



1.0 Introduction

- 1.1 This note has been prepared by DTA Transportation in response to comments by the Local Highway Authority (LHA). An application was submitted (Ref: 24/0278) for the demolition of the existing petrol filling station and car wash, and construction of a replacement petrol filling station, including new kiosk building. Initial comments were received and DTA responded to these. A second set of comments from the LHA have now been received. A copy of these is included at **Appendix A**.
- 1.2 The site layout has been updated following the comments and is included in **Appendix B**.

2.0 Delivery and Servicing

- 2.1 The LHA made the following comments:

The applicant suggests that servicing agreement could be conditioned, and deliveries/service times conditioned on an "if possible" basis. Clearly this is meaningless and allows servicing at will. Even a properly worded condition is not supported or considered robust. We would however (in the spirit of pragmatism) welcome proposals to manage all deliveries. This would have to be agreed prior to determination to ensure a full understanding of the requirements by both parties and to avoid conditions that can't be discharged.

The servicing issue persists as the swept path assessments still only show a tanker driving through the PFS and not stopping. It would block an aisle and impact queues/throughput. As there is apparently insufficient space for HGVs to stop without potential impact on incoming vehicles and intervisibility between passing pedestrians (on highway) and emerging vehicles, we would request further detail to avoid an objection on highway safety grounds.

We note that the tanks would be centrally positioned, but still do not know where the fillers would be.

DTA Response:

To ensure the delivery and servicing arrangements are agreed with the Local Highway Authority, a Delivery and Servicing Management Plan has been prepared. This is included at **Appendix C**.

This confirms that around 2 fuel deliveries are expected per week. As suggested by the LHA,



this will require the closure of the site during delivery. All fuel deliveries to be scheduled for night time (when roads are clearly quieter), when the site is expected to be closed for around 45 minutes per delivery.

It is expected that the shop will require 2 deliveries per week. This is generally expected to be in smaller rigid vehicles which can wait clear of the exit / entrance, so closure of the facility is not required.

3.0 Cycle Parking

3.1 The LHA have made the following comments:

The additional information suggests that additional cycle provision could be provided and reluctantly enclosed. This should be secured by way of condition.

DTA Response:

This is noted and the updated site plan includes covered cycle parking spaces.

4.0 Site Access

4.1 The LHA have commented as follows:

The amended plans should be supported with visibility splay diagrams to demonstrate highway safety is duly considered. In addition, we are unable to locate the detail of the access proposals. All site drawings simply refer to detail that doesn't appear to be provided. Existing and proposed highway drawings are needed for comparison to enable a thorough assessment of the safety implications.

It is clear that the proposals would impact on the island adjacent to the access; the position of the control (stop) line and the advanced cycle reservoir. There would also be safety implications for drivers turning right out of the PFS but needing to join the nearside lane for their onward journey.

Much more detail is needed to be confident that the changes are acceptable. As previously stated, a safety audit (RSA1) would be needed to support the application. Additional audits would form part of the s278 process, and the applicant would be expected to provide all highway works at no cost to the authority.

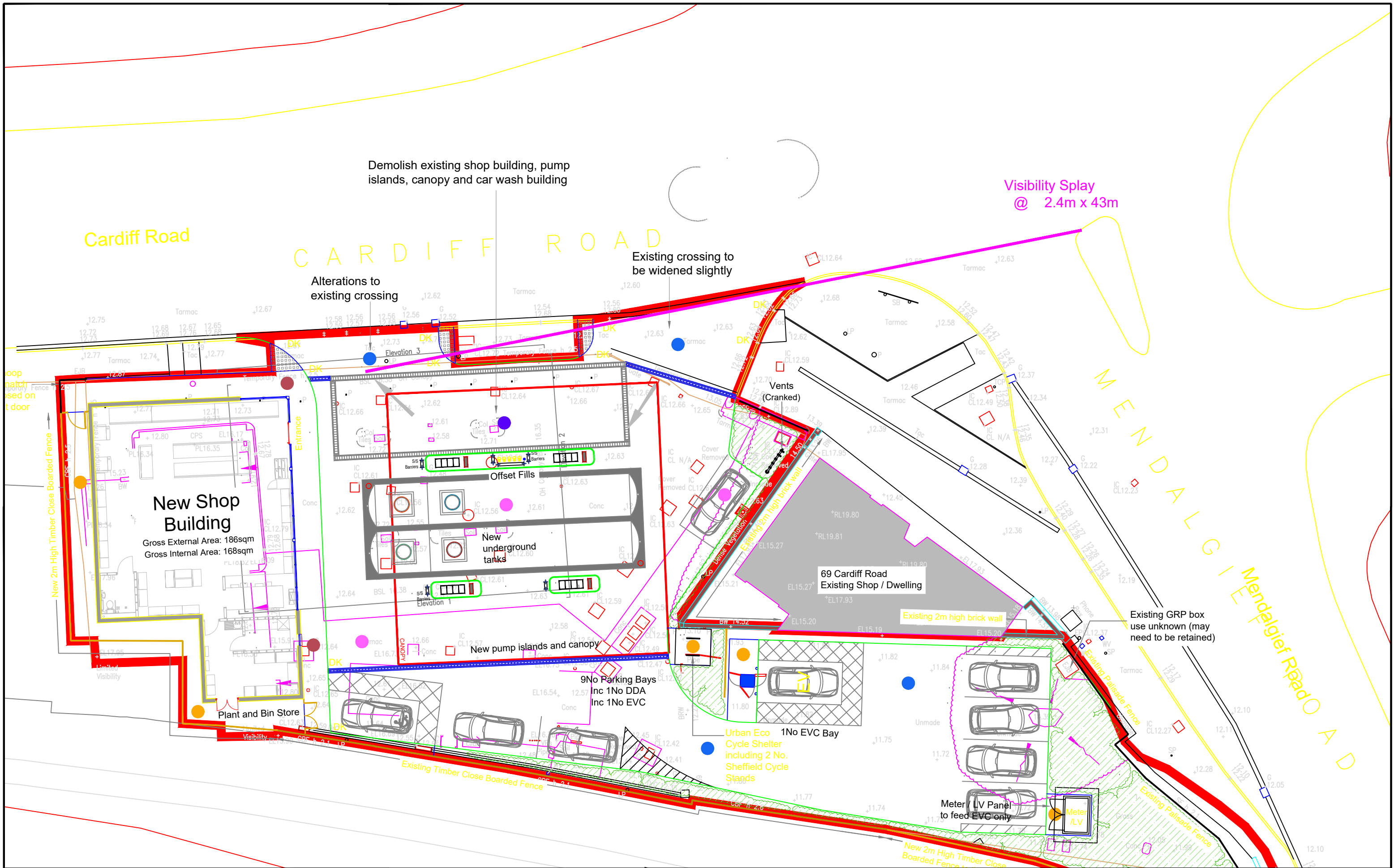


DTA Response:

As requested, a road safety audit has been prepared for the scheme and this recommends the prevention of right turns into, or out of the site. A copy of the audit is attached at **Appendix D**. This recommendation is accepted and the scheme has been amended to prevent these movements. The central right turn lane has thus been removed from the scheme.

A plan showing the visibility splays is shown on **DTA Drawing 26234-04**.

Drawings



Based upon the ORDNANCE SURVEY MAPS with the permission of THE CONTROLLER OF HER MAJESTY'S STATIONERY OFFICE
© Crown Copyright AL 100030412
© David Tucker Associates

REV	DESCRIPTION	DRAWN	INITIALS	DATE



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JOB TITLE		CLIENT	
71 Cardiff Road		Rottiner and Rudge	
DRAWING TITLE			
Visibility Splay Assessment			
SCALE	DRAWN BY	DATE	DRAWING No
	SC	Feb 2025	26234-04
REVISION			

Appendix A

Highway Response

Ref: RECON 24/0278

Date: 22/11/24

PROPOSAL: DEMOLITION OF EXISTING PETROL FILLING STATION AND CAR WASH, AND CONSTRUCTION OF A REPLACEMENT PETROL FILLING STATION, INCLUDING A NEW KIOSK BUILDING, 4 PUMP ISLANDS FORECOURT CANOPY, 2 NO. JET WASH BAYS, LANDSCAPING AND CAR PARKING ARRANGEMENTS

SITE: 71 Cardiff Road Newport NP20 2EN

Case Officer: Jacob Cooke

Highway Officer: Kevin Jackson

Highway recommendation:

Further information/clarification requested.

Highway Comments:

Further to receipt of additional information, we would update our comments as follows.

We note that the proposal now excludes the jetwash facilities, but these are still included in the description. We assume this is a detail that can be addressed with a new description.

We accept that the amended proposals are closer to the extant use, but do not consider them to be the same offer in terms of scale.

It is noted that additional parking is now proposed, and electric vehicle charging (EVC) is retained. The applicant suggests this would be used by drivers using the retail, but the shop is unlikely to have sufficient offer to keep shoppers for 20/30 mins (applicant's estimate of charging time). Therefore, we still maintain this is more akin to a pump than a parking space (albeit much slower to fill up). It doesn't raise serious concerns but is not accepted as parking and may result in additional parking/waiting.

The retail element appears to be less than 200sqm and therefore required to have (168/60) 3 spaces. These are provided and include a disability space. In addition, a commercial space and a tanker space is required. These could potentially be the same space, subject to a servicing plan condition, but no service area has been identified.

The applicant suggests that servicing agreement could be conditioned, and deliveries/service times conditioned on an "if possible" basis. Clearly this is meaningless and allows servicing at will. Even a properly worded condition is not supported or considered robust. We would however (in the spirit of pragmatism) welcome proposals to manage all deliveries. This would have to be agreed prior to determination to ensure a full understanding of the requirements by both parties and to avoid conditions that can't be discharged.

The servicing issue persists as the swept path assessments still only show a tanker driving through the PFS and not stopping. It would block an aisle and impact queues/throughput. As there is apparently insufficient space for HGVs to stop without potential impact on incoming vehicles and intervisibility between passing pedestrians (on highway) and emerging vehicles, we would request further detail to avoid an objection on highway safety grounds.

We note that the tanks would be centrally positioned, but still do not know where the fillers would be.

The additional information suggests that additional cycle provision could be provided and reluctantly enclosed. This should be secured by way of condition.

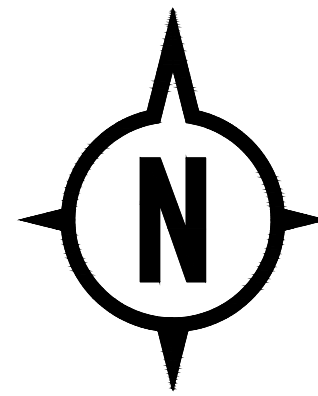
The amended plans should be supported with visibility splay diagrams to demonstrate highway safety is duly considered. In addition, we are unable to locate the detail of the access proposals. All site drawings simply refer to detail that doesn't appear to be provided. Existing and proposed highway drawings are needed for comparison to enable a thorough assessment of the safety implications.

It is clear that the proposals would impact on the island adjacent to the access; the position of the control (stop) line and the advanced cycle reservoir. There would also be safety implications for drivers turning right out of the PFS but needing to join the nearside lane for their onward journey.

Much more detail is needed to be confident that the changes are acceptable. As previously stated, a safety audit (RSA1) would be needed to support the application. Additional audits would form part of the s278 process, and the applicant would be expected to provide all highway works at no cost to the authority.

In summary, Highways would raise a holding objection pending more information as the submission fails to demonstrate that there would be an acceptable impact on highway safety.

Appendix B



Belle View Park

Cardiff Road

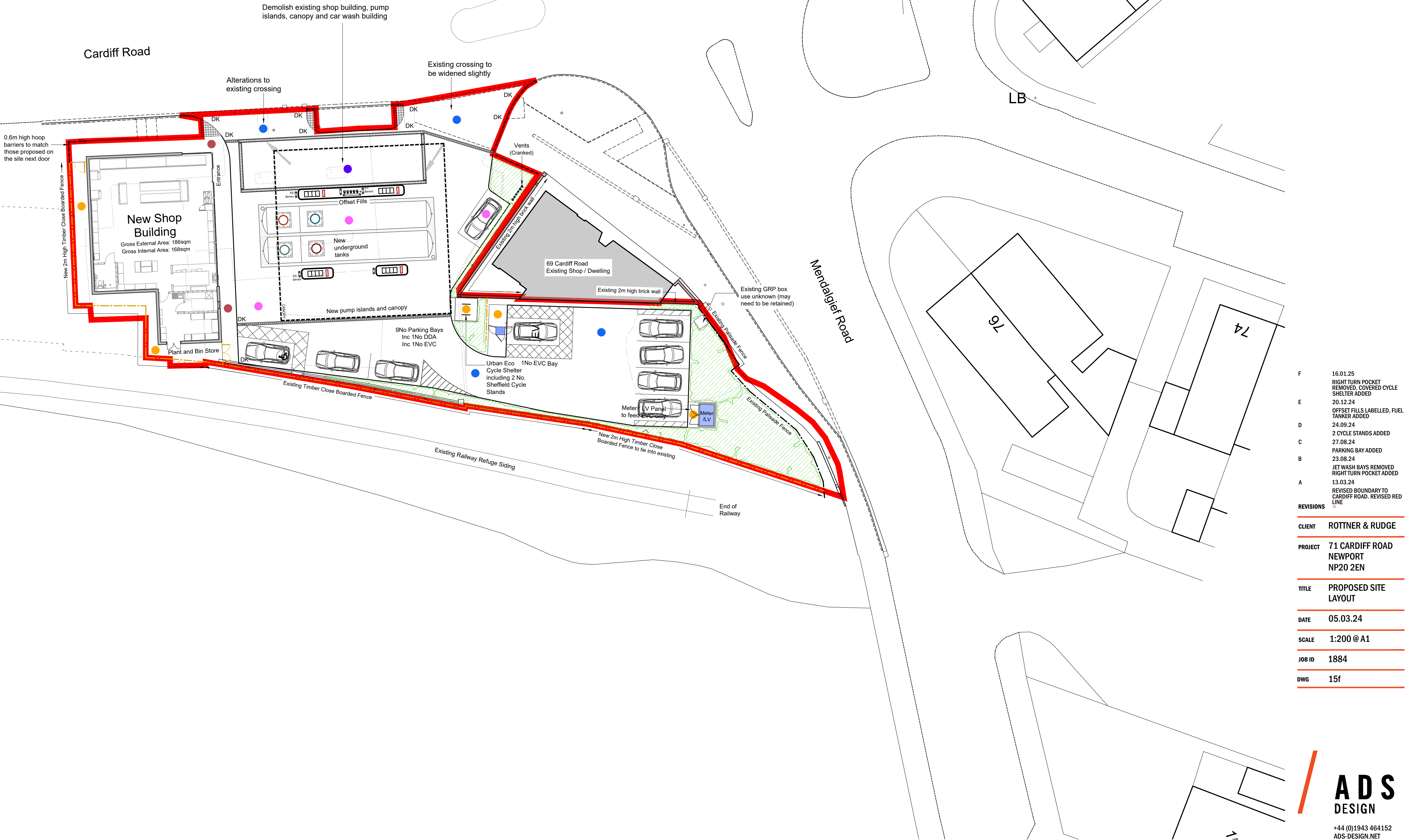
LB

Planning Application 23/1053
for Car Rental Development

Mendallier Road

- Key**
- Application Site boundary
Site Area 1292.16sqm / 0.32acres
 - Black Bitmac finish
 - Red Bitmac finish
 - Concrete
 - Reinforced Concrete
 - Double Reinforced Concrete to delivery stand
 - Kerb
 - Pin Kerb
 - DK Drop Kerb
 - Tactile paving
 - Stainless steel bollard
 - Soft Landscaping
 - 0.6m high hoop barriers
 - 2m high close boarded timber fence
 - Existing 2m high palisade fence
 - Existing 2m high close boarded timber fence
 - Removed / Demolished
 - Existing 2m high brick wall

0m 5 10 15 20 25
Scale Bar



F	16.01.25
	RIGHT TURN POCKET
	REMOVED, COVERED CYCLE
	SHELTER ADDED
E	20.12.24
	OFFSET FILLS LABELLED, FUEL
	TANKER ADDED
D	24.09.24
	2 CYCLE STANDS ADDED
C	27.08.24
	PARKING BAY ADDED
B	23.08.24
	JET WASH BAYS REMOVED
	RIGHT TURN POCKET ADDED
A	13.03.24
	REVISED BOUNDARY TO
	CARDIFF ROAD, REVISED RED
	LINE

REVISIONS	
CLIENT	ROTTNER & RUDGE
PROJECT	71 CARDIFF ROAD NEWPORT NP20 2EN
TITLE	PROPOSED SITE LAYOUT
DATE	05.03.24
SCALE	1:200 @ A1
JOB ID	1884
DWG	15f

Appendix C

71 Cardiff Road, Newport

Delivery and Servicing Plan

71 Cardiff Road, Newport

Delivery and Servicing Plan

Prepared by:

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ST/SC 26234-03 DSP
13th February 2025

Prepared For:

Rottner and Rudge Limited

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Drawings

26234-05 Swept-Path Assessment



1.0 INTRODUCTION

1.1 Overview

1.1.1 This Outline Delivery and Servicing Plan (DSP) has been prepared by DTA on behalf of Rottner and Rudge Limited to support a planning application (Reference 24/0278) at 71 Cardiff Road in Newport.

1.1.2 The planning application seeks permission for the following development:

'Demolition of existing petrol filling station and car wash, and construction of a replacement petrol filling station, including a new kiosk building, 4 pump islands, forecourt canopy, 2 no. jet wash bays, landscaping and car parking arrangements'

1.2 Scope of Plan

1.1.3 This DSP has been prepared to outline the principles associated with servicing of the proposed development and establish management measures that will be implemented in order to ensure that the activity associated with deliveries, servicing and refuse collection does not adversely impact upon the operation of the local highway network or inconvenience of local residents.

1.1.4 The DSP aims to ensure that servicing at the development can be carried out sustainably and efficiently. The aspiration of this is to achieve wider benefits for the local highway network including contributing towards a reduction in congestion and the environmental and improved road safety conditions.

1.3 Report Structure

1.1.5 The remainder of this DSP is structured as follows:

- Section 2 sets out the aims and objectives of the DSP
- Section 3: Delivery and Servicing Proposals;
- Section 4: Delivery and Servicing Management; and
- Section 5: Review of DSP.



2.0 AIMS AND OBJECTIVES

2.1.1 This DSP is a living document and seeks to:

- Demonstrate that goods and services can be delivered and waste removed safely and efficiently without compromising the safety of visitors, and employees without causing an adverse impact on the local highway network.
- Avoid deliveries and servicing during peak hours where possible and reduce coinciding deliveries.
- Reduce the impact of servicing activity on the amenity of local residents and the environment.
- Ensure that the deliveries take place in the designated area and that loading and unloading is occurring in a safe and efficient manner within the site.

2.1.2 The benefits of the DSP are as follows:

- Reduced risk of collisions, particularly those involving pedestrians, visitors and staff, and reducing congestion on the roads surrounding the proposed development;
- Reduced CO2 and noise emissions; and
- Improved site safety and improved reliability of deliveries.

3.0 DELIVERY AND SERVICING PROPSALS

3.1 Delivery/ Collection Details and Vehicle Types

3.1.1 Delivery and servicing vehicles will be accommodated from within the site via Cardiff Road. As part of the redevelopment proposals and the introduction of the formal parking bays and new shop, alongside the retention of the existing access and egress arrangements, it is anticipated that fuel and retail deliveries will replicate the former operation of the site, with a daily retail delivery of fresh produce and oil tanker deliveries as and when required.

3.1.2 The delivery vehicle arrangement will involve the vehicle parking on the oil tanker parking area, with cages subsequently offloaded and transported into the kiosk.



3.1.3 Refuse collection would be carried out periodically by a private commercial waste collector typically using a 10m long refuse vehicle. This would also use the same parking area at the front of the site, with bins transported to the vehicle.

3.1.4 The following table outlines the anticipated schedule of deliveries for the envisaged delivery and collections:

Table 1: Delivery and Servicing Schedule

Proposed Use	Vehicle Type	Approximate Delivery Rate & Delivery Hours	Additional Details
Petrol Filling Station Kiosk (perishables)	10m rigid vehicle	Daily, between 06.00-20.00 (preferable for deliveries to take place)	Timed to avoid peak times where feasible. Drivers phone the store in advance to advise of delivery time to ensure no conflict with other delivery vehicles. Deliveries include milk, bread and other fresh produce. Deliveries take approx. 10 minutes.
Petrol Filling Station Kiosk (non-perishables)	10m rigid vehicle	Twice weekly, between 06:00-20.00	Timed to avoid peak times where feasible. Drivers phone the store in advance to advise of delivery time to ensure no conflict with other delivery vehicles. Deliveries take approx. 10 minutes.
Fuel Deliveries	Oil tanker	Twice weekly night time delivery	Timed when roads are clearly quieter. Drivers phone the store in advance to advise of delivery time to ensure that the relevant arrangements can be made in anticipation, thereby ensuring safe and efficient operation. The site shall close for the duration of a fuel delivery Deliveries take approx. 45 minutes.



Refuse collection	10m long refuse vehicle	Twice Weekly Between 08.00-17.00	Timed to avoid peak times where feasible. Drivers phone the store in advance to advise of collection time to ensure no conflict with delivery vehicles. Refuse collections are likely to be undertaken by a private contractor typically using a 10m long refuse vehicle. Collections take approx. 5 minutes. Contracted by a private collection company (at the time of writing this is DSP).
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3.2 Swept-Path Assessment

3.2.1 As previously stated, in terms of frequency, deliveries to a unit of this size would be limited to one daily delivery via a rigid truck and infrequent kiosk and fuel deliveries.

3.2.2 A swept-path assessment has been undertaken of the site access/egress and internal arrangements for an oil tanker, as the largest anticipated service vehicle, a 10m rigid for retail deliveries, a 10m long refuse vehicle, typically used by a private commercial waste collector. The swept path analysis is shown on **DTA Drawing 26234-05** within the DSP.

3.2.3 The assessments demonstrate the following:

- All service and delivery vehicles associated with the operations are able to access and egress in forward gear;
- The rigid vehicle and refuse vehicle can be accommodated in the proposed parking area without compromise to other vehicles movements.



4.0 DELIVERY AND SERVICING MANAGEMENT

4.1 Site Management Activities

4.1.1 The above movements will be short in duration and infrequent, but will be carefully managed by the operator's management team. To support the deliveries and refuse collections, the following are proposed:

- Temporarily positioning cones within relevant areas of the forecourt;
- Marshalling is to be provided for any reversing manoeuvres, however these should not be necessary;
- Site specific advice (i.e. position to unload/load) will be made available to suppliers;
- The timing of arrival of the delivery and servicing vehicles will be prearranged to ensure that the relevant arrangements can be made in anticipation, thereby ensuring safe and efficient operation.

4.2 Site Management Co-ordinator

4.2.1 The DSP could be managed by the occupiers, specifically someone in a senior management position or a third party consultant, with the authority to deliver the actions set out in the Action Plan section of this report.

4.2.2 The DSP coordinator will be appointed upon occupation of the development and their contact details provided to the Local Authority for liaison. Their role is to manage the implementation and development of the DSP, and ensure effective delivery and servicing at the development. The role is explained in more detail below:

- Be the direct point of contact for all responsibilities involving delivery and servicing for the site;
- Coordinate with other occupants and tenants on site using the service yard to discuss efficient distribution of deliveries; and
- Liaise with contractors, delivery services and servicing companies to minimise traffic, parking and operations which impact those on site and in the surrounding area.

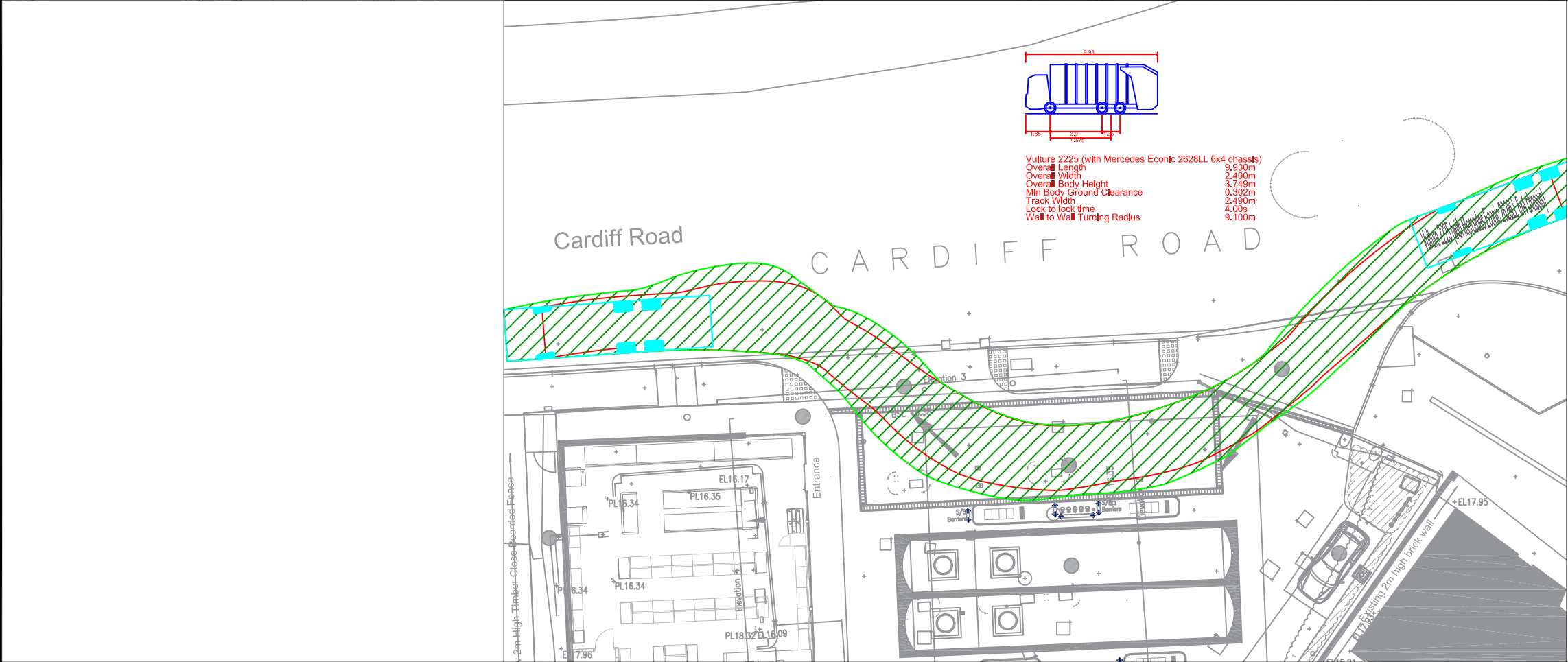
4.2.3 At this stage the DSP coordinator has not been appointed, and so details will be provided to the Council as soon as they are made available.



5.0 REVIEW

- 5.1.1 This plan will be subject to review following occupation of the building. The management team will be required to review internal building arrangements and undertake a risk assessment of delivery and servicing operations once the strategy for the building is finalised. This would be subject to periodic review once the building is operational, and the Delivery & Servicing Plan updated accordingly.

Drawings





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Appendix D



meraki alliance

Highways, Transportation & Safety Consulting

Petrol Filling Station 71 Cardiff Road,
Newport

Road Safety Audit: Stage 1

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meraki alliance

Highways, Transportation & Safety Consulting

Petrol Filling Station 71 Cardiff Road, Newport

Road Safety Audit: Stage 1

Report Produced for:	Newport City Council
Report Produced by:	Jonathan Birkett
Report Dated:	09 January 2025
Report Reference:	MAL/PFSNRSA1Rev0
Road Safety Audit Team Leader:	Jonathan Birkett

Petrol Filling Station 71 Cardiff Road, Newport

Road Safety Audit: Stage 1

Contents Amendment Record

This report has been issued & amended as follows:

Issue	Revision	Description	Date	Signed
1	0	Draft Report	06 Jan 2025	JB
1	0	FINAL REPORT	09 Jan 2025	JB/GK

Report Circulation Record

This report has been circulated, as follows:

Person	Organisation	No. of Copies	Date
	Newport City Council		
Jacqueline Aggiss	DTA	Electronic	09 Jan 2025
G Kidd	Meraki Alliance Ltd	Electronic	09 Jan 2025

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1 Introduction

1.1 General

This report has been prepared in response to a request to undertake a Stage 1 Road Safety Audit (RSA), (i.e., carried out prior to detailed design), by Jacqueline Aggiss of DTA on behalf of Newport City Council.

The scheme submitted for Audit is the construction of a new Petrol Filling Station (PFS) on Cardiff Road, Newport. Cardiff Road is controlled by a 30mph speed limit. The site is just to the west of the Mendalgief Road traffic signal junction. The site previously operated as a PFS in the past (Prior to July 2008, Google). The site has been vacant for many years.

This Road Safety Audit covers the external improvements associated with the PFS and not the internal layout.

Overseeing Organisation

Newport City Council.

Client

Rottner and Rudge.

Designers

DTA.

The audit comprised an examination of documents forming the Audit Brief and an examination of the site.

1.2 Documents Forming the Brief

The documents were made available to the Road Safety Audit Team by Jacqueline Aggiss of DTA on behalf of Newport City Council. The total documents forming the Audit Brief are listed in Appendix 1:

Generally, the Brief comprised:

- Layout drawing.
- Vehicle tracking.
- Response to Highway Authority Tech Note.

1.3 Collision Traffic and Speed Data

Collision data was available as part of the Brief. A plan of the most recent data 2019-2023 is provided in Figure 1 below.

Examination of the data shows that there have been no personal injury collisions in close proximity to the site in the last 5 years.

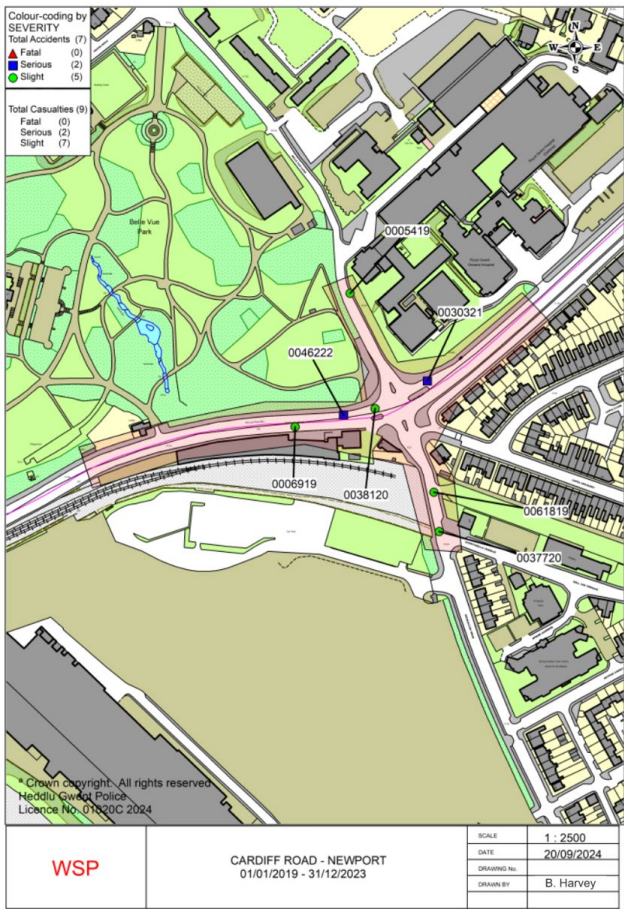


Figure 1: Collision Data

Traffic data was provided as part of the technical response to the Highway Authority
Visibility splays have been provided which reflect the local speed limit.

1.4 Details of Site Visit

A site inspection was undertaken on 03 January 2024 between 07:00 and 08:00. The Audit Team spent 60 minutes on site understanding the proposed works and their interaction with the local road network. During the site visit the weather was fine and the road surface was wet. No incidents were noted whilst on site.

1.5 Road Safety Audit Team and Format

It was considered that the information provided was sufficient for the purpose of carrying out the Road Safety Audit Stage 1 requested.

The Road Safety Audit Team membership approved was:

JONATHAN BIRKETT IENG MICE FIHE
Holder of Certificate of Competency
Road Safety Audit Team Leader

The Road Safety Audit comprised an examination of the documents and drawings supplied to the Road Safety Audit Team (referenced in Appendix 1 of this report). No member of the Road Safety Audit Team has had any previous input to the design of the scheme.

The Terms of Reference are as described in the National Highways Design Manual for Roads and Bridges document GG119 'Road Safety Audit'. The scheme has been examined and this report compiled only with regard to safety implications to road users of the scheme as presented. It has not been verified for compliance with any other Standards or criteria. However, in order to clearly explain a safety problem or the recommendation to resolve a problem, the Audit Team may on occasion have referred to a design standard for information only. However, any audit comments should not be construed as implying that a technical audit has been undertaken in any respect.

Furthermore, any recommendations included within this report should not be regarded as being prescriptive design solution to the problem raised. They are intended only to indicate a proportionate and viable means of eliminating or mitigating the identified problem, as stipulated in GG119, and in no way imply that a formal design process has been undertaken. There may be alternative methods of addressing a problem which should be equally acceptable in achieving the desired elimination or mitigation and these should be considered when responding to this report.

It is the Project Sponsor's responsibility to ensure that all problems raised by the Road Safety Audit Team are given due consideration.

In the event of a collision and any resulting legal action, Meraki Alliance Ltd would have to defend its actions on the basis that it took such care, as in all circumstances was reasonably required, to ensure that the highway was not dangerous to road users. It is important therefore that recommendations contained in the report are acted upon wherever possible.

1.6 Departures or Relaxations from Standards

No departures from standard have been provided to the RSA Team.

1.7 Issues Raised at Previous Road Safety Audit.

There have been no other RSA's undertaken.

1.8 Information Not Provided at this Road Safety Audit Stage 1

Drainage.

Kerbing.

Surfacing.

Lighting.

1.9 Items Considered as Part of the Road Safety Audit Stage 1

No specific instructions.

2 Items Raised at Stage 1 Road Safety Audit

This section details the findings of this Stage 1 Road Safety Audit. All locations of identified problems are illustrated on the plans included at **Appendix 2**.

2.1 Road Safety Audit - Problems (Stage 1)

PROBLEM		1-1
Location:	Right turn from site onto Cardiff Road.	
Summary:	Unsafe vehicle movements will increase the risk of collisions.	
It is proposed to reopen a Petrol filling station that has been closed for many years. The location is remarkably close to the Cardiff Road/Belle View Road traffic signal junction. “Keep Clear” markings have been proposed as part of the works to Cardiff Road. The Audit Team was concerned that these will become obstructed and vehicles trying to turn right could be left stranded blocking the westbound exit from the signals. It should be noted that the traffic signals on this approach are separately controlled and both lanes do not move simultaneously. The staging is such that the nearside ahead and left are within a separate phase to the right turn offside lane, which could further exacerbate issues of vehicles trying to turn right out of the PFS to then try entering the correct eastbound lanes. Unsafe vehicle movements will increase the risk of side swipe and shunt type collisions.		
RECOMMENDATION		
It is recommended that right turn vehicle movements from the site are not allowed and that vehicles can only turn left (westbound) onto Cardiff Road.		

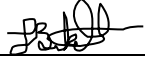
PROBLEM		1-2
Location:	Cardiff Road approach.	
Summary:	Overhanging vehicles into adjacent traffic lanes can increase the risk of shunt type collisions.	
It is proposed to create a short right turn lane into the PFS. The Audit Team were concerned that due to the short length and narrow width of the right turn lane vehicles could overhang into the offside right turn lane increasing the risk of shunt type collisions.		
RECOMMENDATION		

Provide vehicle tracking associated with this right turn movement and ensure that vehicles can easily enter the right turn lane without overhanging into the right turn eastbound lane on Cardiff Road.

PROBLEM		1-3
Location:	Cardiff Road approach.	
Summary:	Confusing road layouts close to traffic signal junctions will increase the risk of collisions.	
It is proposed to create a short right turn lane into the PFS. The Audit Team were concerned that due to its close proximity with the stop line for vehicles turning right towards Mendalgief Road would not necessarily expect to encounter a slow-moving vehicle coming to a stop whilst turning into the PFS. Vehicles will be accelerating through the lights and to suddenly encounter a vehicle braking to enter the right turn lane could very easily increase the risk of shunt/side swipe type collisions.		
RECOMMENDATION		
Do not allow vehicles to turn right into the PFS from Cardiff Road.		

**END OF PROBLEMS IDENTIFIED AND RECOMMENDATIONS PRESENTED IN THIS
STAGE 1 ROAD SAFETY AUDIT**

3 Audit Team Statement

We certify that this Road Safety Audit has been carried out in accordance with GG119	
ROAD SAFETY AUDIT TEAM LEADER	
NAME:	JONATHAN BIRKETT
SIGNED:	
POSITION:	DIRECTOR
ORGANISATION	MERAKI ALLIANCE LTD
DATE:	09 JAN 2025
ROAD SAFETY AUDIT TEAM MEMBER	
NAME:	GILLIAN KIDD
SIGNED:	
POSITION:	AUDIT TEAM MEMBER
ORGANISATION	MERAKI ALLIANCE LTD
DATE:	09 JAN 2025

Appendix 1 – Audited Documents and Drawings

1884-15d Planning

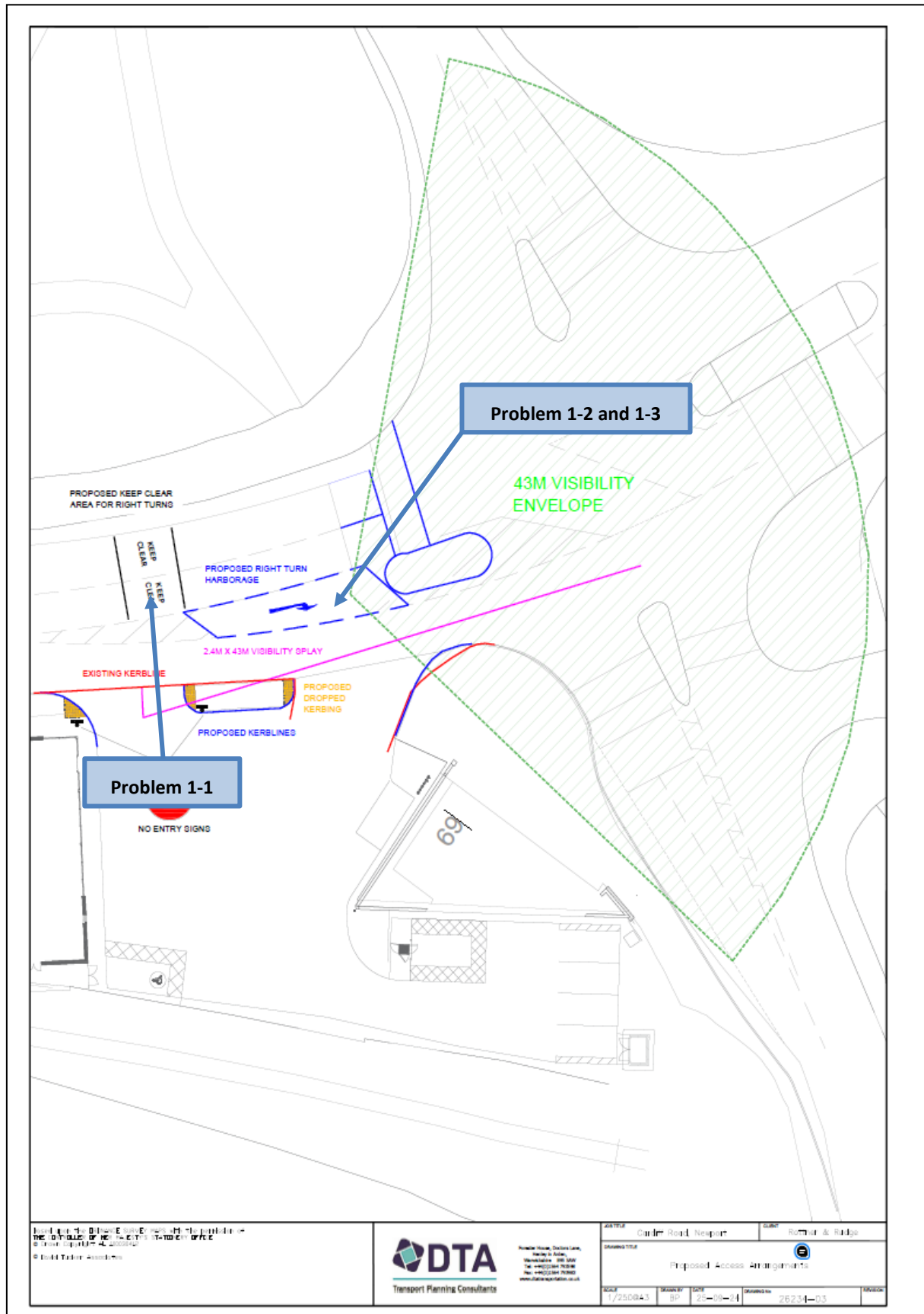
26234-01a_Response to LHA

26234-03

CARDIFF ROAD - NEWPORT MAP

intlist

Appendix 2 – Problem Location Plan





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