



Langstone Park
Havant

Framework Travel Plan

For

XLB Property Ltd

Document Control Sheet

Langstone Park

Havant

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- 1.6 This Travel Plan is presented for the new B1c, B2, B8 employment units. This document is prepared on behalf of the developer to set the travel planning for the new employment units based upon which the end user or users will prepare their own bespoke Travel Plans to suit their operation and staff.

The Travel Plan Process

- 1.7 A Travel Plan is a document which sets out a strategy to encourage the uptake of sustainable modes of travel in place of use of a private car. In doing so it seeks to reduce car usage, encourage healthier lifestyles and facilitate meeting wider Government aims to reduce emissions.
- 1.8 Guidance on the production of Travel Plans is provided at a National level by the Department for Transport (DfT) within their document; *Good Practice Guidelines: Delivering Travel Plans through the Planning Process* in April 2009. This Travel Plan Framework will adhere to the principles set out within this guidance and where appropriate this will be referenced. Further national guidance is provided in Planning Practice Guidance.
- 1.9 At a local level SCC provides focussed guidance and advice on the preparation of Travel Plans and the preparation of travel information packs. This guidance is referred to in the preparation of this TP.

Funding

- 1.10 All measures set out within this TP, including the appointment of the TPC, will be fully funded by the Developer.

Scope

- 1.11 This Plan has been prepared with reference to applicable national and local policies. The Plan establishes clear outcomes to be achieved in relation to sustainable travel and sets out the kind of measures to be implemented, with an action plan, timescales, targets and responsibilities for implementation, monitoring and review in order to:
- ▶ Achieve the minimum number of single occupancy car traffic movements to and from the Site;
 - ▶ Address the access needs of all Site users regardless of their level of mobility, by supporting walking, cycling and public transport; and
 - ▶ Promote healthy lifestyles and sustainable, vibrant communities.

Structure of TPS

- 1.12 Following the Introduction, this Travel Plan consists of the following Sections:
- ▶ Section 2 – Policy Context;
 - ▶ Section 3 – Site Assessment;
 - ▶ Section 4 – Travel Plan Objectives and Targets;
 - ▶ Section 5 – Management, Communication and General Promotion Measures;
 - ▶ Section 6 – Monitoring, Reviewing and Reporting; and,
 - ▶ Section 7 – Action Plan.

2.0 Policy Context

National Planning Policy Framework (2021)

- 2.1 In 2021, the government published a revised National Planning Policy Framework (NPPF). Paragraph 112 that applications for development should:

- "a) give priority first to pedestrian and cycle movements, both within the scheme and with neighbouring areas; and second – so far as possible – to facilitating access to high quality public transport, with layouts that maximise the catchment area for bus or other public transport services, and appropriate facilities that encourage public transport use;*
- b) address the needs of people with disabilities and reduced mobility in relation to all modes of transport;*
- c) create places that are safe, secure and attractive – which minimise the scope for conflicts between pedestrians, cyclists and vehicles, avoid unnecessary street clutter, and respond to local character and design standards;*
- d) allow for the efficient delivery of goods, and access by service and emergency vehicles; and*
- e) be designed to enable charging of plug-in and other ultra-low*

- 2.2 Paragraph 113 of the NPPF states that: *"All developments that will generate significant amounts of movement should be required to provide a travel plan, and the application should be supported by a transport statement or transport assessment so that the likely impacts of the proposal can be assessed".*

Good Practice Guidelines: Delivering Travel Plans through the Planning Process (2009)

- 2.3 In April 2009 the Department for Transport published 'Good Practice Guidelines: Delivering Travel Plans through the Planning Process'. The Guidelines aim to bring together some of the best practice from around the country, drawing upon recent research.

- 2.4 TPs have become an integral element of the planning process

"They are critical to ensure that the use of sustainable modes is maximised, the finite capacity of the transport network is used effectively and the need for some costly highway infrastructure is avoided as far as is practical."

Paragraph 1.7. Good Practice Guidelines: Delivering Travel Plans through the Planning Process. April 2009

- 2.5 The Guidance defines a TP as:

"a long-term management strategy for an occupier or site that seeks to deliver sustainable transport objectives through positive action and is articulated in a document that is regularly reviewed"

Paragraph 2.1. Good Practice Guidelines: Delivering Travel Plans through the Planning Process. April 2009

- 2.6 The Guidance sets out that a TP involves:

"the development of agreed explicit outcomes limited to the appropriate package of measures aimed at encouraging more sustainable travel, with an emphasis on reducing single occupancy car use. Each travel plan should be unique to a site"

Paragraph 2.1. Good Practice Guidelines: Delivering Travel Plans through

the Planning Process. April 2009

- 2.7 The Guidance sets out the ultimate objective of the travel planning process whilst identifying the additional aims and benefits:

"travel plans focus on achieving the lowest practical level of single occupancy vehicle trips to or from a site and widening the use of other modes. They assist in the wider aims of encouraging sustainable travel, improving health and reducing congestion, energy consumption and pollution. Travel plans need to address all journeys that may be made to and from a site, by anyone who may have a need to visit or stay there."

Paragraph 2.4. Good Practice Guidelines: Delivering Travel Plans through the Planning Process. April 2009

- 2.8 The Guidance focuses on an 'outcomes' approach to TPs, requiring that specific outcomes or targets are established by agreement on what should be achieved through the TP over time.

Planning Practice Guidance 'Travel Plans, Transport Assessments and Statements' (2014)

- 2.9 The Department for Communities and Local Government (CLG) recently published the Planning Practice Guidance (PPG), which reinforces the guidance contained within the NPPF.

- 2.10 In particular Paragraph 111 which states that:

"All developments which generate significant amounts of transport movement should be required to provide a Travel Plan.

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. They should also consider what additional measures may be required to offset unacceptable impacts if the targets should not be met."

This document also states some of the policies that Travel Plans should/ may include:

- ▶ *Benchmark travel data including trip generation databases;*
- ▶ *Information concerning the nature of the proposed development and the*
- ▶ *forecast level of trips by all modes of transport likely to be associated with the development;*
- ▶ *Relevant information about existing travel habits in the surrounding area;*
- ▶ *Proposals to reduce the need for travel to and from the site via all modes*
- ▶ *of transport; and*
- ▶ *Provision of improved public transport services;*
- ▶ *Parking strategy options (if appropriate); and*
- ▶ *Proposals to enhance the use of existing, new and improved public*
- ▶ *transport services and facilities for cycling and walking both by users of the development and by the wider community.*

- 2.11 Travel Plans should set out explicit outcomes rather than just identify processes to be followed (such as encouraging active travel or supporting the use of low emission vehicles). They should address all journeys resulting from a proposed development by anyone who may need to visit or stay and they should seek to fit in with wider strategies for transport in the area."

Hampshire County Council's Guide to Development Related Travel Plans (2009)

- 2.12 This document was adopted by the Hampshire County Council in 2009 and relates to the importance of a Travel Plan and specific guidance needed for producing a TP document relevant to the local area. The document includes; Basic information about the function of a TP, how an effective TP can be secured through the planning process, how a TP document should be produced and specific management and monitoring which should be included.

- 2.13 This Travel Plan has been prepared in accordance with this local guidance document, setting out all required elements including realistic targets and measures to achieve these targets. These elements link directly to the outcome of the Transport Assessment Document and are consistent with the Local Transport Plan.

Hampshire Local Transport Plan (2011-2031)

- 2.14 HCC's Local Transport Plan sets out a long-term vision or how the transport network of Hampshire will be developed over a 20-year period. It promotes the development and implementation of workplace travel plans.

IHT's Guidelines for Providing Journeys on Foot (2000)

- 2.15 The guidelines provide current best practice for providing for pedestrians in support of policies to achieve sustainable travel patterns.

CIHT's Buses in Urban Developments (2018)

- 2.16 The guidelines emphasize the important role of buses in achieving sustainable travel patterns and that in addition to enabling or providing for bus services there should be targets or specific aspirations for their use.

Havant Borough Council Parking Supplementary Planning Document (2016, updated 2019)

- 2.17 The SPD sets out the car parking requirements within Havant.

Developer's Policy

- 2.18 XLB are committed to delivering sustainable developments both during the construction and throughout the life of the development. They are committed to encouraging sustainable travel through the delivery of appropriate infrastructure and travel plans.

3.0 Site Assessment

Local Highway Network

- 3.1 Vehicular access to the Site is achieved via Brookside Road to the west, Langstone Road to the east and Penner Road to the south, which is for emergency use only. Brookside Road and Penner Road both connect to Harts Farm Way, which provides access to the A27 to the west.
- 3.2 Langstone Road runs south from Havant to Hayling Island, forming a junction with the A27 approximately 130 metres north of the access road.
- 3.3 The Local Highway Network is shown in the figure below.

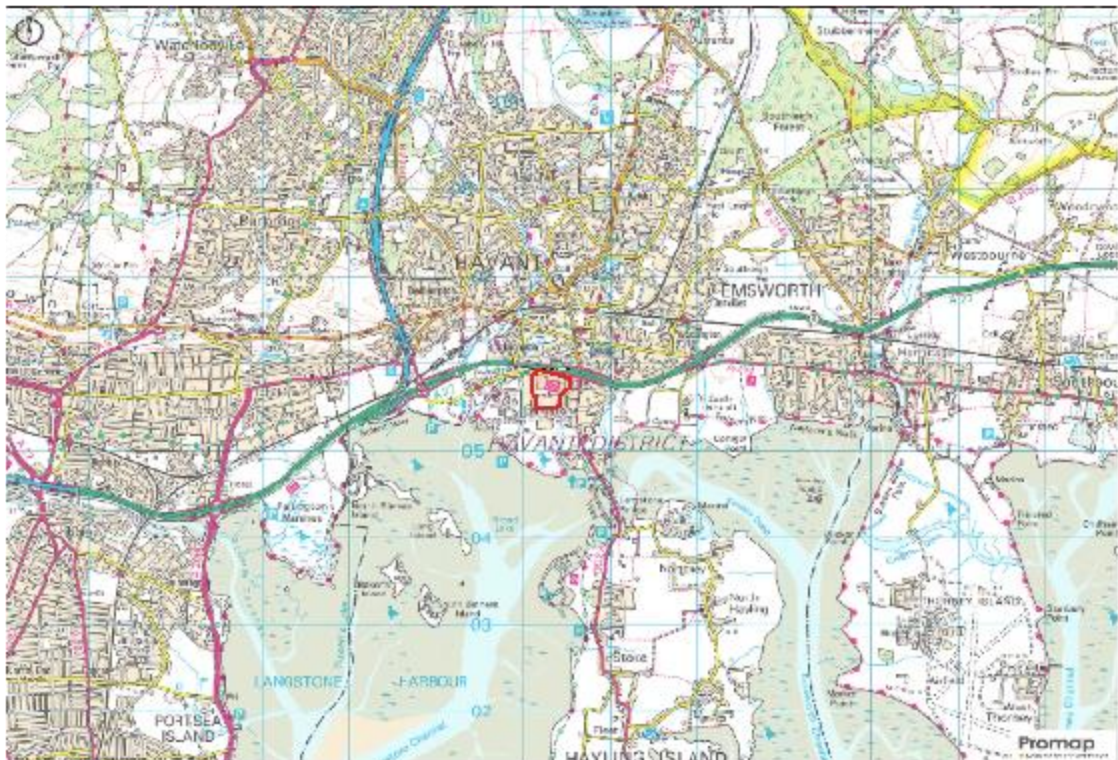


Figure 3.1 – Highway Network

Accessibility

- 3.1 It is generally accepted that walking and cycling provide important alternatives to the private car and should also be encouraged to form part of longer journeys via public transport. Indeed, it is noteworthy that the Institute of Highways and Transportation (IHT) has prepared several guidance documents that provide advice with respect to the provision of sustainable travel in conjunction with new developments. Within these documents it is suggested that:
 - ▶ Most people will walk to a destination that is less than one mile (Planning for Walking, 2015);
 - ▶ The bicycle is a potential mode of transport for all journeys under five miles (Planning for Cycling, 2015); and,
 - ▶ Walking distances to bus stops should not exceed 400 metres, with people being prepared to walk twice as far to rail stations (Planning for Walking, 2015).

- 3.2 Notwithstanding the above, it should be noted that Manual for Streets (MfS) identifies 'walkable neighbourhoods' as being "characterised by having a range of facilities within 10 minutes (up to about 800m) walking distance of residential area which residents may access comfortably on foot". However, it is important to recognise that MfS does not consider 800 metres to be a maximum walking distance. Indeed, MfS and the Design Manual for Roads and Bridges (DMRB) contend that walking can be used to access a variety of destinations within a range of two kilometres and two miles respectively.
- 3.3 The plans provided at **Appendix B** illustrate these walk and cycle catchments (which include bus stops and Havant railway station) and demonstrate the extent of the opportunity for the Site to attract a significant volume of journeys by foot and bicycle.
- 3.4 Having regard to the above, it is considered that the Site is spatially well located with respect to the more sustainable modes of travel including foot, cycle and public transport. Details on each of these sustainable modes of travel are set out below.

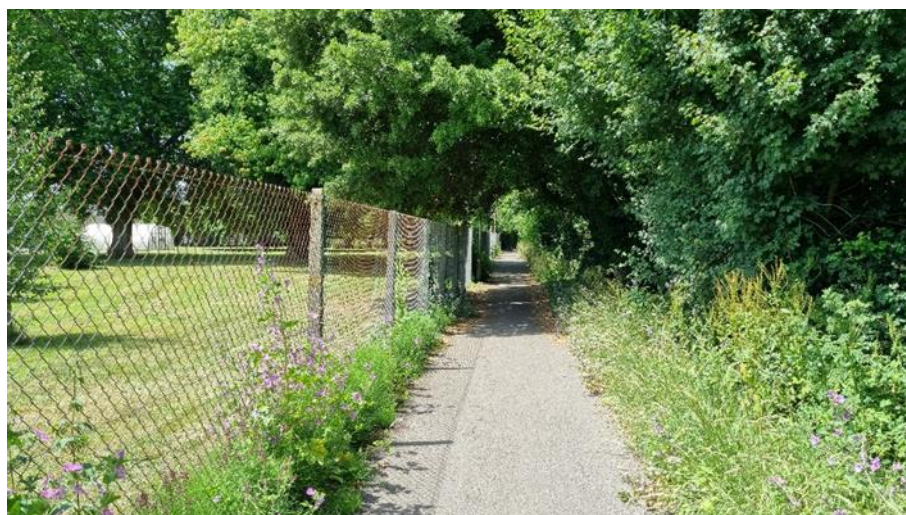
Journeys by Foot and by Bicycle

- 3.5 Access to the Site for pedestrians and cyclists is provided from Langstone Road and Brookside Road. Both streets have footways on either side and are lit. They connect to a wider, comprehensive pedestrian network of lit footways.
- 3.6 Footpath reference 108/51/2 is located on the eastern edge of the Site and runs north-south connecting Langstone in the south with Havant in the north, passing under the A27.



A27 Underpass viewed from south

- 3.7 Footpath reference 108/50/1 is located along the northern edge of the Site providing a connection between Langstone Road and Brookside Road.



Looking West on Pedestrian/Cycle Path North of Development Site

- 3.8 As shown on the Havant cycle map provided at **Appendix C**, the Site is located adjacent to Sustrans route 22 which connects the Site to Havant town centre and railway station to the north and towards Portsmouth in the west.
- 3.9 An audit of routes surrounding the Site and between the Site and Havant town centre / railway station has identified the following:
- ▶ There is a comprehensive network of pedestrian and cycle routes (the latter as evidenced at **Appendix C**);
 - ▶ There is route signage within the network;
 - ▶ Crossings are provided throughout the network including tactile paving; and
 - ▶ The network is lit.
- 3.10 Notwithstanding this the audit identified a missing link to the cycle network along the eastern edge of the Site following PRoW 51. This results in cyclists being forced to either wheel their bikes along PRoW51 or else follow a detour around the northern, western and southern edges of the Site.

Journeys by Public Transport

- 3.11 The nearest bus stops are located adjacent to the Site on Langstone Road providing a frequent service connecting the Site to Havant and Hayling Island. Table 3.1 provides a summary of the bus services available.

Service	Route	Frequency
30/31	Havant – Langstone – Stoke – Eastoke – West Town – Stoke – Langstone – Havant	Every 15 minutes

Table 3.1 – Local Bus Services

- 3.12 Havant railway station is located approximately 1.3km (17-minute walk) from the Site providing services to destinations along the south coast including Southampton, Portsmouth, Chichester and Brighton. Table 3.2 provides a summary of the services available from Havant Station.

Route	Frequency
Havant – Rowlands Castle – Petersfield – Liss – Liphook – Haslemere – Witley – Milford – Godalming – Guildford – Worplesdon – Woking – Clapham Junction – London Waterloo	Every 20 minutes
Havant – Chichester – Barnham – Horsham – Crawley – Three Bridges – Gatwick Airport – East Croydon – Clapham Junction – London Victoria	Every 30 minutes
Havant – Emsworth – Chichester – Barnham – Ford – Angmering – Goring-by-Sea – Durrington-by-Sea – West Worthing – Worthing – East Worthing – Lancing – Shoreham-by-Sea – Southwick – Fishergate – Portslade – Hove – Brighton	Every 30 minutes
Havant – Warblington – Emsworth – Southbourne – Nutbourne – Bosham – Fishbourne – Chichester – Barnham – Ford – Littlehampton	Hourly
Havant – Bedhampton – Hilsea – Fratton – Portsmouth and Southsea – Portsmouth Harbour	Every 10 minutes (2 trains per hour terminste at Portsmouth and Southsea)
Havant – Cosham – Fareham – Swanwick – Southampton Central	Every 30 minutes

Table 3.2 – Local Rail Services

Car and Cycle parking

- 3.13 A total of 250 car parking spaces are dedicated for the Permitted Development. This amounts to a rate of 1 space per 45m² of gross floor area. This level of car parking has been agreed with HCC and HBC to be acceptable for this form of development at this location.
- 3.14 Cycle parking will be provided in accordance with adopted standards, this equates to up to 32 spaces in this instance.

Development Proposals

- 3.15 The Proposed Development involves the demolition of 51,755m² of existing floorspace (predominantly office but including labs, industrial, data centre and ancillary uses) and its replacement with up to 63,290m² (gross external area) of land use class B2, B8 and E(g)(ii)-(iii) (R&D and light industrial) and ancillary uses (Class E(b) and E(d) (including the Phase 1 Permission).
- 3.16 As discussed above, the 2019 Permission established planning permission for the partial demolition of some buildings within the Site and their replacement with 12,750m² of new buildings, bringing the total currently permitted floor area to 64,330m². The Proposed Development (including the Phase 1 Permission) would therefore represent a reduction in overall floor space compared to what is currently permitted at the Site. The indicative masterplan is illustrated below.



Indicative Masterplan

Operational Hours

- 3.17 It should be noted that occupiers are yet to be identified and operational hours are likely to vary. However, there are no limits on operational hours and 24 hour operation is assumed.

Parking

- 3.18 Car parking will generally be provided at a level of 1 space per 45m² of gross floor area for the employment uses. A limited area of employment floor space which is designed solely for use for B8 purposes will have car parking provided at 1 space per 90m² of gross floor area. Car parking for ancillary and support facilities will be provided at a maximum rate of 1 space per 14m² of gross floor area. This results in a total of 1,158 car parking spaces within the Site.
- 3.19 Electric car charging (EVC) will be provided at a rate of 10%, resulting in 116 spaces. An additional 20% minimum will be passively equipped for electric charging, meaning charging equipment can be retrofitted in a straightforward manner. This aligns with emerging best practice being prepared by the Department for Transport.
- 3.20 HGV parking is provided adjacent to loading bays. These are spaced to allow additional HGV parking between them as necessary.

- 3.21 Cycle parking spaces will be provided in accordance with HBC parking standards having regard to the activities of the occupier of each unit within the Proposed Development. Spaces will be located in lit areas where they can be naturally surveilled and provided in covered shelters. Details of location and design will be provided with reserved matters applications for each of the units.
- 3.22 It is noted that B1a type uses generally produce a greater demand for parking than industrial uses. In the event that part of the site comes under a dedicated B1a use, the layout will be reconfigured to provide car parking at a ratio of one space per 30m², in line with local standards

4.0 Travel Plan Objectives and Targets

Aims

- 4.1 The aim of the Plan is to raise awareness of sustainable travel modes and encourage their uptake by people travelling to and from the Permitted Development.
- 4.2 The Plan recognises that there is not one specific mode of transport suitable for all Site users and that there needs to be several travel opportunities in place.
- 4.3 The Plan is intended to promote flexibility and choice, focusing efforts on encouraging a reduction in car use rather than prohibiting it.

General Objectives

- 4.4 The general objectives to be met through implementation of this Plan are:
 - ▶ reduce car dependency;
 - ▶ optimise car occupancy;
 - ▶ manage travel demand as efficiently as possible;
 - ▶ reduce travel demand, where possible, e.g. through working from home, linking trips;
 - ▶ promote opportunities for access by non-car modes;
 - ▶ promote active travel as part of a healthy lifestyle;
 - ▶ support social cohesion and a sense of community through 'buddy groups' for walkers, runners and cyclists to provide companionship, motivation and to address perception of danger;
 - ▶ provide information showing all public transport, pedestrian and cycle links associated with the development; and
 - ▶ assist in meeting the aims set out by the council to reduce road traffic and congestion.

Developer Specific Objectives

- 4.5 To ensure the potential for access by sustainable travel modes, the developer, through close liaison with the Local Authority, should ensure that the appropriate infrastructure is implemented prior to occupation.
- 4.6 Key developer objectives are defined as follows:
 - ▶ To provide the necessary transport and building infrastructure required for the detailed Travel Plan to be effective;
 - ▶ To enable efficient access to the development by a number of alternative modes of transport; and
 - ▶ To provide an attractive, secure environment for pedestrians, cyclists and public transport users.
- 4.7 Table 4.1 summarises the preliminary design features aimed to give priority to those arriving by sustainable modes to the proposed developments. Further consideration will be given to the requirements of those arriving by sustainable means at the more detailed design stage.

Preliminary Design Feature	Description
Pedestrian Access	Pedestrian footways are provided on the local road network. The internal site layout will facilitate direct routes for pedestrian access. Staff entrances will be conveniently reached from the footways.
Cycle Parking	Cycle Parking for the new units will be provided in line with Guidance on Parking Standards issued by Hampshire County Council on the full application site. The cycle stands will be covered and secure. Elsewhere, enhancements will be made to the cycle parking.

Table 4.1 – Design Features

Occupier Specific Objectives

- 4.8 The occupier will encourage employees to travel by more sustainable modes than the private car through the implementation of Travel Plan initiatives (see Table 4.1).
- 4.9 The Travel Plan will seek to:
- ▶ Promote the health, wealth and environmental benefits of cycling, walking and using public transport;
 - ▶ Provide clear information to all employees and visitors on the alternative modes of travel to and from site;
 - ▶ Enhance the safety and security of people travelling to and from site;
 - ▶ Effectively manage the demand for staff car parking; and where possible
 - ▶ Reduce the need to travel during peak hours

5.0 Management, Communication and General Promotion Measures

- 5.1 This section sets out how this Travel Plan will be managed from the present day to when the site is fully constructed and occupied.
- 5.2 The Plan will start three months prior to first occupation to ensure that all necessary measures to encourage maximum uptake are in place at the time of first occupation.
- 5.3 The amount of time dedicated to the Plan will fluctuate throughout the year, generally increasing when monitoring reports and surveys are taking place and reducing during other periods. A minimum of one day per week will be set aside for the general management of the plan. Additional resourced will be allocated as necessary.
- 5.4 The Plan will be in place for a minimum of five-years, unless superseded by a new Plan or a new TPC is employed.

Management

Travel Plan Co-ordinator

- 5.5 The Plan will be managed by a Travel Plan Co-ordinator (TPC). The TPC for the Site is:

John Russell
Motion
9 Greyfriars Road,
Reading,
RG1 1NU

Tel: 0118 206 2930

e-mail: jrussell@motion.co.uk

- 5.6 The main responsibilities associated with the role of TPC are:
 - ▶ Presenting a business case to secure a budget for the Plan development and ensure its efficient and effective use.
 - ▶ Overseeing development and implementation of the Plan.
 - ▶ Organising marketing and awareness-raising campaigns to promote the Plan.
 - ▶ Acting as a point of contact for staff and other site users requiring information about travel to and from the Site.
 - ▶ Liaising with occupiers' travel planning leads.
 - ▶ Liaising with stakeholders, e.g. Local Authorities, transport operators, cycle retailers, etc., regarding travel matters associated with the Site.
 - ▶ Ensuring up-to-date and readily available travel information during the lifetime of the Plan, in particular through managing production and supply of the Staff Travel Pack (STP).
 - ▶ Managing the data collection process required to monitor the Travel Plan, in accordance with the agreed monitoring and review programme.
 - ▶ Commissioning the analysis and reporting of Plan monitoring data.
 - ▶ Submitting Plan Monitoring Reports to HCC and HDC.

- ▶ Seeking partners with whom to work in order to progress the Travel Plan objectives and targets, e.g. the local Councils, public transport operators, local taxi firm(s), other business centres, community transport providers and lift-share scheme providers, etc.

5.7 The TPC role is resourced for a minimum continuous period of 5 years. In the event of the post becoming vacant it will be filled within 2 months of the vacancy occurring.

Travel Plan Lead

5.8 Within three months of occupying part or all of the Permitted Development, each occupier will be required to appoint a Travel Plan Lead (TPL). The purpose of the TPL will be to assist the TPC in delivering the Plan in relation to their specific business within the Site.

5.9 The TPL will also be responsible for providing the TPC with business specific data as set out in the Occupier Travel Plan Information form (see Section 6 and **Appendix D**). This information will be provided on initial occupation and an update provided in the event of any material change in an occupier's business.

5.10 The TPL will also be required to support the TPC in delivering travel surveys.

Communication

Staff Notice Boards

5.11 Staff notice boards will be located in the communal areas which are highly frequented by staff. The notice boards will hold the following information:

- ▶ A mission statement of the Travel Plan;
- ▶ Contact details of the TPC and brief introduction about them such as their commitment to promoting sustainable travel. The duties the TPC is responsible for such as personalised travel planning services will also be detailed;
- ▶ A location plan of the site and the local facilities and public transport services;
- ▶ Public transport route maps and timetables;
- ▶ Local cycling routes;
- ▶ Details of local taxi services; and,
- ▶ An area will be provided for promotional material to be clearly displayed. This material will be nationwide promotional material such as 'bike to work week' posters (many of which can be obtained from the internet) and local promotional events.

Company Website / Intranet

5.12 This will provide an online version of the Staff Notice Board. However in addition to the above it will provide the following;

- ▶ An electronic Travel Pack that can be downloaded by people wishing to visit the site; and
- ▶ An opportunity to register ones email address to receive promotional material and updates via email.

5.13 Most of the above information will require updating as and when details change, such as timetable changes. The TPC will ultimately be responsible for the provision of up to date and relevant information on all the communication methods set out within this section.

5.14 The promotional material will be more frequently updated and this will be communicated via the following mediums:

- ▶ Staff Notice boards;

- ▶ Development Website; and,
- ▶ Email.

General Promotion

- 5.15 At this stage the type of operations being carried out by each occupier at the Site is unknown. Moreover these are expected to change during the lifetime of the Plan. What is known is that a “one size fits all” approach to encouraging more sustainable travel patterns is unlikely to be successful due to the number and variety of end users.
- 5.16 A menu of possible measures to be implemented specific to each travel mode is provided at Tables 5.1 – 5.4. It will be the responsibility of the TPC, with support from the TPLs, to craft a package of measures specific to each occupier from the options below.

Potential Travel Plan Initiative	Responsibility
Walking (best suited to journeys under 2 miles)	
For the new build elements, provide cloakroom facilities within the building with drying and storage locker facilities.	Under agreement between developer and occupier, such facilities could be included within building design. For speculative builds developer to provide.
Provision of pedestrian linkages through the site as set out within the Transport Assessment. These will link between the new buildings and the existing internal network of routes within the established site and provide improvements to existing routes where required.	Developer
Produce a map illustrating safe walking routes to common destinations. Include reference to crossing points and public transport facilities.	Occupier to provide through TPC
Keep a store of pool umbrellas on site for use by staff who walk to/from work or for walking journeys during the day.	
Provide staff with personal attack alarms.	
Raise awareness of health benefits of walking. Through posters, leaflets and/or events.	
Offer a guaranteed ride home to alleviate staff concerns of being stranded at work in the event of unforeseen circumstances.	
Arrange events to promote walking, such as a walk to work day.	
Time allowance to change	
Promotion of free health apps	

Table 5.1 – Travel Plan Tool Kit (walking)

Potential Travel Plan Initiative	Responsibility
Cycling (best suited to journeys under 2 miles)	
For the new build elements, provide safe, secure and fully weatherproof cycle storage.	Under agreement between developer and occupier, such facilities should be included within site design. For speculative builds developer to provide.

For the new build elements, provide changing rooms/areas within the building.	Under agreement between developer and occupier, such facilities should be included within building design. For speculative builds developer to provide.
Provide lockers for cyclist safety gear	Occupier to provide through TPC
Raise awareness of health benefits of cycling through continual	
Provide cycle route maps	
Keep a supply of basic cycle maintenance equipment on site e.g. pump, puncture repair kit, tools etc.	
Offer a guaranteed ride home to alleviate staff concerns of being stranded at work in the event of unforeseen circumstances.	
Establish a bicycle user group (BUG) & bike buddy scheme.	
Employers to consider the provision of interest free loans for the purchase of bicycles	
Liaise with local cycle shops to organise discounts and offers Cycle to work scheme	
Mileage allowance for cycle use	
Arrange events to promote cycling to work such as "biker's breakfasts". Possibly correspond with national events such as "bike week" & "bike2work" in June.	
Arrange adult cycle training sessions.	
Employers to consider the provision of interest free loans for the purchase of bicycles	

Table 5.2 – Travel Plan Tool Kit (cycling)

Potential Travel Plan Initiative	Responsibility
Public Transport	
Disseminate up-to-date public transport information on site. Including routes, timetables and fares for local services.	Occupier to provide through TPC
Promote benefits of public transport, savings etc	
Consider the provision of interest free loans for the purchase of season tickets	
Arrange with local transport operators to buy tickets in bulk at a discount and sell on to staff on site.	
Liaise with local operators for improved services to site.	

Table 5.3 – Travel Plan Tool Kit (Public Transport)

Potential Travel Plan Initiative	Responsibility
Car Sharing (provides a sustainable alternative when the car is the only option)	
Establish a car sharing scheme to match employees with others living in a similar area or travelling the same route.	Occupier to provide through TPC
Provide a guaranteed ride home scheme for car sharers in the event of unforeseen circumstances.	
Allocate priority parking to car sharers	
Devise a protocol/guidelines for car sharers to follow.	

Table 5.4 – Travel Plan Tool Kit (Car Sharing)

6.0 Monitoring, Reviewing and Reporting

- 6.1 Monitoring and review of the Plan are necessary activities in order to provide feedback to allow the Plan to be developed and to measure the level of success in meeting the Plan targets.
- 6.2 The process will collect data regarding the effectiveness of Plan measures so that efforts can be focussed on those measures which deliver the best outcomes against the Plan's aims and objectives.

Monitoring

- 6.3 The following activities will be undertaken as part of the Plan:
 - ▶ A baseline survey will be undertaken within 6 months of each unit becoming occupied to establish the baseline modal split,
 - ▶ Periodic monitoring surveys will be undertaken in years 1 (baseline), 3 and 5 of the lifetime of the Travel Plan. This enables modal shift to be identified; and,
 - ▶ The answers to the main mode question should be used to identify the mode split for the site.
- 6.4 The wider LTP is currently occupied therefore travel patterns have been obtained from the most recent travel to work Census 2011 data. This is directly applicable for staff at LTP. The existing modal shares from the census data (E00116635) within Middle Super Output Area Havant 014 have been used to project the baseline and projected modal split that could be achieved over the first 5-year period from completion of the redevelopment. In this case a 10% reduction in the number of single occupancy vehicles over 5-years is considered realistic. These baseline and modal shifts from years 1 to 5 are summarised in Table 6.1 below.

Mode of Transport	Baseline (%)	Year 1 (%)	Year 3 (%)	Year 5 (%)
Car Driver	71.1	69.5	66.3	63.1
Car Passenger	7..8	8.2	9.0	9.8
Single Occupancy Vehicles	63.3	61.3	57.3	53.3
Bus	4.5	5.0	6.0	7.0
Train	4.8	5.0	5.4	5.8
Walk	4.7	4.9	5.3	5.7
Cycle	4.4	4.7	5.3	5.9
Taxi	0.4	0.4	0.4	0.4
Motorcycle	1.5	1.5	1.5	1.5
Other	0.2	0.2	0.2	0.2
Total	100	100	100	100

Table 6.1 – Targeted Modal Shares (Based on Census 2011 Data from E00116635)

- 6.5 Other data collected might include:
 - ▶ Personal information such as home postcode, job type, nature of work and working hours,
 - ▶ Reasons for choice of travel mode and barriers to travel by sustainable modes,

- ▶ Additional information about measures which are likely to encourage a switch to sustainable alternatives; and,
- ▶ The amount of business travel undertaken during the working day and opportunities for switching to alternatives.

- 6.6 Surveys will be undertaken at a similar time each year and in a 'neutral' month, avoiding school holidays.
- 6.7 Surveys may be undertaken online or via hard copy, whichever is considered to be most appropriate for the nature of the organisation to ensure a good and representative response. Organisations should aim to achieve a response rate of at least 35% for baseline surveys, or at least be able to provide assurance to the local authority that the sample is representative if this response rate is not achieved. In order to ensure the 35% response rate is met promotional measures will be put in place. This could take the form a prize draw for vouchers or similar for respondents.
- 6.8 If a 35% response rate is not achieved and alternative survey method will be employed, this could take the form of ATCs or TRICS compliant surveys. It should be noted that the consented development forms the first phase of a wider redevelopment that is currently under consideration. The wider scheme includes ANPR controlled barriers at all vehicular access points. If installed, these barriers could be used to collate the necessary data.
- 6.9 The TPC will be supported by the TPLs to ensure that the surveys are undertaken as efficiently as possible and obtain complete and robust data.

Occupier Travel Plan Information

- 6.10 Within three months of occupation of part or all of the Permitted Development, the occupier is required to complete an Occupier Travel Plan Information (OTPI) form. This will provide the TPC with details of the number of staff, type of operation and initial travel estimates for each new occupier. This will enable to the TPC to provide travel planning advice which is directly related to the operations being undertaken for each specific occupier.
- 6.11 An example proforma OTPI is included at **Appendix D**.

Plan Performance Reviews

- 6.12 The results will be reported within three months of the survey date to the Council. The report should take the following format:
- ▶ Chapter 1 – Introduction and Background. This will detail the site to which the report relates and provide details of occupiers, names, date of occupations, number of staff employed, working hours, number of parking spaces etc.
 - ▶ Chapter 2 – Results of Surveys. This section will detail the results of the surveys that have been undertaken against the indicators set out above. It will include details of current travel situation and target levels. The original data from the surveys will be included as an appendix.
 - ▶ Chapter 3 – Initiatives Undertaken. This will provide details of the work and initiatives undertaken over the previous 12 months, with supporting evidence as necessary.
 - ▶ Chapter 4 – Problems and Issues. This section will detail any problems encountered in implementing the Travel Plan and any issues which remain unresolved or require progress in future.
 - ▶ Chapter 5 – Specific Measures from Travel Plan. This section will detail how all measures from the travel plan have been implemented in terms of infrastructure, policy and promotion of each specific travel mode and strategy (walking, cycling public transport, car sharing, general measures, working practises, etc). This will include evidence of how each measure has been implemented for each business within the Site together with a qualitative assessment of how effective they have been for different types of business.

- ▶ Chapter 6 – Summary. This will set out whether the Travel Plan is on track to meet targets and if not why not.
- ▶ Chapter 7 – The Plan for the next 12 months. This will include any specific outcomes and desired results and any additions to the Travel Plan

Remedial Action

- 6.13 If the survey highlights that the Site is not meeting its targets, consideration will be given to how the mix of measures may need to be changed in order to improve the Plan outcomes. This will be undertaken in consultation with HBC and HCC and could include the following measures:
- ▶ Run awareness campaign reinforcing alternatives to car travel;
 - ▶ Allocation of additional resources to promote non-car modes of transport;
 - ▶ Charging for parking for spaces used for single occupancy vehicles; and / or
 - ▶ Parking restrictions.

Securing the Travel Plan

- 6.14 The Plan will be fully funded by the Developer in accordance with the requirements of the S106 agreement. The S106 agreement includes provision for a Travel Plan Bond which HCC is entitled to use as appropriate in order to remedy a failure to implement and achieve the agreed measures or targets.
- 6.15 XLB are committed to paying HCC's monitoring fees as set out in S106 agreement, which amount to five equal instalments of £3,000.

7.0 Action Plan

7.1 The Action Plan for the site is set out in Table 7.1 and 7.2 below:

years	Travel Plan Measures	Cost from	Timeframe
Years 1 - 5	Marketing and Travel Plan Co-ordinators		
	Appoint a Site Wide Travel Plan Coordinator	Developer	Prior to occupation of full application site
	Independent Monitoring	(expenses to TPC)	Ongoing
	Marketing and Promotion, incl. walking and cycling maps, info on public transport, info on events, bicycle user groups, health benefits etc	(expenses to TPC)	Short term / Ongoing
	Cycling		
	Cycle Parking	Developer	
	Cloakroom facilities, lockers and changing rooms	Developer	
Years 1 - 5 Total			

Table 7.1 – Action Plan

years	Travel Plan Measures	Cost from	Timeframe
Years 1 - 5	Marketing and Travel Plan Co-ordinators		
	Appoint Individual Occupier Travel Plan Coordinators	Undertaken within an existing work role	Prior to occupation of individual new units
	Marketing and Promotion, incl, incentives for car sharing, public transport use and cycling	Individual Occupiers	Short Term/ Ongoing
	Holding events and focus group meetings to inform staff of sustainable travel alternatives	Individual Occupiers	Ongoing
	Creating user groups and staff forums	Individual Occupiers	Ongoing
	Walking		
	Pool umbrellas	Individual Occupiers	At Onset
	Basic cycle maintenance equipment (e.g. pumps)	Individual Occupiers	At Onset
	Public Transport		
	Car Sharing/Car Clubs	Individual Occupiers	Long Term
	Development of personalised journey planning	Individual Occupiers	Long term/ Ongoing
	Reducing the need to travel through flexible working practice: teleworking and home working	Individual Occupiers	Long term/ Ongoing
Years 1 – 5 Total			

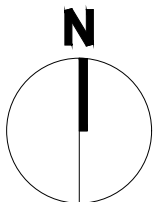
Table 7.2 – Action Plan

8.0 Summary and Conclusions

- 8.1 This Travel Plan has been prepared by Motion on behalf of XLB Property in respect of a permitted development at Langstone Technology Park, Havant.
- 8.2 The Travel Plan will seek to provide clear initiatives to encourage all site users to access the development via non car modes.
- 8.3 This Travel plan will be initiated once the development is completed but prior to occupation. The Travel Plan coordinator will provide a full Travel Plan upon completion of the site. The Travel Plan Coordinator will implement the plan and control the day to day management of the Travel Plan, which will include consultation with HCC.
- 8.4 This document sets out how site users will travel to and from the development by modes other than the private car and has indicated that these opportunities, as well as accompanying benefits will be set out within marketing material which will be prepared in respect to this development.
- 8.5 It can therefore be concluded that the framework established by this Travel Plan is sufficiently robust to deliver more sustainable travel choices in relation to the site. At the same time, it maintains a degree of flexibility to enable the Travel Plan to respond to changing circumstances and continue to deliver more sustainable transport choices into the future.

Appendix A

Indicative Masterplan



Figured dimensions only are to be used. All dimensions to be checked onsite. Differences between drawings and between drawings and specification or bills of quantities to be reported to the PRC Group.

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Revisions: Drawn/Chkd: Date:

BUILDING TO HAVE FLEXIBLE USE CLASSES, E CLASS RESEARCH & DEVELOPMENT, LIGHT INDUSTRY, B2 & B8

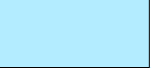
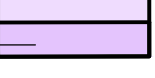
CAR PARKING BASED ON A MAXIMUM OF 1 PER 45m² (HIGH TECH, R&D, LIGHT INDUSTRY) GENERALLY

UNIT 5 CAR PARKING PROVIDED AT 1 PER 90m² (B8).

BUILDINGS 9 & 10 CAR PARKING PROVIDED BETWEEN 1 PER 45m² & 1 PER 90m²

ACCESSIBLE CAR PARKING PROVIDED AT 5%, EVC PROVIDED 10% MINIMUM ACTIVE & 20% PASSIVE

UNIT 14 SINGLE STOREY AMENITY FACILITY AND OUTDOOR SEATING (3,000ft² GYM, 2,000ft² CAFE), PARKING PROVIDED AT 1 PER 14M² MAX

- AMENITY HUB (CAFE / GYM) 
- FLEXIBLE USE EMPLOYMENT SPACE 
- ANCILLARY OFFICE SPACE 
- TREES 

Client:
XLB PROPERTY &
HAVANT S.a.r.l. (Luxembourg)



Project:
LANGSTONE PARK
HAVANT

12 Warren Yard,
Warren Park,
Milton Keynes,
MK12 5NW
01908 305 246
info@prc-group.com
www.prc-group.com

Drawing Title:
INDICATIVE MASTER PLAN

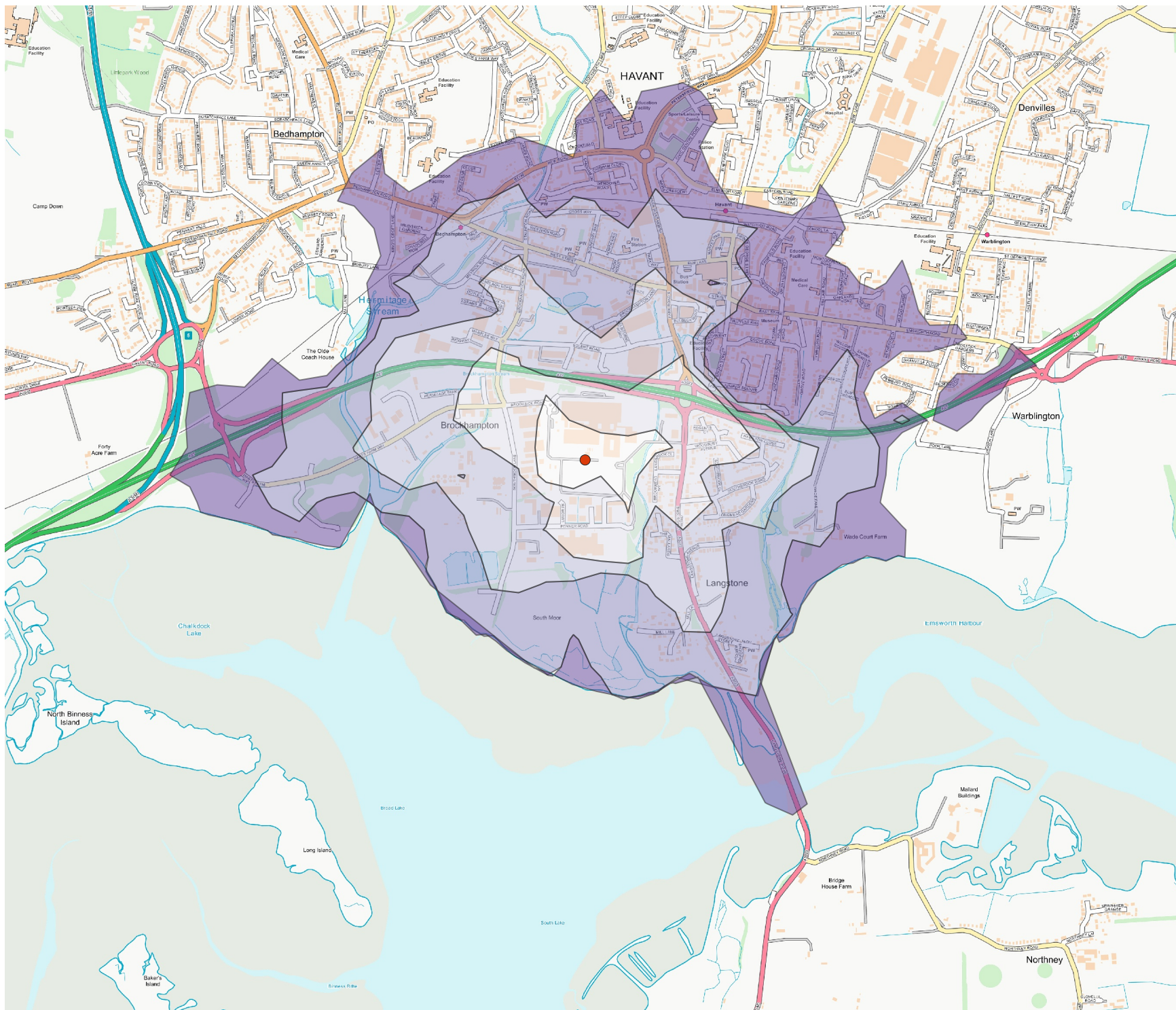
Scale @ A1: 1:1000
Checked by: ME
Date: SEPT 21
Job No: 11392
Stage: PL 005
Drawing No: Rev:

Issue Status:
Construction ☐ Preliminary ☐
Information ☐ Approval ☐
Tender ☐
Architecture
Planning
Master Planning
Urban Design
Interiors
Landscape
Offices
Woking
London
Milton Keynes
Warsaw

PRC Architecture & Planning

Appendix B

Walk and Cycle Isochrones



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Key:

400 metres

800 metres

1200 metres

1600 metres

2000 metres

Assumed Walk Speed: 4.8 km/h

Project

Langstone Technology Park, Havent

Title

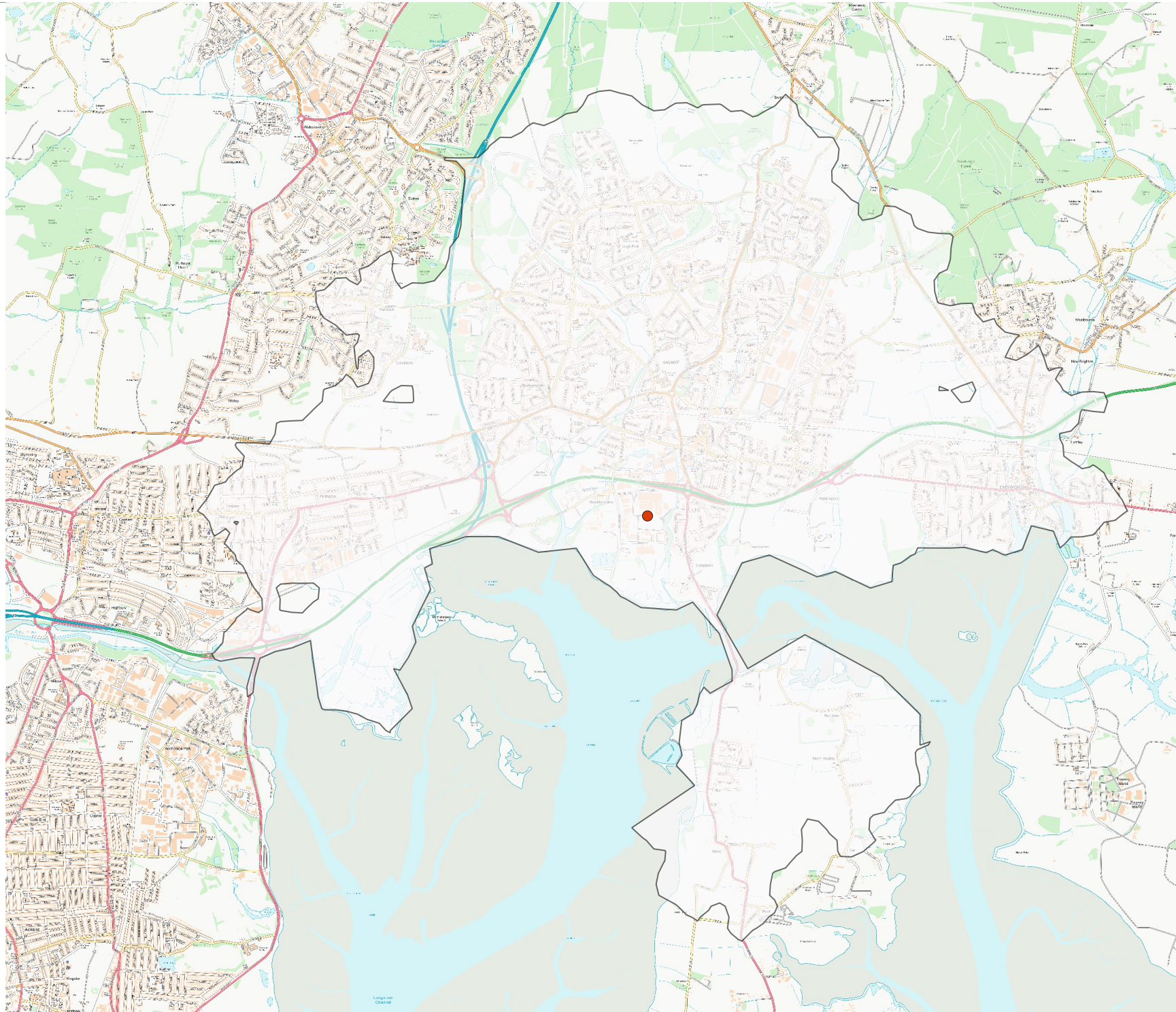
Accessibility by Foot


motion

9 Greyfriars Road, Reading, RG1 1NU
Tel: +44 (0) 118 206 2930

scale	drawn by	date
stated	AN	12/05/2021

drawing number	rev
2010053	-



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Key:

5 km



Project
Langstone Technology Park, Havent

Title
Accessibility by Cycle



9 Greyfriars Road, Reading, RG1 1NU
Tel: +44 (0) 118 206 2930

scale stated	drawn by AN	date 12/05/2021
drawing number 2010053	rev -	

Appendix C

Havant Cycle Map

SOME USEFUL CONTACTS

Havant Borough Council is proud to promote cycling in the borough, for more information and routes visit www.havant.gov.uk/cycle

CYCLING IN THE HAVANT AREA

Nestled between the South Downs and the Solent, there is a wealth of great cycling routes throughout the borough.

A GREAT PLACE TO RIDE

PROMOTING CYCLING

These national charities have worked tirelessly to help improve cycling opportunities and safety here and throughout the country.

If you want to explore the Havant area there are lots of great cycling routes to choose from!

Cyclists can experience cycling on a wide range of roads, from quiet residential streets to busy main roads.

Cyclists can also enjoy the scenic views of the South Downs and the Solent.

Cycling is a healthy and active way to get fit and stay healthy.

There are many cycle paths and routes in the Havant area, so there is something for everyone.

For more information and routes visit www.havant.gov.uk/cycle

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ABOUT HAVANT

CYCLE SHOPS

Whether preparing in advance or dealing with a mishap mid-ride - knowing where your local bike shop is always makes sense! Listed below are some of the local bike shops at your disposal... Call if you can to check they are open!

ABOUT WATERLOOVILLE

Named after the soldiers who stopped there after returning from the Battle of Waterloo, Waterlooville has lots to offer...

Snyder Cycles
1000 North Street, Havant, PO9 1AA
023 9245 6664

Evans Cycles
1000 North Street, Havant, PO9 1AA
023 9245 6664

Total Sport Cycle Repair Centre
1000 North Street, Havant, PO9 1AA
023 9245 6664

Hallsford
1000 North Street, Havant, PO9 1AA
023 9245 6664

Emmeworth Cycles
1000 North Street, Havant, PO9 1AA
023 9245 6664

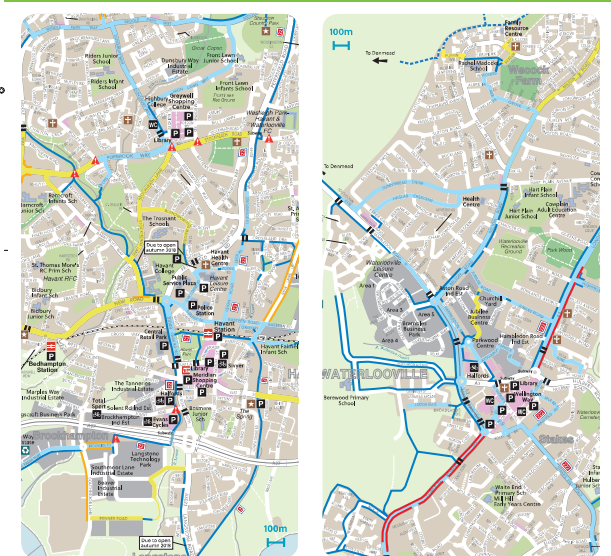
Hayling Cycles
1000 North Street, Havant, PO9 1AA
023 9245 6664

South Coast Cycling
1000 North Street, Havant, PO9 1AA
023 9245 6664

Bikefixers
1000 North Street, Havant, PO9 1AA
023 9245 6664

HAVANT AND LEIGH PARK TOWN CENTRES

WATERLOOVILLE TOWN CENTRE



ABOUT HAVANT

A town with a long history and a rich heritage, Havant is a town that has a lot to offer its residents and visitors alike.

Bmx FUN!

For those feeling a little more adventurous, the borough is home to BMX and skate parks for practicing their moves. So wear that safety kit!

SHOWING DUE RESPECT

It is important to enjoy your bike ride - just not at the expense of others. Here are a few points to consider for a safe and enjoyable ride.

ABOUT HAYLING

Home to an Iron Age shrine, a Roman temple and 12th Century moat, Hayling is also the home of windsurfing, introduced here in 1965.

Havant town centre is a vibrant and bustling area with a mix of shops, restaurants and services. It is a great place to visit for a day out or a shopping trip.

The BMX park is a great place for children and adults alike to practice their skills and have some fun. It is a well-maintained and safe area for riding.

Cyclists can enjoy a peaceful ride on the dedicated cycle paths and routes throughout the borough. These routes are well-maintained and safe for riding.

Hayling Island is a beautiful and scenic area with a rich history and a vibrant culture. It is a great place to visit for a day out or a shopping trip.



-  Route to be used by cyclists ONLY
-  Shared pedestrian and cycle route
-  Segregated cycle and pedestrian route
-  Contra-flow cycle route
-  With a flow cycle limit ahead (avoid flow problem at other side(s))
-  Warning for motorist! Cycle route ahead
-  No cycle route

Signs and Lines

- Off-road
- On-road
- Bus and

- [illegible]

- Public notice
- Church
- Cemetary
- Other places of interest
- Maritime railway station
- Narrow gauge railway station
- Bus interchange
- Ferry terminal
- South Downs National Park boundary
- Woods and forests
- Parks and other open spaces
- Countryside and arable land
- Schools and colleges
- Shopping centre / retail park
- Blue flag beach

The Halcott 3 is a fortunate enough to have three main routes from the National Cycle Network running through it. These are marked on the maps in this booklet as **Route 22** (green), **Route 23** (blue) and **Route 24** (red) with their corresponding route numbers. The routes are:

Route 22 – Bower to Gillingham 
Via Gillingham, Chatham, Havant, Portsmouth and Exeter

Route 23 – South London to New Forest 
Via Gosport, Fareham, Portsmouth, Havant, Portsmouth and the Isle of Wight

Route 24 – A link between routes 22 and 23 
Connecting route 22 at Gillingham to route 23 at Fareham via Havant, Waterlooville and Fordingham

If you're enjoyed riding along these lovely routes, why not consider becoming a volunteer and help maintain them? For more information on the network and volunteering visit www.ncn.co.uk

Appendix D

Occupier Travel Plan Information Form

Occupier Travel Plan Information

Site: Langstone Technology Park Phase 1
Prepared by: JNR
Approved by: JNR
Date: 16 May 2022

1.0 [INSERT OCCUPIER NAME]

Details of the occupier

- ▶ Name of company:
- ▶ Types of visitors:
- ▶ Size:

Staff Details

- ▶ No of staff:
- ▶ Standard Organisation working hours:
- ▶ Non-Standard Organisation working hours:
- ▶ Any additional information regarding the need for vehicles to access the unit (eg deliveries etc):

Travel plan lead contact details

Our Organisation

Please provide the following:-

- ▶ a description of your organisation:
- ▶ number of car parking spaces:
- ▶ number of staff on site at any one time:
- ▶ number and type of people who access the site other than staff:
- ▶ details of relevant company policies (for example, a homeworking policy):

Current travel patterns

Any known current travel patterns, for example, known numbers of staff who cycle/ drive/ travel by bus.

If not known please provide details of when and how travel survey will be undertaken to obtain this information