

Parking Management Plan

September 2021

The logo consists of a dark blue square with the letters 'EAS' in white, bold, sans-serif font centered within it.

EAS

Brockley Hill, Stanmore - New Banqueting Facility

LB Harrow

Sairam (Holdings) Ltd

Document History

JOB NUMBER: 2660/2020
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Revision	Comments	By	Checked	Authorised	Date
0	First Draft	PE	PE allowing for team comments	PE	03/08/2021
1	For Issue	PE	TEAM	PE	29/09/2021

Contents

1	Introduction	2			
2	Car Park Management Plan	4			
	Scenario 1 for 500 guests.	4	5	Appendices	10
	Actual Operation	5		Appendix: A – E-mail exchange, EAS and Harrow Highways	
	Demonstration of Maximum Site Parking Capacity (Scenario 2)	5		Appendix: B – SK27 Parking Scenario 1, no blocking	
	Summary	6		Appendix: C – SK26, Parking Scenario 1, some blocking	
3	Elstree Manor Hotel	7		Appendix: D – SK25, Demonstration with coach turning	
4	Conclusion	9			
				Summary	9
				Conclusion	9

1 Introduction

- 1.1 This Parking Management Plan has been prepared to provide confidence to Harrow Council that a workable solution to the potential demand for parking can be implemented in response to the recommendation for refusal dated 30th June 2021.
- 1.2 An email exchange between EAS and Harrow Council (**Appendix A**) confirmed that the only transport issue to be resolved was that of parking. Harrow's concern is as follows: *No confidence about the proposal for the overspill parking arrangement as it is not clear how this could be enforced. It is more likely that latecomers will just park on the road or in a nearby road if there is no space in the site car park. How can the venue make people park somewhere else? The overspill really needs to be on-site to make this acceptable.*
- 1.3 This document directly responds to the above concern and demonstrates how the site would operate to ensure that no overspill parking would occur and that guests would not need to park anywhere else.
- 1.4 It is worth reiterating that the client has proposed to be legally bound via a section 106 agreement to secure a parking arrangement to the satisfaction of Harrow Council in every eventuality where the venue is booked for 350 or more guests.
- 1.5 It is also worth reiterating that based on records from recent years of trading that this is only likely to occur around once per month on average.
- 1.6 As background, the existing site of the banqueting facility in Wealdstone is adjacent to a council-run car park that is being closed. The operator is proposing to relocate to the proposed site at Brockley Hill as a result of the loss of the car parking. Travel surveys were undertaken at the existing site in Wealdstone to obtain mode share data for assessment purposes, but further opportunities to obtain data were curtailed due to the outbreak of CV19.
- 1.7 The surveys obtained demonstrated that the vast majority of guests travelled by coach to the venue, very few if any by public transport and some by car. The data from the previous venue suggests that a 500 person event would have required parking for 40 cars. This information is contained in full within the planning application Transport Assessment at paragraph 5.26.
- 1.8 The travel data was collected by questionnaire for everyone attending and so the results are considered accurate.
- 1.9 The site in Wealdstone is highly accessible by public transport with a PTAL rating of 6a, whereas that at the relocation site is lower with a PTAL rating of 1a. It is important to stress that PTAL is a measure of relative accessibility in London. A PTAL rating of 1a (in a London context) can still equate to a reasonable level of public transport accessibility when compared to towns in south-east England outside London.
- 1.10 An interesting point is that very few people actually use public transport to reach the existing venue despite the very high PTAL and this is attributed to not wanting to travel by public transport when dressed for a wedding. The relocation of the venue from a 'town centre' location to an 'edge of town location' is not therefore likely to have a significant effect on how people travel and for the most part the data collected is likely to be repeated at the new site

and most people are expected to arrive by coach as occurred when the surveys were undertaken.

- 1.11 Nevertheless, the operators are mindful of concerns expressed by the Council and local people about the potential for larger numbers to arrive by car which could cause overspill parking nuisance if not properly managed, and hence have proposed the S106 approach with the following planned (flexible) arrangements.

2 Car Park Management Plan

- 2.1 If there are in excess of 350 guests, the S106 will come into play. Nevertheless, even up to this amount, the following processes would also apply.
- 2.2 The maximum capacity of the centre is 500 guests. The scenario described here is for this maximum number of 500, so the S106 would come into play.
- 2.3 At 350+ guests the person booking the event (wedding coordinator) will be advised of the need to notify guests that some of their cars may be moved off site by a valet service to the Elstree Manor Hotel (as per the S106) and that they would be transported back to their vehicle on departure. The Elstree Manor Hotel, owned by the applicant, is likely to be used for this eventuality, although other sites may also be found that are suitable in due course.
- 2.4 On the basis that there are 3.41 guests per car (derived from the Surveys of 'ride share' and as set out in the TA) there would be a need for 146 parking spaces if all 500 guests arrived by car. This is of course unlikely to be the case as there will always be an element arriving by coach/taxi/and a very small amount by public transport.
- 2.5 Previous surveys (as set out in the TA) revealed that 53 of 500 guests arrived by taxi (circa 10%). Taking just the taxi arrivals into account and ignoring any coach arrivals would be highly conservative, enabling the management plan to be robustly tested. This means that there would be 447 guests arriving in 131 cars.
- 2.6 Please note that this level of car ride share is common for all wedding venues and EAS have worked on several sites with similar and often higher ride share rates.

Scenario 1 for 500 guests.

- 2.7 The proposed car park arrangement has 84 permanent formal parking spaces. 47 cars would then need to have other safe parking for a full 500 person event.
- 2.8 Fortunately, the site car park has suitably large areas of movement space that can accommodate further parked cars if necessary by parking cars in spaces that are not marked (informal spaces). This is illustrated at **Appendix B** and is a common occurrence at such venues. The plan shows how a further 43 cars could be parked in the car park without blocking any other vehicle at the site. This means that **127 cars can park without causing blocking**. A further 4 cars would somehow also need to be parked.
- 2.9 **Appendix C** contains a plan showing how the additional 4 cars (coloured green) could be parked on site by double parking. These, and any affected spaces, (and all parking requirements) would be managed by a concierge system as described below and is a common occurrence for such venues. **This scenario allows for on-site parking for 500 people arriving in circa 12 taxis and 131 cars.** In this instance no cars would need to be parked off site.
- 2.10 Nevertheless, to cover all eventualities, the applicant has proposed further off-site parking. This would most likely be at the Elstree Manor Hotel (owned by the applicant) located in Elstree. It is believed that Elstree Manor Hotel can accommodate in excess of 100 parked cars.

2.11 The four cars coloured green (**Appendix C**) could therefore be moved off site to the Elstree Manor Hotel and on departure the guests would be transported to their car using an electric vehicle (as offered by the operator). Alternatively they could simply remain on site and be relocated by the concierge as a blocked vehicle needs to depart.

2.12 Further details about how this could work in practice are set out below.

Actual Operation

2.13 On booking the venue, the wedding coordinator would be advised to tell guests that there is a concierge parking system and some cars (a minimal number) may be taken off site if absolutely necessary.

2.14 As guests arrive at the banqueting venue they would be directed to a parking space, filling up from the furthest end from the access accordingly.

2.15 If a driver parks in a space that has been designated as having potential to be blocked (i.e blocked by a green car as shown on SK26 (**Appendix C**), they will be advised of this and told to visit the reception on departure and arrangements will be quickly made for the blocking vehicle to be removed.

2.16 Where a driver parks in a space that blocks another in, i.e the green cars as shown on SK26 (**Appendix C**), the driver's name, car key, car registration number and mobile number will be taken (this would of course tie up with the seating plan) and all will be stored at the banqueting centre reception for the concierge to access as necessary.

2.17 In the very unlikely eventuality that a wedding guest who is initially blocking another car withheld their car key from the concierge, the wedding coordinator would be requested to intervene so that an alternative arrangement could be made. This would probably be a simple exchange in parking space for a vehicle that was not initially in a blocked space.

2.18 In the above scenario all cars could remain on site using the simple management system as described to ensure that no cars remain blocked causing a nuisance. The concierge would relocate the blocking vehicles as necessary as guests depart.

2.19 It should be noted that in the above scenario, a fire tender is able to enter and exit the site in a forward gear as demonstrated by vehicle tracking on the various plans.

2.20 In this scenario, staff cars would potentially be parked off site at The Elstree Manor and staff taken to and from the venue in a private electric vehicle (as offered by the operator) between the two sites, if necessary.

Demonstration of Maximum Site Parking Capacity (Scenario 2)

2.21 This scenario (2) demonstrates that the site could, at the start of an event, accommodate even higher levels of parking prior to the concierge taking some vehicles off-site. The plan contained at **Appendix D (SK25)** illustrates that 135 cars could initially be parked at this site with some blocking. Note that this demonstration also shows a coach entering and exiting in a forward gear.

2.22 Once arrived at the site, the cars coloured, orange (3), red (5) and green (between 5 and 9), would be transferred off site by the concierge system to the Elstree Manor Hotel. The car

owner would be informed of the arrangement having been warned at the outset and as described above.

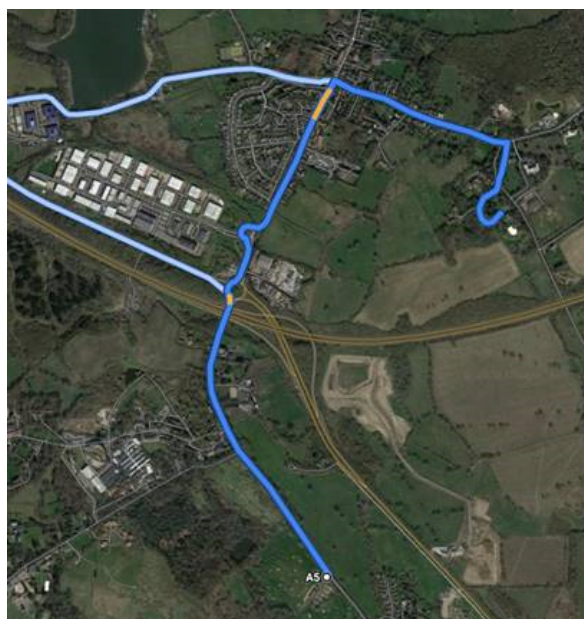
- 2.23 On departure from the banqueting venue, any guests whose car was transported off-site would be taken by electric vehicle to their car at the Manor Hotel Elstree.

Summary

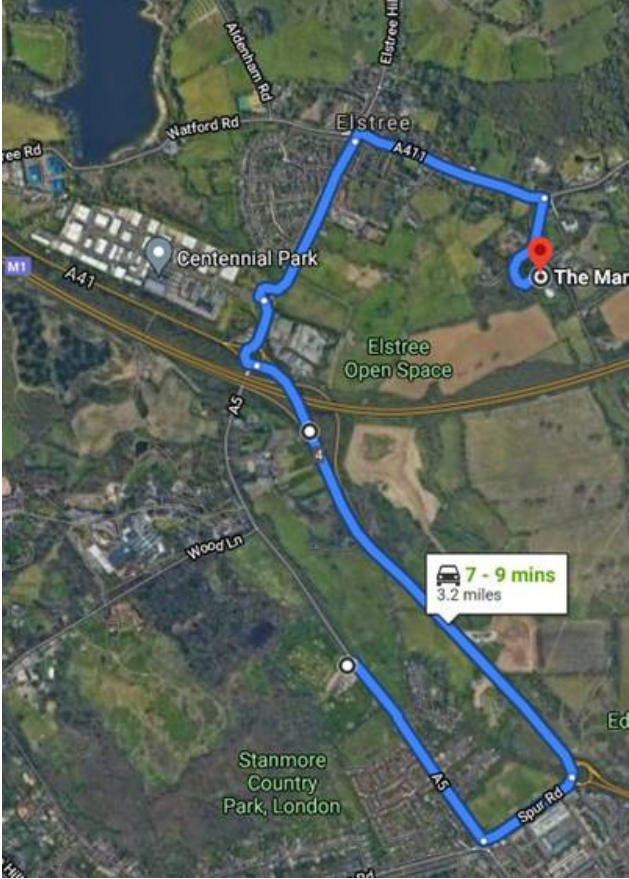
- 2.24 Scenario 1 demonstrates a case whereby 500 guests could be accommodated without the use of a coach and is the expected worst-case scenario based on the car ride share levels observed. This also shows how a Fire Tender can access the site.
- 2.25 Scenario 2 is for demonstration purposes and only included to show the extra capacity that is available on-site, and how this would work with the concierge system in place and also allow for a coach, thereby demonstrating the options that are available with the space and capacity on-site.
- 2.26 As a coach is a much larger vehicle than a fire tender, it is also confirmed by default that a fire tender can access the site in scenario 2.

3 Elstree Manor Hotel

- 3.1 The Elstree Manor Hotel is the favoured location for the additional parking (if necessary) as it is owned by the applicant. As there is an inter-relationship between the two sites, guests would be encouraged to stay at the Elstree Manor Hotel and so there would also be an electric shuttle vehicle service transporting guests between the sites in most eventualities.
- 3.2 The Elstree Manor Hotel is located circa 3km from the site and around a 6 minute journey time when driving from the banqueting venue to the Elstree Manor Hotel.



3.3 When travelling from the Elstree Manor Hotel to the banqueting venue, the best route to take would be via the A41 to arrive from the south. This is a 7 to 9 minute drive. It allows for the proposed no right turn into the site (from the north).



3.4 The Hotel would also be a suitable option for the hold over any coaches if necessary, i.e for a coach to wait safely off-site until the end of the event before returning to pick up guests.

4 Conclusion

Summary

- 4.1 This parking management plan has demonstrated that the site itself has capacity to provide the level of car parking that could (in theory) be required by a banqueting event attended by up to 500 people. Once an event is booked for over 350 people the S106 requirement is triggered and would follow the rationale herein.
- 4.2 It is clear that this venue would operate without causing any off-site parking overspill to local residential streets.
- 4.3 There is of course a need for staff to park if arriving by car. Depending on the size of event, it is a possibility that off-site parking could also be used for staff and these could also be taken to and from the Elstree Manor Hotel.
- 4.4 Ideally the scenarios described would not occur as the aim of the Travel Plan submitted as part of the application is to minimise car use and the evidence so far has shown that this level of car use does not typically occur. The above scenarios do however provide certainty on the issue and show that there would not be an overspill parking problem to surrounding streets.
- 4.5 The management plan also simplifies the coordination of the event as all guests can arrive at the event and so there is no potential of any mis-communication about where to park as all parking will be managed at/from the event.

Conclusion

- 4.6 This Parking Management Plan clarifies how the site would operate without causing any nuisance parking in the local area. The Plan is inherently flexible, enabling the operator to respond appropriately to the level of parking demand generated by the particular event. There would also never be a circumstance where emergency vehicles would be restricted from entering the site and allowance can still be made for the arrival of coaches by managing the car parking areas to ensure a coach can be accommodated as necessary.

5 Appendices

Appendix: A – E-mail exchange, EAS and Harrow Highways

Appendix: B – SK27 Parking Scenario 1, no blocking

Appendix: C – SK26, Parking Scenario 1, some blocking

Appendix: D – SK25, Demonstration with coach turning



Appendix: A E mail exchange, EAS and Harrow Highways

Patrick Eggenton

From: Laura McL P <Laura.McLP @ParrPw.gPv.uk>P
Sent: 16 July 2021 09:07P
To: aRick EggeP
Subject: RE: BrPckley Hill BaPquePPg CeP re P/3088/20 (deferred)P

Hi Patric | |
|
| good than |s; hope you are too. |
|
Yes |our | ain concern does relate to overspill par |ing; |thin| that you have already addressed everything else that |
can reasonably be resolved. |

|
Kind regards |

|
Laura McL | I fra ruc ure E gi eer

Co| unity | Traffic |Highways and Asset Manage| ent |

|
BUILDING A BETTER
HARROW |
www.harrow.gov.uk |

Fr m: Patric | Eggenton <patric|.eggenton@eastp.co.uk> |
Se : 15 July 2021 16:50 |
T : Laura Mc|ntosh <Laura.Mc|ntosh@harrow.gov.uk> |
Subjec : Broc|ley Hill Banqueting Centre P/3088/20 (deferred) |

|
Caution: External e| ail

|
Hi Laura

I hope all is well.

Below is the extract for the committee report that showed the general view of LBH Highways with respect to this application I believe.

I understand that the application was deferred in order for the applicant to have time to resolve the various issues raised.

I have read all the information provided and I believe that I would be correct in suggesting that the below (extract) is the correct view from LBH highways. This suggests that the single issue is parking capacity and I have highlighted what I believe is your key element.

I have been asked to provide further information in order to overcome your concerns about the management of the off-site overspill parking and how this would work in the instance that no on-site overspill parking can occur due to greenbelt issues.

Could you please confirm that this is indeed the main issue. If there are any other transport points can you please let me know asap so that i can seek to address these also as I would obviously like to get this all sorted well in advance of any deferred committee date.

Thank you

LBH Highways

Consultation response received on 15th April 2021:

- The revised TA makes three key points: Coaches to be parked off-site; Agree to speed limit reduction; Willing to agree to overspill parking arrangement where cars would be parked elsewhere
- The plan to allow extra coaches to wait off-site at one of the owners other venues is feasible and could potentially be secured.
- The agreement to enable the speed limit reduction is welcomed.
- **No confidence about the proposal for the overspill parking arrangement as it is not clear how this could be enforced. It is more likely that latecomers will just park on the road or in a nearby road if there is no space in the site car park. How can the venue make people park somewhere else? The overspill really needs to be on-site to make this acceptable.**

Consultation response received 11th November 2020:

- This is a very difficult location to achieve significant modal shift. It is perhaps in a good position for vehicle travel where there are good connections with the wider major road network.
- There are safety concerns in relation to the vehicle access however, it is considered that these could be overcome with alterations to the access layout, reduction in speed limit and improvements to the mini roundabout at the Pipers Green Lane junction.
- Coach travel can be encouraged which would help reduce the number of cars attending but it cannot be forced meaning that overspill parking may occur. Parking controls on surrounding streets could prevent this problem but this would be subject to public consultation. The residential streets off Brockley Hill are narrow whilst Brockley Hill itself is a busy road, part of TfL’s Strategic Road Network – it would not be desirable for high demand on-street parking to take place during events as it may cause congestion and would compromise safety. In order for this proposal to be considered acceptable, it would be necessary to ensure that there is a suitable overflow parking
- Based on the current information, the proposal is generally acceptable however, measures are required to minimise the anticipated impact and improve safety. Additional overflow parking should be provided in order to minimise the impact large events may have on the surrounding highway network; a change to the speed limit on Brockley Hill and alterations to the site access are necessary to aid safe entry and exit at the site and improvements to the junction with Pipers Green Lane to better facilitate u-turns.

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Patrick Egge



Director

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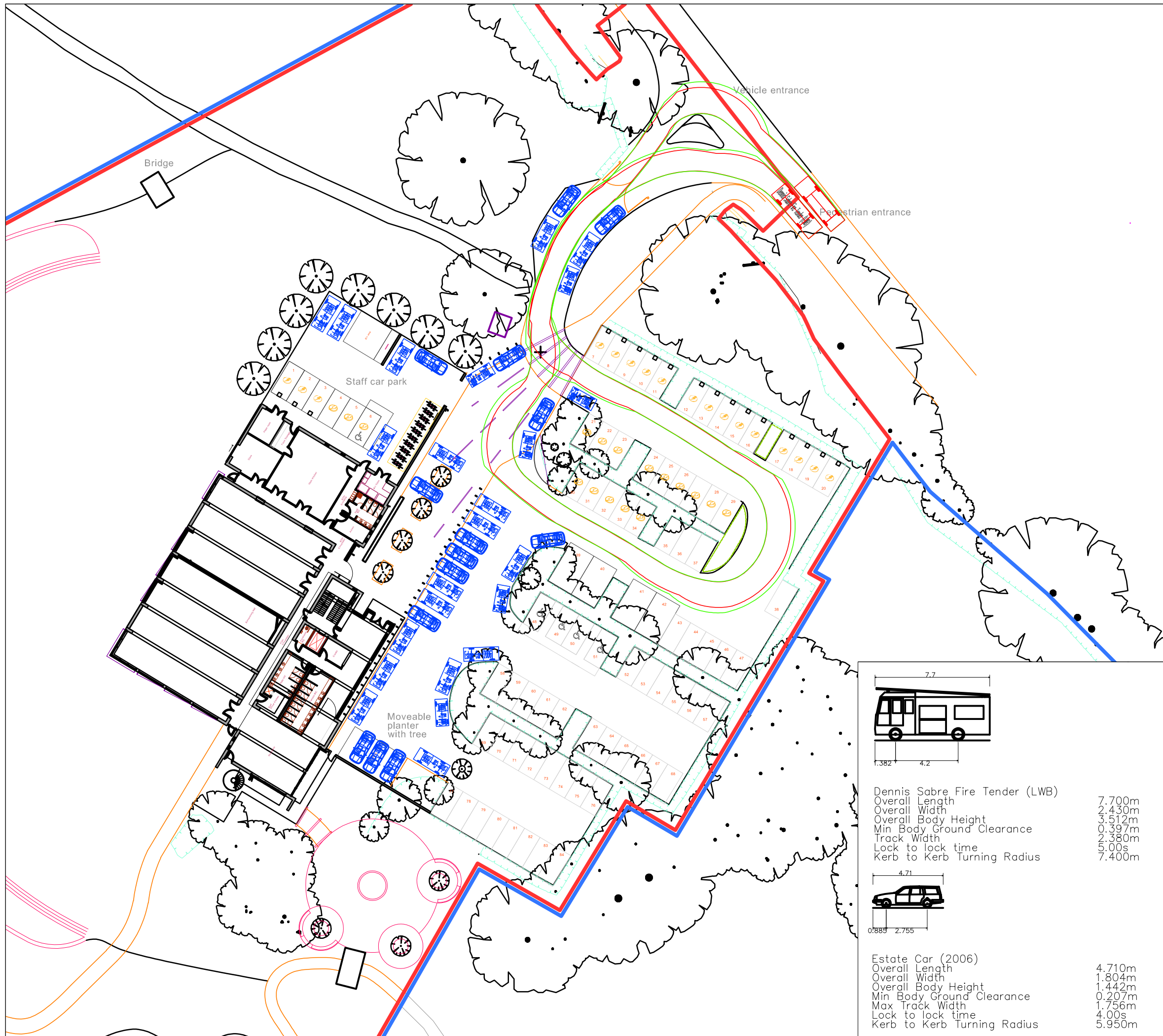
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Appendix: B SK27 Parking Scenario 1, no blocking



KEY:

84 PERMANENT PARKING SPACES

43 NOT BLOCKING ADDITIONAL SPACES.

84 + 43 = 127 CARS PARKED ON SITE.

REV	DATE	BY	DESCRIPTION	CHK	APD
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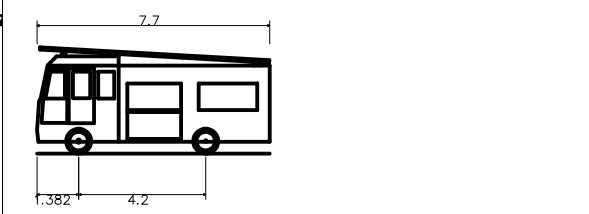
**BROCKLEY HILL, STANMORE
BANQUETING FACILITY**

TITLE:

**CAR PARKING ARRANGEMENT
WITHOUT BLOCKING**

SCALE @ A3: **1:500** DESIGN-DRAWN: **ET** DATE: **03/08/2021**

PROJECT No: **2660** DRAWING No: **SK27**



Dennis Sabre Fire Tender (LWB)

Overall Length	7.700m
Overall Width	2.430m
Overall Body Height	3.512m
Min Body Ground Clearance	0.397m
Track Width	2.380m
Lock to lock time	5.00s
Kerb to Kerb Turning Radius	7.400m

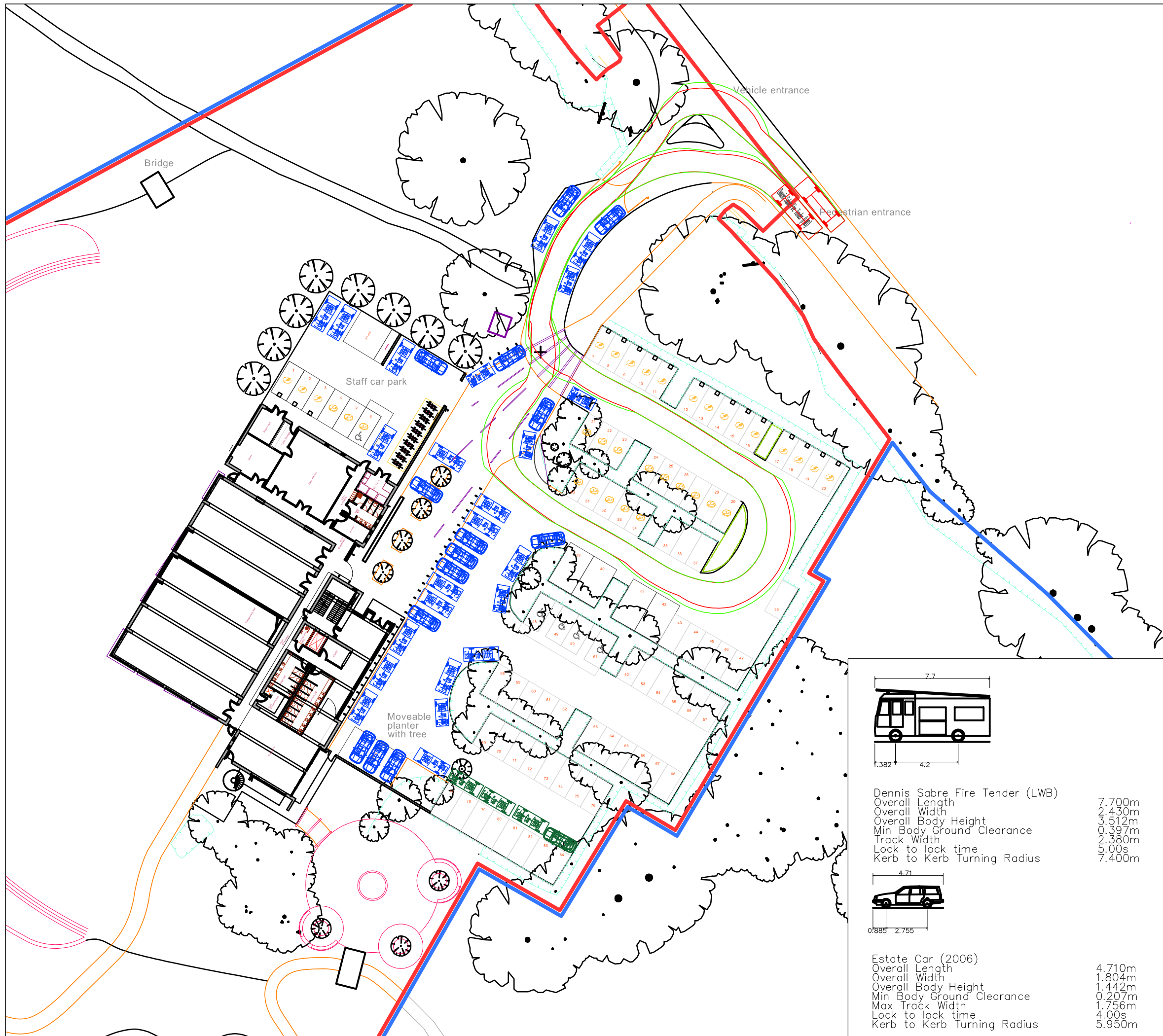


Estate Car (2006)

Overall Length	4.71m
Overall Width	1.804m
Overall Body Height	1.442m
Min Body Ground Clearance	0.207m
Max Track Width	1.756m
Lock to lock time	4.00s
Kerb to Kerb Turning Radius	5.950m



Appendix: C SK26, Parking Scenario 1, some blocking



KEY:

84 PERMANENT PARKING SPACES

43 NOT BLOCKING ADDITIONAL SPACES.

4 BLOCKING SPACES.

84 + 43 + 4 = 131 CARS PARKED ON SITE.

REV	DATE	BY	DESCRIPTION	CHK	APD

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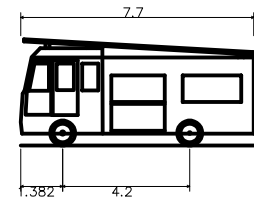
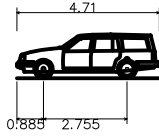
BROCKLEY HILL, STANMORE BANQUETING FACILITY

TITLE:

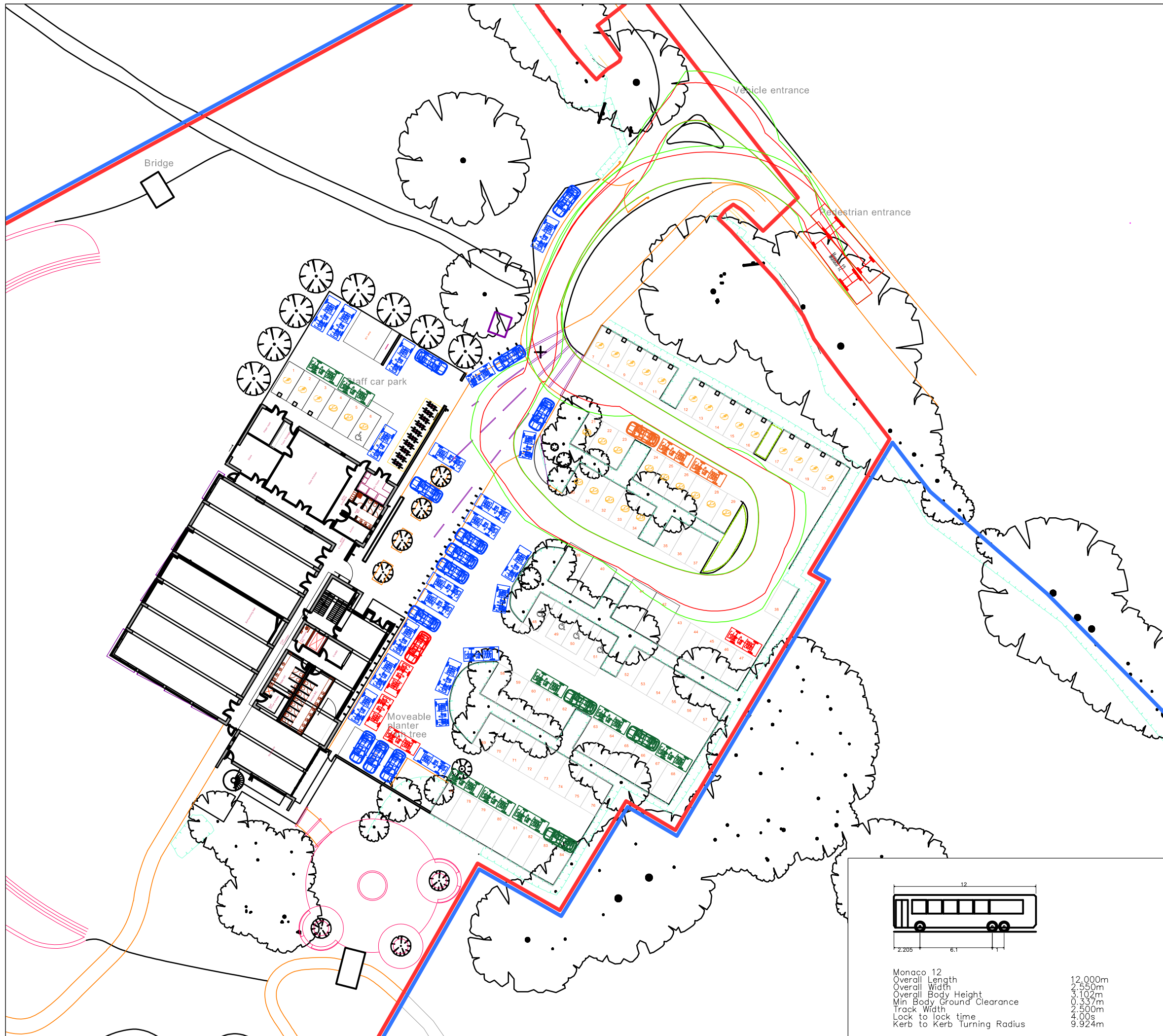
CAR PARKING ARRANGEMENT TYPICAL 500 PERSON ATTENDANCE

SCALE @ A3:	DESIGN-DRAWN:	DATE:
1:500	ET	03/08/2021

PROJECT No:	DRAWING No:
2660	SK26

	7.7
1.382	4.2
Dennis Sabre Fire Tender (LWB)	
Overall Length	7.700m
Overall Width	2.430m
Overall Body Height	3.512m
Min Body Ground Clearance	0.397m
Track Width	2.380m
Lock to lock time	5.00s
Kerb to Kerb Turning Radius	7.400m
	4.71
0.885	2.755
Estate Car (2006)	
Overall Length	4.710m
Overall Width	1.804m
Overall Body Height	1.442m
Min Body Ground Clearance	0.207m
Max Track Width	1.756m
Lock to lock time	4.00s
Kerb to Kerb Turning Radius	5.950m

Appendix: D SK25, Demonstration with coach turning

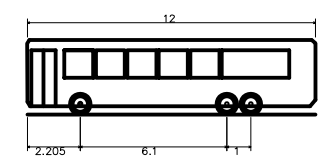


KEY:

- 84 PERMANENT PARKING SPACES
- 32 NOT BLOCKING ADDITIONAL SPACES.
- 19 BLOCKING SPACES.

$84+32+73 = 135$ PARKING SPACES.

REV	DATE	BY	DESCRIPTION	CHK	APD
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CLIENT:					
ARCHITECT:					
PROJECT:					
BROCKLEY HILL, STANMORE BANQUETING FACILITY					
TITLE:					
CAR PARKING ARRANGEMENT MAXIMUM USE ALLOWING FOR COACH TURNING					
SCALE @ A3:		DESIGN-DRAWN:		DATE:	
1:500		ET		21/07/2021	
PROJECT No:			DRAWING No:		
2660			SK25		



Monaco 12
 Overall Length 12.000m
 Overall Width 2.550m
 Overall Height 3.102m
 Min Body Ground Clearance 0.337m
 Track Width 2.500m
 Lock to lock time 4.00s
 Kerb to Kerb Turning Radius 9.924m