

ARDENT

CONSULTING ENGINEERS

AN EMPLOYEE OWNED COMPANY

SHURGARD UK LIMITED

OLDFIELD ROAD, HAMPTON

LONDON BOROUGH OF RICHMOND UPON THAMES

TRAVEL PLAN

**REPORT REF.
2305220-R02**

March 2024

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Document Control Sheet

REV	ISSUE PURPOSE	AUTHOR	CHECKED	APPROVED	DATE
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1. INTRODUCTION

1.1. Ardent Consulting Engineers (ACE) has been appointed by Shurgard UK LTD to advise on the highways/transportation and infrastructure planning/engineering aspects of the proposals for a new Shurgard self-storage facility at 74 Oldfield Road, Hampton.

1.2. The site is located within the local authority of the London Borough of Richmond upon Thames (LBRUT) which is a borough authority within the Greater London area. LBRUT is also the local highway responsible for roads in the surrounding area. Transport for London (TfL) is the responsible authority for the public transport network in the vicinity of the site.

1.3. The proposed development description is as follows:

"Demolition and redevelopment of the site to provide self-storage unit (Use Class B8) and business centre (Use Class E) with associated car and cycle parking, and landscaping."

1.4. The latest masterplan is shown at **Appendix A** for reference.

1.5. A Transport Statement (TS, **Report Reference 2305220-R01**) has also been prepared by ACE to accompany the planning application for the proposed redevelopment. The TS assesses and identifies the change in traffic conditions associated with the proposals, including the predicted number of person trips by all modes of transport. Accordingly, where relevant, this TP makes references to the findings of the TS.

1.6. This TP has been prepared in accordance with the latest government advice and current best practices, with the aim of promoting the use of sustainable and active modes of travel for journeys to / from the site. It is primarily aimed at employees but may also have a positive effect on the travel choices of visitors to the site.

Scope of Report

1.7. This TP has been produced to set out a range of measures and incentives to facilitate and encourage all users of the site to utilise sustainable modes of travel

wherever possible. This TP also identifies associated procedures for implementation and monitoring, along with suitable targets, to ensure the overriding objectives of reducing single occupancy car travel and increasing uptake of sustainable modes are achieved.

1.8. A TP provides a long-term strategy for encouraging employees to minimise their need to travel, as well as to promote modes of transport other than the private motor vehicle. The aims of the strategy are: -

- To promote travel opportunities by environmentally-friendly modes; and
- To introduce a package of physical and management measures that will facilitate travel by other modes.

1.9. As this document has been prepared prior to the occupation of the proposed development, the details relating to travel patterns and mode share targets are considered to be indicative until such a time that actual travel patterns can be determined via on-site surveys and questionnaires. It is therefore the intention that the TP will be a 'living' document as further details on travel patterns, targets, measures and management will be provided throughout the lifetime of the TP. This will be developed through consultation with the local authority, LBRUT.

Purpose of a Travel Plan

1.10. A TP is defined by the Department for Transport (DfT) and by the Department for Communities and Local Government (DCLG) as: *a long-term management strategy for an occupier or site that seeks to deliver sustainable transport objectives through positive action and is articulated in a document that is regularly reviewed.*

1.11. The benefits from a TP can be loosely categorised under three main headings:

- Health Benefits;
- Environmental Benefits; and
- Financial Benefits.

Health Benefits

- 1.12. A reduction in the potential number of polluting vehicles on the roads surrounding the site will contribute to better air quality throughout the area. There are also well documented health benefits associated with active travel, such as walking and cycling, which are increasingly being recognised as ways to reduce sedentary lifestyles and improve overall wellbeing.
- 1.13. Regular moderate physical activity (including walking and cycling), can help prevent and reduce the risk of cardiovascular disease, cancer, obesity, diabetes, stroke, mental health problems, high blood pressure, and musculoskeletal problems.

Environmental Benefits

- 1.14. Encouraging employees and visitors to make smarter, low carbon travel choices in the way they travel can reduce the impact that new and existing development across London has on the local environment and air quality.
- 1.15. An increase in car trips can also contribute to negative local environmental issues such as severance and blight. By encouraging sites to reduce car dependency, the local highway networks will benefit from a reduction in vehicular movements and local communities will benefit from less vehicular traffic and associated pollution.

Financial Benefits

- 1.16. There are financial benefits to be gained from increasing active travel rates and reducing harmful emissions produced by vehicles, both for individuals and for wider society.
- 1.17. Individuals (specifically employees) can benefit financially from travelling to and from a site with a TP in place due to the improved range of transport options available, some of which may be more cost-effective than private car travel.
- 1.18. An effective TP can help encourage employees and visitors to lessen their environmental impact by reducing emissions from transport, lead a healthier and more active lifestyle, and reduce financial wastage.

Policy and Guidance

- 1.19. TPs have become an important tool for the delivery of national, regional and local transport policy and commonly play an integral aspect within the planning process, fulfilling a role in encouraging more sustainable development.
- 1.20. This TP has been developed in conformance with the following documents where possible:
- National Planning Policy Framework [NPPF] (MHCLG, July 2021);
 - National Planning Practice Guidance [NPPG] - Travel Plans, Transport Assessments and Statements (MHCLG, March 2014);
 - Travel Planning for New Developments (TfL, November 2013);
 - The London Plan (Greater London Authority, March 2021);
 - Mayor's Transport Strategy (Greater London Authority, March 2018); and,
 - Local Plan (LBRUT, July 2018).

Report Structure

- 1.21. Following this introduction, the remainder of this report is structured as follows:
- **Section 2.0** describes the existing conditions in terms of the site's accessibility on foot, by cycle and public transport (including an analysis of PTAL);
 - **Section 3.0** provides a description of the proposed redevelopment scheme including the proposed trip attraction;
 - **Section 4.0** provides details of the aims and objectives, as well as the proposed package of measures and initiatives to encourage the use of alternative modes of travel to the private car; and,
 - **Section 5.0** provides an Action Plan.

2. EXISTING SITUATION

2.1 This section of the report provides a review of the accessibility of the proposal site in transport terms.

Site Location

2.2 The site is located in a mixed-use area, with residential and retail uses in the immediate vicinity with more dominant residents uses beyond the railway line (to the north) and Oldfield Road (to the south).

2.3 The site is bound to the north by the Shepperton branch railway line, to the east by a supermarket and associated car park, to the south by Oldfield Road, and to the west by an apartment building fronting Oldfield Road.

2.4 **Plate 2.1** shows the site location in context of the surroundings.

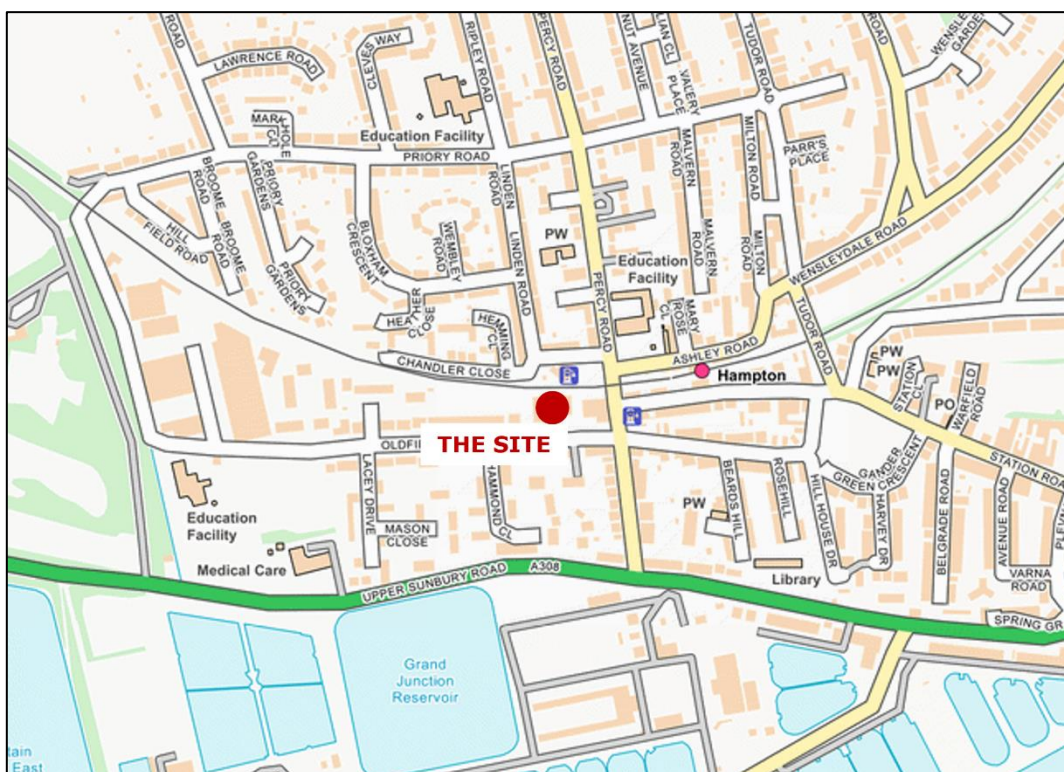


Plate 2.1: Site Location

2.5 The site comprises an existing distribution centre (use class B8) with approximately 1,629 sqm of floorspace and an on-site car park.

- 2.6 Vehicular access is provided via a singular point of access from Oldfield Road at the southeastern corner of the site. Pedestrian and cycle access can also be gained from this point, with an additional pedestrian access sited approximately 20 metres to the west of the vehicle access along Oldfield Road.

Local Highway Network

- 2.7 Oldfield Road is a single carriageway road subject to a 20mph speed limit. There are footways provided on both sides of the carriageway, with dropped kerb crossings provided on the approach to the most junctions. The road is fronted mostly by residential dwellings on the southern side, with a mixture of dwellings and commercial uses set back from the main carriageway on the northern side.
- 2.8 Further south the A308 Upper Sunbury Road is a single carriageway local distributor road providing access to the M3 (to the west) and the A309 Hampton Court Road (to the east). The road is subject to a 30mph speed limit in the vicinity of the site and there are footways provided along both sides of the carriageway.

Site Accessibility

Pedestrian & Cycle Access

- 2.9 Existing pedestrian and cycle access to the site is provided from Oldfield Road, along the site's southern boundary. Oldfield Road benefits from footways along both sides of the carriageway, as well as extensive street lighting.
- 2.10 The local footway provision is generally good with wide footways in good condition. The local pedestrian network provides convenient access to nearby bus stops and the local facilities within walking distance of the site.
- 2.11 A number of cycle routes are provided in the vicinity of the site as shown in **Plate 2.2** overleaf.

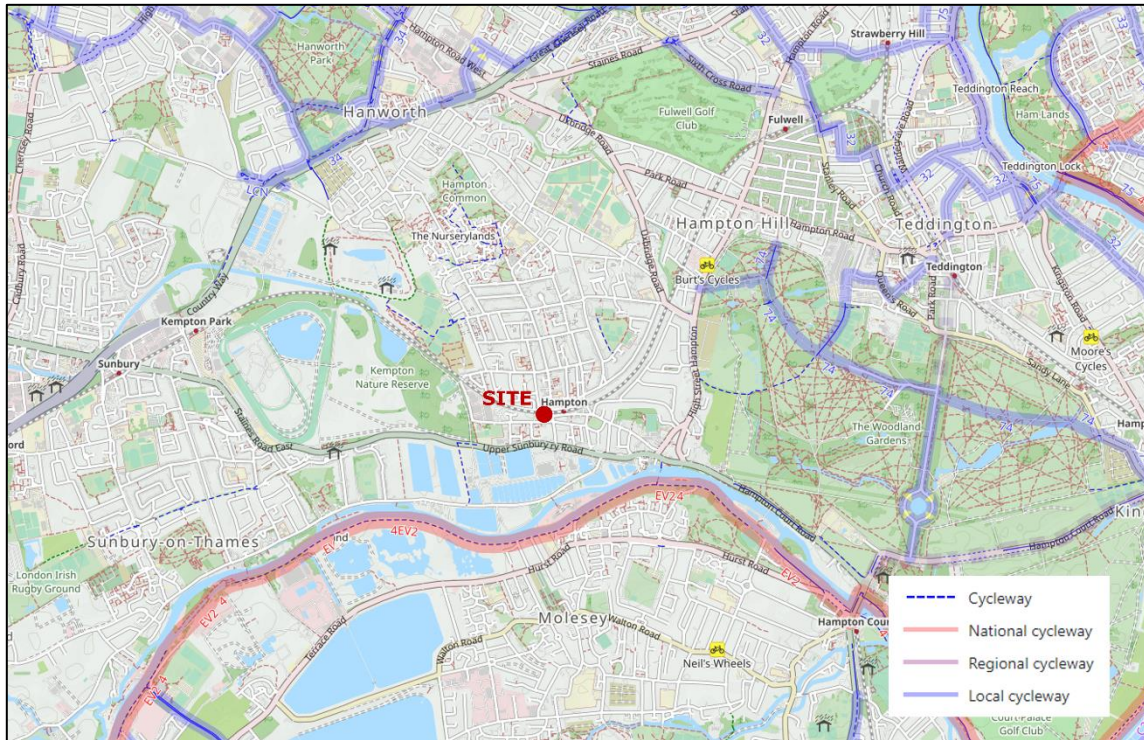


Plate 2.2: Local Cycle Routes (Source: OpenCycleMap)

2.12 Considering the presence of footways and cycle routes, the site is considered accessible on foot or by cycle.

Public Transport

PTAL Mapping

2.13 A PTAL (Public Transport Accessibility Level) assessment has been conducted for the proposal site, using the TfL WebCat tool. A plan showing the PTAL map of the site and surrounding areas is provided at **Plate 2.3** below.

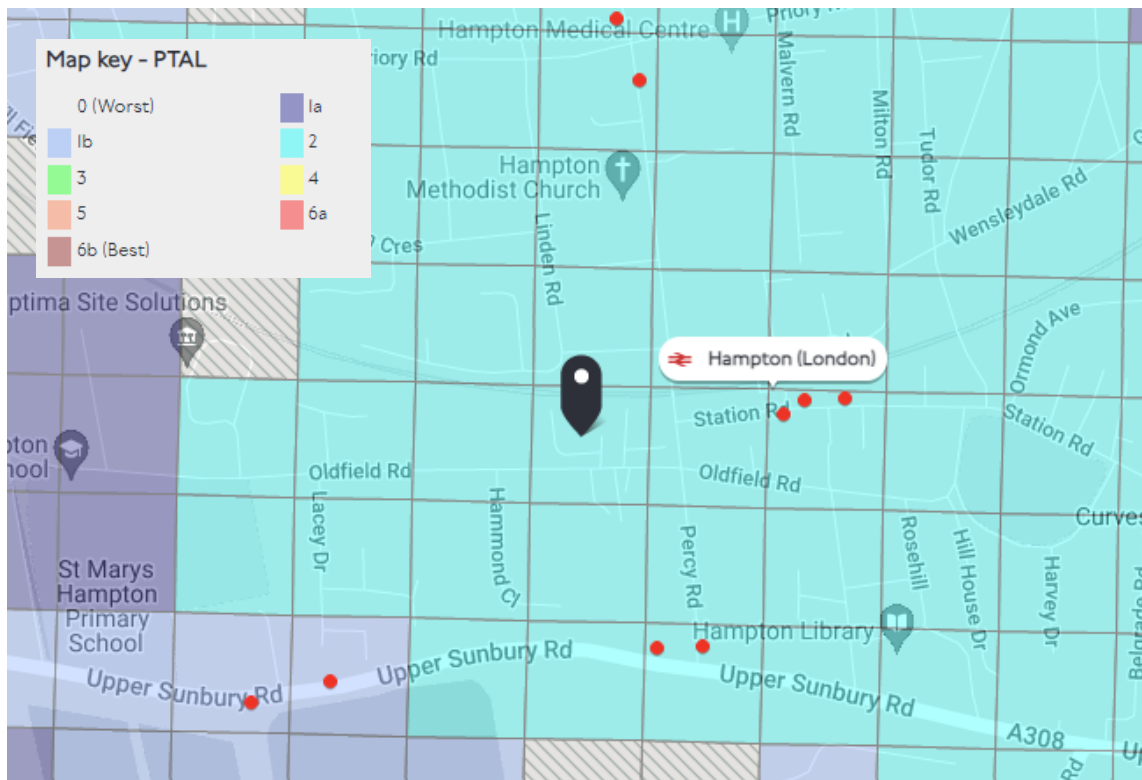


Plate 2.3: PTAL Map (Source: TfL WebCAT)

2.14 **Plate 2.3** above indicates the site has a PTAL score of 2 in the current and future year scenarios. The following sections will provide some more detail on the existing public transport infrastructure in the surrounding area.

Bus

2.15 The closest bus stops to the site are the 'Hampton Station' stops located along Station Road. The westbound stop is located approximately 220m to the east of the site, with the eastbound stop situated approximately 50m further east along Station Road. Both bus stops are within a 3-4 minute walk of the site.

2.16 The above stops are served by routes 111 and 216 which provide frequent connections to key local destinations such as Hampton, Kingston, Hounslow, Staines and Sunbury, as well as to Heathrow Airport.

Rail

- 2.17 The nearest railway station to the site is Hampton, located approximately 300m (4-minute walk) to the east of the site. The station and all trains serving it are operated by South Western Railway.
- 2.18 Weekday services are generally two per hour to Waterloo (via Kingston, Wimbledon and Clapham Junction) and two per hour southbound to Shepperton. There are additional services to Waterloo provided during morning and evening rush-hour periods.

Highway Safety

- 2.19 A review of the most recent 5-year personal injury collision data has been undertaken using Crashmap.co.uk. An extract of the map is included in **Plate 2.4** below, and it can be seen that there were no incidents resulting in personal injury along the site frontage or at the existing access point over the most recent 5-year period.

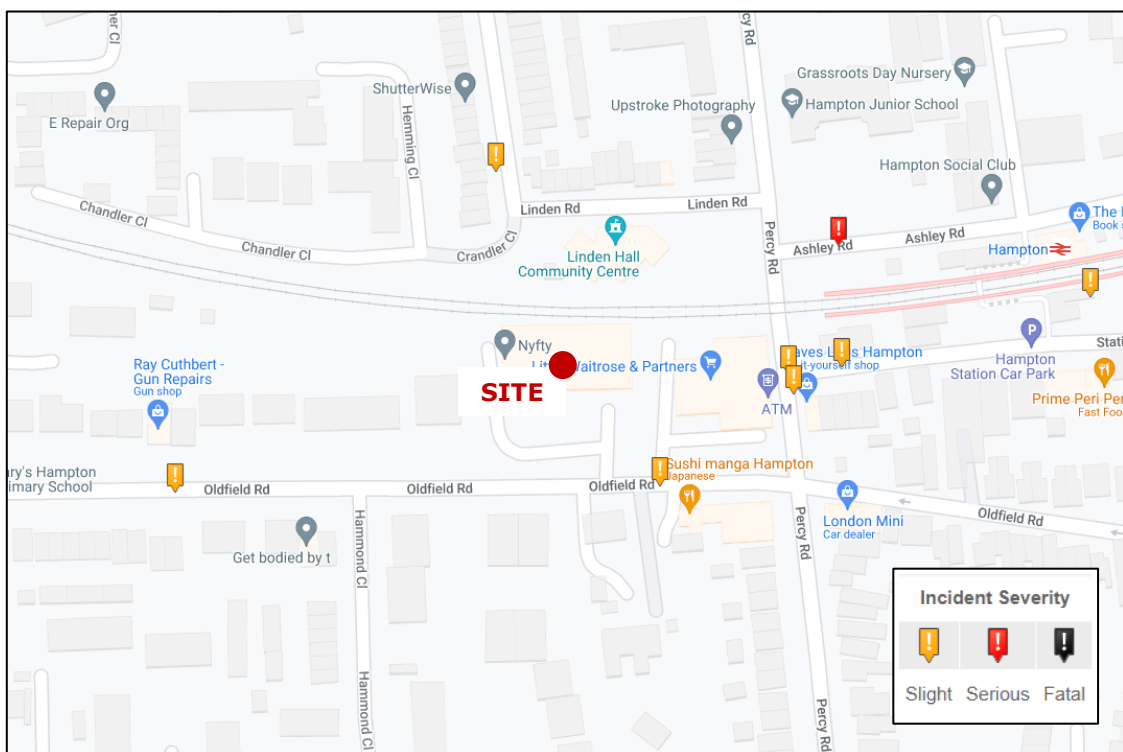


Plate 2.4: PIA mapping extract (Source: CrashMap)

2.20 The personal injury collision record does not indicate a significant existing safety concern in the vicinity of the site.

3. PROPOSED DEVELOPMENT

- 3.1. This section of the report provides an overview of the proposed development, in terms of built form, access arrangements and parking provision. The proposed development description is as follows:

"Demolition and redevelopment of the site to provide self-storage unit (Use Class B8) and business centre (Use Class E) with associated car and cycle parking, and landscaping."

- 3.2. The proposed ground floor layout plan is provided at **Appendix A** for ease of reference.

Access Arrangements

- 3.3. It is proposed to consolidate vehicular access off Oldfield Road by narrowing the existing vehicular access at the southeastern corner of the site and converting it to a one-way (access only) junction. To facilitate this change, it is proposed to provide an egress junction at the southwestern corner of the site.
- 3.4. This approach is considered an improvement on the existing situation as it reduces the potential for conflicting vehicle movements, not only for vehicles accessing/egressing the proposed development, but also for those using the adjacent supermarket access junction.
- 3.5. Pedestrian and cycle access will also be via the upgraded vehicular access to the site.

Servicing

All servicing is proposed to be undertaken on-site, off the public highway. Swept path analysis of a refuse vehicle (the largest vehicle expected to access the site) is provided within the supporting TS (**Report Reference 2305220-R01**) and demonstrates that access can be easily accessed. The results of the swept path analysis demonstrate that service vehicles are able to enter and exit the site in forward gear using the proposed one-way system on-site.

Based on operational experience of other comparable sites it is envisaged that the largest vehicle that will require regular access to the site would be a 3.5T panel van though, as outlined above, the site has been designed to accommodate occasional larger vehicles including a refuse vehicle/7.5T box van.

Parking Provision

Car Parking

- 3.6. The proposed development provides a total of ten on-site vehicle parking spaces of which one will be reserved for disabled users. Two spaces will provide active electric vehicle charging infrastructure with passive infrastructure provided for the remaining bays.
- 3.7. The level of on-site parking provision is based on the anticipated operational needs of the proposed development, based upon the historical demand of other comparable Shurgard self-storage sites. As such the proposed site layout is considered appropriate to the needs of the proposed use.

Cycle Parking

- 3.8. The proposed development provides a total of 31 cycle spaces (21 long-stay and 10 short-stay), in accordance with the LBRUT/London Plan standards.
- 3.9. Cycle parking within the site will be provided at ground floor level and has been designed in accordance with Chapter 8 (Cycle Parking) of TfL's 'London Cycling Design Standards' (September 2016). Furthermore, of the 10 short-stay spaces, 2 cargo bike parking spaces are proposed to encourage the sustainable transport of goods.

Predicted Travel Patterns

- 3.10. As part of the TS that has been prepared as part of the application package, the peak hour trip attraction for the proposed use has been derived from traffic survey data from a comparable site occupied by Shurgard in North Kensington, conducted on Thursday 24th May 2018. Trip rates for the office use have been derived utilising the TRICS database.

3.11. **Table 3.1** below shows the combined trip attraction for the proposed uses on-site.

	Cars	LGV	OGV	PSV	M/B	Peds	Cycle
AM Peak (08:00-09:00)	6	4	0	0	0	9	0
PM Peak (17:00-18:00)	6	2	0	0	0	12	0

Table 3.1: Proposed Development Trip Attraction

3.12. As shown in **Table 3.2**, the proposed development is expected to attract up to 10 vehicle movements (two-way) in the AM peak period, with up to 8 vehicle movements (two-way) in the PM peak period.

4. OBJECTIVES, MEASURES AND INITIATIVES

- 4.1. Given the nature of self-storage units, which require very low staff numbers relative to their size, it is considered that specific targets would not be appropriate to assess the progress of the TP. It is likely that there will be between 1-2 members of staff working on-site at any given time, and therefore the sample size for surveys would not be large enough to appropriately measure the success of specified targets (i.e. single occupancy vehicle mode share).
- 4.2. It is recognised that the proposed development lies above TfL's minimum threshold for a full TP (including monitoring), and therefore, if requested, the developer is willing to commit to monitoring surveys. However, as outlined above, it is considered that this would not be appropriate for this land use.
- 4.3. This section, therefore, sets out the objectives, measures and initiatives to encourage sustainable travel and achieve the primary aim of the TP:

'Minimise single occupancy car trips associated with the development site, by promoting and encouraging the use of more sustainable alternatives.'

Objectives

- 4.4. The primary objectives of the TP are set out below and shall:
- Provide a commitment to develop the site with suitable facilities provided from the outset which will encourage users to travel to and from the site in a sustainable manner;
 - Reduce dependency on single occupancy car-borne trips at the development and the need for car parking; and,
 - Market the site's accessibility via public transport and active travel modes to influence travel behaviour of residents and employees.

Measures

- 4.5. The measures proposed in this TP are primarily intended to encourage staff and customers to use non-car modes of transport for trips to and from the site. The TP has therefore identified measures to encourage such active modes of travel.
- 4.6. The measures combine 'hard measures' such as site design and infrastructure, with 'soft measures' including marketing, promotion and awareness among residents and employees. However, some of these may be subject to change, and additional measures may also be provided that will be of benefit to the scheme at a later date.
- 4.7. TfL guidance states that a TP should set out the long-term management strategy for existing or proposed developments, and that measures should be tailored to the specific requirements of the site.

Travel Plan Co-ordinator (TPC)

- 4.8. To ensure the delivery and management of a TP, a TPC will be nominated to promote and implement the various initiatives.
- 4.9. The TPC shall be a permanent member of staff appointed by Shurgard Self-Storage with the appropriate skills, budgetary provision and resources to fulfil the role. The TPC is required for the lifespan of the TP (5-years).
- 4.10. The contact details for the TPC will be submitted to LBRUT upon appointment to the role and included within the TP.
- 4.11. The TPC will be the first point of contact for staff on any matters regarding travel to and from the site and will also raise issues on their behalf with LBRUT and local public transport operators (including TfL).
- 4.12. The key responsibility of the TPC will be designing effective marketing and awareness campaigns to promote sustainable travel (i.e. Travel Information Leaflets).

Overarching Measures

4.13. Travel Information Notice Boards will be provided which will act as a platform to promote sustainable and active travel and provide in house public transport information. Information on the best pedestrian routes to and from the site will be provided by the TPC for the benefit of staff and customers.

Measures to Promote Walking and Cycling

4.14. Dedicated and conveniently located cycle parking is provided for staff and customer use. Demand for this parking will be monitored by the TPC and should demand increase above provision, the provision of further cycle spaces will be considered.

4.15. The following measures will be put in place to promote walking and cycling: -

- Ensuring suitable pedestrian / cycle route links with existing infrastructure;
- Provide high quality pedestrian access;
- Advertising the health benefits of walking and cycling through promotional material;
- Encouraging people to cycle to and from the site by ensuring cycle parking facilities are freely available. In addition, a mixture of cycle parking will be provided;
- Distribution of walking and cycling maps / leaflets;
- Promotion of national campaigns, for example Walk to Work, National Bike Week, and Cycle to Work Day; and
- Negotiation of discounts for staff on purchase of bikes and equipment with local cycle outlets.

4.16. The TPC will endeavour to work with local business and service providers.

Measures to Promote Public Transport

4.17. Increased use of public transport is a fundamental aspect of the Government's sustainable transport strategy. The benefits of travelling by public transport can include:

- No need to park;
- Traffic free routes; and
- Being able to relax, read or work while travelling.

4.18. It is important to recognise that, where possible, walking and cycling are usually favourable to public transport because they have fewer environmental impacts and offer health benefits. Nevertheless, public transport remains important, particularly for journeys of more than 5 miles (8 kilometres).

4.19. The following measures have been considered to be put in place to promote public transport usage:

- Provision of up to date timetable and route map information;
- Links to information services, e.g. National Rail Enquiries, TfL and Traveline; and,
- Provision of season ticket loans for employees.

5. ACTION PLAN

5.1. The Travel Plan Action Plan provides a programme for delivering the measures and initiatives, indicating who is responsible for the completion of each task.

5.2. **Table 5.1** shows the Travel Plan Action Plan.

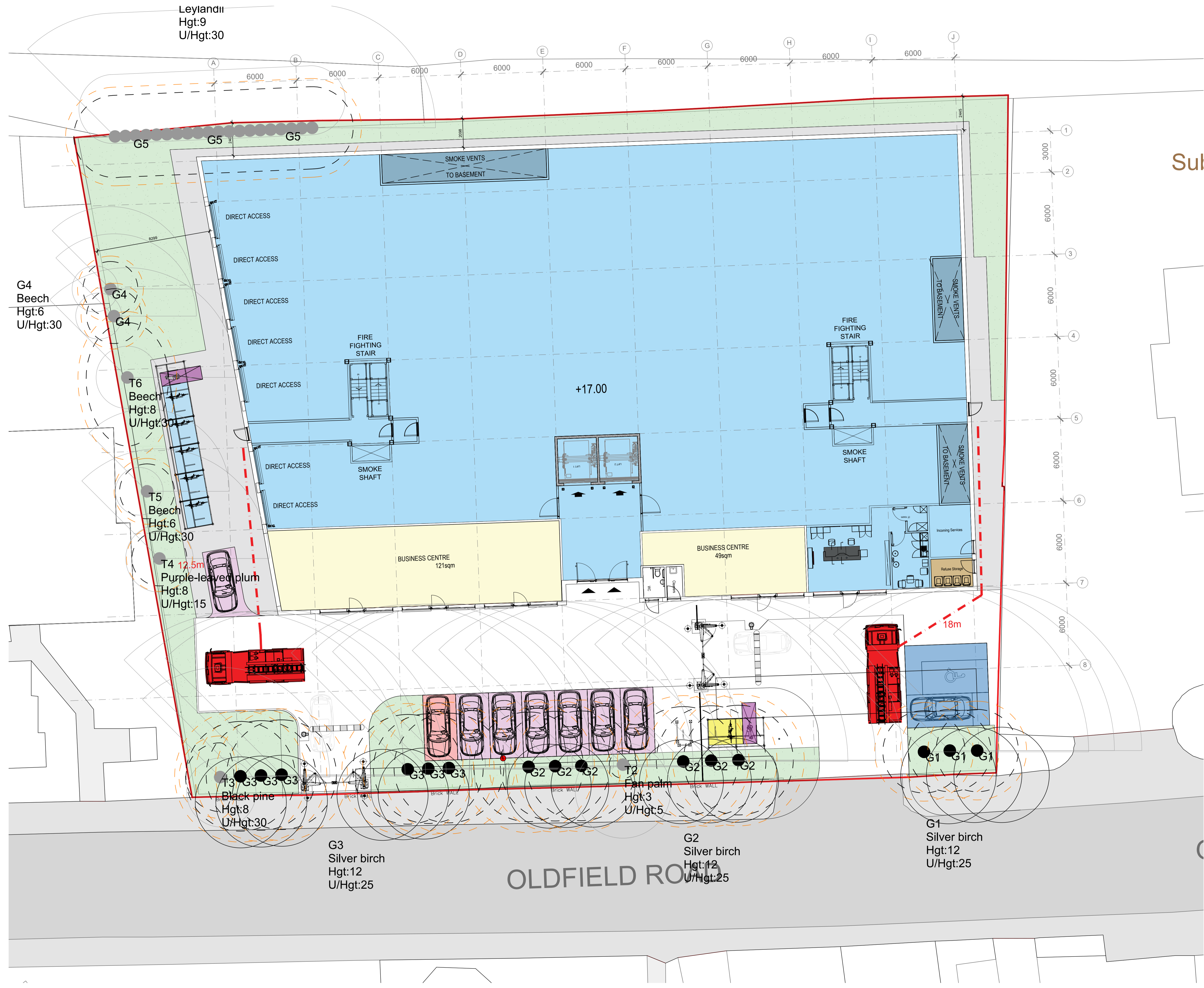
Table 5.1: Travel Plan Action Plan

Objective	Measures	Timescale	Responsibility
Reduce the need to travel	Promote health benefits of active transport.	On occupation	TPC
Reducing the number of vehicular trips by encouraging alternative travel options	Provide a travel notice for staff	On occupation	TPC
Raise awareness of sustainable transport modes and promote the health benefits of walking and cycling	The TPC will promote the travel information board	On occupation	TPC
	Secure, covered and illuminated cycle parking will be provided at the residential areas with cycle repair facilities	On occupation	Developer
Provide viable alternatives to private, and single occupancy car trips	Walking and cycle maps will be provided	On occupation	TPC
	Provide local bus and train timetables		

Appendix A

All levels and dimensions to be checked on site prior to construction / fabrication; report discrepancies immediately. Do not scale dimensions from this drawings. This drawing is copyright protected.

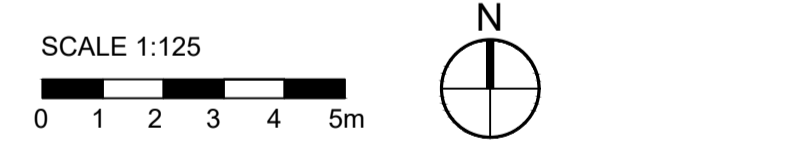
REVISION		
A	110324	Internal layout updated
B	120324	Vents moved, stairs noted
		AF



Sul

- Visitor Parking:
2 x Car space
(1 of which is Accessible)
- Customer Parking:
7 x Car space
(2 of which are Electrical Charge points)
- Staff Parking:
1 x Car space
- Electrical Car "Twin" charging point
- Bicycle Parking:
1 short stay Cargo Bikes
5 short stay - standard
20 long stay - of which 1 is cargo
- Refuse Requirement = 0.1 sqm
Actual Refuse Store = 11m2
- Landscaping zone = 493m2

Site Boundary = 3094 m2



PLANNING

SCALE	DATE	DRAWN	CHECKED
1:125@A1	FEB/24	AF	

PROJECT
SHURGARD UK
 OLDFIELD ROAD, HAMPTON
 TW12 2HR

DRAWING
 Site Plan
 As Proposed

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DRAWING No.
23053GA_D_002B