

Bridge UK Properties 7 LP

Bridge Point Weybridge, Weybridge Framework Travel Plan

April 2022







modetransport.co.uk



Bridge UK Properties 7 LP

Bridge Point Weybridge, Weybridge Framework Travel Plan

OFFICE ADDRESS:

Labs Atrium The Stables Market Chalk Farm Road London NW1 8AH PROJECT NO: J326431 DATE: April 2022

REPORT No: 1.1	FILE NAME 220422 J326431 FTP V1.0.docx	PREPARED: RL	DATE OF ISSUE: 22 April 2022	STATUS: Final	CHECKED: MF	AUTHORISED: CH
CHANGE LOG	à					
VERSION V1.0	DATE: 19 April 20		HECKED BY: IF	REASON FOR CHANG First Issue	iE:	
V1.1	22 April 20)22 M	IF	Minor Amendments		

Bridge UK Properties 7 LP Bridge Point Weybridge, Weybridge

Framework Travel Plan

CONTENTS

Intro	oduction	4
1.1	Overview	4
1.2	Purpose of a Travel Plan	4
1.3	Document Benefits	5
1.4	Format of the Document	5
Polic	cy and Guidance	7
2.1	Introduction	7
2.2	National Policy	7
2.3	Local Policy	8
2.4	Summary	9
Obje	ectives and Benefits	11
3.1	Overview	11
3.2	Objectives	11
3.3	Benefits	11
Exis	sting Situation	13
4.1	Introduction	13
4.2	Local Highway Network	13
4.3	Pedestrian Accessibility	14
4.4	Cycle Accessibility	16
4.5	Bus Accessibility	17
4.6	Rail Accessibility	18
4.7	Modal Share	18
Targ	gets	20
5.1	Introduction	20
5.2	Targets	20
Mea	asures and Incentives	21
6.1	Introduction	21
6.2	Walking	21
6.3	Cycling	21
6.4	Public Transport	22
6.5	Car Sharing	22
6.6	New Employees	22
6.7	Travel Information Packs	22

© Copyright mode transport planning. All rights reserved

This report has been prepared for the exclusive use of the commissioning party and unless otherwise agreed in writing with mode transport planning, no other party may copy, reproduce, distribute, make use of, or rely on the contents of the report. No liability is accepted by mode transport planning for any use of this report, other than for the purposes for which it was originally prepared and provided.

Opinions and information provided in this report are on the basis of mode transport planning using due skill, care and diligence in the preparation of the same and no explicit warranty is provided as to their accuracy. It should be noted and is expressly stated that no independent verification of any of the documents or information supplied to mode transport planning has been made.



Monito	oring and Reporting
7.1	Overview
7.2	Monitoring
7.3	Reporting
Action 8.1	Overview

APPENDICES

APPENDIX A Site Layout



23

23

23

23

24

24



Introduction

1.1 Overview

- 1.1.1 Mode transport planning (mode) has been appointed by Bridge UK Properties 7 to provide highways and transportation advice in the form of this Framework Travel Plan (FTP) for the proposed redevelopment of land at Weybridge Business Park, Addlestone Road.
- 1.1.2 The development proposals seek to deliver the demolition of existing buildings and the development of three employment units within Classes E(g)ii, E(g)iii, B2 and B8, with ancillary office accommodation, new vehicular access, associated external yard areas, HGV and car parking, servicing, external lighting, hard and soft landscaping, infrastructure and all associated works.
- 1.1.3 The three employment units within Classes E(g)(ii), E(g)(iii), B2 and B8 land uses are totalling a floor area of 17,820m² Gross Internal Area (GIA). The breakdown of the three units GIA are as follows:
 - Unit 100 14,752m²
 - Unit 210 1,407m²
 - Unit 220 1,660m²
- 1.1.4 The proposed masterplan is provided in Appendix A.

1.2 Purpose of a Travel Plan

1.2.1 The guidance set out by the National Planning Policy Guidance (2021) states that Travel Plans (TP):

"are long-term management strategies for integrating proposals for sustainable travel into the planning process. They are based on evidence of the anticipated transport impacts of development and set measures to promote and encourage sustainable travel (such as promoting walking and cycling)".

- 1.2.2 A Travel Plan therefore sets out ways in which staff can reduce the number of vehicle trips to any given site by promoting more sustainable travel options. It is site specific and considers the unique needs and interests of staff in the context of the local environment and transport network.
- 1.2.3 A Travel Plan involves the development of agreed targets and outcomes which are linked to an appropriate package of measures aimed at reducing the need to travel, encouraging more sustainable travel, and reducing single occupancy car use.



transport planning

- 1.2.4 The Travel Plan process includes continuous monitoring, review, and refinement over time, as travel survey data is collected to determine trends in travel patterns. The Travel Plan report is therefore a living document that will be continually updated.
- 1.2.5 This particular Travel Plan is a Framework Travel Plan (FTP) where the development proposals include for one warehousing unit and two industrial units, therefore, potential for more than one occupier. A Travel Plan Coordinator (TPC) will implement the FTP and liaise with occupiers of each unit. Alternatively, individual occupiers may prepare their own individual Travel Plans pursuant to this FTP and have their own respective TPC.

1.3 Document Benefits

- 1.3.1 The benefits which are expected to be brought about in the local area by the FTP:
 - Health benefits: increased personal walking and cycling levels;
 - Reduced Congestion: implement strategies which encourage alternative forms of transport other than car usage;
 - Cleaner Environment: decreased pollutants from mechanised vehicles;
 - Greater Travel Choice: to offer a wider mobility choice to meet the needs and requirements of the current population without compromising the aspirations of future generations; and
 - Social Engagement: as a result of social inclusion it subsequently decreases the likelihood of social polarisation and increasing citizenship power.
- 1.3.2 In addition to the above benefits, end occupiers of the site could gain the following advantages from implementation of the FTP:
 - Better Time Management: reduced likelihood of traffic congestion resulting in decreased delay for employees or deliveries;
 - Economic Savings: money saved on fuel as alternative methods of transport used, decreased delay for employees or deliveries;
 - Corporate Image: enable businesses to improve their sustainable image thus aiding businesses to improve their corporate and ethical images; and
 - Improved Recruitment Plan: business perceived as a good environment to work, hence the ability to attract and or retain higher calibre staff.

1.4 Format of the Document

- 1.4.1 The remainder of the document is structured as follows:
 - Chapter 2 sets out the core policy context;
 - Chapter 3 outlines the objectives and benefits of the plan;



- Chapter 4 describes the current situation and accessibility of the site;
- Chapter 5 identifies the plan targets;
- Chapter 6 outlines the measures that constitute the Plan, including specific physical and management initiatives grouped under different modes of transport;
- Chapter 7 sets out procedures for the on-going monitoring and review process; and
- Chapter 8 provides the Action Plan for the FTP.



Policy and Guidance

2.1 Introduction

- 2.1.1 This chapter considers adopted national and local transport and land use policies that related to the proposed development. This chapter of the report will review the following policy documents:
 - National Planning Policy Framework (NPPF);
 - National Planning Practice Guidance (NPPG);
 - Runnymede Local Plan (2020); and,
 - Surrey Design Guide (2002).

2.2 National Policy

National Planning Policy Framework

- 2.2.1 The revised National Planning Policy Framework (NPPF) was published in 2021 in order to consolidate a series of policies aimed at making the planning system less complex and more accessible, whilst still protecting the environment and promoting sustainable growth.
- 2.2.2 The NPPF sets out the Government's planning policies for England and how these are expected to be applied, stating that "*all developments that will generate significant amounts of movement should be required to provide a travel plan*".
- 2.2.3 The NPPF defines a Travel Plan as a "*long-term management strategy for an organisation or site that seeks to deliver sustainable transport objectives and is regularly reviewed*".
- 2.2.4 Planning decisions should take account of whether:
 - *"appropriate opportunities to promote sustainable transport modes can be or have been taken up, given the type of development and its location;*
 - safe and suitable access to the site can be achieved for all users; and
 - any significant impacts from the development on the transport network (in terms of capacity and congestion), or on highway safety, can be cost effectively mitigated to an acceptable degree"



National Planning Practice Guidance

- 2.2.5 The revised National Planning Policy Guidance (NPPG) supports the NPPF and contains further information for planners, developers and the public on measures to support planning applications. 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.
- 2.2.6 Travel Plans should set explicit outcomes rather than just identify processes to be followed and should address all journeys resulting from a proposed development by anyone who may need to visit or stay and should seek to fit in with wider strategies for transport in the area.
- 2.2.7 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.

2.3 Local Policy

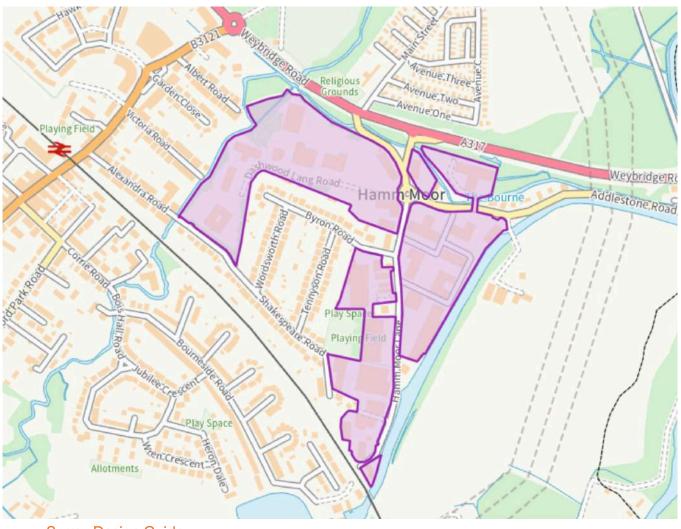
Runnymede 2030 Local Plan

- 2.3.1 The Runnymede 2030 Local Plan (LP) was adopted by Runnymede Borough Council on the 16th July 2020 replacing the Runnymede Local Plan 2001. The LP sets out key planning policies which determine the location, scale and timing of new development in the borough in the period up to 2030. This includes the spatial development strategy, allocations for housing, employment and retail development and protection of the environment.
- 2.3.2 Policy IE2: Strategic Employment Areas highlights the five employment areas in the borough which are the core supply of employment land which will be protected as Strategic Employment Areas. The fifth Strategic Area is SEA5: Weybridge and Bourne Business Park and Waterside Trading Estate. The Policy states '*The refurbishment and redevelopment of sites in these areas for employment use, and proposals for the intensification of sites for employment will be permitted where they accord with other policies in the plan.* 'Figure 2.1 highlights the area covered by SEA5 which incorporated the proposed development proposal site.

transport planning

mode

Figure 2.1 SEA5: Weybridge and Bourne Business Park and Waterside Trading Estate



Surrey Design Guide

- 2.3.3 The Surrey Design Guide was produced by SCC and all eleven of the Surrey District Councils. The guide sets out key objectives and principles to be considered to ensure all new developments are of the highest design quality. The design guide has been adopted by SCC a Supplementary Planning Guidance and was most recently updated in September 2015.
- 2.3.4 The design guide presents seven key objectives which are as follows:
 - To promote good design through the development process; 1.
 - 2. To create attractive and accessible places;
 - 3. To ensure that all development contributes to local distinctiveness and character,
 - 4. To conserve energy and water, maintain biodiversity and reduce waste and pollution;
 - 5. To encourage vibrant and mixed communities where people feel safe;
 - 6. To create places for people that are safe and easy to move through and are accessible to all; and,



- 7. To make best use of the land available.
- 2.3.5 The design guide provides a Technical Appendix. The Technical Appendix has an emphasis on reducing the need for single occupancy car journeys. Paragraph 4 states that '*Pedestrians and cyclists should have as direct a route as possible to local facilities in order to encourage local journeys without a car.*' The appendix presents the guidelines for the provision and fundamentals of footways, cycle paths and crossings.
- 2.3.6 Public transport is a desirable alternative to reduce single occupancy car journey's to and from developments. The report states that '*The Department for Transport, Local Government and Regions (DTLR) suggests that no property (development) should be more than 400m walking distance from the nearest bus stop. Developers must therefore ensure that a good bus corridor is provided which affords an efficient passage for buses to and through a development'.* The location of the proposed development is provides a regular bus service within a 400m walking distance from the site, therefore adhering to the guidance.
- 2.3.7 Further to sustainable transport, the Technical Appendix supplies 'Parking Fundamentals' including the minimum size for car parking spaces, including disabled spaces.

2.4 Summary

2.4.1 This FTP has been prepared in line with the above guidance and policy, to ensure that future staff and visitors of the site are informed of the sustainable modes of transport available to them, as well as setting out a strategy in the form of an Action Plan to help achieve the local Council's vision.



Objectives and Benefits

3.1 Overview

- 3.1.1 The main aim of this FTP is to put in place the management tools deemed necessary to enable employees and visitors to make informed decisions about their methods of travel to the site, which at the same time minimises the adverse impact of travel on the environment. This is achieved by setting out a strategy for eliminating barriers that keep making use of sustainable modes.
- 3.1.2 Improving the awareness of transport choices available to people, rather than focusing on providing for the private car, will lead to more equitable and sustainable development that provides travel options for all employees regardless of whether they own a car or not.

3.2 Objectives

- 3.2.1 The objectives of the FTP are:
 - To identify ways of reducing the need to travel to and from the development;
 - To minimise single occupancy car travel to and from the development;
 - To identify which measures are needed to maximise the use of non-car travel modes; and,
 - To lead to a change in the travel behaviour of individuals to a sustainable mode of travel and maintain the change once it has occurred.

3.3 Benefits

- 3.3.1 The TP has the potential to bring about the following benefits:
 - The provision of greater choice and opportunities for site access by non-car travel modes;
 - Reduced social exclusion through improved access to employment and key services such as hospitals, education and shops;
 - Reduced congestion on surrounding roads and access points and reduced demand for parking spaces;
 - Local environmental improvements from reduced congestion, air pollution and noise;
 - Reduced travel and transportation costs for organisations and individuals;
 - Ensuring adequate provision for people without access to a car or with mobility impairment;
 - Provision of opportunities for active and healthy travel;
 - Achievement of environmental standards for businesses; and

• Reduced car parking costs for businesses.





Existing Situation

4.1 Introduction

- 4.1.1 The application site is located on land south of the A317 Weybridge Road and distributed to the north and south of Addlestone Road.
- 4.1.2 The existing site comprises of seven office buildings (land use B1) with a total floor area of 16,536m². The location of the application site is shown on Figure 4.1.

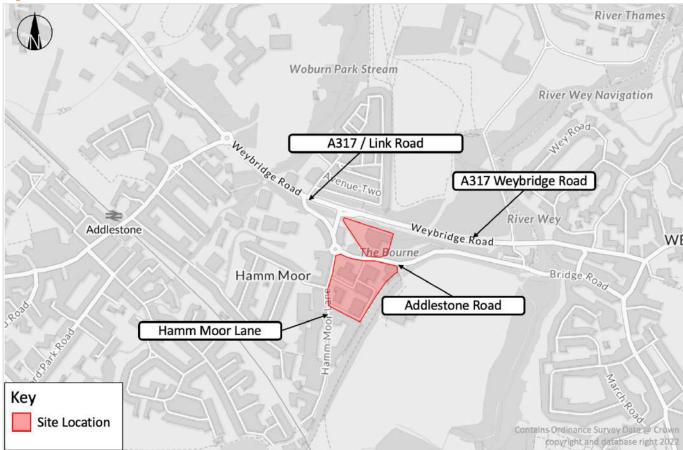


Figure 4.1 Site Location

4.2 Local Highway Network

- 4.2.1 The location of the site in the context of the local highway network is shown on Figure 4.1 with vehicular access being provided off Addlestone Road to the northern site and off Addlestone Road and Hamm Moor Lane for the southern site.
- 4.2.2 Addlestone Road is a single carriageway road subject to a speed limit of 30mph. Addlestone Road has traffic calming measures in the form of speed humps within proximity to the site accesses.



transport planning

- 4.2.3 Addlestone Road runs from the Addlestone Road/Link Road/Hamm Moor Lane roundabout to the west to the Heath Road/Addlestone Road priority junction to the east.
- 4.2.4 Addlestone Road benefits from a pedestrian footway on both sides of the carriageway. The northern side has a footway which extends the entire length of the road, whereas the southern side of the carriageway becomes a riverside track to the east of the proposed site. Addlestone Road is subject to restrictions approximately 550m to the east of the Addlestone Road/Link Road/Hamm Moor Lane roundabout. The restrictions comprise of a maximum weight of 7.5tonnes and a width of 7'0".
- 4.2.5 Hamm Moor Lane runs southwards from the Addlestone Road/Link Road/Hamm Moor Lane roundabout and ends to the north of the railway line. Hamm Moor Lane provides access to further industrial units located to the west including Borne Business Park. Hamm Moor Lane is a single carriageway which is subject to a 30mph speed limit, and benefits from a footway on both sides of the carriageway.
- 4.2.6 Link Road provides a route between the Addlestone Road/Link Road/Hamm Moor Lane roundabout to the A317 Weybridge Road. The A317 Weybridge Road/Link Road priority junction is a left turn only junction from Link Road on to the A317.
- 4.2.7 The A317 Weybridge Road is a dual carriageway subject to a speed limit of 40mph. The A317 provides a route from Weybridge to Addlestone, Chertsey, Oatlands and Hersham. The A317 benefits from a segregated cycle path, namely National Cycle Network (NCN) Route 4, which runs along the footway on both sides of the carriageway.

4.3 Pedestrian Accessibility

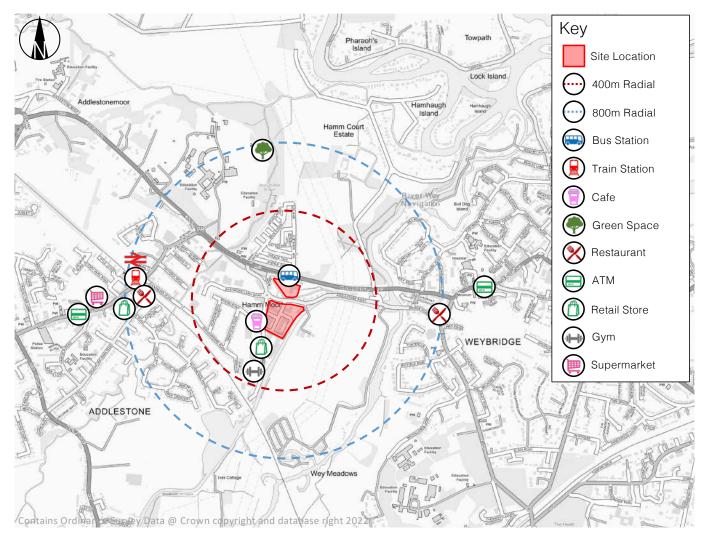
- 4.3.1 Guidance from the Chartered Institution of Highways and Transportation's (CIHT) Document "Planning for Walking (2015) has been used to inform this section, with Section 6.4 of the document stating the following regarding how far pedestrians are willing to walk to reach a destination. The document states that:
 - "Walking neighbourhoods are typically characterised as having a range of facilities within 10 minutes' walking distance (around 800 metres). However, the propensity to walk or cycle is not only influenced by distance but also the quality of the experience; people may be willing to walk or cycle further where their surroundings are more attractive, safe and stimulating. Developers should consider the safety of the routes (adequacy of surveillance, sight lines and appropriate lighting) as well as landscaping factors (indigenous planting, habitat creation) in their design.
 - The power of a destination determines how far people will walk to get to it. For bus stops in residential areas, 400 metres has traditionally been regarded as a cut-off point and in town centres, 200 metres (DOENI, 2000). People will walk up to 800 metres to get to a railway station, which reflects the greater perceived quality or importance of rail services."

transport planning

- 4.3.2 Appropriate walking distances are dependent upon the location of the specific development; more remote locations will see people being prepared to walk further to their end destination. Similarly, appropriate walking distances are also dependent on upon the standard of existing pedestrian infrastructure provision, with further walking distances achievable in locations with extensive and high-quality pedestrian footways, crossings and pedestrianised areas.
- 4.3.3 The existing access to the northern site on Addlestone Road benefits from a pedestrian footway on the eastern side of the access bridge. There are pedestrian footways on both sides of the Addlestone Road carriageway serving all proposed accesses points to the site. Hamm Moor Lane also benefits from a pedestrian footway on both sides of the carriageway.
- 4.3.4 The Addlestone Road/Link Road/Hamm Moor Lane roundabout provides uncontrolled pedestrian crossing points on all arms with dropped kerbs and tactile paving. The Addlestone Road footway continues to Link Road heading northwards to the A317. The A317/Link Road (southbound) junction is signalised and benefits from a controlled signalised crossing with central reservation across the A317.
- 4.3.5 The closest bus stops to site are located on the A317 to the east of the A317/Link Road (southbound) junction, approximately 350m from the centre of the northern site and 325m from the centre of the southern site.
- 4.3.6 The existing footway network provides pedestrians access to the surrounding amenities, including bus stops located within an acceptable walking distance from the site.
- 4.3.7 Figure 4.2 presents the local amenities located within 400m and 800m walking radials form the site.

mode transport planning

Figure 4.2 Local Amenities



Cycle Accessibility 4.4

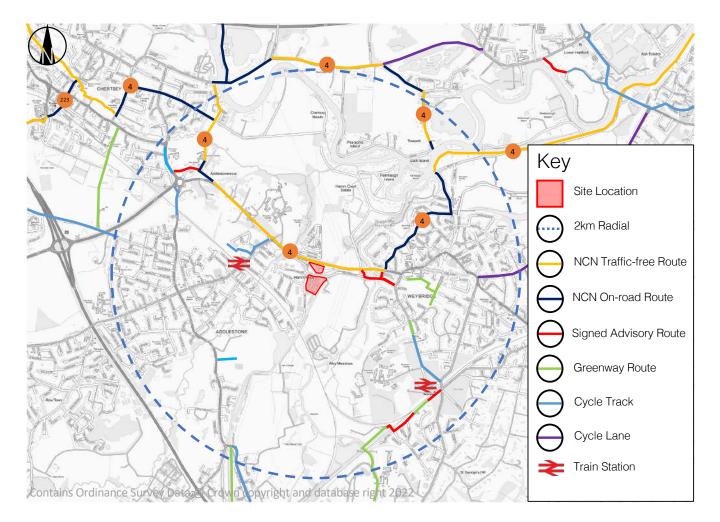
- 4.4.1 As with pedestrian accessibility, the level of a site's cycle accessibility depends upon a combination of the distance from local amenities and the standard of existing cycle infrastructure. It should however be noted that cycle infrastructure can include facilities shared with vehicles and pedestrians as well as dedicated cycle infrastructure.
- 4.4.2 In respect of acceptable cycle distances, 'Local Transport Note 1/120 Cycling Infrastructure Design', published by DfT, states that many utility cycle trips are less than three miles (approximately five kilometres) but for commuter journeys a distance of over five miles (approximately eight kilometres) is not uncommon.
- 4.4.3 As previously noted, the site is approximately 300m from the NCN Route 4 which is a segregated cycle route along the A317. NCN Route 4 is one of the longest NCN routes within the UK, stretching 679.8km in total. The route connects London to Fishguard. However, in relation to the site, the route provides access to neighbouring residential areas in Weybridge, Chertsey, Walton-on-Thames, and Addlestone Moor.



transport planning

4.4.4 SCC provide a Cycle Facilities Map on their website (https://surreycc.maps.arcgis.com/apps/View) which shows the location of cycle routes, crossings, and parking facilities. SCC's cycle routes and the NCN routes in relation to the application site are demonstrated on Figure 4.3.

Figure 4.3 Cycle Routes



4.5 Bus Accessibility

- 4.5.1 The nearest bus stops to the site are located on the A317 Weybridge Road, approximately 300m to the north of the site access. The bus stops are comprised of a bus flagpole, seating, a bus shelter and timetables.
- 4.5.2 Table 4.2 below provides a summary of the routes and times of the bus services accessible at bus stops located within a 400m catchment from the site.

Bridge UK Properties 7 LP Bridge Point Weybridge, Weybridge

Framework Travel Plan



Table 4.1 Bus Services and Frequencies

Service No.	Route	Mon-Fri (peaks)	Mon-Fri (off-peak)	Sat	Sun
461	Kingstone - Addlestone	3	3	2	-
637	Byfleet - Chertsey	School se	ervice only	-	-

4.6 Rail Accessibility

- 4.6.1 The nearest rail station to the site is Addlestone railway station and is located approximately 1km west of the site. The railway station benefits from a car park with 24/7 accessibility and, the station also provides 24 sheltered cycle spaces.
- 4.6.2 A summary of the direct train services available from Addlestone railway station are summarised below in Table 4.2.

Table 4.2 Train Services and Frequencies

Destination	Approx. Frequency	Approx. Journey Time
London Waterloo	2 services / hour	80 minutes
Weybridge	2 services / hour	5-8 minutes

4.7 Modal Share

4.7.1 The current modal split for the local ward has been obtained from the 2011 Census data for "Method of Travel to Work" for the Runnymede 007 MSOA, which has been summarised in Table 4.3.

Bridge UK Properties 7 LP Bridge Point Weybridge, Weybridge

Framework Travel Plan



Table 4.3 Modal Split for Runnymede 007 MSOA

Method of Travel to Work	Modal Split
Underground, metro, light rail, tram	0%
Train	7%
Bus, minibus or coach	2%
Taxi	0%
Motorcycle, scooter or moped	1%
Driving a car or van	73%
Passenger in a car or van	4%
Bicycle	4%
On foot	8%
Other method of travel to work	1%
Total	100%

- 4.7.2 Currently, sustainable modes of transport account for 22% of all trips undertaken in the local area, which is considered reflective of the accessibility of the site as reviewed in this Chapter.
- 4.7.3 For the purpose of this FTP the modal split will be used for monitoring and target setting purposes until a baseline travel survey can be undertaken. This survey will provide a more accurate method of travel to work for the site. The first survey results will be known as Year 0, and the travel survey will be undertaken annually from occupation.



Targets

5.1 Introduction

- 5.1.1 Targets are the measurable goals by which progress will be assessed. These mode share targets are SMART; that is Specific, Measurable, Achievable, Realistic and Time related.
- 5.1.2 There are two types of targets, namely: 'Action' and 'Aim' targets. Action targets set out specific commitments and implement to ensure delivery. Aim targets provide numerical goals for mode shift.

5.2 Targets

Action Targets

- 5.2.1 Action targets are task specific and are typically consolidated into the Action Plan which is outlined in Section 8:
 - A Travel Plan Co-ordinator (TPC) will be appointed prior to the occupation of the individual units;
 - Provide up-to-date information and/or links on sustainable travel options (e.g. locally specific fare and timetable information) for occupiers; and
 - Provide information on sustainable travel to employees/staff/visitor in communal areas.
- 5.2.2 The detailed Action Plan will set out the tasks required to be undertaken and by whom and a timescale will be provided against each action.

Aim Targets

- 5.2.3 The proposed Aim Targets for the proposed site are to meet the modal shift targets. To obtain accurate modal shift targets the targets will be based on the initial baseline travel surveys as outlined in the previous section.
- 5.2.4 The initial aspiration is a reduction of 5% away from single occupancy private car use, and towards more sustainable modes of transport over the entire 5-year monitoring period. How this is achieved will be considered on a unit-by-unit basis in relation to initial and on-going baseline travel surveys.
- 5.2.5 The above baseline and target mode shares remain provisional, and both are very much subject to the findings of the baseline survey.



Measures and Incentives

6.1 Introduction

6.1.1 This section outlines the specific physical and management measures to be implemented as part of the FTP. The implementation of the listed measures, which include awareness initiatives and infrastructure provision, is the core of the FTP.

6.2 Walking

- 6.2.1 Measures to promote walking will include:
 - Provision of maps showing links to local footpaths and walk routes to facilities in the area;
 - Provision of changing facilities and storage areas for clothing/footwear within the site;
 - Promotional literature to encourage walking, emphasising the health benefits; and,
 - Provide links to walking awareness events such as Walk-to-Work Week and/or other relevant events to encourage walking.

6.3 Cycling

- 6.3.1 Measures to promote cycling to the site will include the following:
 - Provision of a map showing local cycle routes, traffic-free, and national cycle routes;
 - Provision of a dedicated cycle storage area that will provide a minimum of 80 cycle spaces across the two sites;
 - If demand is present, establish a Bicycle User Group (BUG) for employees on the site;
 - Provision of a storage area for cycle equipment and shower/changing facilities;
 - Promotion on national campaigns such as National Bike Week and Cycle-to-Work Day and/or other relevant events;
 - Encourage occupiers to utilise the Cycle to Work scheme: www.cyclescheme.co.uk
- 6.3.2 The bicycle user group will seek to bring together cyclists of varying levels of ability, allowing cyclists to share information on cycle maintenance, local cycling routes, safety and other relevant subject areas.



6.4 Public Transport

- 6.4.1 The publicity, marketing and promotion of the public transport services will inform employees of the benefits of travelling by bus and train. The TPC will ensure that staff are aware of the bus and rail routes and timetables for services operating in the vicinity of the site.
- 6.4.2 Details of local bus and rail services will be made available to employees where possible through the use of information boards in prominent positions within the office accommodation. National Rail, and Traveline journey planner websites, smartphone applications "apps" and enquiry phone numbers will also be promoted by all relevant means.

6.5 Car Sharing

6.5.1 It is recognised that car sharing can be an effective way to reduce the level of private car trips made to and from the workplace. Car sharing allows for people who travel along the same route or to the same destination to do so in the same car. By sharing a car with someone going towards the same destination removes private cars from the road.

6.6 New Employees

6.6.1 All new employees will be made aware of the TP and who the TPC is, and how to contact them.

6.7 Travel Information Packs

6.7.1 The TPC will investigate the possibility of providing Travel Information Packs (TIP) for employees, as this FTP evolves.



Monitoring and Reporting

7.1 Overview

- 7.1.1 The principal objectives of the monitoring process are to:
 - Provide feedback to allow the proposed measures set out within the FTP to be developed further; and
 - Measure the level of success in meeting identified targets using key performance indicators.
- 7.1.2 A framework for undertaking the monitoring and review is outlined in this section.

7.2 Monitoring

- 7.2.1 The TPC will be responsible for monitoring the progress of the FTP. To ensure that it continues to remain effective, it is important that it is actively promoted. To measure its success and provide insights as to what improvements can be made, the document will be reviewed annually by the TPC. This will include a repeat travel questionnaire to identify any changes in travel patterns and monitor staff uptake of the measures to promote sustainable travel.
- 7.2.2 The information collected will enable a review of year-on-year change in modal choices against targets, as well as providing an opportunity to identify areas where the FTP can be improved or refined. An assessment will then be made of where further progress can be most effectively achieved. Following this, the Action Plan (included in Chapter 8), will be updated showing how this can be achieved. Specific targets may need to be modified as part of this process.

7.3 Reporting

7.3.1 An annual review will be undertaken for a period of five years from initial occupation to assess the progress of the plan. This will outline the results of the monitoring in the preceding period, measures that have been implemented and any suggested changes to targets and measures as a result of the survey data. This report will be submitted to the relevant officer at SCC. After the initial five-year period post-occupation of the formal obligation for monitoring will cease.



Action Plan

8.1 Overview

8.1.1 An Action Plan is provided in Table 8.1, which includes a summary of the FTP commitments and the timescales for undertaking each of these. The Action Plan will need to be updated over the course of the monitoring period, with commitments added and removed as appropriate.

Table 8.1 Travel Plan measures and Action Plan

Measure	Status/Target Date	Method of Monitoring	Responsibility			
General						
Appointment of TPC	Prior to occupation	n/a	Developer			
Agree staff survey content and methodology with SCC for use by occupiers in establishing travel patterns	Prior to occupation	Annual Surveys	TPC			
Investigation of TIPs	Prior to occupation	n/a	TPC			
	Wa	lking				
Provision of walking routes information and links information regarding walking awareness weeks	On-going	n/a	TPC			
Provision of changing facilities and storage areas for clothing/footwear on site	Undertaken as part of the development construction	Building maintenance checks	Developer			
	Cyc	cling				
Provision of adequate cycling parking spaces, storage and shower facilities	Undertaken as part of the development construction	Building maintenance checks	Developer			
Cycle-friendly (for all users regardless of mobility level or visual impairment) development with safe crossing points, direct routes, appropriate tactile surfaces, good lighting and signposting to other amenities & public transport nodes and adjoining off-site pedestrian routes	Undertaken as part of the development construction	n/a	Developer			
Provision of cycling routes information	On-going	n/a	TPC			
Encouraging cycling through awareness of events such as National Bike Week	Annual events	TPC to monitor events	TPC			
Establish a BUG group for interested employees	Within 3 months of occupation	TPC organise meetings	TPC			
Public Transport						
Provide information of sustainable travel with	On-going	n/a	TPC			

Framework Travel Plan



timetables and public transport access points

Provision of local taxi information	Upon occupation	TPC to ensure details are up to date	TPC		
Vehicles					
Promote car club schemes	On-going as part of noticeboards	TPC to monitor and keep information up to date	TPC		
Provision of electric recharging stations	Undertaken as part of the development construction	n/a	Developer		
Provision of parking priority spaces for car sharers	Undertaken as part of the development construction	n/a	Developer		



APPENDICES

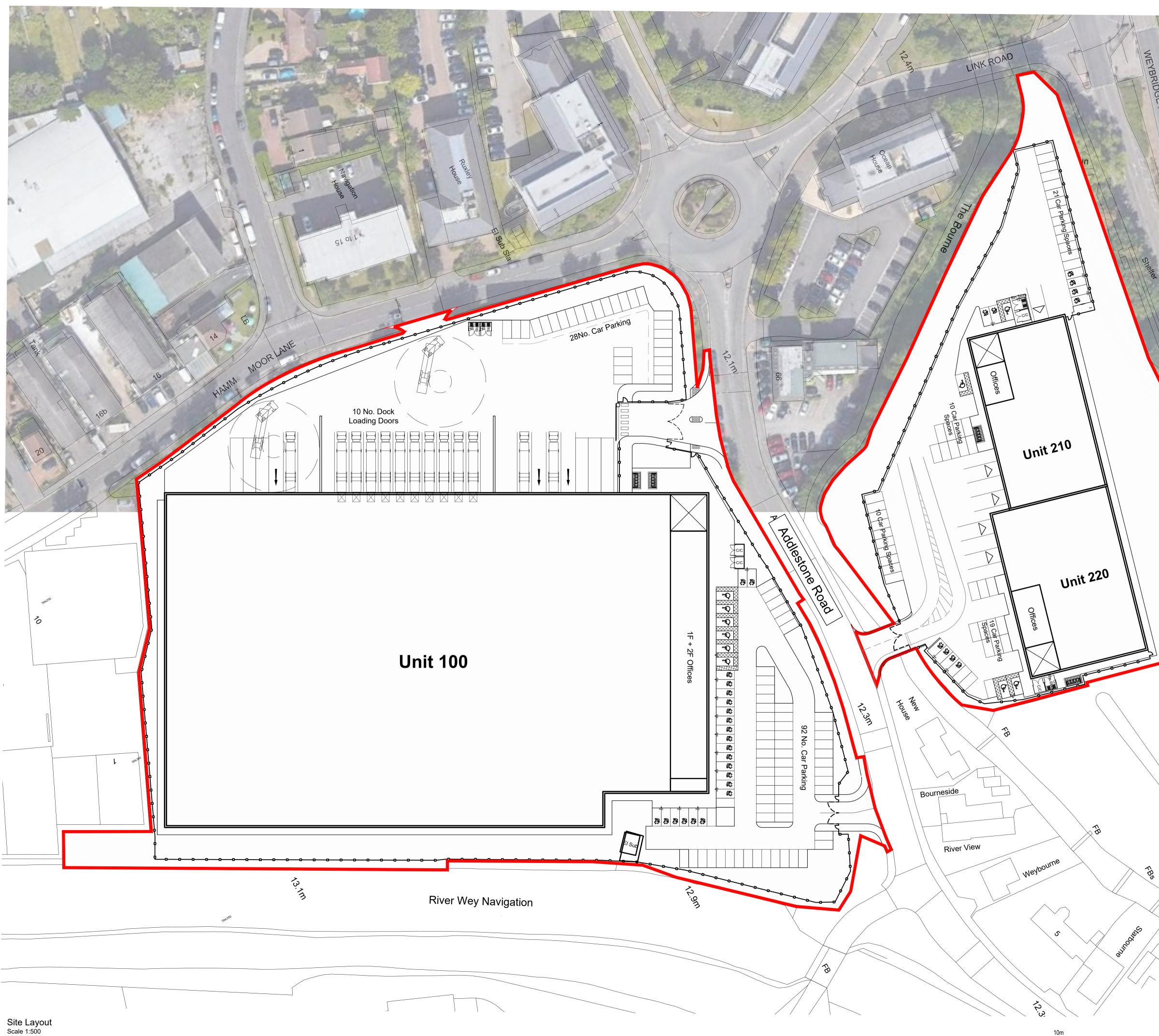


modetransport.co.uk





Site Layout



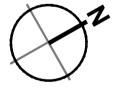
ROAD

Weybridge

Road

Dimensions are in millimeters, unless stated otherwise.
Scaling of this drawing is not recommended.
It is the recipients responsibility to print this document to the correct scale.
All relevant drawings and specifications should be read in conjunction with this drawing.

UNIT 100 GIA		
Warehouse Area	139,980 ft²	13,004 m²
Ground Floor Core	1,109 ft²	103 m²
First Floor Office	8,659 ft²	804 m²
Second Floor Office	8,659 ft ²	804 m²
Escape Stair	389 ft ²	36 m²
Total GIA Area	158,795 ft ²	14,752 m²
UNIT 100 GEA		
Warehouse Area	142,371 ft ²	13,227 m²
Ground Floor Core	1,221 ft²	113 m²
First Floor Office	9,430 ft ²	876 m²
Second Floor Office	9,430 ft ²	876 m²
Escape Stair	465 ft ²	43 m²
Total GEA Area	162,916 ft ²	15,135 m²
UNIT 210 GIA		
Warehouse Area	12,875 ft ²	1,196 m ²
Ground Floor Core	715 ft ²	66 m ²
First Floor Office	1,560 ft ²	145 m ²
Total GIA Area	15,150 ft ²	1,407 m²
UNIT 210 GEA		
Warehouse Area	13,519 ft²	1,256 m²
Ground Floor Core	805 ft ²	75 m²
First Floor Office	1,778 ft ²	165 m²
Total GEA Area	16,102 ft ²	1,496 m²
UNIT 220 GIA		
Warehouse Area	15,029 ft ²	1,396 m²
Ground Floor Core	805 ft ²	75 m ²
First Floor Office	2,032 ft ²	189 m ²
Total GIA Area	17,866 ft ²	1,660 m ²
UNIT 220 GEA		
Warehouse Area	15,712 ft ²	1,460 m²
Ground Floor Core	715 ft ²	66 m²
First Floor Office	2,295 ft ²	213 m²
Total GEA Area	18,722 ft ²	1,739 m ²
Total Area GIA	191,812 ft ²	17,820 m²
Total Area GEA	197,741 ft ²	18,371 m²
	237,774211	20,372.111
Northern Boundary	2.66 Acres	1.07 Hectares
Southern Boundery	6.56 Acres	2.65 Hectares
Application Boundary Total	9.22 Acres	3.72 Hectares



F	Drawing revised inline with topographical survey.	LAH	MT	12.04.22		
Е	Drawing revised inline with planning comments.	LAH	МТ	05.04.22		
D	Drawing revised inline with Mode Transport drawing 326431_PS-002.	LAH	МТ	24.03.22		
С	Mode transport planning coordinated.	LAH	МТ	22.03.22		
В	Mode transport planning coordinated.	LAH	MT	21.03.22		
Α	Initial Issue	LAH	мт	10.03.22		
rev	amendments	by	ckd	date		
Weybridge Business Park, Weybridge						
Site Layout						



21490

Drawing no: Revision:

SCALE 1:500

Drain

FBS

DNING

Scale:

UMC Project Number:

Document Reference:

21490 - UMC - ZZZZ - SI - DR - A 0602



keep up with mode:



Birmingham • 0121 794 8390

London \ 020 7293 0217 Manchester • 0161 464 9495 Reading • 0118 211 8180

🖂 info@modetransport.co.uk 🦪 modetransport.co.uk У @mode_transport