



Planning Consultants

Car Parking Management Plan (CMP)

1017 Oxford Road, Tilehurst

1. INTRODUCTION

1.1 Purpose of the Document

- 1.1.1 This Car Parking Management Plan (CMP) has been put together in support of planning permission 230485 which was granted by Reading Borough Council on the 1st of September 2023. The application was for the following development:

“Change of use from C1 (Hotel) to C2 (Children's residential care home). (Resubmission 221489).”

- 1.1.2 As part of the Decision Notice, a planning condition was imposed which required the submission of a separate Car Parking Management Plan (CMP) prior to the occupation of the change of use. The wording of Condition 4 has been replicated below for ease:

“4) The change of use hereby permitted shall not be occupied until a Car Parking Management Plan (CPMP) has been submitted to and approved in writing by the Local Planning Authority. The plan shall include full details of how the allocation of the car parking spaces for staff and visitors has been calculated and provided, with at least 1 provided for visitor/drop offs. Thereafter the approved CPMP shall be implemented in full and for the lifetime of the development.

REASON: In the interest of the safety and convenience of all highway users in accordance with TR5 of the Reading Local Plan 2019.”

- 1.1.3 Upon liaison with both the Planning Officer and Transport Development Control Officer it was determined that the CMP would need to consider the following elements:

- Number of Parking Spaces and their Allocation
- Use of the Disabled Bay
- Drop Off and Collection
- Deliveries

- 1.1.4 Since receiving planning permission, it is the intention of the care home to reduce their care provision to 7 children. However, given that the planning permission allows for up to 8 children, this CMP has been put together and accounts for the maximum possible occupancy of the building.

2. PARKING SPACES AND ALLOCATION

- 2.1.1 As can be demonstrated within the submitted documentation of the original permission, the proposed parking provision at 1017 Oxford Road has been provided with reference to the standards set out in RBC's Revised Parking Standards and Design Supplementary Planning Document (October 2011).
- 2.1.2 As shown on the submitted drawing (as part of this application), the proposed parking arrangements at 1017 Oxford Road will provide 8 standard car parking spaces and 1 disabled car parking space on site. The 8 spaces will be allocated to Staff members only.
- 2.1.3 It should be acknowledged that employees will be required to be physically able to meet the care needs of the children staying at the development.
- 2.1.4 As part of the updated consultation response from Highways it was noted that, despite there being a shortfall of parking spaces (in-line with RBC's standards), the proposal was considered an improvement on the existing situation (being that of a 14-bedroom C1 Hotel). It is therefore not considered that any further justification (with regards to how the parking numbers have been calculated) is required as this was approved during the course of the application.
- 2.1.5 Drawing 'Car Parking Management Plan' has been reproduced at **Appendix A** and should be read in conjunction with this document.

2.2 Use of the Disabled Bay

- 2.2.1 One disabled car parking space has been provided and is considered appropriate given the scale of the development. Considering the way in which drop off and collection is carried out (as discussed within the next section) it is understood that this space will remain available throughout the day.
- 2.2.2 When necessary, the disabled bay will also act as an associated 'Visitor' space. Due to the nature of the development (being a residential care home for respite care) it is considered that visitors to the home are extremely unlikely. However, in the event of this occurrence, any visitors will be controlled entirely on an appointment-only basis. Should it be necessary, a suitable time buffer will also be allowed for between appointments so that the bay is clear.

3. DROP OFF AND COLLECTION

- 3.1.1 Drop off and collection of the children will be done by an appointed member of staff (such as the Manager, or similar level of position). The appointed member of staff will benefit from a company owned vehicle and will park in one of the 8 Staff bays available on site at 1017 Oxford Road. Drop off and collection will similarly be organised strictly on an appointment basis to ensure that the selected member of staff is available as and when required.
- 3.1.2 This means that, for both drop off and collection, the parents of those children in their care do not attend site during this process.

3.2 Visitors

- 3.2.1 As previously set out, due to the nature of the development (being a residential care home for respite care) it is considered that visitors to the home are unlikely. However, in the event of this occurrence, any visitors will be controlled entirely on an appointment-only basis. Should it be necessary, a suitable time buffer will also be allowed for between appointments so that the bay is clear.

4. DELIVERIES

- 4.1.1 It has been confirmed by the care home that deliveries on-site are to be minimal in both number and frequency.
- 4.1.2 For example, food shopping is carried out by the staff members, who are accompanied by the children in their care as a way of trying to integrate them into society. There is therefore no need for separate food delivery services to be on site. This aligns with the current procedure at Foxes Lodge next door at 1019 (also owned and ran by the applicant).
- 4.1.3 The only deliveries that are likely to be made are small in scale and can be accommodated by national couriers (such as Amazon, DPD, and Evri). On the occasion where deliveries are made, the van will be instructed into the disabled bay to momentarily park. Upon leaving site, the member of staff parked in bay 2 will be asked to move their vehicle out of the space to allow for the delivery driver to reverse and re-join the highway in a forward-facing gear.



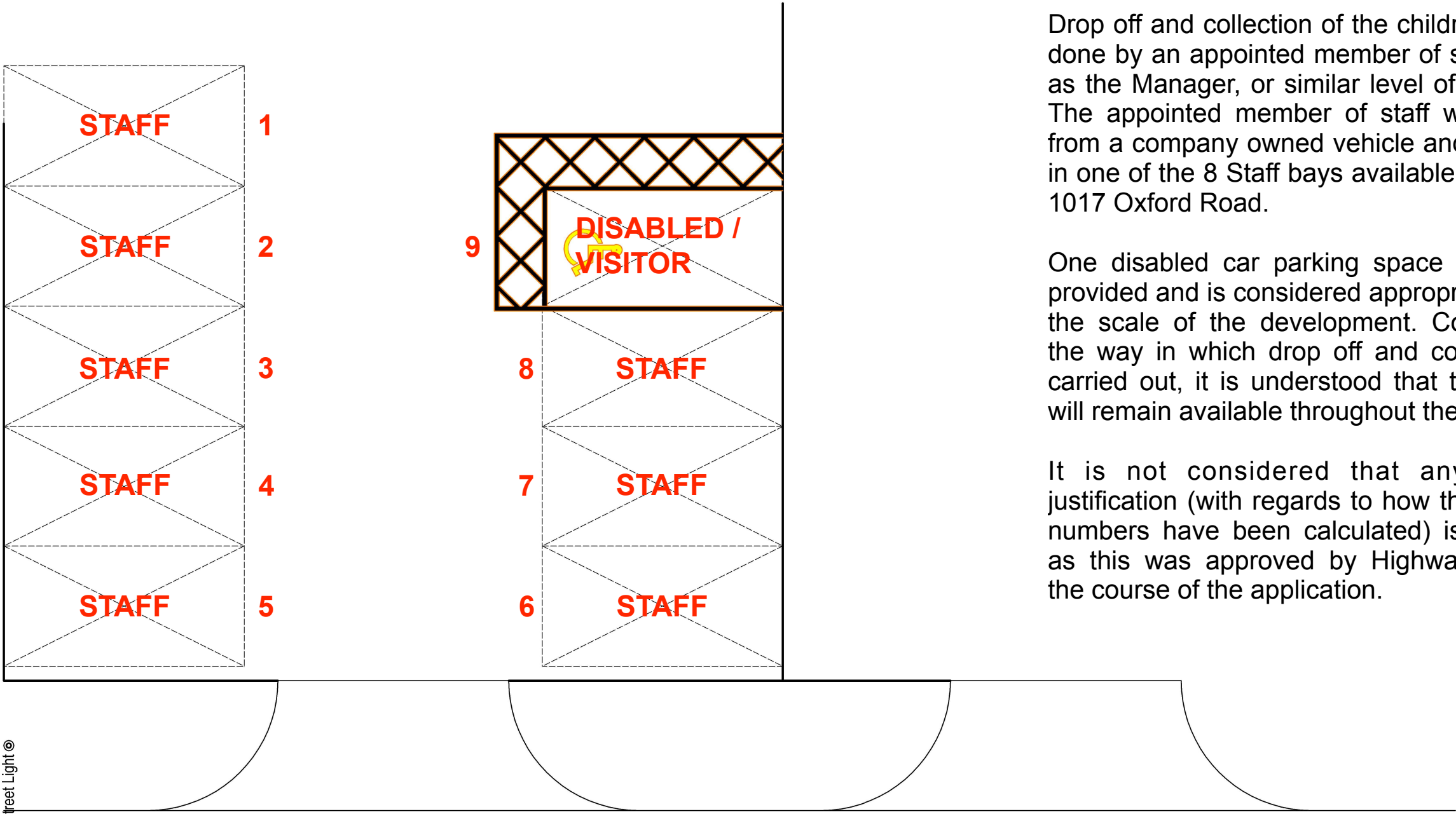
- 4.1.4 Given the anticipated frequency of deliveries, it is believed that this arrangement should be considered acceptable.

APPENDIX A

Car Parking Management Plan

Car Parking Schedule:

Staff = 8 spaces
Disabled / Visitor Bay = 1 space



Justification:

As shown on the drawing, the proposed parking arrangements at 1017 Oxford Road will provide 8 standard car parking spaces and 1 disabled car parking space on site. The 8 spaces will be allocated to Staff members only.

Drop off and collection of the children will be done by an appointed member of staff (such as the Manager, or similar level of position). The appointed member of staff will benefit from a company owned vehicle and will park in one of the 8 Staff bays available on site at 1017 Oxford Road.

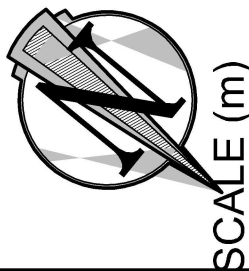
One disabled car parking space has been provided and is considered appropriate given the scale of the development. Considering the way in which drop off and collection is carried out, it is understood that this space will remain available throughout the day.

It is not considered that any further justification (with regards to how the parking numbers have been calculated) is required as this was approved by Highways during the course of the application.

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Dimensions to be verified on site.
Figured dimensions to take preference to those scaled.
Architect to be notified of discrepancies immediately.

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