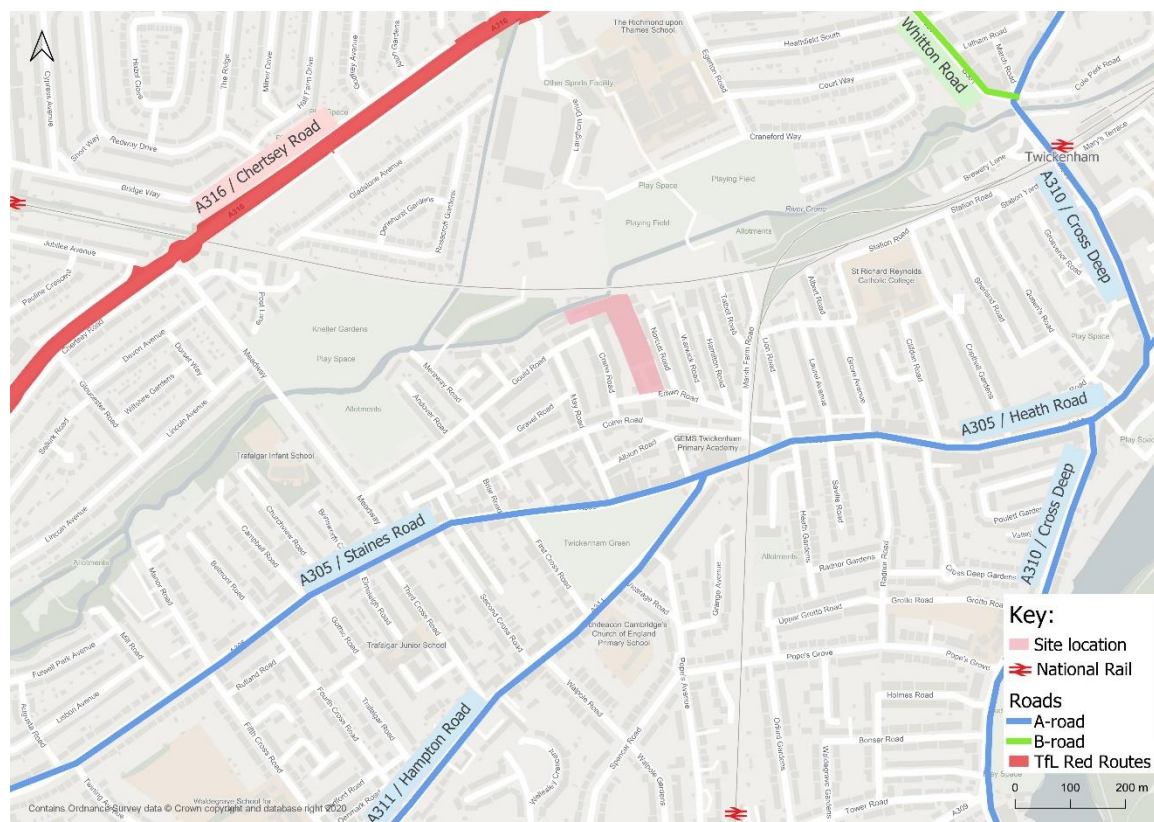


## 3.6 LOCAL HIGHWAY NETWORK

3.6.1 The local highway network in the vicinity of the site is shown in **Figure 3-10**.

**Figure 3-10: Local Highway Network**



3.6.2 There are currently two vehicular access points to the site: one from Edwin Road to the south and one to the north from the corner of Gould Road and Crane Road. The former was primarily used to accommodate larger operational HGVs associated with the site's former industrial use, with the latter generally used for employee and visitor parking.

3.6.3 Both Edwin Road and Gould Road are well connected to the wider road network. To the south of the site, Edwin Road connects through Marsh Farm Road or Colne Road to the A305 The Green / Heath Road, carrying traffic between Richmond and Twickenham centres from the A316 Chertsey Road to the west, which in turn connects to M3 to the west, or Hampton Hill Road towards Heathrow. To the west of the site, traffic can access and egress the A316 Chertsey Road from Meadway, which in turn provides access towards Gould Road and the adjoining residential areas.

### COLNE ROAD – SCHOOL STREET

3.6.4 In September 2021 The School Street scheme was approved and made permanent for Twickenham Primary Academy for part of Colne Road between the junction of March Farm Road and Albion Road.

3.6.5 School Streets do not operate during school holidays or at weekends and the signs will be closed when not operational for holidays and half term breaks.

3.6.6 Th operating hours for Colne Road are Monday to Friday 08:20 to 09:00 and 15:30 to 16:15.



3.6.7 People walking, scooting, using wheelchairs, mobility scooters and cycles (including adapted cycles) are not restricted. All other motor vehicles are restricted during the operating times displayed on the signs, subject to exemptions.

3.6.8 The following motorised vehicles are automatically exempt:

- Emergency vehicles
- Council waste trucks serving properties within the School Street zone
- Postal service vehicles serving post boxes within the School Street zone
- Statutory undertakers (such as water and gas companies) attending emergency works within the School Street zone
- School buses serving the school or properties within the School Street zone
- Public transport and taxis (Hackney Carriage) serving properties within the School Street zone

3.6.9 The following vehicles are also exempt, but they must apply for exemption using LBRuTs online exemption form or contact LBRuT:

- Residents and businesses within the School Street zone
- Blue badge holders (when their destination is within the School Street zone)
- Carers and healthcare workers serving properties within the School Street zone
- Private hire taxis serving properties within the School Street zone
- Tradespeople/service providers serving properties within the School Street
- Delivery vehicles serving properties within the School Street



# 4 RESIDENTIAL TRAVEL DEMAND

## 4.1 BASELINE TRAVEL DEMAND

4.1.1 Given that the proposed development has not yet been constructed, it is not possible to undertake site surveys to establish baseline travel characteristics at this stage.

4.1.2 In the absence of existing travel survey data at the site, the modal split has been determined from the trip generation analysis set out within the Transport Assessment.

### RESIDENTIAL

4.1.3 The trip generation forecast for the residential land use is presented in **Table 4-1**, with full details of their derivation being provided within the TA.

**Table 4-1: Baseline Mode Share and Trip Generation – Residential**

| MODE  | AM PEAK HOUR |           |           | PM PEAK HOUR |           |           |
|---|--------------|-----------|-----------|--------------|-----------|-----------|
|   | Arrive       | Depart    | Total     | Arrive       | Depart    | Total     |
| Pedestrians                                   | 1            | 6         | 7         | 3            | 2         | 5         |
| Cyclists                                      | 1            | 4         | 5         | 2            | 1         | 3         |
| Bus   | 2            | 9         | 11        | 5            | 3         | 7         |
| Underground                                   | 1            | 3         | 3         | 1            | 1         | 2         |
| Rail  | 2            | 10        | 12        | 5            | 3         | 8         |
| Taxi  | 0            | 0         | 0         | 0            | 0         | 0         |
| Motorcycle                                    | 0            | 1         | 1         | 0            | 0         | 0         |
| Vehicle drivers (no servicing)                | 5            | 22        | 27        | 11           | 6         | 17        |
| Vehicle occupants (including taxi passengers) | 0            | 1         | 1         | 1            | 0         | 1         |
| <b>Total</b>                                  | <b>12</b>    | <b>56</b> | <b>68</b> | <b>28</b>    | <b>15</b> | <b>43</b> |

## 4.2 SITE SURVEYS AND MONITORING

4.2.1 The travel characteristics of occupants of the proposed development will be monitored on a regular basis once the development is occupied. Travel surveys will be undertaken for the residential land use in accordance with a monitoring system that feeds into the TRICS survey database.

4.2.2 This survey will accurately identify the application site's travel characteristics, and the results will be known as Year 0. The initial travel survey will be coordinated and publicised by the Travel Plan Coordinator (TPC).

4.2.3 The format of the travel survey(s) will be agreed upon between the TPC and LBRuT prior to the survey being undertaken. It is envisaged that this will be a count of all trips by all modes at each access to the development for one weekday at an agreed date between the hours of 0700 – 2200.

4.2.4 After the initial travel survey, it is anticipated that the travel surveys will be undertaken bi-annually during the same time of year as the previous travel surveys to ensure they provide a like-for-like comparison.



- 4.2.5 Further monitoring will be commissioned by the TPC and take into account cycle parking space usage and vehicle parking space usage, including the uptake/demand for electric vehicle charging. This will help inform future improvements required to further encourage sustainable travel.
- 4.2.6 Once the first travel survey has been undertaken, the TP will be updated with more accurate baseline mode share proportions. A review of the target mode shift will also be undertaken to ensure they are realistic and achievable.
- 4.2.7 The TP will be a live document, continuously updated over time. As such, targets may change over time due to an ongoing monitoring process.



# 5 MANAGEMENT AND MEASURES

## 5.1 INTRODUCTION

5.1.1 This section outlines the measures which will be implemented on-site in order to achieve the objectives. These measures form the core of the Residential Travel Plan. The measures have been grouped into three types as follows and considered in turn in the following sections:

- 'Hard' engineering measures incorporated into the design;
- 'Key services and facilities; and
- 'Soft' marketing and management measures which ensure that sustainable travel behaviour is maximised.

## 5.2 APPOINTMENT OF THE TRAVEL PLAN COORDINATOR

5.2.1 To ensure that there is site-wide adoption of the Travel Plan, a Travel Plan Coordinator (TPC) will be appointed to deliver the measures and monitor the success of the Travel Plan.

5.2.2 A TPC will be appointed prior to the first occupation and be responsible for managing and implementing the TP. It is anticipated that the role will be fulfilled by a member of the residence committee or an appointed consultant. Their role will focus on:

- ⦿ Day to day liaison with all stakeholders as necessary – giving a 'human face' to the TP.
- ⦿ Implementation of the TP measures.
- ⦿ Managing travel information, including distribution of a welcome pack to new residents.
- ⦿ Promoting non-car travel through the TP measures.
- ⦿ Reporting progress to any TP stakeholders, including LBRuT.
- ⦿ Managing the monitoring and progress of the TP targets.

## 5.3 HARD MEASURES

5.3.1 Physical aspects of the design of the proposed development will influence travel patterns from the outset. The hard engineering measures that will be incorporated into the design of the development are discussed individually below. These measures would be provided prior to the occupation of the site and would be funded by the developer.

### SITE LAYOUT AND PERMEABILITY

5.3.2 Substantial new landscaped public realm is proposed, catering for new pedestrian routes and providing access to each of the buildings.

5.3.3 The pedestrian environment will be of high quality with the provision of attractive public open spaces, well-maintained and legible routes, lighting, signage and the use of quality materials. Pedestrians will feel safe and secure within the site, with a mixture of uses providing activity both day and night, thus providing natural surveillance.



## CAR PARKING PROVISION

- 5.3.4 The proposed development will deliver 83 car parking spaces, equating to 0.86 spaces per dwelling. The proposed provision is compliant with the London Plan's maximum car parking requirements for an Outer London site with a PTAL of 2, which requires between 0.75 – 1 space per dwelling (depending on the number of bedrooms proposed).
- 5.3.5 All parking associated with the proposed development will be provided on-site and be available to residents only. There will be no visitor parking provision as part of the development. Visitor cycle parking will be provided within the public realm, encouraging active sustainable travel to/from the site for visitors of the residential and commercial uses.

## BLUE BADGE PARKING

- 5.3.6 Eight Blue Badge parking bays are proposed from the outset for the residential use, equating to a provision of 8% of all dwellings, compliant with the London Plan, March 2021 which requires 3% available from the outset.

## ELECTRIC CHARGING PROVISION

- 5.3.7 20 per cent of on-site parking spaces will have active charging facilities, with passive provision for the remaining spaces, compliant with the London Plan.

## CAR CLUB PROVISION

- 5.3.8 The applicant will look to promote active and sustainable travel. LBRuT advocates car clubs as an alternative to private cars, as outlined on the Council website:

*"Car Clubs encourage people to forego private car ownership, and they are also attractive to people that make very limited use of a car. While not having the expense of buying, insuring and maintaining their own vehicle, members have access to a car. Research has shown that car club cars replace between 6 to 20 privately-owned vehicles."*

- 5.3.9 CoMo UK have just released development guidance 'New developments and shared transport: cutting car dependency' February 2022. CoMo UK research indicated that each car club vehicle can replace an average 24 private cars within Outer London.
- 5.3.10 Zipcar and Enterprise Car Club are the two car club providers affiliated with LBRuT and have been contacted to ascertain the possibility of providing an additional car club bays in the area surrounding the site. Both providers expressed an interest in working alongside the developer to provide a car club bay and membership for the proposed development.
- 5.3.11 The location of the prospective bay is yet to be agreed upon; however, it is anticipated it could be situated along Edwin Road.
- 5.3.12 The new car club bay facilitated by the development would not be exclusively for the use of residents at the site and would thus provide a communal benefit for surrounding residential properties. The implementation of the car club bay would be agreed upon with the developer, car club provider and Local Authority and secured by the s106 agreement.



## CYCLE PARKING PROVISION

### RESIDENTIAL LONG-STAY

- 5.3.13 The proposed long-stay residential cycle parking provision for the residential development is set out in **Table 5-1**.

**Table 5-1: Proposed residential cycle parking provision**

| LAND USE                                      | LONG-STAY | SHORT-STAY |
|---|-----------|------------|
| London Plan minimum cycle parking requirement | 178       | 4          |
| Residential (C3) - Provision                  | 196       | 6          |

- 5.3.14 **Table 5-1** shows the proposed long-stay provision exceeds the minimum cycle parking provision for the residential use required to be compliant with the London Plan.
- 5.3.15 Long-stay residential cycle parking will be provided within the boundary of each house or within dedicated, secure cycle parking stores for the apartments.
- 5.3.16 Access to the dedicated communal cycle stores will be controlled by RFID cards/fobs and will be monitored by CCTV.

### RESIDENTIAL SHORT-STAY

- 5.3.17 The short-stay residential cycle spaces will be provided by means of Sheffield stands within the public realm.

## KEY SERVICES & FACILITIES

- 5.3.18 A number of key services and facilities to complement the location and physical design of the site will also be implemented to further encourage the use of sustainable transport modes. Details of each of the proposed key services are set out in turn below.

## PERSONALISED JOURNEY PLANNING

- 5.3.19 The TPC will be available to provide personalised travel planning advice to residents of the development. The TPC will be able to identify routes to public transport services for residents travelling to work, schools and other key facilities.
- 5.3.20 The personalised journey planning service detailed above will also accommodate the specific journey planning requirements of mobility impaired persons residing within the site.

## PROVISION OF BROADBAND ACCESS IN HOMES

- 5.3.21 All residential dwellings within the development will be broadband ready, providing residents with the opportunity to sign up to an internet service provider. This will provide opportunities for both home working and home shopping, reducing the need to travel.

## DELIVERIES

- 5.3.22 Residents will be provided with welcome packs, which will include instructions for providing the correct address for deliveries. This will seek to prevent deliveries to individual doors and encourage consolidation through the implementation of a Delivery and Servicing Plan.



## 5.4 SOFT MEASURES

- 5.4.1 Residents of new dwellings will be provided with a Travel Pack upon the first occupation. The key role of the Travel Pack is to raise awareness of sustainable travel opportunities and initiatives available to occupants, including:
- **Promotion of local, sustainable travel networks**, including:
    - The bus services which are available.
    - The underground services which are available.
    - The local cycle routes which are available.
  - Links to relevant **public transport travel information websites** (such as the TfL journey planner) will be provided.
  - **Promotion of local amenities**: The Travel Pack will include the locations of many of the nearby key amenities and will encourage trips by foot.
  - **Promotion of the cycle parking and routes**: Making residents aware of the cycle parking which is available to them. [https://www.richmond.gov.uk/services/roads\\_and\\_transport/active\\_travel](https://www.richmond.gov.uk/services/roads_and_transport/active_travel)
  - Promotion of membership to the **London Cycling Campaign (LCC)**: Promote the LCC, which is a cyclist organisation with local groups throughout London. Local LCC groups promote cycling locally, improve conditions for cyclists in their borough and organise leisure rides and social events whilst providing support for cyclists. The benefits on offer to LCC members include discounts at bike shops in London; exclusive cycle theft insurance packages; free third-party insurance for damage or injury up to the value of £1 million; access to local LCC borough groups; and free legal advice. The details of the local LCC group, together with membership information, will be included within the resident Travel Pack.
  - **Promotion of health benefits associated with alternative modes of transport**: The Travel Pack will provide details of the health benefits associated with walking and cycling regularly.
  - **Details of carbon foot printing**: provision of details of the established 'Act on CO<sub>2</sub> carbon calculator' and provision of information to raise awareness of the environmental and cost-saving benefits associated with sustainable travel and reducing car usage.
  - **Promotion of key services and facilities**: Full details of the key services and facilities provided by the Travel Plan will be included in the Travel Pack, including:
    - the availability of the personalised journey planning service;
    - the availability of broadband internet and the benefits of home working; and
    - Nearby car club facilities and where to find information about using the service.
- 5.4.2 The Travel Pack also invites those persons wishing to raise specific transport-related matters to discuss them with the TPC for consideration.
- 5.4.3 The Travel Pack will be available in both hard copy and electronically. The TP will be updated periodically and redistributed in electric form.





## COMMUNITY NOTICE BOARDS

- 5.4.4 Notice boards providing travel information to residents within the site could be placed within the communal halls.
- 5.4.5 Maps of the immediate local area will be displayed on the notice boards identifying locations of cycle parking, car club bays and public transport service access points. The notice boards will also be used to inform residents of any new travel initiatives or events organised by the TPC.



# 6 RESIDENTIAL OBJECTIVES & TARGETS

## 6.1 INTRODUCTION

6.1.1 This chapter sets out the overarching objectives for the TP, as well as targets for the short and medium-term. It includes indicators through which progress towards meeting the targets will be measured. Further information on monitoring and review of the TP can be found in **Section 7**.

- ⦿ **Objectives** are the high-level aims of the TP. They help to give the TP direction and provide a clear focus.
- ⦿ **Targets** are the measurable goals by which progress will be assessed. The TP sets out targets that the development will seek to reach within the period covered by this TP. In addition, interim targets have been set.

## 6.2 OBJECTIVES

6.2.1 TfL's guidance document entitled Travel Planning Guidance (November 2013) identifies that the objectives and targets set out in the Travel Plan should be initially based on trip rates and modal splits agreed in the Transport Assessment.

- ⦿ to encourage the sustainable movement of people and goods to and from the site;
- ⦿ to reduce car dependency and unnecessary single occupancy car trips at the site;
- ⦿ to improve the accessibility of the site for all, especially those without access to a car;
- ⦿ to meet the National Air Quality objectives and minimise the environmental impact of transport;
- ⦿ to support National, Regional and Local sustainable transport policy objectives in reducing the need to travel overall;
- ⦿ analyse the results of any surveys/assessments undertaken and report them to LBRuT in accordance with agreed monitoring procedures, and
- ⦿ to liaise with the relevant officers at LBRuT to ensure that the TP is implemented effectively.

## 6.3 TARGETS

6.3.1 TP targets are measurable goals by which progress can be assessed. These targets should be reviewed through a programme of monitoring to ensure they remain SMART (Specific, Measurable, Achievable Realistic and Timed).

6.3.2 Targets come in two forms - action targets and aim targets:

- ⦿ **Action Targets** are non-quantifiable actions that need to be achieved by a certain time.
- ⦿ **Aim Targets** are quantifiable, and in the case of this TP, relate to the degree of modal shift the plan is seeking to achieve.



## 6.4 ACTION TARGETS

6.4.1 The following Action Targets are proposed:

- To appoint a TPC; and
- To coordinate baseline travel surveys within the first six months of the first occupation or at 50% occupancy.

## 6.5 AIM TARGETS

6.5.1 This TP provides targets, shown in **Table 6-1**, which are set to measure progress towards the main objectives over a five-year period.

6.5.2 It should be noted that the targets presented in **Table 6-1** are set in relation to the multimodal trip generation produced within the TA. The mode share data will be verified and updated with baseline data collected after six months of the first occupation or at 50% occupancy, whichever is first.

**Table 6-1: Indicative Preliminary Mode Share Targets**

| TARGET                                      | INDICATOR                                 | MODE SPLIT                   |                     |                   |
|---|---|------------------------------|---------------------|-------------------|
|   |   | Baseline surveys<br>(Year 1) | Interim<br>(Year 3) | Final<br>(Year 5) |
| Achieve a 10% reduction in car driver trips | Modal Split Monitoring from Travel Survey | -2%                          | -5%                 | -8%               |
| Achieve a 3% increase in cycling trips      | Modal Split Monitoring from Travel Survey | +1%                          | +2%                 | +3%               |
| Achieve a 5% increase in walking trips      | Modal Split Monitoring from Travel Survey | +1%                          | +3%                 | +5%               |

6.5.3 Once the first travel survey has been undertaken, the Full Travel Plan will be produced and updated with more accurate baseline mode share proportions. A review of the target mode shift will also be undertaken to ensure they are realistic and achievable.

6.5.4 Targets will be finalised and written into the TP once bi-annual travel surveys have been completed. The survey results will be analysed and discussed with the LBRuT Travel Planning Officers.

6.5.5 It should be noted that the TP will be a live document, continuously updated over time. As such, targets may change over time due to an ongoing monitoring process.



# 7 MONITORING AND REVIEW

## 7.1 MARKETING AND COMMUNICATION

- 7.1.1 It is recognised that a marketing and communication strategy is key to the success of the Travel Plan. The marketing strategy will aim to raise awareness of the key services and facilities implemented as part of the Travel Plan. The strategy will also help to disseminate travel information and information regarding the facilities provided.
- 7.1.2 Residents and employees will be made aware of the Travel Plan, including its purpose and objectives, along with specific measures. Marketing will be undertaken between the point of sale and the first occupation of each dwelling.
- 7.1.3 A programme of monitoring and review will be implemented to generate information by which the success of the TP will be evaluated. This will help to establish whether the agreed objectives and targets are being met. Monitoring and review will be the responsibility of the TPC.

## 7.2 MONITORING

- 7.2.1 The TPC will arrange the initial travel survey to be undertaken for the development once a trigger point of 50% occupation of the residential units has been reached.
- 7.2.2 The travel survey will then be undertaken at the third and fifth years after the trigger point has been reached. The surveys will comprise of the following components:
- ⊙ A questionnaire surveys of residents, employees and visitors;
  - ⊙ pedestrian, cycle and vehicle counts at the access points into the site; and
  - ⊙ a servicing survey will be undertaken.
- 7.2.3 Monitoring will continue on a rolling five-year basis if targets are not met within the initial monitoring period unless otherwise agreed in writing with LBRuT.

## 7.3 REPORTING AND REVIEW

- 7.3.1 The TPC will compile a review report at Years 1, 3 and 5 outlining the results of each review. The report will also incorporate the results of ongoing monitoring throughout the preceding period. The report will be issued to LBRuT.
- 7.3.2 The TPC will issue the review report inclusive of survey results to LBRuT within one month of each survey. The TPC and officers of LBRuT will then review the results and, if appropriate, revise the target accordingly. The results of the travel survey and revised targets will be included in the subsequent revision of the TP.

## 7.4 SECURING THE TRAVEL PLAN AND FUNDING

- 7.4.1 The Travel Plan will be secured by a planning condition or through the s106 legal agreement.
- 7.4.2 Funding for the implementation of the Travel Plan is to be secured by the developer. The costs will relate to the implementation of measures outlined within the Travel Plan and for any surveys and monitoring.



# 8 RESIDENTIAL ACTION PLAN

8.1.1 The programme for the implementation of the Travel Plan measures is set out in **Table 5-1**. This sets out tasks, intended implementation dates and responsibilities.

**Table 8-1: Residential Action Plan**

| ACTION  | TARGET (VALUES)                         | TARGET DATE                                    | FUNDING   | INDICATOR/ MEASURED BY   | RESPONSIBILITY |
|---|---|--|-----------|--|----------------|
| Appointment of TPC  | N/A                                     | Prior to occupation                            | Developer | Appointment of TPC   | Developer      |
| Agree Travel Plan Objectives and Targets                                | N/A                                     | Prior to occupation                            | Developer | Agreement being reached with LBRuT                                     | Developer      |
| Agree Travel Plan Measures and Travel Pack                              | N/A                                     | Prior to occupation                            | Developer | Agreement being reached with LBRuT                                     | TPC            |
| Provision of cycle parking secured through planning                     | As required for each building           | Prior to the occupation of relevant building   | Developer | Installation of cycle parking and is made available for residents' use | Developer      |
| Availability of broadband access in homes                               | N/A                                     | Prior to the first occupation of each dwelling | Developer | Availability of broadband access in homes                              | Developer      |
| Availability of a personalised journey planning service                 | N/A                                     | Prior to the first occupation                  | Developer | Availability of a personalised journey planning service                | Developer      |
| Dissemination of the Travel Pack to each dwelling                       | One Travel Pack per dwelling            | At the first occupation of each dwelling       | Developer | Dissemination of the Travel Pack to each dwelling                      | Developer      |
| Provision and population of Sustainable Travel Information Notice Board | Notice Board presenting one Travel Pack | Prior to the first occupation                  | Developer | Provision and population of Information Notice Board                   | Developer      |



# 9 WORKPLACE TRAVEL STATEMENT

## 9.1 INTRODUCTION

- 9.1.1 The commercial element of the proposed development may not meet the thresholds whereby a Full Travel Plan is required, but, in some cases, it is still considered appropriate for measures to be put in place to reduce the number of single-person car journeys and to increase the use of sustainable travel modes. In these cases, a Travel Plan Statement is appropriate.
- 9.1.2 A Travel Plan Statement should focus on encouraging sustainable travel and may take the form of an 'Action Plan' or a simple list of measures that are to be promoted by the developer or occupier of the site. It is not necessary for a Travel Plan Statement to provide specific targets and formal monitoring.
- 9.1.3 The Workplace Travel Statement considers all employees of the commercial unit at the proposed development.

## 9.2 OBJECTIVES

- 9.2.1 The objectives and principles for the Workplace Travel Statement are as follows:
- To raise employees' awareness of sustainable modes of travel available at the development;
  - To raise employee's awareness of the health and fitness benefits of walking and cycling for short journeys; and
  - To facilitate and encourage travel by sustainable modes.

## 9.3 MEASURES

- 9.3.1 This section outlines the measures which will be implemented on-site in order to achieve the objectives. These measures form the core of the Travel Statement. The measures have been grouped into three types as follows and considered in turn in the following sections:
- 'Hard' engineering measures incorporated into the design.
  - 'Key services and facilities provided.
  - 'Soft' marketing and management measures which ensure that sustainable travel behaviour is maximised.

### HARD MEASURES

- 9.3.2 Physical aspects of the design of the proposed development will influence travel patterns from the outset. The hard engineering measures that will be incorporated into the design of the development are discussed individually below. These measures would be provided prior to the occupation of the site and would be funded by the developer.



### SITE LAYOUT AND PERMEABILITY

- 9.3.3 The pedestrian environment will be of high quality with the provision of an attractive public realm. Pedestrians will feel safe and secure within the site, with a mixture of uses providing activity both day and night, thus providing natural surveillance.
- 9.3.4 The proposed location of the commercial unit is intended to create more of an active frontage along Edwin Road. New public realm would be provided that is designed in respect of future pedestrian movement and would provide a high-quality setting and environment.

### COMMERCIAL PARKING

- 9.3.5 The commercial unit will provide 22 car parking spaces within its forecourt area which will include five Blue Badge spaces. Parking will be allocated to employees, and a number of spaces will be allocated for visitors to park on-site.

### CYCLE PARKING PROVISION

#### LONG-STAY

- 9.3.6 For the employment unit, long-stay cycle parking for prospective employees will be provided within a secure and sheltered store either within or adjoining the building, immediately accessible from the unit.

#### SHORT-STAY

- 9.3.7 The short-stay cycle parking associated with the employment use will be provided in the form of Sheffield stands within the public realm within proximity of the commercial unit.
- 9.3.8 The proposed long-stay and short-stay cycle parking provisions for the commercial unit are set out in **Table 9-1**.

**Table 9-1: Proposed employment cycle parking provision**

| LAND USE                                      | LONG-STAY | SHORT-STAY |
|---|-----------|------------|
| London Plan minimum cycle parking requirement | 5         | 2          |
| Proposed Industrial (Class E)                 | 10        | 2          |
| Proposed Commercial (Class E)                 |           |            |

- 9.3.9 **Table 9-1** shows the proposed provision exceeds the minimum cycle parking provision for the employment use required to be compliant with the London Plan.

### KEY SERVICES & FACILITIES

- 9.3.10 A number of key services and facilities to complement the location and physical design of the site will also be implemented to further encourage the use of sustainable transport modes. Details of each of the proposed key services are set out in turn below.

### PERSONALISED JOURNEY PLANNING

- 9.3.11 The TPC will be available to provide personalised travel planning advice to employees of the development. The TPC will be able to identify routes to public transport services for employees.



- 9.3.12 The personalised journey planning service detailed above will also accommodate the specific journey planning requirements of mobility impaired persons working within the site.

#### DELIVERIES

- 9.3.13 Sustainable delivery initiatives will be pursued where reasonably practical. Such initiatives could include the synchronisation of deliveries from common suppliers, therefore, reducing both the number of deliveries to the site whilst simultaneously reducing the economic and environmental costs.
- 9.3.14 This initiative will rest with the individual businesses on the site but can be encouraged and coordinated by the TPC.

#### CYCLE TO WORK SCHEME

- 9.3.15 The national Cycle to Work Scheme enables employees who wish to cycle to work to purchase a bike on a tax-free basis will be promoted to the tenant for the benefit of their staff.

#### INTEREST-FREE TICKET LOAN

- 9.3.16 The occupier would be encouraged to provide and promote the availability of employee interest-free loans for the purchase of public transport season tickets.

#### SOFT MEASURES

- 9.3.17 It is recognised that a communication strategy is key to the success of the Travel Statement. Details of the communication strategy for the site are set out below.

#### TRAVEL PACK

- 9.3.18 Employees will be provided with a Travel Pack upon the first occupation. The key role of the Travel Pack is to raise awareness of sustainable travel opportunities and initiatives available to occupants, including:
- **Promotion of local, sustainable travel networks**, including:
    - The bus services which are available.
    - The rail services which are available.
  - Links to relevant **public transport travel information websites** (such as the TfL journey planner) will be provided.
  - **Promotion of local amenities**: The Travel Pack will include the locations of many of the nearby key amenities and will encourage trips by foot.
  - **Promotion of the cycle parking**: Making employees aware of the cycle parking which is available to them.
  - Promotion of membership to the **London Cycling Campaign (LCC)**: Promote the LCC, which is a cyclist organisation with local groups throughout London. Local LCC groups promote cycling locally, improve conditions for cyclists in their borough and organise leisure rides and social events whilst providing support for cyclists. The benefits on offer to LCC members include discounts at bike shops in London; exclusive cycle theft insurance packages; free third-party insurance for damage or injury up to the value of £1 million; access to local LCC borough groups; and free legal advice. The details of the local LCC group, together with membership information, will be included within the resident Travel Pack.
  - **Promotion of health benefits associated with alternative modes of transport**: The Travel Pack will provide details of the health benefits associated with walking and cycling regularly.





- **Details of carbon foot printing:** provision of details of the established 'Act on CO<sub>2</sub> carbon calculator' and provision of information to raise awareness of the environmental and cost-saving benefits associated with sustainable travel and reducing car usage.
- **Promotion of key services and facilities:** Full details of the key services and facilities provided by the Travel Plan will be included in the Travel Pack, including:
  - the availability of the personalised journey planning service.
  - Nearby car club facilities and where to find information about using the service.
  - Cycle to work schemes.
  - National cycle to work week.
  - Interest-free season ticket loans for employees.

9.3.19 The Travel Pack also invites those persons wishing to raise specific transport-related matters to discuss them with the TPC for consideration.

9.3.20 The Travel Pack will be available in both hard copy and electronically.

#### NOTICE BOARDS

9.3.21 Notice boards providing travel information to employees will be placed in prominent locations.

9.3.22 Maps of the immediate local area will be displayed on the notice boards identifying locations of cycle parking, car club bays and public transport service access points. The notice boards will also be used to inform employees of any new travel initiatives or events organised by the TPC.

## 9.4 ACTION PLAN

The programme for the implementation of the Workplace Travel Plan measures is set out in **Table 9-2** sets out tasks, intended implementation dates and responsibilities.



Table 9-2: Workplace Action Plan

| ACTION  | TARGET (VALUES)  | TARGET DATE                                  | FUNDING   | INDICATOR/MEASURED BY  | RESPONSIBILITY |
|---|--|--|-----------|--|----------------|
| Appointment of TPC  | N/A  | Upon occupation                              | Occupier  | Appointment of TPC   | Occupier       |
| Prepare Travel Plan Measures and Travel Pack                            | N/A  | Prior to occupation                          | Occupier  | N/A  | TPC            |
| Provision of cycle parking secured through planning                     | As required for the commercial unit                                | Prior to the occupation of relevant building | Developer | Installation of cycle parking and it is made available for employees use | Developer      |
| Availability of a personalised journey planning service                 | N/A  | Upon occupation                              | Occupier  | Availability of a personalised journey planning service                  | TPC            |
| Dissemination of the Travel Pack  | One Travel Pack per employee                                       | At the first occupation of the unit          | Occupier  | Dissemination of the Travel Pack to each employee                        | TPC            |
| Provision and population of Sustainable Travel Information Notice Board | Sustainable Travel Information Notice Board presenting Travel Pack | Upon occupation                              | Occupier  | Provision and population of Information Notice Board                     | TPC            |

## 9.5 SECURING

- 9.5.1 It is expected that in the five-year period post-occupation, the TP will be secured through a s106 agreement, with details to be agreed with LBRuT.

