

Site	Land off Echo Hill
HCC reference	NH/25777/2025
LPA	North Herts
LPA reference	25/01708/OP
Evaluation date	August 2025
Travel plan date	June 2025
HCC Officer	SS
Queries regarding this assessment should be directed to Travelplan@hertfordshire.gov.uk	

Overview of comments		
Thank you for submitting a travel plan as part of the above application. Please make the following amendments, for the plan to receive approval: • An interim TPC must be appointed and contact details shared with HCC. • A secondary contact to the TPC will be communicated to HCC, once the TPC is appointed. • Detail on where TPC is based are required (on-site/off-site) • Residential travel pack contributions are required to be provided for residents at the value of £50 per flat and £100 per house (e.g. bus vouchers or vouchers towards active travel). • Statement from the developers/business stating that they are commitment to implementing the travel plan • A target 5% reduction in car-based trips is mentioned, HCC require a minimum of 10% • HCC hold a licence with Modeshift STARS – a travel plan accreditation platform (DfT approved). Modeshift STARS offers a platform to build a travel plan and manage it, awarding developments for their efforts to encourage sustainable modes of travel. Prior to occupation, the travel plan coordinator should attend a meeting with an HCC officer for an introduction and set up to the platform.		
Any recommendations for inclusion in S106		
Plan approved?	Yes	No

Content	Comments		
Site details/Introduction	R	A	G
Development type			Residential, 84 dwellings
Use class changes • Future use class (and previous if a change of use or directly relevant) • Gross floor area (m² or metric from Appendix B table)			
Site owner • Not always relevant- e.g. In workplace travel plan or expansion of existing plan			Gladman Developments Ltd
Site developer • Generally relevant for residential development- or developer of commercial units without future tenants known			Gladman Developments Ltd
Travel plan author • Usually a transport consultancy- although consider relevance if being written by consultants on developer's behalf (i.e. future ownership)			GTA Civils & Transport
Site location • Details of location • Map			2.5 Figure 2.1
National and local policy background			Within TA

Should be summarised in the Transport Assessment- not essential to copy and paste into the travel plan			
Travel plan type - Full Travel Plan - Interim Travel Plan - Framework Travel Plan - Travel Plan Statement			Framework TP
Outcome objectives			
Travel plan objective What are the main issues the travel plan is seeking to address			4.3-4.5
Travel type targeted - Residential - Employees - Visitors - Business travel - Delivery			Residents
Travel plan management			
Travel plan co-ordinator contacts - Interim TPC details should be amber - Full TPC details should be green - No details should be red	Interim contact details are required	TP will be appointed at least 3 months prior to occupation - once appointed, details will be shared with HCC	
Secondary contacts	Missing		
Statement of senior commitment Statement from the developers/business stating that they are commitment to implementing the travel plan	Missing		

Travel plan co-ordinator duties			6.5
Time allocated to role			6.4
Frequency on site Are they based on or off site?	Detail on where TPC is based should be shared.		
Steering group - Name - Frequency of meetings - The key stakeholders to attend the meetings			
Other management arrangements/Handover Will the TP be handed over to a management company?			
Internal stakeholders - Employees or residents - Mixed use - Large company with different departments			Residents
External partners - HCC - Bus companies - Travel solution/initiative groups			HCC
Package of measures			
General travel information			RTPs – 5.3-5.4
Walking			Maps and route information Personalised Travel planning Promotion of benefits
Cycling			Cycle training Cycle maintenance Clinics BUG

			Maps and route information
Public transport			Maps and route information - including real time info Discounts and vouchers Promotion of HCC transport initiatives
Car sharing			Promotion of car sharing schemes Promotion of car sharing among neighbours Potential for resident-led car share group/forum
Reduce the need to travel • Home deliveries • High speed internet so can work at home	Missing		
Residential travel pack contributions	Missing		
Parking measures (restraint and management)			
Consistent levels of parking			
Parking management strategy			
Disabled parking			
Car share parking			
EV parking			
Two-wheeler parking			
Freight or delivery measures			
Delivery			
Freight			
Construction			
Targets, monitoring and action plan			
Baseline mode split data • Interim/estimated baseline should be amber • Full/actual should be green		Table 4.1 – Interim targets	

Estimates should be based on TRICS data from the TA			
Modal shift targets - Interim/estimated targets should be amber - Full/actual should be green - Estimates should be based on TRICS data from the TA		Table 4.1 Mentions a 5% reduction. HCC requires a 10% target	
Monitoring method - Questionnaire survey- an example could be included (need to understand why they travel the way they do and what would make people change to an active/sustainable mode) - Ad-hoc surveys of facilities use, uptake on promotions i.e. residential travel vouchers, staff tax free incentives. - Traffic data collection in line with HCC monitoring methodology for Travel Plan. - TRICS SAM travel surveys for upper tier Travel Plans			Travel surveys
Monitoring frequency - Questionnaires should be conducted as part of annual monitoring. - TRICS SAM survey or similar to be undertaken every other year for upper tier Travel Plans			7.4 TP review annually with full surveys in years 1,3 and 5. Snapshot surveys in years 2 and 4

Travel plan review frequency • Annually • Review report submitted to HCC within 3 months of surveys		A review report should be submitted annually and within 3 months of surveys	
Evaluation and support fee? • £1,200 annual support fee			7.6