



Travel Plan

## 29 Broadwater Road, Welwyn Garden City

Prepared for Hightown Housing Association

By YES Engineering Group Limited

October 2019



## Revision History

Revision N°	Prepared By	Description	Date

## Document Acceptance

		Signed	Date
Prepared by	P Willis		October 2019
Reviewed by	K Backhouse		October 2019
Approved by	K Backhouse		October 2019
on behalf of	YES Engineering Group Ltd		

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## 1 Introduction

YES Engineering Group Limited has been instructed by Hightown Housing Association to prepare a Travel Plan (TP) to accompany a planning application for the redevelopment of a site containing an existing office block (B1 use) to provide 128 residential units at 29 Broadwater Road, Welwyn Garden City (the “Site”).

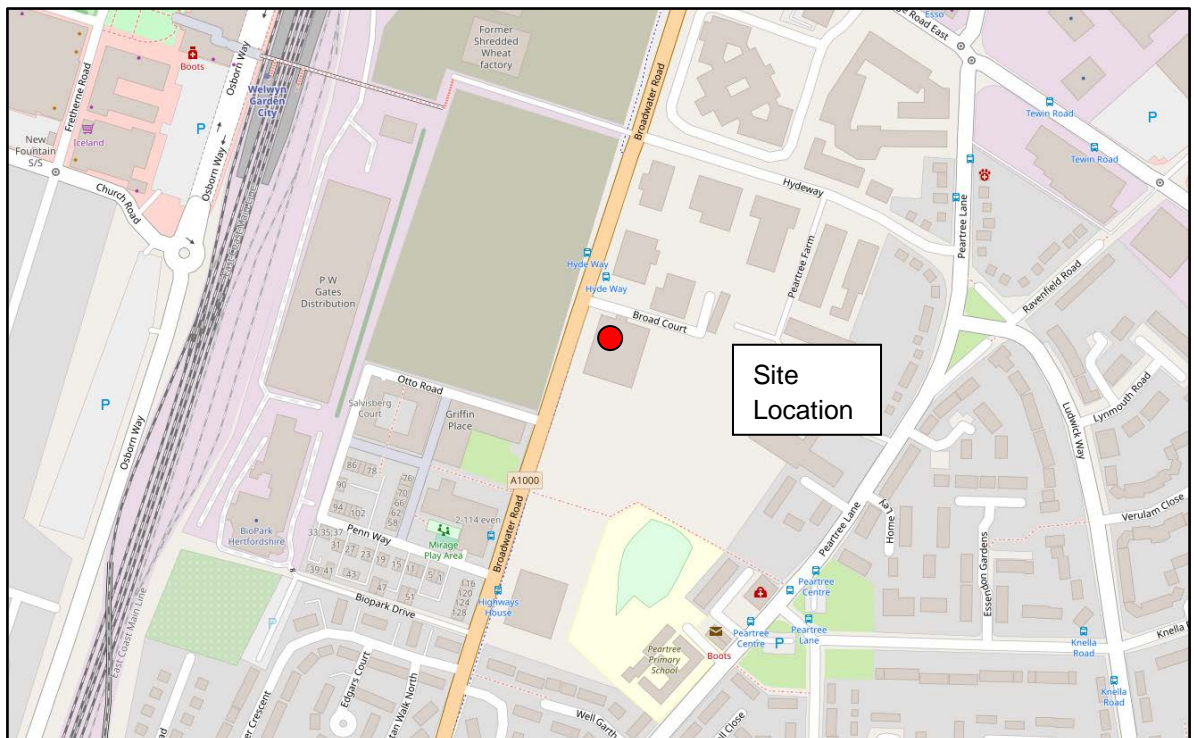
This document has been prepared by Kathryn Backhouse of YES Engineering Group Ltd. George Edkins from Hightown Housing Association will be the contact for the local authority until the development is constructed and the Travel Plan Coordinator are appointed.

This Travel Plan outlines proposals for the proposed development which aims to:

- Reduce the number of car journeys to and from the Site
- Increase the use of public transport, walking and cycling
- Improve road safety and security, particularly for pedestrians and cyclists

**Figure 1.1** below shows the location of the Site. As shown, the Site is located on the eastern side of Broadwater Road and southern side of Broad Court around 500m (a 6-minute walk) south east of Welwyn Garden City Centre. The Peartree Primary School and the Peartree centre, with local shops and health centre, are within 300m.

**Figure 1.1 – Site Location**



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## 1.1 Development Proposals

The Site is currently in use of a Class B1 office block with a floor space totalling 6,508m<sup>2</sup>. The Site currently contains a car park accommodating 11 vehicles with access from Broadwater Road. The main car parking area, containing 150 car parking spaces, is to the rear of the building with vehicular access from Broadwater Court through a barrier and exit onto Broad Court also through a barrier. There are arrows marked on the surface of the rear car park guiding drivers to the exit. Of the 161 car parking spaces two are for disabled drivers.

The development proposals are for the redevelopment of a Site containing an existing office block (B1 use), which has a floor space of 6,508m<sup>2</sup> to provide 128 residential.

The proposed development layout is shown on the Architects plan attached in **Appendix A**.

### Parking

The proposed development will provide a total of 136 car parking spaces on-site located on the basement level, which comprises 126 general spaces and 10 Blue Badge spaces as shown on the Architect's plans, and includes 10 electric car charging points. The Blue Badge spaces are located close to the lift cores. This accords with Census Data associated with car ownership levels in the vicinity and with WHBC parking standards.

It is proposed that a total of 128 cycle parking spaces will be provided on-site, these being located in three separate storage areas located on the basement level. Two of the cycle store areas are located on the western side of the building and one of the cycle store areas is located on the eastern side of the building. The 3 cycle stores have direct access from Broadwater Road. All cycle parking spaces will be sheltered, secure and easily accessible. This accords with WHBC cycle parking standards.

### Access

The proposed development has direct frontage to Broadwater Road and to Broad Court. The main pedestrian access to the Site is directly from Broadwater Road providing access to buggy parking and the stair core as shown on the architect's plan attached at **Appendix A**. It is proposed a new vehicular access will be provided from Broadwater Road into the basement parking area. It is proposed a new vehicular access in the form of a raised table will be provided from Broadwater Road, which leads into the basement parking area at a central position on the Site frontage. The vehicular access has been designed taking into consideration the proposed road improvements associated with the former Shredded Wheat factory development site located on the opposite side of Broadwater Road. The visibility splays associated with the 30mph speed limited are shown on the plan.

There are also three pedestrian entrances on the western side of the building with access from Broadwater Court and another pedestrian entrance on the eastern side of the building with access from Broadwater Road.

There is a pedestrian crossing located east of the development site on Broadwater Road providing safe passage for pedestrians crossing the road to access the Site if arriving from the bus stop on the opposite side of the road or from the City Centre.

Cyclists will access the 3 bike stores located on the basement level of the building with access from Broadwater Road.

## Servicing

It is anticipated that there will be on average 3 vehicles per hour visiting the Site for deliveries (Section 4.4 of the Transport Assessment). Smaller service vehicles will be able to access the basement carpark, and the remaining service vehicles, and refuse vehicles, will be able to access the Site from Broad Court by using the turning head being provided at the eastern end of the Site frontage. The swept path of a refuse vehicle is shown on this plan, which is the largest vehicle anticipated to visit the Site.

It is proposed to provide 3 refuse storage areas located at ground floor level. Two of the refuse storage areas are located on the northern side of the building adjacent to the buggy parking with access from Broad Court. The third refuse storage area is located on the southern side of the building at the western corner, which means the collection vehicle will be able to stop on-street on Broadwater Road within 25m of the store. All refuse storage areas will provide adequate space to accommodate waste storage for all the waste streams and within the required collection distance for waste management operatives.

### 1.1.1 Scope of the Travel Plan

Following this introduction (**Section 1.0**), this Travel Plan is structured in the following manner:

**Section 2.0, Baseline Conditions:** Describes the development Site, adjacent highway network and features pertinent to the Site.

**Section 3.0, Travel Plan Objectives and Measures:** Outlines potential goals and investigates methods of reducing private car use at the Site.

**Section 4.0, Policy Context:** Provides a strategic review of National and Local transportation policy that are pertinent to the development Site.

**Section 5.0, Travel Plan Recommendations and Conclusions:** Provides a summary of the Travel Plan and draws together conclusions.

## 2 Baseline Conditions

The Site is currently in use as a Class B1 office block (6,508m<sup>2</sup> floor space) which will be demolished.

The Site currently contains a car park accommodating 11 vehicles with access from Broadwater Road. The main car parking area, containing 150 car parking spaces, is to the rear of the building with vehicular access from Broadwater Road through a barrier and exit onto Broad Court also through a barrier. There are arrows marked on the surface of the rear car park guiding drivers to the exit. Of the 161 car parking spaces two are for disabled drivers.

### 2.1 Local Highway Network

As shown in **Figure 1.1** the Site is located on the eastern side of Broadwater Road and southern side of Broad Court around 500m (a 6-minute walk) south east of Welwyn Garden City Centre.

Broadwater Road known as A1000 runs along the western boundary of the development Site running north to south linking to Bridge Road East and a roundabout linking to Broadwater Crescent and Chequers (A1000). Broadwater Road is a single lane distributor road with joint cycleways/footways on either side of the road. The road measures approximately 8.30m in width and is subject to 30mph speed limit. There are waiting restrictions in the form of single yellow lines to prevent on-street parking and a speed camera is present adjacent to the Site to prevent speeding.

Broad Court is located on the northern boundary of the Site which joins Broadwater Road at a priority junction. There is a footway on the southern side of the road (Site side) and double yellow lines applied to both sides of the carriageway. A vehicular access is located to the rear of the office building (29 Broadwater Road), which is the exit for the car park.

Bus stops are located on both side of Broadwater Road just to the north of Broad Court, which serve bus routes 201 and 601.

To the south of the development Site, there is a pelican crossing containing dropped kerbs and tactile paving to aid the visually impaired, which provides pedestrians with safe crossing the road to access the Site. The associated zig-zag road markings extend approximately 15m to the north of the vehicular access located immediately to the south of the development Site. The development Site currently has use of this access to the south.

North of the development Site is Hydeway, which leads to the pedestrian footbridge to Welwyn Garden City Railway Station and town centre. Further to the north, Bridgewater Road forms a traffic signalled controlled crossroads with Bridge Road East and Bessemer Road. The dedicated pedestrian crossing facilities within the signalised controlled crossroads contain dropped kerbs and tactile paving to aid the visually impaired, which provides pedestrians with safe crossing.

Bridge Road East known as B195 is a distributor road in nature containing sufficient footways on both sides of the road. There are waiting restrictions in the form of single yellow lines to prevent on-street parking. The road is subjected to a 30mph speed limit and is lit accordingly.

To the south of the development Site, a roundabout provides links to Broadwater Crescent and Chequers.



## 2.2 Public Transport

The nearest bus stop to the Site is located on Broadwater Road just 70m to the north of the Site (1-minute walk) providing access to bus route number 601. There are further bus stops located on Bridge Road approximately 500m distant (a 6-minute walk) providing access to bus route nos. 6, 201, 203, 204, 206, 230, 242, 301, 315, 366, 388, 401, 403, 404, 601, 653 and 724. Bus services 403 and 404 also stop on Pear Tree Lane, which is approximately 500m away. A copy of the bus map is attached as **Appendix B**.

Welwyn Garden City station is located approximately 500m (a 6-minute walk) to the north-west of the proposed Site if using the footbridge over the railway from Hydeway and is operated by Great Northern Rail. Regular commuter services from Welwyn Garden City station run to Cambridge, Cambridge North, Moorgate, London Kings Cross.

It is clear that the Site is in a highly sustainable area.

## 2.3 Rail Services

Welwyn Garden City station provides train services with an average frequency of 5 trains per hour to major destinations like: Cambridge, Cambridge North, Moorgate and London Kings Cross. **Table 2.1** presents the frequency of the available services for each individual destination.

**Table 2.1** - General Daytime Frequency of Rail Services (frequency per hour)

Destination	Service Frequency (Trains per hour)
Cambridge	1
Cambridge North	1
Moorgate	4
London Kings Cross	2

It is clear that services to and from Welwyn Garden City Station would provide a suitable mode of travel for residents and visitors at the new development Site.

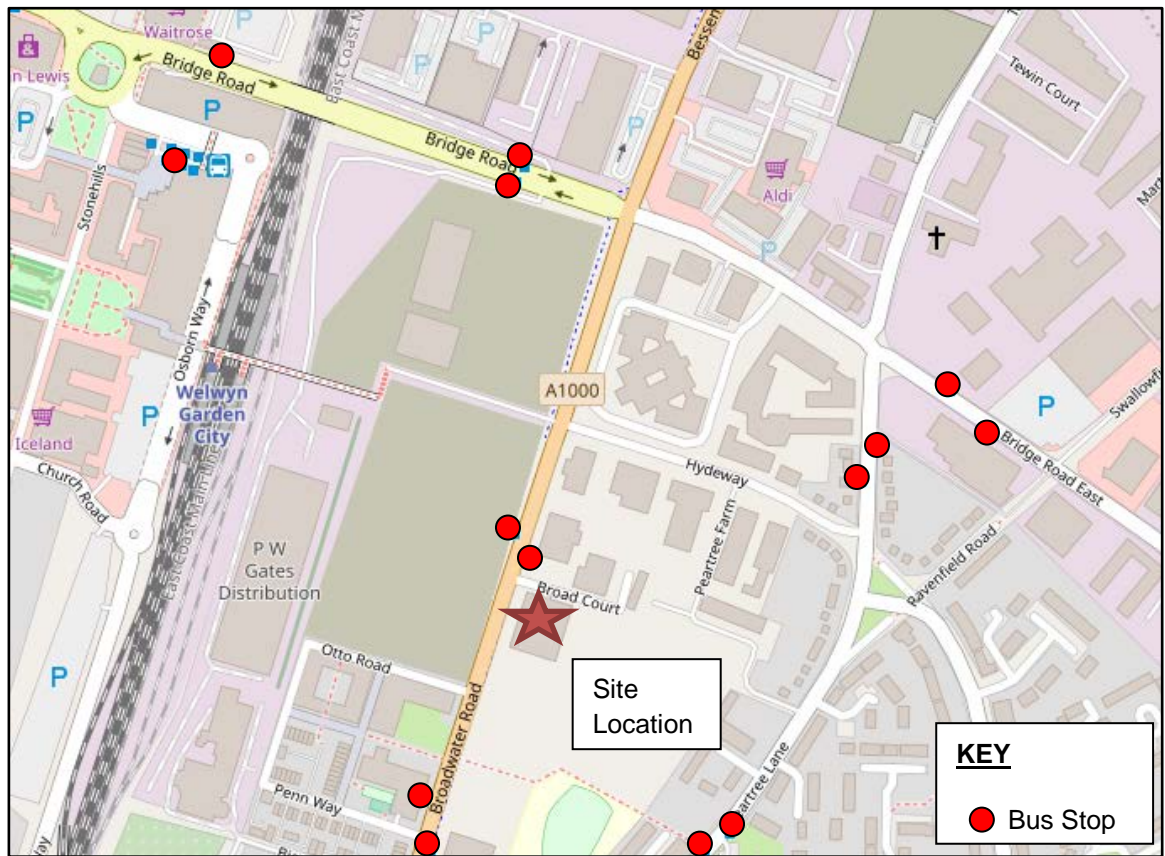
Based on a distance of 500m from the Site, Welwyn Garden City station is considered to be clearly accessible for residents commuting for work and traveling for other reasons, such as leisure activities.

## 2.4 Bus Services

The nearest bus stop to the Site is situated on Broadwater Road just 70m (1-minute walk) to the north of the Site. The bus stops located in the vicinity of the Site are shown at **Figure 2.1**.



**Figure 2.1 – Bus Stop Locations**



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There are 18 weekday and Saturday bus service available within a distance of 500m (6-minute walk) of the Site. Details of the 8 more frequent bus services with regards to the route and the general frequency of the service provision are outlined in **Table 2.2** and the remaining 10 less frequent bus services in **Table 2.3** below.

**Table 2.2 – General Daytime Frequency of Higher Frequency Bus Services (frequency per hour)**

Number	Route	Monday - Friday	Saturday	Sunday
6	Welwyn Garden City – Shire Park (Circular Route)	4	-	-
301	Stevenage – Hemel Hempstead	2	2	1
366	Luton – Hatfield	1	1	-
401	Welwyn Garden City – Panshanger (Circular)	2	2	-
403	Great Ganett – Haldens (Circular)	2	2	-
601	Welwyn Garden City – Borehamwood	2†	1	-
653	St Albans (New Greens Est) – Welwyn Garden City	3	2	-
724	Harlow – Heathrow Airport	2	1	1 every 2 hours

† There is an extra service on school days.

**Table 2.3 – Specific Daytime Frequency of Bus Services (frequency per hour)**

Number	Route	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
201	Welham Green – Welwyn Garden City	-	1	-	-	1	-	-
203	Watton at Stone – Welwyn Garden City	-	-	-	1	-	-	-
204	Welwyn North, Tewin & Welwyn Garden City Circular	-	2	-	2	2	-	-
206	Welwyn Garden City – Panshanger (Circular)	-	12	-	2	2	-	-
230	Welwyn Garden City – St Albans	-	-	1	-	-		-
242	Welwyn Garden City – Waltham Cross	-	-	-	-	-	5	-
314	Welwyn Garden City - Hitchin	4	4	4	4	4	4	-
315	Welwyn Garden City - Kimpton	3	3	3	3	3		-
388	Stevenage – Ware	1	1	1	1	1	-	-
404	Welwyn Garden City – Hatfield (Circular)	-	-	-	-	-	-	5

† School days only

## 2.5 Pedestrian and Cycle Access

When assessing the existing provision of walking and cycling facilities it can be useful to examine the likely destinations walkers and cyclist will wish to connect. Once the destinations are established, the available routes can be discussed and features, which aid or hinder these movements, can be identified.

It is considered that there would be pedestrian movement from the residential areas surrounding the development Site on Broadwater Road.

The DfT reports 'Cycling in Great Britain' and 'Walking in Great Britain' contain tables showing the proportion of cycling journeys for a given length. The reports identify that, for the south east, 91% of walking and 55% of cycling journeys are less than 2km as the crow flies. The reports also show that 99% of walking journeys are less than 4km and 87% of cycling journeys are less than 5km.

The Site is located within an area that benefits from good pedestrian connectivity with the typical pedestrian facilities such as joint footways/cycleways on both sides of the roads on the local road network, dropped kerbs and street lighting in place. The permitted development for the former Shredded Wheat Factory includes road improvements whereby Broadwater Road will be narrowed in the vicinity of the Site to provide a 4m wide footway/cycleway on the opposite side of the road. Raised tables will be provided at the vehicular access points into the development opposite to ensure pedestrian movement is given a higher priority. This development has been designed taking these improvements into consideration.

As mentioned at **Section 2** above, there is a pelican crossing located to the south of the development Site, which provides a convenient crossing point for passengers of the bus services operating along Broadwater Road and Bridge Road. This also provides a convenient crossing point for pedestrians wanting to access Welwyn Garden City Railway Station and town centre, located just 500m distant (6-minute walk) using the pedestrian footbridge accessed from Hydeway.

The ground floor plan contained within **Appendix A** shows the development proposals include cycle parking for residents and visitors.

From the above, it is apparent that the application Site is highly accessible by modes of transport other than the private car with residential development located in the immediate vicinity. There are bus stops close to the Site, providing services to the surrounding areas including the local rail stations. The public transport provision, along with the existing cycle lanes on the public highway, and secure and covered cycle parking within the Site will encourage residents and visitors use an alternative mode to the private car.

### 3 Policy Context

The following section provides a strategic review of National and Local transportation policy that are pertinent to the redevelopment of the Site at 29 Broadwater Road, Welwyn Garden City.

#### 3.1 What are Travel Plans?

The Department for Transport (DfT) consider a travel plan (TP) to be “a package of measures designed to reduce car use by supporting alternative forms of transport and reducing the need to travel in the first place. They are an important tool to help deliver accessible, sustainable communities and offer clear benefits to all the parties involved – public, private and the community. **Figure 3.1** illustrated the Travel Plan Pyramid.

**Figure 3.1 – The Travel Plan Pyramid**



Travel plans take account of and can help address localised problems, such as parking and congestion problems and/or public transport limitations. In addition to offering benefits to the local community, Travel Plans can help improve the health of residents by encouraging an increase in the numbers of people walking or cycling on site.

#### 3.2 National Policy Context

##### **National Planning Policy Framework (2019)**

The National Planning Policy Framework (NPPF) sets out the Government’s economic, environmental and social planning policies for England. Taken together, these policies articulate the Government’s vision of sustainable development, which should be interpreted and applied locally to meet local aspirations.

Section 9 – Promoting Sustainable Transport, paragraph 102 of the framework details *‘the need for transport issues to be considered at the early stages of plan making and development proposals, so that:*

- a) the potential impacts of development on transport networks can be addressed*
- b) opportunities from existing or proposed transport infrastructure, and changing transport technology and usage, are realised – for example in relation to the scale, location or density of development that can be accommodated*
- c) opportunities to promote walking, cycling and public transport use are identified and pursued*
- d) the environmental impacts of traffic and transport infrastructure can be identified, assessed and taken into account – including appropriate opportunities for avoiding and mitigating any adverse effects, and for net environmental gains*
- e) patterns of movement, streets, parking and other transport considerations are integral to the design of schemes, and contribute to making high quality places.’*

Considering development proposals, paragraph 108 states *‘In assessing sites that may be allocated for development in plans, or specific applications for development, it should be ensured that:*

- a) appropriate opportunities to promote sustainable transport modes can be – or have been – taken up, given the type of development and its location*
- b) safe and suitable access to the site can be achieved for all users*
- c) any significant impacts from the development on the transport network (in terms of capacity and congestion), or on highway safety, can be cost effectively mitigated to an acceptable degree.’*

NPPF paragraph 109 states that *‘development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe.’*

In the context of this guidance, 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*
- e) be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations.’*

NPPF paragraph 111 states all ‘developments which generate significant amounts of movement should be required to provide a travel plan, and the application should be supported by a transport statement of transport assessment so that the likely impacts of the proposal can be assessed.’

### 3.3 Regional Policy

#### **Hertfordshire’s Local Transport Plan (May 2018)**

The Local Transport Plan 2018-2031 sets out how transport can help deliver a positive future vision for Hertfordshire by having a major input into wider policies such as economic growth, meeting housing needs, improving public health and reducing environmental damage whilst also providing for safe and efficient travel.

The plan also considers how future planning decisions and emerging technology might affect the way that transport needs to be provided in the longer term.

Section 6 covers the policies and activities and the relevant policies are presented below.

#### **Policy 1: Transport User Hierarchy**

To support the creation of built environments that encourage greater and safer use of sustainable transport modes, the county council will in the design of any scheme and development of any transport strategy consider in the following order:

- Opportunities to reduce travel demand and the need to travel
- Vulnerable road user needs (such as pedestrians and cyclists)
- Passenger transport user needs
- Powered two wheeler (mopeds and motorbikes) user needs
- Other motor vehicle user needs

#### **Policy 2: Influencing land use planning**

The county council will encourage the location of new development in areas served by, or with the potential to be served by, high quality passenger transport facilities so they can form a real alternative to the car, and where key services can be accessed by walking and cycling.

#### **Policy 3: Travel Plans and Behaviour Change**

The county council will encourage the widespread adoption of travel plans through:

- a) Working in partnership with large employers, businesses and other organisations to develop travel plans and implement Smarter Choices measures.
- b) Seeking the development, implementation and monitoring of travel plans as part of the planning process for new developments.
- c) Supporting school travel plans, and working closely with parents, pupils, teachers and local residents to deliver a network of more sustainable transport links to school.

The application of personalised travel planning techniques, marketing and other behavioural change initiatives will be considered when delivering physical transport improvements to maximise the potential to achieve modal shift.

#### **Policy 4: Demand Management**

The county council considers greater traffic demand management to be essential in the county’s urban areas in the next five years to achieve modal shift and improve sustainable



travel provision. This can only currently be achieved efficiently and effectively through parking restrictions and charging applied to on-street, off-street and potentially at workplace parking. The county council will work with the district and borough councils and other key stakeholders to develop locally appropriate strategies.

#### **Policy 5: Development Management**

The county council will to work with development promoters and the district and borough councils to:

- a) Ensure the location and design of proposals reflect the LTP Transport User Hierarchy and encourage movement by sustainable transport modes and reduced travel demand.
- b) Ensure access arrangements are safe, suitable for all people, built to an adequate standard and adhere to the county council's Highway Design Standards.
- c) Consider the adoption of access roads and internal road layouts where they comply with the appropriate adoption requirements and will offer demonstrable utility to the wider public. Where internal roads are not adopted the county council will expect suitable private management arrangements to be in place.
- d) Secure developer mitigation measures to limit the impacts of development on the transport network, and resist development where the residual cumulative impact of development is considered to be severe.
- e) Require a travel plan for developments according to the requirements of 'Hertfordshire's Travel Plan Guidance'.
- f) Only consider new accesses onto primary and main distributor roads where special circumstances can be demonstrated in favour of the proposals.
- g) Resist development that would either severely affect the rural or residential character of a road or other right of way, or which would severely affect safety on rural roads, local roads and rights of way especially for vulnerable road users. This should include other routes which are important for sustainable transport or leisure.
- h) Ensure that any new parking provision in new developments provides facilities for electric charging of vehicles, as well as shared mobility solutions such as car clubs and thought should be made for autonomous vehicles in the future.

#### **Policy 6: Accessibility**

The county council will seek to increase the ease with which people, particularly disadvantaged groups, can access key services, by:

- a) Working in partnership with key stakeholders such as bus and rail operators, community transport operators, the voluntary sector and public service providers.
- b) Supporting transport services which could include providing resource for bus and other transport services.
- c) Addressing the barriers to accessibility particularly regarding active modes and for people with impaired mobility.
- d) Promoting travel options and facilitating accessible travel information provision, including open data initiatives.
- e) Improving travel choices and options, including support for the provision of shared mobility initiatives.



### **Policy 7: Active Travel - Walking**

The county council will seek to encourage and promote walking by:

- a) Implementing measures to increase the priority of pedestrians relative to motor vehicles, especially in town centres, and creating walking friendly town and neighbourhood centres.
- b) Delivering infrastructure to provide safer access to key services, and pedestrian facilities to enable and encourage walking.
- c) Identifying and promoting networks of pedestrian priority routes.
- d) Promoting walking as a mode of travel and for recreational enjoyment.
- e) Supporting the implementation of the Rights of Way Improvement Plan.

### **Policy 8. Active Travel - Cycling**

The county council aims to deliver a step change in cycling, through:

- a) Infrastructure improvements, especially within major urban areas to enable and encourage more cycling.
- b) Implementing measures to increase the priority of cyclists relative to motor vehicles.
- c) Improved safety for users including delivery of formal and informal cycle training schemes.
- d) Supporting promotion campaigns to inform, educate, reassure and encourage cycling provision and education, such as Bikeability.
- e) Facilitating provision of secure cycle parking.

### **Policy 9: Buses**

The county council will promote and support bus services to encourage reduced car use by:

- a) Supporting the delivery of infrastructure including bus priority measures, focussed on a core bus network, and by minimising bus service disruption from road congestion and the effects of road works.
- b) Providing and maintaining all bus stops, and other bus related highway infrastructure, to a consistent quality and standard across the county.
- c) Utilising new powers afforded to local authorities through the Bus Services Act 2017 as appropriate.
- d) Reviewing, procuring and supporting cost effective and efficient bus services to improve accessibility and respond to existing and potential passenger needs. Review existing services and take account of enhanced security provision.
- e) Working with a wide range of partners through the Intalink Quality Partnership to achieve improvements in facilities and services to improve the end to end journey by multi-modal interchange, accessibility, security and the journey experience.
- f) Working with partners to develop appropriate passenger fares, encourage the development of smart ticketing and to improve the provision and accuracy of passenger information.
- g) Working with partners to promote bus services as an option for work and school journeys, and promote and publicise the passenger transport network through a variety of media.

### **Policy 10: Rail**

The county council will support and promote rail use in the county, especially in order to reduce car use. To do this it will:

- a) Work with the rail industry and other partners to seek improvements to train services in regards to capacity, journey times, frequency and range of destinations served.
- b) Work with the rail industry and other stakeholders to make rail travel more attractive through improved fares and ticketing, upgraded station facilities and better access and interchange by sustainable modes of transport.
- c) Support Community Rail Partnerships in the county.
- d) Publish a Rail Strategy setting out how the county council's objectives can be achieved.

### **Policy 12: Network Management**

As part of its Network Management Duty the county council will seek to manage, and where feasible reduce traffic congestion, prioritising strategic routes. Activity will focus on making more efficient use of highway network capacity via:

- a) Use of Intelligent Transport Systems and small scale traffic management interventions.
- b) Maintaining a Network Management Strategy which will include the county council's road network hierarchy and associated policies.
- c) Reducing levels of single occupancy car use and encouraging travel by walking, cycling and passenger transport.
- d) Sharing data (open data) and supporting the use of technology to provide up to date and accessible information for all network users.
- e) Control of on-street vehicle parking in line with the Network Management Strategy.
- f) Managing street works and minimising network disruption.

### **Policy 13: New Roads and Junctions**

The county council will work closely with partners including Highways England, districts and major scheme developers to design new transport infrastructure, following application of the Transport User Hierarchy, to manage existing demand and that of planned development. Future capacity that may be required beyond this could be safeguarded but should not be released until necessary to avoid inducing demand.

### **Policy 16: Freight and Logistics**

The county council will seek to manage freight and logistics traffic, by:

- a) Encouraging HGV's to use the primary route network.
- b) Providing clear advice to local planning authorities in respect of highways and freight implications of new development proposals.
- c) Encouraging a shift from road-borne freight to less environmentally damaging modes, including rail, water and pipelines.
- d) Supporting the formation of Quality Partnerships between interested parties.
- e) Monitoring changes in HGV and LGV activity to inform possible solutions which reconcile the need of access for goods and services with local environment and social concerns.
- f) Supporting improvements in HGV provision in the county, including overnight parking, in appropriate locations.

g) Utilising traffic management powers, where appropriate to do so, to manage access and egress from specific locations.

#### **Policy 17: Road Safety**

The county council will seek to continually improve safety on the county's roads, working towards an ultimate vision of zero fatalities and serious injuries, by:

- a) Working with partners, in particular through the Hertfordshire Road Safety Partnership to deliver targeted, effective and appropriate road safety measures.
- b) The development of a 'Safe Systems' approach that seeks to co-ordinate a mix of safer roads, safer speeds, safer vehicles, safer road users and post-collision response with a focus on casualty reduction.
- c) Using latest data analysis and intelligence led techniques to target and evaluate measures.

#### **Policy 18: Transport Safety and Security**

The county council will seek to improve the perception of safety and security on Hertfordshire's transport system where this could deter people from travelling, particularly by active modes and passenger transport. This includes ensuring the county's transport system is resilient and prepared for instances of major alert.

### **3.4 Local Policy Context & Reasons for Travel Plan**

#### **Welwyn Hatfield Borough Council Draft Local Plan (August 2016)**

The role of the Local Plan is to layout the Council's planning framework for the borough, identifying how much and what types of developments are required and the locations. The Local Plan is currently under examination following various rounds of consultations.

Section 7 covers Movement and the relevant policies are presented below:

#### **Policy SP 4**

##### **Transport and Travel**

Consistent with the vision and objectives of this Local Plan, the Council will seek to support both planned growth and existing development with appropriate transport infrastructure, with the emphasis on promoting the use of sustainable modes of travel and on improving safety for all highway users. The Council will work together with the County Council as the local highway authority, Highways England, public transport operators, developers and other relevant bodies to design and fund improvements to transport infrastructure where these are necessary to support growth or to improve accessibility to existing centres, employment areas and community facilities.

#### **Policy SADM 2**

##### **Highway Network and Safety**

Development proposals will be permitted provided:

- i. There would be no unacceptable impacts on the local and /or strategic transport network. Development proposals which generate a significant amount of traffic movements must be accompanied by either a Transport Assessment or Transport Statement as appropriate in accordance with the criteria in the Hertfordshire County Council Highway Design Guidance (26);
- ii. There would be no negative impacts on highway safety;

- iii. They are designed to allow safe and suitable means of access and site operation; and
- iv. They provide satisfactory and suitable levels of parking.

### **Policy SADM 3**

#### **Sustainable Travel for All**

i. All developments at or above the thresholds set out in Hertfordshire County Council's Hertfordshire Travel Plan Guidance will be required to submit a Travel Plan as part of a planning application.

Development proposals should make provision where appropriate for:

- ii. Cyclists, through safe design and layout of routes integrated into new development and the wider cycle network and provision of secure cycle parking and where appropriate changing facilities.
- iii. Pedestrians (including disabled persons and those with impaired mobility), through safe, accessible, direct and convenient design and layout of routes within the new development and wider pedestrian network.
- iv. Safeguarding existing Public Rights of Way and promoting enhancements to the network, where appropriate, to offer walking and cycling opportunities.
- v. Public transport, through measures that will improve and support public transport and provide new public transport routes.
- vi. Community transport, through the implementation of Travel Plans where appropriate (for example including measures that will promote car pools, car sharing and voluntary community buses, community services and cycle schemes).
- vii. Servicing and emergency vehicles.
- viii. Facilities for charging plug-in and other ultra-low emission vehicle

#### **Planning Practice Guidance**

The Department for Transport withdrew the document, 'Guidance on Transport Assessment' on 22nd October 2014. Emphasis is now placed on Planning Practice Guidance, 'Transport evidence bases in plan making and decision taking' where it is important for local planning authorities to undertake an assessment of the transport implications in developing or reviewing their Local Plan so that a robust transport evidence base may be developed to support the preparation and/or review of that Plan. This document says a robust transport evidence base can facilitate approval of the Local Plan and reduce costs and delays to the delivery of new development, thus reducing the burden on the public purse and private sector.

The Planning Practice Guidance states that Local planning authorities should also refer to the Department for Transport's Circular 02/2013 'The Strategic Road Network and the Delivery of Sustainable Development'.

## 4 Travel Plan Objectives & Measures

### 4.1 Objectives

Essentially, the objectives of the Travel Plan are to reduce the number of vehicular trips (particularly single occupancy vehicles) to and from the Site and increase the proportion of trips by alternative sustainable transport modes, i.e. walking, cycling and public transport. Increasing the awareness of these 'sustainable' transport options is an important aim. An Action Plan is set out as **Table 4.1** below showing the benefits of the various measures offered and the timescale for their implementation.

**Table 4.1 - Action Plan**

Measure		Actions	Timescale	Responsibility
1	Demoting the car.	Design homes around safe car-free space. Give visual prominence to greenery not parking. Locate parking so that it requires a short walk and steps (except for wheelchair users)	Design stage	Hightown Housing Association
2	Appoint TP Co-ordinator (TPC)	Hightown Housing Association will appoint an appropriate member of staff to act as the TPC. Residents will be made aware of the TPC on signup.	At least 1 month prior to occupation	Hightown Housing Association
3	Travel Pack	Providing information on Public Transport, to and from the Site to residents keeping it up to date. Providing Travel Pack to encourage sustainable travel.	On occupation	TPC
4	Promoting safe pedestrian routes	Pedestrian route signage will be provided within the development. A plan of pedestrian routes to and from the development will also be provided for residents.	On occupation	TPC
5	Identifying safe cycle routes	A plan of cycle routes will be provided within the Travel Pack for residents.	On occupation	TPC
6	Promoting use of quiet, emission-free vehicles	Provide facilities for electric car charging (10 EV points initially) and information to residents about their availability and use. Provide links to information on e-bicycles.	On occupation	TPC
7	Continuous improvement	Establish a channel for feedback to the TPC.	Ongoing	TPC and residents

### 4.2 Measures

The various features that can be introduced as part of a Travel Plan to encourage more sustainable travel by non-car modes are included in the measures described below.

### 4.3 Travel Plan Coordinator

The Travel Plan Coordinator plays a crucial role in developing the plan and working with the residents to ensure the plan meets their needs for access and evolves with time.

The applicants support the introduction of a Travel Plan and will appoint and fund a Travel Plan Coordinator 2 months prior to occupation of the residential units. This person will both develop the initial Travel Plan and be responsible for its further development over time as new initiatives emerge.

George Edkins from Hightown Housing Association will be the interim contact until the Travel Plan Coordinator has been appointed. Contact details of the Travel Plan Coordinator will be supplied to the council and occupants of the site on appointment. When the residential units are occupied, details of the member of staff responsible for the Travel Plan Coordinator role associated with this building will be sent to the Welwyn Hatfield Borough Council for information and they will be expected to liaise with George Edkins on Site matters.

Hightown Housing Association will be responsible for implementing and managing the Travel Plan, both before and after occupation.

The Travel Plan Coordinator will liaise as appropriate with internal and external organisations including the residents of the site and Welwyn Hatfield Borough Council officials.

#### **4.4 Travel Pack**

A travel pack containing contact details of the Travel Plan Coordinator and information on local bus, rail services, cycle routes and local facilities will be provided to new and subsequent occupants on occupation. Residents will be able to relay this information to visitors.

This travel pack will contain appropriate details of the web link to Welwyn Hatfield Borough Council's travel information and provide links to other relevant websites giving live travel information, journey planning etc.

The Travel Coordinator will review the best way of communicating with residents, to inform them of relevant transport updates and encourage their use of sustainable modes of travel.

#### **4.5 Parking**

As shown on the basement level floor plan contained in **Appendix A**, a total of 136 car parking spaces on-site, comprising of 126 general spaces and 10 Blue Badge spaces. The Blue Badge spaces are located close to the lift cores.

#### **4.6 Pedestrians**

Walking will be encouraged as the main mode of travel for journeys of 1 mile or less. Walking can be combined with, for example, passenger transport to cover longer distance journeys. The Travel Coordinators will encourage residents and visitors to walk to and from Site by:

- promoting the health benefits of walking (i.e. reduced stress and improved fitness)
- providing information and advice concerning safe pedestrian routes to/from the Site
- liaising with Planning and Highway Authorities to ensure footways are maintained

Plans will be made available to residents and contained within Travel Packs to highlight local facilities and routes to them from the pedestrian/cycle access off Broadwater Road. Such routes will take account of the mobility impaired.

## 4.7 Cycling

The benefits of cycling are similar to those for walking, with improved health and cost savings being the main considerations for users. A total of 128 cycle spaces will be provided for the residents and visitors, in three separate storage areas located on the western and eastern side of the building on the basement level with direct access from Broadwater Road. All cycle parking spaces will be sheltered, secure and easily accessible. The location of the cycle parking storage areas is indicated on the basement level floor plan attached at **Appendix A**.

The cycle parking standards set out in Appendix A of the WHBC 2004 Supplementary planning guidance parking standards indicate 1 long stay cycle space per unit should be provided on-site if no garage or shed is being provided. Therefore, the proposals are considered to be in accordance with the local cycle parking standards.

Plans available to residents and issued with Travel Packs should highlight cycle routes to and from local facilities such as: Welwyn Garden City Centre, sport centres, cinemas and shops to encourage linked trips by bicycle.

Details of various cycle websites (immobilise.com, cyclinguk.org) will also be supplied.

The Travel Plan Coordinator should help encourage residents and visitors to cycle by:

- Promoting the health benefits of cycling (i.e. reduced stress/ improved fitness)
- Providing information to residents and visitors on cycle routes to and from Site
- encouraging residents and visitors to join a bicycle user group
- organising promotional events such as “bike surgeries” with local bike shops

## 4.8 Public Transport

Public Transport should be regarded as a practical and positive alternative to the private car.

Residents will be made aware of the location of bus stops, footpaths, and other local amenities, and will be advised how they can find out about current and train bus timetables in Hightown literature and via relevant weblinks.

Residents’ newsletters should raise awareness of local licensed minicab operators, and any relevant safer travel campaigns, along the lines of TfL’s Cabwise text service for booking licensed minicabs at night, when public transport can be limited.

## 4.9 Awareness Campaigns/Marketing Strategy

As explained above, residents will be supplied with a travel pack on occupation containing contact details of the Travel Plan Coordinator and information on local bus and rail services, cycle routes and local facilities, and details of useful websites.

Hightown’s Travel Plan Coordinator will be responsible for raising awareness of the Travel Plan amongst residents, and will continue to promote alternatives to the car, issuing periodic



updated information to residents by the most convenient means identified by residents, who will have different communication capabilities.

#### 4.10 Targets

In order to estimate potential modal splits for the proposed residential development, the 2011 Census data has been interrogated to investigate the model of travel to and from work for the Welwyn Hatfield Lower Output Area 007A. **Table 4.2** summarises information derived from the census.

**Table 4.2 – Daily Trip Rate by Mode (Peartree Ward)**

Travel Mode	Number of Trips	Percentage Trips
Works Mainly at or from Home	30	2%
Underground, Metro, Light Rail	14	1%
Train	65	5%
Bus, Minibus or Coach	35	3%
Taxi	7	1%
Motorcycle, Scooter or Moped	10	1%
Driving a Car or Van	409	32%
Passenger in a Car or Van	31	2%
Bicycle	41	3%
On Foot	146	12%
Other Method of Travel	3	0%
Not in Employment	473	37%
<b>Total</b>	<b>1,264</b>	<b>100%</b>

Using the 2011 Census data for method of travel to work set out in **Table 4.2** above for the 228 residents of an employment age (16+) anticipated to be located in the 128 units the number of trips has been predicted and set out in **Table 4.3** below.

**Table 4.3 – Predicted Modal Split – Residential Development (128 Units)**

Travel Mode	Number of Trips	Percentage Trips
Works Mainly at or from Home	5	2%
Underground, Metro, Light Rail	2	1%
Train	11	5%
Bus, Minibus or Coach	7	3%
Taxi	2	1%
Motorcycle, Scooter or Moped	2	1%
Driving a Car or Van	73	32%
Passenger in a Car or Van	5	2%
Bicycle	7	3%
On Foot	27	12%
Other Method of Travel	0	0%
Not in Employment	84	37%
<b>Total</b>	<b>225</b>	<b>100%</b>

A realistic target would be a reduction in the percentage share of single occupancy car journeys to work by 10% within five years.

The targets identified above will be re-evaluated after the initial travel survey and targets will be discussed and agreed by Welwyn Hatfield Borough Council. The final year 5 will be agreed following the baseline survey. Indicative, non-binding targets for years 1 to 4 may also be set to assist in the monitoring progress and management of the Travel Plan.

The agreed travel plan targets will be specific, measurable, achievable, relevant and timed (SMART).

#### **4.11 Monitoring and Review**

The monitoring approach will accord with local Travel Plan guidance. The Travel Coordinator will organise a questionnaire survey, using a standard assessment methodology, after initial occupation, and during the third and fifth year after occupation. The information gathered on travel patterns will relate to all journeys associated with the Site.

On receipt of the results, the Travel Plan Coordinators will carry out a comprehensive review of the Travel Plan, the purposes of which will be to measure its success and identify any potential improvements. Spot surveys may be undertaken in intermittent years to assess cycle usage and any general transports issues raised. Care should be taken to avoid distortion from school holidays, etc, and thus allow true comparison.

The results of the monitoring process and the Travel Plan Coordinator's review will be made available to Welwyn Hatfield Borough Council and amendments assessed and implemented in consultation with the council. Baseline survey results will be provided to Welwyn Hatfield Borough Council, and final targets discussed and agreed in consultation with Welwyn Hatfield Borough Council as part of the final Travel Plan.

## 5 Summary and Conclusions

- a YES Engineering Group Ltd has been instructed by Hightown Housing Association to prepare a Travel Plan to accompany a planning application for the redevelopment of a site containing an existing office block (B1 use) to provide 128 residential units at 29 Broadwater Road, Welwyn Garden City (the 'Site').
- b The development proposals provide 128 affordable flats close to a local shops, a health centre and a primary school. Within the development, the design aims to "demote" the car and give prominence to a central green pedestrian space.
- c The report demonstrates that the Site is accessible by modes of transport other than the private car. There are 18 bus services within a few minutes' walk of the Site giving a convenient service to various destinations. Secure and covered cycle storage will be provided within the Site and residents will be encouraged to cycle or walk to/from work and home.
- d The Site has a reasonable level of public transport facilities with buses operating on Broadwater Road, Bridge Road and Pear Tree Lane, and Welwyn Garden City station within easy walking distance and the Transport Coordinator to help promote sustainable travel.
- e Targets will be agreed with Welwyn Hatfield Borough Council then reviewed and checked (1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> year) after the plan has been implemented.

### 5.1 Recommendations

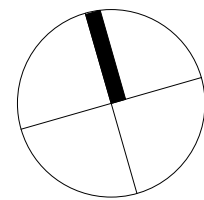
On occupation a Travel Plan Coordinator will be appointed to liaise and agree measures with the Council to encourage residents and visitors to use more sustainable forms of transport. The contact details of the Travel Plan Coordinator will be supplied to the residents and local authority on appointment.

The Travel Plan Coordinator can be the key to success of a Travel Plan and will become the main driving force behind the plan. The responsibilities of a Travel Plan Coordinator will include:

- Overseeing the development and implementation of the Travel Plan
- Designing and implementing effective marketing and awareness-raising campaigns
- Co-ordinating the data collection required to develop the Travel Plan
- Liaising with residents and external organisations, e.g. local authorities
- Co-ordinating the monitoring programme, including and liaising with local authority

## Appendices

## Appendix A – Proposed Ground Floor Layout and Basement Plans



BROADWATER ROAD

BROAD COURT



Ground Floor Plan  
1 : 200

DRAFT

P1	XXX	05.8.2019
Revision	Amendment	Date
JP	JD	JD
Drawn by	Reviewed by	Approved by
60193	07/04/19	1 : 200 @ A1
MCB Number	Date Created	Scale @ A1

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Project  
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Welwyn Garden City

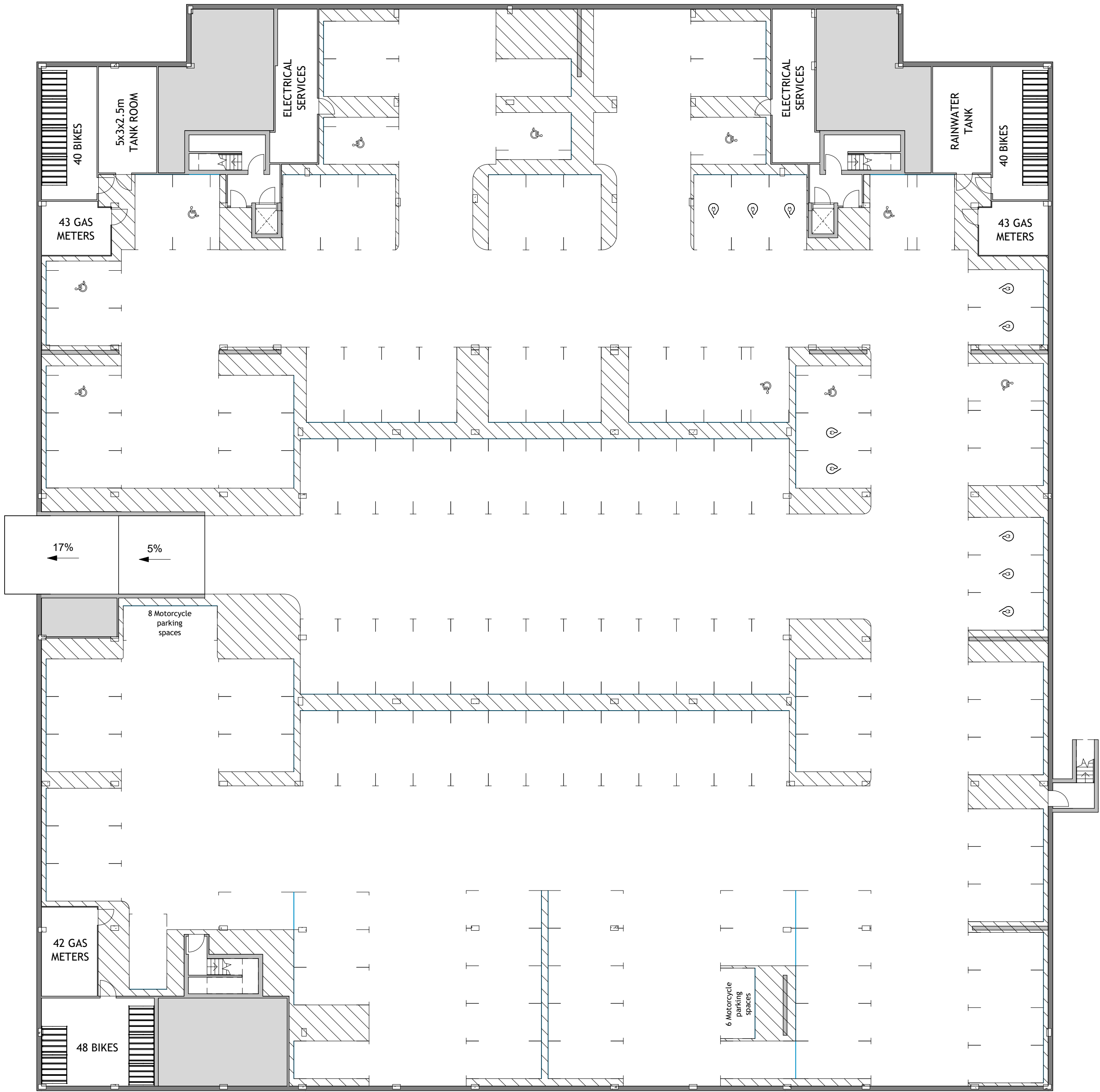
Drawing Title  
Ground Floor Plan

ARCHITECTURE

Drawing / Document Reference										Status
BRW01	MCB	XX	00	DR	A	0006	S2	P1		
Project Idn	Originator	Zone	Level	Type	Discipline	Number	Suitability	Revision		

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**BASEMENT PLAN KEY**

- DISEABLE PARKING SPACE
- ELECTRIC CAR CHARGING POINT

- 136 CAR PARKING SPACES**
- 126 STANDARD PARKING SPACES 2.4m x 4.8m
  - 10 DISEABLE PARKING SPACES 3.0m x 4.8m
- 14 MOTORCYCLE PARKING SPACES**

DRAFT

P1	XXX	21.8.2019
Revision	Amendment	Date
JP	JD	JD
Drawn by	Reviewed by	Approved by
60193	07/05/19	1 : 200 @ A1
MCB Number	Date Created	Scale @ A1

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Drawing Title  
Basement Floor Plan

ARCHITECTURE									
Drawing / Document Reference								Status	
BRW01 - MCB - XX - B1 - DR - A - 0005								S2 - P1	
Project Iden	Originator	Zone	Level	Type	Discipline	Number	Suitability	Revision	

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**Basement Floor Plan**  
1 : 200



## Appendix B – Bus Map





**Welwyn Garden City Town Centre**  
terminating: 6.201.203.204.206.215  
230.242.314.315.401.404.405.601  
653.W4.W14  
calling: 300.301.366.388.403.724

**Queen Elizabeth II Hospital**  
calling: 230.242.301.366  
403.404.653.724

### Welwyn Garden City

- 300** Buses run generally at least hourly between 0800 and 1800, Mondays to Fridays
- 215** Buses run less often than above
- 301** \* Bus route terminus
- ←** Direction of travel
- 🚉** National Rail station
- ePIP** Electronic Passenger Information Point



**PLEASE NOTE:**  
Express and commuter coach services and bus services/journeys that operate solely on schooldays are not shown. Where known, forthcoming changes to bus services are included. For subsequent changes please visit [www.intalink.org.uk](http://www.intalink.org.uk) or telephone traveline 0871 200 2233 (calls cost 12p per minute plus your phone company's access charge.)

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[www.pindarcreative.co.uk](http://www.pindarcreative.co.uk)