

FRAMEWORK TRAVEL PLAN
The Gate Church, The Meadway, Reading

**Engineering, Design and
Surveying Consultants**
from inception to completion

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1.0 Introduction

- 1.1 This Framework Travel Plan has been prepared by Glanville on behalf of The Gate Church in Reading, hereafter referred to as 'the church' to accompany a full planning application for the redevelopment of the site. The proposals include the re-development of the existing church site to provide a larger building incorporating an increased number of seats and additional meeting rooms and office space.
- 1.2 The application site (herein referred to as 'the site') is located at 384 The Meadway within the western Reading suburb of Tilehurst. It is sited within the local authority area of Reading Borough Council (RBC).
- 1.3 This Travel Plan looks to influence behavioural change towards sustainable modes of travel by proposing a package of measures aimed at promoting sustainable travel amongst church users, visitors and staff, with the emphasis being to minimise unnecessary single occupancy car travel and to reduce the existing impact of the on-street parking.
- 1.4 It takes into account the location of the development within Reading and adopts and demonstrates a holistic approach by incorporating information and management measures necessary to address the transport impacts anticipated to arise from the development.
- 1.5 It is considered that this Travel Plan will support the planning application and will be used by the church to inform the development of a summary Travel Plan suitable for issuing to the church community.
- 1.6 Some of the initiatives and travel management mechanisms proposed within this Travel Plan include:
- *Appointment of a Travel Plan Co-ordinator;*
 - *Provision of travel information to both staff and church users; and*
 - *Promotion of walking, cycling and public transport as feasible and realistic alternatives to the private car where appropriate.*
- 1.7 The church fully understands the existing on-street parking concerns of local residents and consequently, recognises the importance of active travel management. It fully supports the implementation of this Travel Plan as part of the planning application and is committed towards ensuring that the Objectives within this Travel Plan are met.
- 1.8 It is important to understand that the success of this Travel Plan relies on its continual development and ability to adapt to changing circumstances. This Travel Plan should therefore be seen as a 'dynamic strategy' to influence and change the travel behaviour of all current and future users of the church building.

2.0 Travel Management and Policy Context

- 2.1 The concept of travel management aims to reduce the demand for and volume of unnecessary travel undertaken by single occupancy vehicles. It also aims to improve conditions and choice for pedestrians, cyclists and those using public transport.
- 2.2 The Government continues to demonstrate a commitment towards Sustainable Development across England with revisions to National & Regional Planning Guidance confirming the current importance placed on travel management.
- 2.3 The Government sets out its policy for the future of transport in ‘The Future of Transport White Paper: A Network for 2030’. It states that a transport network is needed that can meet the challenges of a growing economy and the increasing demand for travel, but can also achieve their environmental Objectives. This means coherent transport networks with:
- *Both walking and cycling as a real alternative for local trips;*
 - *Bus services that are reliable, flexible, convenient and tailored to local needs;*
 - *The rail network providing a fast, reliable and efficient service, particularly for inter urban journeys and commuting into large areas;*
 - *The road network providing a more reliable and freer flowing service for both personal travel and freight, with people able to make informed choices about how and when they travel; and*
 - *Both seaports and airports providing international and domestic links.*
- 2.4 Reference has also been made to the National Planning Policy Framework (NPPF). The Objectives of the NPPF (July 2018) are to integrate planning and transport at the national, regional, strategic and local levels in order to:
- Balance transport systems in favour of sustainable transport modes;
 - Promote accessibility to jobs, shopping, leisure facilities and services by public transport, walking and cycling;
 - Promote social interaction and support healthy lifestyles through the provision of street layouts with good pedestrian and cycling connections between neighbourhoods;
 - Ensure safe and suitable access to the site can be achieved by all people; and
 - Minimise the length of routes to key facilities such as primary schools and local shops.
- 2.5 The NPPF also identifies that transport issues should be considered from the earliest stages of a project, such that:
- Potential impacts on transport networks can be addressed;
 - Opportunities from existing or proposed transport infrastructure can be realised;
 - Opportunities to promote walking, cycling and public transport use are identified and pursued;
 - The environmental impacts of the traffic and transport infrastructure can be identified, assessed and taken into account; and
 - High quality places can be designed once the patterns of movement, streets, parking and other transport issues have been considered.
- 2.6 The Policy document also states that planning applications should:

- Support the appropriate mix of uses and within larger sites, minimise the number and length of journeys needed for employment, shopping, leisure, education and other activities;
- Actively involve the local highway authorities and other transport infrastructure providers such that strategies for supporting sustainable transport are aligned;
- Identify and protect routes which are critical in developing infrastructure to widen transport choices; and
- Provide high quality walking and cycling networks and supporting features such as cycle parking.

2.7 Likewise developments should also ensure:

- Appropriate opportunities to promote sustainable transport modes can be taken up, given the type of development and its location;
- Safe and suitable access can be achieved for all users; and
- Any significant impact on capacity and congestion or on highway safety can be mitigated.

2.8 Whilst opportunities to maximise sustainable travel use should be actively encouraged, the NPPF recognises that these opportunities will vary between urban and rural areas.

2.9 As with the previous version of the NPPF, developments should only be refused on highway grounds if there is an unacceptable impact on highway safety or the residual cumulative impacts are severe. Therefore developments should:

- Give priority to pedestrians and cyclists;
- Address the needs of people with disabilities;
- Create places that are safe, secure and attractive;
- Allow the efficient delivery of goods; and
- Be designed to enable the charging of plug-in and ultra-low emissions vehicles in safe, accessible and convenient locations.

2.10 The NPPF further states that a key tool to facilitate the above will be through a Travel Plan given that the development will generate additional traffic movements to and from the site.

2.11 Guidance provided by the Department for Transport (DfT) and Reading Borough Council's (RBC) planning policy has also been adhered to in the development of this Travel Plan. The requirements for a Travel Plan and the need to encourage sustainable transport use are also set out within the following Local Policies and guidance:

- Berkshire Structure Plan 2001 to 2016 – Policies DP1, DP2, T1 and T4;
- RBC's Core Strategy (January 2015) – Policies CS4, CS20 and CS23;
- RBC's Emerging Local Plan (May 2017) – Policies TR1, TR4 and OU1;
- DfT 'Making Residential Travel Plans Work: Good Practice Guidelines for New Development' (2005); and
- DfT 'Good Practice Guidelines: Delivering Travel Plans Through the Planning Process' (2009).

3.0 Site Location and Development Description

Site Location

- 3.1 The Gate Church is located at 384 The Meadway within Tilehurst, a western suburb of Reading. The postcode for the site is RG30 4NX. The site consists of a single building with a 36 space car park and is accessed off The Meadway, with a separate access off Keswick Close to the north of the site. The location of the site is shown in Figure 1.

Development Description

- 3.2 The proposed church building has a GFA (Gross Floor Area) of 995sqm. This is an increase of 97% when compared to the existing building's GFA of 505sqm. The existing church has seating for 300 worshippers but the proposed building will increase the amount of seating to 384, or a net increase of 84 seats.
- 3.3 There are nine members of staff employed on the site, with only two being full time and the remaining seven part time. Out of the part time members of staff only two are actually based at the church. The church office is open between 9am and 2pm Monday to Friday.
- 3.4 The existing vehicular access to the site will be retained with an improved car park being provided.
- 3.5 The internal road network will take the form of a shared surface with speeds being restricted by the narrow access road and the car park to provide safe routes for pedestrians and cyclists. Pedestrians and cyclists are able to access the site via The Meadway and Keswick Close.

Vehicle Parking

- 3.6 The existing car park has marked spaces for 36 vehicles, however, the poor layout of the carpark, makes some of these spaces unusable due to small spaces and narrow parking aisles. Parking surveys over five Sundays indicated that on average 28 vehicles utilised the car park. The site visit on Sunday 7th October 2018 showed that two minibuses served the site and these have been included within the vehicles using the car park.
- 3.7 The Reading Borough Council parking standards identifies a maximum parking provision allowable for places of worship within accessibility zone 3, namely one parking space for every eight fixed seats and/or one space for every 16sqm if the building is an open church hall. As the seating will be movable, a maximum of 37 spaces should be provided based on 595sqm of useable space (i.e. excluding storerooms, corridors and toilets).
- 3.8 In total 30 parking spaces will be provided within the car park equating to 28 car spaces and two minibus spaces. The dimensions of the car park provided in accordance with Manual for Streets to ensure that all of the spaces are usable. This provides spaces for two more vehicles than the average number of vehicles currently using the car park.
- 3.9 It is understood that local residents have raised concerns about the level of on-street parking during services and events. The church is committed to working with the local community to minimise their impact and have been undertaken studies in order to identify initiatives which could be implemented. It is understood that a Travel Survey undertaken by the church indicates that 91% of responses to the survey indicated that they would be

willing to park away from the church provided that suitable locations are identified and that church leaders specifically request that people avoid parking on The Meadway and Keswick Close.

- 3.10 This Travel Plan will play an important part in minimising the amount of private car usage associated with the site and therefore the impact of parking.

Cycle Parking

- 3.11 Cycle parking at the development will be provided in excess of the Reading Borough Council Parking Guidance. Consequently, twenty cycle spaces will be provided. This exceeds the required twelve spaces identified within the RBC's Parking Standards document for the usable floor space of 595sqm (this excludes the store rooms and the toilets).

4.0 Site Sustainability

4.1 In order to gain an understanding of the factors that influence individual choice of travel, and to therefore tailor this Travel Plan to the specific context of the development site, an assessment of the local environment has been undertaken. This section of the Travel Plan appraises the accessibility of the site by sustainable modes of travel including walking, cycling and public transport.

4.2 The site is located within a residential suburb of west Reading, namely Tilehurst. Consequently, the site is surrounded by good pedestrian infrastructure and is on a public transport route. There is an existing concern about the level of on-street parking which has been raised by the local community and consequently, this Travel Plan has been developed to reduce the need to travel by single occupancy vehicle thereby minimising the amount of parking required.

Walking

4.3 It is generally considered that 2 kilometres is an acceptable distance to walk to work or nearby facilities and amenities (see Figure 2). This distance is illustrative and approximate and will vary by individual according to their personal mobility and fitness. It will also be influenced by their perception and prejudices on such factors as local topography and attitude towards particular travel modes.

4.4 As the church is located within a residential area, it is well served by pedestrian footways. These footways provide connections to the rest of Reading, south of the Thames, and its suburbs. Consequently, the site is within walking distance of a number of residential areas including Tilehurst, Churchend, Horncastle, Calcot and Little Heath:

4.5 In the vicinity of the site, the footways on The Meadway are 2m wide, with the footway on the Meadway being separated from the live carriageway by a 2.2m wide verge. To the east of the site this verge widens out to 8.5m after 30m but then narrows down again to 2.2m. The footways on Keswick Close are also 2m wide.

4.6 There is a 2.5m wide alley approximately 22m to the west of the egress to the car park which connects Keswick Close to The Meadway circa 113m to the west of the site.

4.7 There is an uncontrolled crossing on the Meadway adjacent to the site access which has dropped kerb provision but no tactile paving. There are no controlled pedestrian crossings in the vicinity of the site, with the nearest controlled crossing, a zebra crossing, being located at the Park Lane / Mayfair mini-roundabout, 600m north of the site.

Public Rights of Way

4.8 There are no dedicated public rights of way in the vicinity of the site.

Cycling

4.9 It is generally considered that 5 kilometres is an acceptable distance to cycle to the church or nearby facilities and amenities (see Figure 3). This covers the whole of western Reading and neighbouring towns / villages such as Theale and Pangbourne. This distance is also illustrative and approximate, will vary by individual according to their personal mobility and

fitness, and will be influenced by their perception and prejudices on such factors as local topography and attitude towards particular travel modes.

4.10 It is considered that the following residential areas are within a 5km cycling distance of the church:

- | | |
|----------------------|--------------------|
| - Calcot | - Northcot |
| - Caversham | - Pangbourne |
| - Central Reading | - Purley on Thames |
| - Churchend | - Reading West |
| - Green Park Village | - Southcote |
| - Horncastle | - Theale |
| - Little Heath | - Tilehurst |

4.11 Whilst there is no dedicated cycle infrastructure located in the immediate vicinity of the site, Reading Cycle Route 50 is situated on The Meadway to the east of the site, which then connects to School Road in Tilehurst via St Michaels Road and continues to Little Heath School. This route provides a cycle route between the site and Reading town centre. This route is on road with no cycle lanes provided.

4.12 In addition to Route 50, there are linking routes along Church End Lane and Westwood Road. These connect Route 50 to Route 5 to the north of the site which connects Purley on Thames with central Reading via Oxford Road in Tilehurst.

4.13 An online cycle map is available at www.reading-travelinfo.co.uk whilst a copy has been provided within Appendix A.

Regional and National Cycle Network

4.14 The nearest national cycle route is situated 2.1km to the south of the site, along the River Kennet to the south of the A4 Bath Road. This is route 4 which connects Reading to Theale and then continues onto London, Bath, Bristol and Swansea. This route connects to the site via Park Lane or Burghfield Road.

Public Transport

4.15 The site is well located to and within a short walking of various bus routes and within reasonable cycling distance of three railway stations. These are summarised below:

Buses

4.16 The nearest bus stops to the site are located on The Meadway, with a set to the west situated approximately 165m from the site access with the eastern set being located 265m to the east. In addition to these stops, there is a further set of stops on St Michaels Road, around 298m to the north via Keswick Close.

4.17 The eastern stops on The Meadway provide connections to bus routes 15, 15a, 15T and F23 whilst routes F23 and 15a also stop to the west of the site. Bus routes 15, 15a and 15T also serve St Michaels Road and these stops only have a timetable but no seating or shelters. At the Meadway stops, the eastbound stops include a shelter, seating and timetables, whilst the westbound stops do not include shelters.

- 4.18 There are further stops on The Meadway situated approximately 620m east of the site which provides access to bus route 33.
- 4.19 A summary of the bus services in the vicinity of the site is outlined within Table 4 below whilst a bus map has been provided within Appendix B.

Table 1: Summary of Local Bus Services – Correct as of April 2019

Bus No.	Route	Frequency		
		Weekday	Saturdays	Sundays
15, 15A, 15T (Reading Buses)	Calcot, The Water Tower, Tilehurst Triangle, Dee Road Fire Station, Pond House, Reading town centre	2 per hour	2 per hour	2 per hour
33 (Reading Buses)	Reading town centre, Tilehurst Road, Tilehurst Triangle, Stratford Way, Hildens Drive	4 per hour	4 per hour	2 per hour
F23 (Reading Buses)	Theale, Tidmarsh, Pangbourne, Purley on Thames, Tilehurst Meadway, Prospect Park, Coley Avenue and Madejski Stadium	No Services	1 return service a day	No services

- 4.20 The Reading Buses website (www.reading-buses.co.uk) provides live journey information for all bus routes whilst live bus information is available via passenger's mobile phones at each of the bus stops. In addition to the live journey information, the website also provides a bus journey planner.
- 4.21 There are numerous ways to purchase a bus ticket in Reading including using a smartcard which can be topped up online or using cash or contactless cards on the day either on the bus or online in advance.
- 4.22 Prices for the above tickets are available on the Reading Buses website.

Rail

- 4.23 The proposed development is situated close to three railway stations. These stations are:
- Tilehurst Station – 2km north of the church;
 - Theale Station – 3.4km south west of the church; and
 - Reading West Station – 4.6km east of the site.
- 4.24 Tilehurst railway station is sited approximately 2km north of the site and is approximately a 2.7km, or 35 minute walk from the development via Kentwood Hill, School Road and Mayfair. It is therefore considered to be just outside of the reasonable walking distance of 2km but within a reasonable cycling distance.
- 4.25 The station is operated by Great Western Railway and provides rail services to the following locations:

- Reading – hourly on a Sunday and 4 per hour during the week
 - London Paddington – hourly on a Sunday and 4 per hour during the week
 - Didcot Parkway – hourly on a Sunday and 3 per hour during the week
 - Pangbourne - hourly on a Sunday and 3 per hour during the week
- 4.26 The station has parking space for 110 cars and is open 24 hours a day seven days a week, whilst there are 20 cycle spaces at the front of the station. The facilities include waiting rooms, ticket machines, toilets a coffee shop, a taxi rank and drop-off spaces. Similarly, the station has a ticket office which is open during the following hours:
- Monday to Friday – 06:25 to 12:55;
 - Saturday – 07:00 to 13:30; and
 - Sunday – Closed.
- 4.27 Theale railway station is located around 3.4km south west of the site and is a 4.5km cycle from the development. The station is operated by Great Western and provides rail services to the following locations:
- Reading – hourly on a Sunday and 2 per hour during the week
 - Reading West – hourly on a Sunday and 2 per hour during the week
 - Newbury – hourly on a Sunday and 3 per hour during the week
 - Thatcham – hourly on a Sunday and 3 per hour during the week
 - Aldermaston – every two hours on a Sunday and 2 per hour during the week
- 4.28 The station has a 216 space car park and 8 cycle spaces. These are open 24 hours a day, seven days a week. It has limited facilities with only shelters on the platforms and a ticket machine. There is a ticket office at the station which is open during the following hours:
- Monday to Friday – 06:30 to 13:00;
 - Saturday – 07:00 to 13:30; and
 - Sunday – Closed.
- 4.29 Reading West railway station is located around 3.3km east of the site and is a 3.9km, or a reasonable cycling distance from the development via The Meadway. The station is operated by Great Western Railway and provides train services to the same destinations and at the same frequencies as Theale Station.
- 4.30 There is no car park or cycle parking at the station and as with Theale, there are limited facilities with just a ticket machine and platform shelter. There is a ticket office at the station which is open during the following hours:
- Monday to Friday – 06:30 to 10:45; and
 - Saturday and Sunday – Closed.

5.0 Travel Plan Co-ordinator

- 5.1 It is recommended that the church appoints a Travel Plan Co-ordinator (TPC), who will be responsible for monitoring the performance of the Travel Plan. The TPC could be a member of the church's leadership team, office staff or even a volunteer from the church community.
- 5.2 It is anticipated that the TPC will be a part time role and they will be responsible for overseeing the implementation of this Travel Plan and its day-to-day operation, whilst liaising with Reading Borough Council (RBC) and the staff and worshippers of the church. The TPC will also manage the Travel Plan initiatives and review its progress regularly.
- 5.3 As the TPC will be the key driving force of this Travel Plan and therefore integral to its success, it is considered that they are appointed early on in the development process.
- 5.4 The TPC will have the responsibility to:
- Oversee the development and implementation of this Travel Plan;
 - Either provide all staff, worshippers and visitors with copies of the Travel Plan, or raise awareness of the Plan and provide a copy when requested;
 - Ensure that local travel and transport information is available within the church or on the website and is kept up to date;
 - Act as point of contact for worshippers, staff and visitors requiring travel information;
 - Undertake annual travel and parking surveys to monitor the effectiveness of Travel Plan measures;
 - Liaise with the Travel Plan Officer at RBC as and when required;
 - If required, provide annual reports to RBC giving updates on the Travel Plan, its measures and its effectiveness;
 - Submit a revised Travel Plan which shows the actual mode split and revised Targets for Years 1, 3 and 5 to RBC for their approval within 1 month of the annual Travel Survey; and
 - Organise a regular meeting with the local residents to identify early on any ongoing concerns regarding parking, update the community on any new initiatives and to develop potential solutions to any concerns.
- 5.5 Once appointed, the TPC will provide their name and contact details including address, telephone number and email address to the Travel Plan Officer at RBC. This could be via the Gate Church office. Contact details of any subsequent TPC will also be provided as and when required.
- 5.6 The TPC will provide a progress report as to the performance of this Travel Plan to RBC no less than once every year throughout the monitoring period.

6.0 Travel Plan Framework

- 6.1 This Travel Plan aims to reduce single occupancy car travel to and from the Gate Church site and to reduce the impact of off-site parking on the local community in the vicinity of the church. This will be achieved by encouraging church users, staff and visitors to the site to use sustainable transport in the following order of priority – walking, cycling, public transport and car sharing for all trips to and from the site.
- 6.2 The Objectives of this Travel Plan are set out below, in paragraph 6.4, and to ensure that these are achieved, it is proposed that various initiatives will be implemented. Whilst the progress of the Travel Plan towards meeting these objectives will be assessed against identified targets. Regular monitoring of this Travel Plan will provide a means to establish the extent to which the targets have been met and to identify regular updates to the document and initiatives.
- 6.3 Progress of this Travel Plan will be assessed by the Travel Plan Co-ordinator (TPC). Further details regarding the role and responsibilities of the TPC are set out within Section 5 of this Travel Plan.

Objectives

- 6.4 The Objectives of this Travel Plan are as follows:
- a) Reduce car dependency;
 - b) Optimise car occupancy;
 - c) Manage travel demand as efficiently as possible;
 - d) Promote opportunities for access by non-car modes;
 - e) Provision of appropriate on-site facilities to encourage walking and use of cycles;
 - f) To establish walking and cycling, and public transport use, as realistic alternatives to single occupancy car use for journeys taken by users of the site;
 - g) To be acceptable to the local authority and to church users and visitors;
 - h) To create awareness of the benefits of sustainable travel to the local and wider environment and community; and
 - i) To be on-going and adaptive, to monitor impacts, to learn from experience and, above all, be proactive in identifying and mitigating any parking issues / concerns.

Initiatives

- 6.5 It is anticipated that the majority of initiatives that could be implemented by the church relates to promotion of non-car travel modes whilst encouraging users to consider using these alternatives modes. Consequently, it is considered that it will be vital for the church to get maximum involvement and engagement with the worshippers, staff members and visitors to the site in order to achieve these objectives. This should therefore be actively sought by the TPC.

6.6 It is acknowledged that different people will respond to different measures and some may not react to any, particularly as many users of the church will be elderly, have poor mobility, will be families with young children or will be travelling from outside of Reading. With this being the case, a range of initiatives and travel management mechanisms have been identified within this Travel Plan. It is proposed that these measures will be introduced as required and amended as necessary in consultation with BCC. The Travel Plan should therefore be considered as being a 'dynamic strategy'.

6.7 The local bus routes should be promoted, in conjunction with the different sustainable modes to access them, in order to encourage residents to travel by train and bus, both local to the site and those further afield.

Targets

6.8 A compulsory requirement of a Travel Plan is to set a number of targets for 1, 3 and 5 years after the re-development to assist in meeting the objectives identified within paragraph 6.4. This will enable the progress of the Travel Plan to be regularly reviewed to ensure that it remains current and is having a beneficial impact on the private car use.

6.9 A Travel Survey was undertaken in October 2018 which generated responses from 36 people, or 14% of attendees. This survey identified the following the modal shares:

Table 2: Existing Modal Shares (based on 36 responses or 14% of attendees)

Travel Mode	Responses	Mode Share
Car or similar	29	80.6%
Minibus	2	5.5%
Public Transport	2	5.5%
Walking	2	5.5%
Cycling	1	2.8%

6.10 This survey, however, was developed to identify solutions to the parking concerns and it is considered therefore that the majority of people who responded were car drivers which skewed the results, as shown by the low percentage of people who walked to the church. Consequently, the targets have been based on the observed parking across five Sunday mornings.

6.11 In order to set appropriate targets the existing modal share has been identified based on the parking surveys undertaken in July, September, October 2018 and February 2019 and undertaken during the Sunday 11am services. The results of these parking surveys were as follows and the results have been included within Appendix C:

- 22 July 2018 – 42 parked vehicles;
- 29 July 2018 – 32 parked vehicles;
- 09 September 2018 – 38 parked vehicles;
- 30 September 2018 – 41 parked vehicles;

- 07 October 2018 – 47 parked vehicles and
- 10 February 2019 (wet weather survey) – 44 parked vehicles.

6.12 The parking survey indicates that currently there is an average of 41 vehicles associated with the church at a typical 11am service on a Sunday. This represents 14% of the existing capacity of 300 worshippers and reflects that many attendees of the services are family groups or friends who already car share. Consequently, the existing mode share associated with the church is as follows:

- A 'Single Occupancy Vehicle: Sustainable Transport Mode' split of 14% : 86%.

6.13 The proposed car park will have space for 30 vehicles. Consequently it is considered that the proposed Travel Plan targets should reflect all of these spaces being utilised with no off-site parking being undertaken. As the church will have space for 384 worshippers, the 30 parking spaces accord to 8% of worshippers driving (30 vehicles), compared to the existing 14% (41 cars).

6.14 The following targets have therefore been set to reduce single occupancy vehicle use as a way to travel. It is important to note that the following targets are only provisional at this stage and more detailed targets will be set as soon as the results of the initial Travel Survey to establish an accurate baseline transport modal split, reflecting the increase in the number of seats, are known.

6.15 The provisional targets for the end of Years 1, 3 and 5 for each phase of the development are therefore shown in Table 3.

Table 3: Provisional Travel Targets for the end of Years 1, 3 and 5

Mode of Transport	Predicted Baseline	Target – End of Y1	Target – End of Y3	Target – End of Y5
Single Occupancy Vehicle	14%	11%	9%	8%
Sustainable Transport Mode	86%	89%	91%	92%

6.16 The provisional Targets set out above will be reviewed and amended where necessary in consultation with the church and RBC, following the collation of the results of the initial Travel Survey after the increase in the size of the church.

Monitoring

6.17 To understand the extent to which the initiatives are contributing towards achieving the objectives and targets of this Travel Plan, a potential monitoring structure has been identified. However, it is considered that the actual extent of monitoring should be agreed with RBC due to the church being a community building with the majority of users travelling to and from the site only on a Sunday.

6.18 This potential monitoring structure is as follows:

- An initial review for all travel modes will be undertaken within three months of the first occupation of the new church building to provide the information base for revised modal split targets and for the future monitoring of this Travel Plan.

- b) An annual multi-modal travel survey and parking survey will be undertaken to identify the impact of the Travel Plan and whether the initiatives and measures are having a beneficial impact. A report setting out the results of these surveys will be submitted to RBC within one month of the surveys being undertaken and will identify whether the provisional or revised targets have been met and whether the church has identified any plans for remedial measures.
- c) Where the targets within this Travel Plan are not being met, further promotion of sustainable travel modes and car sharing and the continued promotion of this Travel Plan will be undertaken to all church users including visitors and members of staff.

6.19 Given that this Travel Plan is a 'dynamic strategy' which will continually evolve through the monitoring period, it is expected that the targets set out within Table 3 will be revised and updated over time. Any future amendments to this Travel Plan and any new targets will be agreed by both the church and RBC in writing and complied with thereafter.

7.0 Measures and Initiatives to Encourage Sustainable Transport

- 7.1 It is considered that the Travel Plan Co-ordinator (TPC) could be a member of the church's leadership team, office staff or even a volunteer from the church community. They will be responsible for the implementation, management and monitoring of the Travel Plan over its lifetime. Promotion of the Travel Plan and the provision of information to the church users will also be undertaken by the TPC.
- 7.2 It is also anticipated that the TPC will also act as a point of contact for church users who require information on how to reduce single occupancy car use including the promotion of car sharing. They will also monitor the take-up of the identified initiatives and will liaise with RBC as and when required. Further details regarding the roles and responsibilities of the TPC are provided within Section 5 of this document.
- 7.3 The TPC should also encourage users of the building to inform them of new initiatives and promotional ideas that could be implemented in order to reduce private car usage. They should also set up regular on-going meetings with the local residents in order to identify concerns about parking at an early stage.
- 7.4 This section outlines the different measures and initiatives that the church can implement in order to reduce private car usage and encourage sustainable travel to and from the site.

Information and Promotion

- 7.5 If this Travel Plan is to work as effectively as possible, it is important that all the initiatives and targets are well promoted to all church users, staff and visitors. This will ensure that the momentum of its implementation is maintained. Consequently, it is recommended that the church provides all users of the building with either a copy of the Travel Plan or a summary leaflet
- 7.6 As the church is a community building and involves the majority of users only travelling to and from the site on a weekly basis implementing It is therefore considered that regular promotion, encouragement and provision of reliable and up to date information is a vital aspect in reducing private car use.
- 7.7 Consequently, potential promotional initiatives that could be considered by the church include the following:
- Providing a notice board within the new church setting out public transport information concluding routes and timetables and maps of the local area with example walking and cycling distances marked on them;
 - Providing hard copies of the public transport routes and timetables which can be taken away by all worshippers and visitors to the church;
 - Provision of a leaflet to all users of the church and staff members highlighting the health, fitness and social benefits, as well as the environmental benefits, of the various travel alternatives to driving;
 - Providing a dedicated travel section on the website which confirms the church's commitment to reducing private car usage whilst providing information on the

different non-car travel options available to the building users. This could include the following:

- Downloadable maps
 - Cycling and public transport information for example:
 - a) Reading Cycle Map (www.reading-travelinfo.co.uk); and
 - b) Reading Buses (www.reading-buses.co.uk).
 - Links to journey planners including
 - a) CycleStreets (www.cyclestreets.net);
 - b) Walkit website once Reading has been added (walkit.com/);
 - c) Reading Buses (www.reading-buses.co.uk);
 - d) Travelline (www.travelline.info);
 - e) Travelline South East (www.travelinesoutheast.org.uk);
 - f) The Trainline (www.thetrainline.com)
 - g) National Rail Enquiries (www.nationalrail.co.uk); and
 - h) Great Western Railway (www.gwr.com).
 - In addition to the above a link can be provided to the travel section on the Reading Borough Council website (www.reading.gov.uk/transport)
- Organisers of groups who book the meeting rooms or who organise events within the church itself should promote the travel options available to all of attendees and continue to do so for all new attendees;
 - Similarly, if weddings will take place at the site, the church could encourage the event organisers to promote car sharing to their guests. Alternatively, consideration could be given to encouraging the organisers to bus the wedding guests from the reception venue in buses or minibuses to minimise the impact of parking at the site.

Walking & Cycling

- 7.8 The church should encourage all worshippers and staff who live within a reasonable walking distance of 2km and have good mobility, to walk to and from the church. They could also highlight the health, fitness and social benefits, as well as the environmental benefits, of walking and cycling. Potentially the church could organise ‘thank you events’ for those people who walk or cycle to the church or provide a discount or free goods from the café.
- 7.9 It is suggested that the church could consider giving out maps to show the shortest routes between the church and individual’s homes, along with journey times based on a 80m per minute walking speed.
- 7.10 The church could also consider setting up a walking group who could meet up weekly or monthly for social walking trips either during the week or weekend. This will get participants used to walking for longer distances, thereby providing additional encouragement in walking to and from the church on a regular basis.
- 7.11 Similarly, the church could also consider setting up groups of worshippers who are willing to walk on at least an occasional basis. They could then encourage worshippers to walk at least once a month on a staggered basis in order to assist in reducing the volume of parked cars in the surrounding area.

- 7.12 To encourage cycling, the church will provide cycle parking and could potentially provide the contact details for local cycle training providers and Bicycle User Groups (BUG) for example Reading Cycling Club and Cycling UK Reading.

Public Transport

- 7.13 In addition to the promotion initiatives identified earlier within this section, the TPC could encourage church users to provide feedback on the local public transport provision which they can then forward onto the relevant public transport companies and Reading Borough Council. Examples include bus stop improvements or potential journey time improvements.
- 7.14 Similarly, the TPC can provide personalised journey planning to those users who wish to utilise public transport to access the church.

Car Use

- 7.15 The church leadership and the TPC should actively promote car sharing amongst the church users and visitors to the site. It is considered that the leadership will be well placed to identify potential lift sharers and would have an authoritative voice for encouraging worshippers to car share.
- 7.16 Currently, the site is served by two minibuses. These minibuses provide a service between various different locations and the church. As dedicated minibus parking will be provided, consideration could be given to expanding the areas served or providing additional minibus services picking up worshippers from additional locations around the area. This will reduce the number of private car journeys to and from the site. The feasibility of this service would require further investigation as it would result in limited flexibility for worshippers who wish to arrive and depart at different times.
- 7.17 Similarly, users of the meeting rooms can be encouraged to car share on a regular basis in order to reduce the stress on the car park.

On-street Parking

- 7.18 If people continue to use their car, it is considered that the leadership will be well placed and would have an authoritative voice for encouraging worshippers to park in certain locations. They could personally request people not to park on Keswick Close and The Meadway and provide alternative parking options such as those outlined in the accompanying Transport Statement.
- 7.19 If required, the church could consider working with RBC to implement parking restrictions on The Meadway in the vicinity of the site, although care would be required not to displace parking onto Keswick Close.

8.0 Action Plan

8.1 To enable an assessment to be made as to the success of this Travel Plan, the Action Plan below links the Measures & Initiatives with the Objectives in paragraph 6.4 to ensure they have been met.

Table 4: Action Plan

Measures & Initiatives	Objectives (see paragraph 6.4)	Timescale	Responsibility
Nominate a TPC	c	At least 3 months prior to first occupation of the new building	The Gate Church
Undertake a Travel Survey to establish transport mode share	c and i	Within 3 months of first occupation and annually thereafter for a minimum of 5 years	TPC
Produce a revised Travel Plan which shows actual transport modal split and revised Targets for Years 1, 3 and 5 for each phase of the development	c and i	Within 1 month of Travel Survey	TPC
Promote & Publicise agreed Travel Plan	d, f, h and i	Prior to first occupation	TPC
Set up notice boards and display travel maps and information	d and h	Upon first occupation and on-going	TPC
Provide a dedicated travel section on the church's website	d and h	Prior to first occupation and on-going	TPC and the church
Walking and Cycling			
Encourage church users to car share, walk, cycle or use public transport rather than drive alone	a, b and f	Prior to first occupation and on-going	TPC
Provide information on walking	d and f	Prior to first occupation and on-going	TPC
Provide information on cycling	d and f	Prior to first occupation and on-going	TPC

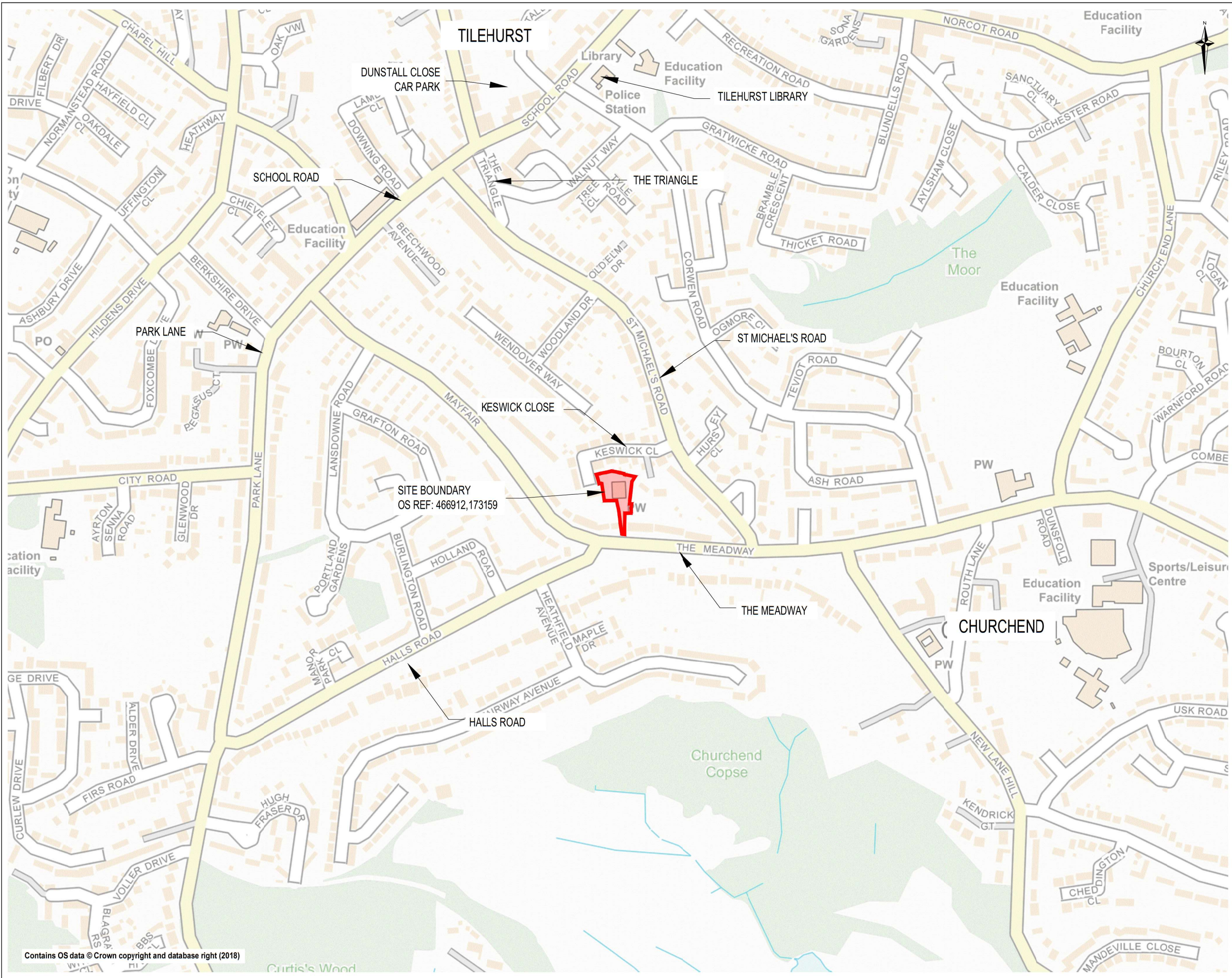
Measures & Initiatives	Objectives (see paragraph 6.4)	Timescale	Responsibility
Public Transport			
Provide information on public transport	d and f	To be included on noticeboard and website and regularly updated on an on-going basis	TPC
Provide assistance to church users with personalised journey planning	a, d, f and h	Prior to first occupation and on-going	TPC
Car Use			
Identify potential car sharers and encourage amongst church users	b	Prior to first occupation and on-going	TPC

- 8.2 These timescales have been put in place to ensure that the best endeavours are made to meet the overall objectives and the targets for single occupancy vehicle use. The results from the initial Travel Survey will give this Travel Plan the flexibility it requires to adjust to meet new targets and overcome specific barriers identified in the future.

9.0 Summary

- 9.1 This Travel Plan aims to reduce single occupancy car travel so as to maximise the number of journeys made using alternative transport modes and reduce on-street parking associated with the re-developed Gate Church at 384 The Meadway in Reading.
- 9.2 The Gate Church recognises the importance of active travel management and the importance of minimising on-street parking. They fully support the implementation of this Travel Plan to cover the development site and is committed towards ensuring the objectives within this Travel Plan are met.
- 9.3 In order for this to be achieved, it is recommended that the measures identified within this Travel Plan are implemented as soon as is relevant and practical, while progress of the Travel Plan will be monitored and the Initiatives contained will be amended as necessary in consultation with the Reading Borough Council.
- 9.4 The Travel Plan Initiatives are flexible and capable of being modified at any stage in response to operational experience. The initiatives highlighted in this version of the Travel Plan actively seek to achieve the desired mode shift of the development and will therefore be regularly monitored and appraised to assess their effectiveness. This Travel Plan should therefore be considered a 'living document'.

Figures



KEY

THE GATE CHURCH SITE

FOR INFORMATION ONLY

FIGURE 1

11	FIRST ISSUE	23/11/18	DK	HG
Rev.	Description	Date	Chkd	

**Glanville**
3 Grovelands Business Centre
Boundary Way
Hemel Hempstead, Herts. HP2 7TE
Tel: (01442) 835999 Fax: (01442) 258924
postbox@glanvillegroup.com www.glanvillegroup.com

Client :
THE GATE CHURCH, READING

Project :
THE GATE CHURCH, READING

Title :
SITE LOCATION

Project Engineer :	DK	Scale :	15,000 @ A3
Project Director :	HG	Date :	SEPT 2018
Status :	INFORMATION		

Drawing No. 4180484-SK006

Rev 11



KEY

 THE GATE CHURCH SITE

 AREA WITHIN ACCEPTABLE WALKING DISTANCE (2km)

FOR INFORMATION ONLY

FIGURE 2

11	FIRST ISSUE	23/11/18	DK	HG
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Rev	Description	Date	Chkd
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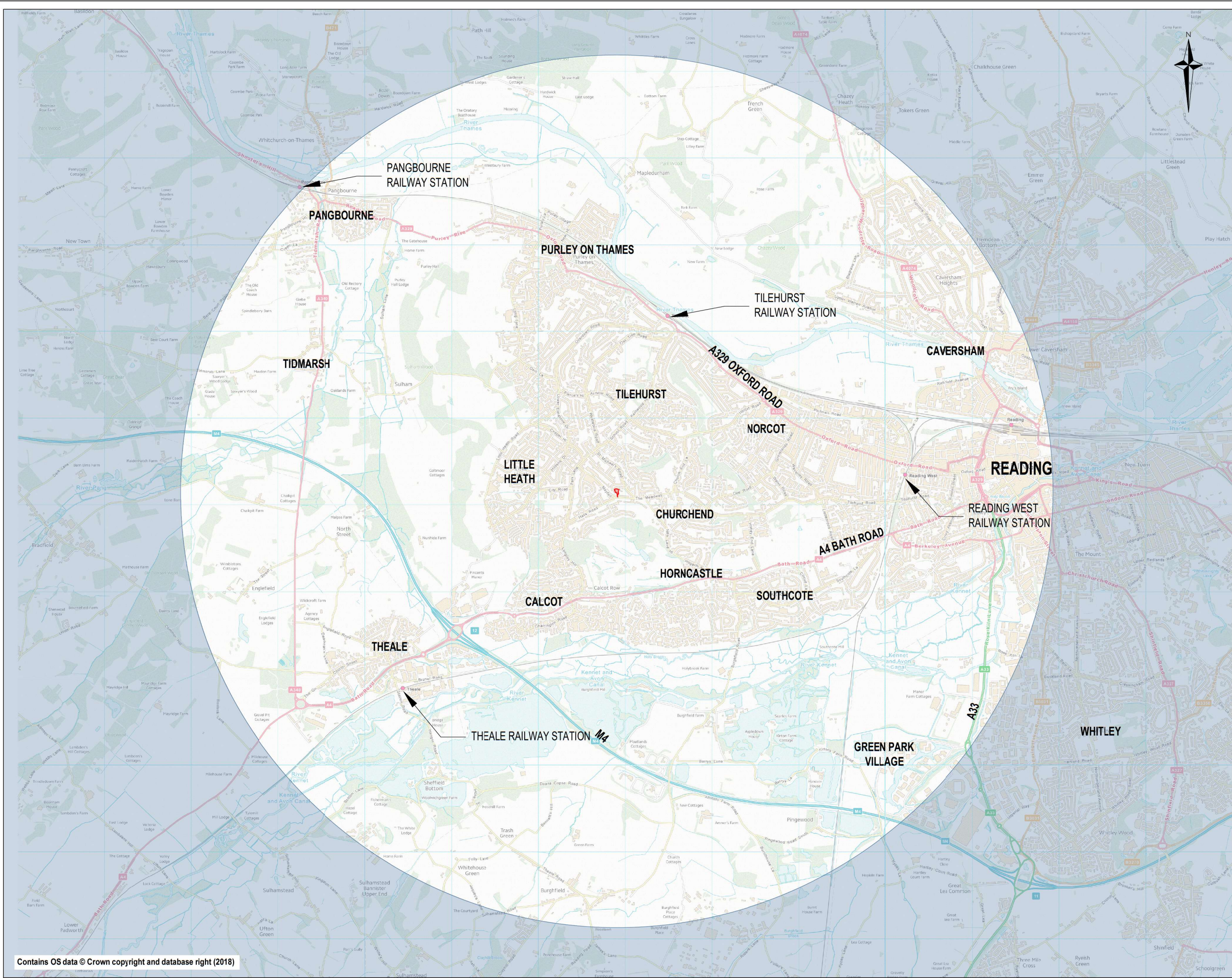
 **Glanville**
3 Grovelands Business Centre
Boundary Way
Hemel Hempstead, Herts. HP2 7TE
Tel: (01442) 835999 Fax: (01442) 258924
postbox@glanvillegroup.com www.glanvillegroup.com

Client : THE GATE CHURCH, READING

Project : THE GATE CHURCH, READING

Title : INDICATIVE
2km WALKING CATCHMENT

Project Engineer :	DK	Scale :	115,000 @ A3
Project Director :	HG	Date :	NOV 2018
Status :	INFORMATION		



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KEY



THE GATE CHURCH SITE



AREA WITHIN ACCEPTABLE CYCLING DISTANCE (5km)

FOR INFORMATION ONLY

FIGURE 3

11	FIRST ISSUE	23/11/18 DK	HG
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Rev	Description	Date	Chkd
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Glanville
3 Grovelands Business Centre
Boundary Way
Hemel Hempstead, Herts. HP2 7TE
Tel: (01442) 835999 Fax: (01442) 258924
postbox@glanvillegroup.com www.glanvillegroup.com

Client: THE GATE CHURCH

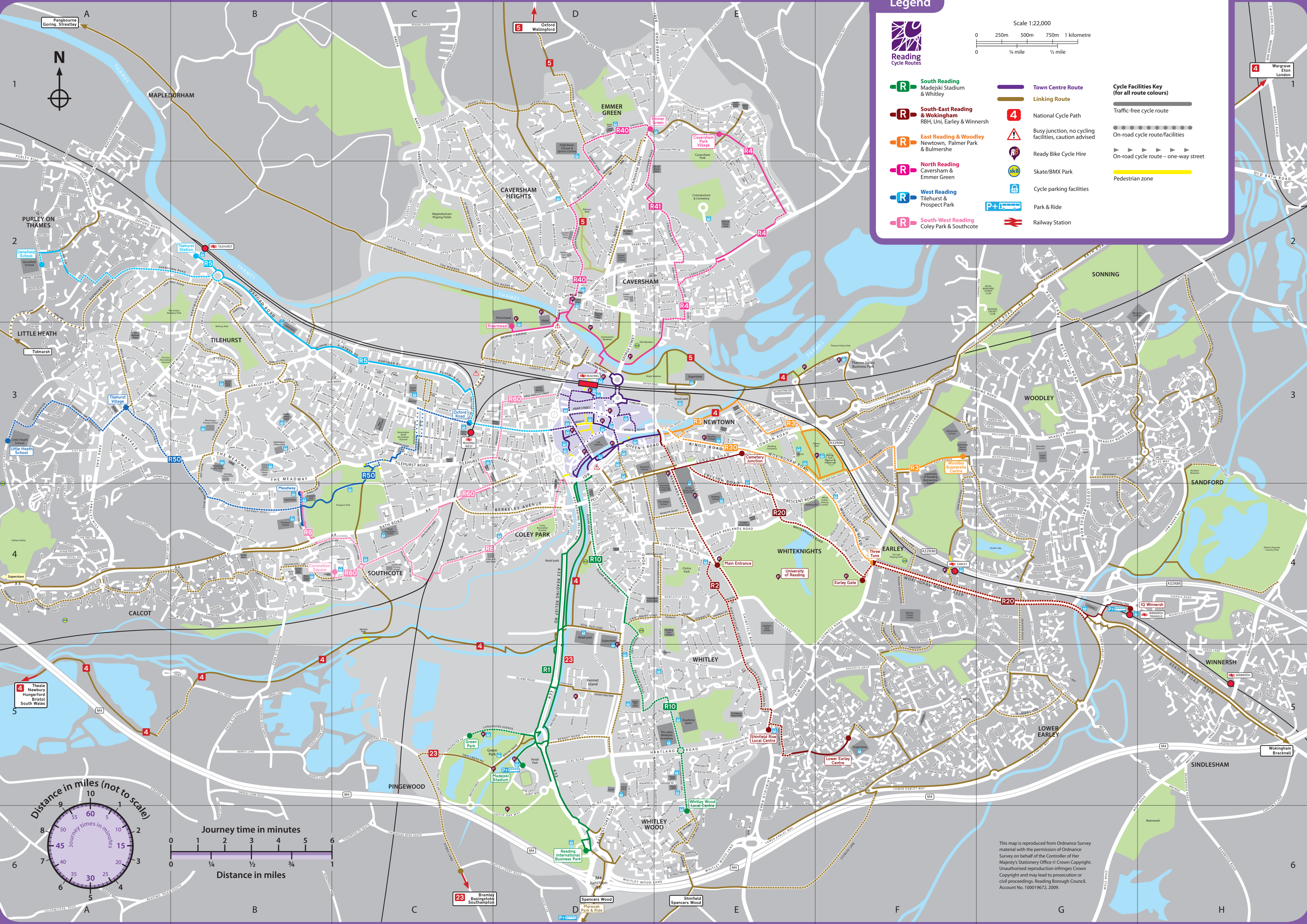
Project: THE GATE CHURCH, READING

Title: INDICATIVE
5km CYCLING CATCHMENT

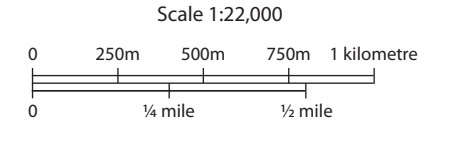
Project Engineer:	DK	Scale:	140,000 @ A3
Project Director:	HG	Date:	NOV 2018
Status:	INFORMATION		

Appendices

Appendix A
Reading Cycle Map



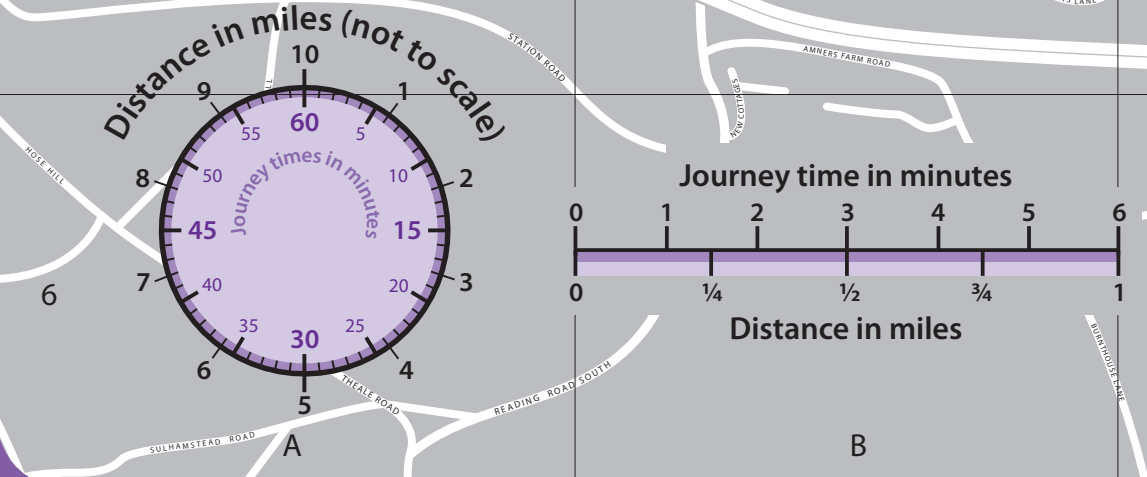
Legend



- 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

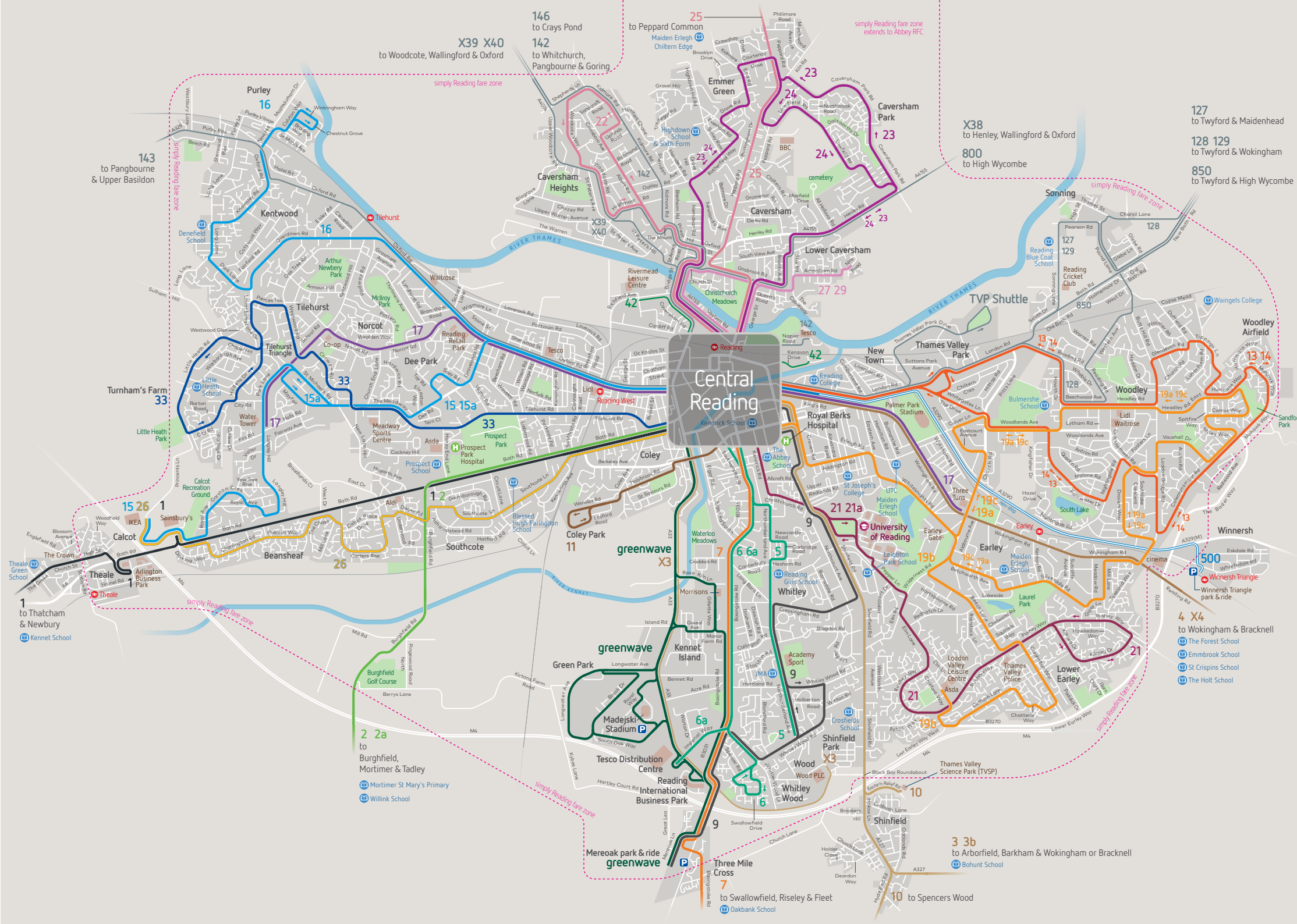
- Town Centre Route**
- Linking Route**
- 4** National Cycle Path
- Busy junction, no cycling facilities, caution advised
- Ready Bike Cycle Hire
- Skate/BMX Park
- Cycle parking facilities
- Park & Ride
- Railway Station

- 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
Reading Bus Map



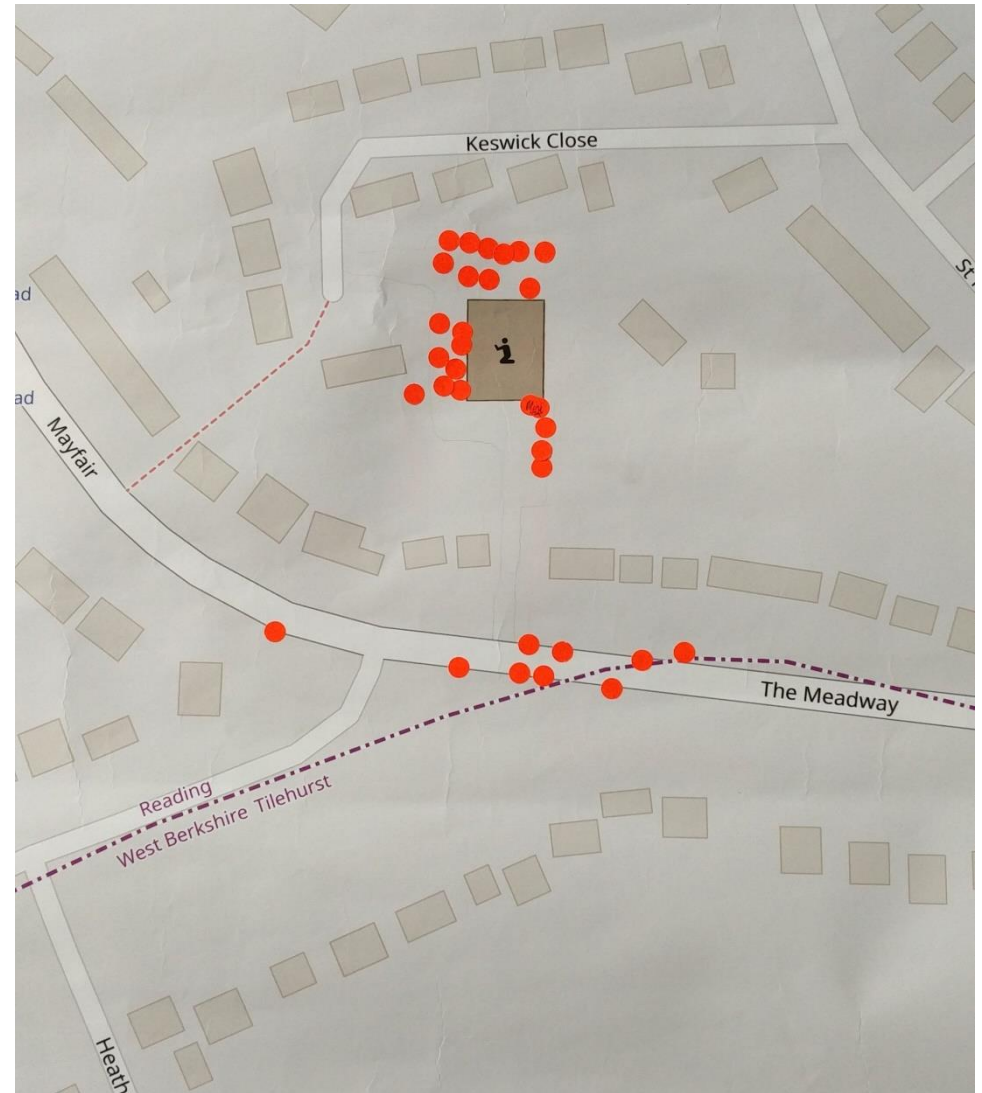
Appendix C
Parking Survey Results

Appendix C – The Gate Church Parking Surveys

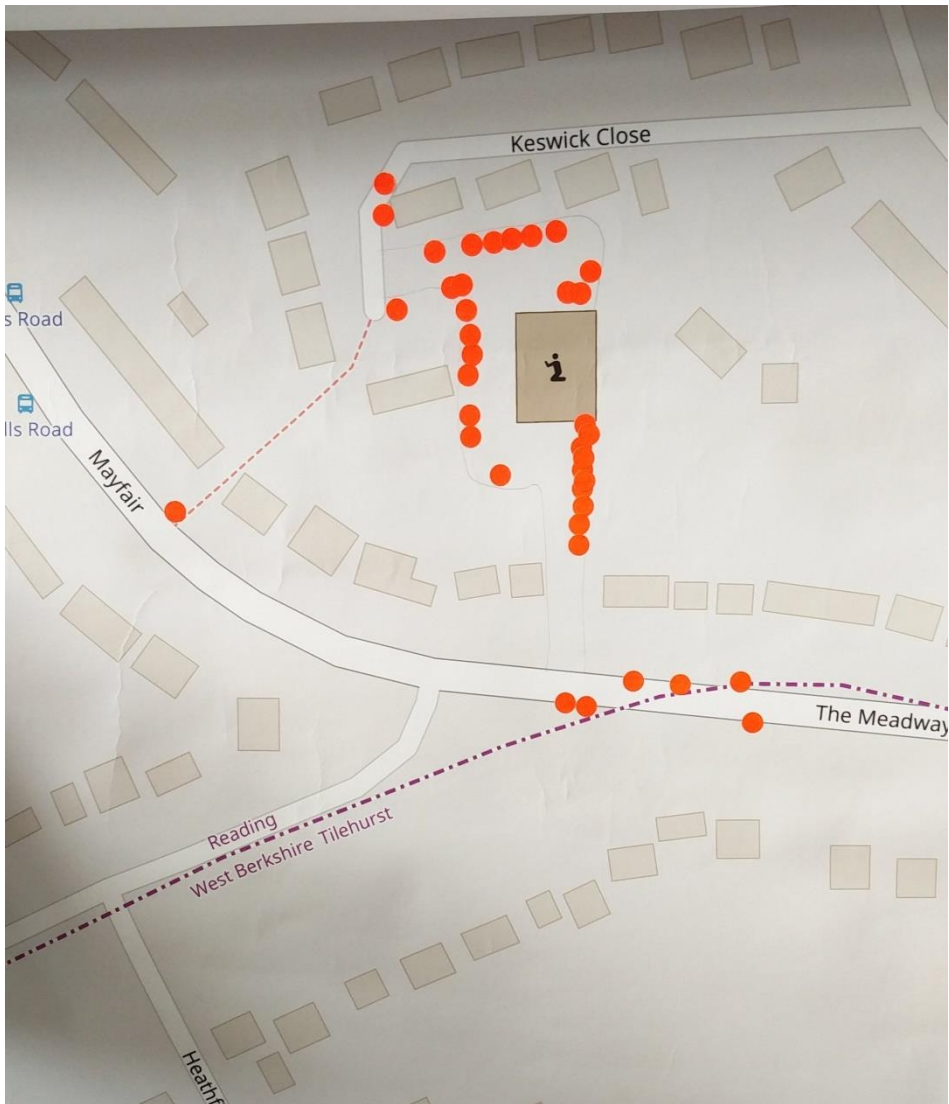
22nd July 2018 – 11am service



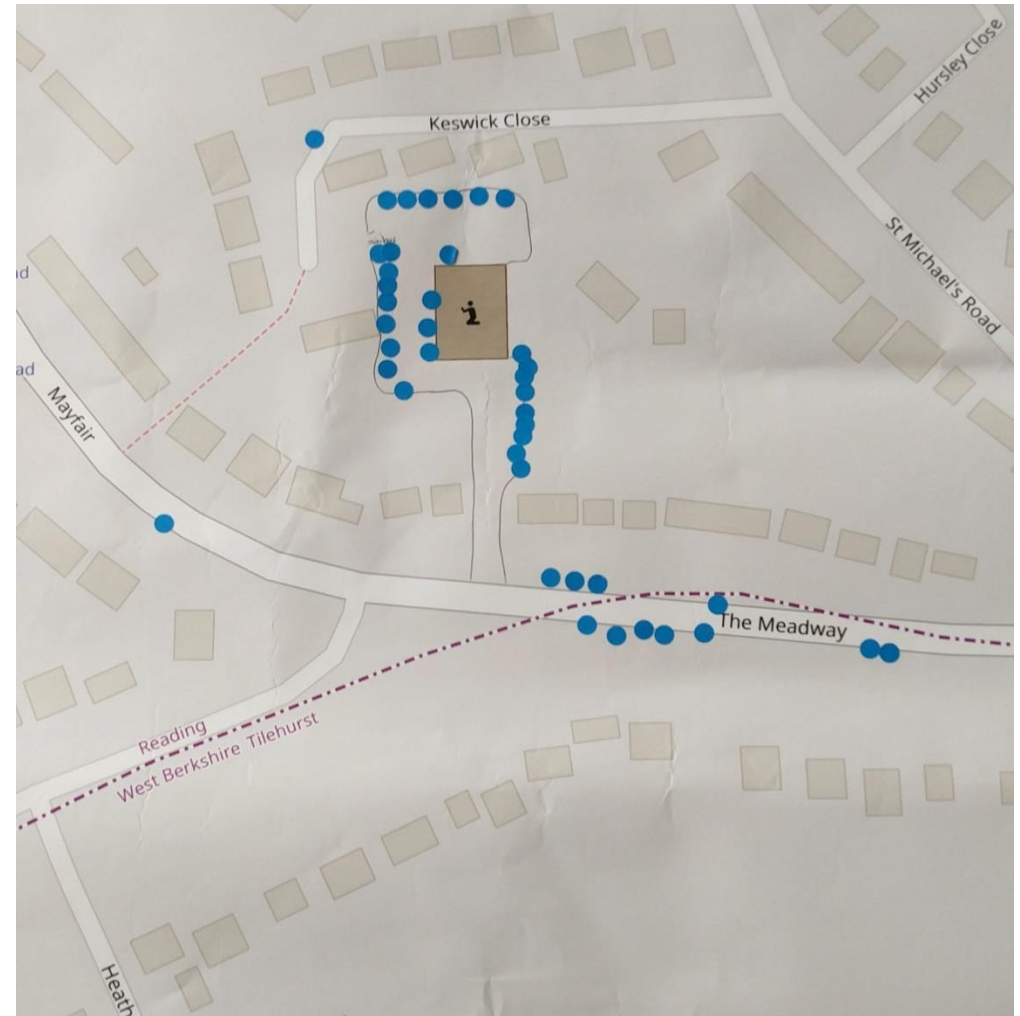
29th July 2018 – 11am service



09th September 2018 – 11am service



30th September 2018 – 11am service + shared lunch



10th February 2019 – 11am service

