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OPERATIONAL MANAGEMENT PLAN

Kingsbridge Estates

New Lane

January 2022

Operational Management Plan

Contents

Appendices

1 Introduction

1.1 Vectos has been appointed by Havant Property Investment LLP to provide highways and transport advice in relation to the re-development of a former Pfizer Site, New Lane, Havant. Havant Borough Council (HBC) are the local planning authority and Hampshire County Council (HCC) are the local highway authority.

1.2 The site is located within an existing employment area near an existing industrial estate and was until recently occupied by a cold chain packaging, storage, and distribution facility.

1.3 Planning consent APP/21/00200 has been granted for the redevelopment of the site to provide a new warehouse unit comprising 15,546 sqm (GEA) of total floor area and associated operational van storage spaces (866 spaces). The proposals include provision for 208 car parking spaces, of which 11 will be designated as disabled parking spaces. 11 motorcycle parking spaces and 50 cycle parking spaces are also proposed for staff and visitors.

1.4 The overall purpose of this Operational Management Plan (OMP) is to outline the proposed operation of the site to ensure it is consistent with the submitted assessments. A revised OMP would be prepared by any occupier coming to the site if there is a significant change in operation.

1.5 Following this introduction, this OMP is structured as follows:

- **Section 2** - Planning Context and Proposed Operation.
- **Section 3** - Traffic Generation
- **Section 4** - Traffic Distribution
- **Section 5** - Monitoring
- **Section 6** – Summary and Conclusion

2 Planning Context and Proposed Operation

2.1 Planning consent APP/21/00200 has been granted and this includes a condition requiring the preparation of an Operational Management Plan (OMP). The planning application (ref: APP/21/00200) was supported by a Transport Assessment (TA) prepared by Vectos which set out the proposed operation of the site and by a Framework Operational Management Plan (FOMP) prepared by Vectos in July 2021.

2.2 This OMP builds on the approved FOMP and provides the full details of the operational management of the site. Having an OMP in place provides the LPA with the comfort needed to understand the traffic impact and management strategy associated with any operator at this site.

Operation

2.3 The site will be used as a 'last mile' distribution centre where parcels are delivered via small vans to customers in the local area. The occupier is looking to consolidate their operations on one site. This is opposed to vans being stored in the local area on separate sites.

2.4 Local drivers would arrive at the site by various means of transport, collect a van and leave the site to make deliveries. Once all deliveries have been made, drivers would return the vans to the site, collect their own vehicles (if they have driven to the site), or travel home by other means of transport.

2.5 The operation is effectively a freight consolidation site with the number of HGVs to/from the site being minimised through the most efficient use of each vehicle to minimise movements. The vehicle movements associated with the proposed development are already on the local road network as the occupier currently operates within the Havant area.

2.6 The vans based on this site undertake the last mile element of distribution i.e. to the customer. They leave the site in the morning between 07:00-12:00 and return between 16:00-21:00. They are loaded to ensure that they can deliver goods for at least 6 hours in a single journey. This ensures efficiency of the operation and reduces vehicle movements.

2.7 On-site staff will have defined shift patterns with arrivals outside of the network peak periods (08:00-09:00 and 17:00-18:00). Typically, on-site staff shift patterns will be 07:00-15:00, 15:00-23:00 and 23:00-07:00.

2.8 The proposals for the site involve the provision of 866 operational storage spaces for the van fleet which during the day would be used as parking spaces for drivers that arrive at the site by private car.

2.9 HGVs delivering parcels would enter the site via at the existing site access at the southern end of the site from New Lane. 12 HGV docks are proposed at the eastern side of the warehouse. They would then turn around within the service yard area and leave the site using the same access.

2.10 There are 72 loading bays for vans from which they are loaded and leave the site.

2.11 Parcel collection facilities will not be provided to the general public unless this is subject to an updated assessment by the proposed occupier.

2.12 There will be a Travel Plan for proposed use of the site with the aims of minimising vehicular use by staff and to encourage them to use more sustainable modes of transport such as walking, cycling and public transport. This will be based on the Framework Travel Plan already approved.

2.13 There will be a Delivery and Servicing Management Plan which sets out how HGVs servicing the site will be managed including how HGVs will be routed to the site via Crossland Drive. This will be based on the submitted Framework DSMP already approved.

Traffic Routing

2.14 All of the delivery routes undertaken from the site are managed to ensure efficiency.

2.15 The signed route between the strategic highway network and the site is via Crossland Drive and the majority of traffic to/from this site will use this route. The exceptions being staff who live in local area travelling to/from the site and vans delivering to households in the local area around the site. This is discussed in more detail in Section 4 of this OMP.

2.16 To reinforce the routes to be used to travel to/ from the site, the van drivers' induction when working at the site will include information to clearly state which route to use. This training will be refreshed and renewed as appropriate.

2.17 In addition to this, there will be signage within the site at each of the three accesses as a reminder for drivers leaving the site to reinforce the routes they should follow.

2.18 Staff who do not live in the vicinity of the site and who chose to drive will be told to travel via Crossland Drive during their induction.

3 Traffic Generation

Vehicle Trip Generation

3.1 A summary of the trip generation for the proposed development, for the AM and the PM network peak period and across the day is set out in **Table 3.1**. The trip generation for each hour across the day for the occupier for each vehicle type is contained in **Appendix A** of this report. The proposed site traffic for the site has been presented and agreed with HCC who have confirmed that the data is robust.

Table 3.1: Development Trip Generation

Time Period	Car			LGV (excl. cars)			HGV			Total		
	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total
08:00	121	0	121	0	216	216	1	1	2	**122**	**217**	**339**
17:00	0	105	105	216	0	216	0	0	0	**217**	**112**	**329**
Daily	***541***	***541***	***1,081***	***505***	***505***	***1,010***	***36***	***36***	***72***	***1,208***	***1,208***	***2,415***

Note: This table is taken from a spreadsheet of more detailed calculations so there is rounding to take into account when looking at the individual figures.

3.2 As can be seen from **Table 3.1** the proposed development will generate 339 two-way vehicle movements in the morning peak period and 329 two-way vehicle movements in the evening peak period. The proposed site traffic is predominantly made up of cars and light vans. There are a limited number of HGVs at peak times, a total of 36 HGVs will be arriving and leaving the site across the day, which is a total of 72 HGV movements across the day.

3.3 As set out in the submitted TA, the site will be served by three points of access. The central access provides access to the staff car park for on-site warehouse workers. The southern access will serve all HGV movements in an out of the site. Van arrivals and departures are split evenly between the northern and southern accesses.

3.4 The operation of site will accord with the agreed traffic generation set out above with there being no material changes to the levels of traffic generation assessed. There may be a need for additional assessment work if traffic levels at peak times are materially increased above the agreed figures used in the assessment of the extant planning consent. In line with the relevant planning condition that form part of the planning consent, there should be no significant deviation from the operation set out, without the consent of the Local Planning Authority'.

4 Traffic Distribution

4.1 The traffic distribution for the proposed development has been agreed with HCC and is replicated below in **Table 4.1** which shows the proportions of traffic associated with the site that would pass through identified key junctions.

Table 4.1: Agreed Traffic Distribution

Junction	% Impact
Crossland Drive	75%
New Lane (north of the site)	24%
New Lane (south of the site)	1%

4.2 It can be seen that the majority of site traffic generated by the proposed development will route through the Crossland Drive junction with New Lane. Crossland Drive is the main vehicular route between the strategic road network and the employment area accessed off New Lane.

4.3 The majority of development traffic will use Crossland Drive and some will head north up New Lane. New Lane South of the site will only be used by employees arriving/leaving the site from nearby areas of Havant or for parcels being delivered to local Havant residents south of the site (unless in very exceptional circumstances when traffic is unable to route along Crossland Drive).

Area South of the Site Accessed via New Lane

4.4 The plan provided at **Figure 4.1** illustrates the area south of New Lane that vans leaving the site would serve.

Figure 4.1: Area South of the Site Accessed via New Lane

4.5 The areas shaded in purple are all the areas which will be served by vans arriving and departing the site via New Lane south of the site. These are the only areas that vans would deliver to/from by using New Lane south of the site.

4.6 Using census data and online mapping imagery, the total number of households that can be served using New Lane (South) has been determined as being circa 1,864 households. This includes all types of households including retirement apartments.

4.7 To put this into context, assuming a conservative drive time estimate of 30mins, vans could reach the wider Havant area in addition to Portsmouth and Chichester. The total number of households in these areas, according to 2011 Census data, is 188,643. Therefore, the total number of households that the site can serve to the south of New Lane represents 1% of the total number of households that vans are expected to serve. This ties in with the distribution of traffic presented with the planning application.

4.8 The approved occupier data states that there will be a total of 505 vans leaving the site daily. On this basis, only 5 vans are expected to route south on New Lane on any given day. It should be noted that a single van has the capacity to deliver to multiple properties which will follow a defined route. This ensures that there will not be increased van movements on the local road network due to consolidation and efficient journey planning.

4.9 It must be remembered that one van going to this area would delivery parcels to a number of properties and therefore 5 vans to this area in a day is likely to be an overestimate. This also would not be new traffic as deliveries are currently being made to this area by the occupier of the site.

4.10 The operation of the site will accord with the agreed distribution.

5 Monitoring

5.1 The operation of the site will be monitored in two ways to allow the effectiveness of this OMP to be assessed.

5.2 The monitoring will commence when the site becomes operational which is defined as the day when the first parcel is delivered to an end customer from the site and will continue for a 5 ½ year period.

5.3 The following equipment would be automated and would be operated by an independent specialist traffic survey company.

Traffic Levels

5.4 The levels of traffic entering and leaving the site will be monitored through the installation and maintenance of Automatic Traffic Counters (ATC) to monitor traffic levels across the three site accesses in accordance with the parameters agreed at planning, as reflected in **Appendix A** of the Operational Management Plan.

5.5 The ATC equipment will be situated wholly within the site and located to ensure they effectively count vehicles into and out of the site.

5.6 The data will be collected by the independent traffic survey company who will provide and maintain the equipment and will provide the survey data.

5.7 During the 18 months of operation a quarterly monitoring report will be provided to include data for that quarter. There will be data collected at the same time as when the monitoring of traffic using New Lane to the south of the site is undertaken to ensure co-ordination.

5.8 On the first anniversary of the site becoming operational the frequency of monitoring will be reviewed with HBC and subject to agreement. If there have been no concerns, this will be reduced to two weeks of monitoring data every quarter for each year from the second to five and half year anniversaries of the site being operational.

5.9 The ATCs will be used to monitor the operation of the site for 5 ½ years after the commencement of the proposed operation on the site.

5.10 In each quarterly report the average traffic levels for the quarter will be reported together with the actual data for the identified weeks. The identified weeks will include average daily movements, alongside analysis of the peak period. This data will also include a classification of vehicle types between cars, vans and HGVs. It will be presented for each of the three accesses as well as cumulatively for the whole site.

5.11 Within the monitoring report, the level of traffic to/from the site will be compared to that used in the assessment undertaken in support of the extant planning consent (the data contained in **Appendix A**). In the event that peak period traffic levels to/from the site are higher to those predicted then an assessment will be made to identify whether the changes would lead to any material impact on the operation of the highway network around the site. If necessary, changes will be identified to how the site is operating to ensure that it is in line with the requirements of the OMP.

5.12 The data will only be used for monitoring the effectiveness of Operational Management Plan.

Traffic Using New Lane South of the Site

5.13 The routing of vehicles to/from the site will be monitored through the installation and maintenance of CCTV cameras within the site to cover the site accesses and one showing New Lane to the south of the site.

5.14 As the CCTV cameras will be situated within the site, all GDPR matters will be dealt with by the operator and the independent traffic survey company. A Data Protection Impact Assessment (DPIA) will be produced for the management of the data. The DPIA will be prepared by the independent traffic survey company.

5.15 The monitoring of the number of vehicles into and out of the site will be undertaken by the independent survey company reviewing the CCTV footage to match vehicles entering and leaving the site with those using New Lane to the south of the site using ANPR technology which is in line with DfT guidance.

5.16 As set out above, it is proposed that in the first 18 months of operation that the monitoring of vehicle routing is undertaken for 4 weeks every quarter. The weeks that monitoring is undertaken would be at the request of HBC i.e. HBC can choose which weeks the information is provided for. In the event HBC do not require data for any specific weeks then it will be agreed which weeks the data is presented for.

5.17 Subject to the review mentioned above on the first anniversary of the site becoming operational then the same approach would be undertaken for the data being supplied for two weeks data every quarter for each year from the second to five and half year anniversaries of the site being operational.

5.18 The data from the CCTV cameras will be available for 6 months from the date the footage was recorded. This means that HBC will have sufficient time to choose which weeks the data is required for.

5.19 The data presented in the monitoring report will be in the form of how many vans are recorded travelling to/from the site via New Lane to the south of the site in a day and will be on an hourly basis. This will then be compared to the overall van traffic travelling to/from the site taken from the ATC equipment.

5.20 A form of the monitoring reports will be agreed between the independent traffic survey company, the occupier and the LPA in advance of the first report being prepared. This needs to take into account the constraints of confidentially of data under GDPR and the format of survey results being consistent with DfT approved formats.

5.21 If the monitoring report shows van movements to/from the site on New Lane to the south of the site exceeds 1% of the total van traffic to/from the site then further analysis will be undertaken by the occupier using operational data to determine are the vans identified delivering to the identified area to the south of the site.

5.22 In the event that New Lane to the south of the site is being used to travel to/from the site by drivers who are not delivering to the identified area to the south of the site, then the operator will take action through requiring drivers not to use this route unless they are delivering to the identified local area.

5.23 The ANPR data will be used by the occupier together with operational and personnel information to identify drivers which have not been following the routing provided. This would be carried out in a similar way to operators of hire car companies which find themselves notified of instances and they need to inform those responsible.

5.24 A stated above, it will be made clear in drivers' inductions and subsequent training how the routes around the site can be used with the majority of driving to/from the site being via Crossland Drive. New Lane to the south of the site will only be used if they are travelling to/from work or to deliver parcels to local residents within the defined area.

5.25 Delivery routes are planned for drivers as part of efficient route planning which is key to all logistic processes. The most direct route to the strategic road network is via Crossland Drive which means that the majority of traffic will use this route in any event and the additional controls will ensure this is case.

5.26 The use of the footage from the CCTV cameras will be in strict accordance with the GDPR requirements and a Data Protection Impact Assessment (DPIA) will be prepared to cover the use and storage of the footage and the data derived from it.

5.27 The CCTV cameras will be used to monitor the operation of the site for 5 ½ years after the commencement of the proposed operation on the site.

5.28 The data will only be used for monitoring the effectiveness of the Operational Management Plan in terms of levels of traffic using New Lane to the south of the site.

6 Summary and Conclusion

6.1 Vectos has been appointed by Havant Property Investment LLP to provide highways and transport advice in relation to the re-development of a former Pfizer Site, New Lane, Havant. Havant Borough Council (HBC) are the local planning authority and Hampshire County Council (HCC) are the local highway authority.

6.2 The site is located within an existing employment area and was until recently occupied by a cold chain packaging, storage, and distribution facility.

6.3 The overall purpose of this Operational Management Plan (OMP) is to outline the proposed operation of the site to ensure it is consistent with the submitted assessments. A revised OMP would be prepared if there is a significant change in operation.

6.4 The traffic generation associated with the proposed use of the site has been agreed with HCC. Traffic will be generated through the three points of access proposed to serve the site.

6.5 The traffic distribution associated with the proposed development has been agreed with HCC. The majority of traffic will use Crossland Drive, with traffic only heading south along New Lane when employees arrive/leave the site from nearby areas of Havant or vans delivering parcels to local Havant residents who live in the area to the south of the site identified in Figure 4.1 (unless in exceptional circumstances as defined at Paragraph 4.3).

6.6 Monitoring will be undertaken of both the overall level of traffic and traffic travelling on New Lane south of the site. This will allow the effectiveness of OMP to be assessed and the operation of the site managed by HBC and HCC.

Appendix A

Traffic Data

Daily Traffic Profile

		6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	0	1	2	3	4	5
Cars	Total	206	157	121	-	39	-	-	-	43	11	-	105	157	71	-	37	133	1	-	-	-	-	-	-
	In	89	157	121	-	39	-	-	-	16	1	-	-	-	-	-	-	117	-	-	-	-	-	-	-
	Out	117	-	-	-	-	-	-	-	27	10	-	105	157	71	-	37	16	1	-	-	-	-	-	-
Vans	Total	-	144	216	94	-	81	45	45	45	30	164	223	94	-	50	24	-	-	-	-	-	-	-	-
	In	-	-	-	-	-	23	23	23	23	8	157	216	94	-	50	12	-	-	-	-	-	-	-	-
	Out	-	144	216	94	-	58	23	23	23	23	7	7	-	-	-	12	-	-	-	-	-	-	-	-
HGVs	Total	-	2	2	2	2	-	-	-	-	2	2	2	-	-	-	-	8	8	8	8	8	8	8	8
	In	-	1	1	1	1	-	-	-	-	1	1	1	-	-	-	-	4	4	4	4	4	4	4	4
	Out	-	1	1	1	1	-	-	-	-	1	1	1	-	-	-	-	4	4	4	4	4	4	4	4
Total	Total	206	303	339	96	41	81	45	45	88	43	166	329	252	71	50	60	141	9	8	8	8	8	8	8
	In	89	158	122	1	40	23	23	23	39	10	158	217	94	-	50	12	121	4	4	4	4	4	4	4
	Out	117	145	217	95	1	58	23	23	50	34	8	112	157	71	-	49	20	5	4	4	4	4	4	4

Indicative Daily Traffic Profile by Access

		6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	0	1	2	3	4	5
Northern Access	Total	26	151	169	47	18	40	23	23	23	15	82	164	126	34	25	30	-	-	-	-	-	-	-	-
	In	26	79	61	-	18	11	11	11	11	4	79	108	47	-	25	6	-	-	-	-	-	-	-	-
	Out	-	72	108	47	-	29	11	11	11	11	3	56	79	34	-	24	-	-	-	-	-	-	-	-
Central Access	Total	154	-	-	-	2	-	-	-	43	11	-	-	-	2	-	-	133	1	-	-	-	-	-	-
	In	37	-	-	-	2	-	-	-	16	1	-	-	-	-	-	-	117	-	-	-	-	-	-	-
	Out	117	-	-	-	-	-	-	-	27	10	-	-	-	2	-	-	16	1	-	-	-	-	-	-
Southern Access	Total	26	153	171	49	20	40	23	23	23	15	82	164	126	34	25	30	8	8	8	8	8	8	8	8
	In	26	80	62	1	19	11	11	11	11	4	79	108	47	-	25	6	4	4	4	4	4	4	4	4
	Out	-	73	109	48	1	29	11	11	11	11	3	56	79	34	-	24	4	4	4	4	4	4	4	4
Total	Total	206	303	339	96	41	81	45	45	88	41	164	327	252	71	50	60	141	9	8	8	8	8	8	8
	In	89	158	122	1	40	23	23	23	39	9	157	216	94	-	50	12	121	4	4	4	4	4	4	4
	Out	117	145	217	95	1	58	23	23	50	33	7	111	157	71	-	49	20	5	4	4	4	4	4	4

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