



'GUIDANCE FOR RESIDENTIAL TRAVEL PLANNING IN LONDON'

Transport for London (TfL) has recently published its 'Guidance for Residential Travel Planning in London' document. A full copy of the document can be found at <http://www.tfl.gov.uk/corporate/projectsandschemes/workplacetravelplanning/7680.aspx>.

This guidance has been published following the Department for Transport's 'Making Residential Travel Plans Work: Guidelines for New Development', released in 2005, and "looks at the specific planning and development context in the Capital and highlights good practice across London boroughs."

what is a residential travel plan?

A residential travel plan is a document setting out a package of measures supporting alternative forms of transport and reducing the need to travel by private car, or to travel at all.

why is there a need for residential travel plans?

Greater London will experience significant population growth over the next few decades resulting in high demand for new housing. The London Plan states that "this growth can only be accommodated sustainably through the achievement of higher density developments located in areas of good public transport accessibility and sufficient capacity."

Travel plans are now an important element of transport planning and housing policies, at national, regional and local levels. The provision of a Travel Plan needs to be considered at the early stages of any residential development scheme.

when is a residential travel plan required?

Research carried out on behalf of TfL determined that a threshold of 80 dwelling-units provided significant trip/traffic generation for residential sites.

This latest guidance document therefore suggests that full residential travel plans should be prepared for residential developments above 80 units.

what are the objectives of a residential travel plan?

The recently released TfL document refers to the Department for Transport's 'Guidance on Residential Travel Plans' which established the following objectives for travel plans in residential developments;

Address residents' needs for access to a full range of facilities and services – for work, education, health, leisure, recreation and shopping.

Reduce traffic generated by the development to a significantly lower level of car trips than would be predicted for the site without the travel plan. The travel plan should not provide grounds for unacceptable development in the wrong location.

Promote healthy lifestyles and sustainable, vibrant local communities.

Address specific problems identified in the site's transport assessment, e.g. a road safety problem that prevents children or older people from gaining access to facilities.

Encourage good urban design principles that open up the permeability of the development for walking and cycling linked to the Design and Access statements.



how can a residential travel plan achieve those objectives?

There are a wide range of measures that can be included within Residential Travel Plans which can assist with meeting the objectives outlined above. Measures should be considered in the context of the specific development, surrounding facilities and in light of the outcomes of the Transport Assessment.

Possible measures to include as part of the Residential Travel Plan, for consideration both 'on and off' the development site include;

Highways safety measures/traffic calming and imposing reduced speed limits.

Implementing pedestrian and cycling friendly infrastructure.

Restrictions on car movements within the site.

Parking restraint (or potential for car-free development).

Providing adequate bus infrastructure, such as stands, stops, shelters, bus gates and real-time information within and external to the site.

Adoption of home zone principles or home zone features.

Public transport improvements for underground, tram, rail and river services.

Introduction of Car Club as part of the proposed development or linking to an existing Car Club already operating within the local area.

Broadband access and provision of office space in houses.

Promotion of a Car-sharing scheme.

Home delivery grocery service (and cool storage drop-off points on site and unattended delivery facilities).

Travel welcome packs being provided to residents to provide travel advice, maps and information.

Free/discounted use/purchase of public transport, cycles and cycle equipment, car clubs, etc.

Community travel website, notice board, travel events, forum, etc.



Provision of suitable amenities within the development (i.e. shops, schools, workplaces, etc).

who is responsible for residential travel plans?

Various parties are involved with the production, management and implementation of a Residential Travel Plan, however, it is the Travel Plan Coordinator who is involved throughout a significant period of the life of a Travel Plan, carrying out the majority of tasks required. These include;

Day-to-day management and appropriate management structures.

Detailed time frames for delivery and handover arrangements for the travel plan or its components (when the developer's responsibility ceases).

Targets and monitoring arrangements.

Ongoing support from the local authority and provision for enforcement in the event of non-delivery.

Table 1.1 opposite details the typical evolution of the Residential Travel Plan, setting out the management, activities, mechanisms and appropriate method of funding during each phase of the development.





Table 1.1 – Managing Residential Travel Plan’s

Phase	Management	Activity	Mechanism used	Funding
Pre-construction	Travel plan prepared by developer (usually by consultant)	Agreed appointment of Travel Plan Coordinator as part of the plan	Planning consent, including a S106, or planning condition	Travel plan paid for by developer
Construction	Travel Plan Coordinator in place before residents move in Establishment of steering group including key agencies	Liaising with training sales staff about transport benefits of the site Preparing marketing materials Ensuring TP measures are in place from the outset Publicity and launch of TP	Travel Plan Coordinator's responsibilities outlined in the travel plan Implementation of identified measures	A Coordinator paid for by the developer
Early moving-in period	Travel Plan Coordinator in place Establishment of residents group, e.g. community trust or other structure	Provision of personalised travel marketing Promotion of individual plan measures Establish the management group for the plan and initiate meetings Monitoring and amendment of plan	Plan measures detailed in the original TP which is agreed as part of S106 Management structure for plan agreed as part of S106 Implementation of identified measures	Developer contributions towards individual plan measures Self-funding 'sustainable transport fund established'.
Established community and into the future	Formal management structure to take on responsibility for the plan Travel Plan Coordinator may continue indefinitely or have a finite term (e.g. five years after initial occupation)	Travel Plan Coordinator facilitates transfer of responsibilities for the TP to community trust/other management structure Monitoring of effectiveness by local authority based on regular review	Transfer of responsibilities outlined in original travel plan	Individual transport measures (e.g. car club) may reach commercial viability. Ongoing funding for other measures can be provided by: a) Covenanted sums secured at time of planning consent b) Contributions by residents as part of broader service charges c) Cross subsidies

how does a travel plan fit within the planning process?

Officers and developers need to ensure that the Travel Plan continues to remain a comprehensive strategy that retains its relevance through the planning application process. The details of the Residential Travel Plan should be addressed at pre-application stage and it is suggested that “to be most effective and achieve the best results a Travel Plan must form part of the package of planning permission requirements.” Table 1.2 below outlines the tasks involved for applicants;

Table 1.2 – Travel Plan Development Process

	Travel Plan Status	Stage of Development - Activity
Planning	A. Scoping	Establish need for travel plan and define relationship to transport assessment if appropriate. Agree scope of both documents with borough officers (and TfL or HA if a referred planning application).
	B. Pre-application	Submit draft travel plan (with baseline data if appropriate) to borough officers (and TfL if required) for comment.
	C. Submission	Submit second draft of travel plan and transport assessment for consideration alongside planning application to borough (and TfL if a referred application). The terms of any legal agreement including conditions and planning obligation must be resolved with Borough officers.
Determination of Planning Permission		
Implementation	D. Post-permission and pre-opening	Update and expand travel plan in accordance with conditions and/or planning obligation. Implement appropriate measures prior to occupation.
	E. Post-opening implementation Planning	Roll-out implementation of travel plan(s). Review and monitor success of travel plan in accordance with travel plan strategy and conditions/planning obligation. Liaise with borough officers (and TfL/HA if appropriate).
		Ongoing review and improvement of travel plan.

Table 2 "Travel Plan Development Process, taken from the "Guidance for Residential Travel Planning in London" document.

An effective way of securing Residential Travel Plans is by way of entering into a section 106 agreement. The Section 106 agreement can then cover the suggested measures, costs of monitoring and review, the triggers for payments or actions, the responsibilities and management of the Residential Travel Plan and its effective implementation.

conclusion

Residential Travel Plans are relatively new but they are already important tools in helping to implement transport solutions as part of new residential developments and assist potential occupants to travel in a sustainable manner.

It should be reiterated that Residential Travel Plans are an essential requirement of TfL before planning permission for residential schemes of over 80 units is granted.

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