

LAND AT TOLLGATE ROAD COLNEY HEATH

Framework Residential Travel Plan

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Residential Travel Plan
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1 INTRODUCTION

- 1.1 RPS has been instructed by Vistry Group to prepare a Framework Residential Travel Plan in relation with a proposed residential development located at a site referred to as 'Land at Tollgate Road, Colney Heath'. The site is within the district of St Albans City and District Council (SADC) and Hertfordshire County Council (HCC) are the Highway Authority.
- 1.2 The purpose of the Framework Residential Travel Plan is to set out the detail regarding indicative targets, management strategy, measures and proposed monitoring methodologies to facilitate the production of a full Residential Travel Plan after the baseline monitoring surveys have been undertaken.

Background and Development Proposal

- 1.3 The site comprises 7.62ha of land located south of Tollgate Road, south of existing residential area of Colney Heath.
- 1.4 The development proposal is an Outline application for the demolition of the existing house and stables and the erection of up to 150 dwellings, including affordable and custom-build properties, together with all ancillary works (all matters reserved except access).
- 1.5 It is proposed that each dwelling that has a designated parking space will be provided with an electric vehicle charging point.
- 1.6 A Travel Plan is a dynamic management tool which brings together transport and other land use issues in a co-ordinated strategy. The emphasis in a Travel Plan is on increasing the choice of methods of travel and encouraging their use whilst reducing single occupancy car usage. A Travel Plan involves the development of a set of measures which could bring several benefits to residents of the proposed development.
- 1.7 A Travel Plan aims to:
- Encourage the use of more sustainable modes of transport, such as walking, cycling and using public transport;
 - Reduce the need to travel;
 - Encourage the use of sustainable travel by improving facilities and providing information; and
 - Travel Planning is an on-going process which will grow and develop with time. A Travel Plan will reflect the changing circumstances faced by residents and the environment in which it operates.
- 1.8 This Framework Residential Travel Plan should be read as the document which acknowledges the current position of the residential development together with the need for further work to develop the measures to meet the targets identified.
- 1.9 It is acknowledged that to be successful, the residential development should involve:
- A designated Travel Plan Co-ordinator who will be responsible for the site and the implementation and day to day running of the Travel Plan;

- Involvement of other organisations, such as public transport companies, other local organisations as well as the Local Authority; and
 - Regular review and amendment of the Travel Plan as an on-going process.
- 1.10 The Travel Plan Co-ordinator for the site is likely to be a member of the site management team and will be responsible for collating information for and from residents and will be the key point of contact with the Local Authority.
- 1.11 A successful Travel Plan can bring the following benefits to the proposed residential development:
- An effective proactive approach to influence the travel behaviour of residents;
 - Promote social inclusion and accessibility;
 - Demonstrate environmental responsibility;
 - Contribute towards road safety targets; and
 - Contribute towards healthier lifestyles and residents.

Travel Plan Structure

- 1.12 The structure of this Residential Framework Travel Plan is as follows:
- **Section 2** provides background information regarding the transport network in the vicinity of the proposed development, with reference to road links, walking, cycling, buses and trains. Information relating to the accessibility of local facilities in the vicinity of the site is also provided;
 - **Section 3** provides an overview of key national, regional and local policies relating to travel planning and details the benefits and key elements of Travel Plans;
 - **Section 4** provides a description of the Travel Plan Management, including Travel Plan Co-ordinator;
 - **Section 5** describes the objectives, targets and measures of the Travel Plan and initiatives to achieve these within the residential development;
 - **Section 6** outlines the Monitoring the Travel Plan and mitigation for modal shift; and
 - **Section 7** describes the Action Plan, and review of the Travel Plan.

2 BACKGROUND INFORMATION

Site Description

- 2.1 The site comprised 7.62ha of land located south of the existing residential area Colney Heath, south east of North Orbital A414 and west of A1.
- 2.2 The site is bounded by existing residential dwellings and Tollgate Road to the north, the River Colne to the south. The site is bounded by farmland to the east and west.
- 2.3 The site location plan is provided at **Appendix 1**.

Existing Highway Network

- 2.4 The access to the site is via Tollgate Road, at the north of the site. Tollgate Road near to the site is urban in nature with frontage access to residential dwellings, and a 30mph speed limit.
- 2.5 Further east, Tollgate Road becomes more rural towards farmland, before connecting with Dixons Hill Road and a bridge over the A1(M) connecting Dixons Hill Road to Welham Green, where a main train station is located.
- 2.6 From Tollgate Road, there is a four arm roundabout, connecting Tollgate Road to High Street, Roestock Lane and Coursers Road.
- 2.7 Whilst Roestock Lane becomes Bullens Green Lane, Coursers Road connects to London Colney, where a Sainsbury's, Marks and Spencer and Colney Fields Shopping Park are located. High Street meets A414 / North Orbital Road, linking to Hatfield to the northeast, and London Colney to the southwest.
- 2.8 The junction connecting High Street and A414 / North Orbital Road also links Colney Heath Lane, towards St Albans.
- 2.9 To the east of the site is the A1(M), a two-way dual carriageway with a speed limit of 70mph, providing a link to the M25, which is to the south of the proposed site and is a main motorway with a speed limit of 70mph.

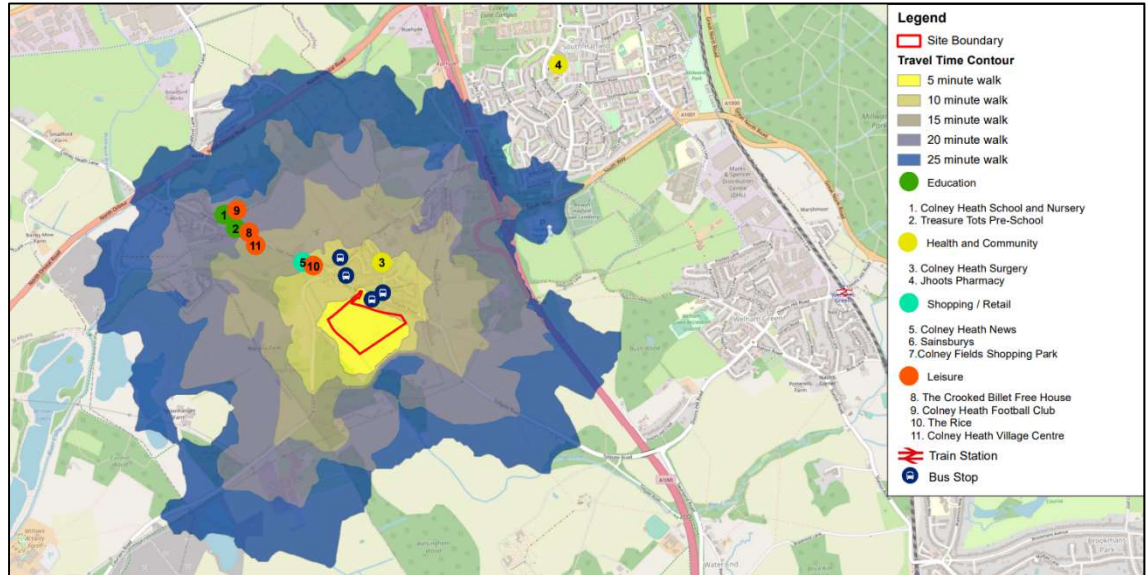
Walking Accessibility

- 2.10 This section details the sites accessibility on foot and looks at facilities and connections in the local area. It goes on to consider the available footway and crossing facilities in the area and interventions that will be deliverable by the development.

Local Facilities Within Walking Distance

- 2.11 **Figure 1** demonstrates the walking time from the site within the local area, based on an assumed walking speed of 80m per minute (4.8kph), up to a maximum distance of 2km from the centre of the site. **Appendix 2** shows the full-size indicative walking isochrones from the site.

Figure 1: Pedestrian Isochrone and Local Facilities



2.12 **Table 2.1** below identifies the walking distance and time to local facilities measured from the centre of the site. This is not an exhaustive list, but rather an example of distances and travel times to local facilities.

Table 2.1: Walking Journey Distance to Local Facilities

Facility	Approx. Distance (M)	Approx. Walking Time (Mins)
Education		
Colney Heath School and Nursery	1100	14
Treasure Tots Pre-School	950	12
Link Academy	3800	48
Nicholas Breakspear	3200	40
University of Hertfordshire	3700	46
Health and Community		
Jhoots Pharmacy	4600	58
Shopping / Retail		
Colney Heath News	600	8
Sainsburys	4400	55
Colney Field Shopping Park	4400	55
Leisure Facilities		
The Crooked Billet Free House	1000	13
Colney Heath Football Club	1100	14
The Rice	580	7
Colney Heath Village Centre	950	12
Public Transport		
Welham Green Train Station	3800	48
Roestock Lane Bus Stop (Tollgate Road)	390	5
Roestock Lane Bus Stop (Roestock Lane)	530	7
Fellowes Lane Bus Stop SE (Tollgate Road)	350	4
Fellowes Lane Bus Stop NW (Tollgate Road)	300	4

- 2.13 Walking trips are predominately short trips of up to 2km. The standard speed used for assessing walking accessibility is 80 metres per minute, giving a 25-minute walking time for 2km trip. This is an average speed for assessment purposes, while actual trips will vary depending on the

person walking, the purpose of the trips, the gradient experienced and any obstacles that may be encountered (crossing points for roads / etc). Walking trips are important as they provide connectivity between other trip types, such as longer bus and train trips, or between parking areas and the destinations for car trips, as well there being trips that are purely served by walking.

- 2.14 The topography of Colney Heath (almost flat) is ideal for walking and for mobility impaired accessibility.
- 2.15 The existing buses route along Tollgate Road and Roestock Lane are within a 5-7 minute walk of the site. This is regarded as a reasonable access time to public transport.
- 2.16 Welham Green Train is circa 3.7km walk distance from the site and within a 48-minute walk of most of the site. It is therefore, considered unlikely that a significant proportion of future residents would choose to walk to the station via this route. Cycle or bus access to the station is likely to be preferable as set out below.
- 2.17 The site is relatively large, so walking distances will depend on which part of the site is the origin for a trip, however, Colney Heath News newsagents is located 10–15-minute walk away of the site. Therefore, future residents will have access to this, along with leisure amenities, and takeaway, which are also within a 10 minute walk.
- 2.18 HCC School Travel Plans highlight the importance of promoting sustainable travel to school as a key principle of Sustainable Modes of Travel Strategy (SMoTS). The site is located within 10 minutes' walk of Colney Heath School and Nursery and Treasure Tots Pre School, therefore allowing for walking rather than driving to school. Secondary schools of Link Academy and Nicholas Breakspear are within a 46 and 38 minute walk respectively, and the University of Hertfordshire can also be accessed within a circa 38 minute walk.

Walking Routes

- 2.19 The site is located as an extension to the existing Colney Heath area. Therefore, access to local facilities will be to the north of the site via the existing pedestrian connections along Tollgate Road towards the four arm roundabout, leading onto High Street, Roestock Lane and Coursers Road.

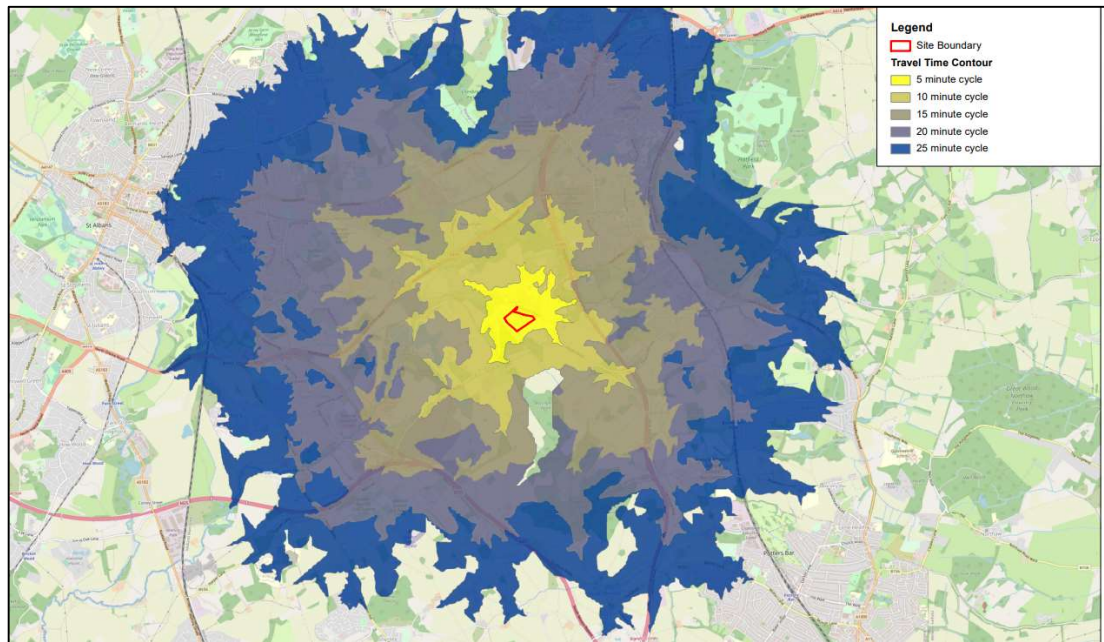
Cycle Accessibility

- 2.20 This section of the strategy considers the site's accessibility by cycle and looks at facilities and connections in the local area. It goes on to consider the available cycling facilities in the area along with potential interventions that may be deliverable with investment from the development.
- 2.21 Recent growth of cycling across the UK, following programmes of investment, have illustrated that there is significant potential for change in travel behaviour and that more people cycle for everyday journeys where acceptable conditions are provided. Two out of every three personal trips are less than five miles in length – an achievable distance to cycle for most people, with many shorter journeys also suitable for walking. For schoolchildren the opportunities are even greater: three quarters of children live within a 15 -minute cycle ride of a secondary school, while more than 90% live within a 15-minute walk of a primary school. The development site is within easy cycle distance of local secondary and primary schools. Therefore, cycling has significant potential to replace the car for short journeys to local facilities, education, and commuting.

Local Facilities within Cycle Distance

- 2.22 **Figure 2** demonstrates the cycling time from the site within the local area, based on an average cycling speed of 200 metres per minute (12kph), up to a maximum distance of 5km from the centre of the site. **Appendix 3** shows the full-size indicative cycle isochrones from the site.

Figure 2: Cycle Isochrones



- 2.23 **Table 2.2** below identifies the cycle distance and time to local facilities measured from the centre of the site. This is not an exhaustive list, but rather an example of distances and travel times to local facilities.

Table 2.2: Cycling Journey Distance to Local Facilities

Facility	Approx. Distance (M)	Approx. Cycle Time (Mins)
Education		
Colney Heath School and Nursery	1100	6
Treasure Tots Pre-School	950	5
Link Academy	3800	19
Nicholas Breakspear	3200	16
University of Hertfordshire	3700	19
Health and Community		
Jhoots Pharmacy	4600	23
Shopping / Retail		
Colney Heath News	600	3
Sainsburys	4400	22
Colney Field Shopping Park	4400	22
Leisure Facilities		
The Crooked Billet Free House	1000	5
Colney Heath Football Club	1100	6
The Rice	580	3
Colney Heath Village Centre	950	5
Public Transport		
Welham Green Train Station	3800	19
Roestock Lane Bus Stop (Tollgate Road)	390	2
Roestock Lane Bus Stop (Roestock Lane)	530	3
Fellowes Lane Bus Stop SE (Tollgate Road)	350	2
Fellowes Lane Bus Stop NW (Tollgate Road)	300	2

- 2.24 Due to its topography (almost flat) Colney Heath is ideal for cycling, with many nearby local residential roads lightly trafficked and suitable to accommodate cycling on road.

- 2.25 The cycle isochrones from the development site identify that nearby town of Hatfield and villages of London Colney and Welham Green are accessible within a 25-minute cycle ride. Welham Green train station is also within a circa 20 minute cycle ride to the east of the development site.

Existing Cycle Facilities

- 2.26 Tollgate Road itself is a route suggested by local cyclists, as is High Street and Roestock Lane leading off from the four arm roundabout. The North Orbital Road, northeast towards Hatfield is a cycle route on pavement.

Public Transport

- 2.27 This section considers the existing availability of public transport in the vicinity of the site and reviews connections to local and wider destinations by rail and bus.

Welham Green Train Station

- 2.28 Welham Green train station is on the East Coast Main Line, serving the Welham Green. The station is 18 miles from London Moorgate and located between Hatfield to the north and Brookmans Park to the south. The station and all trains serving it are currently operated by Govia Thameslink Railway.
- 2.29 The typical off-peak service frequency is:
- 2 trains per hour (tph) northbound towards Welwyn Garden City, of which all call at all stations; and
 - 2 tph southbound towards Moorgate, of which all call at all stations.
- 2.30 The station is within a 20-minute cycle of the site and there is cycle storage located next to the booking office.

Bus

The nearest bus stops are located to the south east of the proposed site access on Tollgate Road (Fellows Lane). These bus stops are accessible via the footway provision on either side of Tollgate Road. The bus stops are located within an approximate 400m (4-minute short walk) from the centre of the site.

Bus stops are also located on Hall Gardens within approximately 390m (5-minute walk) of the site and provided access to bus service 200. Bus stops located on Roestock Lane are within approximately 480m of the site and provide access to the 305 service that runs between Sandridge and Potters Bar.

Table 2.3 below summarises the bus routes and frequency of service. A bus route plan is provided at **Appendix 4**.

Table 3.3: Bus Route and Frequency – High Street – Two Brewers

Service / Bus Company / Bus Stop	Route	Average Frequency (Minutes)		
		Mon-Fri	Saturday	Sunday
200 – Chiltern Automotive – Hall Gardens	London Colney – Essendon Mill	Only runs Monday 10:21 and 12:41	No service	No service
230 – Chiltern Automotive - Fellowes Lane	St Albans – Welwyn Garden City	Only runs Wednesday 11:13 and 14:23	No service	No service
305 – Metro Line Travel / Fellowes Lane	Colney Heath – New Greens	2 services 07:32 and 16:45	No service	No service
305 – Metro Line Travel – Roestock Lane	Sandridge – Potters Bar	3 services 10:06, 12:31 and 14:53	4 services 10:06, 12:31, 14:53 and 16:16	No service
312 – Chiltern Automotive – Fellowes Lane	Hatfield – Bell Bar	Only runs Wednesday 10:00 and 12:26	No service	No service
355 – Sullivan Buses – Fellowes Lane	Nicholas Breakspear School – Carterhatch Lane	HCC schooldays only 08:05 and 15:27	No service	No service

- 2.31 The site is within easy walking distance of bus stops that provide access to all 5 bus services that currently operate in Colney Heath.
- 2.32 The existing bus services in Colney Heath operate at limited frequencies and days of the week but may be used by future residents for some journeys to local destinations. It should be noted that Routes 230 and 312 provide connections to Welham Green train station on a Wednesday. In addition, bus route 355 will provide a useful connection to the Nicholas Breakspear secondary school from the site.
- 2.33 To reflect the limitations of the existing bus services the development will provide a contribution towards sustainable transport improvements. The contribution towards sustainable transport improvements will be in accordance with Hertfordshire County Councils Planning Obligations Guidance – Toolkit for Hertfordshire – January 2008.

Summary

- 2.34 The walking accessibility of the site is deemed to be good, with day-to-day facilities available within reasonable walking distance. The proximity of the site to the primary school also means education trips, walking will be a realistic alternative to travel by private car.
- 2.35 The development site is accessible within a 25-minute cycle ride of the nearby town and Hatfield and villages of London Colney and Welham Green. Welham Green train station is also within a circa 20-minute cycle ride to the east of the development site.

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- 2.36 The existing bus services in Colney Heath operate at limited frequencies and days of the week but may be used by future residents for some journeys to local destinations.
- 2.37 In terms of sustainability, the location of the site is conducive to providing future residents with a realistic choice to the private car for many day-to-day journeys.

3 POLICY CONTEXT

Introduction

- 3.1 Travel Plans have become an important tool for the delivery of national and local transport policy and commonly play an integral part in the planning process, fulfilling a role in encouraging more sustainable development. The relevant national, regional and local policy and guidance are outlined within this section of the Travel Plan.

National Planning Policy and Guidance

National Planning Policy Framework (NPPF, 2021)

- 3.2 In July 2021 the National Planning Policy Framework (NPPF) was updated to consolidate all policy statements, circulars and guidance documents into a single, simpler National Planning Policy Framework. The NPPF sets out a number of transport objectives designed to facilitate sustainable development and contribute to a wider sustainability by giving people a greater choice about how they travel.
- 3.3 The NPPF recognises that Travel Plans are a key tool in facilitating sustainable travel, stating that all developments which generate significant amounts of movement should be required to provide a Travel Plan.
- 3.4 Section 9 relates to Promoting Sustainable Transport and paragraph 112 states that Transport policies have an important role to play in facilitating sustainable development and applications for development should:
- “give priority first to pedestrian and cycle movements, and appropriate facilities that encourage public transport use;
 - address the needs of people with disabilities and reduced mobility in relation to all modes of transport;
 - create places that are safe, secure and attractive – which minimise the scope for conflicts between pedestrians, cyclists and vehicles, avoid unnecessary street clutter, and respond to local character and design standards;
 - allow for the efficient delivery of goods, and access by service and emergency vehicles; and
 - be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations.”

National Planning Policy Guidance (NPPG, 2014)

- 3.5 The National Planning Practice Guidance web-based resource was launched on 6 March 2014 by the Department for Communities and Local Government. The guidance covers all aspects and procedures of the planning process and supports the National Planning Policy Framework.
- 3.6 The NPPG sets out that all developments that generate significant amounts of transport movement should be supported by a Travel Plan. The NPPG states that Travel Plans should

identify the specific required outcomes, targets and measures, and set out clear future monitoring and management arrangements all of which should be proportionate.

3.7 The NPPG sets out how Travel Plans should evaluate and consider:

- **“Benchmark travel data including trip generation databases;**
- **Information concerning the nature of the proposed development and the forecast level of trips by all modes of transport likely to be associated with the development;**
- **Relevant information about existing travel habits in the surrounding area;**
- **Proposals to reduce the need for travel to and from the site via all modes of transport; and**
- **Provision of improved public transport services.”**

Local Policy

Hertfordshire Local Transport Plan (2018)

3.8 Since 2014 Hertfordshire County Council (HCC) have been working on a new Transport Vision for Hertfordshire, which has resulted in the adoption of the new Local Transport Plan (LTP4). The LTP4 builds on the Local Transport Plan 3 which was published in 2011 to cover the period to 2031. This LTP sets out how transport can help deliver a positive future vision for Hertfordshire by having a major input into wider policies such as economic growth, meeting housing needs, improving public health and reducing environmental damage whilst also providing for safe and efficient travel. The plan also considers how future planning decisions and emerging technology might affect the way that transport needs to be provided in the longer term.

3.9 The Hertfordshire Vision states: “We want Hertfordshire to be a county where people have the opportunity to live healthy, fulfilling lives in thriving, prosperous communities.” In order to achieve this vision, the LTP aims to deliver nine transport objectives which contribute strongly to the Place, Prosperity and People elements of the vision. The objectives are:

- **“Improve access to international gateways and regional centres outside Hertfordshire;**
- **Enhance connectivity between urban centres in Hertfordshire;**
- **Improve accessibility between employers and their labour markets;**
- **Enhance journey reliability and network resilience across Hertfordshire;**
- **Enhance the quality and vitality of town centres;**
- **Preserve the character and quality of the Hertfordshire environment;**
- **Reduce carbon emissions;**
- **Make journeys and their impact safer and healthier; and**
- **Improve access and enable participation in everyday life through transport.”**

3.10 Cutting across the objectives are four principles guiding activity, which feature common to activities to manage and improve the transport system. The principles are:

- **“Integration of land use and transport planning;**
- **Application and adoption of technology;**

- **Cost effective delivery and maintenance; and**
- **Modal shift and encouraging active travel.”**

St Albans District Council Local Plan (2020-2038)

- 3.11 St Albans are preparing a new Local Plan (2020-2038) which will replace the District Local Plan Review 1994. The new Local Plan highlights the delivery of new infrastructure for existing and new developments.
- 3.12 A Local Cycling and Walking Infrastructure Plan is being developed with HCC to further establish cycling and walking routes in the area.
- 3.13 The Sustainability Appraisal Scoping report of the Local Plan 2020-2038 highlights the need to:
- **“Promote sustainable modes of transport, particularly cycling and walking;**
 - **Reduce inequalities and improve safe access to services; and**
 - **Provide a wide range of good quality housing to meet the diverse needs of the community.”**

Policy Summary

The key transportation policy is to ensure that new developments are in locations which are or can be made sustainable.

- 3.14 In this respect new developments should be in accessible location, which are conducive by travel by walking, cycling or using public transport, for every day trips associated with employment, education and leisure purposes.
- 3.15 In terms of the development site, it is clear that its location benefits from good accessibility to existing bus and rail services. Local facilities including shops, schools and places of employment are all accessible by walking and cycling. The site will therefore provide residents with realistic sustainable travel choices to the private car.
- 3.16 As such, the proposed development is considered to accord to relevant land use and transport policy.

What is a Travel Plan?

- 3.17 A Travel Plan (TP) is a long-term management tool which brings together transport and other business issues in a co-ordinated strategy. The emphasis in a TP is on increasing the choice of sustainable methods of travel and reducing single occupancy car usage. A TP involves the development of a set of measures which can bring several benefits to residents of the proposed development and minimises local traffic impacts of new development.
- 3.18 Travel Plans are unique and specific to each development site but guided by a framework of common principles and components. A TP must identify a package of measures that can be applied at the specific location to ensure accessibility and encourage the use of sustainable modes of travel – walking, cycling, passenger transport and car sharing.
- 3.19 A Travel Plan will offer a choice of different travel modes to and from a site and encourage the use of more sustainable travel. A TP will only be successful if there is a good partnership

approach between businesses, council officers and travel planning developers whilst the plan is being drawn up, followed by a combination of robust management, effective monitoring and realistic targets whilst in operation.

3.20 A Travel Plan should consist of seven essential elements. These are as follows:

- **Objectives** – The key goals that the travel plan seeks to achieve;
- **Targets** – A means of measuring the achievement of objectives;
- **Measures** – The initiatives that will be introduced to achieve the targets set. This should also include remedial measures and actions that will be taken if the travel plan targets are not met;
- **Management** – It is essential that there is an individual identified to oversee implementation, monitoring and review of the travel plan. Adequate resourcing should be made within an appropriate amount of the individual's time allocated;
- **Action Plan** – A programme for delivering the measures and a means of communicating the above to site users, including identification of who will oversee the delivery of the Travel Plan;
- **Securing** – It is important that the Travel Plan is effectively secured through legal mechanisms; and
- **Monitoring and Review** – Must be undertaken to ensure that the Travel Plan achieves the targets that it sets out to achieve.

3.21 A Travel Plan can bring several benefits:

Benefits to Residents:

- Improves access to essential services and jobs;
- Improves travel options; and
- Creates opportunities for healthier lifestyles.

Benefits to Developers:

- Makes the site more accessible;
- Helps smooth the planning process; and
- Improves future marketability of the development.

Benefits to Local Communities:

- Enhances passenger transport;
- Improves walking and cycling routes; and
- Reduces peak time congestion.

Benefits to the Environment:

- Makes areas less noisy and polluted;
- Improves air quality; and
- Improves the built environment.

4 TRAVEL PLAN MANAGEMENT

Introduction

- 4.1 Travel Planning is an on-going process which will grow and develop with time. A TP will reflect the changing circumstances faced, and the environment in which it operates. This Framework Travel Plan should be read as the document which acknowledges the current position of the residential land use together with the need for further work to develop the measures to meet the targets identified.

Travel Plan Co-ordinator

- 4.2 It is acknowledged that to be successful, the residential land use should involve the following:
- A designated TP Co-ordinator to be responsible for the development, implementation and day to-day running of the TP;
 - Communication with residents as to the various methods of transport available;
 - Involvement of other organisations, such as public transport companies, other local organisations (if applicable), local businesses and the local authority; and
 - Regular review and amendment of the TP as an on-going process.
- 4.3 The Travel Plan Co-ordinator (TPC) should be a permanent member of staff appointed by the Developer with the appropriate skills, budgetary provision and resources to produce, update and manage the continued implementation of the Residential Travel Plan, including the provision of information to the Borough and the County Council.
- 4.4 The TPC should be identified from the outset and will lead on writing and implementing the Residential Travel Plan. This person will either have the authority to make decisions themselves or have the direct support of the developer who can facilitate decision making.
- 4.5 The appointment of an appropriate person will be made prior to site occupation, and it will be necessary that they work initially with the sales and marketing staff.

Role Of The Travel Plan Co-ordinator

- 4.6 The Framework Residential Travel Plan will be implemented through the appointment of a Travel Plan Co-ordinator (TPC). The Travel Plan Co-ordinator will liaise with the Local Authority, residents and other interested parties.
- 4.7 The role of the TPC is typically fulfilled by either someone within the site management company or by an external specialist. The individual / company appointed as the TPC should be appointed prior to occupation of the development site and should be a named person agreed with officers at Hertfordshire County Council (HCC). Once appointed, full contact details will be provided to HCC.

4.8 The TPC is the person responsible for the day-to-day management of the Travel Plan. The role of the TPC will include:

- To provide a Full Residential Travel Plan after the baseline monitoring surveys have been undertaken;
- To confirm the Residential Travel Plan which sets out agreed aims and targets for the site;
- To establish a Travel Plan forum group to discuss the Travel Plan and develop initiatives and measures to relieve any barriers to using alternative modes of travel with Hertfordshire County Council Travel Plan officers, St Albans District Council, bus operators, rail operators and other interested parties;
- To provide co-ordinated feedback to residents and develop further opportunities for the promotion and development of initiatives and schemes within the County Council and other interested parties;
- To promote and encourage the use of sustainable travel modes;
- To promote the Travel Plan alongside national events (e.g., walk to work week);
- To provide a point of contact and travel information for residents;
- To ensure that all relevant information is provided to all new members of staff and that up-to date information is clearly displayed on the Travel Plan notice boards and within the induction pack;
- To promote car sharing and direct residents to <https://liftshare.com/ul/community/hertfordshire>;
- To arrange for travel surveys to be undertaken on an annual basis for the life of the plan;
- To provide a point of contact for the transport operators and officers of the council and work with other local businesses to pursue joint plans and initiatives where relevant; and
- To undertake personalised travel planning with residents and investigate incentives that will achieve the required level of mode shift.

4.9 The Travel Plan Co-ordinator (TPC) will provide details for links to websites such as journey planning and bus companies as well as sites directed by the local authority. These links could include:

- Google maps (distance calculator for walking and cycling and bus stop location details): <https://www.google.co.uk/maps>;
- Cycle map and cycle information: <http://www.sustrans.org.uk> or <http://www.cyclestreets.net>;
- Bus and rail information via 'Intalink': <http://www.intalink.org.uk/plan-your-journey>;
- Rail information via 'National Rail': <http://www.nationalrail.co.uk>;
- Bus information via 'Traveline': www.traveline.info;
- Walking information via 'Walkit': <http://walkit.com>; and
- Car sharing: <https://liftshare.com/uk>.

- 4.10 The websites listed will provide links to up-to-date cycle maps, bus maps / timetables and the ability to calculate distances when walking and cycling to the site.

5 MEASURES

Introduction

- 5.1 This section of the Travel Plan sets out the objectives and targets that will be used to promote the Travel Plan and sustainable transport modes within the proposed residential development.

Objectives

- 5.2 Travel Plans should have measurable outputs or targets against which the progress of the Residential Travel Plan can be monitored. With consideration to the nature of the development, the main objectives of the Travel Plan are as follows:

- To inform residents of the proposed development of their travel options;
- To support car-free lifestyles;
- To maximise the use of cycle provision as far as practicable;
- To increase the attractiveness and use of cycling for day-to-day journeys;
- To raise awareness of sustainable modes of transport available within the vicinity of the site;
- To promote sustainable travel modes as a convenient alternative to car travel; and
- To encourage healthy and active journeys.

Targets

- 5.3 Travel Plan targets can be used to assess the effectiveness of a Travel Plan and identify which areas require attention in terms of prioritising resources such as time, cost and labour.
- 5.4 Travel Plan targets should be SMART (Specific, Measurable, Achievable, Realistic and Timebound), and appropriate to the specific development and land use to which they apply.
- 5.5 As described above, Travel Plan targets need to be specific to the development to which they apply. At this early stage, it is considered premature to identify specific targets relating to mode share reductions, as the observed mode share is not known. The behaviour and characteristics of the residents of the proposed development cannot be known until they move to the development.
- 5.6 Detailed Travel Plan targets for mode share will be identified following the baseline travel survey, to ensure that targets are both realistic and achievable. These mode share targets will be agreed with Hertfordshire County Council's Travel Plan Officer prior to implementation.
- 5.7 The objectives provide the framework for the Travel Plan measures. Targets are included in a Travel Plan to help achieve the objectives and there are two main types that are acceptable. The most easily demonstrated is the commitment to deliver the package of measures set and includes initiatives to promote an increase in walking / cycling, car sharing and use of public transport.
- 5.8 The mode share for the site has been calculated from the 2011 census using journey to work trips for the St Albans MSOA 015. The figures shown in **Table 5.1** represent a reasonable starting

point upon which to base any future targets for single car occupancy trip reductions for the site and will be verified against data collected through the baseline travel surveys in due course.

Table 5.1: Method of Travel to Work

Mode of Travel	Mode Share (%) St Albans MSOA 015
Train	16%
Bus / Coach	3%
Taxi	0%
Motorcycle	1%
Car/Van Driver	68%
Car/Van Passenger	4%
Bicycle	1%
On foot	7%
Other	1%
Total	100%

Source: Census (2011)

- 5.9 **Table 5.1** shows that circa 72% of residents are likely to travel to work by car of which around 68% are single occupancy vehicles (SoVs), 19% use public transport and 8% walk or cycle. It is considered that appropriate key aims of the Travel Plan would be to reduce the level of single occupancy vehicle trips from the residential site and increase the level of walking and cycling to and from the site.
- 5.10 The aspirational target of this Framework Travel Plan is to reduce single occupancy car use by residents by 5% over a five-year period. This is likely to be achieved by promoting car sharing and reducing single occupancy journeys to work as well as incorporating the measures set out in the next section of this report. It will also be achieved by highlighting all sustainable travel options available to residents. Accordingly, the key monitoring mode will be single car driver which would be targeted to reduce to around 63%.
- 5.11 The objectives provide a framework on which to base the Travel Plan targets and measures, which will be used to achieve these objectives. The proposed initial targets are as follows:
- Appointment of a site wide Travel Plan Co-ordinator prior to occupation of the site;
 - Undertake a baseline travel survey after 50% occupation;
 - Undertake a full detailed monitoring survey one month after 100% occupation; and
 - To prepare and submit a Travel Plan Monitoring Reports to Hertfordshire County Council no later than two months following the completion of the monitoring survey.

Welcome Pack

- 5.12 Each dwelling will be provided with a Travel Plan Welcome Pack upon the point of occupation. The pack should be aimed at promoting sustainable travel in support of the Residential Travel Plan objectives, and must contain the following information:
- Guidance and promotional material on the use of sustainable modes of travel;
 - Details on walking, cycling, buses, trains, Park & Ride, taxis, car sharing, car clubs, electric vehicles, electric vehicle charging, school transport, and personalised journey planning services. Reference to travel websites, resources and support services for each mode of travel, information provided by county and borough councils; and
 - Details of local travel campaigns and networking / support groups.
- 5.13 The Welcome Pack will be provided to each occupier on arrival, with the pack being disseminated by the sales team.
- 5.14 Information provide within the Welcome Pack should be bespoke to the development and specific to the borough it is situated in. It should be supported by the inclusion of:
- Bus tickets for local operator services – these can be Carnet, Scratchcards, Weekly or Monthly tickets;
 - Rail tickets / vouchers – for developments within a 5km radius of a mainline railway station. Tickets / vouchers can be negotiated by Hertfordshire County Council with the Local Rail Operator; and
 - Access to an online tool to generate personalised Residential Travel Plans using a home and destination postcode to provide details of different travel modes/ options, travel routes / maps and timetable information.

Community Travel Noticeboards

- 5.15 The Travel Plan Co-ordinator (TPC) will play a role to promote and encourage the use of sustainable transport methods as outlined in 4.9.
- 5.16 As part of this, Community Travel Noticeboards will be installed at prominent locations within the development such as near to pedestrian access points or near to areas of open space. The number and location of the boards will be set out in detail as part of the Full Residential Travel Plan.
- 5.17 The TPC will be responsible for preparing information to display on the notice boards and for ensuring that the information is displayed appropriately. The information could include:
- Walking isochrone maps showing the facilities available within the locality and approximate walking times from the centre of the development;
 - Bus / rail timetables and maps for services operating nearby;
 - Details about where further travel information could be obtained;
 - Information about upcoming community events; and
 - Information about the Travel Plan.

- 5.18 A community travel website will also be developed by the TPC and will show similar information.

Community Events

- 5.19 The TPC will arrange community travel events either within the development or at a nearby community facility. The events could be arranged to tie into national campaigns such as National Cycle to Work week to ensure that the maximum impact can be gained. The focus of the community events will be to promote the Travel Plan and ensure engagement and ownership of the objectives and targets by the residents.

Incorporating Sustainable Travel in Design

- 5.20 The development will be designed to encourage sustainable travel. Further details of this will be described in the Full Travel Plan once the measures have been fully developed

Additional Measures to Promote Bus and Rail Travel

- 5.21 The proposed units will provide the following measures to encourage use of bus / rail travel to and from the development:
- The TPC will contact the public transport officer at Hertfordshire County Council to request copies of any appropriate bus / rail route maps and any other information available to promote bus / rail usage; and
 - The TPC will contact the relevant bus / rail companies to discuss the possibility of sending discount leaflets and potentially providing free taster tickets for travel. This will be undertaken within 1 month of occupation by the TPC.

Additional Measures to Promote Bus and Facilitate Cycling

- 5.22 The proposed units will provide the following measures to encourage use of cycling to and from the residential development:
- Provision of secure cycle parking facilities in accordance with Hertfordshire County Councils cycle parking standards;
 - Form a residents Bicycle Users Group (BUG) to encourage cycling and organise promotional events;
 - Negotiate discounts for residents on bikes and equipment with local cycle outlets;
 - Voucher provided for the purchase of a bicycle and associated safety equipment;
 - Provide free cycle training for children and adults; and
 - The TPC will review marketing campaigns and participation in cycling events such as national cycle to workday, to help raise the general profile of cycling.

Car Sharing

- 5.23 Car sharing is likely to be a useful means of reducing single occupancy car use to the site. Most residential sites will have clusters of staff working in the same towns, villages and employment areas, so many journeys to work are likely to be concentrated along the same corridors providing opportunities for car sharing.
- 5.24 The TPC will also provide personalised travel planning for all residents. This will allow the potential for car sharing to be explored and for staff to be matched with others willing to share. In addition, if car sharing is not a viable option for residents, the TPC will provide information regarding national and local car sharing databases.
- 5.25 In addition, the TPC will promote 'National Lift Share Day' and will also introduce a 'Car Share' noticeboard for people to swap information, although this will be managed by the TPC.

6 MONITORING THE TRAVEL PLAN

Introduction

- 6.1 HCC requires applicants / developers to commit to a long-term management framework and monitoring strategy for their travel plans to achieve sustainable and lasting results. A successful Travel Plan must be a long-term management strategy that is constantly monitored, updated and its performance reviewed. DfT state that:

“The plan continues for the life of the development and requires commitment from occupiers and partners. It is not simply a means of securing planning permission.”

Monitoring

- 6.2 The TPC will be responsible for undertaking monitoring of the Travel Plan. Developers are required to undertake biennial traffic counts for a minimum period of 5 years. The initial traffic count should be conducted by the TPC at an agreed time with HCC. Traffic counts must be undertaken at all site access points (entry and exit), including pedestrian and cycling routes which lead to a service or amenity.
- 6.3 Results of all surveys should be submitted to the Hertfordshire County Council Sustainable Travel Planning Team in the form of a report for review, in line with when surveys are undertaken.
- 6.4 If the trip data collected does not meet the predicted trip rates as set out in the original Transport Assessment / Residential Travel Plan, then the Residential Travel Plan Co-Ordinator will be expected to conduct written and/or Face-to-Face Travel Surveys at a time agreed with Hertfordshire County Council. This is to achieve a better understanding as to why a mode is being used and will also give the Residential Travel Plan Co-Ordinator an opportunity to conduct Personalised Travel Planning.
- 6.5 Travel Surveys should be organised and conducted on the 1st, 3rd and 5th anniversary of first occupation to identify traffic flows and mode share data.
- 6.6 The Travel Survey(s) should be distributed / directed at all residents travelling to and from the site; asking them how they would prefer to travel, any travel or transport issues they have encountered, and their attitudes towards sustainable modes of travel.
- 6.7 Travel Plan Reports must be submitted to the Hertfordshire County Council Sustainable Travel Planning Team for review. The data provided will be used to identify the progress of the Residential Travel Plan against its targets and objectives.
- 6.8 If the traffic generation rates predicted are not being achieved, then revised measures will be agreed by the Sustainable Travel Planning Team and implemented by the Residential Travel Plan Co-ordinator to reduce travel to the site by the private car. Additional measures identified must be agreed by Hertfordshire County Council prior to implementation.
- 6.9 Following the initial baseline survey, the Travel Plan Co-ordinator will prepare the Full Residential Travel Plan, which will identify and confirm the site-specific targets which will be discussed and agreed with Hertfordshire County Council. It will include a summary of the baseline data and

details of any measures that have already been implemented or are due to be implemented in the future.

Additional Mitigation Measures

- 6.10 Should progress towards the mode share targets be indicating that the Travel Plan aims may not be achievable, further mitigation measures may be required. Within the Travel Plan funding allocation should be a contingency fund that can be used with the agreement of the Travel Plan Coordinator and HCC to adjust the measures and initiatives to assist in achieving the Travel Plan targets and objectives.
- 6.11 It is not yet possible to predict which elements of the Travel Plan could require adjustment, but a list of potential interventions could include:
- Additional free travel passes to encourage public transport use;
 - Further cycle parking;
 - Discount vouchers for cycle purchase; or
 - Additional personalised travel planning.

7 ACTION PLAN

Review Mechanisms

- 7.1 To ensure that the Travel Plan remains a 'living' document, the document will be periodically reviewed and updated by the Travel Plan Co-ordinator. This will allow for the Travel Plan to remain relevant to the development, incorporating any changes to the transport network in the local area, or any changes to local or national policy directly related to transport matters. The Travel Plan Coordinator will also review the Travel Plan measures to take account of any innovations in transport technology or methods.
- 7.2 Any updates to the Travel Plan will need to be agreed with the Travel Plan officer at Hertfordshire County Council. It is suggested that the first full review is carried out when the development is fully built and occupied to take stock of the achievements made and to ensure that the continuation of the Travel Plan implementation and monitoring continues as the developer takes a lower profile and the site residents begin to take over responsibility for the Travel Plan. Biannual monitoring, including the identification of any additional measures that may be needed to achieve the desired mode share targets will be undertaken in liaison with the Travel Plan officer at Hertfordshire County Council.

Delivery And Implementation

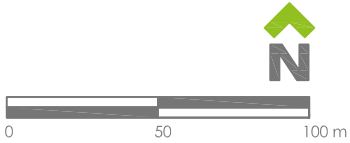
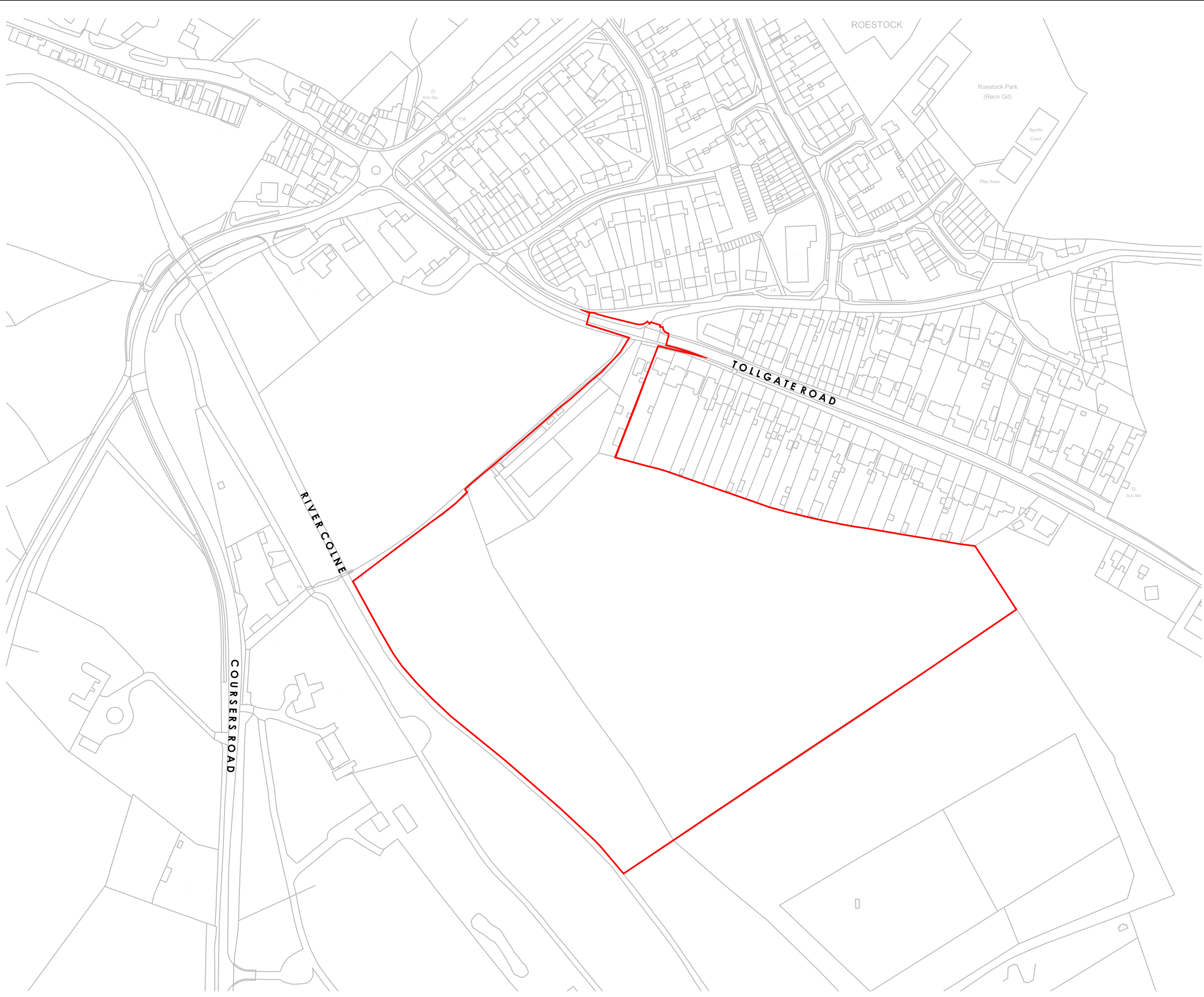
- 7.3 A draft timescale of the suggested Travel Plan initiatives, including the intended outcomes and outputs, are provided below in **Table 7.1** as an Action Plan.

Table 7.1: Travel Plan Action Plan

Indicative Travel Plan Measure	Indicative Responsibility	Indicative Timescale
1 Appointment of a Travel Plan Coordinator	Developer	Prior to occupation of the development site
2 Carry out a Baseline Travel Survey	Travel Plan Coordinator	Agreed time with HCC
3 Results to HCC - The results of the Baseline travel survey will be discussed with HCC to establish where measures can be improved/ provided to encourage lower car use	Travel Plan Coordinator	Within 1 month after questionnaire survey completion
4 Agreement with HCC – Measures to be carried out will be agreed with HCC and may include; <ul style="list-style-type: none"> • Additional Cycle Parking or set up a community cycle scheme • Improved pedestrian routes • Additional street lighting • Further provision of discount bus vouchers The contribution of costs associated with the measures identified will be agreed with HCC	Travel Plan Coordinator / HCC	

Appendices

Appendix 1 – Site Location Plan



 Site Boundary: **7.82ha**

D	24.06.2022	JC	project name update
C	21.06.2022	JC	Minor Red Line Update
B	21.06.2022	JC	Highways land included
A	08.02.2022	JC	Additional land included

Rev	Date	By	Description
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CSA
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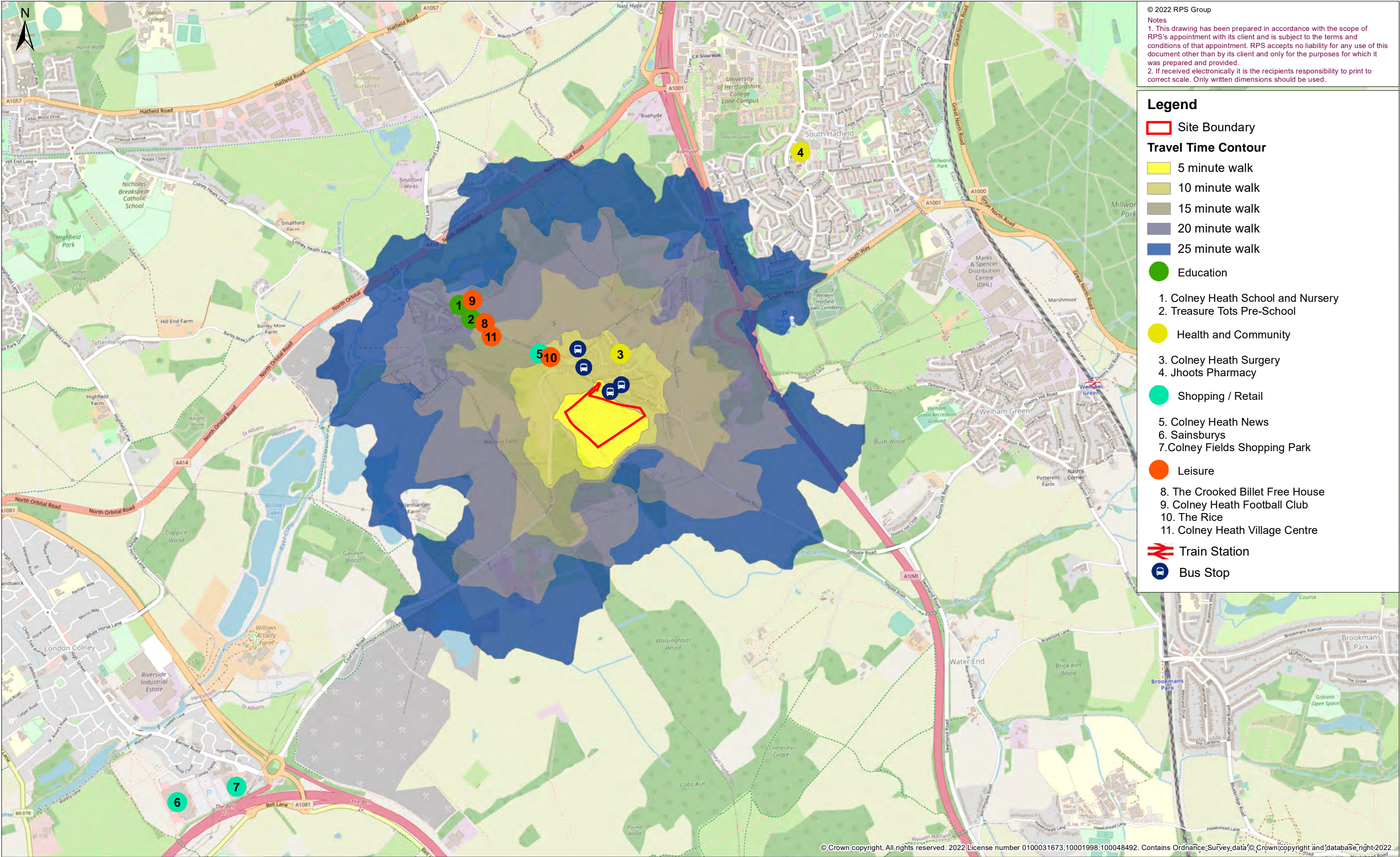
Project Land at Tollgate Road
COLNEY HEATH

Title Site Location Plan

Client Vistry Group

Scale	1:2500 @ A3	Drawn	SG
Date	March 2021	Checked	RR
Drawing No.	CSA/3925/109	Rev	D

Appendix 2 – Walking Isochrones and Local Facilities Plan



Rev	Description	By	CB	Date
Figure Number				Rev
2				-
rpsgroup.com				

Client	Vistry Group
Project	Colney Heath
Title	Pedestrian Isochrone and Local Facilities Plan

Note:
Total end to end journey time using
Basemap TRACC with
Walk speed of 1.33m/s (4.8km/hr)

0250500 m

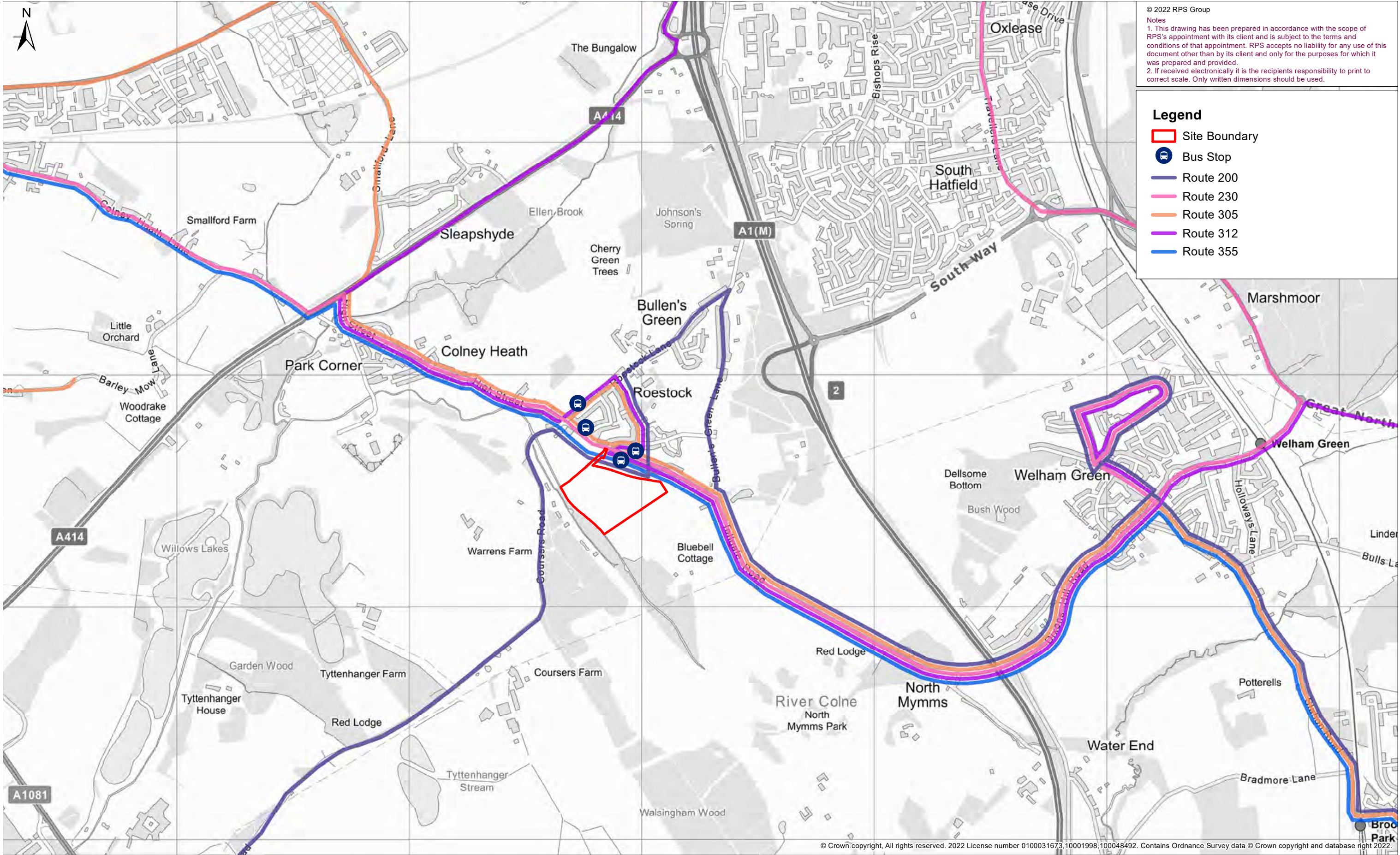
Status	FINAL	Drawn By	CR	PM/Checked By	LS
Project Number	JNY11289	Scale @ A3	1:20,000	Date Created	MAY 2022

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Appendix 3 – Cycle Isochrones Plan

Appendix 4 – Bus Route Plan



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Notes

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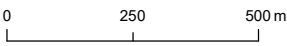
- Legend**
- Site Boundary
 - Bus Stop
 - Route 200
 - Route 230
 - Route 305
 - Route 312
 - Route 355

Rev	Description	By	CB	Date	
Figure Number				Rev	
4				-	
rpsgroup.com					

Client Vistry Group

Project Colney Heath

Title Bus Route Plan



Status FINAL

Drawn By CR

PM/Checked By LS

Project Number JNY11289

Scale @ A3 1:15,000

Date Created JAN 2022

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