



FORMER JOHN LEWIS DEPOT, LETCOMBE STREET, READING
(ALSO KNOWN AS JLP MILL LANE)

FRAMEWORK RESIDENTIAL TRAVEL PLAN

AUGUST 2024



FRAMEWORK RESIDENTIAL TRAVEL PLAN

Former John Lewis Depot, Letcombe Street, Reading (also known as JLP Mill Lane)



Prepared for: John Lewis Partnership BTR Ltd
Ref: 010_8230634_VW_Travel_Plan

Document History

Issue	Date	Description	Prepared By	Checked By
1	15 Apr 24	Draft Issue	I Kalaras	V Walsh
2	1 May 24	Updated following team comments	V Walsh	J Birch
3	15 May 24	Updated following client comments	V Walsh	J Birch
4	23 Aug 24	Updated following client comments	J Birch	J Birch

Hertfordshire | Oxfordshire | Cambridgeshire | Bristol

postbox@glanvillegroup.com | www.glanvillegroup.com



© Glanville Consultants Ltd. All rights reserved.

This report contains confidential information intended solely for the recipient. No part of this report may be copied, reproduced or stored electronically without prior written permission from Glanville Consultants Ltd. This report has been prepared in accordance with the commissioning brief and is for the client's exclusive use unless otherwise agreed in writing. Glanville Consultants Ltd does not accept liability for any use of this report, other than for the purposes for which it was originally prepared and provided. Third parties should not use or rely on the contents of this report without written permission from Glanville Consultants Ltd.

Contents

1.0	Introduction and Policy Context	1
2.0	Existing Situation and Development Proposals	4
3.0	Accessibility by Non-Car Modes.....	8
4.0	Travel Plan Co-ordinator.....	14
5.0	Objectives and Measures	15
6.0	Monitoring and Review	17
7.0	Action Plan.....	18
8.0	Summary	21

Appendices

- Appendix A: Site Location Plan
- Appendix B: Proposed Site Layout & General Arrangement Drawing
- Appendix C: Network & Town Centre Bus Maps

1.0 Introduction and Policy Context

Introduction

- 1.1 This Framework Residential Travel Plan (FRTTP) has been prepared by Glanville Consultants on behalf of John Lewis Partnership BTR Ltd to accompany a full planning application at the former John Lewis Depot, Letcombe Street, Reading, RG1 2HN (also known as JLP Mill Lane).
- 1.2 The site currently comprises a disused warehouse with customer collection facilities, ancillary car park and servicing area. The development proposals comprise the demolition of the existing warehouse building and the construction of up to 215 residential dwellings with ancillary facilities. The description of the development is as follows:
- Demolition of the existing building and redevelopment of the site comprising erection of a new building for up to 215 build to rent residential dwellings (Use Class C3) together with flexible commercial / community space (Use Class E/F1/F2), residents' facilities, landscaping, public realm, amenity space, cycle parking and disabled car parking.*
- 1.3 The proposals are largely car-free and this FRTTP is intended to encourage future residents to travel by walking, cycling and public transport to key destinations without relying on private car use.
- 1.4 The measures proposed in this Travel Plan include:
- The appointment of a Travel Plan Co-ordinator (TPC);
 - Provision of cycle parking for residents and visitors in accordance with standards;
 - Promotion of walking, cycling and public transport as feasible and realistic alternatives to the private car; and
 - Provision of a Travel Information Pack to all residents on first occupation and on marketing website and material.
- 1.5 The Travel Plan will grow and develop with time and in accordance with the changing circumstances and environment, both within the development and surrounding it. A TPC will be appointed to manage all aspects of the Travel Plan on a day-to-day basis and will take active responsibility for its development over time.

Policy Context

National Planning Policy Framework

- 1.6 The National Planning Policy Framework (NPPF) (December 2023) sets out the government's planning policies and how these should be applied, whilst also guiding local planning authorities and decision takers for drawing up plans and considerations that should be made when determining applications.
- 1.7 Travel Plans are defined by the NPPF as:

'a long-term management strategy for an organisation or site that seeks to deliver sustainable transport objectives and is regularly reviewed.'

1.8 Paragraph 117 of the NPPF states that:

'All developments that will generate significant amounts of movement should be required to provide a travel plan, and the application should be supported by a transport statement or transport assessment so that the likely impacts of the proposal can be assessed.'

Planning Practice Guidance

1.9 Central government's advice on planning matters is also provided by the online portal 'Planning Practice Guidance' which accompanies the NPPF. The advice therein relevant to Travel Plans is provided under the category titled 'Travel Plans, Transport Assessments and Statements' (March 2014). The documents in this category provide advice for what Travel Plans are, when they are required and what they should contain. Travel Plans are defined as:

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

1.10 The guidance states that:

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

Department for Transport Guidance

1.11 Guidance provided by the Department for Transport (DfT) has also been adhered to in the development of this Travel Plan, with specific reference made to the following documents:

- Making Residential Travel Plans Work: Good Practice Guidelines for New Development (2005); and
- Good Practice Guidelines: Delivering Travel Plans Through the Planning Process (2009).

Local Guidance

1.12 Reading Borough Council (RBC) state in Section 10 of the document titled 'Revised Parking Standards and Design (2011)' that they *'will expect all applications for major developments to include a Travel Plan as part of their submission'*. They also state that Travel Plans should comply with DfT's latest requirements.

1.13 RBC's Local Plan was adopted in November 2019. Policy TR1 states the following;

"TR1: ACHIEVING THE TRANSPORT STRATEGY

Proposed development should contribute appropriately to meeting the objectives of the most up-to-date Local Transport Plan or any successor document, including sub-strategies, specific projects identified and the local action plans.

Planning permission will not be granted for major development proposals unless there is a commitment to implement measures to promote and improve sustainable transport facilities, such as through provision to encourage walking, cycling and the use of public transport; and through agreed travel plans, safe routes to local facilities and services, including schools and parks, and similar measures.

All development proposals should make appropriate provision for works and contributions to ensure an adequate level of accessibility and safety by all modes of transport from all parts of a development, particularly by public transport, walking and cycling, in accordance with any agreed transport assessment submitted as part of the application."

- 1.14 This FRTP takes into account the above policy and guidance documents.



2.0 Existing Situation and Development Proposals

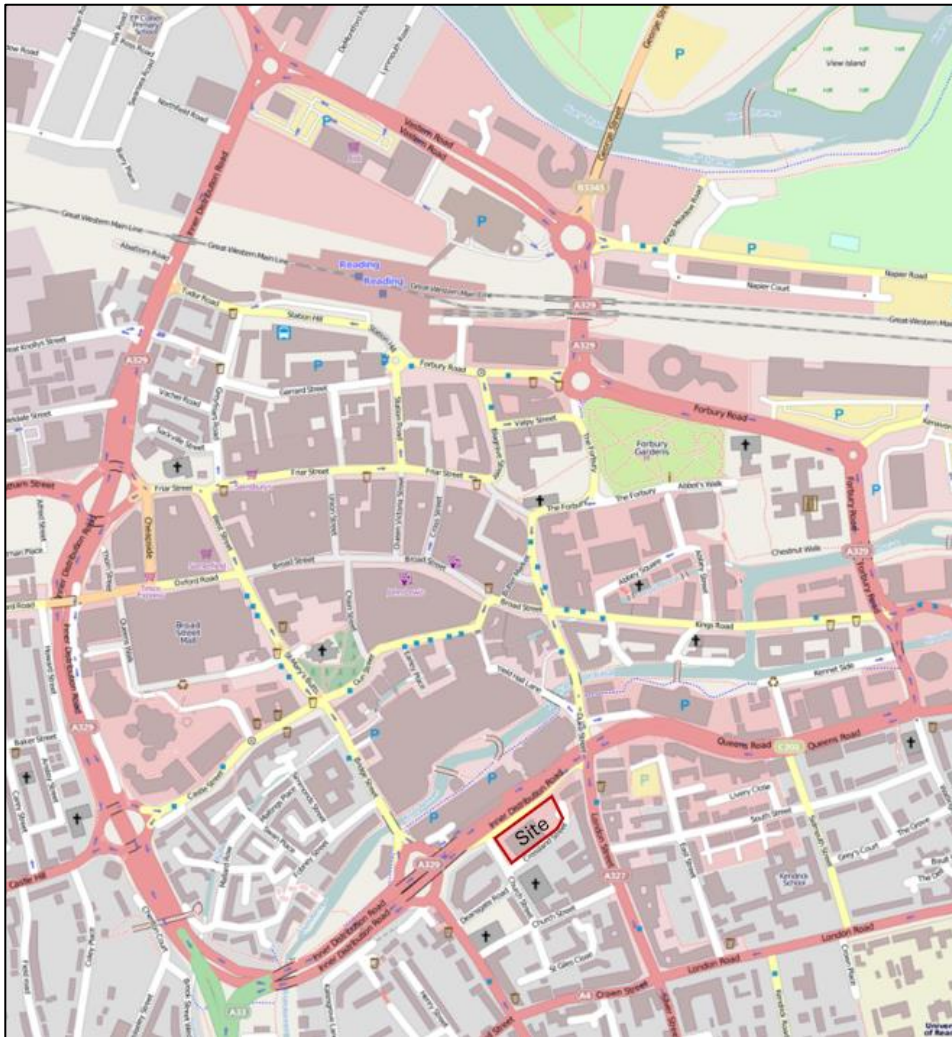
Existing Site

- 2.1 The site forms a rectangular plot of land that is bound by Mill Lane and the A329 to the north, Letcombe Street to the south-west and Crossland Road to the south-east. The site is located on the edge of the town centre in Central Reading within close proximity of key local services and facilities including The Oracle shopping centre opposite and the Premier Inn hotel adjacent to the west. A location plan is provided at Appendix A.
- 2.2 The site comprises a John Lewis warehouse building, formerly used for parcel collection, with associated car parking and servicing areas. The use of the existing building became surplus to requirements as a customer collection centre in 2021, with its functions having been transferred to the John Lewis department store at Broad Street, Reading. The on-site car parking area is accessed from the southwest via Crossland Road. It provides 17 formalised car parking spaces for customers / visitors. Two of those spaces are designated as accessible parking spaces.
- 2.3 The servicing area is located within the eastern portion of the site and is accessed via a turning head at the eastern end of Crossland Road. The servicing area can accommodate 14 car / light delivery vehicle (LDV) parking spaces, 2 enlarged spaces and 2 loading bays for heavy delivery vehicles (HDVs).
- 2.4 There is a pedestrian entrance off Letcombe Street on the north-western corner of the site that used to facilitate pedestrian access for parcel collections. This entrance serves an approximately 1.2m wide passageway along the edge of the car parking spaces adjacent to the south-western site boundary. This internal link along with a zebra crossing enabled customers / visitors to access the building facility on foot.
- 2.5 Pedestrian access for staff was taken from the northeast via a circular passageway, approximately 1.2m wide, running from the existing access through the service yard to two building entrances. No footway is currently provided across this turning head and the accessible route therefore runs along the eastern footway, opposite the turning head on Crossland Road.

Local Highway Network

- 2.6 Mill Lane is a one-way road providing two lanes of traffic west to east. To the east of the site Mill Lane narrows to a single lane and connects with southbound traffic on London Street (A327). The Mill Lane / London Street (A327) junction is signal controlled and comprises controlled pedestrian crossing facilities across all arms. To the west, Mill Lane forms a roundabout junction with Bridge Street, Southampton Street (A327) heading northbound only and the A329. The roundabout junction is also signal controlled and comprises controlled pedestrian crossing facilities across all arms.
- 2.7 The A329 is an east-west road linking Wentworth in Surrey to Thame in Oxfordshire. It includes the Inner Distribution Road (IDR) that encircles the Reading Central Core Area as shown in Figure 1 below. The site is located to the immediate south of the IDR as shown on Figure 1.

Figure 1: Inner Distribution Road, Reading



- 2.8 Letcombe Street is an approximately 6m wide single carriageway that provides access (right-turn only) to Mill Lane to the north. Letcombe Street connects with Church Street and Deansgate Road to the south. Deansgate Road connects with northbound traffic on Southampton Street (A327) to the west. Church Street is a no through road for vehicles but provides pedestrian and cycle connections to London Street (A327) eastwards and to Southampton Street (A327) westwards.
- 2.9 Crossland Road is an approximately 6m wide single carriageway which connects to Letcombe Street to the west and is a no through road with a turning head to the east of the site. The pavement stops either side of the turning head adjacent to the site with no dropped kerbs or tactile paving provided. A more accessible route is provided on the eastern side of Crossland Road, opposite the turning head.
- 2.10 There is an approximately 60m long on-street pay and display parking bay on the northern side of the road, adjacent to the site, that allows parking up to 3 hours with no return within 2 hours. Vehicle parking is restricted on the remainder of the road by way of double yellow lines. Double yellow lines are also present on both sides of Letcombe Street and Mill Lane to the west and north of the site.
- 2.11 Current parking controls and waiting restrictions mean that vehicles are unable to park on street in the vicinity of the site without using pay & display bays.

Proposed Development

- 2.12 The proposals comprise the demolition of the disused warehouse building and redevelopment of the site comprising erection of a new building for up to 215 residential dwellings with flexible commercial/community space (Use Class E/F1/F2), and residents' facilities. These apartments will be purpose-built for rent and will be professionally managed by JLP. This development will operate as largely car-free, with the exception of three accessible spaces proposed on site and four spaces for essential users of the affordable housing on Crossland Road. A car club space is also proposed on Mill Lane.
- 2.13 The proposed site layout and General Arrangement drawing are provided at Appendix B.

Access Arrangements

- 2.14 The existing crossover at the south-western corner of the site on Crossland Road, which currently serves the customer car park, will be closed and the footway and kerb reinstated to provide a continuous pedestrian route along the northern side of Crossland Road.
- 2.15 The existing vehicular access at the eastern end of the site on Crossland Road, which currently serves the servicing area, will be closed. The turning head will be retained and tracking drawings have been produced to demonstrate that vehicles can easily manoeuvre within the space provided. No footway is currently provided across this turning head and the proposed development looks to rectify this. The proposed layout, as shown at Appendix B, provides a stepped footway along the eastern edge of the new building and an accessible route across the turning head with flush/dropped kerbs and demarcated in red asphalt so that the route is highlighted to vehicles manoeuvring around the turning head as well as those pedestrians who are crossing the carriageway.

Car and Cycle Parking

Car Parking

- 2.16 A largely car-free scheme is proposed as future residents and visitors will be able to travel to key destinations without being reliant on private car use (see Section 3). Three disabled parking spaces will be provided on the north-eastern corner of the site, which is compliant with the RBC accessible parking standards.
- 2.17 The proposed closure of the access to the existing car park on site allows for the extension of the pay & display parking bay along the northern side of Crossland Road. A 54m-long pay & display bay and a 24m-long 'Affordable Housing - Essential Car Use Only' bay is proposed which would retain pay & display parking for up to 9 vehicles and provide parking for up to 4 vehicles for essential users of the affordable housing as shown on the General Arrangement drawing at Appendix B.
- 2.18 It is proposed that the 'Affordable Housing - Essential Car Use Only' bay will be managed through the issuing of four permits to essential users of the affordable housing upon request to RBC.
- 2.19 A car club space is proposed to be provided by converting the western end of the pay & display bay on Mill Lane as shown on the General Arrangement drawing at Appendix B.

- 2.20 The current parking controls and waiting restrictions in the vicinity of the site prevent vehicles from parking on street without using the pay & display bays or the parking for up to 4 vehicles for essential users of the affordable housing. Therefore, it is considered that the location of the site can sufficiently accommodate a largely car-free scheme as future residents and visitors will be able to travel to key destinations without being reliant on private car use.

Cycle Parking

- 2.21 RBC's minimum cycle parking standards set out in the "*Revised Parking Standards and Design Supplementary Planning Document (SPD), October 2011*" require the provision of 0.5 cycle parking spaces per one to two-bedroom flat and the provision of 1 cycle parking space per three+ bedroom flat. Therefore, the proposed development will need to provide a minimum of 114 cycle parking spaces in total in accordance with the RBC Parking SPD.
- 2.22 The proposed development will sufficiently accommodate the above required cycle parking spaces within a communal cycle store to be provided at the ground floor level with access from the northern building frontage as illustrated at Appendix B. The residential cycle parking spaces will be provided in the form of two-tier racks with room available within the cycle store for adapted bicycles/tricycles.
- 2.23 The flexible commercial/community space covers an area of 74m² and would require up to 2 cycle parking spaces in line with standards and depending on its exact use. In excess of this requirement, a total of six cycle parking spaces for visitors will be provided in the form of three Sheffield stands located adjacent to the main building entrance.

Servicing and Refuse Collection

- 2.24 Refuse collection will take place on Letcombe Street to the immediate southwest of the site and via the existing turning head of Crossland Road to the immediate northeast.
- 2.25 Deliveries to the site will take place from Crossland Road via the existing turning head. Delivery vehicles will reverse up to the proposed development to drop off items and then egress in a forward gear.

Emergency Access

- 2.26 Emergency vehicles will also be able to travel along Crossland Road, manoeuvre within the existing turning head and then depart in a forward gear. This arrangement will enable the proposed residential units to be within a 45m buffer from the position of the fire tender, in accordance with the Building Regulations 2010 Volume 1.

3.0 Accessibility by Non-Car Modes

- 3.1 This section of the report appraises the site in terms of accessibility by modes of transport other than the private car.

Walking and Cycling

- 3.2 It is generally considered that 2km for walking and 5km for cycling are acceptable distances to travel to local amenities, facilities, workplaces, and schools. Based on these distances, Figures 3 and 4 show the walking and cycling routes providing access to key destinations in Reading town centre and the wider area.

Figure 3: Walking Routes to Key Destinations



Figure 4: Cycle Routes to Key Destinations



- 3.3 The above figures demonstrate that the site benefits from walking and cycling links to a wide range of local amenities within acceptable travel distances and has immediate access to public transport links. Therefore, future residents will be able to travel by walking, cycling and public transport to key destinations and will not rely on private car use.

Public Transport

Bus Services

- 3.4 A number of bus services serve Reading town centre and a copy of the network and town centre bus maps (updated January 2024) are provided at Appendix C.
- 3.5 As shown in Figure 5, the nearest bus stops are located on London Street (A327), around 100m to the east of the site. The northbound bus stop is provided in a flag and pole arrangement with timetable, whilst the southbound bus stop also benefits from a bus shelter with seating. Both bus stops provide access to several routes. Tables 2 and 3 summarise the northbound and southbound bus services respectively.

Figure 5: Public Transport Accessibility



Table 2: Northbound Bus Services

Service Number	Route	Peak Frequency		
		Weekday	Saturday	Sunday
3	Wokingham – Finchampstead – Arborfield – Shinfield – Whitley – University of Reading – Royal Berkshire Hospital – Reading St Marys Butts – Reading Station Road	2 / 4 per hour	2 / 3 per hour	2 per hour
9	Green Park – Whitley – University of Reading – Royal Berkshire Hospital – Reading Kings Road – Reading St Marys Butts – Reading Friar Street – Reading Station Road	1 per hour	1 per hour	No service
9a	Green Park – Whitley – University of Reading – Royal Berkshire Hospital – Reading St Marys Butts	2 per day	No service	No service
19a	Woodley – North Earley – Royal Berkshire Hospital – Reading St Marys Butts – Reading Station Road	2 per hour	1 per hour	No service
19b	Lower Earley – Royal Berkshire Hospital – Reading Kings Road – Reading St Marys Butts – Reading Friar Street – Reading Station Road	1 per hour	1 per hour	No service
19c	Woodley – Earley – Royal Berkshire Hospital – Reading St Marys Butts – Reading Station Road	1 per hour	1 per hour	No service
21	Lower Earley – University of Reading – Reading St Marys Butts – Reading West Street – Reading Blagrove Street	3 per hour	3 per hour	3 per hour
21a	University of Reading – Reading St Marys Butts – Reading Blagrove Street	4 per hour (University of Reading days)	No service	No service

- 3.6 As can be seen from Table 2, there are eight northbound bus routes that are easily accessible from the site with most of those providing frequent services over the course of a week to Reading Central Core Area and the railway station.
- 3.7 Additionally, Rail Air operates 2 coaches per hour from Reading railway station to London Heathrow Airport.

Table 3: Southbound Bus Services

Service Number	Route	Peak Frequency		
		Weekday	Saturday	Sunday
5	Reading St Marys Butts – Reading Station Road – Whitley – Whitley Wood	5 per hour	5 per hour	4 per hour
6	Reading St Marys Butts – Reading Station Road – Whitley – Whitley Wood	5 per hour	5 per hour	4 per hour
6a	Reading St Marys Butts – Reading Station Road – Whitley – Whitley Wood – Worton Grange	7 per day	7 per day	6 per day
11	Reading St Marys Butts – Reading Blagrove Street – Katesgrove – Coley Park	4 per hour	4 per hour	2 per hour
21	Reading St Marys Butts – Reading Blagrove Street – University of Reading – Earley – Lower Earley	4 per hour	4 per hour	4 per hour
21a	Reading St Marys Butts – Reading Blagrove Street – The Mount – University of Reading	5 per hour	No service	No service
81	Caversham Heights - Caversham Library – The Mount – Royal Berkshire Hospital – University of Reading – Whitley – Earley – Bulmershe Sports Centre	2 per day (Wokingham school days only)	No service	No service
91	Kentwood Circle – Reading West – Whitley – Reading Girls School	1 per day (Oxfordshire school days only)	No service	No service

- 3.8 According to Table 3, frequent bus services throughout the week are provided to University of Reading, local schools as well as to Whitley and Whitley Wood which provide access to large employment sites in the south of Reading.

Rail Services

- 3.9 Reading railway station is located within an 850m (12-minute) walking distance of the site to the north. The station is a major transport hub that provides access to train services operated by Great Western Railway (GWR), Cross Country and South Western Railway (SWR), details of which are provided below.
- **GWR** operate trains to destinations which include Slough and London Paddington to the east, Oxford, Cheltenham and Worcester to the northwest, Swindon, Bath, Bristol and Cardiff to the west as well as Basingstoke and Guildford to the south.
 - **Cross Country** operate trains to destinations which include Basingstoke, Winchester, Southampton, and Bournemouth to the south as well as Oxford, Banbury, Leamington Spa, Coventry, Birmingham, Stoke-on-Trent, and Manchester to the north.
 - **SWR** provides services to Wokingham, Staines, Richmond, Wimbledon, Clapham Junction, Vauxhall and London Waterloo.

- 3.10 Table 4 summarises the peak frequency and approximate journey times of train services that are available from Reading railway station.

Table 4: Reading Railway Station Service Summary

Destination	Frequency	Approximate Journey Time
Slough	5 per hour	22 minutes
London Paddington	12 per hour	25 minutes
Basingstoke	3 per hour	27 minutes
Oxford	4 per hour	23 minutes
Swindon	6 per hour	25 minutes
Bath Spa	3 per hour	52 minutes
Bristol	5 per hour	70 minutes
Cardiff	3 per hour	93 minutes
Cheltenham	3 per hour	90 minutes
Worcester	1 per hour	100 minutes
Birmingham	3 per hour	90 minutes
Winchester	1 per hour	34 minutes
Southampton	1 per hour	50 minutes

- 3.11 Reading railway station is the west end terminus of the Transport for London's Elizabeth Line (Crossrail) services. This service runs through central London to Shenfield and Abbey Wood. It provides four trains during peak hours to railway stations and key interchanges in London including Hayes and Harlington (connection to Heathrow Airport), Ealing Broadway, Paddington, Bond Street, Farringdon, Liverpool Street, Canary Wharf and Stratford.
- 3.12 Reading station has step-free access to all platforms, cafés, shops and 344 secure cycle storage spaces. It is also provided with toilet facilities, ticket machines and a ticket office operating as follows over the course of a week:
- Monday to Friday: 06:15 – 22:00
 - Saturday: 06:15 – 22:00
 - Sunday: 07:15 – 22:00

Car Clubs

- 3.13 Car clubs provide their members with convenient access to a range of modern, efficient vehicles without having to consider the expense of ownership. Both individuals and businesses can join a car club which could then be used as an additional car or as an alternative to owning a vehicle. The cost of fuel, insurance and road tax is included as part of an annual membership fee, hourly payment, and a mileage charge.
- 3.14 There are currently 6 car clubs in Reading, two of which are operated by Enterprise and the remaining four are operated by Co Wheels. The nearest car club space to the site is located near the Filbert Street/Kenavon Drive junction, around 1.1km away from the development. A new car club space is proposed to be provided on Mill Lane, circa 50m from the site.

Summary

- 3.15 The site is highly accessible by non-car modes. As such, the site is ideally located for a largely car-free development.



4.0 Travel Plan Co-ordinator

- 4.1 A Travel Plan Co-ordinator (TPC) will be appointed by John Lewis Partnership, who will be responsible for overseeing the implementation of this Travel Plan and all day-to-day aspects of its operation.
- 4.2 The TPCs responsibilities will include:
- Overseeing the development and implementation of the Travel Plan;
 - Providing all residents/visitors of the site with up-to-date travel and transport information;
 - Obtaining travel and transport information from the local authority, public transport providers, cycling groups, car share organisations and relevant websites for residents of the site;
 - Acting as a point of contact for residents of the site who require information;
 - Commissioning surveys to monitor the performance of the Travel Plan; and
 - Liaison with the Travel Planning Officer at RBC.
- 4.3 The post of TPC will be part-time and retained and funded for a period of no less than five years from the date of the appointment, at which point the position will be reviewed.
- 4.4 The contact details of the TPC will be provided to Officers at RBC before first occupation.

5.0 Objectives and Measures

- 5.1 This FRTP aims to minimise single occupancy car trips from the development, by reducing the need to travel, and by maximising the use of more sustainable modes of transport.

Objectives

- 5.2 The objectives of this FRTP are:

- to maximise the use of sustainable modes of travel by residents on their journey to and from home including public transport, walking and cycling;
- to identify ways of reducing the need to travel to and from the development;
- to minimise single occupancy car travel to and from the development, particularly through providing scope for journeys to be made by other modes;
- to raise awareness of sustainable modes of transport available for residents travelling to and from the site; and
- to lead to a change in the travel behaviour of individuals to a sustainable mode of travel and maintaining that change once it has occurred.

Measures

- 5.3 The following measures are proposed to help meet the objectives of this FRTP. The outlined measures have been separated into "hard" and "soft".

"Hard" Measures

Site Design

- Cycle parking for residents and visitors provided to standards;
- Permeability of site for pedestrians and cyclists;
- Mostly car-free site with provision for accessible parking and parking for up to 4 vehicles for essential users of the affordable housing;
- Provision of a car club space on Mill Lane;
- Location of parking to minimise intrusion and avoid dominance of the site; and
- Areas for social exchange, recreation, seating, play and biodiversity.

"Soft" Measures

- 5.4 The proposed soft measures focus on advising residents of their travel options and encouraging them to use sustainable travel modes.

Reducing the need to travel

- High speed broadband access to be available;
- Lounge, screening room and shared co-working space to be provided at Ground Floor for all residents to use.
- Wellness Studio and Fitness Studio to be provided at Ground Floor for all residents to use.
- Wellness Garden and Neighbourhood Garden provided at Ground Floor.

Promotion and Communications

- Appoint a Travel Plan Coordinator (TPC).
- Travel Information Pack to be provided to all residents on first occupation and on marketing website and material, to contain:
 - a walking map of the local area;
 - public transport information and timetabling;
 - information which will raise awareness of the health, fitness, social and environmental benefits of the various travel alternatives to driving;
 - information and details of local cycle shops; and
 - details of useful websites e.g. Reading Buses, National Rail and TfL Elizabeth line services;
 - information on local amenities, as well as health, leisure, shopping and recreation facilities.
- A Travel notice board providing travelling information will be located at prominent locations within the buildings and provide the following information to residents:
 - public transport timetables and route map;
 - cycle route maps;
 - car club locations;
 - walking routes;
 - events; and
 - details of local taxi firms.Regular updates to the travel notice board will be made by the TPC.
- Publicise travel plan successes to further encourage residents to continue mode shift.

Increasing walking and cycling

- Promotional events to be held during the national "bike to work" week and "walk to work" week;
- Promotional events will also be organised by the TPC to run concurrently with local and national events to further motivate the residents to enter larger events that encourage the use of sustainable travel modes; and
- Discounts on cycling equipment to be secured after negotiations of the TPC with local cycle shops.

Encouraging use of public transport

- Encourage residents to use relevant travel apps (Traveline, Trainline, Reading Buses, etc.) to plan their journey as well as to gain access to real-time bus and rail information. Details will be provided via the travel notice board and the welcome packs;
- Provide travel updates via the residential development's social media pages;
- Ensuring that the public transport information is always up to date within the travel welcome packs; and
- Establish and maintain a relationship with public transport operators to keep abreast of service updates and to address any issues raised by residents.

Car Sharing / Car Clubs

- 5.5 The TPC will encourage residents to car share. There are currently 6 car club locations within Reading which are operated by Enterprise and Co Wheels. A new car club space is proposed on Mill Lane, circa 50m from the site. The car club spaces will be promoted and residents will be encouraged to sign up. To encourage the use of car clubs, residents who occupy their unit within the development within the first 6 months of opening would be offered discounted memberships.

6.0 Monitoring and Review

- 6.1 The DfT guidance¹ recommends that Travel Plan targets are set in relation to the number of people driving to and from a development. The proposed development is car-free, with the exception of three accessible spaces and parking for up to 4 vehicles for essential users of the affordable housing, and as such the level of car trips to the site would be minimal. On this basis it is not necessary for this Travel Plan to include targets and none are set.
- 6.2 The TPC would arrange the initial travel survey to be undertaken at the site either within six months of first occupation or at 75% occupancy, whichever comes first. Travel surveys could then be undertaken in Years 1, 3 and 5 following occupation to ensure that the use of sustainable transport modes stays constant or increases over time. The specification of those surveys would be subject to agreement with RBC prior to being undertaken. However, it is envisaged that they would comprise either a survey of trips to and from the site via TRICS database or a questionnaire survey.
- 6.3 The cycle parking for the residents and visitors at the site will also be regularly monitored to identify whether additional facilities need to be provided to accommodate increased demand.



¹ Table 5.1, Good Practice Guidelines: Delivering Travel Plans through the Planning Process.

7.0 Action Plan

- 7.1 The action plan below sets out how the Travel Plan will be implemented, its measures and who is responsible for carrying them out.

Table 1: Action Plan

Measures	Timescale	Responsibility
Site Design		
Cycle parking for residents and visitors provided to standards	Prior to occupation	John Lewis Partnership BTR Ltd
Car club space provided on Mill Lane	Prior to occupation	John Lewis Partnership BTR Ltd
Location of three disabled parking spaces and affordable housing essential car user spaces	Prior to occupation	John Lewis Partnership BTR Ltd
Areas for social exchange, recreation, seating, play and biodiversity	Prior to occupation	John Lewis Partnership BTR Ltd
Reducing the Need to Travel		
High speed broadband access to be available	Prior to occupation	John Lewis Partnership BTR Ltd
Communal facilities to be provided for resident use including shared co-working space, a Wellness Studio, Fitness Studio and gardens.	Prior to occupation	John Lewis Partnership BTR Ltd
Promotion and Communication		
Appointment of a Travel Plan Coordinator (TPC)	Prior to first occupation	John Lewis Partnership BTR Ltd

Measures	Timescale	Responsibility
Travel Information Pack to be provided to all residents on first occupation and on marketing website and material, to contain: • a walking map of the local area; • public transport information and timetabling; information which will raise awareness of the health, fitness, social and environmental benefits of the various travel alternatives to driving; • information and details of local cycle shops; and • details of useful websites e.g., Reading Buses, National Rail services and TfL Elizabeth line services; • information on local amenities, as well as health, leisure, shopping and recreation facilities	At first occupation	TPC
Travel notice board providing travelling information to be located at prominent locations within the buildings and provide the following information to residents: • public transport timetables and route map; • cycle route maps; • car club locations; • walking routes; • events; and • details of local taxi firms. Regular updates to the travel notice board will be made by the TPC	At first occupation	TPC
Publicise travel plan successes to further encourage residents to continue mode shift	6 months following first occupation	TPC
Increasing walking and cycling		
Promotional events to be held during the national "bike to work" week and "walk to work" week	Following occupation	TPC
Promotional events will also be organised to run concurrently with local and national events to further motivate the residents to enter larger events that encourage the use of sustainable travel modes	Following occupation	TPC

Measures	Timescale	Responsibility
Discounts on cycling equipment to be secured after negotiations with local cycle shops.	Following occupation	TPC
Encourage use of public transport		
Encourage residents to use relevant travel apps (Traveline, Trainline, Reading Buses, etc.) to plan their journey as well as to gain access to real-time bus and rail information. Details will be provided via the travel notice board and the welcome packs;	At first occupation	TPC
Provide travel updates via the residential development's social media pages;	Following occupation	TPC
Ensuring that the public transport information is always up to date within the travel welcome packs	Following occupation	TPC
Establish and maintain a relationship with public transport operators to keep abreast of service updates and to address any issues raised by residents.	Following occupation	TPC
Car Sharing / Car Clubs		
Encouraging residents to car share; Promotion of the proposed new car club space on Mill Lane and the 6 existing car club vehicle locations operated by Enterprise and Co Wheels in Reading; and Assisting the residents in signing up	At first occupation	TPC

8.0 Summary

8.1 This Framework Residential Travel Plan (FRTTP) has been prepared by Glanville Consultants on behalf of John Lewis Partnership BTR Ltd to support a planning application at the former John Lewis Depot, Letcombe Street, Reading, RG1 2HN (also known as JLP Mill Lane).

8.2 The site currently comprises a disused warehouse with customer collection facilities, ancillary car park and servicing area. The development proposals comprise the demolition of the existing warehouse building and the construction of up to 215 residential dwellings with ancillary facilities. The description of the development is as follows:

Demolition of the existing building and redevelopment of the site comprising erection of a new building for up to 215 build to rent residential dwellings (Use Class C3) together with flexible commercial / community space (Use Class E/F1/F2), residents' facilities, landscaping, public realm, amenity space, cycle parking and disabled car parking.

8.3 This FRTTP has been prepared in line with the policy requirements and guidance provided by the NPPF, the Department for Transport and Reading Borough Council.

8.4 The key elements of this FRTTP are:

- The site sits in a highly accessible location by sustainable modes of transport;
- Objectives have been set out for increasing usage of sustainable travel modes and minimising single-occupancy car use;
- A package of measures has been set out to achieve the stated objectives;
- A Travel Plan Co-ordinator will be appointed to oversee the implementation and monitoring of this Travel Plan;
- An Action Plan has been set out that summarises the measures proposed by this FRTTP as well as indicating the timescale for the delivery of the measures; and
- A full Travel Plan will be provided prior to occupation of the site.

8.5 This FRTTP will be an important tool in assisting the aspirations of John Lewis Partnership BTR Ltd in reducing the transport related environmental impacts of the development.

Appendices



Appendix A

Site Location Plan



26/04/2024 15:28:31

Last Saved

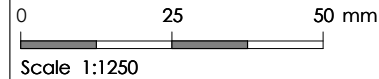


Location Plan

PL.01 Planning Issue
Rev: Des:

MK 26/04/24 AM
By. Date. Ch.

Notes:



Contractor must verify all dimensions on site before commencing any work or shop drawings. If this drawing exceeds the quantities taken in any way the Architects are to be informed before the work is initiated. Only figured dimensions to be taken from this drawing. C/JCT cannot guarantee this drawing will scale accurately when printed. Drawings based on Ordnance Survey and / or existing record drawings - design and drawing content subject to Site Survey, Structural Survey, Site Investigation, Planning and Statutory Requirements and Approvals. Authorised reproduction from Ordnance Survey Map with permission of the Controller of Her Majesty's Stationery Office. Crown Copyright reserved.

A3

Client:



Project:
FORMER JOHN LEWIS DEPOT,
LETCOMBE STREET, READING
(ALSO KNOWN AS JLP MILL LANE)

JLP No:
08278
Job No:
35054

Title:
Existing Site Location Plan (Planning Boundary)

Scale:
1 : 1250 @ A3

Date:
26/04/24

Drawing No:
08278-CJA-ZZ-ZZ-DR-A-0150

Drawn by:
MK

Checked by:
AM

Revision
PL.01

Carey Jones
Chapman
Tolcher

Studio 104, 338 Goswell Road
London EC1V 7LQ

Tel +44(0)20 7269 9400

www.cjctstudios.com

Studio 2, Wellington Street
Leeds, LS1 2EE

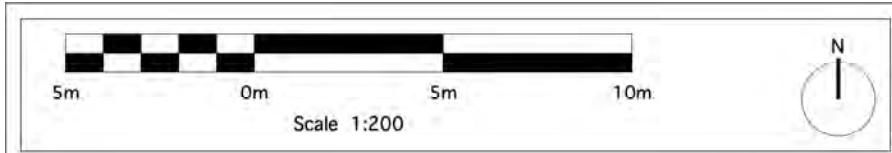
Tel +44(0)113 224 5000

Email info@cjctstudios.com

Status:
PLANNING

Appendix B

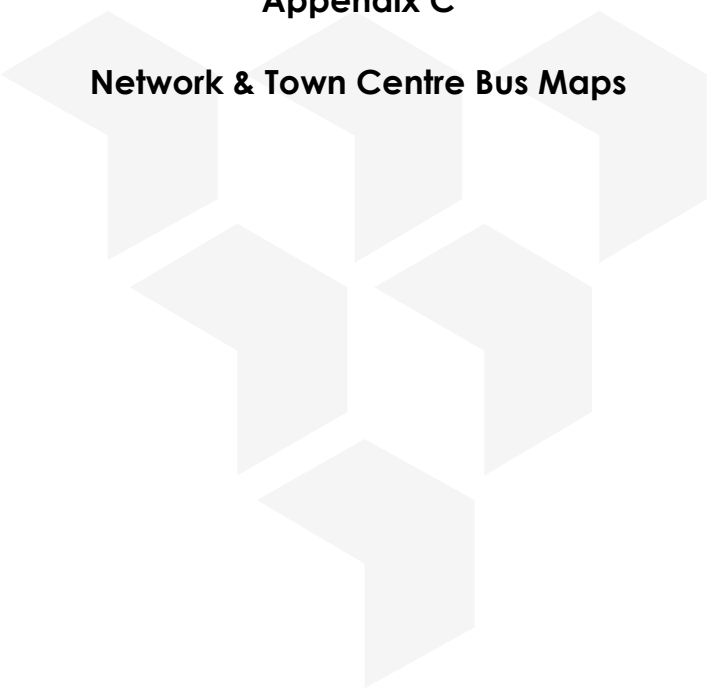
Proposed Site Plan & General Arrangement Drawing



- NOTES**
1. All dimensions in millimetres unless otherwise shown.
 2. All levels in metres above Ordnance Datum (mAOD) unless otherwise shown.
 3. All dimensions to be checked on site and any discrepancies reported to Employer before pricing / work starts.
 4. Any ambiguities or discrepancies within this drawing and any other information given elsewhere must be reported to Camlins and the Employer for clarification before pricing work proceeds.
 5. All drawings to be read in conjunction with other Camlins drawings and specification information as appropriate.
 6. Refer to relevant Engineer's and Architect's information as appropriate for confirmation of all engineering and architectural details.
 7. All works to be carried out in accordance with the latest British Standards and appropriate codes of practice as a minimum.

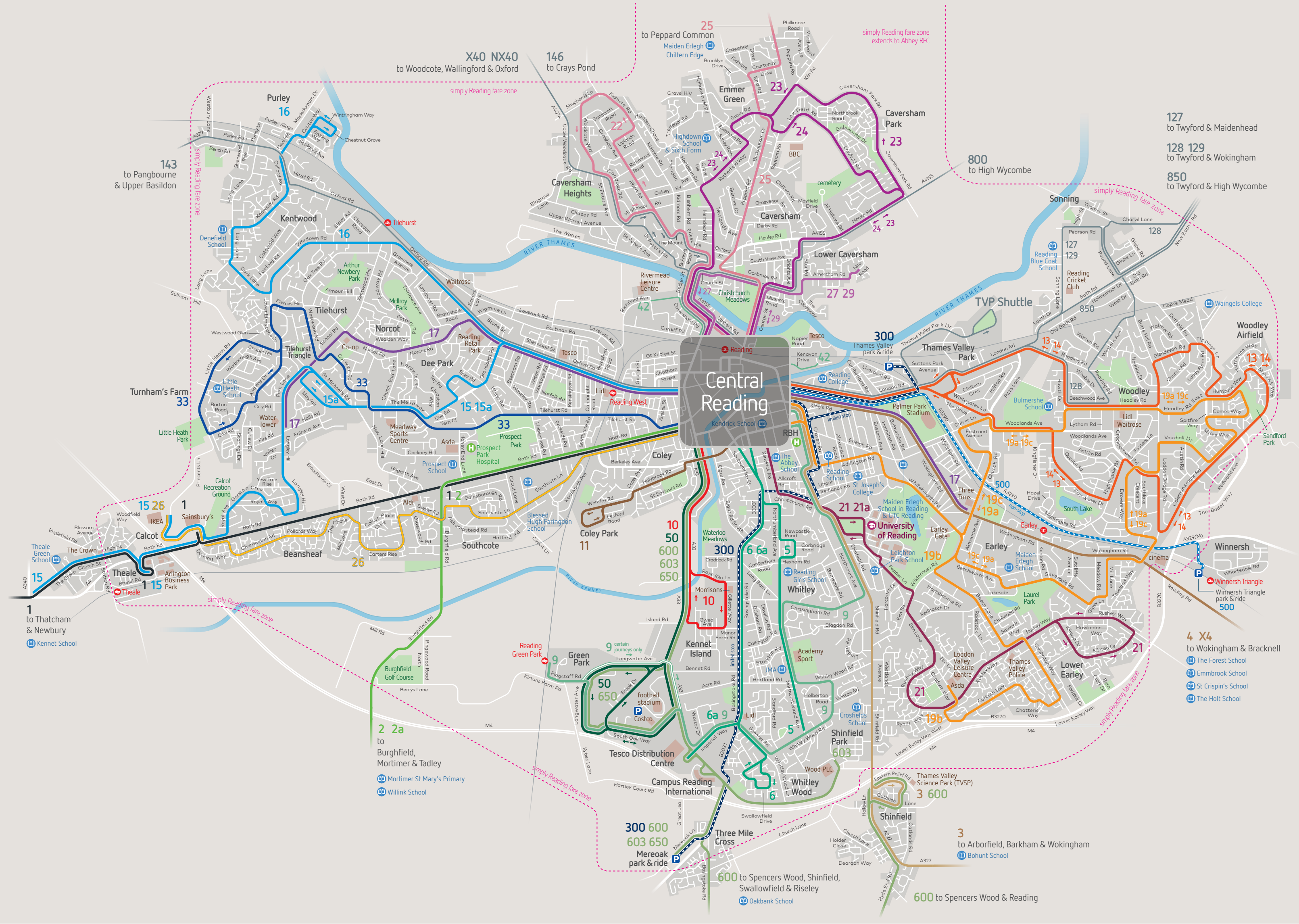
- KEY**
- Planning application site boundary
 - Proposed Specimen Trees - refer to drawing SY743-000-0051 General Arrangement - Tree Planting Plan
 - Hedge - mixed native species, maintained at nom. 1100mm high
 - Hedge - overgreen, yew maintained at 700mm high
 - Planting beds - medium height shrubs and perennials
 - Planting beds - low height shrubs and perennials
 - Grassed area, generally mounded
 - Small set stone paving
 - Footway paving to Highway Authority adoptable standard
 - Footway paving to Highway Authority adoptable standard in contrasting colour
 - Concrete block paving to Highway Authority adoptable standard
 - Resin bound aggregate surfacing, with aluminium edging
 - Pre-cast concrete steps
 - Gabion wall retaining edge with timber seating, nom. 550 high
 - Gabion wall retaining edge, nom. 500 high
 - Concrete flag maintenance margin, nom. 300 wide
 - Kingpost / sleeper retaining wall to Crossland Road
 - Brick retaining wall with balustrade guarding where required.
 - Steel guardrail
 - Natural rocks as playable landscape
 - Timber playable landscape features
 - Indicative loose furnishings
 - Steel gates (Swing)
 - Steel gates (Sliding)
 - Raised timber planters for community vegetable and herb growing. Provided in both Neighbourhood and Residents garden
 - Indicative proposed lighting columns to lighting specialist's specification
 - Indicative proposed bollard lighting to lighting specialist's specification

Rev.	Date	Description	Revised by	Checked by
			New Zealand House, Abbey Foregate, Shrewsbury, Shropshire, SY2 6PD 01743 290 779 www.camlins.com	
Camlins				
Former John Lewis Depot, Letchford Street, Reading (also known as JLP Mill Lane) John Lewis Partnership BTR Ltd				
General Arrangement - Public Realm and Landscape				
Status	Planning	Drawn by	LeT	Checked by
		MSS		
Drawing Number	SY743-000-0001	Revision	-	Scale
				1:200@A1
				Date
				27.03.2024



Appendix C

Network & Town Centre Bus Maps



143
to Pangbourne
& Upper Basildon

X40 NX40
to Woodcote, Wallingford & Oxford

146
to Crays Pond

25
to Peppard Common
Maiden Erleigh
Chilten Edge

simply Reading fare zone
extends to Abbey RFC

800
to High Wycombe

127
to Twyford & Maidenhead

128 129
to Twyford & Wokingham

850
to Twyford & High Wycombe

1
to Thatcham
& Newbury

Kennet School

2 2a
to Burghfield,
Mortimer & Tadley

Mortimer St Mary's Primary

Willink School

300 600
603 650
Mere oak
park & ride

600 to Spencers Wood, Shinfield,
Swallowfield & Riseley

Oakbank School

3
to Arborfield, Barkham & Wokingham

Bohunt School

600 to Spencers Wood & Reading

4 X4
to Wokingham & Bracknell

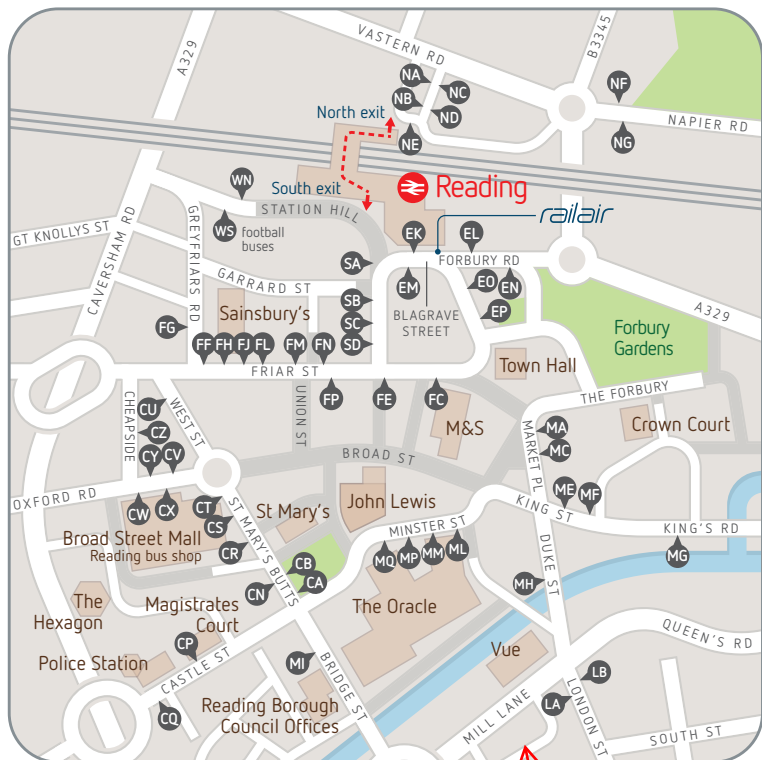
The Forest School

Emmbrook School

St Crispin's School

The Holt School

where to catch your bus in Central Reading



Site Location



see where your bus is
get live times
buy your ticket

get the app

Readingbuses



route

jet black 1
lime 2 2a
leopard 3
lion 4 X4
emerald 5
emerald 6 6a
buzz 9
ruby 10
bronze 11
little oranges 19a 19c
little oranges 19b
orange 13 14
sky blue 15 15a
sky blue 16
purple 17
claret 21 21a
pink 22
berry 23
berry 24
pink 25
yellow 26
little berries 29
royal blue 33
buzz 42
greenwave 50
Thames Valley 127 128 129
Winnersh Triangle park&ride 500
Mere oak park&ride 600 603
railair
football buses

towards

stops at

Theale/Thatcham/Newbury	EP FP CA CQ
Burghfield/Mortimer/Tadley	EP FP CA CQ
H Royal Berks Hospital/ UoR/Shinfield/Arborfield/Wokingham	CR FM SA MA MF
Reading College/Winnersh/Wokingham/Bracknell	CT FN EO ME
Northumberland Avenue	MI CR CU SC MC
Basingstoke Road/Tesco Depot/Whitley Wood	MI CR CU SC MC
H Royal Berks Hospital/ UoR/Whitley Wood/Worton Grange/Green Park	CR FM SA MA MF
Kennet Island	MI CS FM SD MC
Coley Park	MI CR FM EO MC
H Royal Berks Hospital/ UoR/Earley (Silverdale Road)/Woodley	CR FM SA MA MF
H Royal Berks Hospital/ UoR/Beech Lane/Lower Earley	CR FM SA MA MF
Reading College/Woodley Centre/Woodley	EM MF
Oxford Rd/Dee Park/Tilehurst/Calcot IKEA/Arlington Business Park/Theale	FE CX
Oxford Road/Overdown Road/Purley	FE CX
Reading College/Wokingham Road (Three Tuns)	CY FN EO ME
Oxford Road/Tilehurst (Water Tower)	MG MM CN CW
University of Reading/Lower Earley	CR CU EK MA
Caversham Centre/Caversham Heights	FJ EL NB
Caversham Centre/Caversham Park/Emmer Green	FL EL
Caversham Centre/Emmer Green/Caversham Park	FL EL NA
Caversham Centre/Sonning Common/Peppard Common	FJ EL
Southcote/Fords Farm/Beansheaf/Calcot IKEA	EK FP CA CQ
Lower Caversham	FJ EL
Tilehurst/Turnhams Farm	FE CB CQ
Kenavon Drive	FN EO MF
Rivermead Leisure Centre	CS FG MP
Green Park/ football stadium	MI CS SD MC
Twyford/Wokingham	FC EO MF
Winnersh Triangle park&ride	MQ CS FM EO MC
Campus Reading International/Mere oak park&ride/Shinfield Park	MI CS SD MC
Spencers Wood/Swallowfield/Riseley	MI CS SD MC
Heathrow Airport	Reading Station
football stadium (matchdays only)	WS

Hertfordshire

|

Oxfordshire

|

Cambridgeshire

|

Bristol

postbox@glanvillegroup.com | www.glanvillegroup.com



Glanville Consultants Ltd, Registered office: 3 Grovelands Business Centre,
Boundary Way, Hemel Hempstead, Hertfordshire, HP2 7TE