



Palmer Park Sports Centre and Stadium, Reading Travel Plan

For Reading Borough Council

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1. INTRODUCTION AND BACKGROUND

1.1 Overview

- 1.1.1 This Travel Plan (TP) has been prepared by Hydrock Consultants Ltd on behalf of Reading Borough Council in support of a planning application for the redevelopment of the existing Palmer Park Sports Complex on Palmers Way, Reading.
- 1.1.2 This TP has been prepared in conjunction with a Transport Assessment (TA) which is submitted as a separate document (Hydrock ref: 15059-HYD-XX-XX-RP-TP-5001).
- 1.1.3 This TP has been prepared to set out a strategy for informing future employees for accessing the site using sustainable transport choices.
- 1.1.4 The TP has also considered guidance within the National Planning Policy Framework (NPPF) in relation to Travel Plans as well as the Reading BC Local Plan and Supplementary Planning Guidance.
- 1.1.5 The TP has been prepared to meet the requirements of BREEAM Technical Manual SD5078: UK New Construction 2018 3.0 and as such is tailored to the operational characteristics of the building use and associated needs of visitors and staff.
- 1.1.6 This TP has been prepared with the involvement of the end occupier and provides a firm commitment to delivering the measures and initiatives outlined within this document, and the Travel Plan will be developed further throughout the monitoring period.

1.2 Aims of the Plan

- 1.1.7 This TP is part of a long-term management strategy which includes a package of measures that will be used to enable occupiers of the development to promote more sustainable travel choices and reduce reliance on the private car. The focus of the TP will therefore be on staff commuter travel to and from their place of work.
- 1.1.8 One of the main aims of the TP is to reduce the number of private cars travelling to and from the site by providing a platform for increased information about the availability of alternative modes of transport such as walking, cycling and public transport.
- 1.1.9 This TP provides a firm commitment to delivering the measures and initiatives outlined within this document, and the Travel Plan will be developed further throughout the monitoring period.

1.2 Benefits

- 1.2.1 This TP will assist employees and visitors in making an informed decision on how they travel to and from the site and encourage them to use sustainable transport. This will reduce reliance on single occupancy vehicle trips and encourage a reduction in car trips to the site. This will assist in benefits in the wider area such as reduced congestion, increased road safety and environmental improvements as well as benefitting the personal health and fitness of staff.

1.3 Objectives

- 1.3.1 The objective of this Travel Plan is to achieve the following outcomes:
 - Minimise single occupancy car travel to and from the development
 - Identify which measures are needed to maximise the use of non-car travel

- Lead to a change in the travel behaviour of individuals to a sustainable mode of travel and then maintain that change
- Identify ways of reducing the need to travel to and from the development

2. SITE LOCATION AND DESCRIPTION

2.1 Site Location

- 2.1.1 The existing Palmer Spark Sports Complex is located east of the A329 Wokingham Road approximately 3.5km east of central Reading.
- 2.1.2 The site occupies a plot within the wider Palmer Park recreational park in the eastern residential suburbs of Reading, directly west of the A3290.
- 2.1.3 The existing site comprises the Palmer Park Stadium (including an 800-seat athletics track and outdoor velodrome), three five-a-side 3G sports pitches, four grass football pitches, a gym and associated parking.
- 2.1.4 Figure 2-1. Shows the indicative location of the site in context with the surrounding network.

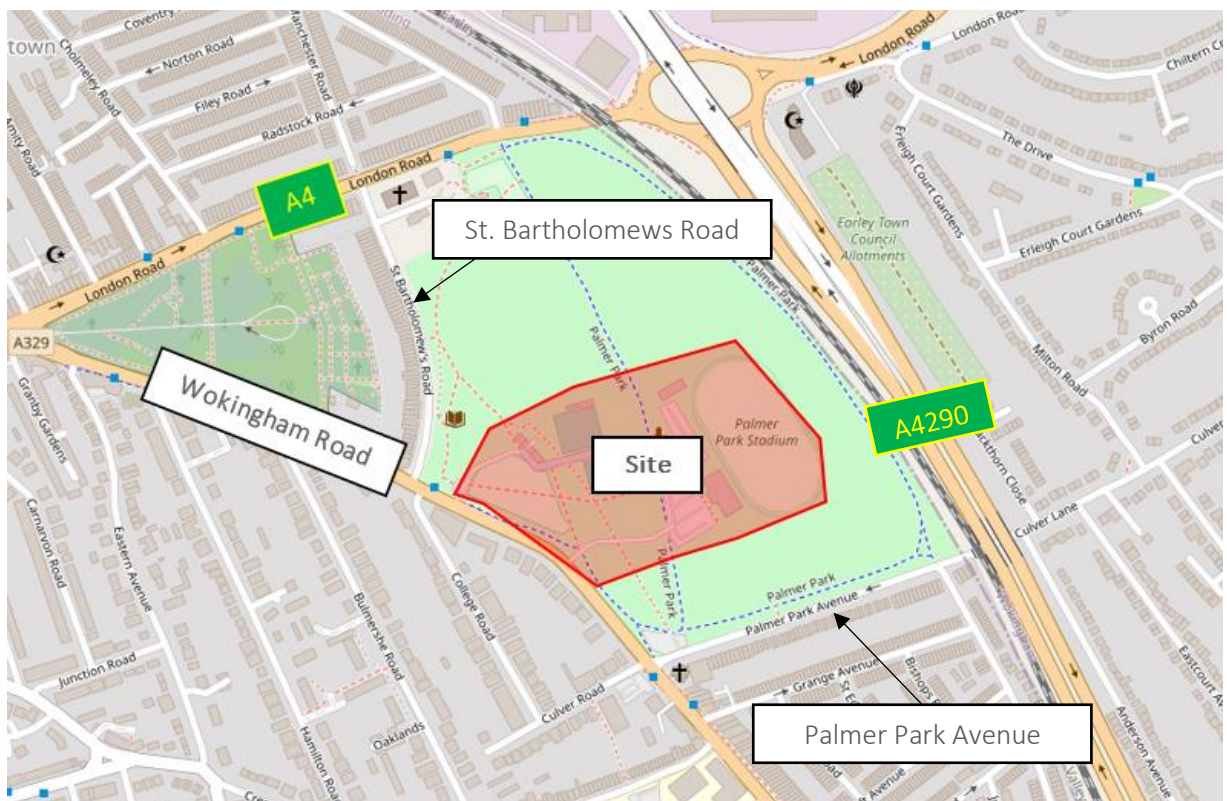


Figure 2-1: Indicative Site Location

2.2 Local Highway Network

- 2.2.1 The development site is located adjacent to Wokingham Road, Palmer Park Avenue, St Batholomews Road and the A4290. Access to the site is served by the local road network with local connection to the Strategic Road Network (SRN). Details and descriptions of the local access roads are set out below.

Wokingham Road

- 2.2.2 Wokingham Road lies directly to the west of the development site and provides the primary point of vehicular access into the existing Palmer Sports Complex via a priority junction arrangement with Palmer Way (main site access road).

- 2.2.3 A secondary vehicular access is provided into the site via a gated access junction with Wokingham Road some 140m northwest of Palmer Way. This access is only accessible to maintenance and other authorised vehicles and is cordoned by bollards. This access is however, available for use by pedestrians and cyclists.
- 2.2.4 Wokingham Road forms part of the A329 which is a primary distributor road creating a vehicular link between central Reading and Wokingham some 9km south east of the site.
- 2.2.5 Wokingham Road primarily serves residential areas and community uses within the vicinity of the site. It is a two-way, single carriageway Road with a speed limit of 30mph within the vicinity of the site. The road benefits from footways on both sides of the carriageway as well as street lighting.
- 2.2.6 Approximately 120m to the east, Wokingham Road enters a 20mph zone, whilst at the access junction a westbound bus lane commences and an on-road cycle lane exists for eastbound travel (travelling past the access). A tiger pedestrian crossing, with a central refuge island, is positioned c.110 to the north and a permanent speed camera is positioned at this same location.

Palmer Park Avenue

- 2.2.7 Palmer Park Avenue is provided directly to the south of the site and follows an east to west alignment adjacent to the southern boundary.
- 2.2.8 Palmer Park Avenue is one-way, westbound only, and is primarily residential in nature. It is subject to a 20mph speed limit within the vicinity of the site
- 2.2.9 Palmer Park Avenue provides a vehicular route to the residential area of Reading to the east of the A3290.

St Bartholomews Road

- 2.2.10 St Bartholomews Road to the west of the site is a residential road which provides a vehicular link between Wokingham Road and the A4 London Road to the north. The A4 London Road is in turn a primary distributor Road linking central Reading to London to the east and Bristol to the west.
- 2.2.11 Locally the A4 Reading Road provides a vehicular link eastward to the neighbouring residential area to the east of the A3290.

The A329

- 2.2.12 The A329 lies to the east of the site and is a dual carriageway road which forms a link between the A329(M) to the south east and the A4 to the north of the site.

2.3 Strategic Road Network (SRN)

- 2.3.1 The M4 follows an east to west alignment south of Reading, accessed via the A329(M) at Junction 10 approximately 7km to the south east of the site.
- 2.3.2 The M4 provides a strategic route between London and Wales via Swindon and Bristol.

2.4 Existing Site Access

- 2.4.1 The vehicular and cycle access to the site is provided from Wokingham Road which lies directly west of the development site and provides the primary point of vehicular access into the existing Palmer Sports Complex via a priority junction with Palmer Way.

3. SITE ACCESSIBILITY AND CONNECTIVITY BY NON-CAR MEANS

3.1 Introduction

- 3.1.1 This section sets out the connectivity of the site to the surrounding area by sustainable modes of travel and demonstrates the accessible location of the site.

3.2 Existing Local Amenities

- 3.2.1 Chapter 7 of the BREEAM 'Technical Manual SD5078: UK New Construction 2018 3.0' document contains assessment criteria associated with transport. TRA 02 outlines credits and assessment criteria associated with the proximity of the development site to local amenities. To achieve the 1 point available the site must be within 500m walking distance of at least 3 of the local amenities as outlined in Table 7.6 of the BREEAM manual. The local amenities listed include an appropriate food outlet, access to cash and access to an outdoor open space.
- 3.2.2 The site lies within a recreational park so outside space is provided directly adjacent to the site. In addition, an ATM and various food outlets are provided on Wokingham Road within 500m of the site.

3.3 Walking and Cycling Distances

- 3.3.1 There are a number of publications which provide guidance for appropriate walking and cycling distances to facilities. For reference, these have been summarised as follows.
- 3.3.2 Paragraph 2.3 of TA91/05 Provision for Non-Motorised Users states that 'Walking is used to access a wide variety of destinations including educational facilities, shops, and places of work, normally within a range of up to 2 miles' (3.2km). Paragraph 2.2 of TA91/05 states that 2 miles is 'a distance that could easily be walked by the majority of people' and (at paragraph 2.3) that 'Walking and rambling can also be undertaken as a leisure activity, often over longer distances'. In relation to shorter trips in particular, the CIHT publication Planning for Walking (section 2.1) states that across Britain about '80% of journeys shorter than 1 mile are made wholly on foot'.
- 3.3.3 With regard to cycling, TA91/05 goes on to state (in paragraph 2.11) that 'Cycling is used for accessing a variety of different destinations, including educational facilities shops and places of work, up to a range of around 5 miles. Cycling is also undertaken as a leisure activity, often over much longer distances.' At paragraph 2.9, TA91/05 states that 5 miles (8km) is a distance 'that could easily be cycled by the majority of people'.
- 3.3.4 This is consistent with the statement in LTN1/20 Cycle Infrastructure Design (in paragraph 2.2.2) that 'Two out of every three personal trips are less than five miles in length – an achievable distance to cycle for most people'.
- 3.3.5 Manual for Streets (paragraph 4.4.1) states that 'walkable neighbourhoods' are typically characterised by having a range of facilities within 10 minutes (up to 800m) walking distance of residential areas which residents may access comfortably on foot, but that this is 'not an upper limit'.

3.4 Pedestrian Accessibility

- 3.4.1 The site is located within an existing public park and is bound on three sides by residential areas with an existing network of footways and footpaths that permeate the area within the immediate vicinity of the site.

- 3.4.2 The adjacent footpath and footway connection facilities are of a high standard, supported by additional facilities such as street lighting and pedestrian crossings which benefit from dropped kerbs and tactile paving.
- 3.4.3 There are a number of footpaths that cross Palmer Park connecting the site with the footways provided on Palmer Park Avenue, Wokingham Road and St Bartholomews Road.
- 3.4.4 Footways/footpaths measuring approximately 2.5m in width are provided on both sides of Wokingham road within the vicinity of the site. A tiger pedestrian crossing point is provided on Wokingham Road approximately 110m to the north east of the Palmers Way/Wokingham Road junction. The footway/footpaths are well surfaced and lit and continue south east towards the southern residential areas of Reading and northwest towards central Reading.
- 3.4.5 Footpaths are provided adjacent to both sides of Palmer Park Avenue with dropped kerbs and tactile paving provided at the Palmer Park Avenue/Wokingham Road junction. A footway is provided on the southern side of Culver Lane at the point where the road continues east under the A3290. The footways on Palmer Park Avenue therefore provide a continuous pedestrian link to the residential areas to the east of the A3290.
- 3.4.6 Crossing facilities and footways are provided on the A4 London Road to the north of the site which provide a pedestrian connection to the residential suburbs to the north of the A4 London Road and westwards towards central Reading.

Accessibility for All Users

- 1.3.2 The footway/footpath network surrounding the site is designed to facilitate pedestrian movements by disabled users and those of all ages with the relatively flat topography and well-maintained nature of the surrounding pedestrian infrastructure meaning the site is accessible for both the elderly and parents with buggies.
- 1.3.3 All local signal-controlled pedestrian crossings have an audible signal for those with a visual impairment whilst tactile paving and dropped kerbs are provided at all local junctions and pedestrian crossing points.

3.5 Cycle Accessibility

- 3.5.1 The proposed development site is surrounded by a network of local on and off-road cycle routes which provide a link to local residential areas.
- 3.5.2 Palmer Park forms part of the East Reading and Woodley local cycle route. Within Palmer Park cycle paths accommodate an off-road section of the route with the route continuing east under the A3290 into the residential area of Woodley. The East Reading and Woodley cycle route is also provided along Wokingham Road as a demarcated on-road cycle lane. The route continues north west into central Reading and southeast where it connects to other local cycle routes.
- 3.5.3 Continuous cycle connections are provided from the site to the various surrounding residential areas.
- 3.5.4 In addition to local cycle routes in the surrounding area the site is also well connected to the National Cycle Network (NCN) with both NCN Route 4 provided within close proximity to the site.
- 3.5.5 NCN Route 4 is provided adjacent to the River Kennet approximately 850m north of the site and is directly linked to the site by the East Reading and Woodley local cycle route. NCN Route 4 is a long-distance cycle route linking London to Fishguard in west Wales via Reading, Bath and Bristol. Locally

NCN Route 4 provides a traffic free route west into central Reading and east to the residential areas to the east of the A3290.

- 3.5.6 An abstract of the Reading BC cycling map is shown below at Figure 3-1 with the full map included at Appendix A.



Figure 3-1 Abstract from: Reading BC Cycling Map

3.6 Public Transport Accessibility

Bus Services

- 3.6.1 The closest bus stops to the site are the College Road bus stops located on Wokingham Road directly adjacent to the secondary site access which lies on a pedestrian and cycle desire line from the site. A dedicated bus layby, timetable and flag are provided at both stops, with the addition of a seat/shelter provided at the westbound stop.
- 3.6.2 A summary of local bus services from the College Road bus stops is provided in Table 3-1.

Table 3-1: Bus Service Provision

Service	Bus Stop	Route	First/Last	Service Frequency (minutes)			
				Mon – Fri		Saturday	Sunday
				AM	PM		
4	College Road	Reading Town Centre - Bracknell	05:13/ 22:09	30	30	30	60
17	College Road	Whiteknights - Tilehurst	00:02/ 23:47	10	10	10	20
X4	College Road	Reading Town Centre - Bracknell	05:33/ 23:09	30	30	30	60

Rail Services

- 3.6.3 Reading Railway Station is located approximately 2.3km walking / cycling distance to the north west of the site and is easily accessible on foot or by bicycle from the site. The station provides 344 cycle storage spaces which facilitates access to and from the site via rail and cycle and the station also benefits from CCTV to improve security.
- 3.6.4 Reading station is a major rail hub and interchange station within central Reading and therefore provides a wide offering of national, regional and local services. To the west there are 4 train services per hour to Swindon and Bristol to the west whilst to the east there are 19 services towards London per hour.

BREEAM Public Transport Accessibility Index

- 1.3.4 The BREEAM 'Technical Manual SD5078: UK New Construction 2018 3.0' document contains the information for calculating the public transport 'Accessibility Index' (AI) of the site. The public transport AI is a measure that provides an indicator of the accessibility and density of the public transport network at a point of interest (development site). The index achievable by a site is influenced by the proximity and diversity of the public transport network and the frequency of service at accessible nodes.
- 1.3.5 A compliant transport node includes any bus service with a stop within 650m of the site and any railway station within 1000m of the assessed sites main entrance. The College Road bus are therefore considered as accessible transport nodes.
- 1.3.6 The BREEAM 2018 Tra01/02 Accessibility Index calculator has been used to calculate the public transport AI of the development site.
- 3.6.5 The existing site has been calculated to have a public transport AI score of 4.04.

3.7 Summary

- 3.7.1 The site is within a 500m walking distance of a number of local facilities and amenities as defined within TRA 02 of the BREEAM 'Technical Manual SD5078: UK New Construction 2018 3.0' document.
- 3.7.2 The site is situated in an existing edge of town centre/suburban location and benefits from existing good quality connections with established walking, cycling and public transport routes through the surrounding residential areas.
- 3.7.3 A number and range of local residential areas are within acceptable walking and cycling distances. A review of the key walking routes demonstrates that pedestrians benefit from a good standard of infrastructure provision which offers a realistic and attractive option for travel to and from the local area.
- 3.7.4 There are bus services within the vicinity of the site which provides access to key destinations including Reading town centre and the surrounding residential areas. This offers a realistic potential for multi-modal journeys to local and regional destinations.
- 3.7.5 The BREEAM public transport AI has been calculated to be 4.04 for the site.
- 3.7.6 The choice of travel options within the vicinity of the site offers a realistic potential for trips to and from the site to be made via non-car modes. The accessible location will, therefore, encourage and promote sustainable travel behaviour.

- 3.7.7 The site is accessible by those with disabilities with local footways and crossing point incorporating facilities for those with mobility and visual impairments.

4. DEVELOPMENT PROPOSALS

4.1 Overview

- 4.1.1 The proposals comprise the partial re-development of the existing Palmer Park Sports Centre and Stadium site in order to provide a new swimming pool, extended leisure centre building and associated parking.
- 4.1.2 The majority of the facilities provided at the existing Palmer Park Sports Centre and Stadium will remain as a result of the proposals with additional facilities such as a 25m lane swimming pool proposed in addition. Table 4-1 outlines the existing and proposed facilities at the site.

Table 4-1: Palmer Park Sports Centre and Stadium Existing and Proposed Facilities

Facility	Existing	Proposed
Athletics track	✓	✓
Velodrome	✓	✓
x3 3G five-a-side pitches (outdoor)	✓	✓
4 x 11-a-side grass football pitches (outdoor)	✓	✓
Gym	✓ 60 stations	✓ 100 stations
Multi-purpose room	✓	✓
Cafe	✓	✓
Hub	✗	✓
Swimming pool (25m)	✗	✓
Parking	198 spaces in main car park	131

- 4.1.3 The Proposed Site Layout is shown at Appendix B.
- 4.1.4 A number of clubs and societies currently use the existing facilities for training, matches and races and it is proposed that this same programme of events would be retained as a result of the proposals.

4.2 Proposed Access

Vehicular Access

- 4.2.1 Vehicular access to the site will continue to be served via Palmers Way which junctions with Wokingham Road via a priority junction arrangement approximately 160m west of the existing building entrance.

Pedestrian and Cyclist Access

- 4.2.2 Pedestrian access into the site will remain largely as existing with the various footpaths currently provided through Palmer Park and the pedestrian connections to the footways on the local highway network surrounding the site retained.
- 4.2.3 An area of public realm is proposed to the west of the new swimming pool and surrounding the existing George Palmer statue in order to re-establish a pedestrian focussed centre to Palmer Park. The public realm will be shared use however, pedestrians are to have priority. This area of public realm will link to the existing footpath that continues north across Palmer Park to the A4 London Road with a new footpath provided to the south of the proposed car park providing a continuous pedestrian route to the footpaths adjacent to Palmer Park Avenue.

- 4.2.4 Once on the site, there will be safe, well-lit and waymarked routes suitable for all abilities between footpaths, car and cycle parking and the building entrance. Level access will be provided for staff and visitors using mobility assistance such as wheelchairs, electric scooters and for carers with buggies. The site will be dementia friendly in terms of wayfinding and natural points of entry, and tactile signs and surfaces will be provided for users with visual impairment.
- 4.2.5 Cyclists would continue to access the site as existing, either via Palmer Way or via the local cycle routes that are provided throughout Palmer Park. Cycle parking is to be provided adjacent to the main car park as shown on the Proposed Site Layout Plan at Appendix B.

4.3 Parking Strategy

Car Parking Provision

- 4.3.1 Two car parks are proposed as part of the development proposals with the main car park adjacent to the existing leisure building intended to accommodate the average day to day parking demand of development. A smaller overflow car park is to be provided to the north of the new swimming pool building to accommodate additional parking demand during peak periods.
- 4.3.2 A total of 108 car parking spaces are to be provided within the main car park to include six dedicated disabled bays, four family/toddler bays and 11 Electric Vehicle (EV) charging bays.
- 4.3.3 A further 23 car parking spaces are to be provided in the overflow car park giving a site wide provision of 131 car parking spaces.

Cycle Parking Provision

- 4.3.4 The standards for cycle parking are contained within the Revised Parking Standards and Design SPD. There are no specific standards applicable to the site as a whole with only standards for individual facilities provided, however these do not cover all of the facilities offered at the site.
- 4.3.5 A total of 26 cycle parking spaces in the form of 13 Sheffield stands are proposed for the redevelopment of the Palmer Park Sports Centre and Stadium. The Sheffield stands are to be provided adjacent to the western frontage of the existing leisure building at the site.

BREEAM Cycle Parking Compliance

- 4.3.6 TRA 02 of the BREEAM 'Technical Manual SD5078: UK New Construction 2018 3.0' document concerns provision for cyclists.
- 4.3.7 The site is considered as 'Other building transport type B' as defined in the BREEAM Technical Manual. The BREEAM cycle storage requirements for this building type are based on the number of staff employed within the leisure centre with a minimum cycle parking requirement of 1 space per 10 staff members and 1 space per 10 visitors.
- 4.3.8 A total of 20 Full Time Equivalent (FTE) staff are to be employed at the proposed leisure development with a maximum visitor occupancy of 243. As the visitor occupancy is above 200 the sliding scale of compliance ratio calculation as detailed within TRA 02 of the BREEAM Technical Manual has been applied.
- 4.3.9 A total of 23 cycle parking spaces are required for visitors whilst two further spaces are required for staff in order for the site to be BREEAM compliant. The 26 cycle parking spaces provided therefore meets the requirements of BREEAM.

4.4 Servicing

- 4.4.1 Service vehicles would access the site from the Palmer Way vehicular access and continue north through the main car park and across the area of shared surface to the bin store in the overflow car park before exiting the site via the same vehicular access.
- 4.4.2 The recycling store would also be serviced via Palmer Way with refuse vehicle entering and leaving the main car park in a forward gear.

5. TRAVEL PLAN MANAGEMENT

5.1 Management

- 5.1.1 The success of the Travel Plan will be dependent upon buy-in from staff of the development, and the processes put in place to support, implement and develop the measures outlined.
- 5.1.2 A Travel Plan Coordinator (TPC) will be appointed at the earliest opportunity and will manage the administration of the Travel Plan.
- 5.1.3 The TPC role will be appointed at least three months prior to the occupation of the development so that the TPC can be fully briefed on their role. This will allow the TPC to have sufficient time to gather information and prepare this in an appropriate format (induction pack, notice boards etc) ready to be disseminated to staff from day one of occupying the new building.
- 5.1.4 The nominated Travel Plan Coordinator (TPC) plays a vital role in the success of the Travel Plan and is responsible for the day-to-day management, co-ordination, promotion and implementation of the Travel Plan. The TPC will also be a point of contact for RBC, and for any occupants who have queries about their travel.

5.2 The TPC Role

- 5.2.1 The TPC will promote the benefits of travel planning as a positive step towards a healthy and more sustainable lifestyle.
- 5.2.2 The TPC will be the first point of contact for matters regarding travel to the site.
- 5.2.3 The main responsibilities of the TPC will be:
 - Overseeing the development and implementation of the TP;
 - Promoting and marketing the objectives and benefits of Travel Planning;
 - Provide every employee with a Travel Information Pack (TIP) as well as up-to-date travel and transport information;
 - Act as point of contact for employees requiring information;
 - Potentially organise the formation of an employee travel forum;
 - Undertake travel surveys to monitor the effectiveness of Travel Plan measures;
 - Liaise with officers at RBC;
 - Provide biannual reports giving updates on the Travel Plan, its measures and its effectiveness.

5.3 Marketing and Communications Strategy

- 5.3.1 The marketing and communication strategies are expected to include the following elements:
 - Travel Information Packs
 - Noticeboard provision within communal areas
 - Travel Information on Website - detailing sustainable travel information
 - Periodic newsletters with travel information

6. TRAVEL PLAN MEASURES

6.1 Introduction

- 6.1.1 A wide range of measures and actions will be implemented to encourage walking, cycling, public transport use and car sharing in accordance with national and local policies.
- 6.1.2 All Travel Plans should include measures appropriate and proportional to the size and impact of the proposed development, with those selected determined by the specific locality and nature of the site.
- 6.1.3 The following measures are linked back to the stated Objectives and address site-specific transport issues, with the aim of improving accessibility and offering viable sustainable travel choices.
- 6.1.4 The measures outlined below are intended to be reviewed and monitored following completion of subsequent travel surveys.

6.2 Measures / Initiatives to Promote Sustainable Transport and Travel

- 6.2.1 It is essential that the design incorporates good quality, safe and comfortable walking and cycling routes, and that the layout is 'permeable' to those on foot or bicycle.
- 6.2.2 Travel initiatives used to encourage journeys by non-car modes must be suitable for review and monitoring and need to be practicable for implementation by those involved.

Travel Information Board

- 6.2.3 A travel information board will be provided in the employee areas of the development. The travel information board will be in electronic form and will encompass a broadband connection so as the information provided can be updated in real time.
- 6.2.4 The boards will promote travel by alternative modes of transport and display the following real time information:
 - Details of pedestrian and cycle routes in the local area;
 - Details of RBC's cycle routes <http://www.reading-travelinfo.co.uk/cycling/route-maps-information.aspx>;
 - Information on public transport apps such as Travel Reading Live, Reading Buses and National Rail;
 - Local bus and rail service details including relevant maps and timetables;
 - Information regarding general pedestrian and cycle safety;
 - Details of car sharing and sign-up sheet; and
 - Promotion of national travel events such as Cycle to Work Day (www.cycletoworkday.org) and 'Bike Week' (www.bikeweek.org.uk).
- 6.2.5 The travel information boards will provide a point of reference for all staff members in respects of the TP and identify the commitment to the TP. The board will be used for information, relevant travel promotion and advertising.

Travel Information Pack (TIP)

- 6.2.6 A Travel Information Pack (TIP) will be produced and provided to all future employees to outline the benefits of sustainable travel i.e. health and the environment and to give employees maximum choice in choosing how to travel.

- 6.2.7 The TIP will contain information on the alternatives to single-occupancy car use available to employees and include various information for different modes of travel outlined below.
- 6.2.8 This Travel Pack will include the following information, with illustrated route maps for the relevant public transportation information:
- Timetables and route maps for public transport. This should include isochrone maps showing schedules journey times and timetable information;
 - Cycling and walking maps for the local area and the contact details of local and national cycling organisations, such as Sustrans;
 - Details of the car sharing schemes in area;
 - Details for any community travel sites and community forum sites.

Walking

- 6.2.9 Evidence shows that people who are physically active in their daily lives are more productive and take less time off sick. The C3 Collaborating for Health 'Choosing Health: Making healthy choices easier' (2012) document, recognised the health benefits of walking and / or cycling. Active travel as part of a Travel Plan enables people to enjoy these health benefits as part of their daily routine as well as reducing environmental impacts and saving money.
- 6.2.10 Walking advice and local pedestrian routes will be provided within the TIP and on the travel information board.

Cycling

- 6.2.11 A total of 26 cycle parking spaces will be provided as part of the development for use by staff and visitors to the site. The use of these stands will be monitored by the TPC and if demand dictates, the potential for increasing provision will be considered if this is possible.
- 6.2.12 Changing facilities and showers will be available in the building to store personal belongings including cycling equipment.
- 6.2.13 Cycle information and guidance will be contained within the TIP and on the travel information board to support and encourage cycling.
- 6.2.14 National cycle events will be promoted through the travel information board.
- 6.2.15 The TPC will endeavour to negotiate discounts with local cycle shops (and outdoor clothing shops) which could benefit from the implementation of the TP. The locations of nearby outlets would be identified in the TIP.
- 6.2.16 A puncture repair kit and spare inner tubes will be made available to all staff who cycle to work.

Car-Sharing

- 6.2.17 By increasing the number of occupants for any given car trip, the sustainability of that trip can increase above that of public transport. Potential benefits to be gained from an effective car sharing scheme are considerable.
- 6.2.18 Employees will be made aware of websites administered by the Local Authority and car share / club schemes in the area as well as through the implementation of the Travel Plan Coordinator roles across the entire site.

6.2.19 The TPC will encourage registration on the Liftshare website www.liftshare.com and to increase the options for employees to car share.

Promotion of Public Transport Use

6.2.20 TIP's and noticeboards will include promotional material covering public transport options for staff. This will include the promotion of the following apps and websites which provide access to network maps and timetable information:

- Travel Reading Live <http://www.reading-travelinfo.co.uk/home.aspx>
- Bus Checker App <https://www.reading-buses.co.uk/explore>
- Journey Planner <https://www.reading-buses.co.uk/plan-a-journey>
- First bus services <https://www.firstgroup.com/berkshire-thames-valley>
- National Rail Enquiries <http://www.nationalrail.co.uk/>
- Dial-a-ride <https://readibus.co.uk/>

6.2.21 Information would also be provided within the TIP and on notice boards relating to nearby bus stops, the routes served and timetable of services.

Promotion of Local and National Travel Events

6.2.22 The TPC will promote local and national cycle events such 'Car Free Day' and 'Walk to Work Week' on the travel notice boards and within the travel information packs.

7. TARGETS, MONITORING AND REVIEW

7.1 Targets

- 7.1.1 To be effective a Travel Plan is required to have targets which need to be Specific, Measurable, Achievable, Realistic and with Time scales fixed, i.e. SMART. To be measurable, initial modal split figures should be identified as a starting point. At the present time there is no survey information to form this initial position except the use of Census data.
- 7.1.2 Therefore, the employees of the site will be subject to a Travel Survey at the earliest opportunity which will enable the setting of site-specific targets. The TPC will liaise with appropriate local authority officers to confirm the modal shift targets as presented in this document, or if necessary, agree new targets based upon the site-specific data.
- 7.1.3 2011 Census data has been used in the first instance to determine an approximate forecast modal share without any travel plan measures. The site lies within Reading 010 super output area mid layer (MSOA).
- 7.1.4 Those working from home or travelling by 'other' means have been removed from the 2011 Census dataset as it is not considered that these would generate any trips from the site in the typical road network peaks.

7.2 Baseline Travel Data

- 7.2.1 The review of the 2011 Census Method of Travel to Work (WP703EW) data for Reading 010 shows that single occupancy car trips make up the largest modal split at 50%. Trips made on foot (18%) make up the second largest modal choice, whilst travelling by bus (12%) is the third largest modal split within the area.
- 7.2.2 Table 7-1 provides outputs in relation to Travel to Work behaviour for people living in the Reading 010 MSA.

Table 7-1: 2011 Census Travel to Work Modal Split – Resident Population

Method of Travel	MSOA – Reading 010
	Modal Split (%)
Train	10%
Bus, minibus or coach	12%
Taxi	0%
Motorcycle, scooter or moped	1%
Driving a car or van	50%
Passenger in a car or van	4%
Bicycle	5%
On foot	18%

Provisional Targets

- 7.2.3 Table 7-2 sets out the indicative provisional target modal split to encourage a modal shift to sustainable forms of travel during the first five years of the development.

Table 7-2: Provisional Employment Travel Plan Targets

Method of Travel	Indicative Baseline	Target after 5 Years %
Train	10%	10%
Bus, minibus or coach	12%	13%
Taxi	0%	0%
Motorcycle, scooter or moped	1%	1%
Driving a car or van	50%	45%
Passenger in a car or van	4%	5%
Bicycle	5%	6%
On foot	19%	20%

- 7.2.4 The indicative targets show a 5% reduction in total modal share for employees and subsequent increases in other modes of travel. These indicative targets will be revisited following the initial baseline survey.

7.3 Monitoring

- 7.3.1 The monitoring period will be between the first occupation of the site and at least five years thereafter. Monitoring will include the issue of travel surveys, which will be issued to all employees, initially at a time to be agreed with RBC.

- 7.3.2 These travel surveys will be repeated on a biannual basis (years three and five) to show the trends in travel behaviour and to allow for targets to be appropriately refined. This review process will identify the most effective measures and key motivators influencing people's travel choices. This will enable the TPC to keep track of the progress that the TP is making against its targets. If targets have / have not been met, measures and monitoring would need to be reviewed.

- 7.3.3 The developer will produce a biannual monitoring report to coincide with the travel surveys. The Monitoring Report will be submitted to RBC for approval and retained for record. The report shall demonstrate to RBC how the TP has been implemented during the previous years and include:

- Site information;
- Measures introduced and actions taken to promote the travel plan;
- A statistical summary of the modal split of employees / users disclosed by the monitoring surveys;
- The progress of the travel plan in achieving targets and identifying any amendments; and
- A plan for future actions to be implemented.

- 7.3.4 The TPC will be responsible for coordinating the monitoring activities.

7.4 Travel Plan Review

- 7.4.1 On a biannual basis (years one, three and five), the TPC will undertake a review of the TP. The objective will be to measure its success and to identify the potential for improvements to the travel initiatives.

- 7.4.2 Updating the Travel Plan - The TP will be updated following the results of the travel surveys to determine whether the proposed objectives and targets have been met. Results will be provided to RBC within three months of the surveys taking place and, if required, revised targets and new measures will be agreed with RBC.

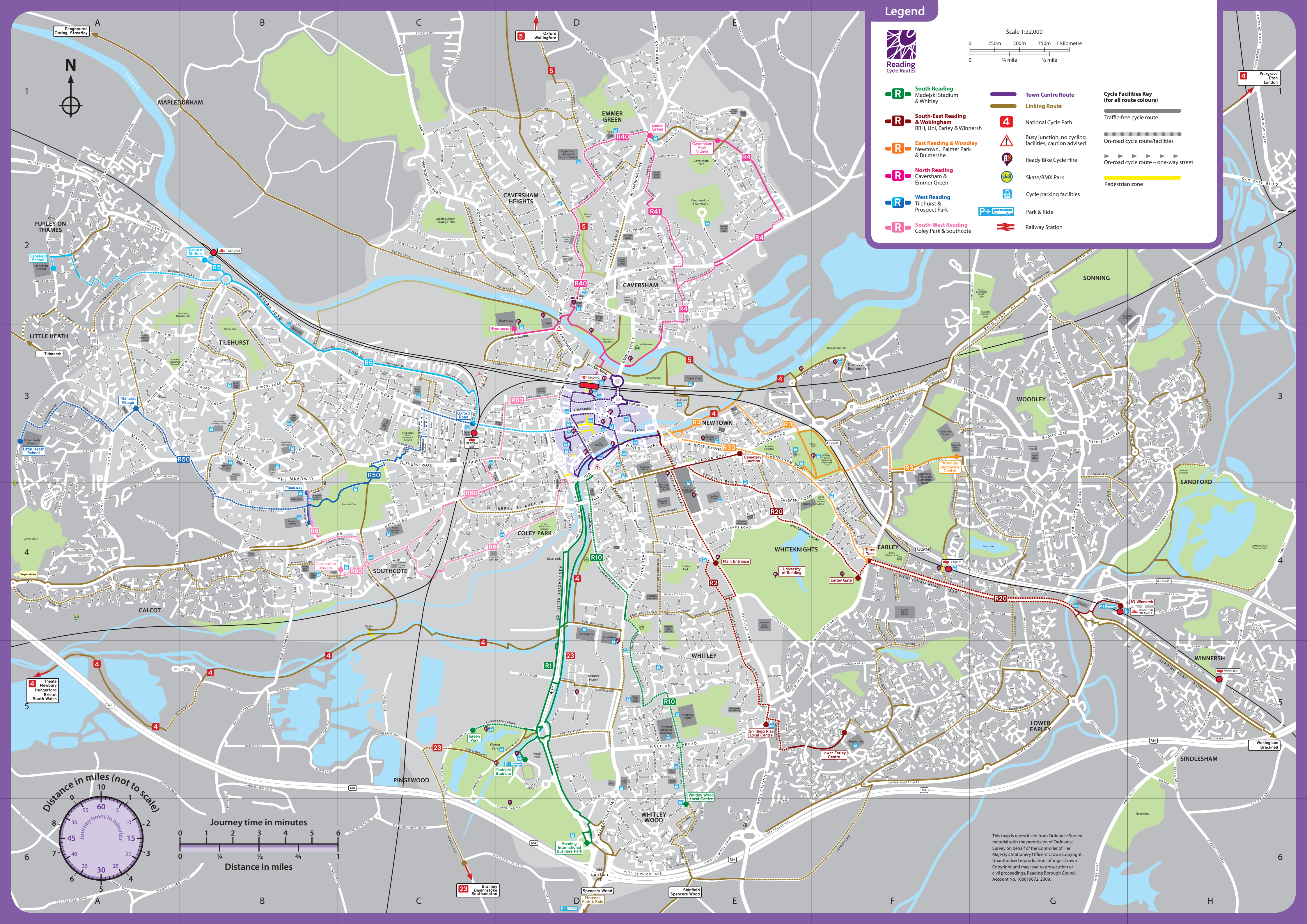
8. ACTION PLAN AND BUDGET

- 8.1.1 This section draws together the proposed measures, monitoring and review proposals into an Action Plan that identifies who will be responsible for the delivery of each element.
- 8.1.2 This Action Plan will be updated to reflect the outcome of the biennial surveys that will be undertaken (as discussed in Section 7) so as to take into account any changes necessary in the measures proposed, in order to meet the targets specified in this TP. The outcome of the monitoring and review process and any impact on this Action Plan will need to be agreed with RBC.
- 8.1.3 The measures outlined in Section 6 will be adopted by the occupiers of the development, and appropriate budgets will be made available for their implementation.

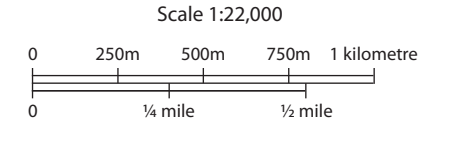
Measure	Delivery Agent	Timescale	Monitoring Indicator	Notes
Management and Coordination				
Appoint TPC	Developer/Site Operator	3 months prior to occupation of the site	-	Nominated TPC to be in position 3 months prior to occupation
Travel Plan Launch	TPC	On first occupation of dwellings	-	
Promotion and Marketing				
Travel Information Pack	TPC	On appointment of each staff member	Provide evidence of implementation to RBC within 3 months of occupation	
Noticeboards	Developer/TPC	Installation prior to occupation, updates periodically	Provide evidence of implementation to RBC within 3 months of occupation	Information to be updated in real time.
Car Travel				
Promotion of car sharing	TPC	Upon the completion of the development and occupation of offices	Included within travel information packs, noticeboard information and detailed on the website	
Promotion of Local Car Clubs, where available	TPC	Upon the completion of the development and occupation of offices	Included within travel information packs, noticeboard information and detailed on the community travel website	
Public Transport				
Provision of information on local stops and services as well as relevant apps and websites	TPC	On completion of the development and occupation of offices	Included within travel information packs, noticeboard information and detailed on the website	
Requesting discounts from operators	TPC	Prior to occupation	-	TPC to investigate possibility of obtaining ticket discounts from local operators
Cycling				
Provision of secure cycle parking	Developer	During construction	Completion of proposed works	
Potential cycle shop discounts	TPC	Prior to occupation of development	-	
Walking				
Provision of on-site facilities	Developer	During construction	Completion of proposal works	

Promotion of Travel Events				
Promotion of local and national travel events	TPC	Post occupation and ongoing	-	Events promoted via noticeboards and travel information packs
Monitoring and Review				
Baseline Survey	TPC	Within first 3 months of residential site occupation		
Biannual Survey	TPC	Years 1, 3 and 5	Provide monitoring report to RBC following completion in years 1, 3, and 5	
Final Report	TPC	Year 5	Provide final report to BCC following monitoring survey in year 5	

Appendix A Reading Cycle Map



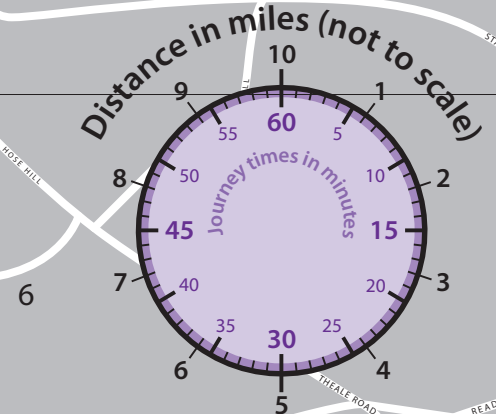
Legend



- R** South Reading
Madejski Stadium & Whitley
- R** South-East Reading & Wokingham
RBH, Uni, Earley & Winnersh
- R** East Reading & Woodley
Newtown, Palmer Park & Bulmershe
- R** North Reading
Caversham & Emmer Green
- R** West Reading
Tilehurst & Prospect Park
- R** South-West Reading
Coley Park & Southcote

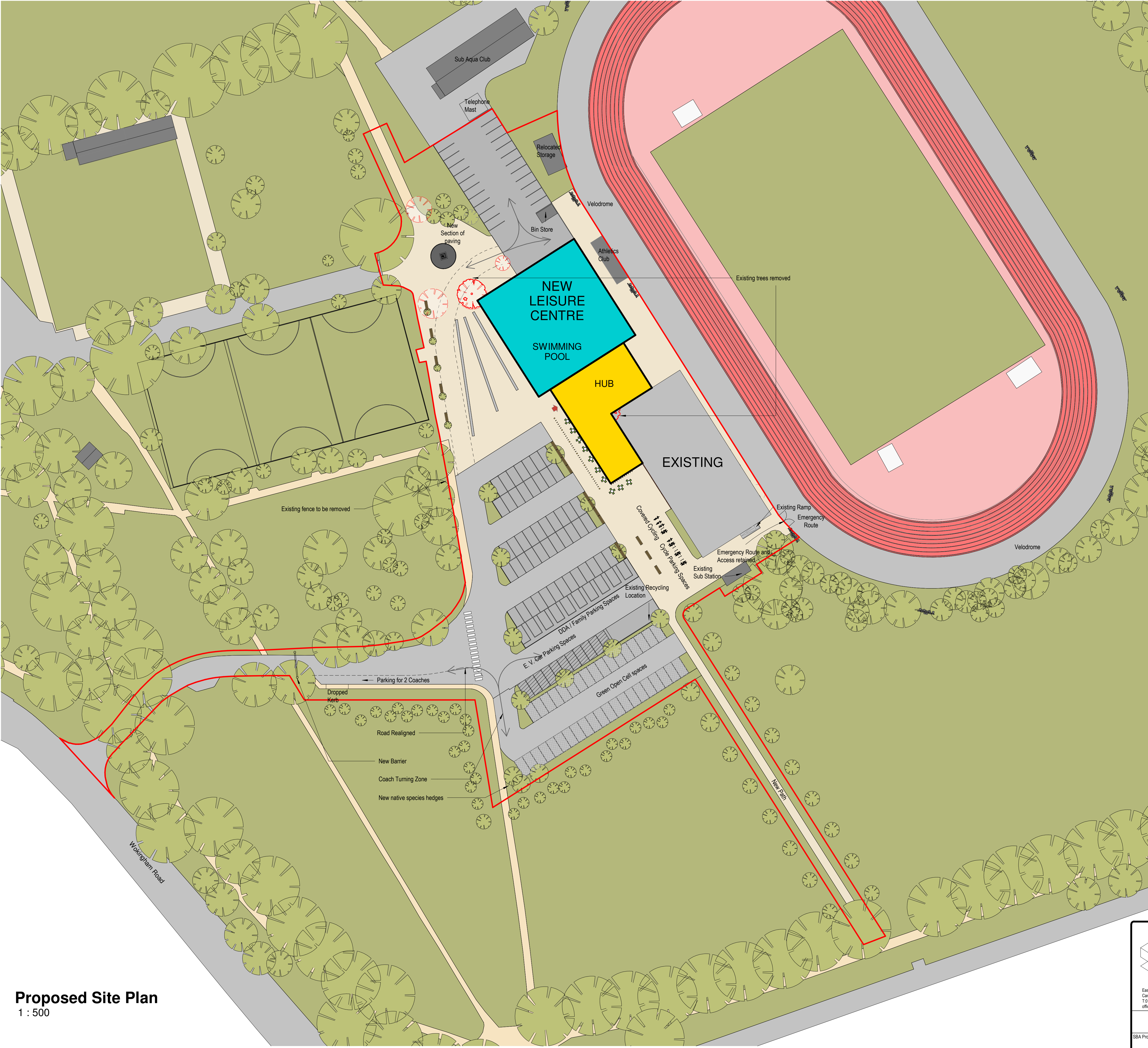
- Town Centre Route**
- Linking Route**
- 4** National Cycle Path
- Busy junction, no cycling facilities, caution advised
- Ready Bike Cycle Hire
- Skate/BMX Park
- Cycle parking facilities
- Park & Ride
- Railway Station

- Cycle Facilities Key (for all route colours)**
- Traffic-free cycle route
 - On-road cycle route/facilities
 - On-road cycle route – one-way street
 - Pedestrian zone



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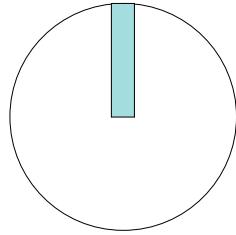
Appendix B Site Layout



Proposed Site Plan
1 : 500

- No. Note
- 1 All dimensions to be verified on site by GENERAL CONTRACTOR prior to any work, setting out or shop drawings being prepared.
 - 2 Drawings not to be scaled. Work to figured dimensions only.
 - 3 © copyright SAUNDERS BOSTON LIMITED. All rights reserved.
This drawing remains the property of SAUNDERS BOSTON LIMITED at all times and may not be reproduced or copied in whole or in part without their prior written consent.
 - 4 This drawing and related specifications are for use only in the stated location.
 - 5 This drawing is to be read in conjunction with all other Consultants drawings and specifications.
 - 6 Drainage has not been surveyed and any/all pipe locations and below ground drainage runs are indicative.
 - 7 It is assumed that all works will be carried out by a competent contractor who will be working, where appropriate, to an approved method statement.

NORTH



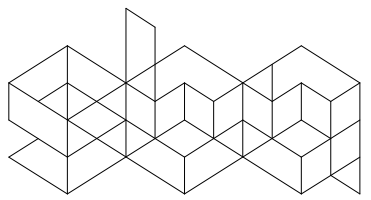
5 0 5 10 15 20 25
SCALE 1:500 m

The existing drawing has been indicatively drawn up and it's not based on survey drawings

Total Car Parking Spaces	131:
• Remarkd Parking Spaces	72
• DDA / Family Spaces	10
• New Green Open Cell Spaces	38
• E.V. Charging Points	11

N	Issued for Information	23/11/20	CW	TZ
M	Cycle Parking Numbers Revised	18/11/20	CW	TZ
L	Bin Store Relocated, Landscaping revised	03/11/20	CW	TZ
K	Issued for Information	26/10/20	CW	TZ
J	Test revised	23/10/20	NNL	TZ
I	Revised to current layout	22/10/20	CW	TZ
H	Revised to current layout	19/10/20	CW	TZ
G	Issued for coordination	08/10/20	CW	ES
F	Issued for information	02/10/20	CW	ES
E	Issued for Information	25/09/20	CW	ES
D	Footpath amended	21/09/20	CW	ES
C	Drawing Updated	09/04/20	CW	ES
B	Revised Car Parking Layout	25/02/20	SBA	
A	Revised to show 6 lane pool	17/01/20		
No.	Revision	Date	Chk.	Auth.

Client: GLL
Job: Reading DBOM Palmer Park Sport Centre
Drawing: Proposed Site Plan



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FOR INFORMATION

SBA Project Code
1789

Drawn AG
Checked CW

Date 02/27/19
Suitability Code **S2**

Scale
1 : 500 @A1

Revision
N

project originator zone level type role number
1789 -SBA-XX-XX-DR-A-5003