



Advance
Consulting Engineers Ltd

NEWQUAY INTEGRATED SERVICES HUB, TOLCARNE ROAD, NEWQUAY, CORNWALL

Highways Technical Note

for



October 2024

DOCUMENT CONTROL SHEET

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Project Summary

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1. INTRODUCTION

1.1 Overview

- 1.1.1 This Highways Technical Note (HTN) has been prepared by Advance Consulting Engineers Ltd on behalf MWJV Ltd in response to concerns raised by Newquay Town Council (NTC) in regards to parking provision for the development of the Newquay Integrated Services Hub at Tolcarne Road, Newquay.
- 1.1.2 The HTN aims to provide additional highways information to support the proposals specifically in regard to expected staff and visitor numbers associated with the Newquay Hub, proposed on-site parking provision and justification of the parking provision proposed against an assessment with the Cornwall Council (CC) 'Travel Plan and Parking Standards - Advice for Developers in Cornwall' (July 2023) document, which contains CC parking guidelines for a number of land uses for car parking, disabled parking, cycle parking, and motorcycle / moped parking.
- 1.1.3 It is important to note that a Travel Plan (TP) (ref: C23136-ADV-RP-TP-1000(B)) was produced in support of the planning application and should be read in conjunction with this HTN.

2. DEVELOPMENT PROPOSALS

2.1 Overview

- 2.1.1 The proposed development seeks to provide a new integrated services hub, comprising an development site boundary of 2,332sqm set across three floors inclusive of the following services: -

Ground Floor

- Child Development Care;
- Family Hub; and
- Safe and Well Hub.

First Floor

- Adult Education;
- Contact Centre;
- Meeting Rooms; and
- Reception.

Second Floor

- CC Office;
- Meeting Rooms; and
- Registrars.

- 2.1.2 The development proposals are outlined on the 'Site Plan' as shown on Drawing No. **3769-PBWC-01-XX-A-DR-1005 REV P4**, available to view within **Appendix A**.
- 2.1.3 A total no. of 30 car parking spaces will be provided, which includes two accessible spaces and six Electric Vehicle (EV) charging spaces. The car parking in relation to CC local guidance is discussed further in **Section 2.3**.

2.2 Expected Maximum Staff and Visitor Numbers

2.2.1 **Table 2.1** sets out the expected staff and visitor numbers (per day) at the Newquay Hub for each department and meeting room accommodation. It is important to note that these numbers show absolute maximum expected occupancy. It is very unlikely that the building would meet this condition at any given time and so these figures allow for a robust / worst-case scenario.

Table 2-1 - Expected Maximum Staff and Visitor Numbers (Per Day)

Department	Staff No.	Visitor No.	Visitor No. Notes
Child Development Centre	3	3	Estimated drop-off and collection at any given time
Family Hub	3	12	Anticipated adult visitors
Contact Centre	2	4	2 in waiting area and 2 within centre
Adult Education	6	60	12 students in each of 5 classrooms
Safe & Well Hub	3	6	3 in waiting area and 1 in each interview and exchange rooms
Registrars	1	30	At maximum capacity when large meeting room is used as ceremony space
Cornwall Council Office	22	4	Expected 2 visitors in each of the 2 small meeting rooms
Large Meeting Rooms	0	40	20 in each remaining 2 large meeting / training rooms
Total	40	159	N/A

2.3 Parking Strategy and Provision

Guidance and Policy

- 2.3.1 Reference has been made to the CC 'Travel Plan and Parking Standards - Advice for Developers in Cornwall' (July 2023) document, which sets out the expected / minimum CC parking guidelines for the land uses applicable to the proposed development. Given the nature of the development proposals, reference has been made to the two use classes for the building being 'B1 including offices' and Higher and further education' as set out within **Table 2.2**.
- 2.3.2 Paragraphs 5.6.2 to 5.6.5 of the Cornwall Design Guide expect that "cycle parking is provided for new homes, schools, places of work and community facilities" and that "EV charging points for both cycles and cars is provided at the origin and destination points for all new development".
- 2.3.3 Policy T1 of the CEDPD (February 2023) states that development should be designed to "Support the use of electric vehicles (including electric bikes) by providing electric vehicle charging points".

Table 2-2 - Minimum / Expected Cornwall Council Parking Standards

Type of Parking	Minimum / Expected Parking Standard	
	B1 Including Offices Land Use	Higher and Further Education Land Use
Car Parking	1 space per 35sqm GFA	1 space per 2 staff + 1 space per 15 total possible students
Disabled Parking	5% of the total parking capacity should be designated (to include both employees and visitors).	5% of the total parking capacity should be designated (to include both employees and visitors).
Motorcycle / Moped Parking	2% of all vehicle parking spaces	2% of all vehicle parking spaces
EV Charging	At least one space with an electric charging point and 20% of remaining spaces with a charging point, with a further 50% with routes for cables.	At least one space with an electric charging point and 20% of remaining spaces with a charging point, with a further 50% with routes for cables.
Cycle Parking	1 space per 1,000sqm (short stay) and 1 space per 200sqm (long stay)	Separate provision for staff and students. Based on Travel Plan mode share targets, minimum Staff: 1 space per 20 staff and Students: 1 space per 10 students
Car Club	Case by case assessment	Case by case assessment

- 2.3.4 Two parking assessments have been undertaken against the parking standards above as set out within the 'Travel Plan and Parking Standards - Advice for Developers in Cornwall' (July 2023) document.
- 2.3.5 The first provides a calculation based upon the use class and Gross Floor Area (GFA) against the two use classes for the building, being 'B1 including offices' and 'Higher and further education'.
- 2.3.6 The second assessment includes a more specific breakdown of the expected staff and maximum visitor numbers as illustrated in **Table 2.1** and calculates parking provision assuming 1 parking space per 2 staff and 1 space per 15 visitors. This is in line with the 'Higher and further education' standards as this use class provides an assessment per person and matches closest to the building typology.

Parking Provision Required - First Assessment

- 2.3.7 Adult Education will have 6 total staff, 5 lecturers and 1 floating staff in office which equates to 3 spaces. Each of the 5 classrooms has a maximum of 12 students i.e. 60 in total which equates to a further 4 spaces. Adult Education therefore requires 7 spaces as per CC parking standards.
- Adult Education GIA deducted from the total building GIA is 1,351sqm - 319sqm = 1,032sqm.
 - 1 space / 35sqm of GFA for remaining area under use class B1 is 1,032sqm / 35, which equates to 29 parking spaces.
 - 29 spaces (B1 use) + 7 spaces (Adult education use) = **36 Total Car Parking Spaces**

Parking Provision Required - Second Assessment

- 2.3.8 Based upon the expected staff (40) and maximum visitor numbers (159) as set out previously in **Table 2.1**, this equates to the following level of car parking provision required: -
- 1 space per 2 staff is 40 / 2 = 20 parking spaces for staff.
 - 1 space per 15 visitors = 159 / 15 = 11 parking spaces.

- 20 staff spaces + 11 visitor spaces = **31 Total Car Parking Spaces.**

Proposed Car Parking Provision Summary

- 2.3.9 The originally submitted site plan proposed 26 on-site car parking spaces for the Newquay Hub. Over the course of the planning application this has since been increased to a total of 30 car parking spaces (including two accessible spaces and six EV charging spaces, as illustrated on the Site Plan' (ref: **3769-PBWC-01-XX-A-DR-1005 REV P4**). The dedicated pick-up / drop-off area has been omitted with this revised layout; however, this was over and above what was required and will not impact day to day vehicle movements and pedestrian pick-up / drop-off in particular due to the width of the internal access road provided and sufficient vehicle turning space on-site.
- 2.3.10 The provision of the parking area and overall parking provision provided on-site has been developed based on the parking assessments set out within this section as well as balancing the development sites other requirements such as space for emergency vehicle access and on-site turning provision, general public amenity space (BREEAM Excellent equivalent targets), outdoor amenity space for Child Development Centre, Family Hub and staff, space to accommodate new planning policy BNG and Tree Canopy provision and ensuring universally accessible pathways and access to the building from two entrances via the north into the Train Station car park and to the east via Tolcarne Road.
- 2.3.11 Whilst it is acknowledged that, based on either of the two parking assessments undertaken, there is a minor shortfall in parking against the 30 car parking spaces proposed, the level of park proposed is justified through the building's sustainable location as discussed in **Section 3.0**, being located immediately adjacent to the Train Station and Albany Road car parks, well-connected cycle paths and pedestrian footpaths and bus stops, and the ample provision of two types of cycle storage: secure enclosed shelter and Sheffield style stands and shower provision for cyclists provided within the Newquay Hub.
- 2.3.12 Furthermore, it is very unlikely that the Newquay Hub would meet the total expected staff and visitor numbers (per day) as set out previously at any given time and therefore the parking assessment has been based upon a robust / worst-case scenario. In reality, the level of car parking provision provided on-site is considered adequate to serve the development proposals.

3. SITE SUSTAINABILITY

3.1 Overview

- 3.1.1 As set out within the supporting TP (ref: C23136-ADV-RP-TP-1000(B)), the Newquay Hub is situated in a prominent, sustainable location which benefits from high-quality pedestrian / cycle infrastructure, public transport provision (including both bus and rail) and access to a wide range of existing services, facilities and amenities on-foot / by bike. The sustainable location of the Newquay Hub will minimise any reliance on the private car and due to the nature of the localised public services that the building will offer specific to Newquay, it is assumed the majority of visitors will be local to the area and as such are less likely to rely on the private car as a method of transport.

3.2 Accessibility by Walking and Cycling

- 3.2.1 High-quality pedestrian infrastructure is available upon Tolcarne Road and Cliff Road, supported by street lighting, a 20mph zone / 30mph speed limit and controlled / uncontrolled pedestrian crossing facilities. The continuous footway upon Cliff Road provides a direct route towards Newquay Town

Centre via East Street and Bank Street to the south-west as well as north-east towards various amenities including the beaches.

- 3.2.2 A connection to the South West Coastal Path (SWCP) is available approximately 400m to the north-west of the development site, which routes along the Old Tramway, providing a segregated pedestrian / cycle connection between Cliff Road / East Street and towards Newquay Town Centre. In addition to the SWCP, the existing alignment / geometry of the adjacent roads, notably Tolcarne Road / Cliff Road, are considered suitable to accommodate cyclists within the carriageway and the network of street lighting throughout Newquay offers a low-risk environment for pedestrian and cycle trips during hours of darkness
- 3.2.3 The nearest connection to the National Cycle Network (NCN) is available at Newquay Railway Station, to the immediate north of the development site. NCN Route 32 constitutes part of the Cornish Way Cycle Route and is open and signed from Bodmin to Truro via Padstow and Newquay. The route provides a mixture of on-road and traffic free sections with the extent of the route.
- 3.2.4 There is also an existing cycle path, which routes in a north to south alignment along Tolcarne Road from Station Approach, located at the north-eastern corner of the development site.
- 3.2.5 CC have identified six walking routes and seven cycling routes across Newquay with the aim to create a cohesive and continuous walking / cycling network that links key trip origins with key trip destinations within the town. The development site is located in close proximity to a number of these walking / cycling routes, including Route 'W01', 'W04', 'W06', 'C02' and 'C04'.
- 3.2.6 Route 'C02' is shown to extend along the Old Tramway / SWCP to the north of the site and along Cliff Road. In a wider context, route 'C02' provides a connection between Newquay Airport and the proposed location for the Cornwall Cycle Hub within Nansledan via the A3059. Route 'C04' provides a connection through the centre of Newquay and connects the town centre and rail station to non-coastal tourist attractions at Trenance Park, as well as Treloggan Rd. Retail Park and Industrial Estate. The route would link into the proposed future development of the Saints Trail, providing the final link between the trail and Newquay Town Centre.
- 3.2.7 It is also important to note that there are various 'Beryl Bike' stations located within Newquay. This is a nationwide bike-share scheme that will enable site users to access bikes, E-bikes, E-scooters and cargo bikes within suitable walking distance from the development site.

3.3 Accessibility by Public Transport

Bus Services

- 3.3.1 The nearest bus stop in relation to the development site is located approximately 230m to the north onto Cliff Road, known as the 'Great Western Hotel' bus stop. Further bus stops along Cliff Road to the north-east and north-west, known as the 'Burger King' and 'Tolcarne Beach' bus stops are located within 350m and 450m respectively. Bus Stops onto the A3058, known as the 'Hilgrove Road' bus stops are available approximately 450m to the south-east of the development site.
- 3.3.2 The majority of the bus stops listed above fall well within the recommended 400m walking distance / five minutes walking time to bus stops, as set out within the Chartered Institution of Highways and Transportation (CIHT) 'Planning for Walking' document.
- 3.3.3 The majority of the bus stops provide dedicated bus cage markings, raised kerbs, sheltered seating and timetable information. Newquay Bus Station is located approximately 1.1km (0.7 miles) to the west of

the development site onto Manor Road and is served by frequent level of services throughout the weekday and weekend.

Rail Services

- 3.3.4 Newquay Railway Station is situated to the immediate north of the development site, adjacent to Great Western Beach and approximately a two minute walk from the town centre. The station is managed by Great Western Railway (GWR) and sits on its own branch line, providing services to Par where a connection can be made to the Cornish Mainline for regular / frequent rail services to destinations including Penzance, Bodmin, Plymouth, Exeter and London.
- 3.3.5 In the summer months, typically between the end of May to the end of September, Newquay is served by direct trains from London, Bristol, Birmingham, Yorkshire and the North East.
- 3.3.6 Newquay Railway Station is served by two entrances: the Cliff Road entrance with a ramp and stairs and the step-free Station Parade entrance. There are car parks either side of the building and the station courtyard has a cafe, baby-changing facilities and cycle storage. The station has no toilets and the sole platform has a canopy on the right-hand side.
- 3.3.7 It is important to note that CC successfully bid for a £50m grant from the Government's 'Levelling Up Fund' to create a new coast to coast Mid Cornwall Metro, which will create a 'sustainable transport corridor through Cornwall and will significantly improve the links between Newquay, St Austell, Truro & Falmouth / Penryn (four of the largest urban areas within Cornwall).

4. TRAVEL PLAN

- 4.1.1 The supporting TP (ref: C23136-ADV-RP-TP-1000(B)) was undertaken to encourage sustainable travel and outline the benefits of mitigating transportation impacts associated with all site users in order to achieve a successful sustainable access strategy for the Newquay Hub and provides an overview of the management, monitoring, implementation, measures / initiatives and actions that will facilitate the sustainable operation of the site.
- 4.1.2 Provisional modal share targets were set out to be achieved across a five year monitoring period and further demonstrates the commitment of the site to sustainability, which will inevitably aim to reduce the use of private cars and therefore reduce the requirement for on-site parking provision. This included a 15% reduction in car trips and an associated increase in car sharing, walking / cycling and public transport use.
- 4.1.3 As part of the TP, parking provision on-site will also be managed and monitored throughout the monitoring period of the TP to ensure that the development proposals do not impact negatively on the surrounding local roads and areas with minimal impact on existing highway users.

5. SUMMARY & CONCLUSIONS

- 5.1.1 This HTN has been prepared by Advance Consulting Engineers Ltd on behalf MWJV Ltd in response to concerns raised by Newquay Town Council (NTC) in regards to parking provision for the development of the Newquay Integrated Services Hub at Tolcarne Road, Newquay.
- 5.1.2 The HTN aims to provide additional highways information to support the proposals specifically in regard to expected staff and visitor numbers associated with the Newquay Hub, proposed on-site parking provision and justification of the parking provision proposed against an assessment with the CC 'Travel Plan and Parking Standards - Advice for Developers in Cornwall' (July 2023) document,

5.1.3 The key points to conclude from this HTN, are provided below: -

- Reference has been made to the CC 'Travel Plan and Parking Standards - Advice for Developers in Cornwall' (July 2023) document, which sets out the expected / minimum CC parking guidelines for the land uses applicable to the proposed development. Given the nature of the development proposals, reference has been made to the two use classes for the building being 'B1 including offices' and Higher and further education';
- Newquay Hub will provide a total of 30 car parking spaces (including two accessible spaces and six EV charging spaces, as illustrated on the Site Plan' (ref: **3769-PBWC-01-XX-A-DR-1005 REV P4**);
- The provision of the parking area and overall parking provision provided on-site has been developed based on the parking assessments set out within this section as well as balancing the development sites other requirements;
- Whilst it is acknowledged that, based on either of the two parking assessments undertaken, there is a minor shortfall in parking against the 30 car parking spaces proposed, the level of park proposed is justified through the building's sustainable location, being located immediately adjacent to the Train Station and Albany Road car parks, well-connected cycle paths and pedestrian footpaths and bus stops, and the ample provision of two types of cycle storage: secure enclosed shelter and Sheffield style stands and shower provision for cyclists provided within the Newquay Hub;
- It is also very unlikely that the Newquay Hub would meet the total expected staff and visitor numbers (per day) as set out previously at any given time and therefore the parking assessment has been based upon a robust / worst-case scenario. In reality, the level of car parking provision provided on-site is considered adequate to serve the development proposals;
- Newquay Hub is situated in a prominent, sustainable location which benefits from high-quality pedestrian / cycle infrastructure, public transport provision (including both bus and rail) and access to a wide range of existing services, facilities and amenities on-foot / by bike;
- The supporting TP (ref: C23136-ADV-RP-TP-1000(B)) set out provisional modal share targets to be achieved across a five year monitoring period demonstrating the commitment of the site to sustainability, which will inevitably aim to reduce the use of private cars and therefore reduce the requirement for on-site parking provision. This included a 15% reduction in car trips and an associated increase in car sharing, walking / cycling and public transport use; and
- As part of the TP, parking provision on-site will also be managed and monitored throughout the monitoring period of the TP to ensure that the development proposals do not impact negatively on the surrounding local roads and areas with minimal impact on existing highway users.

5.1.4 The development site is compatible with both local and national transport policy and will sit well with the future growth and planning of Newquay and Cornwall.

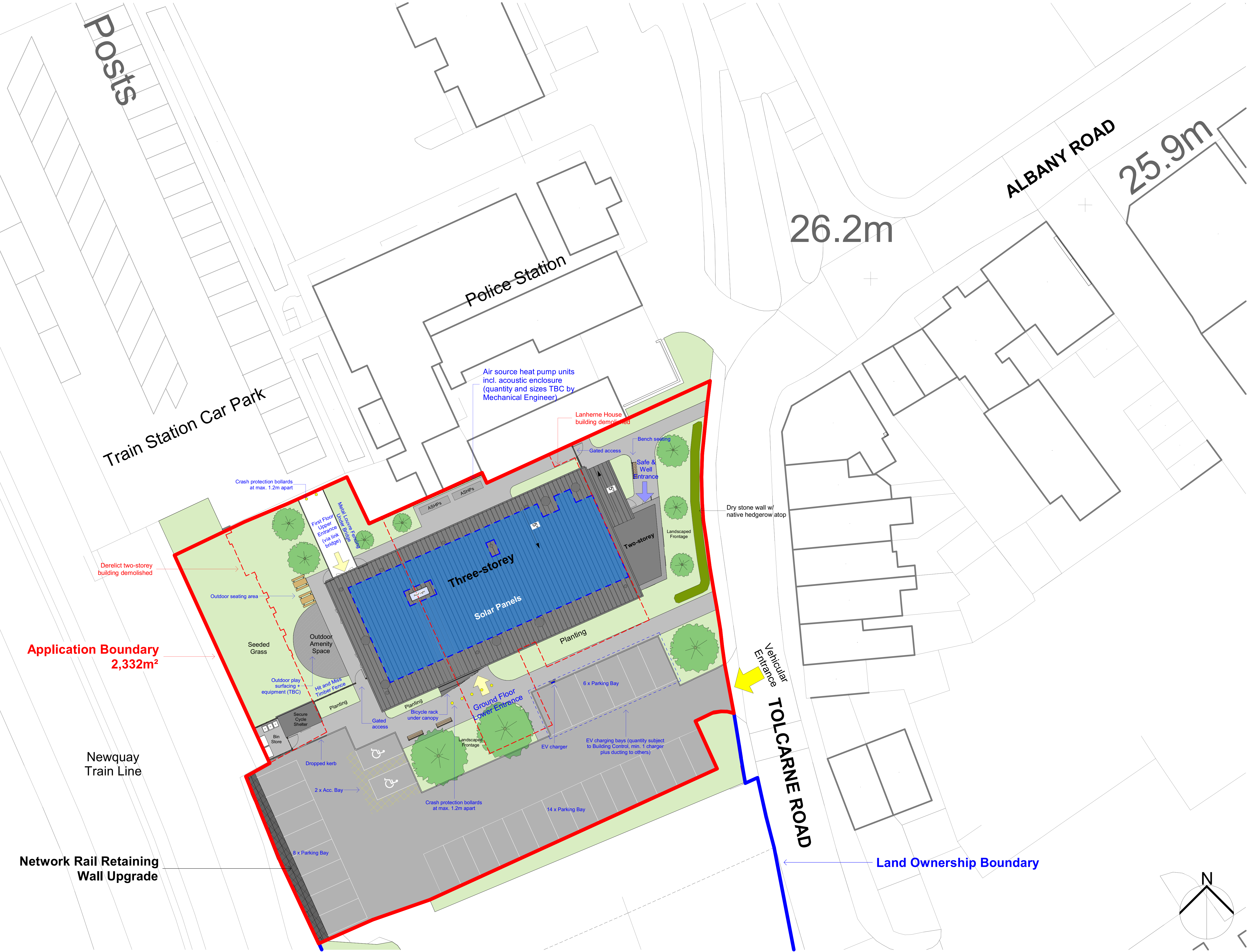
5.1.5 Overall, this HTN provides NTC with the reassurance that there would be no material highways matters occurring from the development of the site and that adequate car parking provision has been provided in accordance with the CC 'Travel Plan and Parking Standards - Advice for Developers in Cornwall' (July 2023) document and the general principles within 'Policy 27: Transport and accessibility' of the Cornwall Local Plan and Paragraphs. 108, 114, 115, 116 & 117 of the National Planning Policy Framework (NPPF).

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Appendix A Site Plan

Note: For details on surface water and foul drainage - refer to Airey & Cole drainage strategy plan submitted with application



NOTES

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NOTES:

This drawings contains the following model files:

XXX-PBW-XX-XX-M3-A-0001-Name [S1] [P1]

AMENDMENTS

Rev. No	Revision Description	Rev. Date	Issued by
1	First Issue	26.03.24	JR
2	Updated bin and cycle stores	30.04.24	JR
3	Application Boundary Amended	22.08.24	JR
4	Parking bays amended	08.10.24	JR

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Project

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Purpose of Issue

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Project Architect

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