



PROPOSED RESIDENTIAL DEVELOPMENT, LAND NORTH OF NIGHTINGALE WAY AND WITHINGTON STREET, SUTTON BRIDGE, Lincs

TRAVEL PLAN

NOVEMBER 2020

REPORT REF: 24237-08-TP-01 REV A



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REGISTRATION OF AMENDMENTS

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1.0 INTRODUCTION

- 1.1 Mewies Engineering Consultants Ltd (M-EC) has been commissioned by Lincoln Jack Ltd to prepare a Travel Plan (TP) for a proposed residential development of up to 130 dwellings on land north of Nightingale Way and Withington Street. The site location plan is shown in Figure 1 below, and in Appendix A.

Figure 1: Site Location Plan



Source: Google maps

- 1.2 This TP document will focus on the sustainable measures to be implemented by the proposed development and details a package of measures designed to reduce the number of car borne journeys to/from the site. It will also set out the key objectives of the TP.
- 1.3 All TPs are treated as 'living' documents that are reviewed and updated at various key stages of development implementation and occupation. Regular reviews are therefore proposed in order to enable effective implementation and monitoring of this the TP detailed in this document.
- 1.4 M-EC has completed this report for the benefit of the individuals referred to in paragraph 1.1 and any relevant statutory authority which may require reference in relation to approvals for the proposed development. Other third parties should not use or rely upon the contents of this report unless explicit written approval has been gained from M-EC.
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- a) The consequence of this documentation being used for any purpose or project other than that for which it was commissioned;
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2.0 METHODOLOGY

2.1 The outline of this TP document is detailed below:

Chapter 3.0	Details regarding the scoping work undertaken and the key aims and objectives of the TP as well as a review of relevant national and local policy
Chapter 4.0	Provides an overview of the proposed development
Chapter 5.0	Provides a summary of sustainable accessibility in the local area as detailed in the Transport Assessment
Chapter 6.0	Travel information and proposed targets
Chapter 7.0	The package of measures that will be implemented by the development
Chapter 8.0	Introducing the role of the Travel Plan Coordinator and monitoring
Chapter 9.0	Provides an overview of how the TP will be monitored
Chapter 10.0	Details the implementation of the package of measures

3.0 SCOPE, OBJECTIVES AND POLICY REVIEW

Scope

- 3.1 The scope of this TP has been completed in accordance with LCC's 'Guidance Notes for the preparation and implementation of Development Travel Plans' document. Covered within this TP are the main objectives, targets, and measures which are required in order to achieve a successful TP.

Objectives of the Travel Plan

- 3.2 The objectives set out will dictate the overall direction of the report and help set achievable targets to improve traffic movements locally around the site. The main objectives of this TP are to:

- Reduce to a minimum the number of single-occupancy car movements, reducing pressures on local highway capacity, particularly at peak travel times;
- Address the access needs of residents and visitors by supporting walking, cycling and the use of public transport;
- Reduce to a minimum the number of single-occupancy car movements to and from the development site by encouraging more active travel to improve the health and well-being of the community;
- Enable residents to have an informed choice about their travel options. This can be achieved through the role of the Travel Plan Coordinator (see Chapter 8.0).

- 3.3 The objectives outlined above have been carefully selected to help benefit the local area surrounding the proposed site. These objectives provide short, medium and long term achievable targets, which will contribute to the success of this TP.

Policy Review

- 3.4 The following section considers a number of national and local policies which are deemed relevant and have thus formed the content of this report.

National policy

National Planning Policy Framework document (NPPF)

- 3.5 The National Planning Policy Framework 2019 sets out the government's planning policies for England and how these are expected to be applied.
- 3.6 The NPPF states a presumption of sustainable development, and the transport policy has an important role to play in facilitating sustainable development giving people real choice about how they travel.

- 3.7 The NPPF states that all developments that will generate significant amounts of movement should be required to provide a travel plan, and any planning application should be supported by a transport statement or transport assessment so that the likely impacts of the proposal can be assessed.
- 3.8 The NPPF states plans should take account of whether a development provides:
- *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.*
- 3.9 Paragraph 109 of the NPPF outlines that “development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe”.
- 3.10 Within the context of severe, application should:
- *Give priority first to pedestrian and cycle movements, both within the scheme and with neighbouring areas; and second – so far as possible – to facilitating access to high quality public transport, with layouts that maximise the catchment area for bus or other public transport services, 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.*
- 3.11 In addition, the NPPF other key guidance to take into consideration includes:

National Planning Policy Guidance (NPPG)

- 3.12 The NPPG states that Transport Assessments, Statements and Travel Plans can positively contribute to:
- Encouraging Sustainable Travel
 - Lessening traffic generation and its detrimental impacts
 - Reducing carbon emissions and climate impacts
 - Creating accessible, connected, inclusive communities

- Improving health outcomes and quality of life
 - Improving road safety
 - Reducing the need for new development to increase existing road capacity or provide new roads.
- 3.13 They support national planning policy which sets out that planning should actively manage patterns of growth in order to make the fullest possible use of public transport, walking and cycling, and focus significant development in locations which are or can be made sustainable.
- 3.14 Transport Assessments and Statements are ways of assessing the potential transport impacts of developments (and they may propose mitigation measures to promote sustainable development). Where that mitigation relates to matters that can be addressed by management measures, the mitigation may inform the preparation of Travel Plans.
- 3.15 The Transport Statement and Travel Plan have been produced with due regard to the key elements of NPPG.

Department for Transport (DfT) – A New Deal for Transport – Better for Everyone

- 3.16 The DfT's "A New Deal for Transport – Better for Everyone" White Paper set out the framework within which detailed policies would be taken forward. The document was aimed towards creating an integrated transport policy. This means:
- Integration within and between different types of transport – so that each contributes its full potential and people can move easily between them;
 - Integration with the environment – so that transport choices support a better environment;
 - Integration with land use planning – at national, regional and local level, so that transport and planning work together to support more sustainable travel choices and reduce the need to travel;
 - Integration with policies for education, health and wealth creation – so that transport helps to make a fairer, more inclusive society.

Department for Transport (DfT) – Creating Growth, Cutting Carbon (January 2011)

- 3.17 The DfT's Local Transport White Paper "Creating Growth, Cutting Carbon – Making Sustainable Transport Happen" set out the framework within which detailed policies could be taken forward with the aim of creating:
- "...a transport system that is an engine for economic growth, but one that is also greener and safer and improves quality of life in our communities."*
- 3.18 The document supports the continued development of integrated transport policies and seeks to deliver growth whilst reducing the environmental impacts of transport. It also particularly targets shorter

journeys, many of which could be undertaken by non-car modes where realistic alternatives are provided, and where interchange between modes can be readily achieved.

DfT – Building Sustainable Transport into New Developments

- 3.19 This document sets out the Government's guidance on how to build an effective sustainable transport system in new developments, from planning to the implementation stage. The document recommends a variety of different transport options to integrate and adopt according to the location and needs of each individual development.

DfT Good Practice Guidelines: Delivering Travel Plans through the Planning Process (2009)

- 3.20 The DfT good practice guidance defines a Travel Plan 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'. The document itself sets out actions that can be undertaken to produce robust, efficient travel plans which will be successful over a monitored time frame.
- 3.21 The Good Practice Guidelines sets out to assist those involved in producing and applying travel plans – local authority planners, transport and travel plan officers, developers and consultants – understand the processes involved achieving successful and sustainable travel plans. Through cited policies, processes, procedures and good practice examples the report highlights how to secure effective travel plans that are successful, sustainable and enforceable.

Local Policy

Lincolnshire County Council's '4th Lincolnshire Local Transport Plan' (2013/14 – 2022/23)

- 3.22 LCC's Local Transport Plan sets out a range of transport related policies and strategies to help meet a number of transport objectives for Lincolnshire communities during the 10-year period outlined. From the overall vision for transport in Lincolnshire by 2030, the following is considered the most relevant to the TP:
- *There is good access by a choice of modes to services, jobs and for leisure within Lincolnshire.*
- 3.23 In order to deliver the longer-term vision, a number of transport related objectives have been adopted, of key relevance to the TP are:
- *to improve access to employment and key services by widening travel choices, especially for those without access to a car.*
 - *to improve the quality of public spaces for residents, workers and visitors by creating a safe, attractive and accessible environment to improve the quality of life and health of residents and visitors by encouraging active travel and tackling air quality and noise problems.*

- *to minimise carbon emissions from transport across the county.*

South East Lincolnshire Local Plan 2011-2036

3.24 The South East Lincolnshire Local Plan (2011-2036) was adopted in March 2019, and was created by a committee formed by a partnership of Boston Borough, South Holland District and Lincolnshire County Councils, who worked together to create a plan for the future of South Holland District and Boston Borough.

3.25 Two strategic transport related priorities were identified within the Local Plan which are relevant to the TP, as follows:

'11. To improve accessibility for all to jobs, services and facilities by sustainable and public transport, to make travel as easy and affordable as possible, both within the area and along key links to and from South East Lincolnshire.

12. To improve South East Lincolnshire's highway infrastructure, to tackle congestion, improve road safety and make journeys as easy as possible particularly for those living in rural areas and to enhance efficiencies for business.'

3.26 To meet the above, 'Policy 33: Delivering a More Sustainable Transport Network' seeks to deliver this:

'C. For cycling, walking and other sustainable transport this will be by:

1. protecting existing footpaths, cycle routes and public rights of way from development;

3. ensuring that major new developments provide for walking and cycling routes and/or links to existing networks, to key public transport corridors and to transport interchanges;

To demonstrate compliance with this policy, an appropriate Transport Assessment and associated Travel Plan should be submitted with proposals. The form will be dependent upon the scale and nature of the development and agreed through early discussion with the Local Highway Authority.'

4.0 SITE DESCRIPTION

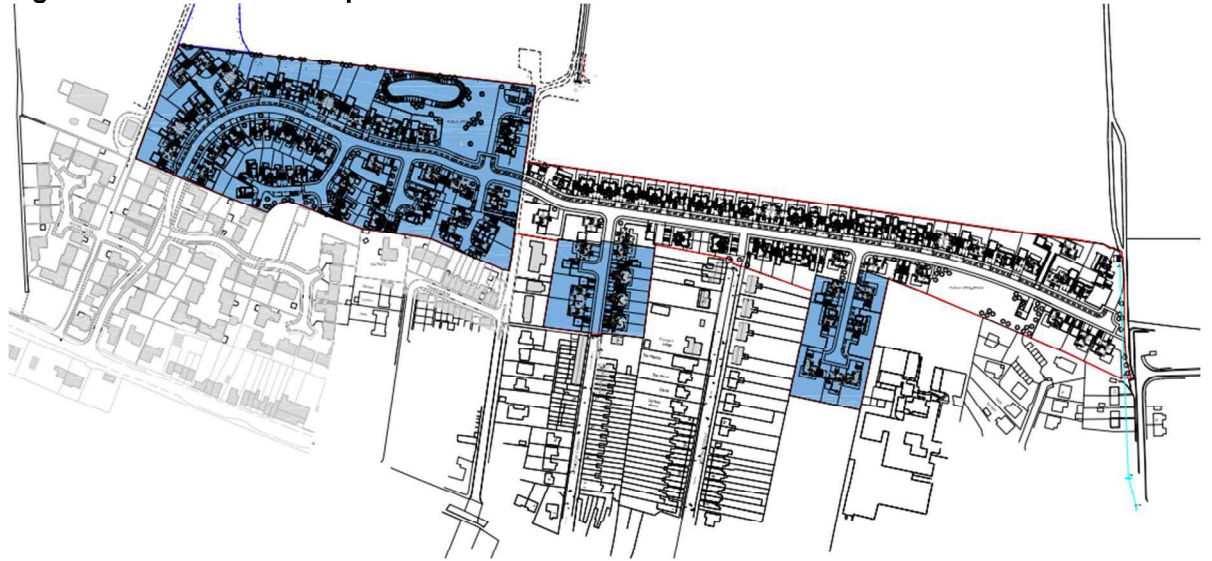
Site Description

- 4.1 The site is located on the north-western edge of Sutton Bridge, approximately 11.7km southeast of Holbeach and 15.2km west of Kings Lynn. The site, which is irregular in shape, is bound to the north and west by agricultural land, with existing residential dwellings forming the immediate southern boundary of the site. Allotments, in addition to further residential dwellings and agricultural land are located to the east of the site. Westmere Community Primary School is also located adjacent to the eastern boundary of the site.
- 4.2 Bridge Road; the main carriageway running in a north-west to south-east direction through the centre of Sutton Bridge, is located to the south of the site, beyond the existing residential dwellings. A number of residential streets extend south to Bridge Road from the site boundary, with the most relevant including Nightingale Way, Granville Terrace, Withington Street and Chestnut Terrace.
- 4.3 The A17 is located approximately 1.3km to the south of the site, with access taken by heading south-east on Bridge Street, whereby a roundabout junction with the A17 is located on the western side of the River Nene. The A17 provides access to the wider strategic road network and larger destinations throughout Lincolnshire and Norfolk.
- 4.4 M-EC's Transport Assessment 24237-08-TA-01 provides further details regarding the existing carriageway and footway characteristics of Nightingale Way, Withington Street, Granville Terrace, Chestnut Terrace and Allenby's Chase.

Proposed Development

- 4.5 The development proposals are to erect up to 130 residential dwellings within the existing greenfield land outlined within Figure 1. The indicative masterplan is shown in Figure 2 and attached within Appendix A.

Figure 2: Indicative Masterplan



Source: ABDS Ltd

- 4.6 Vehicular access to the site will be taken via Nightingale Way and Withington Street, with additional pedestrian access points provided onto Chestnut Terrace, Granville Terrace and Allenby's Chase. Further details regarding vehicular and pedestrian access to the site are provided in Section 7.0 of M-EC's TA 24237-08-TA-01.

5.0 SUSTAINABILITY

- 5.1 M-EC's TA 24237-08-TA-01 provides a full sustainability appraisal of the site, a summary is provided below.

Accessibility Assessment

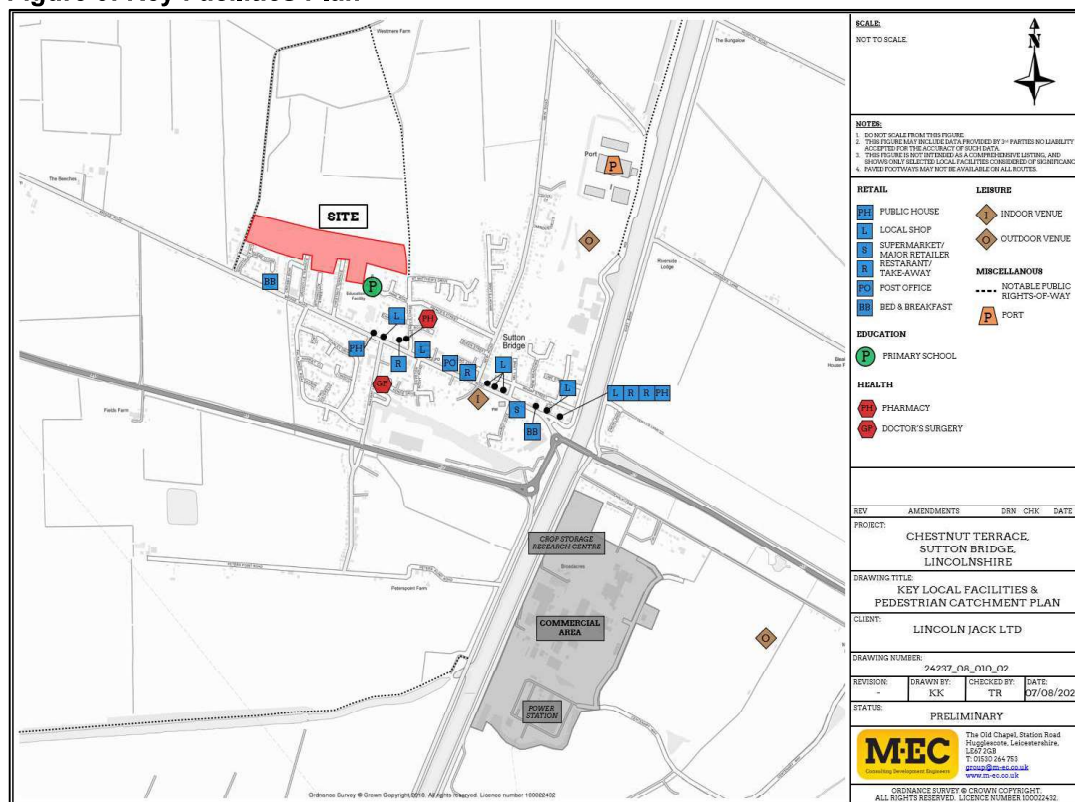
- 5.2 An Accessibility Assessment has been undertaken to determine the location of key local facilities and amenities in relation to walking, cycling and public transport, to prove that the site is located within a suitable travel time to these services, and that the routes taken to these are conducive to walking/cycling. Table 1 below, provides a summary of accessibility to key amenities and facilities from the proposed development access on Nightingale Way by realistic sustainable transport modes.

Table 1: Accessibility Assessment

Facility	Approx. Distance (m)	Approx. Journey Time (minutes)*	
		Walking	Cycling
Education			
Westmere Community Primary School	1350	17	4
Health			
Nene Pharmacy	915	11	3
Sutton Medical Group	1007	13	4
Retail			
The Greyhound Public House	807	10	3
Railway Stores	838	10	3
Baxter’s Fish & Chips	912	11	3
Nisa Local	1000	13	4
Serenity Hair and Beauty	1120	14	4
Family Kebab & Pizza House	1270	16	4
Smiths The Bakers	1400	18	5
Co-operative	1510	19	5
Leisure			
The Curlew Centre	1400	17	5
Transport			
Nightingale Way Bus Stops	180	2	1
Withington Street Bus Stops*	180/350	2/4	1/1
Post Office Bus Stops**	450	5	2
Assumes a walking speed of 1.4m/s (3.2mph or 5.0kph) taken from the Guidance for Providing for Journeys on Foot (IHT, 2000) and cycling speed of 4m/s (9mph or 14.4kph), taken from Local Transport Note 1/86.			
*Distance measured from proposed access on Withington Street/Chestnut Terrace			
**Distance measured from proposed pedestrian access north of Allenbv’s Chase			

- 5.3 Table 2 demonstrates that many key facilities and amenities residents may require are located within the 1.6km distance desired by the DfT. The DfT National Travel Survey (England) 2018 found that walking constitutes 27% of all journeys made in a year, and that approximately 80% of all trips under 1 mile (1.6km) were walking journeys. On average, people are willing to travel 16 minutes per walking trip.
- 5.4 It should be noted that there are yet further facilities and amenities located beyond the identified 1.6km walking distance.
- 5.5 Figure 3 provides a visual representation of the local highway network and other facilities and amenities within the local area. A copy of the plan is provided within Appendix B.

Figure 3: Key Facilities Plan



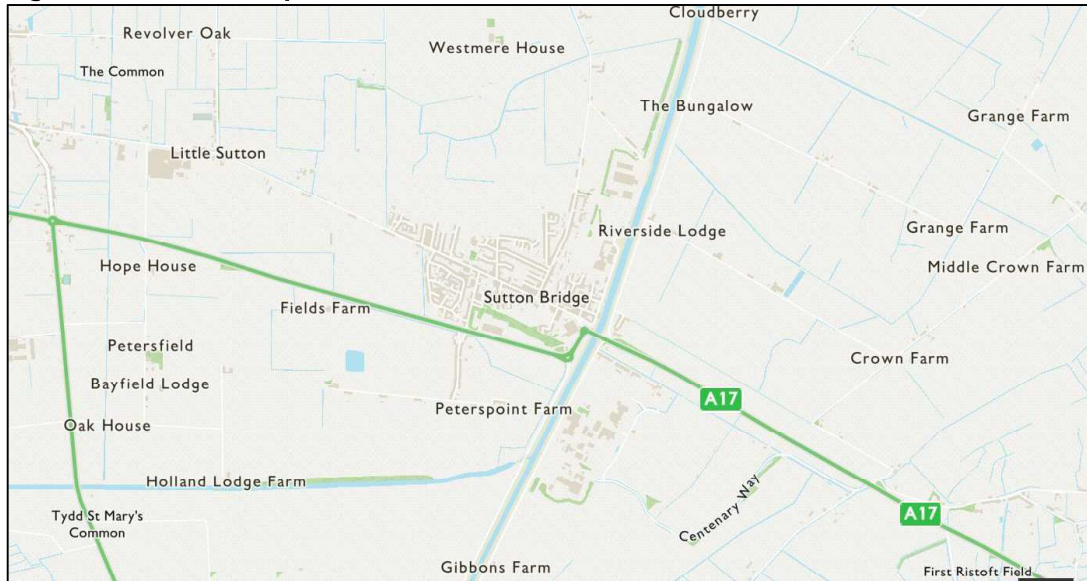
Pedestrian Facilities

- 5.6 Refer to M-EC's TA 24237-08-TA-01 for a comprehensive overview of the existing pedestrian facilities relevant to the proposed development.

Cycling Facilities

- 5.7 A review of Sustrans.org.uk indicates that there are no National Cycle Routes (NCR) located in close proximity to the site, as shown in Figure 4.

Figure 4: Sustrans Map



Source: sustrans.org.uk

- 5.8 The website Strava has subsequently been reviewed, as users record journeys they make, including walking and cycling journeys, which then produces a heatmap for the local area to identify which routes are frequently used for walking, cycling and other uses. Whilst not representative of journeys made by the entire population, the Strava heatmap provides an insight in to local journeys.
- 5.9 The heatmap shown in Figure 5 illustrates that on-carriageway cycling is undertaken on many of the main roads in the site's locale and the surrounding areas, demonstrating that cycling to facilities and amenities in Sutton Bridge is a realistic alternative mode of travel.

Figure 5: Strava Cycling Heatmap



Source: strava.com/heatmap. Red = cycling journeys recorded by Strava users, blue = little or no cycling activity.

Public Transport Facilities – Bus

- 5.10 A number of bus stops are located in close proximity to the site. Given the layout of the site and that multiple pedestrian access options will be provided, a number of bus stops have been highlighted, with the walking distance to each, as shown in Table 1, identified from the accesses most likely to be used by pedestrians in different parts of the site.
- 5.11 The most relevant bus stops to the site are all located along Bridge Road, as shown in Figure 6, and are all served by the 505, 50 and NG1 bus services. Table 2 provides a summary of the features at each bus stop.

Figure 6: Bus Stop Location Plan

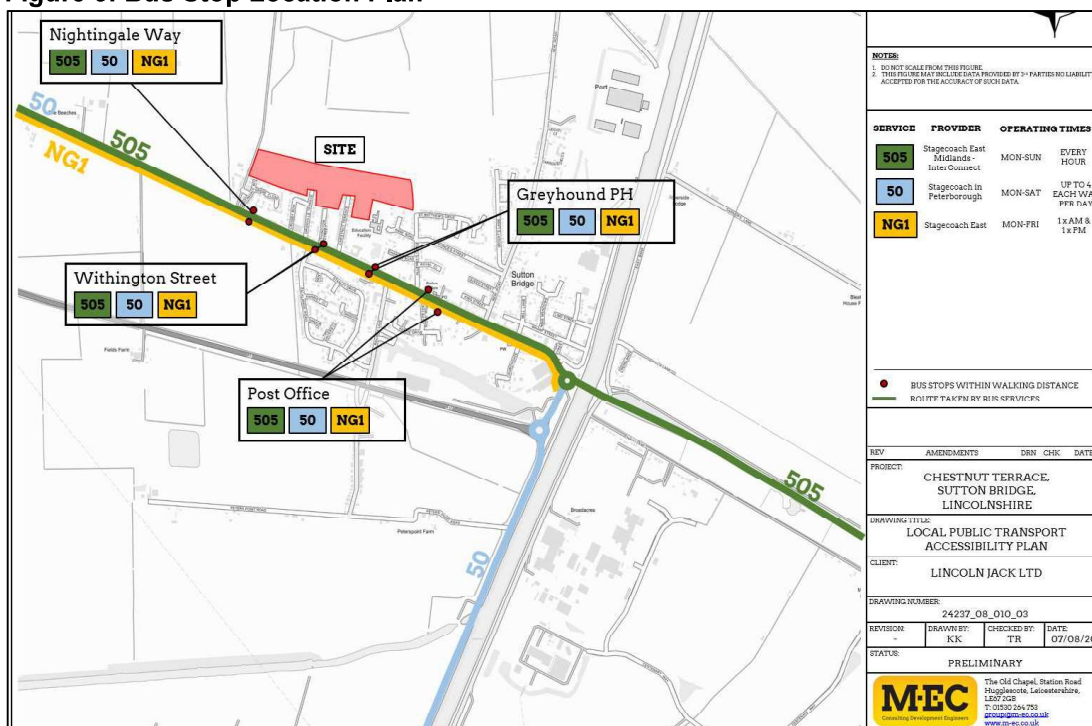


Table 2: Summary of Bus Stop Features

Bus Stop (North/South)		Display Unit with Timetable	Raised Kerbs	Standing Shelter	Cage Markings	Other
Nightingale Way	N	√	√	X	X	
	S	√	√	X	X	
Withington Street	N	√	√	X	X	
	S	√	√	√	√	public bench
Greyhound PH	N	√	√	X	X	
	S	√	√	√	√	
Post Office	N	√	X	X	√	
	S	√	X	X	X	

- 5.12 A summary of the bus timetable information for the 50, 505 and NG1 services is outlined in Table 3, with the full timetable information provided in Appendix B.

Table 3: Summary of Bus Services

Service	Operating Days	Frequency	Route	Provider
50	Mon-Sat	Up to 4 each way per day	Wisbech – Long Sutton	Stagecoach in Peterborough
505 InterConnect	Mon-Sun	Every hour	Kings Lynn - Spalding	Stagecoach East Midlands - InterConnect
NG1*	Mon-Fri	1 x AM & 1 x PM service	Sutton Bridge – Spalding Grammar School	Stagecoach East Midlands

Source: *traveline.info*

*School service

Public Transport Facilities – Rail

- 5.13 King's Lynn Railway Station is the nearest station to the site, located approximately 16.7km east of the proposed development when measured along potential travel routes. The station hosts 104 cycle storage spaces, alongside 212 car parking spaces. The station can be accessed via the aforementioned 505 InterConnect bus service to Kings Lynn bus interchange, followed by a 350m walk (4 minutes).
- 5.14 The station, managed by Great Northern, is the northern terminus of the Fen Line, providing services to Cambridge and London Kings Cross. Table 4 below provides a summary of the rail services to major destinations from Kings Lynn Railway Station.

Table 4: Summary of Rail Services from Kings Lynn Railway Station

Destination	Frequency (Outward journeys during peak periods)	Approximate Journey Duration
London Kings Cross	Up to 2 per hour	1hr 55mins
Cambridge	Up to 3 per hour	55mins

- 5.15 Cambridge, is located within an hour's commute from King's Lynn and can act as interchange location, offering a range of further services for commuters to destinations such as Brighton, and Stansted Airport.

Sustainability Conclusion

- 5.16 Paragraph 103 of the NPPF outlines that:

'Significant development should be focused on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes.'

- 5.17 Given the location of the site, it is concluded that the proposed development accords with the national and local guidance set out when promoting sustainable transport options.

6.0 TRAVEL TO WORK TRIP ANALYSIS

- 6.1 In order to establish the travel behaviour of residents, a base year resident's travel survey will be required to be undertaken once an appropriate portion of the site is built out and occupied.
- 6.2 Prior to any travel survey data being undertaken at the site, likely travel behaviour has been established using 2011 census data obtained from NOMIS for travel to workplaces in the Sutton Bridge ward.
- 6.3 The census data has shown there are 1,879 economically active people in employment by in the ward. 108 people currently work from home, however they are still considered as having potential travel demand to the ward as their circumstances may change, and their employers may implement policies or practices affecting their ability to work from home.
- 6.4 Table 5 provides a summary of the Travel to Work statistics for Sutton Bridge taken from the 2011 census, a copy of the census data can also be found within Appendix C.

Table 5: Summary of Travel to Work Statistics

Method of Travel to Work	Persons	Percentage %
U/ground, Metro, Tram	1	0.1%
Train	5	0.3%
Bus, Minibus/Coach	60	3.2%
Taxi	6	0.3%
Motorcycle/Scooter/Moped	11	0.6%
Driving a Car or Van		
*Of which Single-Occupancy	1,318	70.1%
*Of which Multiple-Occupancy	1,179	62.7%
	139	7.4%
Passenger in a Car or Van	139	7.4%
Bicycle	61	3.2%
On Foot	160	8.5%
Other	10	0.5%
Work from Home	108	5.7%
Total	1,879	100%*

**rounding has occurred*

- 6.5 The census data provided above shows the majority of economically active residents within Sutton Bridge ward drive to work (70.1%), with an additional 7.4% being passengers. The percentage of single occupancy vehicles can (62.7%) can be estimated by subtracting the percentage of car passengers from the percentage of car drivers. Walking and cycling make up 11.7% of all trips to work.

- 6.6 In accordance with LCC's Travel Plan Guidance for reducing single occupancy journeys in rural areas, the overall TP target for the site will be to achieve a 10% reduction in the number of single occupancy car/van journeys (currently 62.7%). This target also gives due regard to national best practice and the realistic possibilities to increase the use of sustainable travel modes in the area. Such a reduction would reduce the modal share of single occupancy vehicle trips from 62.7% to 56.4%.
- 6.7 In order to achieve a 10% reduction in car single occupancy journeys, a series of SMART (specific, measurable, attainable, realistic, and time-bound) targets will be achieved following the implementation of measures outlined in section 7 of this TP.
- 6.8 Some initial targets are proposed in Table 6, based on the 2011 census data. As previously identified, the actual modal split at the development would need to be confirmed once an appropriate proportion of the site is built out and occupied, by means of resident's travel surveys.

Table 6: Proposed Changes to 2011 Baseline Shift

Method of Travel	Existing Percentage (%)	Proposed Percentage (%)	+/- (%)
U/ground, Metro, Tram	0.1%	0.1%	-
Train	0.3%	0.3%	-
Bus, Minibus, Coach	3.2%	4.3%	+1.1
Taxi	0.3%	0.3%	-
Motorcycle/Scooter/Moped	0.6%	0.6%	-
Driving Car or Van *Of which Single-Occupancy *Of which Multi-Occupancy	70.1% 62.7% 7.4%	65.8% 56.4% 9.4%	-4.3 -6.3 +2.0
Passenger in Car or Van	7.4%	8.4%	+1.0
Bicycle	3.2%	4.1%	+0.9
On Foot	8.5%	9.5%	+1.0
Other	0.5%	0.5%	-
Work from Home	5.7%	6.0%	+0.3
TOTAL	100%*	100%*	-

*rounding has occurred

- 6.9 Table 7 outlines the interim targets which are set to measure progress towards the main TP objectives. The interim targets are defined as those which the development seeks to achieve within 3 years of the launch of the Travel Plan, with the final targets being those which the development seeks to achieve within 5 years of the launch of the Travel Plan.

Table 7: Travel Plan Targets

Target	Measure	Strategy	Modal Split			
			Base: Year 0	Interim: Year 1	Interim: Year 3	Final: Year 5
Reduce Single Occupancy Vehicle trips by 10%	Travel Survey	RTIP PTP TPC Role	62.7%	60.8%	58.5%	56.4%
Increase Cycling and Walking by 1.9%	Travel Survey	Cycle vouchers RTIP TPC Role	11.7%	12.4%	13.0%	13.6%
Increase Public Transport Usage by 1.1%	Travel Survey	RTIP Timetable visibility Taster tickets	3.6%	3.8%	4.4%	4.7%
Increase Homeworking by 0.3%	Travel Survey	Broadband infrastructure RTIP TPC Role	5.7%	5.8%	5.9%	6.0%
Increase Car Sharing by 2.0%	Travel Survey	Scheme promotion RTIP PTP TPC Role	7.4%	7.9%	8.2%	9.4%

7.0 PACKAGE OF MEASURES

- 7.1 This chapter will list and provide information on the measures to be implemented as part of the development, in order to meet the previously detailed key aims and objectives. This chapter will seek to confirm the proposals to be implemented and at what stage in the development.

Resident's Travel Information Packs

- 7.2 Resident's Travel Information Packs (RTIPs), will be provided to all dwellings from first occupation, up to the completion of the development. The packs will contain the following information:

- Plans showing the location of local amenities within close proximity to the site such as schools, shops, leisure facilities and health facilities;
- Bus timetable information of services operational past the site;
- Train timetable information for the most popular local routes as well as national services operational from local train stations, in conjunction with information on sustainable transport options to the stations.
- Details of websites such as the RAC's route planning service 'www.rac.co.uk/route-planner' that specialise in route finding for walking, listing weather conditions and rest stops.
- Information about the RTIP including how it works, why it is required and its purpose;
- Details of the role and purpose of the Travel Plan Coordinator (TPC) also including contact details;
- Details of car share websites such as liftshare.com to encourage residents to car share;
- Information regarding the benefits of working from home for residents;
- Details of any travel/cycle vouchers that have been negotiated with local operators and/or cycle shops as incentives;
- Details of any local and national sustainable travel schemes residents can join.

Working from Home

- 7.3 Working from home will be encouraged for residents via information explaining the benefits as part of the RTIPs. A review of uswitch.com highlights that broadband speeds for nearby properties along Nightingale way and Withington Street are suitable to support work from home. The availability of fibre broadband enables users to have broadband speeds up to 67mb.

Taster Tickets

- 7.4 Residents will be provided with complementary bus tickets, which will be available on request from the TPC, to enable residents to explore suitable and sustainable means of transport.

Personalised Travel Planning

- 7.5 A personalised travel planning service via the TPC will be made available to all residents upon request. The TPC may utilise 'MyPTP' or other online personalised travel planning tools in order to help plan residents' routes using sustainable transport modes. This service will be made apparent via communication with the TPC and via the noticeboards on site.
- 7.6 PTP is a well-established method that encourages people to make more sustainable travel choices. It seeks to overcome the habitual use of the car, enabling more journeys to be made on foot, bike, bus, train or in shared cars. This is achieved through the provision of information, incentives and motivation directly to individuals to help them voluntarily make more informed travel choices. PTP forms an important part national and local transport policy, contributing to the suite of tools promoted under the general heading of Smarter Choices.

User Groups

- 7.7 Through both the Travel Packs and the noticeboards on site, information promoting users to establish user groups such as walking or cycling groups will be encouraged. The travel survey will then establish the level of demand, where should it be sufficient the TPC will establish a group and provide a way for them to communicate.

Promoting Walking/Cycling

- 7.8 Details of local walking and cycling routes will be provided to all residents within the RTIPs. These will also be regularly updated on the noticeboards within the development. The RTIPs will also identify all pedestrian links provided between the site and existing walking routes in Sutton Bridge, so residents are aware of their route options.
- 7.9 If applicable in the local area, the TPC will arrange for complementary cycle vouchers to be provided to any interested residents. Cycle vouchers may include discounts on bicycles and/or bicycle accessories (clothing, maintenance equipment etc). The TPC will also encourage residents to discuss any cycle schemes offered by their employers, including national schemes.
- 7.10 The TPC will also providing details of available bikeability courses in Lincolnshire, via communication with residents and inclusion within the RTIPs. Bikeability is a cycle training scheme for the general public.

Promoting Public Transport

- 7.11 Details of bus services including fare price, destination and frequency will be communicated to residents within the RTIPs. The TPC will also keep up to date complete bus timetables on the on-site noticeboards.

Promoting Car Club Use

- 7.12 Car Clubs are seen as a way of providing an alternative for car ownership and there are a few car sharing schemes that are currently active within Lincolnshire, this includes liftshare.com.
- 7.13 The TPC will ensure details of the site-specific sustainable travel options, including car sharing, are provided within the RTIPs. The TPC will assist in arranging car sharing amongst residents if required.

Communication Strategy

- 7.14 The TPC will involve residents in local and national events to promote sustainable travel, e.g. bike week, catch the bus week. The TPC will notify residents in advance of these events to encourage residents to take part and assist with any queries they may have.
- 7.15 The developers will provide residents with a way of communication with each other. It is anticipated that at a minimum, noticeboards will be provided at key prominent locations within the site. The TPC will establish if there is demand for further communication methods such as a social media page or website, where residents will be kept up to date with sustainable travel related news for the site.
- 7.16 The travel noticeboards will be established in key area of the development, providing information such as:
- Public transport information, pedestrian and cycle route maps;
 - Information on car sharing and taxi services;
 - Resources including websites for information on sustainable transport and journey planning; and,
 - Contact details for the TPC.

8.0 THE TRAVEL PLAN CO-ORDINATOR ROLE

- 8.1 The Travel Plan Coordinator (TPC) will act as the promoter of the components of the TP and will be a key contact for residents and visitors to the site. They will ensure residents understand their travel choices to work, providing details of how those who wish to change their travel patterns can do so.
- 8.2 The main responsibilities of the TPCs will be to:
- Ensure delivery of the travel incentives once the TP is approved;
 - Promote the individual measures of the TP;
 - Ensure the approved TP and its component parts are being actioned;
 - Monitor the TP and its implementation;
 - Promote the principals of the TP and provide the information detailed in the package of measures;
 - Produce the annual report and necessary surveys amongst residents, and;
 - Provide bespoke and personalised travel planning to residents, showing each new occupant how they can access their place of work, school, and facilities in a sustainable manner.
- 8.3 The residential TPC will be appointed when the development is first marketed and will remain in post to conduct the required travel surveys for a period to be agreed with LCC. It is understood from LCC's TP Guidance that if the TP targets are met/exceeded for 5 years, LCC may stop monitoring the TP or require less frequent monitoring of the TP.
- 8.4 The TPC will be funded by the developer of the site, with their details passed to Lincolnshire County Council (LCC). It is understood that details of the TP and TPC will be entered into the 'STARSfor' database by LCC for monitoring.
- 8.5 Given the nature of the site, it is likely that the TPC will be a member of the on-site sales team, or an externally appointed individual with TPC experience, if the developer wishes. Once all targets have been consistently met, the responsibility of the TP and its continued management will fall to a residents' steering group. This group will be suitably briefed and competent in order to continue the TP and ensure modal shift is maintained.

9.0 MONITORING

- 9.1 All residents will be contacted by the TPC upon first occupation in order to complete a travel survey to establish the baseline travel modal split. The TPC will also discuss their current travel patterns and highlight how alternative methods of transport could be utilised. The discussions will also outline the key principles of the TP and how the users will help achieve a lasting modal shift.
- 9.2 A comprehensive monitoring review, which includes an initial survey will be undertaken as soon as possible from first occupation, and then every 12 months until the TP targets have been consistently met for 5 years. The major element of the review will involve the re-issue of the travel survey to every household. Analysis of the re-issued travel surveys will also yield more up to date modal split information to be included within the annual report.
- 9.3 Following each survey, the measures within the TP will be reviewed and adjusted if necessary, to improve performance, with any changes to measures or targets being agreed with LCC. It is noted that LCC will offer assistance to the TPC via use of the 'STARSfor' system, to help with survey templates and collection.
- 9.4 Should the monitoring and review process highlight that the development is not succeeding in reducing single car occupancy trips (or those subsequently established based on updated travel data), then the TPC will work with LCC to identify further ways to achieve the targets set out. This could involve revitalising old measures or implementing new schemes, or even reviewing the targets set.
- 9.5 LCC will be consulted prior to the travel packs being issued as to ensure contents are up to date and that monitoring is commenced upon 50% of occupation. Travel packs will be reviewed annually for a period of five years following final completion of development.
- 9.6 It is noted that LCC require a monitoring fee is required for a five year period to cover the authority's cost. A sum of £1,000 is required per annum for five years as part of the Section 106 Agreement.

10.0 IMPLEMENTATION

- 10.1 A summary of the package of measures detailed within this report and when they are to be implemented is provided in the table below.

Table 8: Package of Measures Implementation

Measures to Reduce Single Occupancy Vehicle Trips
1) Introduce Resident's Travel Information Packs for all residents upon occupation, which will provide details of available travel alternatives within the area. Responsibility: TPC Completion/Review Date: Upon first occupancy and then during review periods 2) Provide personal travel planning for those who request it at the site to encourage a mode shift from single occupancy trips. Responsibility: TPC Completion/Review Date: Throughout the TPC role with a full review during each review period.
Measures to Promote Car Sharing
1) Encourage residents to explore car sharing opportunities through their work, assisting with site-based opportunities where required, and providing details of local schemes/databases in the RTIP. Responsibility: TPC Completion/Review Date: The TPC will encourage this alongside a 'car-share' week in order to increase the number of car shares from the site. A car-share week will be set up by the TPC a month after final occupancy in order to gain the most patronage.
Measures to Promote Walking and Cycling
1) Provide pedestrian link improvements between the site and existing footways. Responsibility: Developer Completion/Review Date: During construction. 2) Outline the benefits to residents' health of walking/cycling. Responsibility: TPC Completion/Review Date: Walking to work/school events will be set up/identified by the TPC and included within the RTIPs and included on on-site noticeboards. A review of the success of these events will be undertaken in order to determine future events of such nature. 3) Provide information of schemes including cycle training and cycle vouchers for residents, alongside information in relation to the nearest national cycle routes.

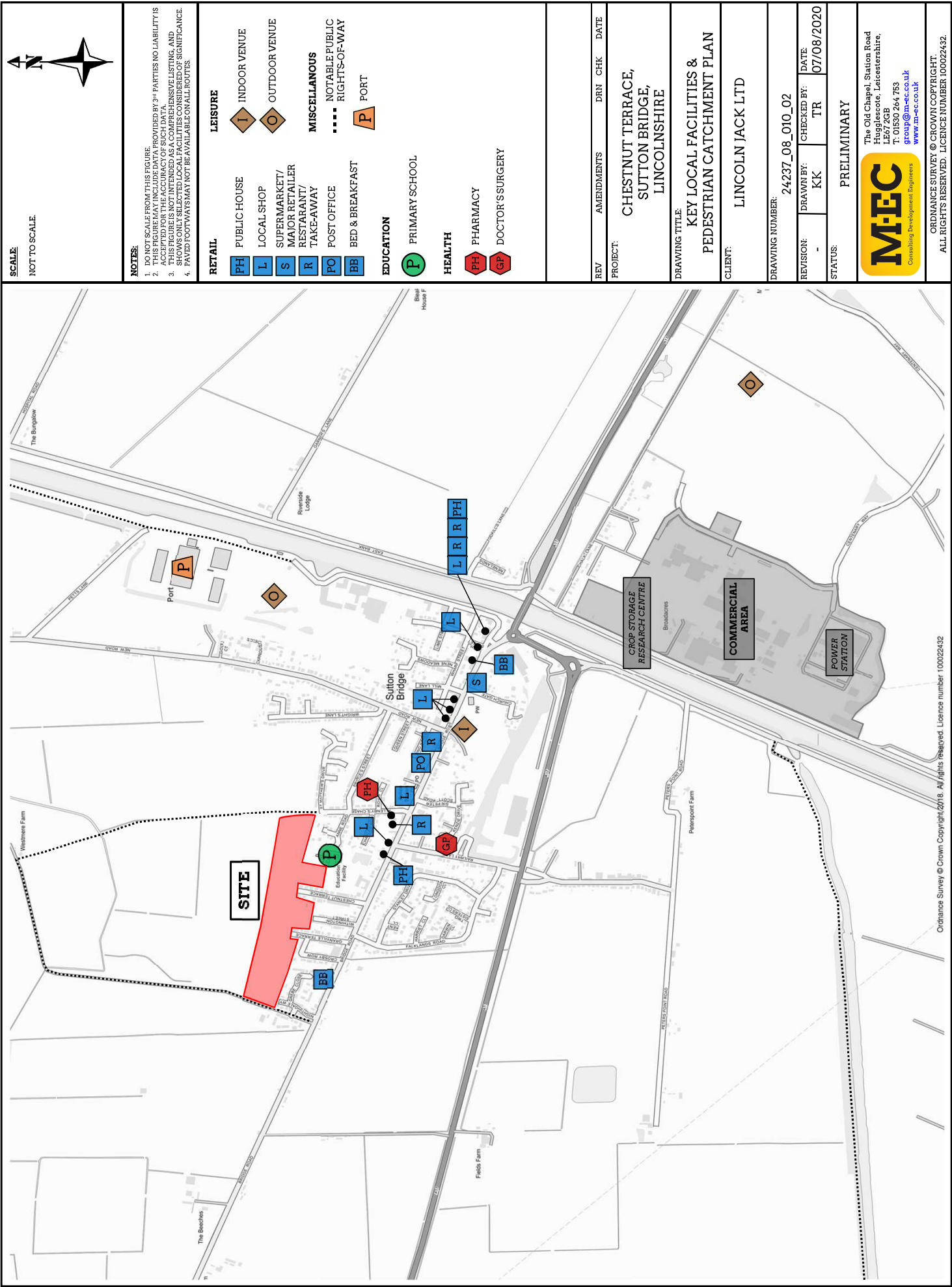
Responsibility: TPC Completion/Review Date: Upon first occupancy via RTIPs and noticeboards, throughout TPC role.
Measures to Promote Public Transport Use
1) Provide complementary bus taster tickets. Responsibility: TPC Completion/Review Date: On first occupation, to be requested by residents to TPC. Review during each review period.
2) Bus timetable information and route maps provided in RTIPs and on on-site noticeboards. Responsibility: TPC Completion/Review Date: On first occupation and throughout the role with a full review during each review period.
Measures to Promote Homeworking
1) Provide suitable broadband infrastructure. Responsibility: Developer Completion/Review Date: During construction.
2) Encourage residents to explore working from home opportunities through their work. Responsibility: TPC Completion/Review Date: On first occupation via RTIPs and PTP and throughout the role with a full review during each review period.

- 10.2 The implementation of the Travel Plan will be the responsibility of the developer of the site with the assistance of LCC. Monitoring of the Travel Plan and updating of all information contained herein this document will fall to the developer of the site; however, this will be undertaken by the appointed Travel Plan Coordinator.
- 10.3 The Travel Plan must be agreed prior to first occupation of the site and the active implementation of the Travel Plan on site will commence as detailed above. Various measures relating to the plan will be implemented as agreed in this document.

APPENDIX A



APPENDIX B



SCALE
NOT TO SCALE.

NOTES:
1. DO NOT SCALE FROM THIS FIGURE.
2. THIS FIGURE IS NOT INTENDED AS A COMPREHENSIVE LISTING, AND SHOWS ONLY SELECTED LOCAL FACILITIES CONSIDERED OF SIGNIFICANCE.
3. FAVOUR FOOTWAYS THAT NOT BE AVAILABLE ON ALL ROUTES.

- RETAIL**
- PH PUBLIC HOUSE
 - L LOCAL SHOP
 - S SUPERMARKET/ MAJOR RETAILER
 - R RESTAURANT/ TAKE-AWAY
 - PO POST OFFICE
 - BB BED & BREAKFAST
- LEISURE**
- I INDOOR VENUE
 - O OUTDOOR VENUE
- MISCELLANEOUS**
- NOTABLE PUBLIC RIGHTS-OF-WAY
 - PORT
- EDUCATION**
- P PRIMARY SCHOOL
- HEALTH**
- PH PHARMACY
 - GP DOCTOR'S SURGERY

REV	AMENDMENTS	DRN	CHK	DATE
PROJECT:				
CHESTNUT TERRACE, SUTTON BRIDGE, LINCOLNSHIRE				
DRAWING TITLE:				
KEY LOCAL FACILITIES & PEDESTRIAN CATCHMENT PLAN				
CLIENT:				
LINCOLN JACK LTD				

DRAWING NUMBER: 24237_08_010_02				
REVISION:	DRAWN BY:	CHECKED BY:	DATE:	
-	KK	TR	07/08/2020	
STATUS:				
PRELIMINARY				

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