



RESIDENTIAL TRAVEL PLAN
Land south of Cowards Lane,
Codicote, SG4 8UN

Document History

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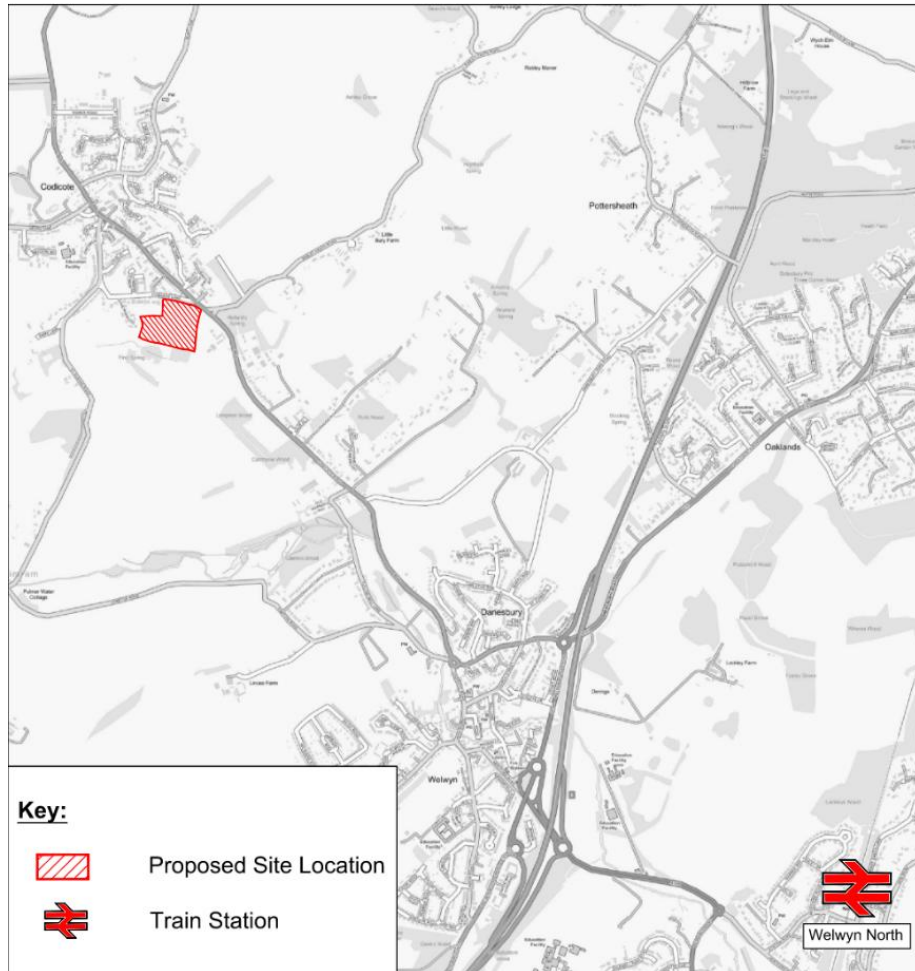
Appendix A: Site Layout

Appendix B: Hertfordshire Travel Plan Guidance - Monitoring Survey Methodology

1.0 Introduction

- 1.1 This Residential Travel Plan has been prepared by Glanville Consultants on behalf of Croudace Homes, in order to support a Reserved Matters Application associated with a proposed residential development on Cowards Lane in Codicote, Hertfordshire. The development received Outline Planning consent for 83 dwellings and vehicular access in November 2022 (planning reference 17/01464/1). The site is now called 'Weavers Gate' development.
- 1.2 A Residential Travel Plan was previously prepared by Phil Jones Associates as part of the Outline application. As part of planning Condition 13, a Travel Plan which accords with the Hertfordshire County Council (HCC) Travel Plan guidance is required. Consequently the Outline application's Travel Plan has been updated and re-submitted as part of the Reserved Matters application.
- 1.3 A Reserved Matters application was submitted for 83 dwellings in March 2023 (reference 23/00743/RM). Since that application was submitted, consultation responses have been received from the Stakeholder Consultees. The layout has been subsequently updated based on these comments and the number of dwellings has reduced to 80 dwellings. This version of the Travel Plan has been updated to incorporate details of the proposed Car Club arrangements as requested by the Local Planning Authority. These details have been provided within paragraphs 3.17 to 3.23, paragraph 4.16 and paragraphs 6.26 to 6.28 of this Travel Plan.
- 1.4 The Weavers Gate development is located on the southern boundary of Codicote, around 500m to the south of the village centre. The site is bounded by Cowards Lane and residential dwellings to the north, residential dwellings off The Riddy to the west, fields to the south and Hollard's Farm to the east. The location of the site within Codicote is shown within Figure 1.
- 1.5 Currently the site is a green field used for agricultural purposes but the site was allocated with a dwelling estimate of 73 dwellings within the North Herts Local Plan (Site CD01). The location of the site compared to the nearest railway station is shown within Image 1.

Image 1: Site Location Compared to the Nearest Railway Station



Travel Plan

- 1.6 A Travel Plan is a package of measures designed to reduce the amount and impact of traffic generated by the development and encourage a more sustainable approach to travel behaviour. They are an important element of the Government's National Planning Policy Framework, last updated July 2021, which aims to increase personal travel choice by improving infrastructure and services that enable more people to use sustainable modes of transport, such as walking, cycling and public transport.
- 1.7 A Travel Plan will normally include a number of measures to improve travel choice, reduce reliance on the car and reduce the environmental impact of travel. The plan may incorporate a range of measures, including public transport initiatives, car sharing, cycle and pedestrian facilities improvements, and the distribution of publicity and marketing information. Travel Plans should also discourage people from using a private car for journeys by implementing demand management measures, such as stricter parking controls.

- 1.8 The implementation of a successful Travel Plan can have the following benefits:
- Minimising unnecessary journeys and the costs associated with them;
 - Improving the number and quality of the transport options available to residents;
 - Increasing the accessibility of the site and, therefore, its attractiveness to occupiers;
 - Promoting healthy living and exercise;
 - Reducing the likelihood of congestion around the Site and the associated noise and air pollution;
 - Present a positive, environmentally friendly image of the development with the associated public relations value; and
 - Ensure compliance with national, regional and local policy.
- 1.9 In addition, to identifying measures and initiatives that can be used to encourage residents to make smarter travel choices, a Travel Plan should also set out achievable targets against which its success can be measured and the process by which it will be implemented, managed, monitored and reviewed.

Aims and Objectives

- 1.10 This Travel Plan is aimed at both residents and visitors to the development and looks to influence behavioural change towards sustainable modes of travel by proposing a package of measures aimed at promoting sustainable travel, with the emphasis being to minimise unnecessary single occupancy car travel from the outset. The Travel Plan has been prepared in accordance with NHDC's Air Quality Planning Guidance (2018) (see paragraphs 2.15 to 2.18) and the Hertfordshire County Council Travel Plan Guidance (2020).
- 1.11 It aims to minimise single occupancy car travel to and from the site through education and encouragement and, for a reasonable investment of resources, by improving conditions and choice for pedestrians, cyclists and those using public transport.
- 1.12 The Objectives of this Travel Plan are therefore 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 bicycles;
 - f) To establish walking and cycling, and public transport use, as realistic alternatives to single occupancy car use for journeys taken by residents;
 - g) To be acceptable to the local authority and to the residents;
 - h) To be self-funding after implementation;
 - i) To create awareness of the benefits of sustainable travel to the local and wider environment and community; and
 - j) To be on-going and adaptive, to monitor impacts, to learn from experience and, above all, be proactive.

Benefits of the Travel Plan

- 1.13 Travel Plans are important management tools and when implemented as part of a comprehensive transport strategy they make it possible to achieve a change in modal split from the private vehicle towards more sustainable forms of travel.

- 1.14 In the context of the proposed development, this will include making residents and visitors more aware of alternative travel modes, to reduce the impact of car-based journeys to and from the site. In addition to providing information and incentives to use these alternative modes, there may also need to be some demand management restraint mechanism to actively ensure a lower car trips.

Structure of the Report

- 1.15 Following this introduction, the Travel Plan is structured as follows:
- Section 2 sets out the planning policy context;
 - Section 3 provides details of the site location and the proposed development
 - Section 4 outlines the site sustainable accessibility;
 - Section 5 provides details on the Travel Plan's Targets;
 - Section 6 outlines a proposed package of measures and initiatives
 - Section 7 provides details on how the Travel Plan will be managed;
 - Section 8 describes how the TP will be monitored and reviewed;
 - Section 9 details the Action Plan for implementation of measures; and
 - Section 10 provides a summary and conclusion.

2.0 Planning Policy Context

Overview

2.1 This section of the report reviews the national and local policies relating to transport in the context of the Proposed Development. The relevant planning documents that have been reviewed include the following:

- National Policy
 - National Planning Policy Framework (2021)
 - The Planning Practice Guidance (2014)
- Regional and Local Policy

National Planning Policy

National Planning Policy Framework (NPPF)

2.2 The NPPF sets out the Government's Planning policies for England, providing a framework within which local people and councils can encourage development which reflects the needs and priorities of their communities. The NPPF last update was in September 2023.

2.3 A key principle of the NPPF is the presumption in favour of sustainable development, which contributes to a community's economic, social, and environmental aspects. As such, development proposals that accord with the local development plan (developed in line with the sustainable development principles set out in the NPPF) should be approved without delay.

2.4 Paragraph 112 of the NPPF states that developments should:

- *Give priority to pedestrian and cycle movements, and have access to high quality public transport facilities;*
- *Address the needs of people with disabilities and reduced mobility;*
- *Create safe and secure layouts which minimise conflicts between traffic and cyclists or pedestrians, avoiding street clutter and where appropriate establishing home zones;*
- *Allow the efficient delivery of goods and supplies and access by service and emergency vehicles; and*
- *Be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations.*

2.5 Paragraph 113 of the NPPF further states that all developments that will generate a significant amount of movement should be required to provide a Travel Plan and be supported by a Transport Assessment or Statement.

THE PLANNING PRACTICE GUIDANCE (2014)

2.6 In March 2014 the Department for Communities and Local Government (DCLG) launched a website containing national planning practice guidance. The website contains guidance on a range of planning topics such as design, Local Plans, Neighbourhood Plans and Travel Plans / Transport Assessments.

- 2.7 The section on 'Travel plans, Transport Assessments and Statements in decision-taking provides advice on when Travel Plans are required and what they should contain. This Travel Plan has been prepared in accordance with the PPG.

Local Planning Policy

- 2.8 The requirements for a Travel Plan and the need to encourage sustainable transport use is also set out within Policy T1 of the North Hertfordshire Local Plan.

Travel Plan Guidance

- 2.9 Guidance provided by the Department for Transport (DfT), Hertfordshire County Council (HCC) and North Hertfordshire District Council (NHDC) has also been adhered to in the development of this Travel Plan with specific reference being made to the following guidance documents:
- DfT 'Making Residential Travel Plans Work: Good Practice Guidelines for New Development' (2005);
 - DfT 'Good Practice Guidelines: Delivering Travel Plans Through the Planning Process' (2009); and
 - HCC's 'Travel Plan Guidance' (March 2020); and
 - NHDC's Air Quality Planning Guidance Documents (2018)
- 2.10 Planning Condition 13 of the Outline consent requires the Travel Plan to reflect the requirements set out within Tables 4 and 5 of the NHDC Air Quality Planning Guidance document and the HCC Travel Plan Guidance. These are therefore discussed further below:.
- HERTFORDSHIRE'S TRAVEL PLAN GUIDANCE FOR BUSINESS AND RESIDENTIAL DEVELOPMENT (2020)
- 2.11 This document identifies Travel Plans as an essential tool for enabling development by creating sustainable transport access to, from and around the site. It also set out the guidance and threshold for travel Plan requirement. The document states that residential developments are bigger than 80 units would require Full Travel Plan.
- 2.12 Full Travel Plans should be prepared and submitted with the planning application. Robust plans will include clear outcomes, all relevant targets and measures to ensure that these can be achieved, as well as monitoring and management arrangements.
- 2.13 HCC requires developers to commit to a long-term management framework and monitoring strategy for their travel plans in order to achieve sustainable and lasting results. In order to enable Travel Plan audit, the fee must be paid through legal agreement. For the full travel plan monitoring fee of £6,000 is required based on a five year monitoring period although it is understood that figure may be increased if a longer monitoring period is required.
- 2.14 The guidance states that for residential development a fee of £100 per house and £50 per flat is required which will help fund sustainable travel incentives for cycling and passengers transport. In accordance with this guidance it is proposed that residents will be offered a discount voucher for a local cycle shop and or a taser ticket for bus travel up to the value of £50 for flat or £100 per house.

NHDC's AIR QUALITY PLANNING GUIDANCE DOCUMENT (2018)

- 2.15 The Air Quality Planning Guidance Document has been produced by NHDC to promote sustainable development to improve air quality within the District.
- 2.16 Tables 4 and 5 of this document sets out default mitigation measures that should be incorporated into the design of the development, whilst Appendix 5 provides a validation checklist to ensure that the proposed development follows the correct approach to improving air quality.
- 2.17 The measures outlined within Tables 4 and 5 of the Guidance are dependant on the size of the development. As this development is for 83 dwellings, not every mitigation measures identified within these tables are considered viable. Consequently, as many of the identified mitigation measures have been proposed as possible based on their viability for the proposed size of the development. The ones that have been incorporated into this development are therefore as follows:
- Provision of Electric Vehicle Charging Points based on one per dwelling and one for every 10 unallocated spaces as a minimum provision (see paragraph 3.13).
 - Provision of a Travel Plan encouraging a modal shift away from the private car.
 - Improved pedestrian links to public transport stops.
 - Improved bus stops with raised kerbs to assist passengers with reduced mobility.
 - Improved pedestrian pathways within the site to encourage walking
 - Alternative working practices such as improved broadband to enable working from home
 - Promotion of home deliveries for shopping.
 - Use of low emission vehicles through the provision of EVCPs.
 - Promotion of car sharing.
 - Improving walking and cycling links to the wider network through the provision of a new footway along Cowards Lane and improved access to the High Street.
 - Support cycle training and awareness schemes
 - The provision of secure and safe cycle parking facilities for each dwelling.
 - Marketing will be aimed at persuading a switch to sustainable modes.
 - Promotion of the Travel Plan to residents of the development.
- 2.18 In addition to the above, additional measures and initiatives have been set out within Chapter 6 of this Travel Plan which are not identified within Tables 4 and 5 of the Guidance document.

3.0 Site Location and Development Description

Site Location

- 3.1 The site is located around 500m to the south of the centre of Codicote in Hertfordshire and 1.4km south of Maidenhead Railway Station. The northern boundary of the site is formed by Cowards Lane, whilst dwellings on The Riddy form the western boundary. Hollards Farm forms the eastern boundary and to the south of the site are grass fields. The location of the site is shown within Figure 1.
- 3.2 The proposed site is around 3.6ha in size and is formed of a grass field. It forms part of the CD01 site which was allocated for residential development within the North Hertfordshire Local Plan. The site received Outline planning consent in November 2022 (NHDC reference 17/01464/1).

Development Description

- 3.3 The Weavers Gate development will consist of up to 80 dwellings and the proposed site layout has been provided within Appendix A.
- 3.4 The proposed development quantum is as follows:
- 5no. 1-bed apartment
 - 4no. 2-bed apartment
 - 12no. 2-bed houses
 - 31no. 3-bed houses
 - 24no. 4-bed houses
 - 4no. 5-bed houses
- 3.5 As part of the development, 2m wide footways will be provided within the site, with footpaths being provided through the landscaped areas. A new 2m footway will be provided within the site following Cowards Lane to provide an off-road route between the site's access road and The Opening. These will connect the site to the off-site pedestrian infrastructure and the proposed sustainable transport measures are outlined further within Chapter 4.
- 3.6 To provide safe facilities for the mobility and visually impaired, dropped kerbs and tactile paving will be provided at the site accesses and at every formal pedestrian crossing point within the site.
- 3.7 The internal road network has been designed based on a design speed of 20mph to provide safe routes for pedestrians and cyclists, whilst turning space will be provided so large vehicles will be able to arrive and depart in forward gear.
- 3.8 Vehicular access to the site will be provided via an upgraded version of the existing High Street / Cowards lane junction. It will consist of a new priority T-junction without a right turn lane. Cowards Lane will join the site's spine road around 20m south of the main site access.

Vehicle Parking

3.9 Resident parking will be provided in accordance with Table 4.1 of NHDC's 'Vehicle Parking at New Development Supplementary Planning Document' (September 2011). This table provides the following minimum parking requirements:

- 1-bed dwelling 1 space per dwelling
- 2+-bed dwellings 2 spaces per dwelling
- Visitor / unallocated Parking between 0.25 and 0.75 spaces per dwelling

3.10 Based on the above an 80 dwelling development would require between 20 and 60 visitor / unallocated parking spaces, depending on how many garages are being proposed.

3.11 The parking requirements outlined in paragraph 3.9 have been applied to the proposed dwelling numbers and the resultant provision is outlined within Table 1.

Table 1: Proposed Parking Provision

Dwelling Size	No. of Dwellings	NHDC Parking Standards		Proposed Provision		Difference	Garages
		Required per Dwelling	Total Required	Provision per Dwelling	Total Provision		
1-bed apartments	5	1	5	1	5	0	0
2-bed apartment	4	2	8	2	8	0	0
2-bed houses	12	2	24	2	24	0	0
3-bed house	31	2	62	2	65	+3	4
4-bed house	24	2	48	2	46	-2	26
5-bed house	4	2	8	3	8	0	8
Total	80	-	155	-	156	+1	38
Visitor Parking	-	0.25 to 0.75 per dwelling	20 to 60	40 (0.5 per dwelling)		-	-

3.12 Table 1 shows that the allocated parking will be provided based on the NHDC parking standards with an additional space provided above the minimum standards, for 3 of the 3-bed dwellings. The garages have not been included within the parking numbers as garages tend to be used for storage rather than as a parking space.

Electric Vehicle Charging Points (EVCP)

3.13 Condition 24 of the Outline consent requires EVCP's to be installed at a minimum of 1 per dwelling and 1 per every 10 visitor spaces. It can be confirmed that this provision will be provided within the development.

Cycle Parking

3.14 The cycle parking will be provided in accordance with Table 4.1 of NHDC's aforementioned Parking SPD (September 2011), namely:

- One space for every one bed unit without a garage;
- One space for 2+-bed dwellings without a garage; and
- One visitor cycle stand per two dwellings where there is more than four dwellings.

3.15 For the houses, the cycle parking will be provided either within designated cycle storage units within the gardens or the garages.

3.16 For the apartments, cycle parking will be provided within communal stores which are sheltered and secure.

Car Club

3.17 Schedule 5 of the S106 Agreement, agreed as part of the 2022 Outline planning consent (reference 17/01464/1), incorporated the provision of a car club parking space within the Weavers Gate development. Croudace Homes have appointed Co-Wheels (www.co-wheels.org.uk/) to provide the on-site Car Club. This agreement is for an initial 3-year period with the intention that the Car Club will become self-funding after this period.

3.18 It is not currently known, however, which car club will be operating in the nearby Taylor Wimpey development, The Heath, on Heath Lane (reference 18/02722/FP) and whether the Weavers Gate residents will also be able to use The Heath car club.

3.19 Co-Wheels have three different membership types, namely:

- Basic Plan - a £10 joining fee but no monthly fee with £7.45 per hour / £55 per day and £0.14 to £0.24 per mile mileage rate;
- Standard Plan – no joining fee but a £5 monthly fee or £50 annual fee plus £5.50 per hour / £44 per day and £0.14 to £0.24 per mile mileage rate; and
- Young Driver Plan (under 22 years of age) - a £10 joining fee with a £7 monthly fee plus £7.95 per hour / £65 per day and £0.14 to £0.24 per mile mileage rate.

3.20 Co-Wheels have confirmed that Weavers Gate residents would have the following benefits available to them in order to encourage them to sign up to the car club:

- Residents will receive access to the standard membership plan with no £5 monthly membership fees for the 3 year duration of the contract.
- £50 introductory driving credit through the redemption of a development specific promotional code. This credit is valid for 60 days from the date of registration.

3.21 A marketing leaflet will be provided to all residents making them aware of the Car Club and the membership options available to them. Similarly, the Co-Wheels website provides answers to common questions (<https://co-wheels.zendesk.com/hc/en-gb>).

3.22 Co-Wheels have five types of vehicles available including City cars, Everyday Cars, Family Cars, Vans and Electric Cars (www.co-wheels.org.uk/our-vehicles). The actual car type located within the Weavers gate development is still under consideration.

3.23 The proposed location of the car club space is shown within Figure 2 and will be clearly marked as a Car Club space. An example of the proposed road markings is shown in Image 2 overleaf, whilst signage will also be provided. Users will be able to unlock the car via a mobile app.

Image 2: Example Demarcation of the Car Club Space



4.0 Existing Sustainable Accessibility

- 4.1 This section of the Travel Plan appraises the proposed development from the perspective of sustainable travel and general accessibility. The site's accessibility has therefore been considered in detail to ensure that residents can be encouraged to utilise sustainable transport modes.

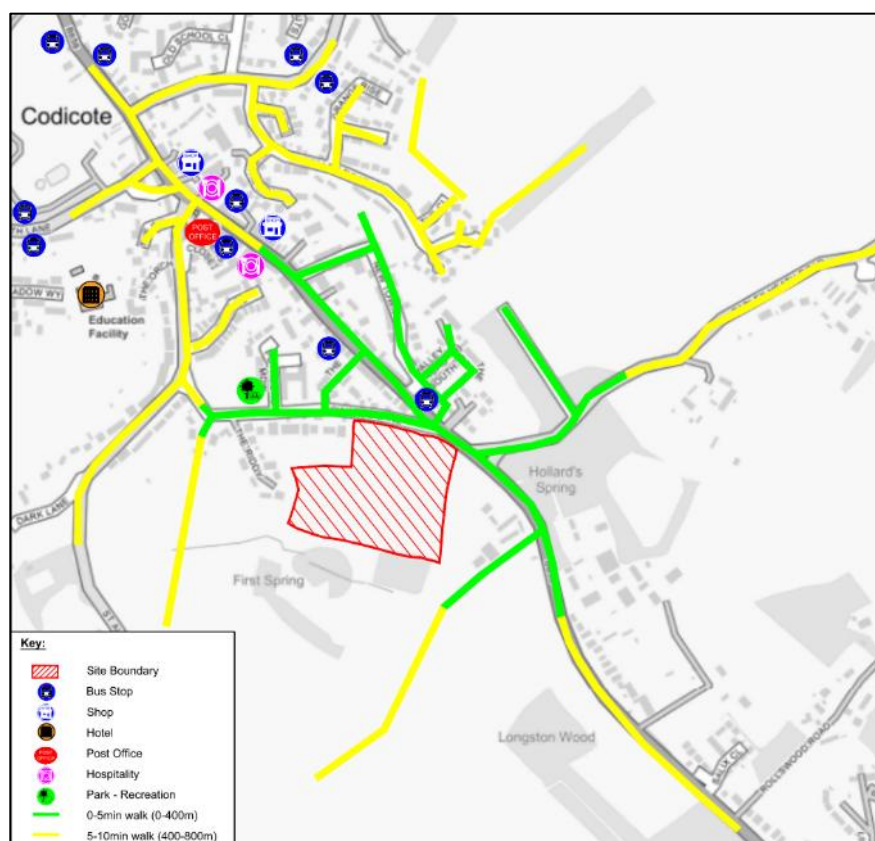
Walking

EXISTING PEDESTRIAN FACILITIES

- 4.2 It is generally considered that a 20min walk, at 80m per min, is an acceptable distance to walk to work or nearby facilities and amenities. 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.
- 4.3 The site is within walking distance of a number of key facilities, including:
- Pubs and Restaurants
 - Pharmacy
 - St Giles Church
 - John Clements Sports and Community Centre
 - Codicote C of E Primary School
 - Peace Memorial Hall
 - Post Office

It appears that most of the Codicote are within acceptable walking distance from the site, providing access to everyday facilities. The destinations accessible within a 1km walking distance are shown in Image 3.

Image 3: Local Amenities



EXISTING PEDESTRIAN FACILITIES

- 4.4 The north-eastern edge of the site is adjacent to the High Street, which incorporates a well lit footway on both sides of the carriageway between the site and the village centre. The footways are 1-1.5m wide. To the south east of the site there is a 1.5m wide footway on the south western side of the carriageway.
- 4.5 The absence of parking restrictions along both sides of the High Street causes vehicles to be parked half on / half off the pavement, which reduces the footway's effective width. In addition, there are numerous driveways with additional street furniture, including bus flags, bollards, street lights and bins.
- 4.6 A signalised pedestrian (puffin) crossing is provided approximately 200m north of the site. The crossing benefits from the dropped kerb and tactile pavement.
- 4.7 Cowards Lane forms the north western boundary of the site. It currently has no pedestrian footway and is currently very narrow but is lightly trafficked.

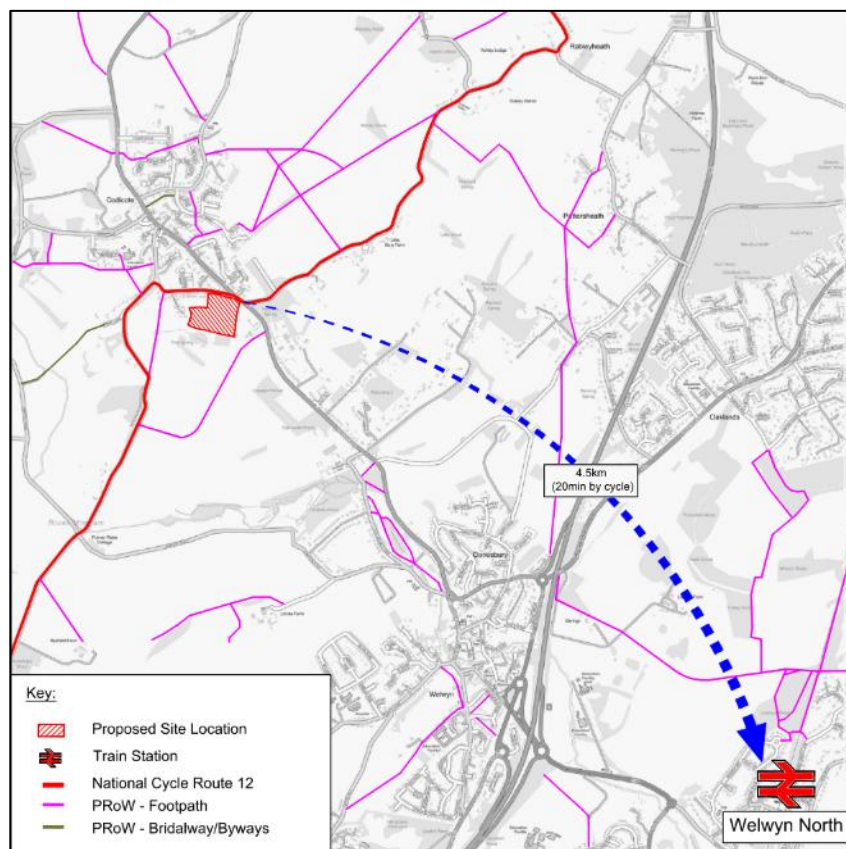
HERTFORDSHIRE PUBLIC RIGHT OF WAY (PROW)

- 4.8 Numerous public rights of way are identified in the vicinity of the site. These provide safe off-road / lightly trafficked routes around the surrounding area. PROWs 23 and 36 are located south of the site, while PROWs 7, 8, 14, 15, 22 and 44 are located north of the site. The locations of these Public Rights of Way are shown in Image 4.

Cycling

- 4.9 It is generally considered that up to 5 kilometres is an acceptable distance to cycle to work or nearby facilities and amenities. Welwyn North Train Station is within 15min cycle, approximately 4.5 km from the site. The destinations within paragraph 3.3 are all within cycling distance and the local cycle routes are shown in Image 4.

Image 4: Existing Cycle Routes and Public Right of Ways



NATIONAL CYCLE NETWORK

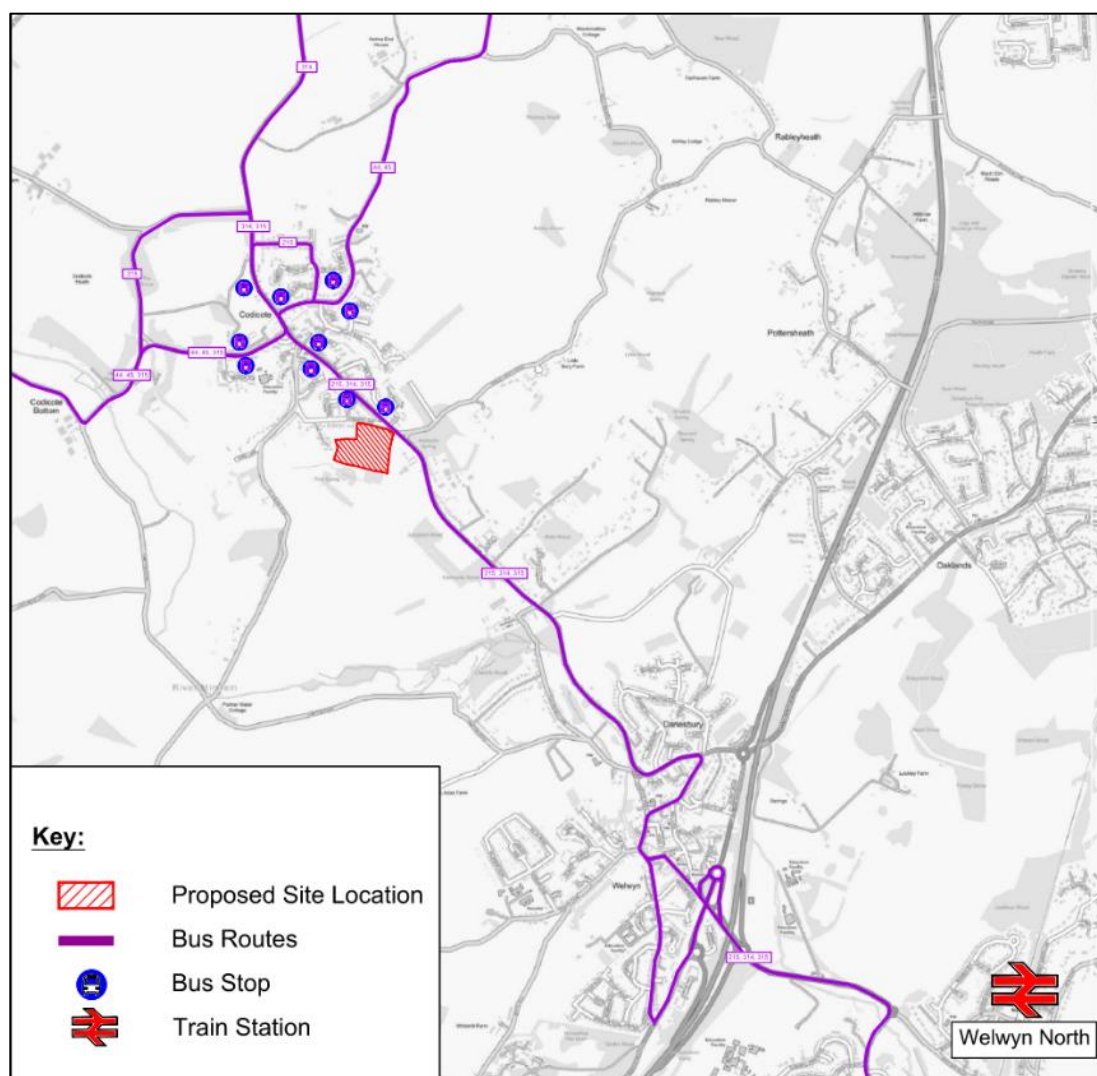
- 4.10 National Cycle Route (NCR) 12 is a long-distance route that runs in the north-south direction between Spalding and London. It connects Stevenage with Letchworth to the north, Welwyn Garden City, and Hatfield on the south. The NCR 12 is adjacent to the site running along Cowards Lane, High Street and Rabley Heath Road.

Public Transport

Bus

- 4.11 There are a couple of bus stops situated on the High Street within a short walk of the proposed development. The existing bus network is shown within Image 5.

Image 5: Existing Public Transport Network



- 4.12 The closest bus stops to the site are located on the High Street for southbound and northbound services. These stops serve route 214, 314, and 315, which provide services between Codicote and Welwyn Garden City to the south and Hitchin to the north. As part of the S278 works for the development, raised kerbs will be provided at the closest bus stops to the development to assist passengers with mobility impairments.
- 4.13 A summary of the existing local bus services in the site vicinity and peak hour frequencies are shown in Table 2.

Table 2: Bus Service Frequency (correct as of March 2026)

Route No.	Route	Weekday			Weekend
		AM Peak (8-9 AM)	PM Peak (5-6 PM)	Daily	
44, 45	Luton, Chiltern Green, Harpenden, Batford, Kimpton, Codicote, Old Knebworth, Knebworth, Stevenage	1	1	5 services per day	4 services per day on Saturday. No service on Sundays
215 (school service)	Codicote to Welwyn Garden City & Monks Walk School	-	-	1 return service per day	No service
314, 315	Welwyn Garden City, Codicote, Langley, Kimpton, Whitwell, Hitchin	2	1	Hourly between 06:50 and 19:53	Hourly on Saturdays between 08:11 and 17:48. No service on Sundays

NATIONAL RAIL

- 4.14 Welwyn North Train Station is the closest railway station to the development, located 3.5km to the southeast. Whilst outside of an acceptable walking distance, the site is within an acceptable cycle distance of Welwyn North Train Station and accessible by bus. The railway station is currently served by Thameslink.
- 4.15 The station provides regular services to London Kings Cross to the south and Cambridge and Letchworth to the north. A summary of the existing rail services at Maidenhead Station and peak hour frequencies are shown in Table 3.

Table 3: Rail Service Frequency (correct as of March 2026)

Route	Operator	AM Peak (8-9 AM)	PM Peak (5-6 PM)	Daily
London Kings Cross	Great Northern	2	2	2 per hour
Cambridge	Great Northern	1	1	1 per hour
Letchworth Garden City	Great Northern	1	1	1 per hour

Car Clubs

- 4.16 The development will include a single Car Club space. This will be operated by Co-Wheels for a minimum three year period. Further information on the development's Car Club is provided within paragraphs 3.17 to 3.23 within this Travel Plan.

5.0 Travel Data

- 5.1 National Planning Practice 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."
- 5.2 For any Travel Plan to be successful it needs to incorporate appropriate targets for all modes of travel. These will be used to monitor the effectiveness of the TP and identify any requirement for additional measures or incentives to be introduced to encourage future residents to access the site using sustainable modes of travel.
- 5.3 When the baseline travel survey has been undertaken and analysed, targets will be identified which are 'SMART' – i.e. Specific, Measurable, Achievable, Realistic and Time Bound, and linked to the TP objectives being a means by which the effectiveness of the TP can be monitored.

Existing Mode Share

- 5.4 As the Travel Plan has been prepared before the development has been occupied, there are no residents to survey regarding their mode of travel. Therefore, in order to establish targets, 2011 Census data has been used for super output area E02004923 North Hertfordshire 015. The area covers the site and surrounding area to forecast the future travel patterns of residents.
- 5.5 Consequently, the 2011 Census modal splits for the lower level area outlined above is shown in Table 4.

Table 4: Predicted Transport Modal Split for Residents (2011 Census)

Mode of Transport	North Hertfordshire 015 (E02004923)
Single Occupancy Vehicle	70%
Car / Van Passenger	4%
Motorcycle	1%
Bus	2%
Train	16%
Cycle	1%
Walk	6%
Other	0%
Work from Home	0%

Note: The above excludes residents not in employment.

- 5.6 The modal split data set out within Table 4 indicates that, within the vicinity of the development, around 70% of people drive to and from work. The number of people who work from home was low in 2011 at 0% but this is liable to increase following the COVID-19 pandemic, however the long-term impact of the pandemic on travel and working behaviour is currently unknown.

5.7 The data from the 2011 UK Census, as identified within Table 4, suggests that the predicted baseline travel pattern for the residential development, will be as follows:

- Traveling by car (including passengers): 74%
- Sustainable Transport Mode¹: 26%.

Forecast Trip Generation

5.8 The following Targets have therefore been set to reduce single occupancy vehicle use as a way to travel. It is important to note that these 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 are known.

5.9 An annual Travel Survey will be undertaken to monitor the success of this Travel Plan, and therefore provisional Targets have been set for the five year monitoring period. These Targets are shown within Table 5.

Table 5: Provisional Travel Targets for the Initial 5 Year Monitoring Period

Mode of Transport	Predicted Baseline	Target – End of Y1	Target – End of Y2	Target – End of Y3	Target – End of Y4	Target – End of Y5
Single Occupancy Vehicle	70%	62%	57%	54%	51%	47%
Car / Van Passenger	4%	4%	5%	5%	5%	5%
Motorcycle	1%	1%	1%	1%	1%	1%
Bus	2%	3%	3%	4%	4%	5%
Train	16%	16%	17%	17%	18%	18%
Cycle	1%	2%	3%	3%	4%	5%
Walk	6%	7%	7%	8%	8%	9%
Other	0%	0%	0%	0%	0%	0%
Work from Home	0%	5%	7%	8%	9%	10%

5.10 The provisional Targets set out above will be reviewed and amended where necessary in consultation with HCC, following the collation of the results of the initial Travel Survey for the residential development.

Future Travel Data

5.11 This Travel Plan is a 'live' document with an initial lifespan of 5 years from its adoption, although this may be extended if the targets are still not being met. It will be monitored with any updates to the document being incorporated as necessary. Interim reviews will occur annually once the results of the annual Travel Survey are known, when a new Travel Plan will be produced and issued to HCC.

5.12 The first set of baseline monitoring surveys will be undertaken on occupation of the 50th dwelling occupation whichever is greater. These surveys will determine the actual baseline travel patterns and modal split generated by existing and future occupants.

- 5.13 The TPC should set targets that not only lead to a modal shift towards sustainable travel but should also aim to meet the objectives of the Final Travel Plan (see paragraph 1.11) and the identified targets.

6.0 Potential Travel Initiatives and Measures

- 6.1 This chapter outlines a number of measures that would be considered for inclusion in this Travel Plan to promote the use of sustainable modes of transport by residents. Implementation of single measures or even a number of measures is not as effective as a package of measures, and best practice is to consider a range of complementary measures.
- 6.2 Taking into account accessibility of the site, range of measures have been identified to encourage the use of sustainable modes of travel when accessing the proposed development. The measures will be reviewed prior to implementation within 12 months of the undertaking baseline survey.
- 6.3 A combination of measures has been identified which encourages residents to choose sustainable travel options, whilst considering their own day to day requirements, and lifestyle.

Marketing and Communication

- 6.4 A shift towards environmentally acceptable or active forms of travel, will ultimately require behavioural change. It is important that residents realise the TP aims to encourage informed decision making offering greater travel choice to those who can use alternatives.
- 6.5 The first and possibly most significant barrier to travel is the lack of information on sustainable travel modes and facilities. Providing information relating to public transport services, walking, cycling and car sharing would contribute towards encouraging a shift to these sustainable modes of travel. The provision of information builds awareness of the range of travel modes available and informs choices about how to travel.
- 6.6 The following measures will be adopted as part of the Travel Plan:
- A Travel Plan section will be provided on the development's marketing website with links to key travel websites and details of the sustainable travel linkages at the site;
 - The sustainable travel options available will be promoted to prospective residents as part of the marketing for the development to ensure sustainable travel modes are used from the outset.
 - Promotional events can be held on occasions such as Bike Week and Liftshare week;
 - The TPC will investigate the opportunities to provide a personalised travel journey plan for residents.

Welcome Pack

- 6.7 All new residents in each dwelling will be provided with a 'Travel Induction Pack' following occupation with further copies available on demand. The 'Travel Induction Pack' will be compiled by Croudace Homes, or the appropriate management company / Travel Plan Coordinator (TPC), and approved by HCC. It will comprise of:

- Name and contact details of the TPC;
- Promotion of the development's Travel Plan;
- Details on personal travel planning assistance, including how to book an appointment with the TPC to obtain information on travel options;
- A map showing the route of local cycling facilities;
- Links to public transport operator websites;
- A map showing the location of the nearest bus stops to the site and local amenities;
- travel options leaflet which will raise awareness of the health, fitness and social benefits, as well as the environmental benefits, of the various travel alternatives to driving;
- information and details of local cycle shops, facilities and training;
- details of local and national car share databases / websites;
- details on the on-site Car Club scheme operated by Co-Wheels;
- information on any local community transport Initiatives and school buses;
- details of useful websites e.g. the Traveline, local and national rail services and National Express coaches;
- information on local amenities, as well as health, leisure, shopping and recreation facilities; and
- information about Workwise UK, 'Smarter Working' or other flexible working practices, as well as encouragement to utilise online shopping to reduce car trips to the supermarket.

Walking Initiatives

- 6.8 Walking as a form of transport, is the most sustainable mode, benefiting the environment through reduced car use and car parking demand. In turn, advantages for the individual come through increased exercise, reduced stress and no financial cost.
- 6.9 Croudace Homes, and HCC for the adopted highway, will maintain safe, convenient, accessible and well-lit routes across the proposed development. They will also raise awareness of the health, fitness and social benefits, as well as the environmental benefits, of walking and cycling.
- 6.10 As part of the Travel Plan, the following measures will be provided to encourage residents to access the site on foot:
- Information provided on the local walking groups;
 - Convenient connections to the adjacent off-site pedestrian network;
 - The TPC will promote, publicise and provide information on walking, including raising awareness of the health benefits and providing information on suitable routes; and
 - The TPC will ensure that national walking events are advertised to encourage walking amongst residents. For example, the annual Living Streets "Walk to Work Week".
- 6.11 Information on walking routes to a number of local amenities as well as the promotion of websites such as the NHDC website (<https://www.north-herts.gov.uk/>), the 'Route You' walking journey planner (www.routeyou.com/en-gb/route/planner/2/walking-route-planner) and www.walk4life.info will be provided to all residents as part of the 'Travel Information Pack'. Similarly, residents will be directed to various walking apps to encourage travel by foot. These apps include:

- Go Jauntly (www.gojauntly.com/)
- Walk Unlimited (www.walk.co.uk/)
- Visorando (www.visorando.co.uk/)
- Komoot (www.komoot.com/); and
- Walkit (<https://walkit.com/best-walking-distance-calculator/>)

Cycling Initiatives

- 6.12 Cycling as a mode of transport is one of the most sustainable methods of travel and offers cost reductions as well as health and fitness benefits, to the user when compared with car travel. Consequently, secure and safe cycle parking will be provided within the development.
- 6.13 The Travel Induction Pack should provide information on walking and cycling within the local area and should provide a link to a journey planner. It should include:
- Information on local cycling groups;
 - Information on the benefits of cycling for example health and financial benefits;
 - Cycle training providers,
 - Tips on commuting by bicycle;
 - Local cycle routes;
 - A link to the CycleStreets journey planner (www.cyclestreets.net)
 - Information on cycle safety; and
 - Information on taking a bicycle on trains.
- 6.14 Details of the local cycle groups / Bicycle User Groups (BUG) will be provided to residents, who will be encouraged to join. Similarly, residents will also be encouraged to set up or join a specific Cowards Lane group in conjunction with other local residents. This will encourage residents, particularly less confident cyclists, to cycle together rather than undertake single occupancy car travel.
- 6.15 The TPC will work in partnership with HCC and local cycling organisations to encourage safer cycling and provide cycle training to improve the road skills, competence and confidence of residents. Such organisations can also provide details of local and national initiatives such as 'Bike to Work Week'. Cycle training can be provided by HCC's approved training providers and local training courses are identified on their website at <https://www.hertfordshire.gov.uk/services/Health-in-Herts/keep-active/Cycle-training/Cycle-training.aspx>. Similarly, the promotion of the 'Learn to Ride' initiative will encourage residents who haven't cycle before to take it up (www.pedalready.co.uk).
- 6.16 The TPC will encourage residents to join the 'Cycle to Work' scheme (www.cycle2work.info) if their employer is part of this scheme. This offers savings for both employee and employers to purchase new bikes or equipment or obtain an interest free loan.
- 6.17 The upkeep of footways and cycleways on and off-site is of great importance to encourage travel on foot and by cycle. The TPC will therefore monitor the conditions of footways and cycleways off-site and encourage HCC to give priority to a rolling programme of footway and cycleway maintenance and improvements to ensure that regular reviews of the facilities used by pedestrians and cyclists are undertaken.

Public Transport Initiatives

- 6.18 As part of the S106 Agreement signed as part of the Outline consent, a financial contribution of £117,500 will be provided to Hertfordshire County Council for improving bus routes 44/45 and 314/315.
- 6.19 The following initiatives will be provided to residents to encourage them to use public transport when accessing the site:
- Following occupation of the full development, information will be provided through out the site, such as a noticeboard, outlining the location of local bus stops and bus timetable information; and
 - Following occupation of the full development, the TPC will investigate the possibility of providing personalised journey plans to residents.
- 6.20 Information on journey planning, local public transport services for example the bus services can be found on the Intalink website (<https://www.intalink.org.uk/>), local transport provider websites (<https://www.thameslinkrailway.com/>, www.thetrainline.com, national rail services (www.nationalrail.co.uk)) websites and these web addresses will be provided to all residents as part of the 'Travel Induction Pack'.
- 6.21 The TPC will establish and maintain a relationship with public transport operators to remain abreast of changes in service provision, and convey feedback on service provision and reliability. The continued use of public transport by residents will derive from confidence that the service is reliable, convenient and accessible. Therefore, the TPC should promote sustainable routes to the local bus stops and the nearby Welwyn North train station.
- 6.22 The provision of personalised journey planning is also seen as an important opportunity to establish public transport as an affordable, credible and feasible option to travel. The TPC will identify the requirements for this service and will liaise with the HCC in order to publicise, co-ordinate and deliver this service to households.

Car Use

CAR SHARE

- 6.23 Residents will be provided with information to encourage car sharing as well as information on established local car share schemes as part of the 'Welcome Pack'. NHDC does not currently provide a dedicated car sharing scheme, but there is dedicated page for Hertfordshire on the national Liftshare scheme (<https://liftshare.com/uk/community/hertfordshire>).
- 6.24 The Liftshare website provides residents with an opportunity to find matching journeys and to identify the savings that they would realise if they shared journeys with other people. It also provides security tips for those who do car share and highlights the benefits, both financial and health wise.
- 6.25 Alternatively, the TPC should consider implementing car share 'coffee clubs' which allow residents to meet up regularly with each other in order for them to get to know each other and to identify potential car share matches across the whole development.

CAR CLUB

- 6.26 As outlined within paragraphs 3.17 to 3.22, the Weavers Gate development will benefit from a Car Club operated by Co-Wheels (www.co-wheels.org.uk/). Residents will benefit from no monthly fee on their Standard Plan for a 3 year period and £50 free credit for their first month to encourage them to sign up to the Car Club. Users will be able to unlock the car through a mobile phone app.
- 6.27 Residents will be provided with a marketing leaflet, both before purchasing their dwelling and as part of the 'Welcome Pack', to encourage use of the on-site Car Club. Oncoming promotion of the Car Club will be undertaken by the Travel Plan Co-ordinator.
- 6.28 A dedicated Car Club parking space has been provided in a central location for residents.

ELECTRIC VEHICLES

- 6.29 Electric vehicle charging points will be provided within the development and the proposed provision is outlined within paragraph 3.13.

Promotion of Online Shopping & Home Deliveries

- 6.30 The Welcome Pack will promote online shopping and home delivery services to residents to reduce the number of external vehicles trips that they have to make.

Working Locations

- 6.31 To ensure residents reduce the need to travel to work, good quality broadband will be provided throughout the development to ensure that residents are able to work from home on a regular basis. Information will also be provided within the Travel Information Pack to promote home working and its potential health benefits.

Smartphone Apps

- 6.32 As outlined within the Travel Plan provided within the Outline application, smartphone apps will be promoted to the residents of the development. Example apps include:
- Moovit – this provides public transport information;
 - Intalink – this provides public transport information within Hertfordshire;
 - National Cycle Network – this provides information on the entire National Cycle Network;
 - National Rail Enquiries – this provides real time departure and arrival information and a rail journey planner; and
 - Walk4Life – this app provides local walking routes and allows users to measure their duration, speed and calories burnt.

7.0 Travel Plan Management

- 7.1 This chapter describes how the Travel Plan is managed and monitored throughout its lifetime.

Travel Plan Coordinator

- 7.2 Croudace Homes will appoint a Travel Plan Co-ordinator (TPC), who will be responsible for administration of the Travel Plan, the implementation of its measures, and the ongoing monitoring and review of the travel plan. The TPC will report to the management company and other involved stakeholders regarding the implementation and progression of the travel plan.
- 7.3 To ensure the success of any travel plan, it must be monitored and promoted, and current best practice recommends that a single point of contact is appointed to take overall responsibility for addressing transport issues relevant to the site. The Travel Plan Co-ordinator (TPC) will be appointed by Croudace Homes, or the appropriate management company and their contact details will be provided to HCC.
- 7.4 In advance of the permanent Travel Plan Co-ordinator being appointed, the interim contact will be:
- David Kemp at Glanville Consultants;
 - 3 Grovelands Business Centre, Boundary Way, Hemel Hempstead, HP2 7TE
 - 01442 835999 / postbox@glanvillegroup.com
- 7.5 A secondary interim Travel Plan Co-ordinator contact will be:
- Rachel Caplin at Croudace Homes;
 - Croudace House, Gernon Road, Letchworth, Hertfordshire, SG6 3HL
 - 01462 410710 / customercare@croudacehomes.co.uk
- 7.6 Once appointed, the TPC will provide their name, official job title and contact details including address, telephone number and email address to the Travel Plan Officer at HCC. Contact details of any subsequent TPC will also be provided as and when required. The TPC could be a representative from Croudace Homes or a third party such as the Estate Management Company or a resident of the development.
- 7.7 The post of TPC will be part-time and will be retained and funded by the tenant companies for a period of no less than five years from date of appointment by which time the position will be reviewed. The proportion of time spent on travel issues will be initially high and will generally reduce over time but will fluctuate periodically according to circumstances. The TPC will likely be based off-site, unless a resident of the development takes on the role, but the TPC will visit the site regularly to undertake regular reviews of the site and the pedestrian and cycle provision and to speak to the residents.
- 7.8 It will be essential to the success of the Travel Plan that the TPC is seen as an enthusiastic exponent of the travel plan measures. This will include the ability to lead by example, the ability to approach issues with a practical and balanced perspective, and a flair for original and innovative thinking to raise awareness of the travel plan.

- 7.9 The TPC is key to the success of the TP and whilst the precise nature of the position will vary, the coordinator should become the main driving force behind the plan. It is therefore important that the TPC has sufficient time to manage the travel plan.
- 7.10 The role of the TPC will include the following:
- Oversee the development and implementation of this Travel Plan;
 - Provide every new resident with a HCC approved Travel Induction Pack as well as up-to-date travel and transport information on occupation or appointment;
 - Ensure that local travel and transport information is available to residents;
 - Establish a library of travel and transport information from the local authority, public transport providers, cycling groups, car share organisations and relevant websites for dissemination to residents;
 - Act as point of contact for residents requiring travel planning information and represent residents to the developers of the site;
 - Potentially organise the formation of a development travel forum and Bicycle User Group;
 - Organise site sustainable travel initiatives such as the Dr Bike maintenance scheme;
 - Undertake annual surveys to monitor the effectiveness of Travel Plan measures;
 - Liaise with the Travel Plan Officer at HCC;
 - Provide annual monitoring reports to HCC 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 after first occupation to HCC for their approval within 1 month of the annual Travel Survey; and
 - Organise and attend resident meetings to promote the Travel Plan and get feedback and input from residents.

Travel Plan Steering Group

- 7.11 A Travel Plan Steering Group will be implemented in the future, once the management company for the estate roads and open spaces has been appointed. This Steering Group would include the TPC, the Estate Management Company, key stakeholders such as HCC & the local bus operator or Intalink and potentially a representative/s from the development's residents.
- 7.12 These meetings would occur at a frequency agreed with HCC but could be quarterly, every six months or annually after the annual Travel Survey results are known. This group will review the Travel Survey results and, if required, identify new measures / initiatives and Travel Plan targets.

Implementation

- 7.13 A key way to maximising the success of the Travel Plan is ensuring it is implemented at the earliest possible opportunity given that once travel behaviour is established, it is difficult to alter. For new occupiers it will be important that the structure and measures are in place at the earliest opportunity, prior to occupation. This will encourage all users to think about their travel choices and be able to make informed decisions from the outset.

- 7.14 This early implementation could be achieved through providing suitable information to prospective residents during the marketing process and on signing the housing contract. An effective Travel Plan and good transport accessibility are strong marketing tools. All users will be made aware of their options prior to occupation, again helping to encourage sustainable travel behaviour to be established at an early stage.

Travel Plan Update

- 7.15 The Travel Plan is a live document and so it should be updated regularly. It is suggested that an ongoing monitoring programme is implemented with an annual travel survey being undertaken for at least five years after undertaking the initial baseline survey (see Chapter 9). This will inform the ongoing review of objectives and targets. It is anticipated that the targets recommended at this stage will need to be refined in the context of the initial surveys.
- 7.16 To encourage momentum and to ensure the continued success of the TP, realistic targets could be amended following the baseline survey and based on short, medium and long term objectives, namely:
- Short Term = within 1st year;
 - Medium Term = within 3rd years; and
 - Longer Term = within 5th years.
- 7.17 For the Travel Plan to be successful, it is essential for the TPC will consult with residents as follows:
- Undertake surveys at the outset of the TP that will determine the baseline conditions and attitudes towards specific TP initiatives;
 - Undertake annual surveys to monitor the success of the Travel Plan and, if required, to enable updates to the Travel Plan;
 - Ensure awareness of the Travel Plan and its initiatives that users will buy into;
 - Raise the awareness of the Travel Plan;
 - Initiatives promoted through the Travel Plan can be integrated into any wider traffic and transport schemes.

8.0 Monitoring and Review

- 8.1 It is essential to monitor and review the success of the TP annually to improve its effectiveness and:
- Identify whether individual aspects of the plan are particularly successful or unsuccessful;
 - Identify whether the level of travel by sustainable modes is being maintained; and
 - Determine whether, in general terms, the aim of encouraging access by sustainable modes of travel is being achieved.
- 8.2 Following the development of the Travel Plan, monitoring would be carried out annually for at least five years after the occupation of the 30th dwelling, in accordance with the monitoring requirements outlined within the latest version of the Hertfordshire Travel Plan Guidance adopted at the time of the survey. In accordance with paragraph 5.6 of the Travel Plan Guidance, the surveys may comprise of multi-modal traffic counts, a TRICS SAM (Standard Assessment Methodology) survey (www.trics.org/surveys.html), Questionnaire surveys with an agreed minimum response rate and / or other monitoring approaches such as parking surveys. Appendix G of the Hertfordshire Travel Plan Guidance documents provides further information on what information the surveys will need to collect and an extract of this Appendix has been provided within Appendix B of this Travel Plan.
- 8.3 The survey methodology will be agreed in advance with HCC and is likely to consist of the following elements:
- Site audit to review the sustainable travel alternatives in the local area;
 - Surveys of residents, via one of the aforementioned survey methods, to determine existing travel patterns and barriers to encouraging travel by sustainable modes; and
 - Updating the TP based upon the findings of the above and issuing the revised Travel Plan to HCC within 30 days.
- 8.4 The annual monitoring and review of the Travel Plan would be the responsibility of the TPC.
- 8.5 The S106 Agreement incorporates a contribution of £6,000 for HCC's monitoring of this Travel Plan.

Baseline

- 8.6 A baseline 'Mode of Travel' survey should be undertaken within three months of the occupation of the 30th unit on the site. The survey should be undertaken in accordance with the requirements set out within Appendix G of the HCC 'Travel Plan Guidance' document (see Appendix B) and agreed with HCC in advance. The results of this survey will be used to set the targets of the Travel Plan and inform decisions about which measures and initiatives are taken forward.
- 8.7 For the purposes of this Interim Travel Plan, the forecast mode shares in have been used for the purposes of setting initial mode share targets. A revised Full Residential Travel Plan would be submitted to HCC three months following the initial survey for approval.

Further Monitoring

- 8.8 Additional 'Mode of Travel' Surveys would be undertaken annually after the original survey. The survey should be undertaken in accordance with the requirements set out within Appendix G of the HCC 'Travel Plan Guidance' document (see Appendix B) and agreed in advance with HCC.
- 8.9 The Travel Plan would be reviewed and updated with information from these annual surveys and submitted to HCC within one month of the survey. The results of the monitoring will also be made available to residents through newsletters / email communication. Additional data will be collected including car and cycle parking usage to provide an ongoing view of travel behaviour.
- 8.10 If the targets are not being met then additional initiatives, measures, mitigation or compensation measures will be identified, implemented and incorporated within an updated Travel Plan. This updated Travel Plan will be provided to HCC within 30 days of the travel survey.

9.0 Action Plan

9.1 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 set out within paragraph 1.12 to ensure they have been met.

Table 6: Action Plan

Measures & Initiatives	Objectives (see paragraph 1.12)	Timescale	Responsibility
Nominate a TPC	c	At least 3 months prior to first occupation	Croudace Homes/ Estate Management Company
Undertake an annual Travel Survey to establish transport mode share	c and j	3 months after first occupation and annually for five years after full occupation	TPC
Produce a revised Travel Plan which shows actual transport modal split and revised Targets for each monitoring point	c and j	Within 1 month of Travel Survey	TPC
Prepare a new Travel Induction Pack and distribute to new residents prior to their moving in	d and i	Prior to first occupation	TPC
Encourage residents, where possible, to use online shopping and home deliveries	a	Upon first occupation and on-going	TPC
Promote & Publicise agreed Travel Plan	d, g, h and j	Prior to first occupation	TPC
Provide travel maps and information within the development	d and i	Upon first occupation and on-going	TPC
Walking and Cycling			
Encourage residents to car share, walk, cycle or use public transport rather than drive	a, b and f	To be promoted prior to purchase, included in Travel Induction Pack and on-going	TPC

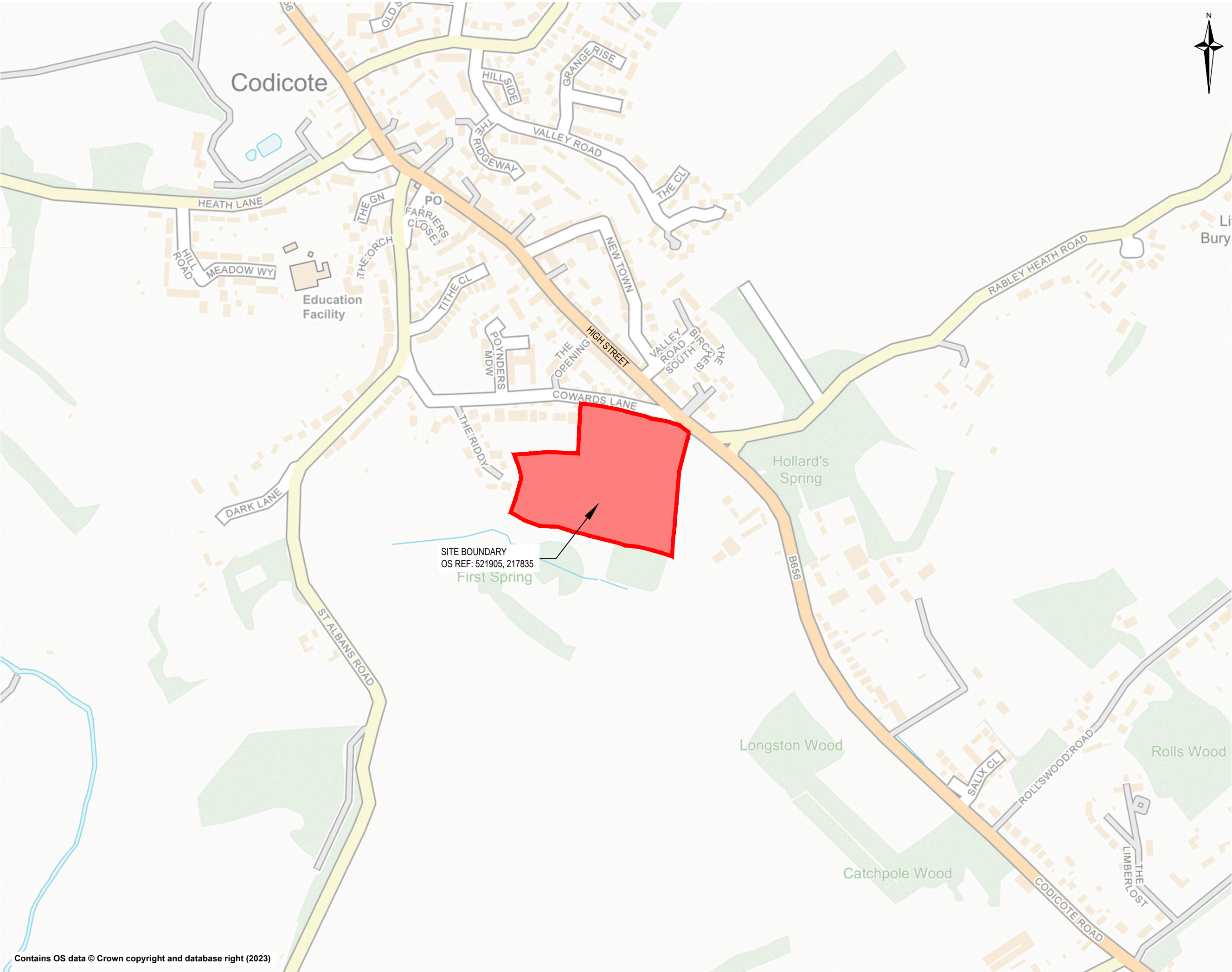
Measures & Initiatives	Objectives (see paragraph 1.12)	Timescale	Responsibility
Provide information on walking	d and i	To be included in Travel Induction Pack and on-going	TPC
Provide facilities to assist those who cycle to and from the site e.g. cycle parking	d and e	Prior to first occupation and on-going	TPC
Provide information on cycling	d and i	To be included in Travel Induction Pack and on-going	TPC
Encourage safer cycling and promote NHDC's cycle training programme	d and f	Upon first occupation and on-going	TPC
Public Transport			
Provide information on public transport	d and i	To be included in Travel Induction Pack and on-going	TPC
Establish and maintain a relationship with public transport operators	d and j	Upon first occupation and on-going	TPC
Provide assistance to residents with personalised journey planning	a, d, f and i	To be included in Travel Induction Pack and on-going	TPC
Car Use			
Encourage car sharing to existing car drivers rather than driving alone by promoting the Liftshare database	b	Upon first occupation and on-going	TPC
Implement the provision of an on-site Car Club and promote to residents to reduce the number of private cars within the development.	a and c	Upon first occupation and on-going	TPC

- 9.2 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.

10.0 Summary

- 10.1 This Residential Travel Plan aims to reduce, from the outset, single occupancy car travel so as to maximise the number of journeys made using alternative transport modes associated with the proposed residential development on land to the south of Cowards Lane in Codicote, Hertfordshire.
- 10.2 The importance of active travel management is fully recognised and the implementation of this Residential Travel Plan to cover the development site is fully recognised. There is a commitment towards ensuring the objectives and targets within this Travel Plan are met.
- 10.3 In order for this to be achieved, measures identified within this Travel Plan will be 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 HCC, and in accordance with the wishes of the residents.
- 10.4 There are a number of transport Initiatives that cannot be solely promoted by Croudace Homes. Fostering constructive and supportive partnerships between the local authority, transport providers, walking and cycling groups and other local Travel Co-ordinators, will allow the continued development of a range of feasible transport options which are sustainable.
- 10.5 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



SITE BOUNDARY
OS REF: 521905, 217835
First Spring

KEY
SITE LOCATION

FIGURE 1

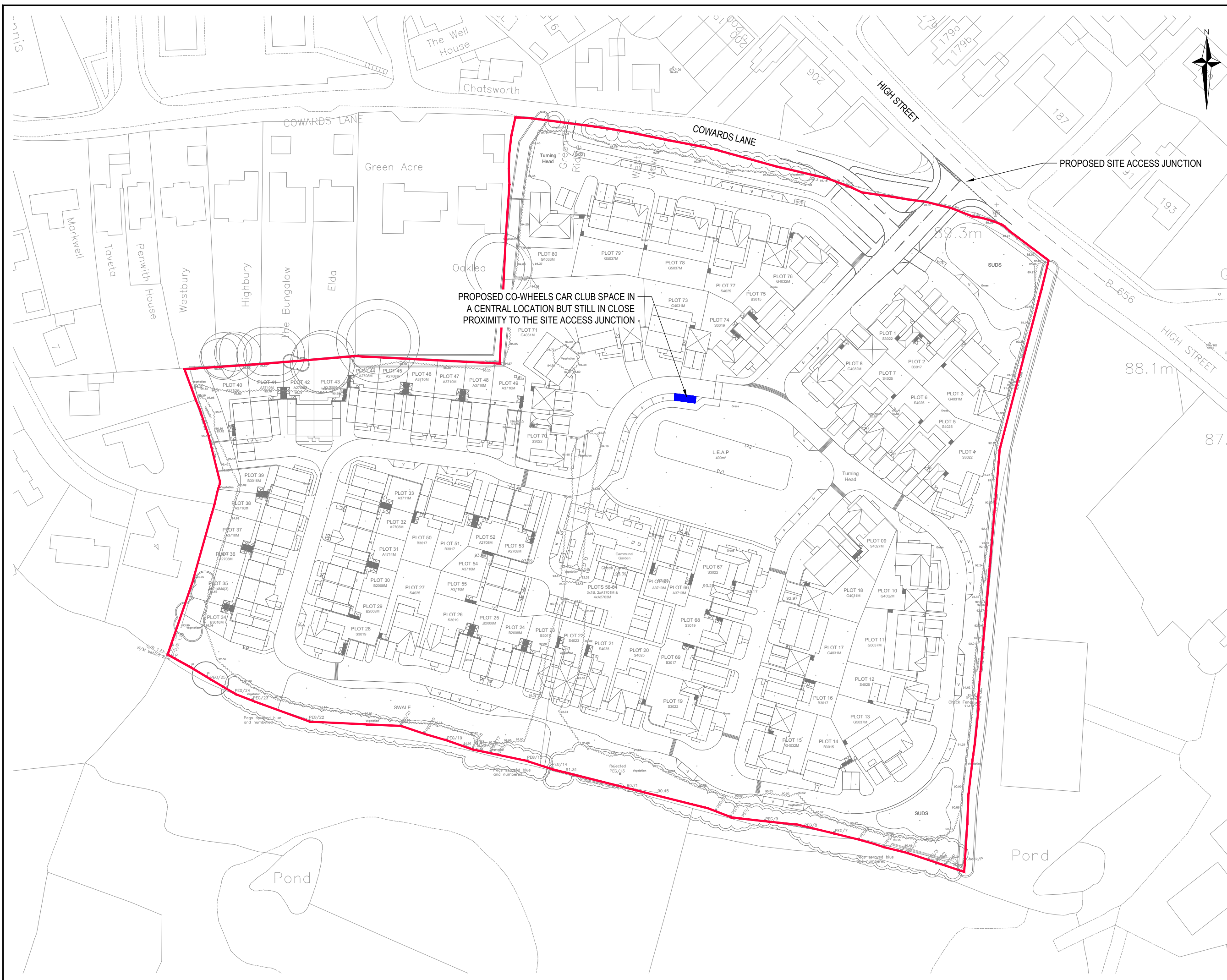
FOR INFORMATION
ONLY

11	FIRST ISSUE	07/03/2023 DNK	HG
Rev.	Description	Date	Chkd



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Client :	CROUDACE HOMES		
Project :	COWARDS LANE, CODICOTE		
Title :	SITE LOCATION		
Project Engineer :	DK	Scale :	1:5,000 @ A3
Project Director :	HG	Date :	MARCH 2023
Status :	INFORMATION		



NOTES

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2. DO NOT SCALE FROM THIS DRAWING. WORK TO FIGURED DIMENSIONS ONLY.
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KEY

- | | |
|---|---------------------------------|
|  | OS BASE MAPPING |
|  | SITE LAYOUT |
|  | SITE BOUNDARY |
|  | PROPOSED CAR CLUB PARKING SPACE |

FIGURE 2

FOR INFORMATION
ONLY

I2	CAR CLUB SPACE UPDATED	17/03/2026	DN
I1	FIRST ISSUE	01/10/2024	DN

Rev.	Description	Date	Ch
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Client :

CROUDACE HOMES

Project :

COWARDS LANE, CODICOTE

Title :

PROPOSED
CAR CLUB PARKING SPACE

Project Engineer : DK Scale : 1:1,000 @ A3

Project Engineer :	EW	Date :	10/10/2024
Project Director :	HG	Date :	OCTOBER 2024

Status :	INFORMATION
----------	-------------

Drawing No. 4220651-SK026

Rev 12

Appendices

Appendix A

Site Layout

CDM 2015 Health & Safety Information

This information relates only to 'Significant Hazards' identified on this drawing and is to be read in conjunction with the Designer's Hazard Register.

KEY

- Site Boundary
- 1.8m high brick wall
- 1.8m high close board fence
- 0.9m Cleft post & rail fence
- 1.8m high gate to rear garden
- 1.5m Chain link fence with new hedge planting
- Visitor parking
- Planting buffer
- Suds / Swale
- Primary road (Tarmac)
- Secondary roads (Block Paving)
- Territory roads (Block Paving)
- Slate roof tile
- Clay roof tile

P15	17.04.24	Update to S278 General Arrangement & Legal Agreement Plan	JW	PA
P14	06.02.24	Updated cycle stores to Planners comments	JW	PA
P12	15.01.24	Plot 35 Updated to M4(3) Comments	JW	PA
P11	14.12.23	Updated to Planners Comments, Solar Panels removed	JW	PA
P10	29.09.23	Updated to Client Comments	JW	PA
P09	25.09.23	Updated Following Planning Officers Comments	JW	PA
P08	11.09.23	Updated Following Planning Officers Comments	JW	PA
P07	22.03.23	Updated to Client Comments	DB	PA
P06	16.03.23	Updated to Client Comments	DB	PA
P05	17.02.23	Updated to Client Comments	JW	PA
P04	09.02.23	Updated to Client Comments	JW	PA
P03	30.01.23	Planning Issue	JW	PA
P02	12.01.23	Client comments Incorporated	JW	PA
P01	09.01.23	Draft Issue	JW	PA
Rev	Date	Revision Details	Dr	Ch

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Client's Name
Croudace Homes

Job Title
**Cowards Lane, Codicote
DES-093**

Drawing Title
Proposed Site Layout

Scale
1:500 @ A1 / 1:1000 @ A3

Drawn
PA

Job No
7265

Status
PA

Checked
PJ

Date
Dec '23

Drawing No
PL 100

Rev
P15

Approval

CAD Plot date: 17/04/2024 - 16:39:49 7265 site plan - updated transport comments.dwg



Appendix B

Hertfordshire Travel Plan Guidance – Monitoring Survey Methodology

13. Appendix G: Multi-modal count monitoring methodology

- 13.1 Hertfordshire has numerous residential and employment developments which need to be monitored for adherence to the Travel Plan agreed between the developer and Hertfordshire County Council. In many the size of the developments means the TRICS (UK and Ireland national system of trip generation analysis) [Standard Assessment Methodology for Travel Plan monitoring](#) is not always financially proportionate.
- 13.2 This methodology has been designed as a cost-effective way to estimate trip rates generated by a specific development. These trip rates can then be compared to the Travel Plan agreed with the developer or site occupier. Development sites showing a significant discrepancy between the actual and planned trip rates can be further investigated.

Hertfordshire County Council requirements

- 13.3 For all sites (unless otherwise agreed) Hertfordshire County Council will require a multi-modal traffic count to be conducted, which may be supported by questionnaire surveys. The methodology outlined below should be considered when preparing a monitoring programme and this should be agreed with the county council. Once the process is agreed the dates when monitoring is to take place should be communicated to the county council for verification.

Methodology overview

- 13.4 This methodology is designed for simple sites with clearly defined site boundaries. It is designed primarily to survey residential developments but can be adapted to survey employment areas.
- 13.5 Monitoring carried out under this methodology are intended to show the number of trips generated in a typical day by a given development. Surveys can also show, approximately, what percentage of these trips do and do not use a car.
- 13.6 The following points should be taken into consideration when setting up a site survey and reference included within the proposed monitoring programme:
- 13.7 Site Assessment:
- Site location
 - Boundary
 - Map and/or photos
 - Identification of access points
 - All relevant points by which the site can be accessed by any mode should be included
 - Unofficial access points should be carefully considered
 - Site boundary integrity
 - If the site does not have a clear boundary then a TRICS survey may be more appropriate

- In busy town centres, it is highly likely that retail areas or primary schools will require a more complex survey than most other sites. In this instance, this simplified methodology is not appropriate and a TRICS survey should be used

13.8 When the monitoring should take place:

- For most sites, one survey day will be acceptable
- Most surveys for residential or employment areas can be carried out between Tuesday and Thursday
- For employment sites surveys should start one hour before the site opens and finish one hour after the site closes
- Residential and mixed-use sites may use 12-hour (07:00 to 19:00) or 18-hour (06:00 to 22:00) counts, the approach should be agreed with the county council

13.9 Type of count:

- Consideration as to the information which needs recording and what mechanism can best gather this:
 - Enumerator
 - Strips
 - Camera
 - Other vehicle sensors – innovative technological solutions may collect suitable multi-modal count data
- Different types of count are appropriate for different locations, including:
 - Basic modal count for traffic entering/exiting the site
 - Pedestrian and cycle counters which count pedestrian and cyclist movements, not vehicles
 - Queue counts which count the number of vehicles queueing to a junction
 - Junction counts which count turning movements
 - Manual directional counts which sort every pedestrian, cyclist or vehicle passing the enumerator location into one of thirteen categories

13.10 Parking provision and considerations:

- Onsite parking provision
 - Level of provision
 - Cars
 - Cycles
 - Motorcycles
- Any management or restrictions?
 - An understanding of the parking restrictions in place at a site will give an indication of the likelihood of parking by non-site users, including residents only parking areas or maximum stay limitations
- Use of site parking by non-site users
 - Any nearby facilities that people would park at and walk to the site; failure to take these trips into account will corrupt the results of the survey
- Off-site parking will need to be included in the survey specification if:
 - Parking is likely to be at capacity at any point during the survey

- On-site parking is not available or charged
- It may be possible for streets directly adjacent to the site to be monitored
- Enumerators can be placed in locations where they can observe vehicles parking and observe whether any drivers/passengers enter the site
- Off-site vehicle counts in an agreed local vicinity carried out at regular intervals throughout the survey day
- It should be decided whether vehicles that stop to drop-off/pick up should be distinguished from drivers who park and leave their vehicle to access the site, particularly if the site is near to a primary school or nursery

13.11 Public transport:

- Can public transport be included within the survey?
- Any public transport routes operating onto or through the site?
- Where are the transport hubs? Which exits are most likely to be used to access rail station or off-site bus stops?
- Depending on how close a bus stop is from the site it may be possible to observe pedestrians moving from the site to the bus stop
- Residential developments should with liaise bus operators and county council regarding uptake of residential travel vouchers and bus services established to serve the site



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