



Waterfront Square, Reading

Framework Travel Plan

On behalf of **Packaged Living**



Project Ref: 332610561/5500 | Rev: B | Date: July 2024

Registered Office: Buckingham Court Kingsmead Business Park, London Road, High Wycombe, Buckinghamshire, HP11 1JU
Office Address: Caversham Bridge House, Waterman Pl, Reading RG1 8DN T: 01189500761 E: reading.uk@stantec.com

Document Control Sheet

Project Name: Waterfront Square, Reading

Project Ref: 332610561

Report Title: Framework Travel Plan

Doc Ref:

Date: July 2024

	Name	Position	Signature	Date
Prepared by:	Rhys Husband	Graduate Transport Planner	RH	July 2024
Reviewed by:	Chris Brice	Associate	CB	July 2024
Approved by:	Chris Brice	Associate	CB	July 2024
For and on behalf of Stantec UK Limited				

Revision	Date	Description	Prepared	Reviewed	Approved
A	05.07.24	Draft – For Client Review	RH	CB	
B	18.07.24	Final – For Submission	RH	CB	CB

This report has been prepared by Stantec UK Limited ('Stantec') on behalf of its client to whom this report is addressed ('Client') in connection with the project described in this report and takes into account the Client's particular instructions and requirements. This report was prepared in accordance with the professional services appointment under which Stantec was appointed by its Client. This report is not intended for and should not be relied on by any third party (i.e. parties other than the Client). Stantec accepts no duty or responsibility (including in negligence) to any party other than the Client and disclaims all liability of any nature whatsoever to any such party in respect of this report.

Contents

1	Introduction.....	1
1.1	Preface 1	
1.2	Site Location.....	1
1.3	Development Proposal Overview.....	1
1.4	Requirement of the Framework Travel Plan	1
1.5	Travel Planning Approach and Objectives	1
1.6	Report Structure	2
2	Sustainable Travel Opportunities	3
2.1	Introduction	3
2.2	Local Pedestrian and Cycle Access.....	3
2.3	Public Transport Network	4
2.4	Local Facilities and Amenities	6
3	Development Proposal.....	8
3.1	Introduction	8
3.2	Development Proposal	8
3.3	Access Strategy.....	8
3.4	Cycle Parking	8
3.5	Car Parking.....	9
4	Objectives and Targets	10
4.1	Introduction	10
4.2	Aims and Objectives.....	10
4.3	Travel Plan Targets	10
5	Measures and Actions	12
5.1	Introduction	12
5.2	Measures and Initiatives.....	12
6	Travel Plan Delivery	14
6.1	Introduction	14
6.2	Travel Plan Coordinator	14
7	Monitoring and Review	15
7.1	Introduction	15
7.2	Monitoring	15
7.3	Remedial Measures.....	15

Figures

Figure 2.1: Extract from RBC Cycle Network – Strategic Route	4
Figure 2.2: Local Amenities	7

Tables

Table 2.1: Summary of Local Bus Services	5
Table 3.1: Bicycle Parking Standards and Provision	8
Table 3.2: Car Parking Standards and Provision	9
Table 4.1: FTP Interim Mode Share Targets.....	11
Table 5.1: List of Travel Plan Measures	12
Table 7.1: Timeline of Action Plan.....	15

Appendices

No table of contents entries found.

This page is intentionally blank

1 Introduction

1.1 Preface

- 1.1.1 Packaged Living has commissioned Stantec to prepare a Framework Travel Plan (FTP) to accompany the Transport Assessment and the outline planning application for the Waterfront Place development, Reading, RG1 8DA.
- 1.1.2 The outline planning application includes an illustrative masterplan that defines the development that relates to this FTP and outlines the principles and approach of the proposed development at Waterfront Square. The FTP should be read in conjunction with the Transport Assessment produced alongside this report. Reserved Matters applications will follow, providing more definitive detail of the design of the proposed development.

1.2 Site Location

- 1.2.1 The Waterfront Place development is located circa 650m north of Reading Town Centre and 550m north of the Reading Railway Station, a 9-minute and 7-minute walk away, respectively. The Site's location in context with the surrounding road network is displayed in Reading Town Centre, shown in **Figure 1.1**. The Site has boundaries clearly defined by Vastern Road to the south, the River Thames to the north, Thames Water building to the east and Norman Place road and office buildings to the west.
- 1.2.2 The site is bounded to the north the River Thames and its associated tow path, to the east by the Thames Water Building, to the South by the Vastern Road and to the west Norman Place and an office / residential buildings.
- 1.2.3 The Site is currently occupied by an office building that houses Conea Insurance, which has 55 parking spaces.

1.3 Development Proposal Overview

- 1.3.1 The Waterfront Square planning application seeks Planning Permission for:

The Proposed Development seeks to deliver 254 studio, one, two and three bedroom residential dwellings (Use Class C3), together with 278m² (GEA) of flexible Class E floorspace at ground floor level. A series of internal and external amenity spaces feature within the layout. New pedestrian accesses are proposed from Vastern Road and Norman Place and a vehicular access to a ground floor undercroft car parking area is proposed from Norman Place. Substantial public realm surrounds the development, providing significant visual improvement to Vastern Road, Norman Place and the River Thames frontage.

The site will provide high-quality residential units in an accessible and sustainable location with pedestrian and cycling links well located for access to the town centre and public transport services (bus and train); the residential development will have a maximum of 18 car parking spaces provided in a covered at-grade car park.

1.4 Requirement of the Framework Travel Plan

- 1.4.1 This FTP has been developed in accordance with the Reading Borough Council (RBC) Local Plan 2019 Policy TR1, RBC Local Transport Plan 2036, and national travel plan policies.

1.5 Travel Planning Approach and Objectives

- 1.5.1 This FTP aims to reduce vehicle movements to the site and promote sustainable modes of transportation for travel planning. It will remain active even after the site is occupied, ensuring that it continues to align with the relevant targets and needs of the residents.

1.5.2 The objectives of the FTP are to:

- Provide a framework for the promotion of sustainable travel;
- Establish an outline of potential measures to manage vehicle trips to the site by residents;
- Outline a feasible ongoing coordination process for maintaining and monitoring the effects of initiatives; and
- Contribute to local sustainable transport objectives and the good accessibility of the site.

1.6 Report Structure

1.6.1 The remainder of this FTP has been structured as follows:

- **Section 2: Sustainable Travel Opportunities** – Provides a review of the sustainable options available for the users of the development in the locality of the site.
- **Section 3: Development Proposal** – Outlines the proposed developments of the Site.
- **Section 4: Objectives and Targets** – Sets out the objectives and targets of this FTP.
- **Section 5: Measures and Actions** – Sets out the measures and actions that have been selected to be implemented.
- **Section 6: Travel Plan Delivery** – Sets out the roles and responsibilities for the ongoing management of the Travel Plan.
- **Section 7: Monitoring and Review** – Presents the monitoring programme to ensure that objectives and targets are met in line with FTP.

2 Sustainable Travel Opportunities

2.1 Introduction

- 2.1.1 This section reviews the sustainable travel opportunities available for the site's residents. As stated previously, the Waterfront Square residential units will be a low-car development and the commercial aspect will have no car parking.

2.2 Local Pedestrian and Cycle Access

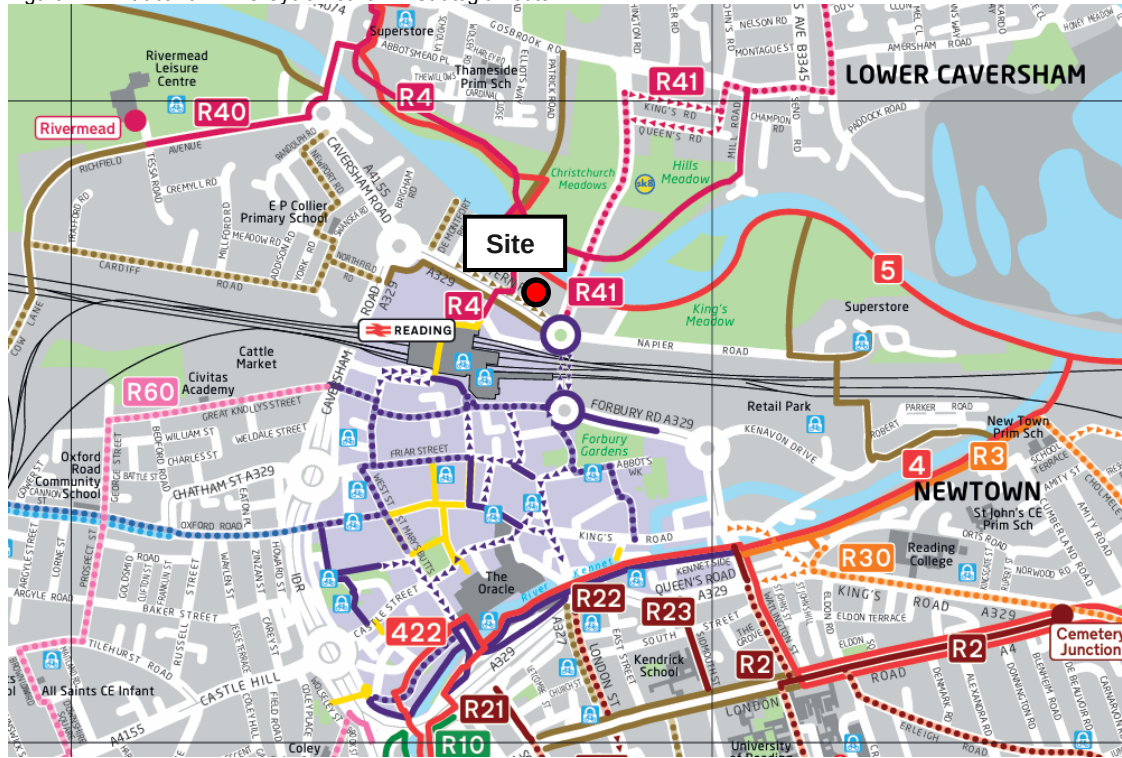
Pedestrian Network

- 2.2.1 The Site is situated in a sustainable and accessible area on the edge of Reading Town Centre. Due to employment centres in the area, the site is ideally located to encourage walking for the residents. Within a 20-minute walk, residents can access the whole of Reading Town Centre, including Broad Street Mall, the Oracle, Caversham and transport nodes such as Reading Railway Station and multiple town centre bus stops.
- 2.2.2 Both sides of Vastern Road and Norman Place have footways that connect to an extensive network within the town centre and along the River Thames. Norman Place leads to the Towpath along the River Thames on the site's northern boundary. Christchurch Bridge is 110m northwest and Reading Bridge is 130m northeast of the connection, respectively, which allows for passage across the River Thames and reduces the separation between the two sides.
- 2.2.3 There are two informal raised bed crossings with tactile paving in the area. The first one is located at the junction of Vastern Road and Norman Place, while the second one is 55m southeast of the junction, across the site access to Clearwater Court.
- 2.2.4 10m northwest of the site access is a staggered toucan crossing across the Vastern road providing direct access to the Reading Railway Station. While 100m southeast of the site access is a second staggered toucan crossing.

Cycle Network

- 2.2.5 The site is situated on the edge of Reading Town Centre; the Site is bounded to the west by R4 and the north by R41 near the Town Centre Cycle Route. These provide access to the wider Reading Cycle Network, including the Purple Route, which connects the Town Centre, R10 leading to Green Park and NCN4 and 5, which run along the River Kennet and Thames, respectively. These routes and others are shown in **Figure 2.1**.

Figure 2.1: Extract from RBC Cycle Network – Strategic Route



Source: [Cycling - Reading Borough Council](#) (Accessed: June 2024)

- 2.2.6 The site's location means that within a 20-minute cycle, residents of the site can access Caversham, Sonning, Whitley Wood, Woodley and the employments within Reading. Multiple different types of schools, including primary, secondary, grammar and the University of Reading, are within the 20-minute cycling distance. As well as major employment centres including Royal Berkshire Hospital, Thames Valley Park, Green Park and Winnersh Triangle.
- 2.2.7 The site's Reading Town Centre location means that within a 20-minute cycle, the site can access Caversham, Sonning, Whitley Wood, and Woodley.

2.3 Public Transport Network

Bus

- 2.3.1 Waterfront Square is within a short distance of strategic bus routes that connect the site with destinations across Reading Borough and beyond. There are bus stops within walking distance of 650m, including Station North Interchange, Reading Station, Station Road, Forbury Road and Blagrove Road. These services provide access to the wider region, including Bracknell, Newbury and Wokingham.
- 2.3.2 A summary of local bus services serving these bus stops within a 650m walking distance of the Site is provided in [Table 2.1](#). As numerous bus services are accessible by the Site, this will encourage residents and visitors to use a bus service detailed in [Table 2.1](#).

Table 2.1: Summary of Local Bus Services

Service	Destinations (to/from)	Weekday services per hour	Saturday services per hour	Sunday services per hour
1	Newbury to Reading via Thatcham and Theale	2	2	1
2 / 2a	Central Reading to Mortimer via Burghfield	2	2	1
3	Royal Berkshire Hospital (RBH) / Arborfield / Wokingham	3	3	2
4 / 4X	Reading – Bracknell via Wokingham	3	3	2
5	Reading Station – Northumberland Avenue Terminus	4	4	2
6 / 6a	Reading Station – Whitley Wood	4	4	2
9 / 9a / 9b	Reading Station – Green Park Station via RBH & Whitely Wood	1	1	-
10	Central Reading – Kennet Island	2	2	2
11	Central Reading – Coley Park	3	3	2
13/14	Reading Station – Woodley (Circular)	4	4	2
15/15a	Central Reading – Theale and Calcot	3	3	2
16	Central Reading – Purley	3	3	2
17	Wokingham Road – Tilehurst Via Central Reading	7	6	3
18 / 18a	Tilehurst Triangle – Kenavon Drive	2	2	1
19a / 19c	RBH / UoR / Earley / Woodley	2	2	-
19b	RBH / UoR / Beech Lane / Lower Earley	1	1	-
21 / 21a	Reading Station – Lower Earley	3	3	2
22	Central Reading – Caversham Heights	1	1	-
23	Central Reading – Caversham Park	2	2	1
24	Central Reading – Emmer Green	2	2	1
25	Central Reading – Peppard Common	1	1	1 every 2 hours
26	Reading Station – Calcot (IKEA)	4	4	2
27 / 29	Central Reading – Lower Caversham	3	3	1
33	Central Reading – Turnham's Farm	3	3	2
42	Rivermead – Kenavon Drive via Central Reading	2	2	-
50	Central Reading – Green Park	5	2	-

Service	Destinations (to/from)	Weekday services per hour	Saturday services per hour	Sunday services per hour
127/128/129	Wokingham Town Centre – Reading Town Centre	1	1	-
X40	Oxford to Reading via Benson, Wallingford and Caversham	2	2	2
600	Central Reading – Spencers Wood/Mere oak P&R	4	4	-

Source: [Reading Buses \(reading-buses.co.uk\)](https://www.reading-buses.co.uk/) and [Oxford Bus Company and Thames Travel](https://www.oxfordbus.com/) (Accessed: June 2024)

National Rail

2.3.3 The Waterfront Square development is close to Reading Railway Station, a national transport hub. Reading Railway Station is used by approximately 17 million passengers annually (2019) and is the ninth busiest station outside London and the second busiest interchange station outside London.

2.3.4 Rail services from Reading Railway Station provide connections to the regional and national rail network, where the following train companies offer services to various destinations:

- **First Great Western** operates trains to destinations including London Paddington, Slough, Basingstoke, Guildford, Gatwick Airport, Oxford, Hereford, Worcester, Bristol, and the South West of England.
- **Cross Country Trains** operate trains to destinations including Bournemouth, Southampton, Guildford, Banbury, Coventry, Birmingham, the North of England, and Scotland; and
- **South Western Trains** provides services to Wokingham, Staines, Richmond, Clapham Junction, London Waterloo, Basingstoke, Winchester, Southampton, Portsmouth, and Brighton.
- **Elizabeth Line** uses Reading Railway Station as its western terminus. The full route opened in November 2022. It connects to railway stations and key interchanges in central and west London, including Bond Street, Farringdon, and Canary Wharf.

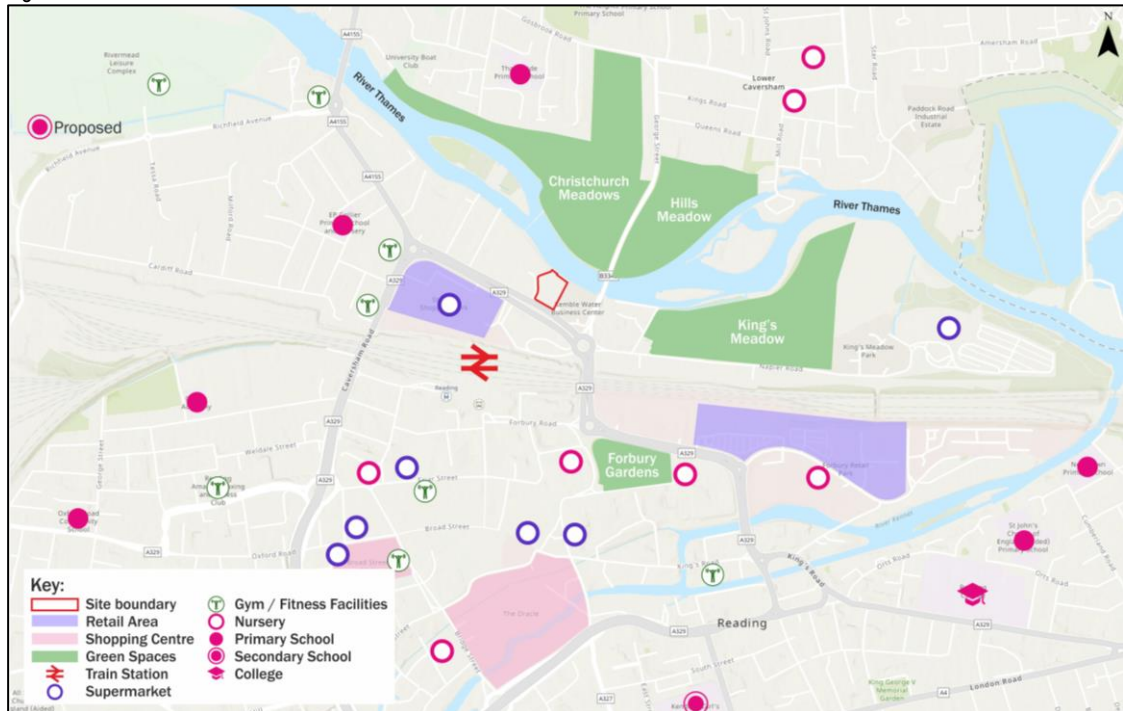
2.4 Local Facilities and Amenities

2.4.1 Waterfront Square is located in an accessible and sustainable location on the edge of the Town Centre, which allows residents of Waterfront Square to access a wide range of amenities, including entertainment, healthcare and retail, the location of which can be seen in **Figure 2.2** and a summary of listed below:

- Transport Nodes (Bus Stops and Reading Railway Station)
- Retail Parks
- Supermarkets
- Restaurants
- Shops (The Oracle & Broad Street Mall)
- ATMs
- Parks

- River Kennet and Thames

Figure 2.2: Local Amenities



3 Development Proposal

3.1 Introduction

- 3.1.1 This section presents an overview of the proposed development for Waterfront Square, which have the most relevance to transport matters and the proposed residential units.

3.2 Development Proposal

- 3.2.1 The development proposals for the Waterfront Square development comprise the following:

The Proposed Development seeks to deliver 254 studio, one, two and three bedroom residential dwellings (Use Class C3), together with 278m² (GEA) of flexible Class E floorspace at ground floor level. A series of internal and external amenity spaces feature within the layout. New pedestrian accesses are proposed from Vastern Road and Norman Place and a vehicular access to a ground floor undercroft car parking area is proposed from Norman Place. Substantial public realm surrounds the development, providing significant visual improvement to Vastern Road, Norman Place and the River Thames frontage.

3.3 Access Strategy

Pedestrian and Cycle Access

- 3.3.1 The Site's accessible and sustainable location on the edge of Reading Town Centre provides an opportunity to tie the site's layout into the existing network, including the River Thames towpath.
- 3.3.2 The internal layout of the site is designed to allow ease of passage into the site for pedestrians and cyclists, allowing connection onto Norman Place and, in turn, the River Thames Tow Path.

Vehicle

- 3.3.3 The site can be accessed from Norman Place, where the vehicle access point to the undercroft car park is located.

3.4 Cycle Parking

- 3.4.1 To encourage sustainable travel by future residents, on-site cycling parking for the residential units will be provided in excess of the minimum standards outlined in Reading Borough Council Parking Standards 2011.
- 3.4.2 The residents' parking standards are shown in **Table 3.1**, along with the proposed residential provision.
- 3.4.3 There will be a total of seven Sheffield stands in the public realm, five to the north of the building near to the cycle paths and two near to the southern entrance of the building.

Table 3.1: Bicycle Parking Standards and Provision

No. of Bedrooms	Standards	Minimum	Provision
1-2	0.5	120	136
3+	1	15	
Total		135	

3.5 Car Parking

- 3.5.1 The development will be a low-car development, which reinforces the site's sustainability and good access to other modes of transport, including walking, cycling and public transport.
- 3.5.2 **Table 3.2** shows the required number of car parking spaces and the proposed provision. The under-provision is warranted due to the development's location on the edge of Reading Town Centre, which has great connections to walking and cycling paths and public transport nodes.
- 3.5.3 Based on RBC parking standards, the residential car parking should have a minimum of three disabled spaces or 5% of the total capacity; whichever is greater, the site will provide three accessible spaces.
- 3.5.4 Of the total car parking spaces, all will have Electric Vehicle Charging Points (ECVPs), above the required by Reading Parking Standards 2011, which requires a minimum of 10% will be allocated to EVCPs, this is in line with Building Regulations all the car parking spaces will have the ability to provide EVCPs.

Table 3.2: Car Parking Standards and Provision

No. of Bedrooms	Standards	Maximum	Provision
1-2	0.5	120	18
3+	1	15	
Total		135	

4 Objectives and Targets

4.1 Introduction

- 4.1.1 This section outlines the overarching objectives and targets of this FTP for the residential units proposed at the Waterfront Square development sites.

4.2 Aims and Objectives

- 4.2.1 The overall aim of this FTP is to develop a set of practical measures and initiatives to help promote sustainable and healthier travel amongst future residents at the site and reduce reliance on cars.
- 4.2.2 To support this aim, the following objectives have been set out:
- Increase the awareness of the Travel Plan and its elements;
 - To minimise single occupancy car travel to and from the development;
 - Encourage greater use of sustainable modes of travel, particularly cycling and walking or public transport;
 - Develop an ongoing management coordination process that will monitor and review changes.

4.3 Travel Plan Targets

Targets

- 4.3.1 The inclusion of targets with this FTP enables progress monitoring to be carried out and ensures the FTP seeks to meet its objectives actively. The targets have been set to reflect the reduced levels of car use expected as a result of the TP's measures and the low car nature of the development.
- 4.3.2 These targets must be **SMART** as explained below:
- **Specific:** Identify precisely what is to be achieved;
 - **Measurable:** Over the duration of the target period, allowing for regular evaluation of effectiveness;
 - **Appropriate:** Linked to overall objectives and aims;
 - **Realistic:** In terms of the potential to be achieved over the duration period of achieving targets; and
 - **Timed:** The target must define a date by which it is expected to be achieved.
- 4.3.3 A key measure of the FTP's success would be the car ownership levels and mode of travel to work of the development. The development has been designed to minimise car usage and ownership by limiting the number of residents that have access to a private car.
- 4.3.4 The car driver mode share for the 254 residential units limited to 18 car parking spaces is 10.7% (excluding servicing and deliveries). Therefore, the site will have below-average car ownership.

- 4.3.5 As a travel survey of the site cannot yet be undertaken, the modal split targets within this section are indicative. They will be refined once the initial survey has been undertaken and reviewed.
- 4.3.6 The indicative targets are provided below, which have been informed from travel behaviour at nearby residential developments. The indicative targets are set out in **Table 4.1** below, based on 2011 Census Travel to Work Data for **E01033415 Reading 011F** and readjusted based on the 20.1% car driver mode share.

Table 4.1: FTP Interim Mode Share Targets

Mode	Baseline Mode Share	Interim Targets		
		Year 1	Year 3	Year 5
Rail	33.3%	33.5%	33.7%	33.9%
Bus/ Coach	15.3%	15.4%	15.5%	15.6%
Taxi	0.1%	0.1%	0.1%	0.1%
Motorcycle	0.1%	0.1%	0.1%	0.1%
Driving a car or a van	6.5%	6.0%	5.5%	5.0%
Passenger in a car or van	1.1%	1.1%	1.1%	1.1%
Bicycle	6.7%	6.8%	6.9%	7.0%
Foot	35.9%	36.0%	36.1%	36.2%
Other	1.0%	1.0%	1.0%	1.0%
Total	100%	100%	100%	100%

- 4.3.7 To provide an updated baseline, a comprehensive and compliant first baseline survey will be conducted within the first six months of first occupation or at 75% occupation of the residential units, whichever comes first. This will measure the mode share of the residents on a neutral weekday.
- 4.3.8 The targets in years 1, 3 and 5 will require validation and review once the baseline modal share proportions are confirmed. Once data on travel patterns have been obtained, these targets can be firmed up.

5 Measures and Actions

5.1 Introduction

5.1.1 In order to meet the set goals and objectives, this section will discuss the proposed measures. These measures will need to be confirmed, implemented, improved and expanded as per the needs and operations of the occupants throughout the duration of the travel plan.

5.2 Measures and Initiatives

5.2.1 **Table 5.1** shows the measures that will be implemented to achieve the objectives.

Table 5.1: List of Travel Plan Measures

Objective	Measure	Phase	Responsibility
Increase the awareness of the TP and its elements	Provide a travel information pack to residents before moving into the units to provide awareness of travel options, enabling residents to plan sustainable journeys to and from their delivery. The document will need to be continually updated and contain the following: - Map of the site highlighting transport facilities in and close to the site, such as bus stops and cycle routes. - The latest local bus timetables and maps. - Links to relevant websites with travel information. - Local walking and cycling maps showing local services and transport interchanges within an easy walk/cycle distance. - A brief introduction in the pack to explain the TP objectives, targets and how the residents can make a difference. - Information on the health and financial benefits of sustainable modes of travel. - Feedback survey forms.	Pre and during the occupation	Travel Plan Coordinator
	Review, improve, and update travel information on transport web pages	From occupation	Travel Plan Coordinator
	Create an awareness strategy and programme for the continued promotion of sustainable travel for residents, including consideration of the use of Social media channels	From occupation	Travel Plan Coordinator
	Promote walking and cycling through specific transport events (e.g. bike week) and those organised by RBC	From occupation	Travel Plan Coordinator
Encourage greater use of more sustainable means of travel	Provide secure and conveniently located cycle storage provisions for residents	Pre-occupation	Developer
	Provide basic cycle maintenance equipment at the site, including a pump, puncture repair kit, tools, etc., for use by any residents/staff	0-6 months	Travel Plan Coordinator
	Public Transport real-time display screen in the reception to inform residents when the next bus/train service is.	From occupation	Developer

Objective	Measure	Phase	Responsibility
Develop an ongoing management coordination process	Undertake baseline and future residents' travel surveys	Within 6 months of first occupation, then years 3 and 5	Travel Plan Coordinator
	After completing the baseline and future travel surveys, a comprehensive review of the TP will be undertaken.	As appropriate	Travel Plan Coordinator

6 Travel Plan Delivery

6.1 Introduction

- 6.1.1 This section sets out the responsibilities for the management of the TP to ensure that the objectives and targets set out are achieved.

6.2 Travel Plan Coordinator

- 6.2.1 A key element of the Travel Plan is the nomination of the TPC is central to the successful implementation and management of the TP. The TPC will act as the promoter of the components of the TP. The TPC will act as the promoter of the components of the TP to secure its implementation and be the key contact point for residents of the site.
- 6.2.2 The key responsibilities by the TPC are set out below, acknowledging that these will be reviewed/amended regularly:
- Leading on the delivery of the updated TP once approved by RBC;
 - Coordinating the necessary data collection for maps of local walking and cycling facilities; public transport timetables; contact details for local bus and taxi companies; contact details for local authority travel-based initiatives and promotions, and information about all the local facilities in the area;
 - Representing the 'human face' of the TP to provide a point of contact for residents to discuss travel arrangements;
 - Promoting individual events and co-ordinating initiatives; and
 - Liaising with RBC over monitoring surveys and reviews of the TP to help assess progress achieving mode-shift away from car use.

7 Monitoring and Review

7.1 Introduction

- 7.1.1 The Good Practice Guidelines state that Travel Plans should be evolving documents that need regular updating. Implementing a Travel Plan involves:

‘... a continuous process for improving, monitoring, reviewing and adjusting the measures in the plan to reflect changing circumstances’.

7.2 Monitoring

- 7.2.1 This FTP is an active document that should be continually monitored and reviewed. This section details the schedule for monitoring and review to ensure that any changes to the site or local environment that affect travel patterns are documented accordingly.
- 7.2.2 After the proposed development has been occupied for six months, or at 75% occupancy (whichever comes first), there will be initial surveys, monitoring, and review of targets. Once these surveys are reviewed and analysed, a revised baseline target may be proposed.
- 7.2.3 Biennial monitoring would be appropriate for the Waterfront Square proposals due to the development's low-car nature. This results in the majority of trips made by residents being carried out by sustainable modes (walking, cycling or public transport). **Table 7.1** identifies the key actions and timescales relating to the monitoring and review of the FTP.

Table 7.1: Timeline of Action Plan

Action	Timescale
Baseline travel surveys	Within 6 months of the first occupation or at 75% occupancy (whichever comes first)
Update of FTP following baseline surveys	Following baseline surveys (as above)
Future resident travel surveys	Years 3 and 5
Undertake a comprehensive review of all Travel Plan (including Objectives, Targets, the Action Plan and Monitoring Programme)	At years 3 and 5, following baseline travel surveys

- 7.2.4 The TPC shall undertake and submit a bi-annual monitoring report to RBC for approval. This report is to demonstrate to RBC reasonable satisfaction with how the FTP has been implemented during the preceding period and should include the following:
- Measures introduced and actions taken to promote the FTP;
 - A summary of the modal shift through the monitoring surveys;
 - The progress of the FTP in achieving targets and identifying any amendments to be agreed in writing by the council in the event targets are not met; and
 - A plan for future actions to be implemented.

7.3 Remedial Measures

- 7.3.1 Remedial measures are necessary only if the development consistently falls short of the targets specified in the TP. The remedial measures would examine the reasons behind the failure to achieve the targets and would implement new measures to meet the targets.

- 7.3.2 The site's TPC would be responsible for negotiating any remedial measures and their subsequent funding with the managing the residential units and RBC.