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Proposed Redevelopment at
ICL Sports Ground
Teddington

OUTLINE TRAVEL PLAN

on behalf of
Quantum Group



ITR/HL/4839/TP.02
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CONTENTS

1.0	INTRODUCTION	1
2.0	SITE LOCATION AND EXISTING CONDITIONS	2
3.0	SUSTAINABLE TRANSPORT CONNECTIONS	4
4.0	OBJECTIVES	7
5.0	TARGETS	8
6.0	MEASURES	9
7.0	TRAVEL PLAN MANAGEMENT	13
8.0	MONITORING	13

APPENDICES

Appendix 1	Site Location Plan (4839/301)
Appendix 2	Pedestrian Isochrones (4839/302 Rev A)
Appendix 3	Cycle Isochrones (4839/306)

1.0 INTRODUCTION

1.1 Bellamy Roberts LLP, has been instructed by Quantum Group to prepare an Outline Travel Plan (TP) alongside proposals to redevelop the existing athletic grounds at Cromwell Road, Teddington.

1.2 The development proposal will comprise 108 assisted living extra care, a GP Surgery containing 12 consulting rooms, a new 909m² pavilion community space and sports facilities, and a public park with footpath links Cromwell Road, Udney Park Road and Kingston Lane. The scheme proposal has been shown on the associated Architect's site plans.

1.3 This Travel Plan has been prepared in accordance with the current Royal Borough of Richmond upon Thames, and Transport for London guidance, and complies with the requirements set out in the National Planning Policy Framework (NPPF).

1.4 The Richmond Upon Thames Sustainable Transport SPD states the following thresholds for when a Travel Plan is required:

Use Type	Threshold Size	Travel Plan Type
Residential	More than 50 Residential Units	Travel Plan Statement
Commercial uses Refer to TfL Guidance	20 or more staff Refer to TfL Guidance	Travel Plan Statement Full Travel Plan

1.5 In addition, Transport for London (TfL) provide the following thresholds:

Use Type	Threshold Size	Travel Plan Type
C3 Residential	80 or more units	Full Travel Plan
D1 (Health)	20-50 staff	Travel Plan Statement
Sui Generis	Determined on a scheme by scheme basis	

- 1.6 It is therefore apparent that a full Travel Plan will likely be required for each use proposed use at this site. However, given the nature of the site, it is likely that each proposed use would require its own Travel plan. Therefore, an Outline Travel Plan has been prepared in this instance which considers the site as a whole.
- 1.7 Site specific Travel Plans will be prepared, based on this Outline, following completion of the first travel surveys.
- 1.8 The objective of the Travel Plan will be to reduce the number of single occupancy car trips and promote the use of more sustainable terms of travel.
- 1.9 The measures that are to be introduced in order to achieve the objectives of the Travel Plan are detailed in this document. A Travel Plan Co-ordinator (TPC) shall be appointed to provide the ongoing management for the Travel Plan.
- 1.10 The Travel Plan should be read in conjunction with all the other documents submitted as part of the Planning Application.

2.0 SITE LOCATION AND EXISTING CONDITIONS

- 2.1 The application site comprises the existing former ICL's sports ground located south of Teddington High Street. The site is bordered by Cromwell Road, Udney Park Road and Kingston Lane on its southern, western and eastern boundaries respectively.
- 2.2 Accesses to the existing pavilion and car park accommodating circa 25 spaces is currently achieved directly from Udney Park Road, with a further access available from Cromwell Road. The location of the site is indicated at Figure 1. A site location plan has been attached at **Appendix 1**.
- 2.3 The site is a private ground with access granted occasionally and on a temporary basis to a small number of selective groups. The site includes a clubhouse, 3 tennis courts and 5 football pitches.

- 2.4 The car park served off Udney Road served the site and was used daily by sports teams visiting the site.

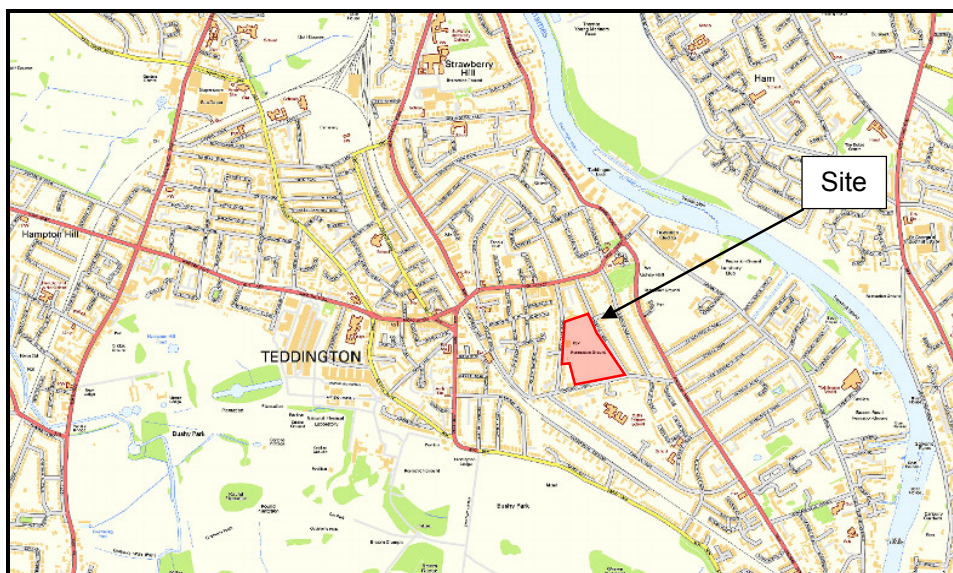


Figure 1: Location of the Site

Udney Park Road

- 2.5 Udney Park Road runs along the western edge of the application site, connecting Teddington High Street to the north, with Cromwell Road to the south.
- 2.6 The carriageway is approximately 5.5m in width with a footway running along the entire length of its western edge. Along the eastern edge there is a footway running along the first 120m from the High Street heading south, with approximately 225m of highway verge adjacent to the site, and 110m of footway at its southern end. There is a worn footpath along the section of verge adjacent to the site with a number of mature highway trees.
- 2.7 On street parking takes place along the length of Udney Park Road which is located just outside of a CPZ. On-street parking occurs on both sides of the carriageway for the initial 130m from the High Street. The remainder of Udney Park Road is of insufficient width to allow parking on both sides.

Kingston Lane

- 2.8 Kingston Lane borders the eastern boundary of the site and runs on a broadly north/south alignment. It is subject to a 30mph speed restriction and has no parking restrictions along much of its length.

Cromwell Road

- 2.9 Cromwell Road runs along the southern boundary of the site and lies on an east/west alignment connecting Station Road to the west with Kingston Lane to the east. Pedestrian footways are provided on both sides of the carriageway and are approximately 2.5m in width along the northern side of the carriageway, and 2.0m on the southern side.

- 2.10 The carriageway is approximately 6.0m in width with a single yellow line parking restriction running along the southern edge of the carriageway.

- 2.11 There are traffic calming features (speed cushion) present at points along Cromwell Road which is subject to a 30mph speed restriction. In the vicinity of the existing maintenance access there are keep clear markings outside Collis Primary School.

- 2.12 The area surrounding the site is predominantly residential with the local centre located 180m to the north. See previous Figure 1.

3.0 SUSTAINABLE TRANSPORT CONNECTIONS

- 3.1 This section examines the sustainable transport connections to the site and assesses the potential of such links to reduce the level of car-borne traffic.

Pedestrians

- 3.2 The application site is well connected to the neighbouring footway network, with links provided throughout the site to existing footways running along the eastern, western and southern boundaries. The site is ideally located to make best use of local facilities situated in Teddington Town Centre.

- 3.3 Recommended walking distances are set out in the 'Guidelines of providing for journeys on foot' by the Institution of Highways and Transportation. Within Table 3.2, the suggested walking distances have been set out. Whilst 2km still features as a preferred maximum walking distance for commuting, for other locations a distance of 1.2km is stated. A pedestrian isochrones plan has been attached at **Appendix 2**.

Cycle

- 3.4 Cycling has the potential to substitute short car trips, particularly those under 5km, and, as such, forms part of a larger journey by public transport. In the absence of specific guidance on this point in the recently publicised National Planning Policy Framework (NPPF) March 2012, which replaces most of the previously adopted Planning Policy Guidance Notes and Statements, this is still considered relevant for staff and visitors to the site.

- 3.5 The closest cycle routes to the site can be found running along the eastern side of the River Thames which can be accessed via the existing pedestrian-footbridge located at the eastern end of Ferry Road just 600m from the site as a straight line distance. The quickest route from the site is north along Kingston Lane to the High Street and eastwards until the High Street becomes Ferry Road and continues on till it ends adjacent to the River Thames.

- 3.6 The cycleway runs south along the Thames until Richmond upon Thames where it heads west through Bushy Park. At the approximate location where the footbridge crosses the River Thames, the cycleway heads east towards Richmond Park. This is part of Route 4 which is a long distance route between London and the west coast of Wales. A cycle isochrones plan is provided at **Appendix 3**.

Buses

- 3.7 The closest bus stops to the site can be found on Teddington High Street north of the site. Stops are located on the north and south sides of the carriageway well within the threshold of 400m as set out in suggested by the Institution of Highways and Transportation. The eastbound stop is situated on the north side of the carriageway between Udney Park Road and Kingston Lane. The stop

comprises a bus shelter with seating in addition to a bus pole with timetable information. The westbound stop is located on the southside of the High Street to the immediate west of the junctions of Udney Park Road and the High Street. This stop also comprises a bus shelter with seating in addition to a bus pole with timetable information.

- 3.8 Teddington High Street is served by Routes 281, 285 and R68. A summary of these services is outlined in Table 1 below:

Table 1: Bus Timetables

Route	From	To	Freq.	Mon-Fri		Sat		Sun	
				First	Last	First	Last	First	Last
281	Tolworth Tower	Hounslow Bus Station	7-10 mins	24 Hours					
285	Cromwell Road Bus Station	Heathrow Central Bus Station	9-12 mins	24 Hours					
R68	Kew Retail Park	Hampton Court Railway Station	15 mins	0527	0127	0526	0128	0616	0126

Rail

- 3.9 The application site is situated approximately 550m from Teddington Railway Station, this provides services to Shepperton and London Waterloo via Kingston, with stations between.

- 3.10 Teddington station has level access to both platforms, cycle parking, waiting facilities and a taxi rank. There is a direct pedestrian route from the site to the station along Cromwell Road and Station Road to the west.

Overground

- 3.11 The nearest station served by the London Overground is Richmond Station that is located 4.5km to the north of the site. A direct bus route is available via the R68 that passes along Teddington High Street and stops at Richmond Station. The London Overground provides direct links throughout London, including links with London Underground Stations.

Underground

3.12 The London Underground Direct Line runs between Richmond and Upminster with Stations between. This provides a direct link throughout London with a direct bus service connecting Richmond Underground Station to the development site.

PTAL

3.13 A public transport accessibility level has been calculated for the application site.

3.14 This indicates that the site has a PTAL level of 2 as shown by the Figure below.

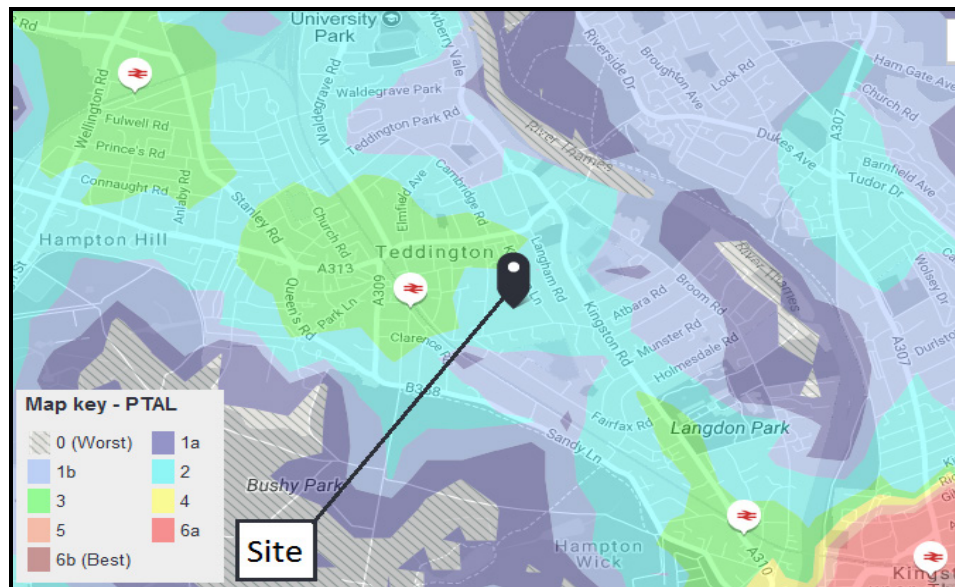


Figure 3: PTAL

4.0 OBJECTIVES

4.1 The main objectives of the Travel Plan will be to:

- Change the travel behaviour of residents, staff and visitors;
- Achieve environmental benefits in proximity to the development site;
- Provide environmentally friendly travel patterns through effective communication and marketing;
- Ensure that all residents, staff and visitors are aware of the range of travel opportunities available to them;

- Minimise journeys to and from the site by single occupancy vehicles; and
- Maintain travel patterns and identify opportunities to encourage travel by sustainable modes.

4.2 With regards to extra care housing, such accommodation is designed to accommodate the needs of frailer, older people and provide an element of care for its residents. As such, the number of single occupancy car trips that could be apportioned to residents is likely to be negligible.

5.0 TARGETS

5.1 In line with TfL guidance, targets should be ambitious and SMART (Specific, Measurable, Achievable, Realistic, Time bound), and should seek to reduce the level of single occupancy car trips, post occupation of the development.

5.2 Due to the nature of the various uses at the site, it is proposed to conduct travel surveys of all residents and staff upon first occupation, in order to determine the existing modal split.

5.3 From the initial travel surveys, the existing 'base level' will be determined and from this, it will be possible to determine appropriate future targets.

5.4 Targets will be set over a 5 year period, with interim targets at years one and three.

5.5 The travel survey of staff, residents and visitors to the site will be undertaken after first occupation of the site, to ascertain the modes of transport used to access the site.

5.6 The travel survey should include questions regarding the main mode of travel to the site, the reason for using this mode, shift pattern and length of travel time etc.

6.0 MEASURES

6.1 The measures, by which the objectives, set out previously, are to be achieved, are outlined in the following paragraphs.

Travel Plan Co-ordinator (TPC)

6.2 A fundamental and key component of the Plan will be the appointment of a TPC who will liaise with a Travel Plan Committee and the Local Authority to agree measures to encourage staff, residents and visitors to utilise sustainable forms of travel. The TPC will be appointed 6 months before first occupation of the development.

6.3 The responsibility of the TPC will include:

- overseeing the development and implementation of the Plan;
- provision and maintenance of public transport information;
- management of cycle parking at the development;
- designing and implementing effective marketing and awareness-raising campaigns to promote the Plan and utilise existing travel awareness campaigns;
- setting-up, co-ordinating and attending transport user groups;
- promoting the benefits of sustainable travel;
- surveying travel patterns and working on objectives and targets to reduce the reliance on the private car;
- negotiating with local taxi companies with the aim of securing travel discounts and a preferential service;
- surveying travel patterns and working on objectives and targets to reduce reliance on the private car;
- co-ordinate the necessary data collection exercise required to monitor and develop the plan, and;
- liaise with staff and visitors as well as the Local Authority, local groups, partnerships, public transport operators and travel plan networks.

6.4 After the initial 5 year period, either the existing TPC will continue in the role, or a new TPC will be appointed to continue the management of the TP.

- 6.5 At present, the contact details of the TPC are not known. However, as soon as this information becomes available, it shall be forwarded to the Royal Borough of Richmond upon Thames within one month of site occupation.

Travel Plan Funding

- 6.6 Funding for the Travel Plan will be provided initially by the developer, to ensure the Travel Plan is up and running in time for full occupation of the site. On full occupation, a site management company will be set up and it will be this management company which will take on control of the Travel Plan, with funding provided direct from the annual budget.
- 6.7 At this stage the on-going cost of the TP is unknown, however, it is envisaged that after the first year a clear indication of cost could be provided. The developer is aware of the potential time and cost implications of this work, and undertake to provide the necessary time and funding to ensure the nominated Travel Plan Co-ordinator can undertake the role to the best of their ability.
- 6.8 An indicative figure of circa £2,000 per annum covering an administration proportion of salary will be allocated to run the Travel Plan. This would total £10,000 over the 5 year period of the Plan.
- 6.9 This figure would cover the time required to run the Travel Plan, including regular updating of information, personal travel planning and maintenance of a staff car-share scheme (including marketing). The cost of cycle parking and car parking would be covered within the initial build costs. It is envisaged that one day a month will be provided for the TPC to undertake their duties.
- 6.10 Another on-going cost, over and above the day-to-day running of the scheme, is the annual monitoring report which would need to be submitted to the Authority. To collect travel data on an annual basis, analyse and report on the results, the developer will be budgeting between £1,000 - £3,500 per annum, totalling between £5,000 - £17,500 over the 5 year period of the TP. The Travel Plan monitoring fee has been obtained from Richmond Council Sustainable Transport SPD.

Walking/Cycling

- 6.11 The site is served by a good footway and street lighting network, allowing safe and convenient access to and from the site.
- 6.12 Events and initiatives will be organised in order to promote the benefits of walking.
- 6.13 One of the key advantages of cycling is a greater certainty of journey time which cannot be achieved by other vehicular modes on a congested network. The potential to secure discounts from local cycle stores will be explored, whilst information relating to local cycle routes will be provided within the information packs.
- 6.14 An area for the safe storage of cycles will be available on-site, which will allow staff and visitors to access the site and securely store their bicycles.
- 6.15 The level of cycle storage provision will be monitored and increased if necessary.
- 6.16 Showers and locker facilities will be provided for use by those staff who walk/cycle to work, and free cycle safety equipment will be provided for employees.

Travel Plan Notice board

- 6.17 The TPC will create and maintain a noticeboard located in the main reception area that will be used specifically for promoting the TP. It will contain a map of the local area illustrating the location of the site in relation to local amenities and public transport modes.
- 6.18 Furthermore, the notice board will also contain the timetables, costs and route maps of all accessible public transport services as well as the contact details for local taxi services.

Car Share Scheme

6.19 Car sharing is an ideal way of reducing single occupancy car use. The future site management company will endeavour to promote a car-share scheme throughout the site.

6.20 In view of this, it is felt that the most effective means of implementing a car-share scheme is through the introduction of notice boards which could be used in the first instance, together with appropriate marketing, and references to relevant internet sites. The potential to provide preferential parking for car-sharers will also be considered, and if demand requires a dedicated space, this will be provided.

6.21 Car-sharing leaflets will be made available on the staff notice board, detailing the proposals, and how the employees may participate in the scheme. A car-sharing registration form can be provided on the aforementioned board.

Emergency 'Get you Home' Taxi Ride

6.22 In the event that a car-sharing user is required to work past their designated hours, a taxi home will be provided free of charge.

Provision of Public Transport Information

6.23 The notice board that is to be set up at the site is to contain all the relevant public transport information for services in proximity to the site, including Teddington Railway Station and connecting bus services.

Travel Plan Section on the site's Website

6.24 To assist staff and visitors to access the site by a sustainable modes of travel, a page will be added to the website that contains all the information that is available on the Travel Plan notice board.

6.25 The website would also allow secure access to a page designated to a car-sharing club.

Flexible Working Hours

- 6.26 The management staff at the site are committed to promoting sustainable modes of travel and therefore in order to allow staff to utilise the local bus services, a flexible working arrangement will be introduced.

Travel Welcome Pack

- 6.27 All of the information, outlined above, will be compiled by the TPC and included in a Travel Welcome Pack that will be given to all new residents, including the families of residents and staff.

7.0 TRAVEL PLAN MANAGEMENT

- 7.1 A Travel Plan Co-ordinator (TPC) will be appointed, whose role will be to communicate the objectives of the TP to visitors, residents and staff members.
- 7.2 Details of the alternative means of transport to the site should be put on the apartment's website, encouraging more sustainable methods of travel. For those visitors who may not have viewed the website, this information should be displayed on noticeboards in the reception area.
- 7.3 It is important to collect people's feedback on the TP and to this end, suggestion boxes near to where the information is displayed should be provided. This will enable improvements to be made where necessary.

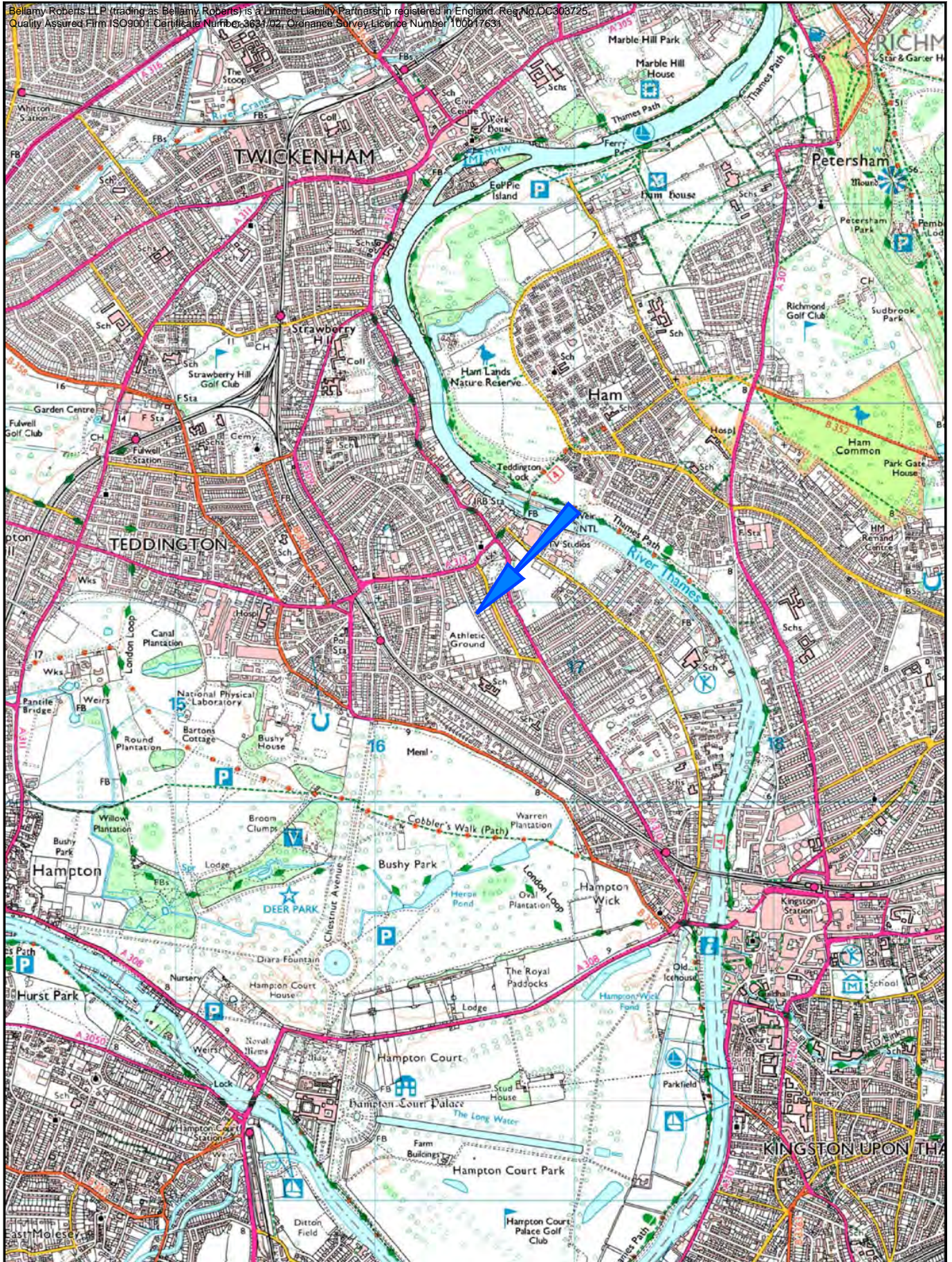
8.0 TRAVEL PLAN MONITORING

- 8.1 In order to ensure the measures outlined in this TP are achieving the set targets, monitoring will need to take place at regular intervals. Monitoring surveys should be undertaken at years one, three and five to determine whether the targets are being achieved.
- 8.2 To determine the initial travel characteristics of the site, a travel questionnaire will be submitted alongside the Travel Information Pack.

- 8.3 The results of the surveys shall be forwarded to the relevant Authorities at the earliest opportunity of them being received, with the TPC being available to meet with the Authority to discuss the findings, if required.
- 8.4 The information submitted to the relevant Authorities shall include details such as the current modal split and a comparison with the target modal split.
- 8.5 If it is found the targets are not being achieved, the developer, along with the TPC, will seek to increase promotional measures and look at the possibility of introducing further incentives.
- 8.6 The Travel Plan includes a requirement to investigate measures which could facilitate further car sharing or travel by other modes. Conducting a travel survey is an important step to continuously developing a Travel Plan. Staff/resident/visitor views can be sought from the outset by means of a survey. Focus groups can be formed, if necessary, to provide valuable input. Follow-up surveys will be conducted annually to monitor the success of the Travel Plan.
- 8.7 The issue of promoting sustainable modes of transport will be lessened if it is promoted as socially normal and responsible. Its attraction will be further enhanced within the Travel Plan by providing preferential car parking for car-sharers.

APPENDICES

APPENDIX 1



PROJECT	Cromwell Road, Teddington
TITLE	Site Location Plan

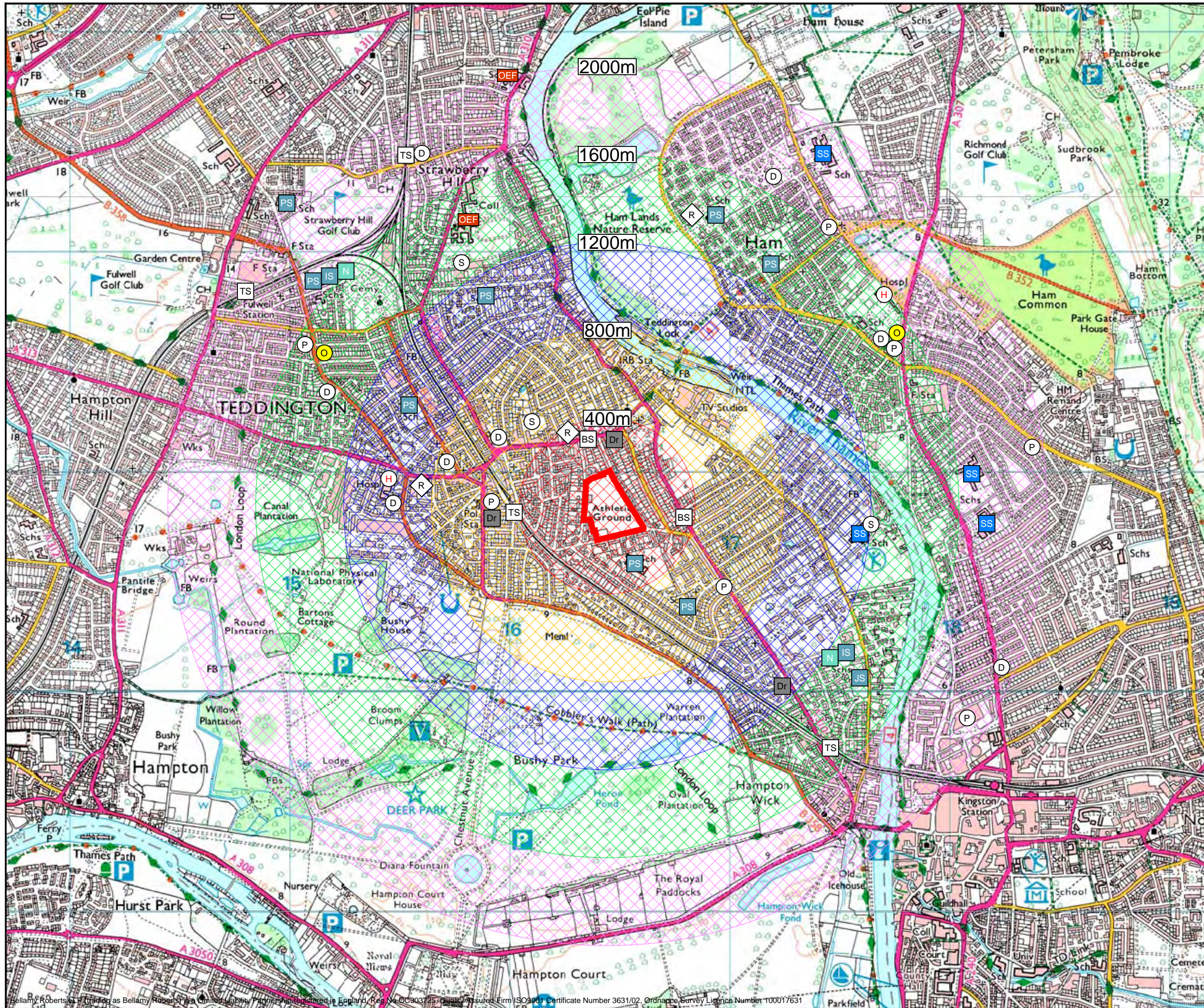


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DATE	21/04/16	DRAWN BY	ARM
SCALE	1:25,000 @ A4	CHK BY	TENB
CLIENT	Quantum Group		
DRAWING No.	4839 / 301		REV No.

APPENDIX 2



Notes

- Walking Isochrones**
- 0 - 5 mins
 - 5 - 10 mins
 - 10 - 15 mins
 - 15 - 20 mins
 - 20 - 25 mins

- Facilities**
- D Dentist
 - Dr Doctor
 - O Optician
 - P Pharmacy
 - S Sport and Fitness
 - H Hospital
 - N Nursery
 - IS Infant School
 - JS Junior School
 - PS Primary School
 - SS Secondary School
 - OEF Other Educational Facility
 - R Retail
 - TS Train Station
 - B Bus Stop

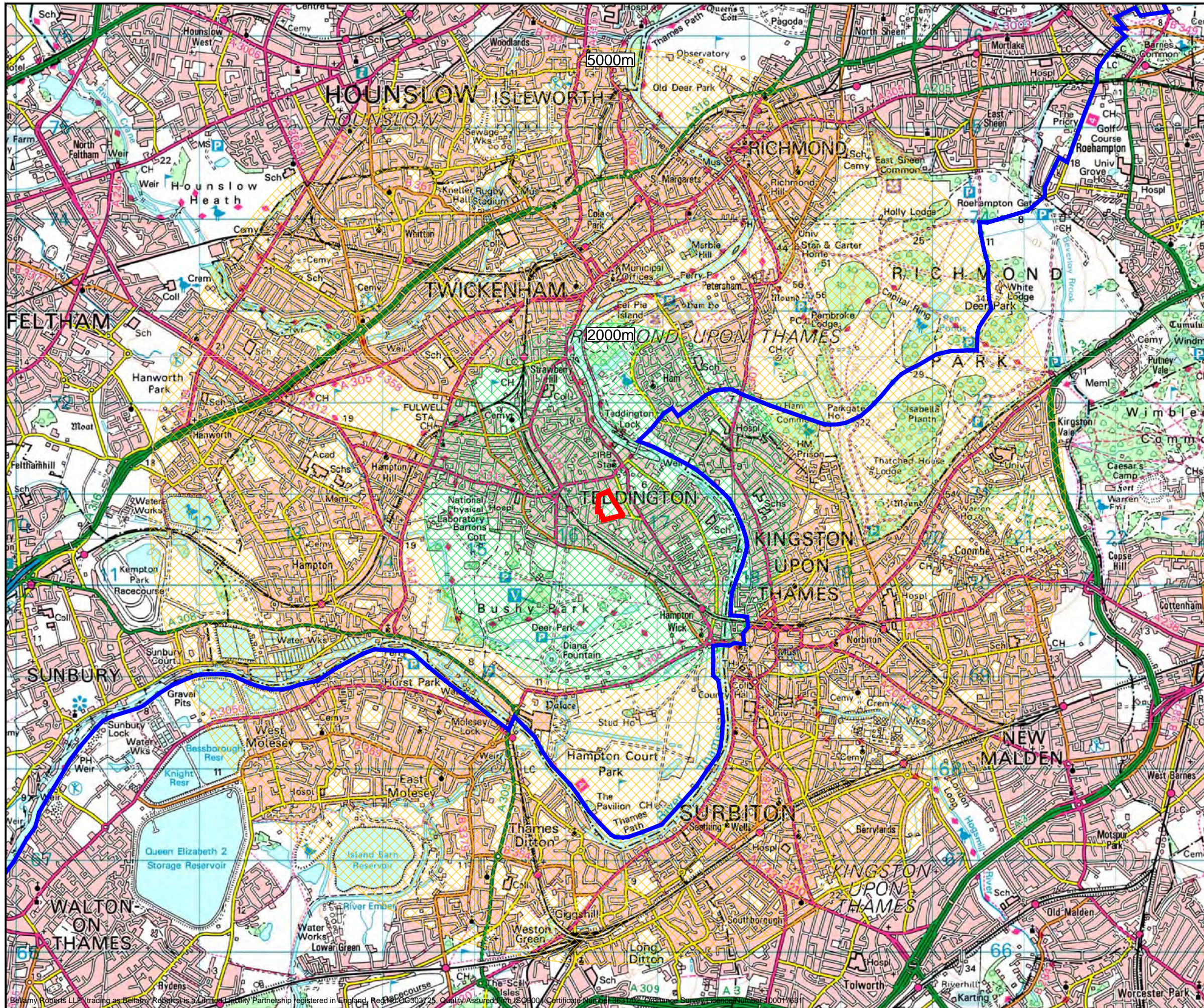
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CLIENT: Quantum Group
 PROJECT: Cromwell Road, Teddington

TITLE: Pedestrian Isochrone

DRAWN BY: ARM	DESIGN BY: -	CHK BY: TENB
DATE: 21/04/16	DRAWING No: 4839 / 302	REV No: A
SCALE: NTS @ A3		

APPENDIX 3



Notes

- Cycle Route
- Cycling Isochrones
- 0 - 2km
- 2 - 5km



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CLIENT	Quantum Group		
PROJECT	Cromwell Road, Teddington		
TITLE	Cycle Isochrone		
DRAWN BY	ARM	DESIGN BY	-
DATE	12/07/17	CHK BY	TENB
SCALE	NTS @ A3	DRAWING No.	4839 / 306