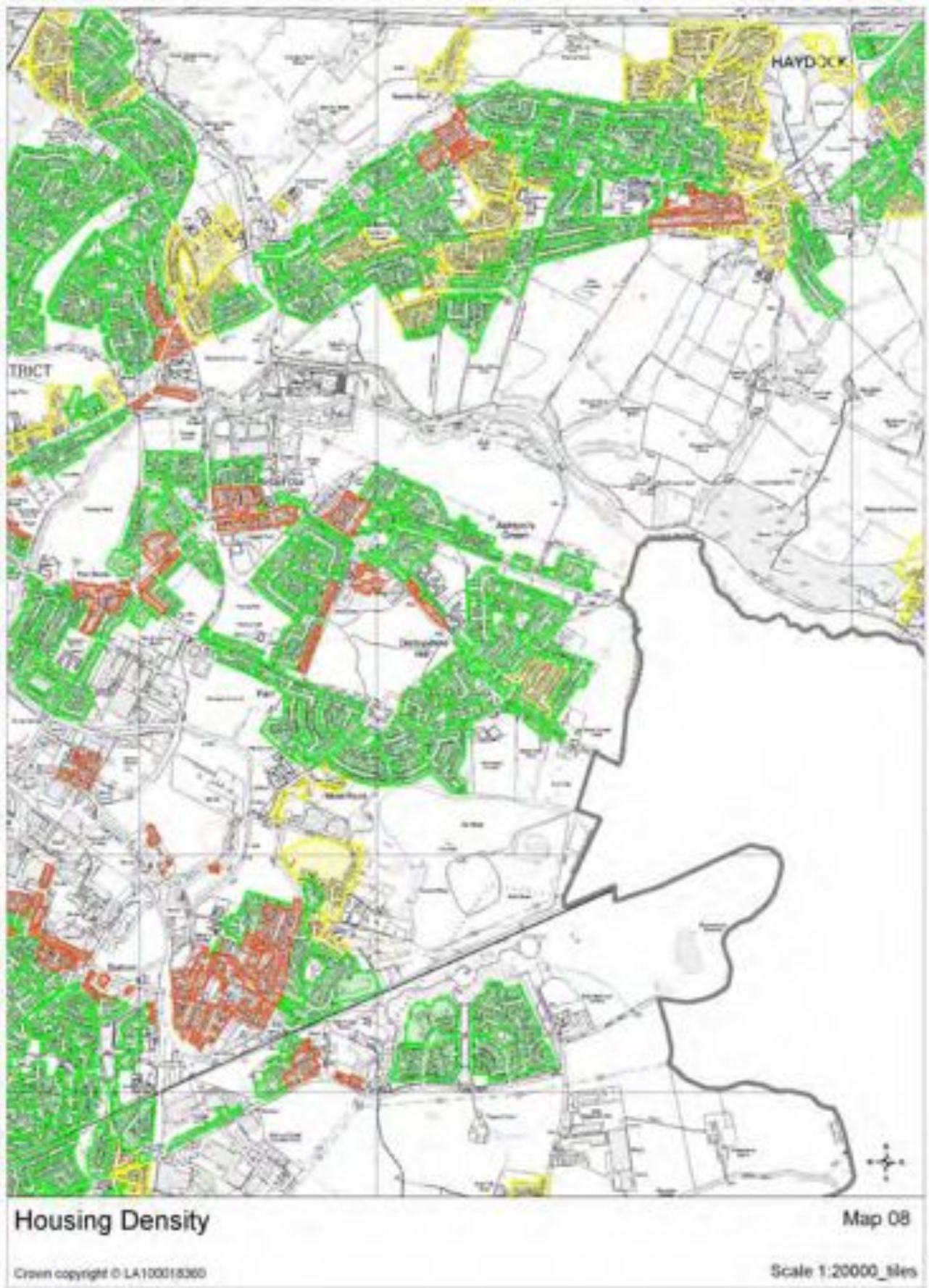


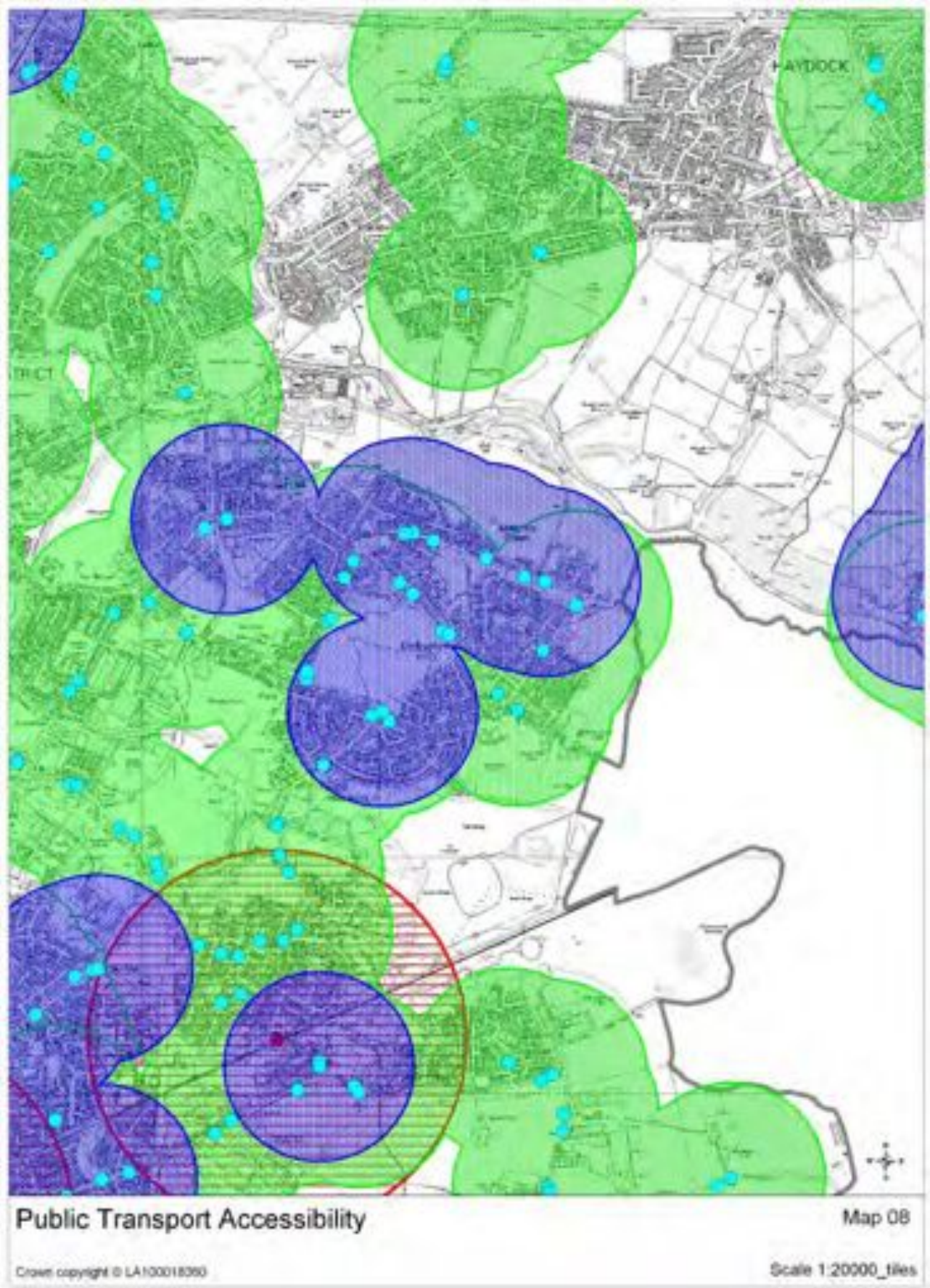
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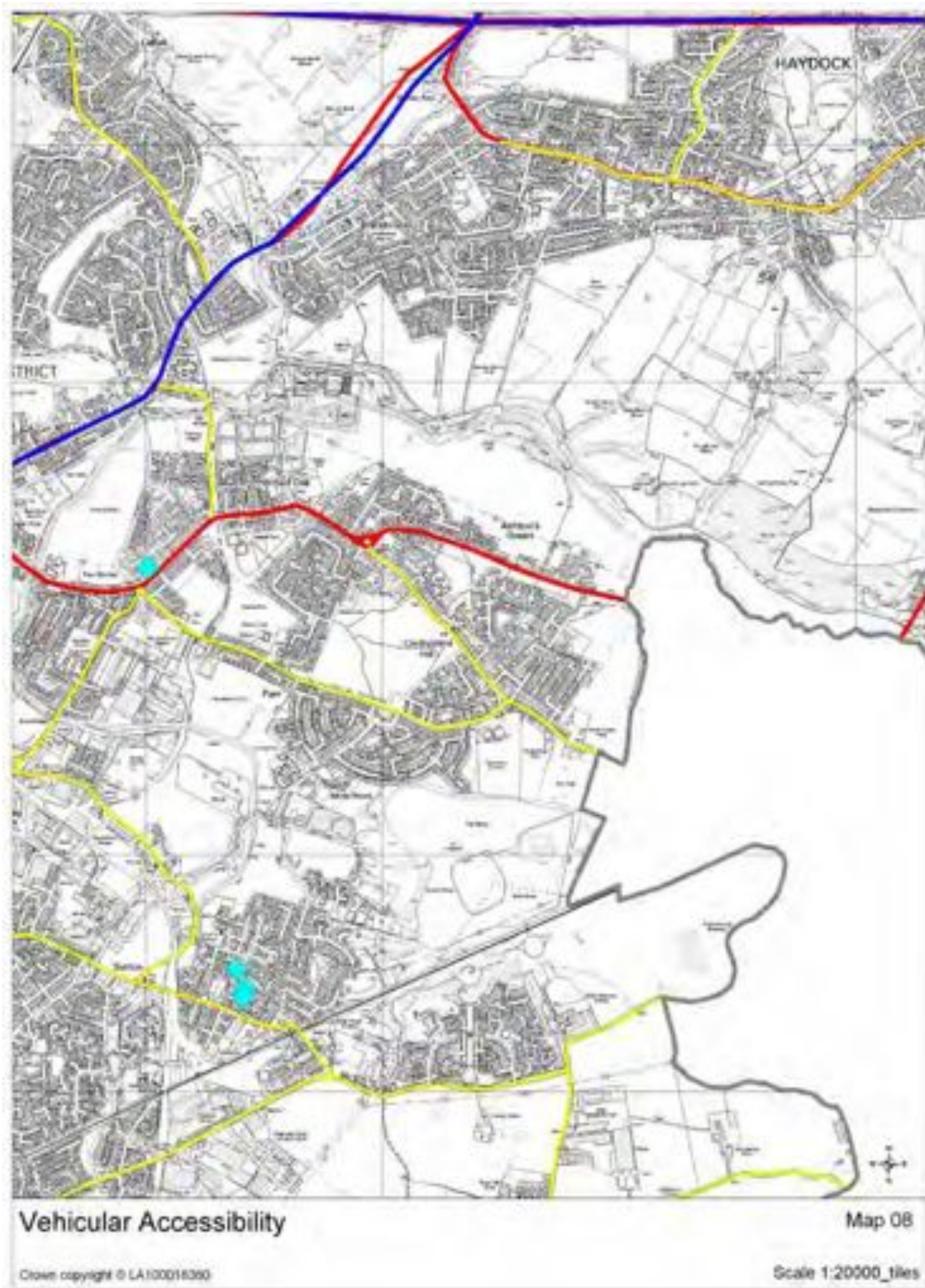




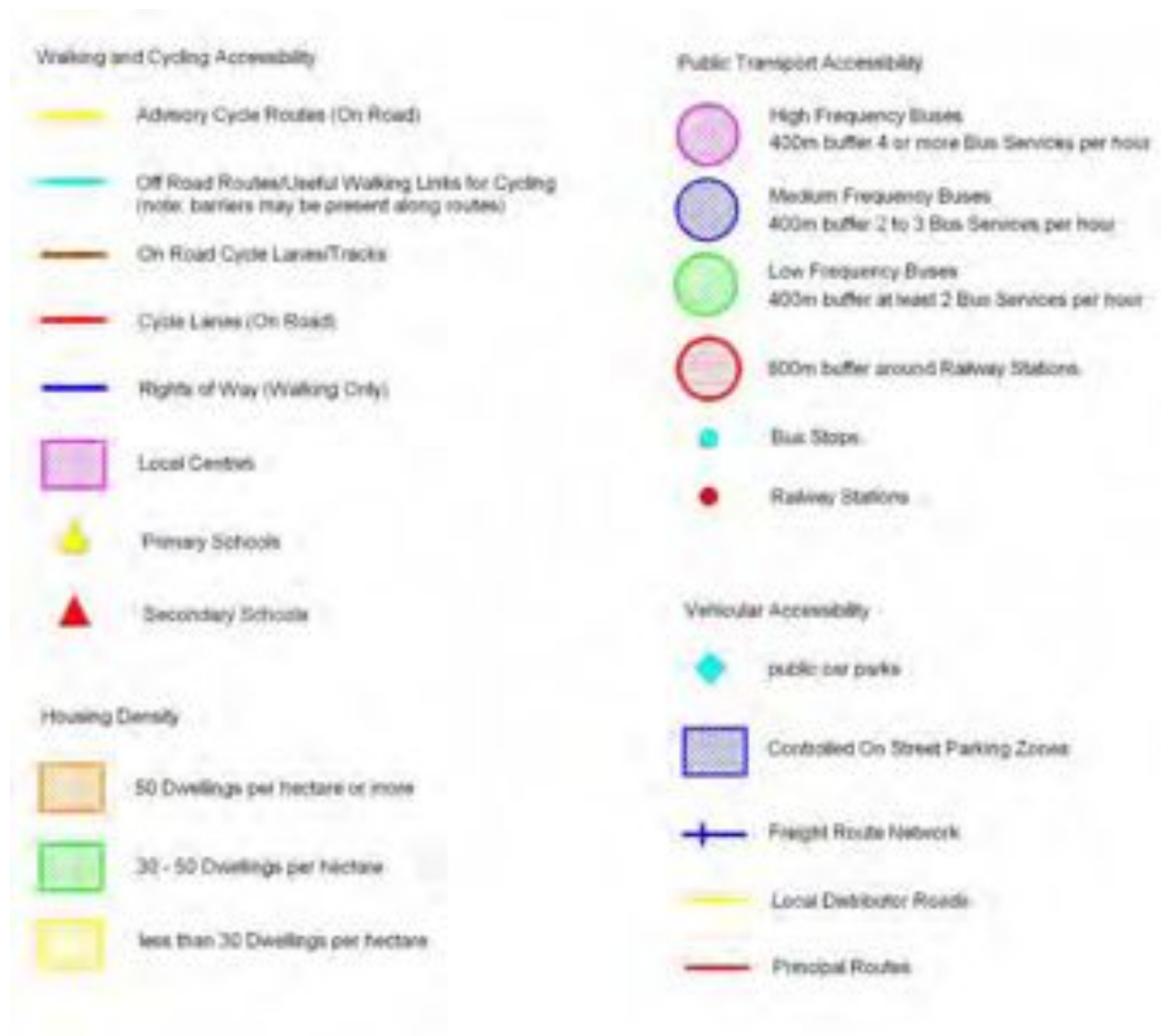




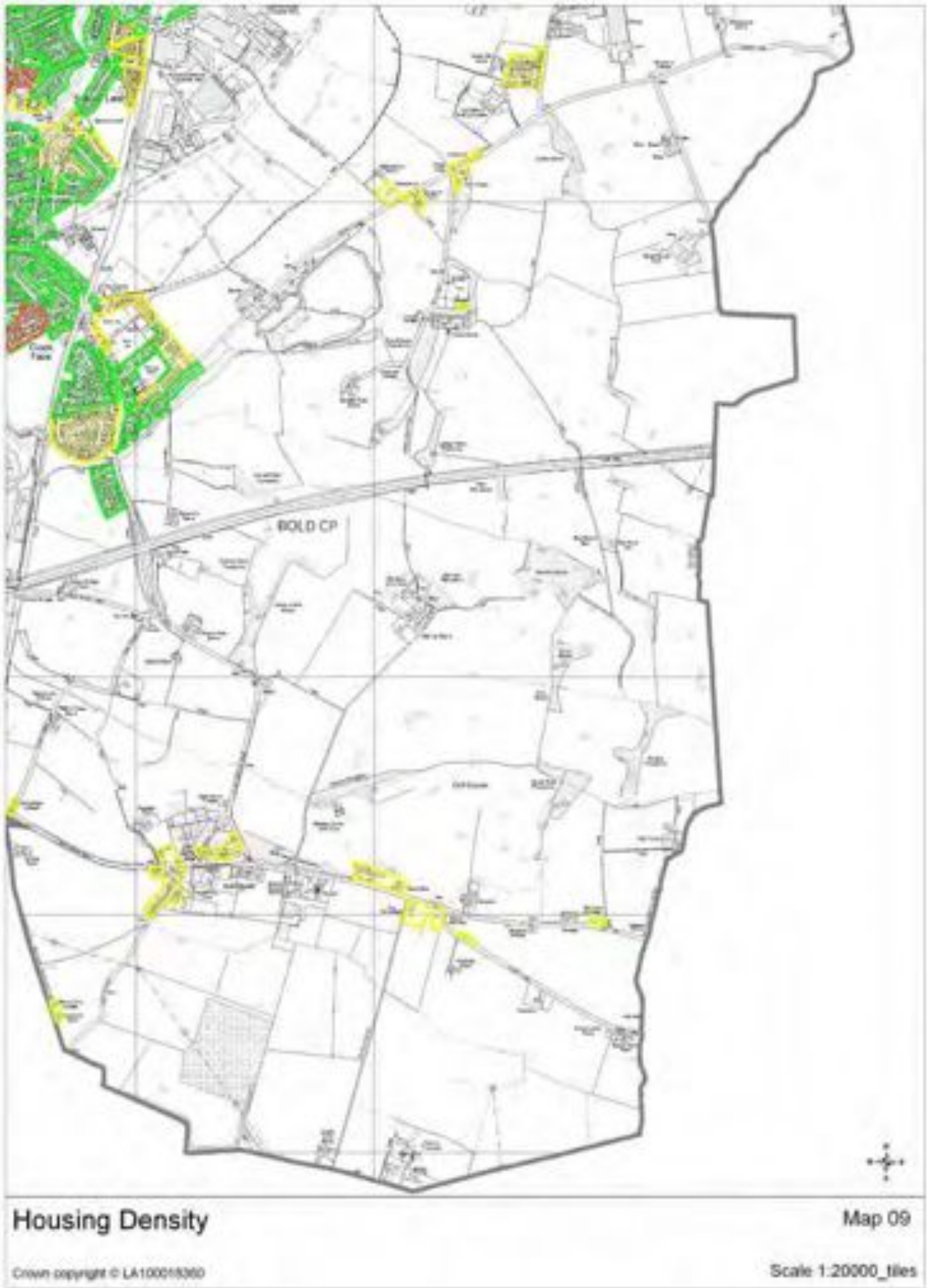


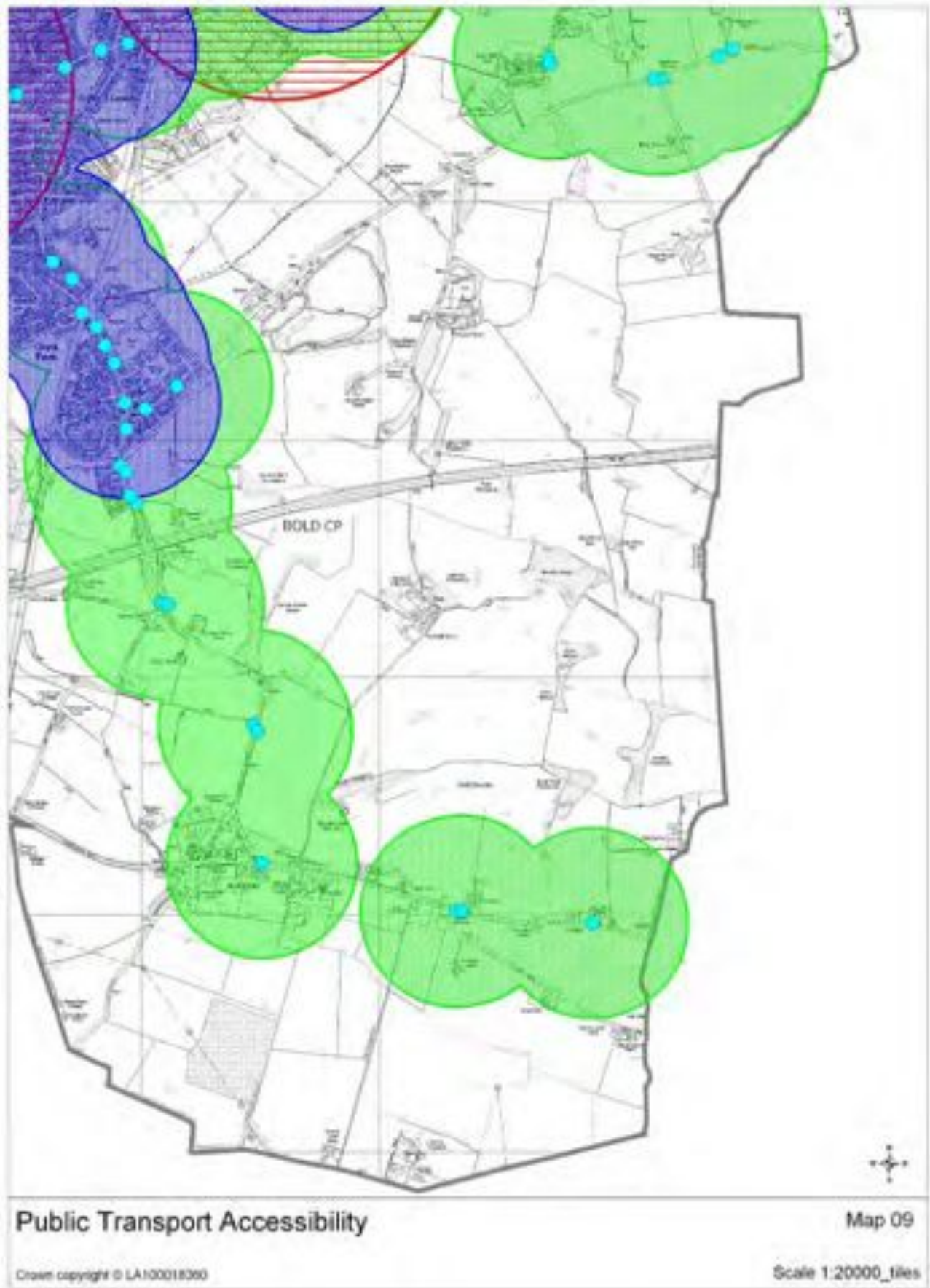


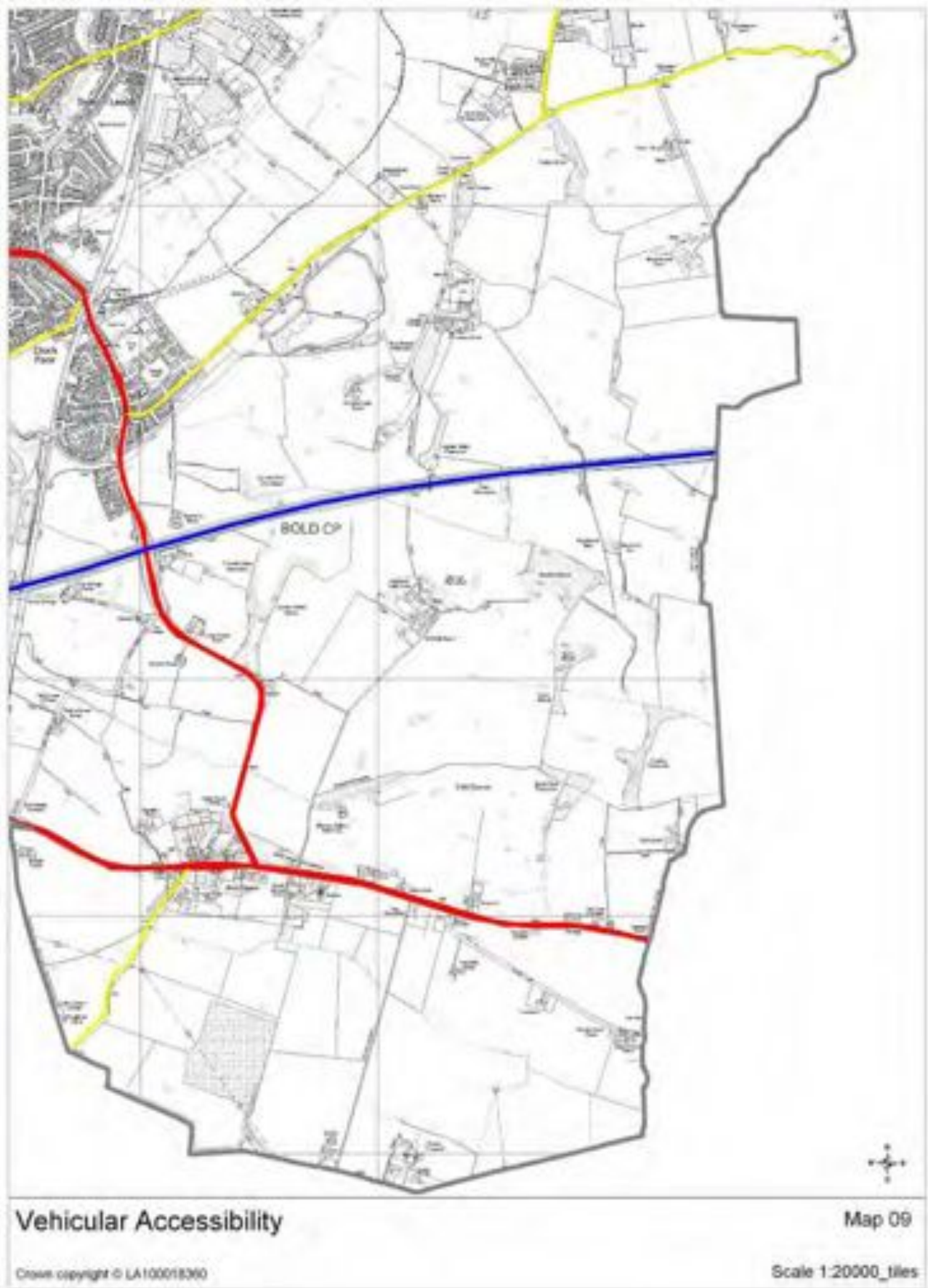
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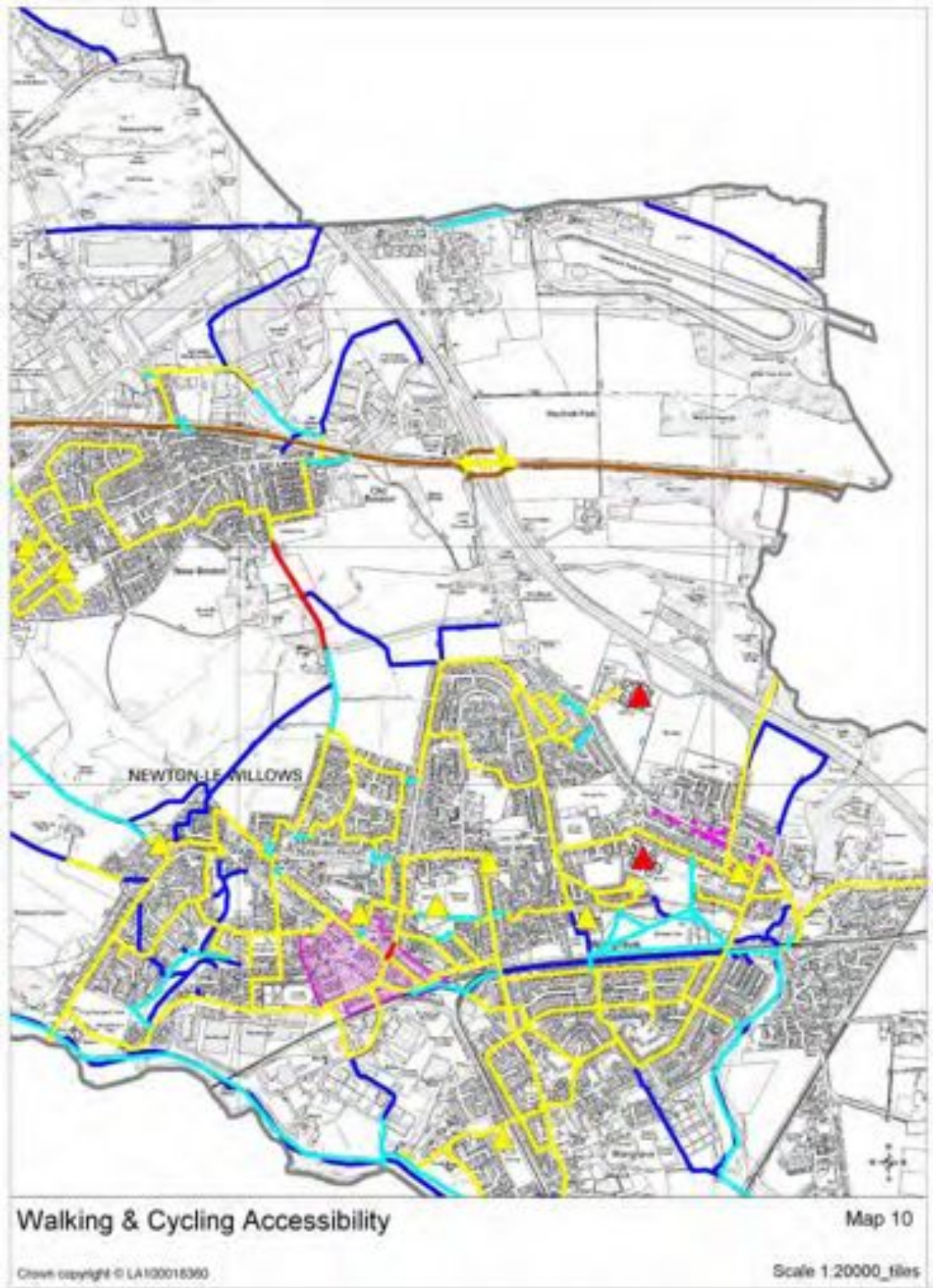


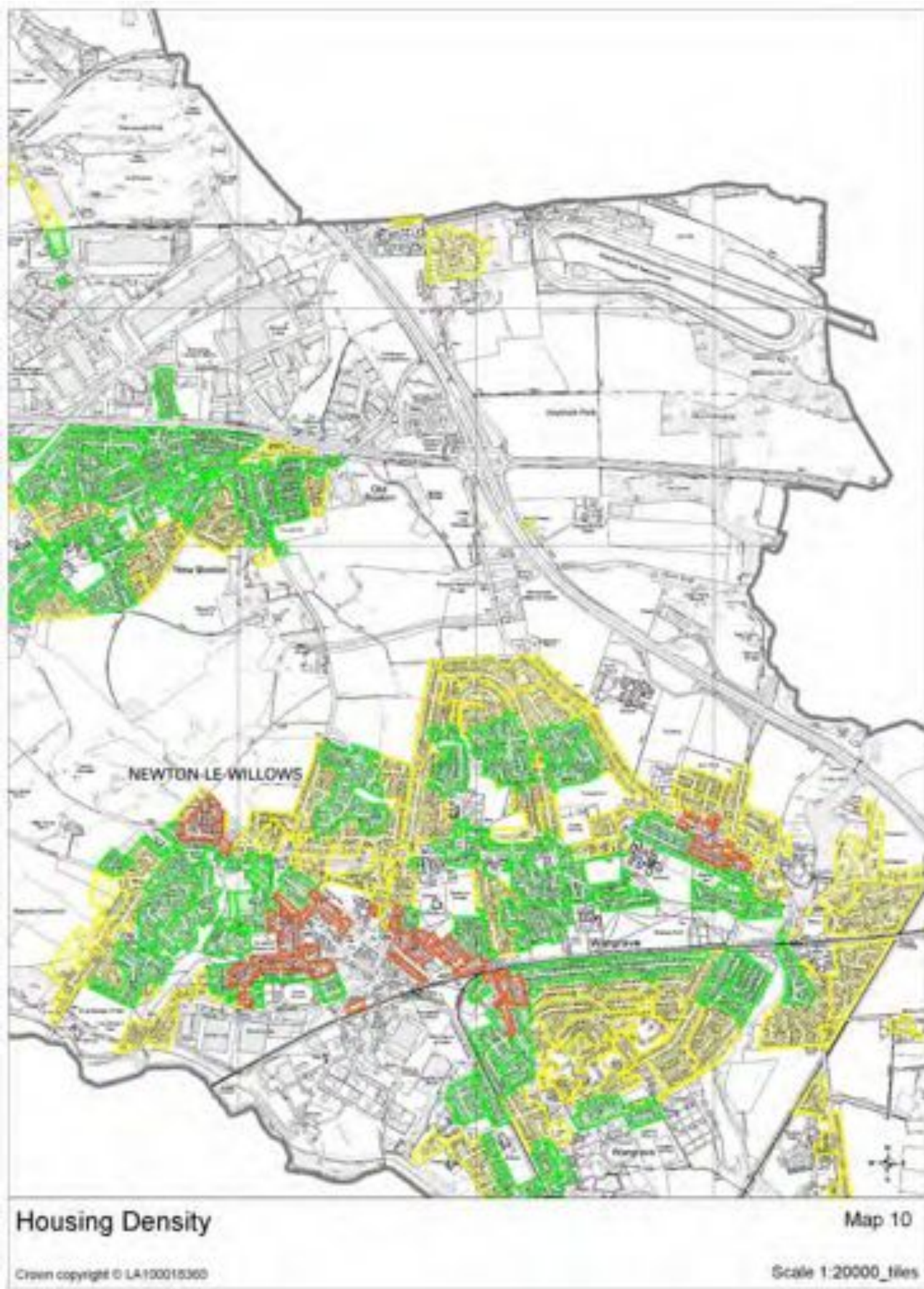


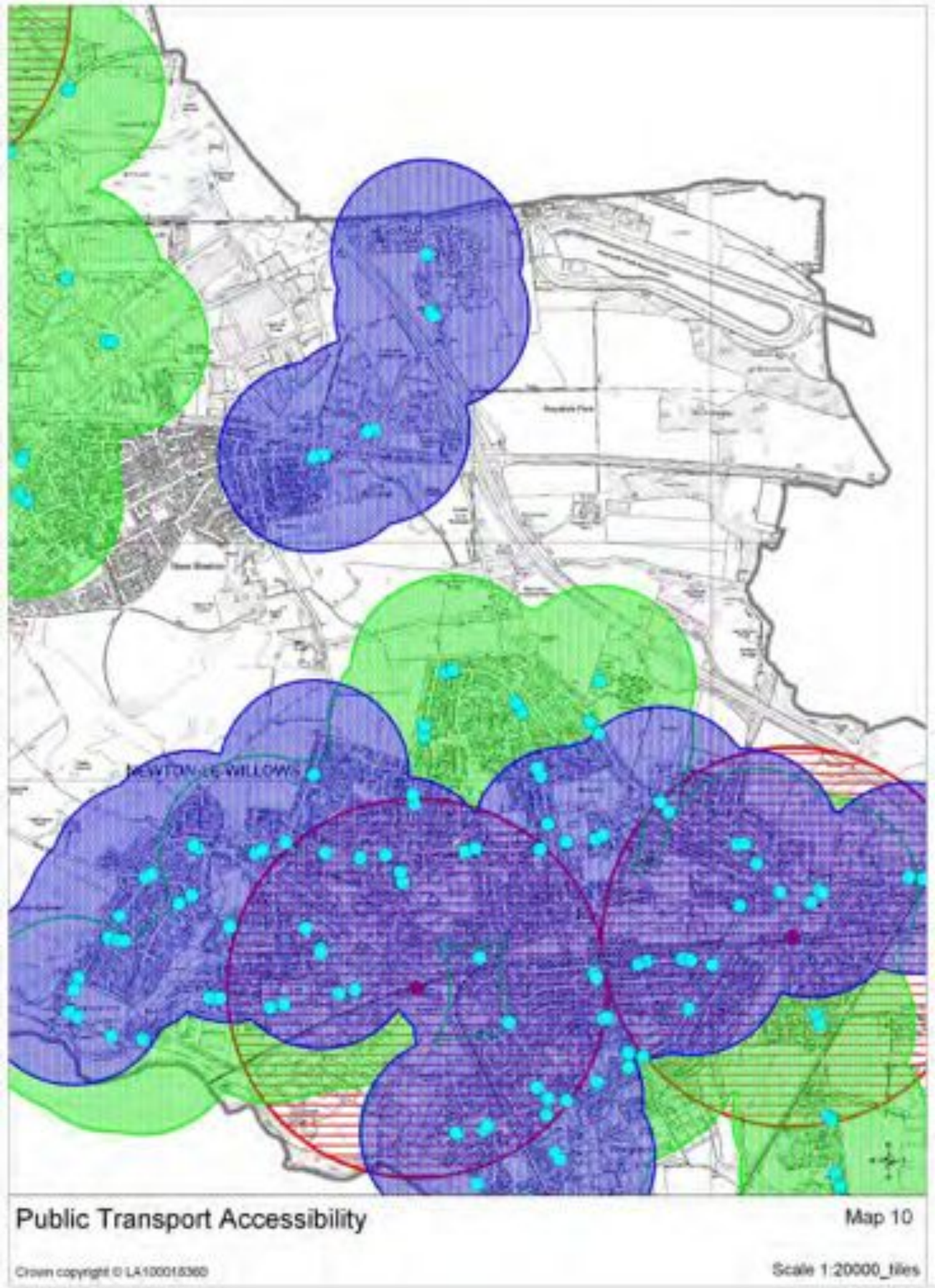


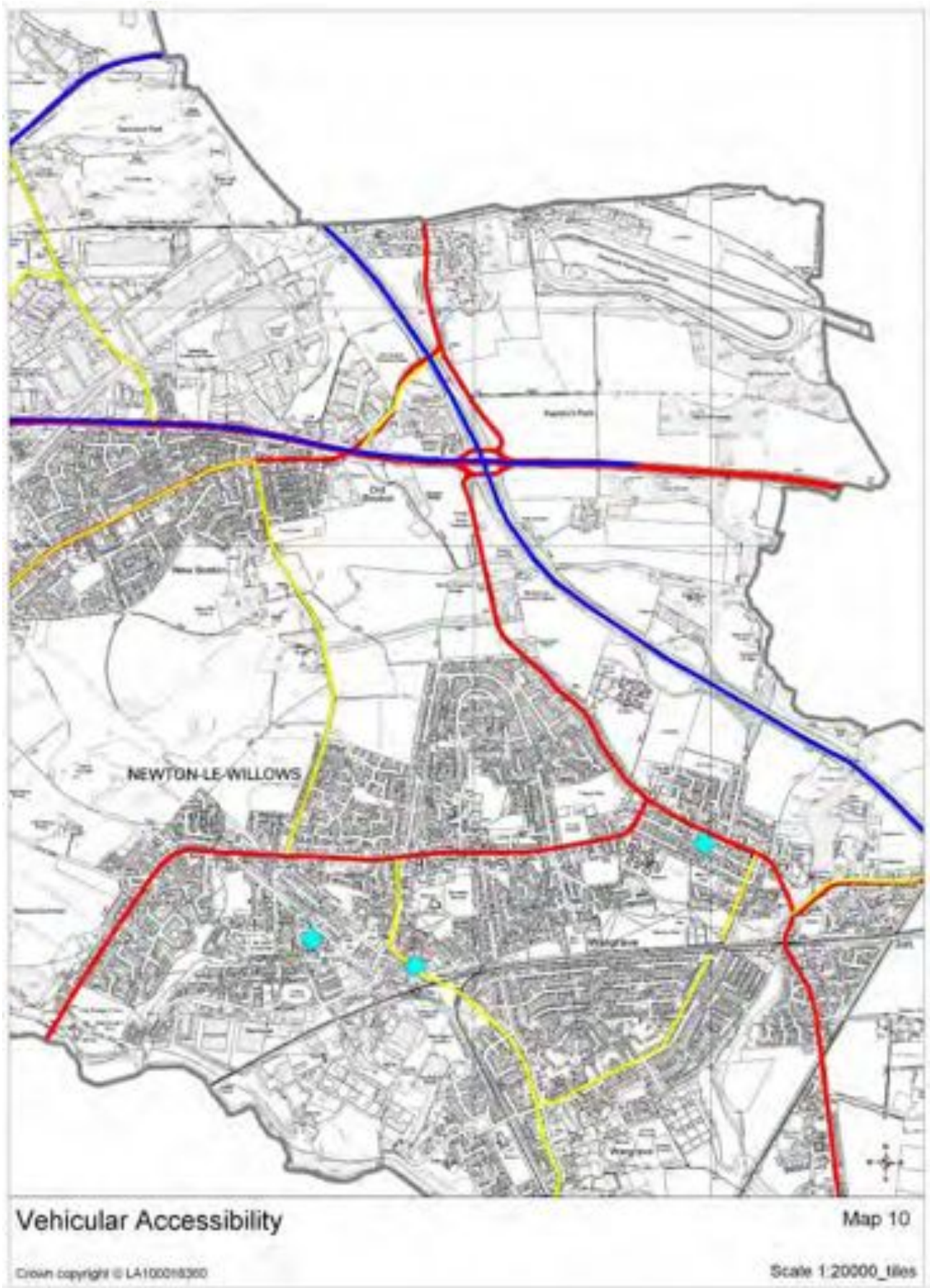
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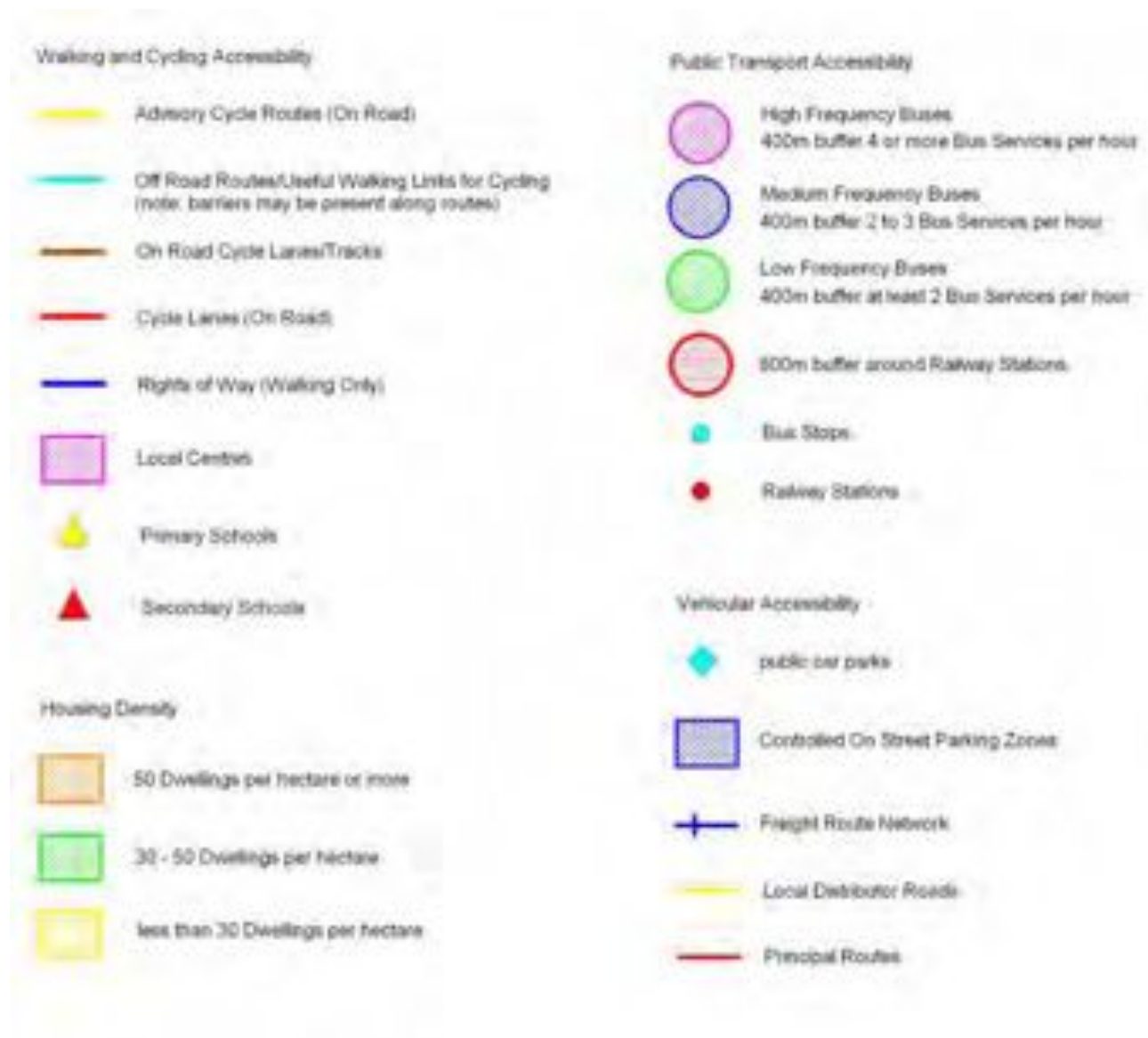




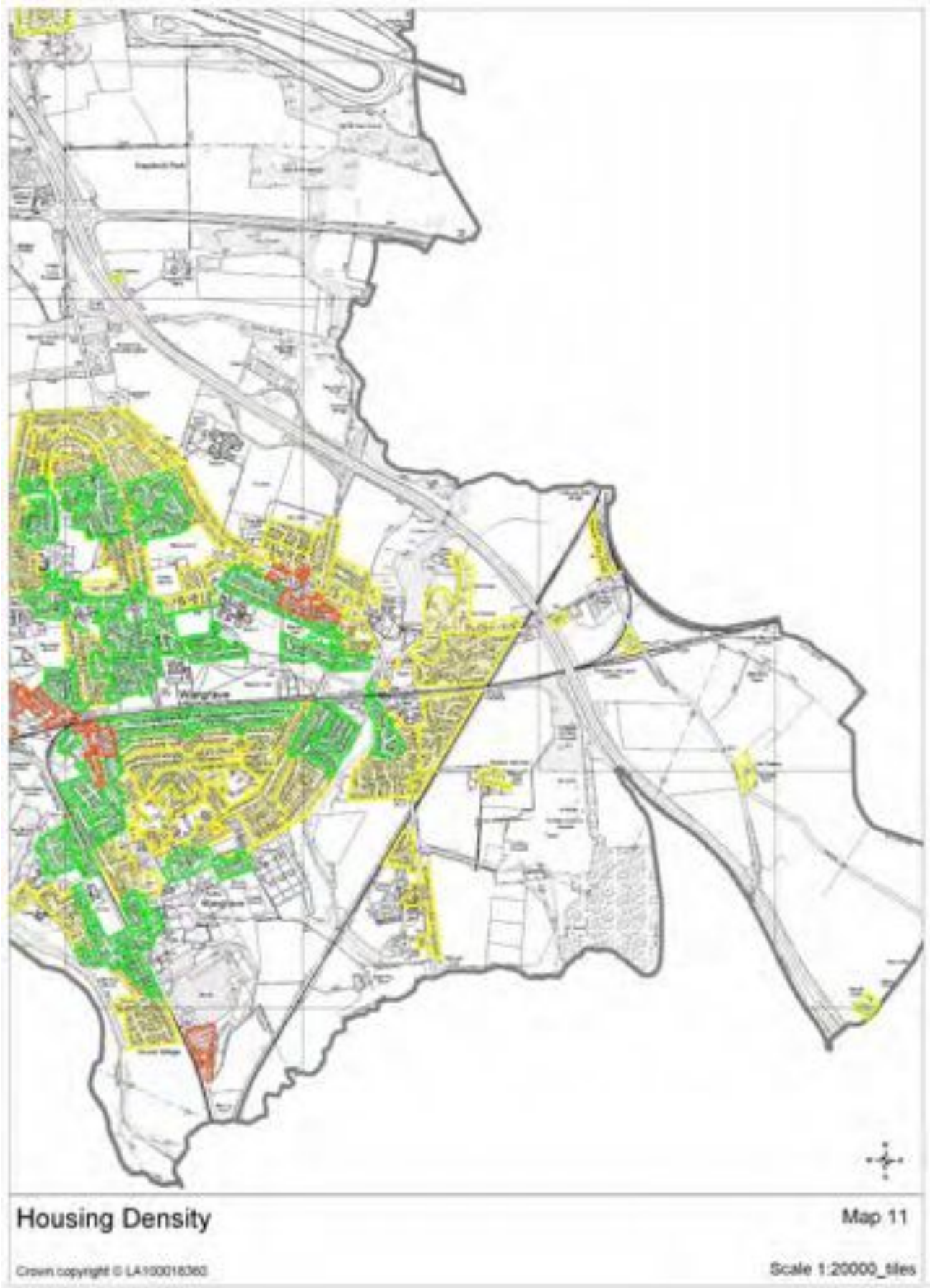




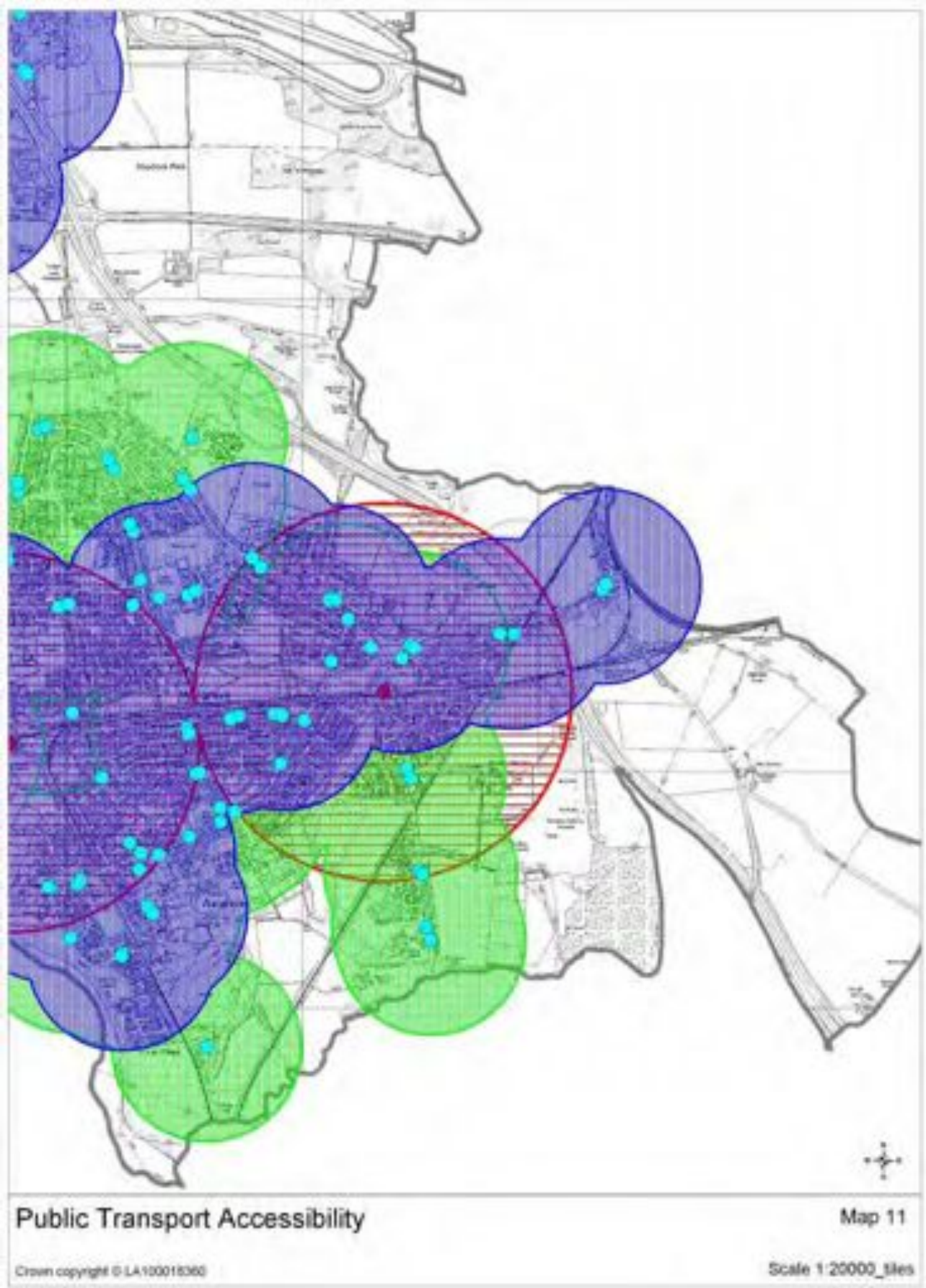
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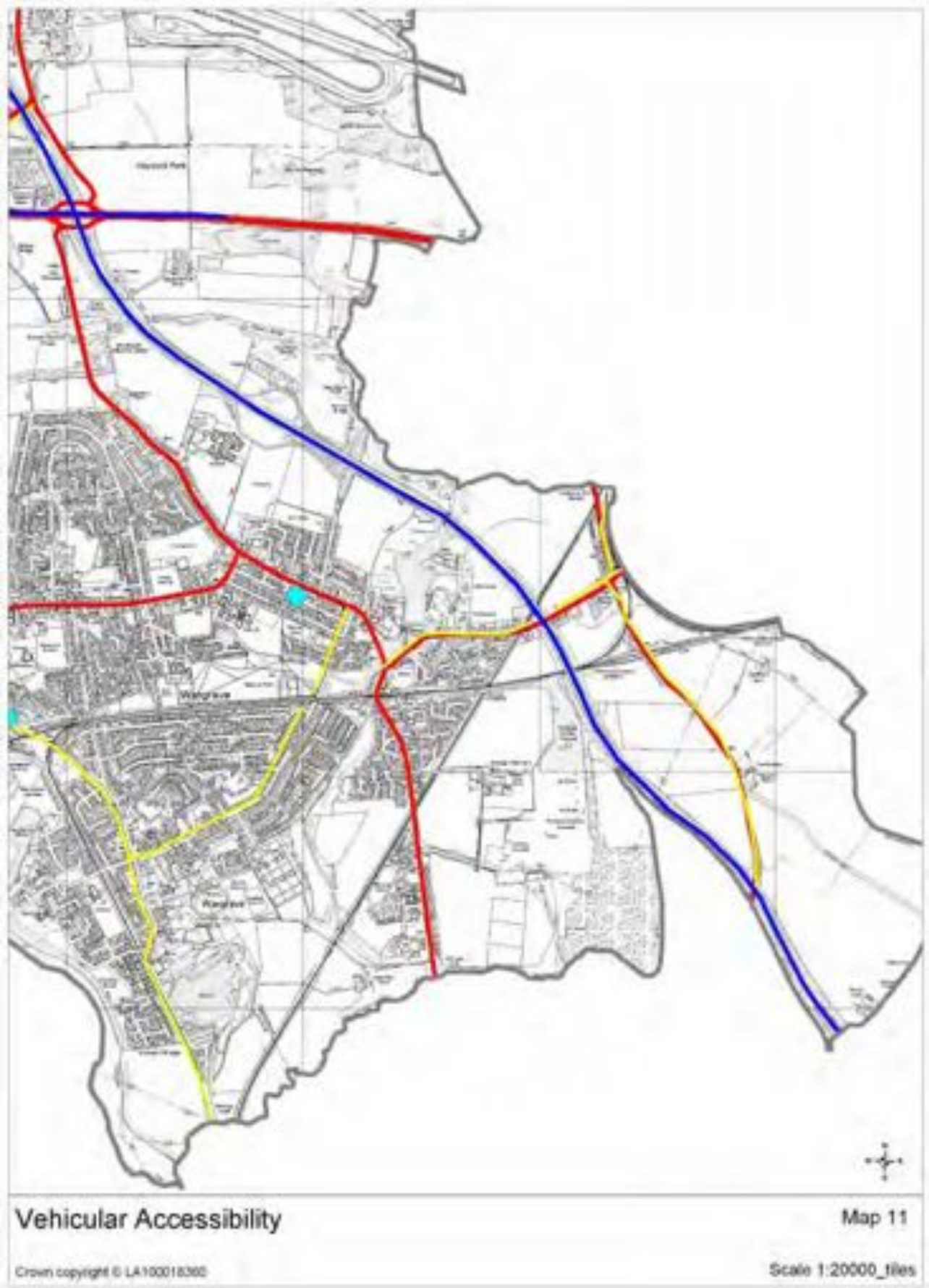












## Appendix C: Parking Standards

## Appendix C: Parking Standards

The main intention of this Supplementary Planning Document is to manage unnecessary car usage by locating housing, employment and services in locations that are accessible by public transport and to have access to and from local facilities on foot and by bicycle. Whilst this will encourage a greater number of trips to be made sustainably, car parking still needs to be accommodated.

The following parking standards include provision for cars, disabled facilities, cycles, motorcycles, taxis and service vehicles and seek to make appropriate provision according to the character of each type of use and to ensure car parking is at an appropriate level, taking into account the potential impact on the surrounding area and the availability of public transport in the vicinity.

In accordance with National Policy the parking standards detail the maximum parking provision for cars whilst cycle parking is a minimum requirement. It should be noted that the Council remain committed to ensuring that the relaxation of any car parking requirement does not result in overflow parking leading to hazards to any highway users, loss of amenity to residents or obstruction of the passage of emergency vehicles or refuse/service vehicles.

Garages are not always used by owners for parking a car; fewer still are used for short-term parking and subsequently only used for overnight storage. Additionally, many modern garages are impractical to use due to the limited internal dimensions. Where internal dimensions are below 5.5m x 2.6m the garage will not count towards the parking provision. If the garage meets our minimum standard of 5.5m x 2.6m then it will be counted as half a space to reflect independent research that suggest less than half were used for the storage of a vehicle (See Manual for Streets paragraph 8.3.40). It is recommended that garages of 6.0m x 3.0m are provided thus allowing additional space for the storage of cycles and other items.

When monitoring car parking provision in new developments, unnecessarily and unavoidably large driveways could distort the likely parking provision. Therefore, the recorded parking provision for an individual dwelling will be limited to two spaces.

Unless otherwise stated, standards are based on gross floorspace, including circulation areas and open-sided buildings, i.e. measurement of external dimensions. Ratios will be applied by rounding up, on the basis that a space will be provided for each Xsq.m. and each part of Xsq.m. e.g. for a ratio of 1 space per 40sq.m and a gross floorspace of 810sq.m., the required provision is 21 spaces. Similarly, where a ratio is expressed in terms of 1 space per 2 staff, two spaces will be required for three staff.

All requirements based on floorspace are expressed in metric measures. For ease of calculation, schemes presented in imperial scales will be assessed on the basis that 10sq.ft. = 1sq.m. (a rounding up).

The following basic dimensions apply to the standards:

One car garage	Minimum 5.5m x 2.6m (internal) Preferred 6.0m x 3.0m (internal)
Two car garage	Minimum 5.5m x 5m (internal)
Domestic single drive Domestic double drive	5.0m x 3.0m (widening to 3.3m for pedestrian access), 5.5m x 3.0m when in front of a garage 5.0m x 6.0m 5.5m x 6.0m when in front of a garage
Standard car parking space	4.8m x 2.4m
In-line (kerbside) space	6m x 1.8m (2.4m when against a wall)
Disabled parking space Disabled space	4.8m x 3.6m (includes 1.2m transfer zone which can be shared where more than one bay is provided) 6.6m x 2.7m
Disabled mini-bus space	11.0m x 6.0m (9.0m x 4.0m where an unobstructed paved area exists alongside)
Parking aisle spacing (90°)	6.0m
Herring-bone spacing (60°) Herring-bone spacing (45°)	5.0m (one-way system) 4.0m (one-way system)
Commercial vehicle space	8m x 3.5m
Heavy goods vehicle space	17.0m x 3.5m

In addition to the required parking provision, the following operational space, separate from parking/manoeuvring areas is also required for all uses except C3 dwelling houses.

GFA (Sq.m)	Standing Space (Sq.m)
<100	70
101-250	130
251-500	160
501-1000	200
1001-2000	300
Every further 1000	add 50

Further details regarding the design and layout of parking/servicing areas are contained within the St Helens Street Design Guide or via the Transportation Development Control Team on 01744 676187 or 01744 671615.

Class	Broad Use	Specific Land Use	Town Centre	Elsewhere	Disabled Parking	Bicycles	Motorcycles	Service Vehicles	Taxis	Comments
			All areas are Gross Floor Areas unless otherwise stated							
A1	Shops	Food Shops	1 space per 16 sq. m	1 space per 15 sq. m	3 spaces or 6% of total maximum standard which ever is greater	Staff - 1 secure covered space and locker per 300 sq. m (minimum of 2 spaces)  Customer – 1 space per 200 sq. m (minimum of 2 spaces)	1 Space per 500 sq. m (minimum of 2 spaces)	Required above 1,000 sq m  One 3.5m x 16.5m bay, or one 3.5m x 8m bay.	One pick-up/ set down required above 1,000 sq. m, with additional bays if justified by a Transport Assessment.	Smaller food and non-food facilities >500sqm may require less parking due to serving local needs – each application to be judged on its merits  Other Customer Parking - Only considered if supported by a Transport Assessment showing that existing spaces, public transport and home delivery services cannot cater for the expected travel demand and a Travel Plan can be secured
		Other	1 space per 22 sq. m	1 space per 21 sq. m						
A2	Financial and Professional Services	Retail Warehouses	1 space per 100 sq.m.	1 space per 100 sq.m	3 spaces or 6% of total maximum standard which ever is greater	Staff - 1 secure staff space and locker per 500 sq. m  Customer – 1 space per 200 sq. m (minimum of 2 spaces)	1 space per 1500 sq. m (minimum of 2 spaces)	To be assessed on the basis of individual applications	One pick up /set down required above 1,000 sq. m, with additional bays	Other Customer Parking - Only considered if supported by a Transport Assessment showing that existing spaces,
		Banks/ Building Societies, betting offices, estate and	1 space per 35 sq.m.	1 space per 32 sq.m.						

Class	Broad Use	Specific Land Use	Town Centre	Elsewhere	Disabled Parking	Bicycles	Motorcycles	Service Vehicles	Taxis	Comments
			All areas are Gross Floor Areas unless otherwise stated							
A3	Food and drink uses	employment agencies, professional and financial services	1 space per 8 sq. m public floor area	1 space per 5 sq. m public floor area	3 spaces or 6% of total maximum standard which ever is greater	Staff - 1 secure covered space and locker per 300 sq. m  Customer - 1 space per 300 sq. m	1 Space per 350 sq. m (minimum of 2 spaces)	Required above 1,000 sq. m  One 3.5m x 16.5m bay, or one 3.5m x 8m	One pick up /set down required above 1,000 sq. m, with additional bays if justified by a Transport Assessment	public transport and home delivery services cannot cater for the expected travel demand and a Travel Plan can be secured  Other Customer Parking - Only considered if supported by a Transport Assessment showing that existing spaces, public transport and home delivery services cannot cater for the expected travel demand and a Travel Plan can be secured
			1 space per 8 sq. m public floor area	1 space per 5 sq. m public floor area	3 spaces or 6% of total maximum standard which ever is greater	Staff - 1 secure covered space and locker per 300 sq. m  Customer - 1 space per 300 sq. m	1 Space per 350 sq. m (minimum of 2 spaces)	Required above 1,000 sq. m  One 3.5m x 16.5m bay, or one 3.5m x 8m	One pick up /set down required above 1,000 sq. m, with additional bays if justified by a Transport Assessment	Other Customer Parking - Only considered if supported by a Transport Assessment showing that existing spaces, public transport and home delivery services cannot cater for the expected travel demand and a Travel Plan can be secured
A4	Drinking Establishments		1 space per 8 sq. m public floor area	1 space per 5 sq. m public floor area	3 spaces or 6% of total maximum standard which ever is greater	Staff - 1 secure covered space and locker per 300 sq. m  Customer - 1 space per 300 sq. m	1 Space per 350 sq. m (minimum of 2 spaces)	Required above 1,000 sq. m  One 3.5m x 16.5m bay, or one 3.5m x 8m	One pick up /set down required above 1,000 sq. m, with additional bays if justified by a Transport Assessment	Other Customer Parking - Only considered if supported by a Transport Assessment showing that existing spaces, public transport and home delivery services cannot cater for the expected travel demand and a Travel Plan can be secured



Class	Broad Use	Specific Land Use	Town Centre	Elsewhere	Disabled Parking	Bicycles	Motorcycles	Service Vehicles	Taxis	Comments
			All areas are Gross Floor Areas unless otherwise stated							
A5	Hot Food Take-aways		1 space per 8 sq. m gross floor area	1 space per 7.5 sq. m gross floor area	3 spaces or 6% of total maximum standard which ever is greater	Staff - 1 secure covered space and locker per 300 sq. m  Customer - 1 space per 300 sq. m	1 Space per 350 sq. m (minimum of 2 spaces)	Required above 1,000 sq. m  One 3.5m x 16.5m bay, or one 3.5m x 8m	One pick up /set down required above 1,000 sq. m, with additional bays if justified by a Transport Assessment	Other Customer Parking - Only considered if supported by a Transport Assessment showing that existing spaces, public transport and home delivery services cannot cater for the expected travel demand and a Travel Plan can be secured
B1	Business		1 space per 40 sq. m	1 space per 40 sq. m	3 spaces or 6% of total maximum standard which ever is greater	Staff - 1 secure covered space and locker per 400 sq. m  Customer / Visitor - 1 space per 300 sq. m	1 Space per 750 sq. m (minimum of 2 spaces)	Required above 2,500 sq. m  One 3.5m x 16.5m bay, or one 3.5m x 8m bay	-	-
B2	General Industrial		1 space per 60 sq. m	1 space per 48 sq. m	3 spaces or 6% of total maximum standard which ever is greater	Staff - 1 secure staff space and locker per 500 sq. m	1 space per 1500 sq. m (minimum of 2 spaces)	To be assessed on the basis of individual applications	-	-

Class	Broad Use	Specific Land Use	Town Centre	Elsewhere	Disabled Parking	Bicycles	Motorcycles	Service Vehicles	Taxis	Comments
			All areas are Gross Floor Areas unless otherwise stated							
B8		Storage and Distribution Wholesale Cash & Carry/ Garden Centres/Bubbas Merchants	1 space per 100 sq.m. 1 space per 20 sq.m. of area GFA open to customers (customer parking) plus 1 per 100 sq.m of total GFA (staff parking)	1 space per 100 sq.m 1 space per 20 sq.m. of area GFA open to customers (customer parking) plus 1 per 100 sq.m of total GFA (staff parking)	3 spaces or 6% of total maximum standard which ever is greater	Staff - 1 secure staff space and locker per 500 sq. m	1 space per 1500 sq. m (minimum of 2 spaces)	To be assessed on the basis of individual applications	-	-
C1	Hotels	Hotels, boarding and guesthouses	1 space per bedroom (including staff parking)	1 space per bedroom (including staff parking)	3 spaces or 6% of total maximum standard which ever is greater	1 secure covered space and locker per 10 bedrooms for staff and visitors	1 space per 25 guest rooms (minimum of 2 spaces)	Required above 2,500 sq. m - one 3.5m x 8.5m bay	Pick-up/set-down bay adequate for 2 required above 2,500 sq. m, with additional space if justified by a Transport Assessment	Coaches: Below 2,500 sq. m: 1 coach space / 30 beds Above 2,500 sq. m - Transport Assessment will be required to consider the need for space for coaches to pick-up / set down and wait  If hotels have extra facilities, such as leisure and conference facilities, they should be considered separately

Class	Broad Use	Specific Land Use	Town Centre	Elsewhere	Disabled Parking	Bicycles	Motorcycles	Service Vehicles	Taxis	Comments
			All areas are Gross Floor Areas unless otherwise stated							
C2	Residential Institution	Residential care homes/ Nursing Homes	1 space per 5 beds + 1 per 2 staff	1 space per 4 beds + 1 per 2 staff	3 spaces or 6% of total maximum standard which ever is greater	1 secure covered staff space and locker per 5 staff members present at the busiest time, plus 1 visitor cycle stand per 20 residents	1 space per 100 beds (minimum of 2 spaces)	Required above 2,500 sq. m - one 3.5m x 8.5m bay  For care homes a Transport Assessment will be required to consider the need for space for ambulances and other patient transport vehicles	Pick-up / set down bay adequate for 2 required for care homes above 100 beds, with any departure justified by a Transport Assessment	-
C3	Dwelling Houses	Houses	2 spaces per dwelling (garages do not count as a space unless 5.5m x 2.6 internal –	2 spaces per dwelling (garages do not count as a space unless 5.5m x 2.6 internal – this will count as	Negotiated on a case-by-case basis	1 per dwelling (allocated) plus  1 communal per dwelling	-	-	-	All residential development with more than 90 dwellings should include a travel plan which offers a range of incentives to use alternatives to the car  Cycle parking need not be provided if garages of a minimum of 6m x 3m are available

Class	Broad Use	Specific Land Use	Town Centre	Elsewhere	Disabled Parking	Bicycles	Motorcycles	Service Vehicles	Taxis	Comments
			All areas are Gross Floor Areas unless otherwise stated							
D1	Non-Residential Institutions	Clinics and Health Centres (excludes hospitals)	this will count as ½ a parking space)	½ a parking space)						Any additional needs for staff providing home visits and working anti-social hours will be considered provided they are supported by a Transport Assessment, and a Travel Plan can be secured
			Average of 1.25 space per dwelling	1.5 space per dwelling		1 secure space for every 1 flat, plus 1 visitor cycle stand per 10 units				
			1 space per unit	1 space per unit	3 spaces or 6% of total maximum standard which ever is greater	1 secure covered staff space and locker per 5 staff members present at the busiest time, plus 1 visitor cycle stand per 20 residents	1 space per 100 beds (minimum of 2 spaces)	Required above 2,500 sq. m - one 3.5m x 8.5m bay		
	Non-Residential Institutions		1 space per 2 staff plus 3 per consulting room	1 space per 2 staff plus 4 per consulting room	A space for each disabled employee, plus 2 spaces or 6% of the total maximum	1 secure covered space and locker per 5 members of staff (minimum of 2 spaces), plus	1 space per 2 consulting rooms (minimum)	No minimum requirement, on-site provision should be on the basis of early negotiation supported by the Transport Assessment	-	

Class	Broad Use	Specific Land Use	Town Centre	Elsewhere	Disabled Parking	Bicycles	Motorcycles	Service Vehicles	Taxis	Comments
			All areas are Gross Floor Areas unless otherwise stated							
					standard, whichever is greater	2 visitor cycle stands per consulting room (minimum)				Other customer parking - Spaces will be considered for healthcare provided they are supported by a Transport Assessment showing that existing spaces, public transport and taxis cannot cater for expected travel demand, and a Travel Plan can be secured. The need for injured people to visit, and for patients to be accompanied will be considered.
		Crèches and Day Nurseries and Day centres	1 space per member of staff	1 space per member of staff	A space for each disabled employee, plus 2 spaces or 6% of the total maximum standard, whichever is greater	1 secured covered space and locker per 4 staff and 1 per sqm for viitors (minimum of 2 spaces), plus 2 visitor cycle stands	1 space per 10 staff (minimum of 2 spaces)			Drop-off spaces to be determined on a case-by-case basis. Recommended at attendees 1 space per 4 attendees

Class	Broad Use	Specific Land Use	Town Centre	Elsewhere	Disabled Parking	Bicycles	Motorcycles	Service Vehicles	Taxis	Comments
			All areas are Gross Floor Areas unless otherwise stated							
		Schools (Primary and Secondary)	1 space per classroom	2 spaces per classroom	Case-by-Case	1 secure covered space and locker per 5 members of staff, plus  1 secure covered space and locker per 4 students	1 space per 10 staff (minimum of 2 spaces)			-
		Higher and Further Education	1 space per 2 staff	1 spaces per 2 staff + 1 space per 15 students	On a case by case basis	1 secure covered space and locker per 5 members of staff, plus  1 secure covered space and locker per 10 students	1 space per 12 staff (minimum of 2 spaces)  1 space per 10 students			
		Art Galleries, Museums, Libraries	1 space per 40 sq. m	1 space per 25 sq. m	A space for each disabled employee, plus 2 spaces or 6% of the total	1 space per 300 sq. m (minimum of 2 spaces)	1 space per 750 sq. m (minimum of 2 spaces)			

Class	Broad Use	Specific Land Use	Town Centre	Elsewhere	Disabled Parking	Bicycles	Motorcycles	Service Vehicles	Taxis	Comments
			All areas are Gross Floor Areas unless otherwise stated							
D2	Assembly and Leisure	Halls and Places of Worship	1 space per 10 sq. m	1 space per 6 sq. m	maximum standard, whichever is greater	1 per 300 sq. m (minimum of 2 spaces)	1 space per 750 sq. m (minimum of 2 spaces)			
			A space for each disabled employee, plus 2 spaces or 6% of the total maximum standard, whichever is greater	3 spaces or 6% of total maximum standard which ever is greater	1 secure space and locker per 5 members of staff, plus Either:- 1 cycle stand per 50 sq m of floor space open to the public or 1 per 80 seats (minimum of 2 spaces)whichever	1 space per 200 seats (minimum of 2 spaces)	No minimum requirement, on-site provision should be on the basis of early negotiation supported by the Transport Assessment.	Pick-up/set-down bay adequate for one required above 1,000 sq m, with additional space if justified by a Transport Assessment.	-	
		Cinemas, Concert Halls, Bingo Halls, Casinos, Conference Centres, Music and Concert Halls, etc	Town / Local Centres - 1 space per 10 seats	Elsewhere - 1 space per 6 seats						
		General Leisure - Dance Halls (but not night clubs),	1 space per 25 sq m	1 space per 23sq m						

Class	Broad Use	Specific Land Use	Town Centre	Elsewhere	Disabled Parking	Bicycles	Motorcycles	Service Vehicles	Taxis	Comments	
			All areas are Gross Floor Areas unless otherwise stated								
		Swimming Baths, Skating Rinks and Gymsiums				is most appropriate to use)					
Misc		Motor Vehicle Showrooms	1 per 50 sq m of floor space parking plus 1 per 40 sq m (exclusive of open sales pitches) customer parking	1 per 50 sq m of floor space staff parking plus 1 per 40 sq m (exclusive of open sales pitches) customer parking	3 spaces or 6% of total maximum standard which ever is greater	1 secure covered space and locker per 5 members of staff  Customer – 1 space per 200 sq. m (minimum of 2 spaces)	1 per 1500 sqm (min 2 spaces)	No minimum requirement, on-site provision should be on the basis of early negotiation supported by the Transport Assessment.	-	Excludes operational spaces such external sales areas and storage.	
		Garage / Service Centres	1 per 50 sq m of floor space parking plus four spaces per workshop bay	1 per 50 sq m of floor space staff parking plus four spaces per workshop bay							Excludes operational spaces such as MOT spaces.
		Commercial Open Land (scrap	1 per 2 employees	1 per 2 employees							Excludes operational space



Class	Broad Use	Specific Land Use	Town Centre	Elsewhere	Disabled Parking	Bicycles	Motorcycles	Service Vehicles	Taxis	Comments
			All areas are Gross Floor Areas unless otherwise stated							
		yards/open plant, delivery & haulage yards)	1 per 2 users based on a maximum capacity of facility	1 per 2 users based on a maximum capacity of facility						Excludes operational space
		Sports Facilities								

## Appendix D: Transport Assessment / Transport Statement Guidance

# 1 Introduction

## Transport Assessment Guidance Notes

- 1.1** This document has been produced by St.Helens Metropolitan Borough Council, Development Services Section to assist the Council in delivering an effective and efficient Development Control service.
- 1.2** The document is for guidance only and is intended to complement national guidance provided by PPG13 and the Department for Transport/Department for Communities and Local Government document *Guidance on Transport Assessment* [www.dft.gov.uk/pgr/regional/transportassessments](http://www.dft.gov.uk/pgr/regional/transportassessments).
- 1.3** All **Transport Assessments** (TA) should address the objectives detailed within this guidance and follow the basic layout described in Section 3.
- 1.4** Each TA should demonstrate how the development is accessible to key services, maximises sustainable transport modes and minimises private vehicle trips.
- 1.5** Where necessary, mitigation measures to improve sustainable transport provision and overcome any material impact to the highway network will be required and full details of such measures should be included with the TA.
- 1.6** A development that does not overcome any material impact to the transport network or which is likely to increase accidents or conflict between motorised users and non-motorised users will be recommended for refusal.
- 1.7** Each TA should be preceded by a scoping study to enable specific matters related to the development site to be discussed. It would also be beneficial if the subsequent completed TA was submitted at pre-application stage to iron out any particular issues and avoid delay to the determination of the planning application.
- 1.8** **Transport Statements** (TS) are required for developments that have relatively small transport implications and should set out the transport issues in terms of the difference in the existing conditions and the future conditions as a result of the development.
- 1.9** The layout should follow the guidance detailed in Chapter 3 of *Guidance on Transport Assessment* (mentioned above) although the scope of the report should be agreed prior to submission as there may be supplementary information or other material considerations to account for.
- 1.10** Much of the guidance contained within this document will be of benefit to the preparation of a Transport Statement.

## 2 Indicative Thresholds for Transport Assessments/Statements

**2.1** The following thresholds are for guidance only and much will depend on the individual circumstances of the proposal; there may be site-specific issues or traffic sensitive locations that require a particular level of assessment that does not fall within the thresholds indicated.

**2.2** Early discussion with the Transport Planning Team is advised. Contact 01744 676187 or 01744 671615 email: [planningtransport@sthelens.gov.uk](mailto:planningtransport@sthelens.gov.uk) for further information.

### Thresholds for Transport Statements and Transport Assessments

Type of Development	Transport Statement required	Transport Assessment required
A1 - Food Retail	250 - 800sq.m	>800sq.m
A1 - Non-Food Retail	500 - 1500sq.m	>1500sq.m
A2 - Financial & Professional Services	1000 - 2500sq.m	>2500sq.m
A3 - Restaurants & Cafes	300 - 2500sq.m	>2500sq.m
A4 - Drinking Establishments	300 - 600sq.m	>600sq.m
A5 - Hot Food Takeaway	250 - 500sq.m	>500sq.m
B1 - Business, Office, Research, Light Industry	1500 - 2500sq.m	>2500sq.m
B2 - General Industrial	2500 - 4000sq.m	>4000sq.m
B8 - Storage or Distribution	3000 - 5000sq.m	>5000sq.m
C1 - Hotels	75 - 100 bedrooms	>100 bedrooms
C2 - Residential Institutions (Hospitals, Nursing Homes)	30 - 50 beds	>50 beds
C2 - Residential Institutions (Residential Education)	50 - 150 students	>150 students
C2 - Residential Institutions (Hostels)	250 - 400 residents	>400 residents
C3 Dwellings	50 - 80 units	>80 units
D1 - Non-residential Institutions	500 - 1000sq.m	>1000sq.m
D2 - Assembly & Leisure	500 - 1500sq.m	>1500sq.m

**2.3** Other uses – For all other uses, i.e. stadiums, retail warehouses, clubs, amusement arcades, laundrettes, petrol filling stations, taxi businesses, car/vehicle hire businesses, vehicle sales businesses, nightclubs, theatres, hostels, builders yards, garden centres, post offices, travel/ticket agencies, hairdressers, funeral directors, hire shops, dry cleaners, you should contact the Transport Planning Team on 01744 676187 or 01744 671615 for detailed discussions.

**2.4** In addition to the uses and thresholds listed above a Transport Statement or Transport Assessment will also be required where the development meets one of the following circumstances:

1. It is not in conformity with the adopted development plan;
2. It generates 30 or more two-way vehicle movements in any hour;
3. It generates 100 or more two-way vehicle movements in a day;
4. It proposes 100 or more parking spaces;
5. It generates significant freight or HGV movements per day (typically 40 or more two-way HGV movements per day) or significant abnormal load movements per year;
6. It is located where the local transport infrastructure is poor; e.g. substandard roads, poor pedestrian/cyclist facilities or inadequate public transport provision; and
7. It is located within or adjacent to St.Helens' Air Quality Management Areas; at the time of writing these are the M6 Motorway Corridor and High Street, Newton-le-Willows (plans attached in the Annex A) but this should be verified.

## 3 Layout of the Transport Assessment

**3.1** All submitted Transport Assessments should follow the basic layout and headings presented below. Documents that comply with this framework will help enable the critical information within each TA to be found quickly and will enable Officers to make a speedy response; conversely documents that do not follow this layout could affect likely timescales and may involve requests for additional information.

**3.2** All TA's should start with a brief introduction setting out the following:

- The location of the site;
- The existing use of the site (including planning use classes by gross floor area);
- Whether the permitted use is still active; or the date that the site became vacant;
- The proposed use of the site (including planning use classes and GFA for each use); and
- Additional details such as number of employees, number of car parking spaces, number of bedrooms, number of dwellings etc.

**3.3** This introduction will provide a concise explanation of the proposal and indicate whether the development ties into the relevant thresholds.

**3.4** The background to the project and details of any scoping/pre-application discussions should also be included here.

**3.5** The document should then follow the headings listed, which are dealt with in detail in the following pages:

- Site Description;
- Policy Context;
- Accessibility;
- Access by Sustainable Modes;
- Access by Vehicular Traffic;
- Travel Plan Framework;
- Summary and Mitigation;
- Conclusion; and
- Appendices – In a separate document.

**3.6** The appendices, which should include all plans, tables, calculations, capacity assessments etc., should be provided as a separate document. This will enable the main body of the report to be read through with all supporting information and reference points to hand, without the need to flick back and forth through the document.

## 4 Site Description

**4.1** This section should cover the detailed information relating to the site itself. Location plans and layout plans should be provided within the appendices.

**4.2** Typical details would include, but not be limited to, the following:

- The location of the site relative to the wider area and the transport network;
- Details of the permitted and existing use of the site; including details of the level of operation of the site or whether the site is vacant;
- Details of the land within the applicant's control, particularly in relation to the extent of the highway boundary;
- Operational aspects of the proposed site – hours of operation, uses of individual buildings/site areas;
- Details that allow the accurate calculation of trip generation figures, i.e. number of employees, number of dwellings, number of beds, GFA etc;
- Details of proposed parking provision (including parking for cycles and motor cycles) and details of servicing provision; and
- Overview of existing transport conditions in the area including the level of on-street parking.

**4.3** Obviously some of this information will have been provided in the introduction but this is the section where greater detail can be added to the basic information.

## 5 Policy Context

**5.1** This should set out, in summary form, the most relevant policies to the site and the proposed use in terms of its transport needs and effects on travel patterns and the transport network from St.Helens Council 'Supplementary Planning Document - Ensuring a Choice of Travel', Draft Northwest Regional Spatial Strategy, Planning Policy Guidance Note13, St.Helens Unitary Development Plan and the emerging Local Development Framework and include reference to any individual Supplementary Planning Guidance Notes and any other National or Regional Policy deemed appropriate.

**5.2** Large copies of text from these documents should not simply be copied and pasted in this section; it should simply present the relevant policies with which the site is expected to demonstrate compliance.



## 6 Accessibility

**6.1** Consideration must be given as to how accessible a site is by sustainable modes to key services. This is compulsory for residential development but should also be considered for staff employed at other types of development.

**6.2** The Government has set targets for Local Authorities to meet for four key services:

- Food Retail;
- Health;
- Employment; and
- Education.

**6.3** The TA must demonstrate the key service locations that residents and/or employees can access by the following:

- Walking within 5, 10, 15, 20 & 25mins;
- Cycling within 10, 20 & 30mins; and
- Public transport within 15, 30, 45 & 60mins at both peak and off-peak periods.

**6.4** Food retail accessibility must consider access to stores where fresh fruit/vegetables and all the major food groups required to prepare a nutritionally balanced diet can be obtained. Stores selling only snack foods, restaurants and take aways should not be considered in this category.

**6.5** Health accessibility must consider access to doctors' and dentists' surgeries and hospital services but information on other clinics and health care providers can also be included.

**6.6** Education accessibility must consider access to primary and secondary education but information regarding pre-school and further/higher education can be included.

**6.7** Access to employment is only required for residential development and should include major local employers and areas where there are clusters of smaller employers. For the purposes of accessibility assessment only full-time non-seasonal employment is considered although additional information regarding more flexible employment can be provided.

**6.8** Additional accessibility for other services should also be considered, including non-food retail, entertainment, leisure & sports facilities, Post Offices and places of worship. Access to town and neighbourhood centres should be indicated; many of the service facilities will be located in these local centres.

**6.9** In order to demonstrate accessibility the use of ACCESSION software is strongly encouraged; the Council can carry out ACCESSION mapping at an hourly rate. All ACCESSION work must use the "aggressive interpolation" option and the "road network distances" option and must provide evidence that the correct input values have been used for all variables.

**6.10** All accessibility assessments should include a Sustainability Assessment Matrix providing details of the convenience of key services relative to the site; a worked example is provided in Annex B.

**6.11** The Sustainability Assessment Matrix should be based on travel time isochrones by walk, cycle and public transport modes with the location of the services plotted on a map. Isochrones should be according to real travel routes on the ground and not concentric circles relating to crow-fly distances. Public transport travel times should include walking and waiting time with walking distances not exceeding 400m at either end of the journey.

**6.12** Isochrones should be measured from the relevant access points of the development.

**6.13** Walking isochrones should be based on walking speeds of 1.4m/s (IHT Guidelines for Providing Journeys on Foot). This equates to travelling approximately 400m in 5mins, and isochrones should be provided for 5, 10, 15, 20 and 25mins, which equates to 400m, 800m, 1200m, 1600m and 2000m.

**6.14** Cycling isochrones should be based on cycling speeds of 4m/s (IHT Cycle Friendly Infrastructure: Guidelines for Planning & Design). This equates to travelling approximately 1.2km in 5mins, and isochrones should be provided for 10, 20 and 30mins, which equates to 2.4km, 4.8km and 7.2km. (It is recognised that cycling can be considered appropriate for journeys up to 8km and an additional isochrone for 33mins can be provided).

**6.15** Relaxations in sustainability accessibility are limited to appropriate re-use of existing sites in rural areas, such as farm diversification projects, to maintain the rural economy, in accordance with PPS7.

## 7 Access by Sustainable Modes

**7.1** The accessibility maps and Sustainability Assessment Matrix produced in the previous section should form the basis of more detailed analysis for access from the site to the key destinations identified within the isochrones and direct routes to/from the site to these key service areas and public transport facilities should be described.

**7.2** All routes, particularly within the site, should conform to the standards detailed in the *St. Helens Street Design Guide – Highways for Adoption, Merseyside Code of Practice on Access and Mobility* and *Manual for Streets*, with particular regard to the width and gradient of routes.

### Walking

**7.3** The internal layout must be fully accessible and be designed to encourage walking showing how the layout provides direct pedestrian routes following future and existing desire lines. All routes should have natural surveillance and wherever possible avoid the need for pedestrians to cross large areas of parking, wide carriageways or areas that are likely to be obstructed.

**7.4** Pedestrian access to the development must be analysed with consideration to the following:

- Identification of the key destinations within the walk time isochrone together with the appropriate public transport facilities (i.e. bus stops within 400m and railway stations within 800m) and the walking routes to/from them for all parts of the development site. Analysis of whether the identified routes are adequate for the needs of the development site users;
- Analysis and comment on the physical elements of identified routes i.e. available widths, quality of surfaces, provision of convenient and safe road crossings, provision and quality of lighting, personal safety and road safety hazards;
- Identification of shortfalls along the routes and details of required improvements; and
- Analysis of points of conflict with vehicular traffic and any severance issues and details of required improvements.

**7.5** Pedestrian Audits are recommended.

### Cycling

**7.6** The internal layout must be fully accessible for cyclists and be designed to encourage and facilitate cycle usage. The layout should incorporate direct routes through the site following likely desire lines and linking the development to the road network and existing or proposed cycle routes whilst minimising conflict between cyclists and motorised traffic.

**7.7** Cycle access to the development should be analysed with consideration to the following:

- Identification of the key destinations within the cycle travel time isochrone together with appropriate railway stations and the cycle routes to/from them for all parts of the development site. Analysis of whether the identified routes are adequate for the needs of cyclists;
- Identification and comment on the cycle parking provision at the key destinations;

- Analysis and comment on the physical elements of identified routes i.e. available widths, quality of surfaces, provision of measures to avoid conflict, provision and quality of lighting, and road safety hazards;
- Analysis and comment on the directness, attractiveness and coherence of cycle routes;
- Analysis should include comment on the different needs of the different types of cyclists e.g. adult commuter cyclists will often use more direct trafficked roads with less give way points in preference to a more meandering or off-road route used by leisure cyclists and more vulnerable or less experienced cyclists;
- Identification of shortfalls along the routes and details of required improvements; and
- Analysis of points of conflict with motorised traffic and any severance issues and details of required improvements.

**7.8** Cycle Audits are recommended.

**7.9** Details of cycle parking provision should also be included within this section. The majority of developments will be expected to include covered secure cycle parking in prominent visible locations which are convenient for building entrances and the provision of shower/changing and locker facilities.

**7.10** The St.Helens Cycle Map is available via the Council's website or on request.

## Public Transport

### Buses

**7.11** Public transport should be an integral element of any development and it should be demonstrated how the issue of ensuring public transport usage can be considered as a realistic alternative to private car trips has been addressed.

**7.12** Dependent on the size of the development it may be appropriate for the internal layout to be designed to accommodate bus access and early discussions should take place with the Transport Development Control Team to identify the precise requirements.

**7.13** Bus access to the development should be analysed with consideration to the following:

- Identification of the key destinations within the bus travel time isochrone including railway stations and analysis of the bus services to these destinations in terms of frequencies and hours of operation including details of whether they are served by direct services or available with a change of bus with a reasonable waiting time;
- Comparison of the frequencies and hours of operation of available services with the opening hours and demands of the development at different times of the day. Discussions should take place with Merseytravel to ensure that the latest timetables are accurate and whether any service changes/withdrawals are due;
- Locations of bus stops relative to the site should be identified, particularly those within 400m (walking routes to these should have been addressed in the walking section);
- Assessment of the quality of the waiting facilities and service information available at the bus stops serving the site with reference to attractiveness to passengers, whether they offer adequate shelter, perceived social safety and facilities for ease of access for all; and

- Details of any existing/proposed bus priority measures in the vicinity.
- 7.14** A plan showing the services and routes together with locations of relevant bus stops should be provided.
- 7.15** Details of any discussions with Merseytravel or the bus operators should be provided.

## Rail

- 7.16** Rail access to the development should be analysed with consideration to the following:
  - Whether the nearest rail station is within walking distance (walking routes to the station should have been addressed in the walking section);
  - Whether the nearest rail station is within cycling distance (cycling routes to the station should have been addressed in the cycling section);
  - Whether there is a convenient bus link to the station (convenience of access to the station should have been addressed in the bus access section);
  - Which principal destinations are served from the rail station starting with those destinations with frequent trains and then other appropriate destinations where a change of train may be required;
  - Details of the service frequencies and hours of operation to the principle destinations and comparison with the opening hours and demands of the development at different times of the day; and
  - Whether the station offers attractive waiting facilities, adequate shelter, perceived social safety and facilities for ease of access for all.

## 8 Access by Vehicular Traffic

**8.1** As mentioned previously the extent of the area of highway network analysis should have been identified with a scoping report in discussion with Officers from the Transport Development Control Team. This scoping report will identify critical junctions and provide details of any committed development or proposed highway works that may affect the study area. The likely level of parking provision, in accordance with the Council's current policies should also have been identified at this stage and any subsequent reduction should be justified at this detailed stage.

**8.2** In order to assist developers a summary of the vehicular assessment requirements is provided at Annex C.

### Existing Traffic Network

**8.3** Consideration needs to be given as to what survey information should be provided detailing the existing road conditions. Surveys should be comprehensive over the area where development traffic would impact on the network. Traffic flow data from previous recognised studies up to three years old can be used subject to suitable growth factors although new surveys are always preferred. Where a network transport model is to be used any origin-destination survey information should be no more than five years old.

**8.4** Survey dates should be representative of typical conditions and Automatic Traffic Count surveys near the site access points will assist to confirm if manual survey days are truly representative of overall conditions.

**8.5** Surveys should be carried out during the locally recognised neutral months of March to June and September to November although not during local school half-term dates. Surveys outside these dates may, in certain circumstances, be considered subject to applying agreed adjustments but this should be confirmed with Officers of the Transport Development Control Team prior to any surveys being commissioned.

**8.6** Where junctions within the study area are known to be congested then queue length surveys should be provided alongside manual classified turning counts so that they can be used to validate the capacity analysis.

**8.7** The peak hour periods should be clearly identified from the traffic surveys undertaken and not just assumed to be 08:00-09:00 and 17:00-18:00.

### Assessment Years and Growth

**8.8** Analysis should be carried out for the identified opening year of the development and for five years from the date of opening; except for assessments that affect the A580, the A570 or the A58 when ten years from the date of opening should be carried out.

**8.9** Traffic growth figures should be clearly identified and should be adjusted using NRTF central growth factors, although TEMPRO adjustments may be made.

## Trip Generation

- 8.10** Wherever possible trip generation rates should be identified prior to submission of any planning application to avoid analysis re-runs of disputed figures.
- 8.11** Trip rates should generally be taken from the TRICS database although alternative methods may be considered subject to prior agreement with Officers from the Transport Development Control Team.
- 8.12** 85<sup>th</sup> Percentile trip generation rates should be used.
- 8.13** Trip rates within TRICS may already include sites with high levels of public transport access, restricted car parking and/or robust Travel Plans. If any reduction from the 85<sup>th</sup> percentile rate is proposed then this needs to be justified on the basis of the analysis of all person trips and mode share taking into account the existing sustainable infrastructure and/or any proposed sustainable improvements. In this instance a sensitivity analysis using both average (50<sup>th</sup> percentile) and 85<sup>th</sup> percentile trip rates will need to be undertaken.
- 8.14** It should be noted that the intention to provide a Travel Plan alone will not be justification for a reduction in trip rates.
- 8.15** Net trip generation will take into account trips from the previous use of the site where it has been active in recent years. If the previous land use is still operational and available for survey its generation should be based on this. If the use of the site has declined, evidence must be supplied to back up any adjustments made to survey data.
- 8.16** It should be noted that where a site has been vacant for over five years, or a long enough period for traffic growth on the adjacent highway network to equal potential trip generations, any permitted use for the land cannot be considered in trip generation calculations and the site must be treated as a vacant use, unless there is direct evidence that the fall back scenario is likely to materialise and can be put into effect without the need for additional planning consent for alterations.
- 8.17** All TRICS trip rates should follow the methodology of the latest TRICS Good Practice Guidelines with particular attention given to the location type parameters. In terms of the regional selection data from Greater London and Ireland should be excluded.
- 8.18** Any TA must clearly demonstrate that the numbers of vehicle movements generated in the relevant time periods clearly match the trip rates per unit from which they are derived.
- 8.19** The TA must demonstrate that the car parking capacity is in proportion to the parking accumulation predicted by the production and attraction of vehicle trips through the day in order to ensure that developments do not lead to problems of off-site parking. Residential developments are encouraged to maintain a proportion of unallocated parking to cater for visitors and deliveries.
- 8.20** All assumptions regarding modal split and the trips already on the network i.e. pass-by/diverted trips should be clearly outlined and backed up with evidence that they are relevant to the transport situation in St Helens.

**8.21** Full details of traffic generated by any appropriate committed development identified should also be included.

### **Traffic Distribution and Assignment**

**8.22** The most appropriate method of distribution and assignment of traffic will depend on the scale, nature and location of the development but acceptable methods include isochronic distribution, gravity models and existing turning proportions.

**8.23** The methodology used for the basis of distributing and assigning traffic to the network must be fully explained.

**8.24** If a gravity model has been used, an explanation of the formula used and assumptions built into the model should be provided.

**8.25** Committed development data should be assigned in accordance with the method used in the TA prepared for that development.

**8.26** Clear diagrams showing the turning movements for vehicular trips should be provided for the following:

- a. Base year observed traffic
- b. Existing site use
- c. Opening year do-nothing traffic = a+growth
- d. Opening year committed development traffic
- e. Opening year do-minimum traffic = c+d
- f. Opening year proposed development traffic
- g. Opening year total traffic = f+e-b
- h. Assessment year do-nothing traffic = c+growth
- i. Assessment year committed development traffic
- j. Assessment year do-minimum traffic = h+i
- k. Assessment year proposed development traffic
- l. Assessment year total traffic = j+k-b

**8.27** HGV flows may be shown in parentheses on the same diagrams or on a duplicate set of diagrams. Alternatively, all flows may be shown as PCUs if capacity analysis is done on this basis. Each diagram must be clearly labelled as to which flows it contains.

### **Capacity Assessment**

**8.28** The junctions to be assessed should have been identified and agreed at the scoping stage but if not then generally the study area should include all junctions where the development leads to a predicted increase in total entry flows of 30 or more vehicles in any hour or, if the junction already experiences peak hour congestion, an increase of 18 or more vehicles.



**8.29** Full details of junction model runs (ARCADY, PICADY, OSCADY, LINSIG or TRANSYT) must be provided in the appendices so that input traffic flows, methodology and junction geometry can be checked as well as output examined in detail. Junction base traffic analysis should be validated against queue lengths where there is existing congestion.

**8.30** In order to assist the checking of the data, accurate large scale plans (1:500, 1:250 or 1:200) must be provided of each junction where the capacity has been analysed and working lines showing the flare lengths, entry angles and visibility distances should be marked.

**8.31** Junctions assessments must take into account pedestrian/cyclist facilities at or adjacent to the junctions, including pedestrian phases, advanced stop lines and pelican/puffin/toucan crossings in close proximity.

**8.32** ARCADY and PICADY assessments will be checked by the Transport Development Control Team but advice will be sought from the Council's Traffic Signal Unit when signalised junctions are involved and this may lead to an increased response time.

**8.33** The TA should include a summary table of the results for RFC or saturation, queue length and average delay per vehicle for each junction arm in each test scenario.

**8.34** Each junction should be discussed in terms of the impact of the development traffic and the analysis should identify whether the development leads to a material impact on the performance of the junction and the highway network.

**8.35** A material impact is considered to be an increase in congestion at any junction within the study area with congestion being considered as one or all of the following:

- Any queue lengths long enough to block another junction or traffic stream. Where peak queues already block another junction or traffic stream a nil-detriment or better must be achieved;
- An increase in the ratio of flow to capacity (RFC) to above the 0.85 value. Where RFC values already exceed 0.85 a nil-detriment or better must be achieved;
- An increase in the degree of saturation (DoS) to above the 90% value. Where the DoS values already exceed 90% a nil-detriment or better must be achieved;
- Where the practical reserve capacity (PRC) is negative. If the PRC value is already negative a nil-detriment or better must be achieved; and
- Where there is an unacceptable increase in the average delay per vehicle.

**8.36** Developments that result in a material impact that is not fully mitigated by highway measures, sustainable transport and demand management will generally be recommended for refusal. Where a small over capacity increase to one arm of a junction is outweighed by larger decreases to other congested arms or there is no readily acceptable solution some flexibility may be considered.

**8.37** For larger developments and for developments affecting heavily trafficked routes an assessment of the link capacity should also be carried out.

## Accident Assessment

**8.38** Analysis of the recorded injury accident record over a three year period should be provided in the form of a plot on a map background showing locations and severities. This should be accompanied by a table giving dates, times and more detailed information together with a discussion of any identified patterns or concentrations of accidents, particularly involving vulnerable road users, highlighting safety issues that need to be addressed.

**8.39** Any junctions, bends or links with an accident rate greater than expected for the road type and traffic flows should be identified.

**8.40** Desirable and appropriate reductions in speeds should also be considered.

**8.41** Mitigation measures will be required for any road safety problems that would arise from the development or will be worsened by an increase in traffic generated by the development or where vulnerable road users travelling to and from the development may be endangered.

## Environmental Impact

**8.42** The environmental impact of the development must be assessed when one or all of the following apply:

- Increases in traffic flow of over 20% are predicted on any highway;
- New developments with more than 300 parking spaces;
- Proposals for lorry or coach parks;
- HGV movements are generated through a residential area or on a rural lane; and
- The development is within or adjacent to a designated Air Quality Management Area (see Annex A).

**8.43** The Transport Assessment must comment on the environmental impacts of the traffic related to the development including noise, vibration and emissions.

**8.44** If an Environmental Impact Assessment has been prepared for the development then the TA need only refer to the information provided within it.

**8.45** The impact of HGVs related to the development should focus on a technical appraisal of the routes vehicles will take and the adequacy of the existing highway infrastructure to cater for heavy, large and slow moving traffic generated. Consideration should also be given to the condition of the roads and whether their general state is likely to be affected by the passage of increased heavy vehicles.

## 9 Travel Plan Framework

**9.1** A Travel Plan Framework must be included with any TS when the thresholds detailed in Table 3 are met and must commit that a Travel Plan Coordinator is to be appointed.

**9.2** The framework approach means that a Travel Plan will be a standard condition of any development planning consent where the thresholds are met but allows some flexibility in the finer details of the Travel Plan and prevents the drafting of the document from delaying the planning decision process.

**9.3** Further information on Travel Plans and Travel Plan Statements is available at the Department for Transport website: [www.dft.gov.uk/pgr/sustainable/travelplans/tpp/](http://www.dft.gov.uk/pgr/sustainable/travelplans/tpp/)

**9.4** Early discussion with the Transport Development Control Team and the Merseyside Travelwise Team is advised and a Travel Plan Pack is available and further information is available on the Travelwise website: [www.letstravelwise.org/content100\\_Planning-for-Development.html](http://www.letstravelwise.org/content100_Planning-for-Development.html)

**Table 3 Thresholds for Travel Plans and Travel Plan Statements**

Use	Threshold (GFA unless stated)	
	Travel Plan Statement	Travel Plan
A1 - Food Retail	>250<800sq.m	>800sq.m
A1 - Non-Food Retail	>800<1500sq.m	>1500sq.m
A2 - Financial & Professional Services	>1000<2500sq.m	>2500sq.m
A3 - Restaurants & Cafes	>300<2500sq.m	>2500sq.m
A4 - Drinking Establishments	>300<600sq.m	>600sq.m
A5 - Hot Food Takeaway	>250<500sq.m	>500sq.m
B1 - Business, Office, Research, Light Industry	>1500<2500sq.m	>2500sq.m
B2 - General Industrial	>2500<4000sq.m	>4000sq.m
B8 - Storage or Distribution	>3000<5000sq.m	>5000sq.m
C1 - Hotels	>75<100 bedrooms	>100 bedrooms
C2 - Residential Institutions (Hospitals, Nursing Homes)	>30<50 beds	>50 beds
C2 - Residential Institutions (Residential Education)	>50<150 students	>150 students
C3 Dwellings	>50<90 dwellings	>90 dwellings
D1 - Non-residential Institutions	>500<1000sq.m	>1000sq.m
D2 - Assembly & Leisure	>500<1500sq.m	>1500sq.m
Stadia	N/A	All
Schools/Colleges/Universities	N/A	All
Development employing over 200 staff	N/A	All

**9.5** Targets for trip generation and mode share must be realistic and not merely designed to minimise the highway capacity impact that is identified in the capacity analysis. The development will be monitored against achievements of the targets and the developer will be required to take remedial measures should monitoring reveal a shortfall.

**9.6** An appropriate monitoring regime must be identified for vehicle trips and total travel.

**9.7** With the framework approach it is recognised that some matters must be left flexible but these should not significantly affect the final mode share but rather be alternative ways in which to reach the identified targets for mode share and trip generation.

## 10 Summary and Mitigation

**10.1** It is intended that this section be used to provide a quick overview of the development and the implications arising from it.

**10.2** This section should include reference in summary form to all of the issues identified within the previous sections of the TA, highlighting the net individual impacts of the development, whether positive or negative, and addressing any mitigation measures required or reasons why mitigation is not necessary.

**10.3** Details of how the mitigation measures are likely to be secured should be also be provided.

## 11 Conclusion

**11.1** The TA should conclude with details of how the assessment of the impact of the development has addressed the five objectives for transport; Accessibility, Safety, Economy, Environment and Integration, as outlined in the white paper *A New Deal for Transport*.

**11.2** The conclusion should include, but not be limited to, the information in the following headings:

**Accessibility:** How the TA has addressed access to both the transport system and the local area and how it has dealt with issues of community severance.

**Safety:** How the TA has addressed the potential for development-related or other transport accidents in the vicinity of the site and the perception of personal insecurity in and around the development site.

**Economy:** How the regeneration objectives have been met (this may be a reference to information provided within other documents of the planning submission). Whether journey time for non-motorised users has been improved and whether reliability for journey times has been improved.

**Environment:** How the TA has met issues of transport-related noise and vibration generated by the development and other transport related impacts on the environment. (Again, this may be a reference to information provided within other documents of the planning submission).

**Integration:** How the TA has addressed the interaction amongst transport modes, assisted social inclusion, maintained movement paths and prevented severance.

Further information on these five objectives is contained within the Department for Transport/Department for Communities and Local Government document *Guidance on Transport Assessment* [www.dft.gov.uk/pgr/regional/transportassessments](http://www.dft.gov.uk/pgr/regional/transportassessments).

For any further information and advice related to the submission of Transport Assessments/Transport Statements please contact the Transport Planning Team 01744 676187 or 01744 671615. Email: [planningtransport@sthelens.gov.uk](mailto:planningtransport@sthelens.gov.uk)

# Annex A - Air Quality Management Areas

## AQMA - M6 Motorway and Newton-le-Willows High Street



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## AQMA - Newton-le-Willows High Street





## Annex B - Sustainability Assessment Matrix

### Sustainability Assessment Matrix Part A - Example

Land Use	Service	Location	Distance from site (metres)	Walk Time (minutes)	Cycle Time (minutes)	Additional Comments
<b>Key Service</b>						
Food retail	Tesco	Chalon Way	1650	20	8	
	Local shop (Co-op)	Cambridge Road	1310	16	5	Late night opening
Health	Eccleston Medical Centre	Church Lane	770	9	3	
	Chemist	Lugsmore Lane	1400	17	6	
Employment	AlexandraBusinessPark	Borough Road	1800	21	7	Mixed B1/B2 business park
Education	De La Salle School	Mill Brow	600	7	2	Mixed secondary school
	Bleak Hill Primary School	Hamilton Road	1380	16	5	Mixed primary school
	Day nursery	Greenfield Rd	2010	24	8	Places available
<b>Others</b>						
Other retail	Local shops (barbers, fashion, bookmakers)	Cambridge Road	1310	16	5	
	Local shop (Crispy Cod)	Boundary Road	600	7	2	
Entertainment	Nags Head PH	Knowsley Rd	1300	15	5	
Leisure & Sports	St Helens Rugby Club	Knowsley Rd	850	10	3	
	GrangePark Golf Course	Prescot Road	2200	27	9	
	Broadway Leisure centre	Broadway	2500	31	10	
Post Office	Post Office	Walmesley Rd	1400	17	6	
Place of Worship	St Lukes Church	Knowsley Rd	800	9	3	
	Newtown United Reformed Church	Knowsley Rd	1300	15	5	

## Sustainability Assessment Matrix Part B

Land Use	Service	Location	Distance from site (metres)	Estimated Public Transport Time (minutes)	Services Used
<b>Key Service</b>					
Food retail	Tesco	Chalon Way	1650	10	E12 or 35A
	Local Shops	Cambridge Road	1310	7	35A or 70
Health	Eccleston Medical Centre	Church Lane	770	5	35 or 35A
Employment	Alexandra Business Park	Borough Road	1800	10	E12 or 70
Education	De La Salle School	Mill Brow	600	3	35 or 35A
<b>Others</b>					
Non-food retail	Local Shops	Cambridge Road	1310	7	35A or 70
Entertainment	Nags Head PH	Knowsley Road	1300	12	35 or 35A or 70
Leisure & Sports	St Helens Rugby Club	Knowsley Road	850	5	35 or 35A or 70
Post Office	Post Office	Walmsley Road	1400	10	37
Place of Worship	St Lukes Church	Knowsley Road	800	5	35 or 35A

## Annex C - Vehicular Traffic Assessment

### Vehicular Traffic Assessment Summary

Item	Comment
<b>Study Area</b>	<p>To be agreed with the Transport Development Control Team and will be dependent on the scale, nature and location of the development site.</p> <p>Generally will be a minimum of the site access points and the next junction along the highway network in either direction and/or all junctions where development will lead to an increase of 30 or more vehicles in any one hour or, if the junctions already experiences congestion, an increase of 18 or more vehicles.</p>
<b>Traffic Surveys</b>	<p>Traffic data up to three years old from approved studies previously carried out can be utilised subject to growth factors.</p> <p>New surveys should be carried out between March to June and September to November.</p> <p>Peak hour periods should be ascertained from traffic survey data.</p>
<b>Assessment Periods</b>	<p>Capacity Assessments are required for the opening year of the development and for five years from the opening date.</p> <p>Assessments that affect the A580, S570 or the A58 will require the opening year and ten year assessment.</p>
<b>Growth Factors</b>	NRTF Central (TEMPRO adjustment can be incorporated).
<b>Trip Generation</b>	TRICS database 85 <sup>th</sup> percentile rates.
<b>Trip Distribution</b>	Existing turning movements, gravity model or isochronic distribution are all acceptable.
<b>Capacity Assessment</b>	<p>Plans must be provided showing details of flare lengths, entry angles and visibility distances.</p> <p>PICADY, ARCADY, OSCADY, LINSIG or TRANSYT all acceptable.</p>
<b>Accident Analysis</b>	Analysis of three year recorded injury accident record within the study area.
<b>Environmental Assessment</b>	Required when increases of over 20% are predicted, HGV movements are generated through a residential area or on a rural lane or, the development is within an Air Quality Management Area.
<b>Mitigation Triggers</b>	Any queue length long enough to block another junction or traffic stream or, an increase in RFC above 0.85 or, an increase in DoS to above 90% or, a negative PRC value or, an unacceptable increase in average delay per vehicle or, road safety problems arising from the development or, environmental issues arising from the development or, accessibility issues.

Item	Comment
<b>Parking Standards</b>	St Helens Supplementary Planning Guidance – Ensuring Choice for Travel
<b>Internal Layout</b>	St Helens Street Design Guide – Highways for Adoption , Merseyside Code of Practice on Access & Mobility, Manual for Streets.
<b>Contact Information</b>	<p><b>Transport Development Control Team:</b></p> <p>Mike Taylor – 01744 676187 miketaylor@sthelens.gov.uk</p> <p>Paul Astle – 01744 6671615 paulastle@sthelens.gov.uk</p> <p><b>Accident data:</b> Ros Thompson – 01744 676403 rosthompson@sthelens.gov.uk</p> <p><b>Travel Plans:</b> Travelwise – 0151 330 1851 www.letstravelwise.org</p> <p><b>Noise &amp; Air Quality:</b> Tony Smith – 01744 676339 tonysmith@sthelens.gov.uk</p> <p><b>UTC Data:</b> Ian McCooey – 01744 676407 ianmccooey@sthelens.gov.uk</p> <p><b>Merseytravel:</b> Steve Cook – 0151 330 1304 stevecook@merseytravel.gov.uk</p>





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