



# Heyford Park

## Residential Travel Plan

On behalf of **Dorchester Group**

Project Ref: 39304/5513 | Rev: 2 | Date: April 2018

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## Document Control Sheet

**Project Name:** Heyford Park

**Project Ref:** 39304/5513

**Report Title:** Residential Travel Plan

**Doc Ref:** For Planning Submission

**Date:** April 2018

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Revision	Date	Description	Prepared	Reviewed	Approved
-	January 2018	Draft for Client Review	AE/AA	DW	MW
1	March 2018	Updated to incorporate Dorchester comments	AE	DW	MW
2	April 2018	For Planning Submission	SL	PR	MW

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# 1 Introduction

- 1.1.1 Peter Brett Associates LLP (PBA) has been commissioned by Dorchester Group to produce a Residential Travel Plan for the residential area at Heyford Park, Oxfordshire.
- 1.1.2 Heyford Park is located on the former RAF Upper Heyford site and lies in a rural area of Oxfordshire situated approximately 20km north of Oxford. The nearest towns to the site are Bicester, approximately 7km to the south east of the site, Brackley approximately 10km to the north east, and Banbury 15km to the north. **Figure 1** shows the location of the site and wider geographical area
- 1.1.3 The redevelopment of the Heyford Park site has been on-going for a number of years with proposals being discussed with Oxfordshire County Council (OCC) and Cherwell District Council (CDC).
- 1.1.4 PBA initially prepared an overarching Transport Strategy Framework report for both the residential area and the commercial area in 2012, which set out the key milestones for the development, including the preparation of a Full Travel Plan for the residential area and a Full Commercial Travel Plan.

## 1.2 Type of Travel Plan

- 1.2.1 Oxfordshire County Council's Guidance on Travel Plans states "A full travel plan is for larger single land use or for larger individual elements of a site that has produce a framework travel plan". It goes on to state:

*"The residential travel plan is an origin-based travel plan and will have a package of measures targeted at residents of the new build housing; they are targeted at reducing the need to travel by single occupancy car in the first place and encouraging sustainable travel as an alternative where this is not possible. They should contain a package of measures targeted to the development and its proximity to the existing sustainable travel infrastructure and access to the existing or new local facilities. A residential travel plan will be tailored to the site and should address all aspects of life that create a need to travel and result in a reduction in the number of car journeys."*

- 1.2.2 Therefore, this document constitutes a Full Residential Travel Plan.
- 1.2.3 This Full Residential Travel Plan discharges the planning obligation associated with the permitted New Settlement residential scheme of 2011 (Planning Application Ref: 10/01642/OUT) and relates to the existing 315 residential dwellings as well as all future dwellings on the site (proposed total of 1,075 dwellings, of which the existing 315 form part). Whilst the guidance suggests only new build housing falls within this requirement, the Travel Plan focuses on all housing within the Dorchester Group boundary.
- 1.2.4 In July 2015 the Cherwell Local Plan allocated a further 1,600 dwellings and 1,500 jobs in the Heyford Park area under Policy Villages 5. The principles set out within this Full Residential Travel Plan therefore apply to all consented and future residential development which may be delivered at Heyford Park, including any development associated with the Local Plan allocation and any other future residential development to come forward on land within Dorchester's ownership at Heyford Park.

## 1.3 Background

- 1.3.1 Due to the significance of the historical military use of the site, the entire former Air Base has been designated as a Conservation Area in recognition of its Cold War heritage, including a number of listed buildings and scheduled ancient monuments. In order to preserve the

historical significance and the security of the site, security fencing surrounds the northern part of the site and there are currently no Public Rights of Way across this area.

- 1.3.2 The former RAF Upper Heyford Airbase was for many years used by the United States Air Force and housed some 12,000 American servicemen and their families. The airbase closed for military use in 1994, and some of the former military buildings are now used for commercial purposes. There are also a number of existing residential dwellings on site which are still occupied.
- 1.3.3 Since the closure of the airbase, the site has been subject to a number of planning applications and planning allocations
- 1.3.4 Applications of note include a planning application submitted in 2008 which went to Public Inquiry in 2008/2009. The Secretary of State granted planning permission in January 2010 for development to a maximum of 1,075 dwellings and around 1,700 jobs (08/00719/OUT). A subsequent scheme was consented for the new settlement area in December 2011 (10/01642/OUT) for the same overall number of dwellings but with a greater number of retained dwellings on site. That scheme included a new access to the flying field located off of Camp Road to the west of Soden Road.
- 1.3.5 In addition to these 1,075 residential units, the wider Heyford Park site subsequently also gained planning permission for:
- A Free School, comprising Building 74, north of Camp Road, accommodating primary, secondary and sixth form pupils and associated community and recreational opportunities (13/00740/F). A further building (583) is also occupied by the Free School south of Camp Road (13/00343/F). The Free School is now operational, however the location of the school means the proposed flying field access location to the west of Soden Road is no longer appropriate and an alternative is sought at Chilgrove Drive;
  - An outline application for 60 residential dwellings south of Camp Road. This was submitted in November 2013 (13/01811/OUT) and granted permission in March 2016. Reserved matters were subsequently approved (16/00627/REM) in August 2016;
  - A full application for 43 residential dwellings south of Camp Road. This was submitted in February 2016 (16/00263/F). This application was permitted in May 2017;
  - A full application for increased village centre provision south of Camp Road was submitted in May 2016 (16/01000/F). The application equates to the 'consented' village centre as part of the 1,075 dwelling allocation submitted in May 2016. This application included a Hotel (C1), associated D2 uses, pub/restaurant/hot food takeaway (A3-A5) and a market (A1-A5). Although the mix of uses was different to the consented village centre, the traffic generation was considered to be similar as the 1,075 application. Planning permission was granted for this application in November 2016; and
  - An application for increased village centre provision north of Camp Road was submitted in April 2017 (17/00895/F). This application includes non-food retail, a convenience store and 62 flats. At the time of writing it is understood that this application is due to be withdrawn and replaced by a reserved matters application falling under application 10/01642/OUT.
- 1.3.6 To date a number of applications have been submitted or are due to be submitted that fall within the current Cherwell Local Plan allocation for a further 1,600 dwellings and 1,500 jobs in the Heyford Park area under Policy Villages 5. These include:

- A full application for 79 dwellings north of Camp Road was submitted by Pye Homes in July 2015, (15/01357/F). This application was approved at planning committee in September 2017 subject to conditions, completion of an approved Section 106 for the development and resolution of the Highway Authority objection;
- A full application for 297 dwellings south of Camp Road was submitted in December 2016 (16/02446/F). This application is yet to be determined; and
- An outline application for the Southern Bomb Store was made in March 2015 (15/00474/OUT). This application included planning for up to 65,000m<sup>2</sup> GFA of employment (B1a, B1b/c, B2 and B8) and for vehicle access to Chilgrove Drive. This application is yet to be determined and will be superseded by the masterplan application for the overall site.
- A hybrid planning application for the Southern Bomb Store site was made in November 2016 (16/02269/HYBRID). This application included outline planning for up to 26,400m<sup>2</sup> GFA of employment (B1a, B1b/c and B8) (574 jobs) and full planning for Chilgrove Drive and its roundabout junction with Camp Road. This application is yet to be determined and will be superseded by the masterplan application for the overall site.

1.3.7 In addition to the applications submitted or due to be submitted, as set out above, approximately an additional 1224 dwellings and circa 1500 jobs are proposed to be delivered, taking the total new development at Heyford Park to 1600 dwellings and 1500 jobs, in line with Policy Villages 5 of the current Local Plan.

## 1.4 Benefits of Travel Plans

1.4.1 The National Travel Survey (DfT, 2016) found that in 2016 car travel accounted for 62% of all trips made (down from 64% in 2013) and 78% of total distance travelled. The same survey found that the average trips per person per year has fallen steadily since the early 1970s, by 40%, and the average distance travelled per year has increased, by 49%, since the early 1970s. 23% of all trips made in 2016 were less than one mile (1.6km) in length (an increase from 2013 where the amount of trips under a mile (1.6km) was 18%).

1.4.2 It is acknowledged that it is often easier to achieve a modal shift from single occupancy car journeys to sustainable modes of transport when regular journeys are made, as often the main barrier is lack of awareness of both realistic and practical travel alternatives. The stakeholders in any Travel Plan should include developers, residents and the local community. All site stakeholders should be considered and can obtain real benefits from the implementation of a good Travel Plan.

1.4.3 For the inhabitants of the residential area and employees, a Travel Plan can:

- Increase travel choices;
- Contribute to improved health and reduced stress whilst providing the ability to socialise;
- Present opportunities to build healthy exercise into daily life;
- Offer travel cost savings through cheaper alternatives and car-sharing;
- Reduce parking pressure; and
- Provide support for those residents who, out of necessity or choice, do not use a car.

1.4.4 For the local community at Heyford Park a Travel Plan can bring the following general benefits and should contribute to enhancing the local community through:

- Reduced congestion and pollution;
- Reduced greenhouse gas emissions that contribute to climate change;
- A healthier, more attractive environment in which to live and work;
- Support for the use of public transport and the development of safe cycling and walking routes will enhance opportunities for all; and
- Improving road safety on or near the site.

## 1.5 Current Travel Plan Policy Guidance

- 1.5.1 The current national and local government policies have and will continue to inform the development of this Travel Plan. Reviewing these policies will ensure that the Travel Plan is developed and implemented in accordance with established policy aims and objectives. **Appendix A** of this document sets out the full Policy review undertaken for this Travel Plan. In summary, the following documents have been reviewed:

### National Planning Policy

- *'National Planning Policy Framework'* (Department for Communities and Local Government, 2012);
- *'National Planning Practice Guidance'* (Department for Communities and Local Government, 2014); and
- *'Circular 02/13: The Strategic Road Network and the Delivery of Sustainable Development'* (DfT, 2013).

### Local Planning Policy

- Oxfordshire County Council's "Residential Travel Plan" guidance document;
- Oxfordshire County Council's "Transport for New Developments – Transport Assessments and Travel Plans" document.

- 1.5.2 In addition to the above Policy documents, this Travel Plan will follow Travel Planning Best Practice guidance set out in the following reports:

- *Oxfordshire County Council's Residential Travel Plan Guidance*
- *'Smarter Choices – Changing the Way We Travel'* (Department for Transport, 2004); and
- *'The Essential Guide to Travel Planning'* (Department for Transport, 2007).

## 1.6 Summary of Policy Review

- 1.6.1 Following a review of national and local policy it is concluded that this Travel Plan complies with national and local transport objectives. The measures and strategies outlined within this Travel Plan document will be targeted towards reducing congestion by reducing the need to travel and promoting alternative sustainable modes of travel from the outset. This will consist of both "hard" measures (such as physical infrastructure) and "soft" measures (such as high quality information provision) which will bring benefits to the whole site as well as the surrounding area and community.

## 2 Transport Conditions

### 2.1 Introduction

- 2.1.1 The following chapter is broken down by modes, setting out the existing, consented and proposed provision across the site.
- 2.1.2 “Existing” refers to any provision already built and operational, including provision associated with the 1,075 consented scheme. “Consented” refers to any provision that has been granted permission but has not yet been constructed / become operational. This may also include elements of the 1,075 consented scheme that have not been constructed at the time of writing of this current version of the Travel Plan (January 2018). “Proposed” refers to elements that have not been granted planning permission (as of January 2018) and have not yet been constructed. This will include the elements associated with housing contributing to the delivery of the 1600 dwelling Local Plan Allocation which are within Dorchester Groups control. Elements not yet constructed, (i.e. “consented” and “proposed”) will form infrastructure or “hard” measures that will enable sustainable travel in the future, therefore influencing travel change in the future and used to set the Travel Plan targets included at **Section 6**.
- 2.1.3 As the Travel Plan is updated as part of the monitoring strategy set out in **Section 8** the changes in infrastructure and build out will need to be reflected, given that site is evolving and changing regularly. Items detailed as “consented” but not yet delivered for example, will become “existing” in the near future, and the future updates of the Travel Plan will need to reflect this.

### 2.2 Walk and Cycle Provision

#### Existing Provision

- 2.2.1 Existing walking and cycling links are shown on **Figure 2**.
- 2.2.2 Camp Road provides walk and cycle access from the proposed development towards Upper Heyford to the west, and commuting, education and leisure opportunities to the east.
- 2.2.3 There is a footpath running adjacent to Camp Road on the south side. This starts at the junction with Larsen Road, and runs all the way to the Kirtlington Road junction. Along its length the footpath is separated from the carriageway by verge and hedgerow. Beyond Kirtlington Road, the path adjoins the southern side of Camp Road to become a footway, approximately 1m – 1.5m wide. The S278 3m cycle-footway is in place on the south side of Camp Road between Larsen Road and Wellington Road, as well as between Dacey Drive and Izzard Road, with the central elements still to be complete.
- 2.2.4 There is a footpath running adjacent to Camp Road on the north side. A 1m – 2m wide footpath begins at the junction with Larsen Road and runs up to the Main Gate. There is a further section of footpath from Dacey Drive for 300m to the west. There are no controlled pedestrian crossing points on Camp Road, however dropped kerbs and tactile paving are provided to enable uncontrolled crossings via the splitter islands on the approaches to the Main Gate roundabout. This provides access to the main employment area and Heyford Park Free School. Street lighting is provided on Camp Road for its entire length.
- 2.2.5 For the final 120m of Camp Road to the west, towards Somerton Road and Upper Heyford, there are footways on both sides of the road of between 0.5 and 1m width. It is therefore possible to walk from the proposed development site to the bus stops on Camp Road close to the Somerton Road junction. Dropped kerbs and tactile paving are provided to enable uncontrolled crossing of Camp Road to access the eastbound bus service.

- 2.2.6 There is a consented S278 scheme currently under construction along Camp Road. This scheme will provide a 2m footway with some narrowing on the northern side of Camp Road through the residential development, separated from the road along much of its length by an approximately 3m wide verge retaining existing hedgerows. On the southern side of Camp Road, a shared footway/cycleway is to be provided, separated from the carriageway in most places by a verge with trees planted.
- 2.2.7 To the west of Heyford Park, in Upper Heyford Village, there is a footway of about 0.5m width on the east side of Somerton Road where it meets Camp Road. This runs for about 60 metres in a northerly direction, and then switches to the other side of the road. The footway / footpath runs to the end of the village of Upper Heyford in a northerly direction for another 300m. This provides access to The Barley Mow Public House and village allotments. There are no footways/footpaths along Somerton Road in a southerly direction from the junction with Camp Road.
- 2.2.8 There are a number of existing PRowS criss-crossing the local area and these existing rural links are made up of the following:
- A network of public footpaths and bridleways to the south and east of the site linking Camp Road to Caulcott to the south, and Ardley at the northeast of the site;
  - A network of public footpaths and bridleways to the northern perimeter of Heyford Park linking Fritwell with Somerton; and
  - A network of public footpaths and bridleways to the south and west of the site linking Upper Heyford, Lower Heyford and Steeple Aston.
- 2.2.9 Historically, there were a number of PRowS crossing Heyford Park, but some of these were curtailed when the site came into military use, circa 1915.
- 2.2.10 The key routes which were curtailed when the site came into military use include:
- Portway – a bridleway to the west of the runway running in a north – south direction and
  - Aves Ditch – a bridleway to the east of the runway running in a north – south direction.
- 2.2.11 In addition, there were two further historical routes crossing Heyford Park, one running in a southwest – northeast direction (on the approximate alignment of the existing runway) and one running in a northwest – southeast direction crossing the runway.
- 2.2.12 There are no dedicated cyclepaths or cycleways in the local area, other than that proposed along the north side of Camp Road as part of the consented scheme. The closest National Cycle Network (NCN) route is NCN 5, the West Midlands Cycle Route which connects Reading to Bangor through Oxford. The route can be accessed off A4260 Banbury Road, about 7.5km west of Heyford Park. However, being a rural area, traffic is light and therefore most cyclists use the local road network.

### Consented Provision

- 2.2.13 As part of the consented development at the Former RAF Upper Heyford some of the original PRowS on the site will be reinstated / re-routed and improvements will be made to connections to existing PRowS elsewhere. In addition, the consented housing will be connected by a network of walk and cycle links penetrating the residential areas and providing a permeable site which facilitates and encourages walking and cycling within the local area.
- 2.2.14 Reinstating the Portway and Ave's Ditch form part of the consented 1,075 application. These routes are illustrated on **Figure 2**. However, reinstating Ave's Ditch and Portway will not

provide access to the flying field due to the need to retain security fencing; rather they will just pass around it.

- 2.2.15 The realignment of Ave's Ditch facilitates the opportunity for further enhancement of surrounding route, for example, an extension of the existing bridleway 109/29 is proposed to the south east of the Aves Ditch re- alignment.
- 2.2.16 The consented walking and cycling improvements as part of the 1,075 application also include funding towards the 'Heritage Trail' which will be a circular route around the flying field utilising improved existing off-site public footpaths (some of which are not in Dorchester Group control) providing east-west links with the circular route being complete in the north-south direction with the Portway and Ave's Ditch routes reinstated. S106 funds have been given to OCC to be used for walking and cycling improvements; OCC will determine where this funding is used.
- 2.2.17 In addition, a potential link from the southern residential area south of Camp Road connecting to the existing footpath 388/4 could be delivered.
- 2.2.18 As well as the off-road PRoWs, low levels of traffic in the predominantly rural area currently allow the potential for additional routes for walkers, cyclists and equestrians along the highway network. The Developer cannot commit to upgrading existing footpaths or changing footpaths to bridle paths across land not in their ownership, funding has been provided as part of the approved 1,075 application to OCC to enable joining up of the network in the local area. Additional contributions may be required by OCC as part of the 1,600 dwellings Local Plan Allocation to achieve these connections.

### Proposed Provision

- 2.2.19 **Figure 3** illustrates the proposed primary and secondary walk/cycle routes identified through the emerging Masterplan, including how the gaps in existing bridleways and footways will be addressed to provide a more comprehensive network.

## 2.3 Public Transport

### Existing Services

- 2.3.1 Existing public transport provision is illustrated on **Figure 2**.

#### Bus

- 2.3.2 Heyford Park is currently served by one bus service, the 25A, which runs between Oxford and Bicester, via Heyford Park along Camp Road. There are currently 3 pairs of bus stops on Camp Road. One bus stop is located on the small loop to the south of Camp Road, to the west of the Main Gate access and serves buses operating in either direction. There is another bus stop located on the northern side of Camp approximately 150m to the east of Main Gate . The third pair of bus stops are located close to the junction with Station Road.
- 2.3.3 As part of the Section 106 for the consented 1,075 residential unit scheme, Dorchester Group funded an hourly bus service to compliment and augment the then-existing hourly service operated by Thames Travel, thereby providing a half-hourly bus service. Subsequently funding for the existing service was withdrawn, leaving an hourly 25A service funded wholly by Dorchester Group. The bus service number 25A is operated by Thames Travel; its frequency is set out in **Table 2.1** and existing routing is shown on **Figure 2**.

Table 2.1: Existing Bus Service and Frequency

Service/ Operator	Route	Frequency		
		Monday – Friday Daytime	Saturday Daytime	Sunday Daytime
25A – Thames Travel	Oxford- Kirtlington- Bicester	Approximately every hour between 0617-1954	Approximately every hour between 0645-1954	No Service

Note: Details correct as of March 2018

### Rail

- 2.3.4 The nearest railway stations to the development are Heyford which is located approximately 3.3km south west of the site and Bicester North and Bicester Village which are located approximately 8km south east of the site.
- 2.3.5 Great Western Railways operate the line from Heyford Railway Station which runs from Banbury to Oxford. Services are provided every approximately every 90-120 minutes with reduced services on Sundays. From Oxford, there are onward direct connections to London Paddington. The journey time from Heyford to Banbury is approximately 18 minutes and to Oxford is approximately 16 minutes. The service from Heyford Station is summarised in **Table 2.2**.

Table 2.2: Existing Train Services from Heyford Station

Operator	Route	Frequency	
		Mon – Sat	Sundays
Great Western Railways	Didcot Parkway – Oxford – <b>Heyford</b> – Banbury	120 mins with additional peak trains	None

- 2.3.6 Chiltern Railways operate both Bicester North and Bicester Village stations. Bicester North provides a service between London Marylebone and Banbury approximately every 60 minutes and a service between London Marylebone and Birmingham Snow Hill approximately every 60 minutes. The services are summarised in **Table 2.3**.

Table 2.3: Existing Train Services from Bicester North

Operator	Route	Frequency	
		Mon – Sat	Sundays
Chiltern Railways	London Marylebone – Beaconsfield – High Wycombe – Bicester North – Banbury	60 mins	60 mins
Chiltern Railways	London Marylebone – Bicester North – Banbury – Leamington Spa – Warwick Parkway – Solihull – Birmingham Snow Hill	60 mins	60 mins

- 2.3.7 Bicester Village Station provides a service between London Marylebone and Oxford approximately every 30 minutes. The service from Bicester Village is detailed in **Table 2.4**.

Table 2.4: Existing Train Services from Bicester Village

Operator	Route	Frequency	
		Mon – Sat	Sundays
Chiltern Railways	London Marylebone – High Wycombe* – Bicester Village – Oxford Parkway - Oxford	30 mins	30 mins

### Other Off-Site Transport Improvements

- 2.3.8 East West Rail is a project to establish a railway connecting East Anglia with central, southern and western England. The project is split into a western, central and eastern section.
- 2.3.9 The western section has involved an upgrade to the Oxford to Bicester Village line by Chiltern Railways and Network Rail, this upgrade is part of Phase 1 of the western section. The phase introduced a new service between Oxford, Bicester and London Marylebone. Chiltern Railways began services from Oxford to London Marylebone via Bicester on 12<sup>th</sup> December 2016.
- 2.3.10 Phase 2 of the western section covers the route from Bicester Village to Bedford via Bletchley, Woburn Sands and Ridgmont which is due to open in 2022.
- 2.3.11 The central and eastern sections of the project will provide connections to Cambridge, Ipswich and Norwich. Previously these areas were only accessible via London but the project will enable direct connection cross-country.

### Proposed Provision

- 2.3.12 **Figures 4 and 5** illustrate the proposed public transport routes across the site. New bus stops will be provided on Camp Road and at locations on the 'northern loop', Chilgrove Drive and down through to the Village Centre. The locations will be agreed between the Developer and OCC at the detailed planning stage.

- 2.3.13 The current Masterplan and emerging Public Transport Strategy for Heyford Park sets out the proposals to split the existing 25A service into 2 new services – one between Heyford Park and Bicester via Bicester Village Station, and one between Heyford Park and Oxford via Oxford Parkway Station.
- 2.3.14 The Heyford to Bicester service is currently proposed to operate a 20-minute service Mondays – Saturdays and an hourly service on Sundays.
- 2.3.15 The Heyford to Oxford service is currently proposed to offer an hourly service Mondays – Saturdays.
- 2.3.16 The services described above form the main parts of the public transport strategy for Heyford Park. It is proposed to support these with a community minibus operated by Dorchester Group. The minibus would provide timetabled journeys to and from Heyford rail station for commuters working at Heyford Park at peak times on Monday to Friday and would be available in the inter-peak period for local trips not covered by the main bus services on a demand responsive basis.

The proposed Public Transport Strategy remains subject to agreement with OCC and is anticipated to be secured through a S106 agreement associated with planning applications for housing and employment contributing to the current local Plan Allocation. Therefore, at the time of writing the public transport strategy remains subject to refinement and change as the development and construction at Heyford Park progresses through the planning and delivery stages.

## 2.4 Local Highway Network

### Existing Provision

- 2.4.1 The site is located within a network of predominately rural roads, many of which are unclassified, although Junction 10 on the M40 motorway is located approximately 5km to the north east and the A4260 Banbury to Oxford road runs from north to south some 6km to the west.
- 2.4.2 The existing site is currently accessed from Camp Road which runs east to west. The former runway, taxiway and employment buildings associated with the Flying Field lie to the north of Camp Road. The accesses for Residential uses are described below:
- Dacey Drive and Dow Street provides access south into the main residential area;
  - The Main Gate provides access to the employment buildings to the north of Camp Road and in the future will provide access to residential areas;
  - Soden Road provides access to a cul-de-sac;
  - Larsen Road provides access to a cul-de-sac;
  - Wellington Road has been constructed, providing access to the new residential development to the east; and
  - Izzard Road has been constructed to the west, giving access to the western side of the residential development along with the Specialisms Campus (part of the Free School)

### Consented Provision

- 2.4.3 As part of the 1,075 application, a roundabout was consented at the Camp Road / Chilgrove Drive junction. In addition, a HGV access was to be located where the school is now situated.

However, due to the ongoing development, local plan allocation and emerging masterplan, these consented schemes are no longer appropriate and alternatives are proposed as part of the local plan allocation application proposal.

### Proposed Provision

- 2.4.4 The emerging transport strategy and Masterplan focusses on ensuring there is good pedestrian and cycle connectivity on site between key facilities, but also that Heyford Park is accessible to the wider neighbourhood **Figures 3, 4 and 5** show how the proposed road network within Heyford Park, in conjunction with the off-road provision, aims to achieve this.
- 2.4.5 Another transport opportunity afforded by the new masterplan is to successfully re-route the HGVs away from Camp Road which has become less suitable for HGVs as the road has become more residential in nature and the Free School is also now accessed off of Camp Road. The proposed HGV route facilitates all HGVs leaving Camp Road at Chilgrove Drive, meaning that HGVs will be discouraged from using the areas where there are the greatest pedestrian and cycle movements. Opening up Chilgrove Drive to vehicular traffic would provide the opportunity to incorporate a revised layout at the junction of Chilgrove Drive/Camp Road. Options for the design and layout of this junction are currently be considered. All options would provide improved facilities for crossing equestrians, walkers and cyclists. The revised junction would be designed to accommodate the needs and safety of all users.

## 2.5 Wider Highway Network

### Existing Provision

- 2.5.1 Camp Road links Somerton Road in the west and the B430 to the east. Somerton Road provides connections to the village of Somerton and is subject to a 30mph speed limit through Upper Heyford which increases to 60mph when leaving the village towards Lower Heyford to the south of Upper Heyford, and towards Somerton to the north of Upper Heyford.
- 2.5.2 The B430 forms a north-south link between the M40 and the A34 Trunk Road at Weston-on-the-Green. To the north the B430 terminates at Junction 10 of the M40 immediately north of the village of Ardley to the north. The road is subject to a 60mph speed limit which decreases to 40mph through the village of Ardley. To the south the B430 terminates at the A34 Trunk Road. The road is subject to a 60mph speed limit until it reaches the village of Weston-on-the-Green where it decreases to 40mph through the village.
- 2.5.3 The M40 Junction 10 and the strategic road network is located approximately 5km to the east and forms part of the strategic route to London to the south east and Birmingham to the north. The wider highway network is shown in **Figure 1**.

### Consented Provision

- 2.5.4 There is a committed Section 278 (S278) scheme for the Middleton Stoney junction that was secured as part of the Dorchester Group's previously approved Heyford Airfield application for 1,075 dwellings. This committed scheme shows a new right-turn lane on the southern arm and a ghost island on the northern arm.

### Proposed Provision

- 2.5.5 At the time of writing, discussions with Highways England (HE) and OCC are being progressed and considering highway mitigation measures at the locations identified below to support the current local plan allocation. It is expected that the timing and thresholds of development that trigger the need for improvements relative to the build out of the site will be secured through a s106 agreement.

- M40 Junction 10;
- A43 / B4100 junction
- Ardley Road / Unnamed Road junction;
- B430 / B4030 “Middleton Stoney” junction;
- A4260 / B4030 “Hopcrofts Holt” junction; and
- A4260 / B4027 junction.

## 3 Trip Rates, Mode Split & Person Trip Generation

### 3.1 Person Trips

- 3.1.1 Person trip rates for the proposed residential development at Heyford Park have been derived from the TRICS database and agreed with Oxfordshire County Council (OCC) as part of the Transport Assessment works for the proposed local plan allocation. The agreed person trip rates are set out in **Table 3.1**.

Table 3.1: Residential Person Trip Rates

Peak Hour	Trip Rates (per dwelling)		
	Arrivals	Departures	Total
AM	0.200	0.674	0.874
PM	0.484	0.322	0.806

### 3.2 Mode Split

- 3.2.1 In order to establish a modal split for the residential development, person trip rates have been split by journey purpose. The journey purpose split agreed with OCC, and set out in detail in the Transport Assessment for the proposed local plan allocation, is shown in **Table 3.2**.

Table 3.2: Residential Journey Purpose Split

Journey Purpose	AM Peak	PM Peak
Residential – Employment	43.3%	34.6%
Residential – Education	29.3%	7.9%
Residential – Other	27.4%	57.6%
Total	100%	100%

- 3.2.2 The agreed mode split for each journey purpose is summarised in **Table 3.3**.

Table 3.3: Mode Split by Journey Purpose

Mode	Residential to Employment	Residential to Education		Residential to Other	
		AM	PM	AM	PM
Car Driver	80.3%	19.8%	34.4%	52.0%	48.0%
Car Passenger	9.2%	44.6%	36.4%	31.3%	34.8%
Cyclist	1.5%	1.2%	1.0%	1.6%	2.7%
Pedestrian	5%	23.0%	20.0%	11.6%	10.5%
Public Transport	4.1%	11.4%	8.1%	3.4%	4.0%
<b>Total</b>	100%	100%	100%	100%	100%

- 3.2.3 Car Driver and Car Passengers can also be expressed as Single Car Occupants and Car Sharers:

- The “Car Driver” trip rate represents all drivers, some of whom will be car-sharing;
- Where the proportion of “Car Passenger” in **Table 3.3** is greater than “Car Driver”, there is, on average, more than one car passenger per car (and a vehicle occupancy of greater than 2). This is the case for the Residential to Education trip purpose. For this purpose,

the proportion of passenger to driver (2.25 in the AM and 1.06 in the PM) has been taken as the average number of passengers per car, where passengers are present.

- Where the proportion of “Car Passenger” in **Table 3.3** is less than “Car Driver”, which is the case for Employment and Other trips, the number of car shares has been calculated by assuming a vehicle occupancy of 2.

3.2.4 The modal split can then be displayed as shown in **Table 3.4**, with car driver and car passenger trip rates split between single car occupants and car sharers.

Table 3.4: Mode Split by Journey Purpose including Single Car Occupants

Mode	Residential to Employment	Residential to Education		Residential to Other	
		AM	PM	AM	PM
Single Car Occupants	71.1%	11.0%	2.0%	20.7%	13.2%
Car Sharers	18.4%	53.4%	68.9%	62.6%	69.6%
Cyclist	1.5%	1.2%	1.0%	1.6%	2.7%
Pedestrian	5.0%	23.0%	20.0%	11.6%	10.5%
Public Transport	4.1%	11.4%	8.1%	3.4%	4.0%
<b>Total</b>	100%	100%	100%	100%	100%

3.2.5 Combining **Tables 3.2** and **3.4** results in the weighted average mode split set out in **Table 3.5**.

Table 3.5: Baseline Mode Split including Single Car Occupants

Mode	AM	PM
Single Car Occupants	39.7%	32.4%
Car Sharers	40.8%	51.9%
Cyclist	1.4%	2.2%
Pedestrian	12.1%	9.4%
Public Transport	6.0%	4.4%
<b>Total</b>	100%	100%

3.2.6 The baseline mode split shown in **Table 3.5** will help inform the target modal shift, and measures that will be implemented to achieve this shift, as set out in following sections of the report.

## 4 Objectives and Indicators

### 4.1 Introduction

- 4.1.1 The DfT's Good Practice Guidelines states that *"it is important that all parties are clear from the outset as to the objectives being sought through the Travel Plan. These requirements will drive the form and content of the Travel Plan, including the targets chosen"*.

### 4.2 Objectives

- 4.2.1 The objectives of this Travel Plan are to reduce the overall number of car journeys by residents and to promote sustainable travel by:
- Improving and enhancing the public transport accessibility of the site as part of the successful development at Heyford Park;
  - Minimising single occupancy private car use arising from the development;
  - Maximising the use of non-car modes from the development;
  - Minimising carbon emissions from transport arising from the development;
  - Providing a safe and secure transport system; and
  - Promoting healthy lifestyles and sustainable, vibrant local communities by extending the benefits of the Travel Plan through the local area where possible.

### 4.3 Indicators

- 4.3.1 The Good Practice Guidelines highlights the importance of distinguishing between outcome targets and indicators. The targets within a Travel Plan focus on reducing the number of single occupancy car driver trips, the indicators are used to monitor how the site is being accessed and how effectively different modes are meeting travel needs.
- 4.3.2 A number of indicators will be measured as part of the monitoring of the Travel Plan. The responsibility for measuring these indicators will lie with the Travel Plan Co-ordinator and will include the following:
- If the number of residents seen walking around the site has been increasing;
  - If the number of residents seen cycling around the site has been increasing;
  - The number of residents signing up/utilising the cycle hire scheme
  - If the number of people waiting at bus stops / train stations has been seen to be increasing;
  - If the number of residents signing up to the Car Sharing database is increasing;
  - If the number of bicycles in cycle racks is seen to be increasing; and
  - If the numbers of visitors to the proposed Travel Information Centre is seen to be increasing (see **Section 5.1.4** for more information on this).

## 5 Travel Plan Measures

5.1.1 OCC's 'Transport for New Developments – Transport Assessments and Travel Plans' guidance states that “*measures must be appropriate for the development in question and form a package of actions with credible potential to achieve the stated objectives and targets in the Travel Plan. They must consist of a mixture of short, medium and long term actions (pre- and post-construction) and include positive incentives to encourage the use of alternatives to the car as well as some demand restraint*”.

5.1.2 The proposed measures for the development are identified below.

### Travel Information Packs

5.1.3 Travel Information Packs will be provided for residents (one per household) and will include the following information:

- Contact details for the Travel Plan Co-ordinator, Alex Mortimore;
- Details of the Travel Plan measures, its objectives and targets;
- Walking and cycling maps showing safe routes to local facilities;
- Web address for Oxon Time which provides real time bus information across Oxfordshire <http://www.oxontime.com/>;
- Details of how residents looking for a walk or cycle buddy can be matched;
- Information on Adult Cycle Training sessions, including how to book a session and costs;
- Information on Car Sharing, including details of a Resident's Car Sharing Database;
- Site-specific public transport information with a map showing routes, bus stop locations and timetable information as well as journey-time information;
- Details of national car free days and other relevant local / national travel planning initiatives will be advertised to all residents / employees on site;
- Information on local bike repair shops or mobile mechanics that could provide home visits;
- Information and advice on buying a bicycle, including local stockists;
- Information on cost savings associated with switching to sustainable modes of travel;
- Information on health and well-being benefits associated with switching to sustainable modes of travel; and
- A sustainable travel page will be added to the Heyford Park website and advertised within the Travel Information Pack.

### Travel Information Centre

5.1.4 A Travel Information Centre is now operational within Building 52, providing a base for the Travel Plan Co-ordinator. This may relocate into the new Local Centre going forward, as the site is further built out. The Centre will be stocked with sources of sustainable travel information and real time information for bus services will be provided in a visible location.

## Pedestrian and Cycle Provision

- 5.1.5 In addition to the infrastructure improvements detailed at **Sections 2.2.13 – 2.2.20**, which will serve as “hard” travel plan measures which will enable sustainable travel and influence change away from single occupant car trips, there are a number of other measures, i.e. cycle parking, services, awareness raising and marketing, that will support and encourage sustainable travel. These are described in the following paragraphs.
- 5.1.6 Cycle parking will be provided throughout the development. All cycle parking will be secured, covered, convenient and visible and the minimum level of cycle parking provision will be in line with OCC standards as relevant at the time of reserved matters planning applications. Current minimum standards have been provided to PBA by OCC’s Development Control officer. See **Section 5.1.22** for details.
- 5.1.7 Demand for publicly accessible cycle parking will be monitored as part of the monitoring and surveying through the life cycle of the travel plan. The provision of a bike-hire, or bike-pool, scheme will be considered to encourage those that live and work within the site to potentially borrow a bike and cycle to their work place, then return the bike to the pool at the end of the day, where the resident can then continue on to their homes by foot. The cycle-hire scheme will be mainly geared toward commuters arriving to the employment site by public transport, but it will also be available to residents living and working on site if they do not own their own bike. This scheme will ultimately help enhance cycling as a means for moving about the Flying Field.
- 5.1.8 A Bicycle User Group and a cycle repair scheme will be established by the Travel Plan Co-ordinator. Developing a Bicycle User Group (BUG) can have many benefits and will be made up of residents and employees who are already cycling and also encourage the uptake of more cyclists. The group can also allow cyclists to find a bike buddy; a proficient cyclist who can help someone who wants to cycle but perhaps lacks confidence, or just a few people who are willing to cycle together as a group. It also allows like-minded individuals to meet up socially and discuss cycling issues that they feel should be addressed and can help raise awareness of the need for better facilities for cyclists.
- 5.1.9 In addition to the Bicycle User Group, a bike repair scheme, such as “Dr. Bike” sessions, will be arranged on a 6-monthly / annual basis by the Travel Plan Co-ordinator. These public Dr. Bike sessions (or equivalent) will set up in the local centre and will allow residents to have their bikes maintained / serviced. Residents will need to book themselves in for a session. The cycle mechanics may also be able to offer advice on good places to buy new bikes from.
- 5.1.10 Adult Cycle Training sessions will be offered to any residents that show an interest. Initial information on this will be included within the Travel Information Packs. The Travel Plan Co-ordinator will be responsible for organising these sessions. Conversations with the Road Safety Team Leader at OCC has confirmed that the County do offer adult cycle training sessions at a cost of £45 per adult for a 3-hour session; a minimum of 3 adults are required per session.
- 5.1.11 Any residents that would like a walk or cycle buddy to travel with can register their interest, their contact details and the journey for which they would be interested in travelling with someone else with the Travel Plan Co-ordinator who will keep track of these individuals and suggest matches where appropriate. This will enable residents who are a little unsure of a journey, or of walking/cycling along to feel more confident and therefore more likely to travel by these sustainable modes.

## Bus Provision

- 5.1.12 In addition to the existing, consented and proposed infrastructure and service improvements detailed at **Sections 2.4**, which will serve as “hard” travel plan measures which will enable sustainable travel and influence change away from single occupant car trips, there are a

number of other measures, i.e. bus stop design, awareness raising and marketing, that will support and encourage bus travel. These are described in the following paragraphs.

- 5.1.13 All new bus passenger infrastructure, including vehicles and stops will be DDA/Equality Act compliant. The bus stops will provide shelter, seating and timetable information, and will be designed to the relevant guidance available at the time. Real Time Passenger information will be provided for the new bus services and main bus stops on site, as soon as practicable.
- 5.1.14 Information will be provided to residents and visitors regarding the public transport options available to them by providing easy to understand bus timetables and maps. Information will be made available through the Travel Information Packs which will be disseminated to all residents and employees. The information will be very much site-specific to the development and will focus on providing information on the local bus routes and timetables as well as local walking and cycling routes throughout the development and to the surrounding areas.
- 5.1.15 OCC also promotes Oxontime, a real time passenger information website which predicts when a bus is due to arrive/ depart at a stop. This will also be promoted within the Travel Information Pack.

### Car Sharing and Residents' Car-Sharing Database

- 5.1.16 The Travel Plan Co-ordinator will be responsible for setting up and maintaining a Car Sharing Database for all residents to use. Residents will be encouraged to register their home and place-of-work postcodes, as well as the times/frequencies they are willing to offer a lift to other residents on the site, or are looking for a lift. Details of this Car Sharing Database will be made known to residents through the Travel Information Packs. It may be beneficial to include a few statistics about car sharing and how much money could be saved by car sharing which would act as a motivator.

### Internet

- 5.1.17 Opportunities will be available to work on site in serviced office accommodation, fitted out with appropriate Information Communication Technology connections to potentially reduce travel distances to work. The innovation centre will also provide the opportunity for small businesses to grow locally and maintain their local labour force as they grow.
- 5.1.18 Hi-speed broadband will also be provided in the area to all new homes to allow the opportunity for residents to work from home, and to reduce the need to travel for such things as groceries and other shopping.

### Cycle Parking Provision

- 5.1.19 Residential cycle parking for the development will be provided in line with OCC standards as relevant at the time of reserved matters planning application. Current minimum cycle parking levels for OCC (November 2017) have been obtained through liaisons with OCC's Development Control officer and are set out in **Table 5.1**.

Table 5.1: Residential Cycle Parking Standards (November 2017)

Number of bedrooms per dwelling	Maximum number of spaces
1	1
2+	2
Visitors	1 stand (2 spaces) per 2 units were there are more than 4 units

- 5.1.20 OCC's Cycle Parking standards also states that residential visitor cycle parking should be provided as communal parking at convenient and appropriate locations throughout the development, and that garages should be designed to allow space for a car plus storage of cycles.
- 5.1.21 Demand for cycle parking will be monitored, and the need for additional parking provision identified and reviewed in each Annual Review.

### Car Parking

- 5.1.22 Car parking for the development will be provided in line with OCC standards as relevant at the time of reserved matters planning application. Current maximum parking levels for OCC (November 2017) have been obtained through liaisons with OCC's Development Control officer and are set out in **Table 5.2**.

Table 5.2: Residential Car Parking Standards (confirmed with OCC DC Officer November 2017)

Number of bedrooms per dwelling	Maximum number of spaces
1	1
2/3	2
4+	2+ spaces on merit

- 5.1.23 Parking for mobility impaired people will be provided in the most accessible locations and will meet OCC's standards.
- 5.1.24 Dorchester Group (or another management company with responsibility for the management of open space) will be responsible for providing resources for managing parking on site and within any common, non-adopted highways on site, to ensure that parking is retained within designated areas.

## 5.2 Action Plan – Measures, Timescale and Associated Costs

5.2.1 **Table 5.3** below summarises the proposed measures and sets out the associated timescales and costs.

Table 5.3: Measures Action Plan

Reference Number	Measure	Timescale	Cost Notes	Cost for this Residential Travel Plan
1	Site Wide Travel Plan Co-ordinator	Appoint within 3 months of approval of the Travel Plan, employed for a duration of 10 years (unless targets are not met in which case this may be extended)	To Be Determined	To Be Determined
2	Travel Information Centre with sources of sustainable travel information and real time information for bus services	Operational from Building 52.	Included within construction / redevelopment costs.	-
3	Provide Travel Information Packs	To come forward in line with development	Assume approx. 20 pages within pack, and print run of 3000, based on quotes obtained for similar  Note: cost stated relates to printing only. Cost associated with content compilation to be determined by Dorchester	£700.00
4	Set up, maintain and advertise Resident's Car Sharing Database	To come forward in line with development, on-going	As part of item 1	-
5	Promote cost-saving, health and well-being benefits of sustainable travel	To come forward in line with development, on-going	As part of item 1 and 3	-
6	Promotion of National and Regional Walking, Cycling and other Car-Free Initiatives	To come forward in line with development, on-going	As part of item 1	-
7	Provide Bicycle User Group	To come forward in line with development, on-going	As part of item 1	-
8	Cycle repair scheme	To come forward in line with development, on-going	Using "Oxford Cycle Support Ltd" as a guide for mobile repairs and servicing. 20 bikes or more £20.00 per bike plus parts. Assume 20% uptake and 2 adults per household, 2650 houses = 1060 adults x £20	£21,200.00
9	Advertise adult cycle training and provide where required	To come forward in line with development, on-going	As required, post occupation. £45 per adult, 3 adults required per 3-hour session. Assume 20% take-up, 2 adults per household = 1060 adults	£47,700.00
10	Provision of bike pool	To come forward in line with development, on-going	Funded as part of the Commercial Travel Plan costs.	-
11	Provide secure, covered, convenient and visible resident cycle parking	Pre-occupation	Part of Construction Costs	-

Reference Number	Measure	Timescale	Cost Notes	Cost for this Residential Travel Plan
12	Provide secure, covered, convenient and visible visitor cycle parking	To come forward in line with development	Residential cycle parking will be provided per dwelling in accordance with standards; costs within construction	-
13	Reinstate the severed links of Portway and Ave's Ditch	On occupation of the 1000 <sup>th</sup> dwelling	Payment schedule already agreed as part of S106 Agreement	-
14	Portway south extension to Camp Road	On occupation of the 1000 <sup>th</sup> dwelling	Payment schedule already agreed as part of S106 Agreement.	-
15	Improvements towards Upper Heyford village	On occupation of the 1000 <sup>th</sup> dwelling	Payment schedule already agreed as part of S106 Agreement	-
16	Link from the southern residential area south of Camp Road	On occupation of the 1000 <sup>th</sup> dwelling	Payment schedule already agreed as part of S106 Agreement	-
17	Aves Ditch and Ardley Bridleway links	On occupation of the 1000 <sup>th</sup> dwelling	Payment schedule already agreed as part of S106 Agreement	-
18	Pedestrian improvements to the East of the site on Camp Road towards the B430	On occupation of the 1000 <sup>th</sup> dwelling	Payment schedule already agreed as part of S106 Agreement	-
19	Provide access to internet based real time travel information and Site Web Page	in line with occupation	Assume £5k for website set up (using 3 <sup>rd</sup> party web-design company). Travel Plan Co-ordinator to run. Assume around £150 a year fee to web design company to maintain – assume 10 year period - £1500.00	£6,500.00
20	Provide car parking provision in line with OCC's Standards	In line with build out	Included within construction / redevelopment costs.	-
21	Provide high speed internet connections	During construction	Part of Construction Costs	-
22	Provide hub/office accommodation for residents to accommodate remote working	Prior to occupation of 1000 <sup>th</sup> dwelling	Part of Construction Costs	-
23	Provide new bus passenger infrastructure including vehicles and stops which will be Equality Act compliant and Real Time Information, and enhanced services	Bus Services - £1.1mil  Bus stops, Equality Act compliant and Real Time Information - £20,000. Camp Road – prior to occupation of the 316 <sup>th</sup> dwelling or first new build dwelling, whichever is sooner.	Already paid	-
24	Highway improvements at Chilgrove Drive	To be determined	Cost included elsewhere	-
25	Monitoring	Baseline Survey within 3 months of occupation of 1000 <sup>th</sup> dwelling.  First monitoring report within six months of completion of the Baseline Survey.  Full reviews to be undertaken every 2 years from 3 months	Part of Travel Plan Co-ordinator role.	-

Reference Number	Measure	Timescale	Cost Notes	Cost for this Residential Travel Plan
		after 1000 <sup>th</sup> occupation until 2031.		
26	Marketing	Budget to be made available to Travel Plan Co-ordinator prior to occupation of 1000 <sup>th</sup> dwelling	To facilitate the job of the Travel Plan Co-ordinator, to cover costs of printing and advertising etc. Assume £1000 per year for 14 year period.	£14,000.00
27	Personalised Travel Planning	Mitigation	Required if Target mode share is not met on 3 consecutive working weekdays.	To be determined, if and when required.
28	Provision of the Upper Heyford trail	Ongoing as part of build out	Payment schedule already agreed as part of S106 Agreement	-
29	Admin & legal costs of delivering off-site walking & cycling routes	Within 6 months of grant of planning permission of 1075 application	Payment schedule already agreed as part of S106 Agreement	-

## 6 Targets

### 6.1 Targets

6.1.1 Setting targets is an essential part of a Travel Plan. The target modal shift away from single-car occupancy trips is determined through the measures detailed in **Section 5** along with the Action Plan, by establishing what modal shift each measure is likely to achieve. The resulting target mode share provides a benchmark against which monitoring will take place to assess whether or not the Travel Plan has been successful and where, if necessary, improvements / amendments could be made.

6.1.2 The following were considered when making estimates about modal shift:

- The size of the airfield site;
- The demographic of the existing and future residents;
- The rural surroundings;
- The accessibility of the site by modes other than the car, and the proposed measures that will be implemented to improve this; and
- The fact that residential travel plan targets are harder to enforce than commercial travel plan targets as there is less control over residents' choices.

6.1.3 For the purposes of setting a target modal split, the PM baseline mode split (as set out in **Table 3.5**) has been taken as a starting point. This baseline has been chosen since these presented a higher level of single occupant car trips, and therefore a robust starting position.

6.1.4 The exercise to establish modal shift results in the target modal split shown in **Table 6.1**. The provisional target modal shift away from single-car occupancy trips presented in this TP have been determined by establishing the level of modal shift each measure set out in **Section 5** is likely to achieve.

Table 6.1: Base and Target Modal Split

Mode	Base Modal Split	Target Modal Split	Percentage change
Car – Single Occupancy	32.4%	28.8%	-11.0%
Car Sharing	51.9%	52.6%	1.3%
Cycle	2.2%	2.4%	9.4%
Walk	9.4%	9.5%	1.7%
Public Transport	4.4%	6.8%	55.1%
Total	100%	100%	-

6.1.5 As shown in **Table 6.1** the target modal split represents a -11% percentage change away from single car occupancy. There is a corresponding percentage increase in all other modes. The largest target percentage change is anticipated for public transport due to the marked improvement in bus service connectivity. This reflects the change in demand estimated in the public transport strategy set out within the Transport Assessment.

6.1.6 As set out in the Action Plan at **Section 5**, and the monitoring strategy set out in **Section 8**, initial surveys will be undertaken within 3 months of the occupation of 1000<sup>th</sup> dwelling. The survey results will determine the actual baseline mode split; the target mode split will then be revised accordingly.

## 7 Management, Funding and Co-ordination

### 7.1 Introduction

- 7.1.1 A Travel Plan must be seen as a 'living document' that should be updated and amended to ensure the most up to date information is included. It is therefore essential that the on-going management arrangements are agreed in advance, and the commitment to the plan by all the relevant parties is set out in the planning obligation.
- 7.1.2 Furthermore, OCC's '*Transport for New Developments – Transport Assessments and Travel Plans*' guidance states that the Travel Plan Co-ordinator is responsible for driving every aspect of the Travel Plan forward. It further states that "*this includes implementing measures and initiatives, marketing activities, maintaining enthusiasm for the plan, monitoring and evaluating performance, assessing whether targets have been met and regularly updating the Travel Plan to reflect any changes. They are also responsible for liaising with external parties such as public transport operators and OCC*".
- 7.1.3 This section of the Travel Plan details how the Travel Plan will be managed and marketed to ensure that those involved are given the benefits of sustainable transport.

### 7.2 Travel Plan Co-ordinator Role

- 7.2.1 The Good Practice Guidelines states that for large-scale developments the Travel Plan Co-ordinator has a critical role in ensuring that the Travel Plan is implemented, managed, monitored and reviewed over time. Therefore, in order to ensure the success of the efforts towards encouraging sustainable transport use, a Site Travel Plan Co-ordinator has been appointed and will be funded by Dorchester Group for the duration of the Travel Plan which will be 14 years, unless the targets are not met in which case this period may be extended for an agreed time.
- 7.2.2 The Travel Plan Co-ordinator will be located in the Travel Information Centre on a part-time basis (1 day a week working on residential and commercial Travel Plan issues) for the life span of the Travel Plan and will provide support and travel information on request. The Travel Plan Co-ordinator for Heyford Park will be Alex Mortimore, who is currently based in building 52 north of Camp Road. His contact details will be submitted to OCC.
- 7.2.3 With the above in mind, the Travel Plan Co-ordinator's responsibilities will include the following:
- Preparation of the transport information for the Travel Information Packs;
  - Ensuring all sustainable transport infrastructure is in place and operational;
  - Ensuring all measures and initiatives within the travel plan are implemented;
  - Setting up and promoting Bicycle User Group;
  - Setting up bicycle repair and servicing sessions as required;
  - Promoting and helping to organise adult cycle training as required;
  - Setting up and maintaining a resident's car sharing database and promoting it;
  - Represent the 'human face' of the Travel Plan, explaining the purpose and the opportunities on offer;

- Manage the Travel Plan budget;
- Marketing and promotion;
- Liaison with key stakeholders such as public transport operators and OCC;
- Review and monitor travel plan delivery against targets, via surveys and traffic counts;
- Implement a mitigation strategy if necessary; and
- Updating the travel plan where required and submit regular feedback to OCC.

### **7.3 Funding**

7.3.1 The measures outlined within this Travel Plan will be funded and implemented by the developer. The developer will therefore fund the following:

- On-site highway improvements, including walking and cycling facilities, funded and implemented by the Developer;
- Off-site highway works including walking and cycling facilities, funded by the Developer and implemented by the Local Highway Authority as per the Highway Agreement;
- Bus stop infrastructure, carried out by the Local Highway Authority for stops on Camp Road and by the Developer for stops within the site boundaries – this has been funded as part of the 1,075 application;
- Bus service provision, provided by OCC and funded by the Developer; and
- Travel Plan measures, including Travel Information Packs, Travel Information Centre, Bicycle User Groups and Information Communication Technology connections, will be approved by the local Highway Authority and funded by the Developer.

## 8 Monitoring and Review

### 8.1 Introduction

- 8.1.1 It is stated within the Good Practice Guidelines that Travel Plans are living documents that need to be updated regularly and implementing a Travel Plan involves “a *continuous process for improving, monitoring, reviewing and adjusting the measures in the plan to reflect changing circumstances.*” Monitoring the Travel Plan is essential in gauging the success of the measures adopted at meeting the targets set.

### 8.2 Monitoring and Reporting

- 8.2.1 A baseline survey will be conducted within 3 months of occupation of 1000<sup>th</sup> dwelling, with the provisional Mode Split at Section 4 and Targets set out in Section 6 refined thereafter if necessary. Surveys will re-occur in the same month as the baseline surveys every 2 years, using survey templates provided by the OCC Travel Choices Team. Given the scale of development and likely build-out times, it is proposed to monitor the site for a period of 14 years unless the targets are not met in which case this period may be extended for an agreed time. This Travel Plan will be updated to reflect travel patterns, mode split and the changes in build-out/occupation on the site.

- 8.2.2 The Monitoring Report will assess the level of trip generation against targets set out in this Travel Plan. This data will be gathered via individual residential surveys (per household) and fully-classified multi-modal traffic surveys at access points to pockets of residential development as they come forward. It is expected that the different residential areas would offer different traffic profiles depending on the demographics of people living there – therefore a selection of traffic surveys across several residential areas will be used to determine an average vehicular trip rate and modal split. The date and timings of the fully classified, multi modal surveys will be agreed between the Travel Plan Co-ordinator and OCC.

- 8.2.3 The first Monitoring Report will be prepared by the Travel Plan Co-ordinator and submitted to OCC, and this will continue for the duration of the monitoring regime. The monitoring reports are likely to include the following:

- **Introduction and Background.** This will provide information on the site to which the report relates and provide details of the site’s residents;
- **Results of the Surveys.** This will detail the results of the household and fully classified multi-modal surveys that have been undertaken and target levels, including identification of abnormal results;
- **Initiatives Undertaken.** This will provide details on the measures and initiatives undertaken over the year;
- **Problems and Issues.** This will highlight any problems encountered in implementing the Travel Plan and clarify any issues which remain unresolved and / or require additional attention;
- **Specific Measures from the Travel Plan.** This section will detail how all the Travel Plan measures have been implemented;
- **Travel Plan Amendments.** This section will propose changes to the Travel Plan where appropriate and provide justification for these changes, for agreement with OCC; and
- **Next Steps.** This will summarise the findings of the surveys and set out an implementation plan for the next monitoring period.

8.2.4 The Travel Plan Co-ordinator will also be responsible for preparing a summary of the Monitoring Report, including any changes being made to the Travel Plan.

### **8.3 Remedial Measures**

8.3.1 Through the proposed monitoring strategy, the Travel Plan Coordinator will be able to identify whether the Travel Plan modal split targets have been met. Should the traffic generation target be exceeded then remedial measures are proposed.

8.3.2 To allow for one-off external influences to travel behaviour, which may for some reason cause more traffic than normal (e.g. bus services not running, road accidents, road closures etc.) the household survey results and multi-modal count data will be analysed and any abnormal results / causes identified by the Travel Plan Coordinator and agreed with OCC.

8.3.3 It is suggested that the remedial measures are triggered if the target car driver trips are exceeded on 3 consecutive working days (excluding agreed 'abnormal' days).

8.3.4 In the event that the modal split targets within the Travel Plan are not met after a three-year period of the Travel Plan (including the above monitoring) the developer, through the Site-Wide Travel Plan Co-ordinator, will provide Personalised Travel Planning (PTP) for the site. The PTP will be undertaken by the Travel Plan Co-ordinator who will arrange to visit each household and business to provide one-to-one travel planning advice.

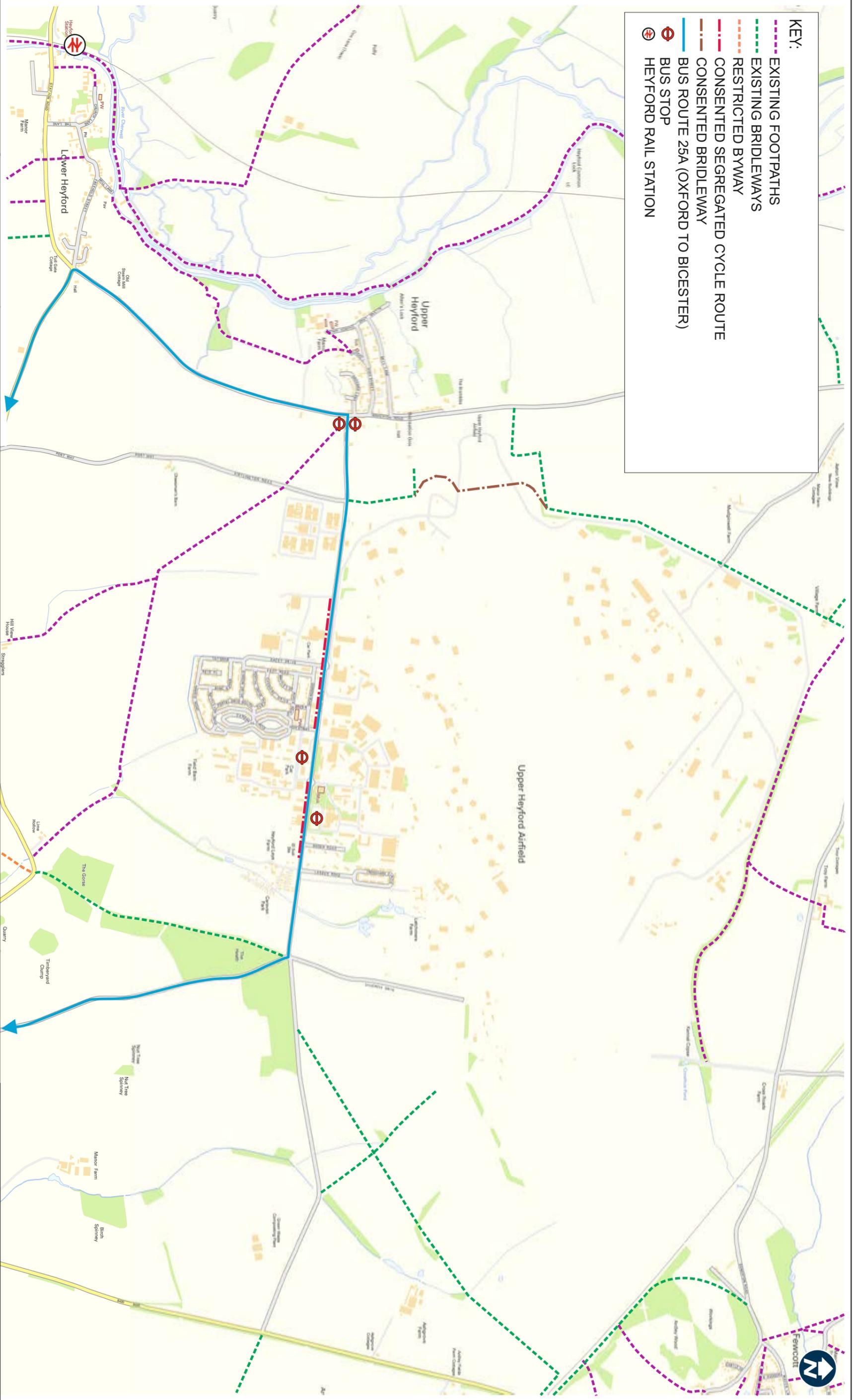


# Figures





- KEY:**
- - - EXISTING FOOTPATHS
  - - - EXISTING BRIDLEWAYS
  - - - RESTRICTED BYWAY
  - - - CONSENTED SEGREGATED CYCLE ROUTE
  - - - CONSENTED BRIDLEWAY
  - BUS ROUTE 25A (OXFORD TO BICESTER)
  - BUS STOP
  - HEYFORD RAIL STATION



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**HEYFORD PARK**

RESIDENTIAL TRAVEL PLAN

EXISTING AND CONSENTED PUBLIC TRANSPORT, WALKING AND CYCLING PROVISION



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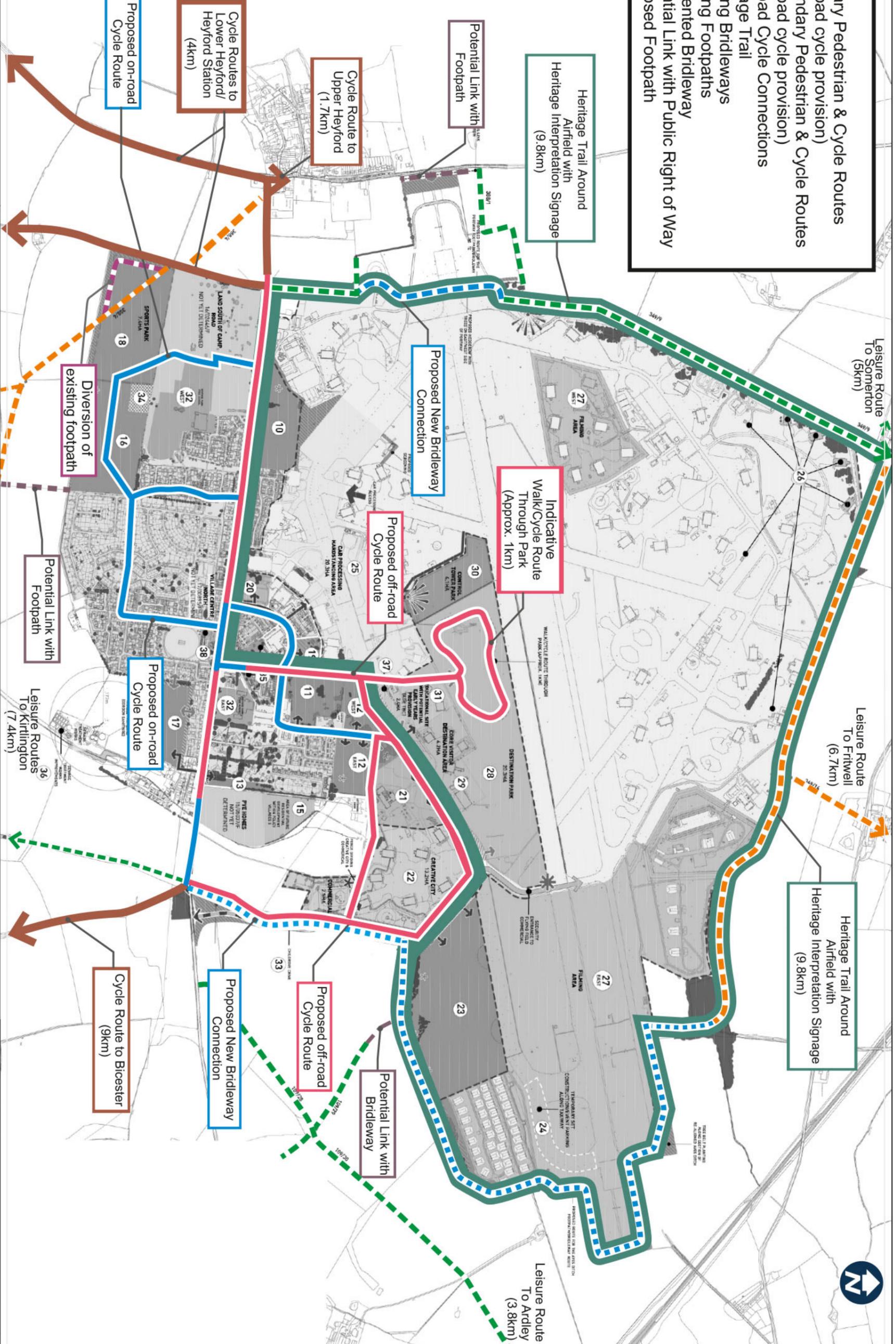
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Date	16.03.2018		
Scale	A3 - N.T.S		
Drawn by	AA		
Checked by	PR		
		Amendment to consented bridleway/cycle route	AA 10.04.18 PR

**FIGURE 2**

**A**

- Key:**
- Primary Pedestrian & Cycle Routes (off-road cycle provision)
  - Secondary Pedestrian & Cycle Routes (on-road cycle provision)
  - On-road Cycle Connections
  - Heritage Trail
  - - - Existing Bridleways
  - - - Existing Footpaths
  - - - Consented Bridleway
  - - - Potential Link with Public Right of Way
  - - - Proposed Footpath



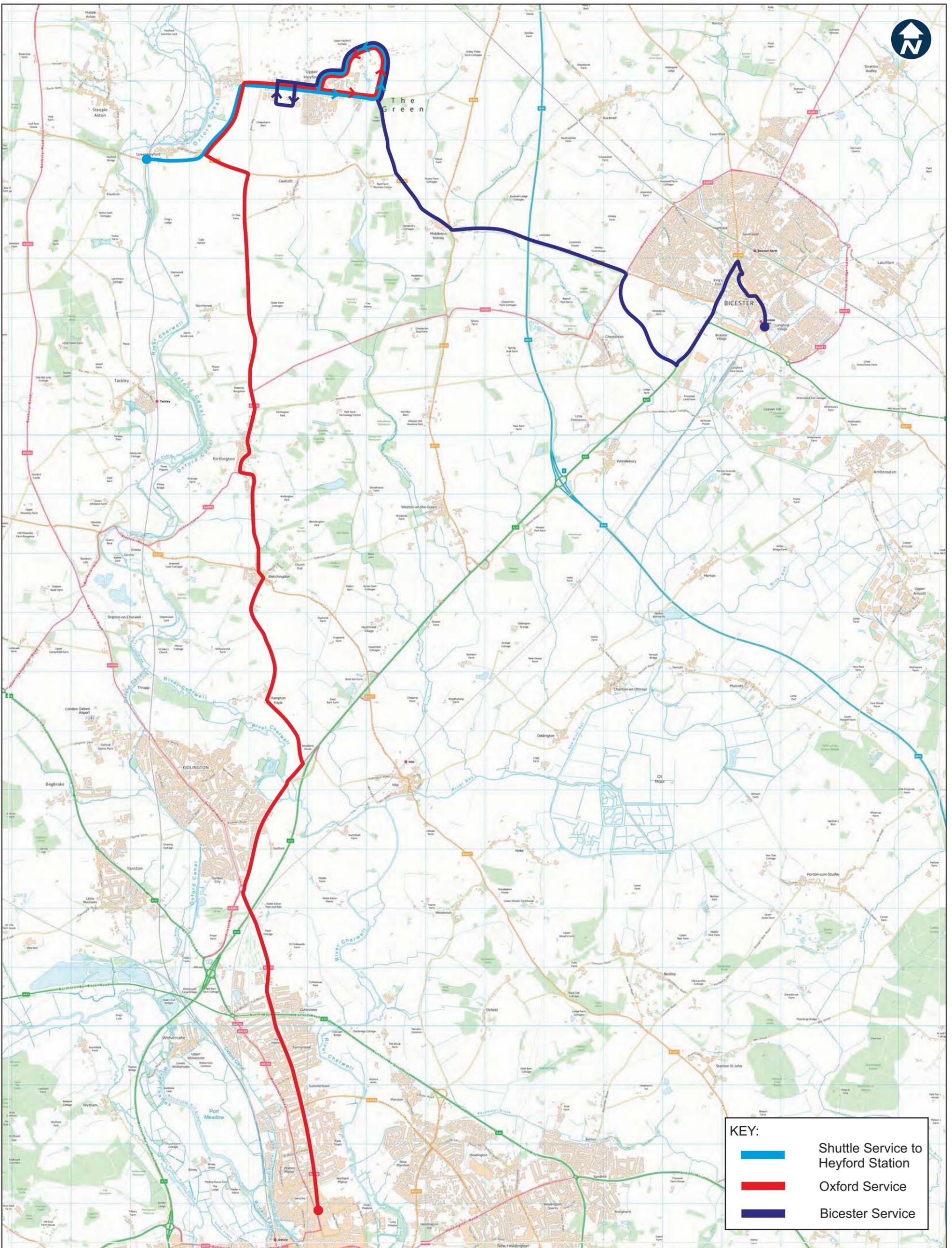
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**HEYFORD PARK**  
 RESIDENTIAL TRAVEL PLAN  
 WALKING AND CYCLING STRATEGY

Mark/ Revision	Date	Drawn by	Checked by
B	16.03.2018	AA	AE
Change to proposed off-road cycle route		NTS	
		AA	
		AA	
		AA	



KEY:	
	Shuttle Service to Heyford Station
	Oxford Service
	Bicester Service

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**HEYFORD PARK**  
RESIDENTIAL TRAVEL PLAN

**BICESTER AND OXFORD PROPOSED BUS ROUTES**

Mark	Revision	Drawn	Date	Chkd
Date	216.03.2018	<b>FIGURE 4</b>		
Scale	N.T.S			
Drawn by	AA			
Checked by	PR			





## Appendix A Policy Review

### National Planning and Transport Policy

#### National Planning Policy Framework

The National Planning Policy Framework (NPPF, Department for Communities and Local Government, 2012) 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.

The NPPF sets out the Government's commitment to ensuring that the planning system does everything it can to support sustainable economic growth. A positive planning system is essential because, without growth, a sustainable future cannot be achieved. Planning must operate to encourage growth and not act as an impediment. Therefore, significant weight should be placed on the need to support economic growth through the planning system.

The NPPF sets out 12 Core Planning Principles at paragraph 17. With regards to the principles that Authorities should consider in reviewing Travel Plans (rather than those which specifically relate to plan making), these state that planning should:

- 4. "Always seek to secure high quality design and a good standard of amenity for all existing and future occupants of land and buildings
- 6. "Support the transition to a low carbon future in a changing climate..."
- 7. "Contribute to conserving and enhancing the natural environment..."
- 11. "Actively manage patterns of growth to make the fullest possible use of public transport, walking and cycling, and focus significant development in locations which are or can be made sustainable".
- 12. "Take account of and support local strategies to improve health, social and cultural wellbeing for all, and deliver sufficient community and cultural facilities and services to meet local needs.

The NPPF recognises the importance transport policies have in facilitating development but also in contributing to wider sustainability and health objectives. The Framework identifies at paragraph 32, that all developments that generate significant amounts of movement should be supported by a Transport Statement or Transport Assessment. Plans and decisions should take account of whether:

- "The opportunities for sustainable transport modes have been taken up depending on the nature and location of the site, to reduce the need for major transport infrastructure;
- Safe and suitable access to the site can be achieved for all people; and
- Improvements can be undertaken within the transport network that cost effectively limit the significant impacts of the development. Development should only be prevented or refused on transport grounds where the residual cumulative impacts of development are severe".

NPPF paragraphs 34 to 36, identifies that Local Authority plans and decisions should ensure developments that generate significant movements are located where the need to travel will be minimised and the use of sustainable transport modes can be maximised. Plans should

protect and exploit opportunities for the use of sustainable transport modes for the movement of goods and people. Therefore, developments should be located and designed where practical to:

- Accommodate the efficient delivery of goods and supplies;
- Give priority to pedestrian and cycle movements, and have access to high quality public transport facilities;
- Create safe and secure layouts which minimise the conflicts between traffic and cyclists or pedestrians, avoiding street clutter and where appropriate establishing home zones;
- Incorporate facilities for charging plug-in and other ultra-low emission vehicles; and
- Consider the needs of people with disabilities by all modes of transport.

NPPF recognises that a key tool to facilitate this will be a Travel Plan such that all developments which generate significant amounts of movement should be required to provide a Travel Plan.

### Planning Practice Guidance

The Government has revised and updated much of the previous planning practice guidance (PPGs) with the aim of making it more accessible and to support the new NPPF.

As of 6<sup>th</sup> March 2014, the Department for Communities and Local Government (DCLG) launched the web-based Planning Practice Guidance (PPG) resource.

With particular relevance to this FTP, the guidance on “Travel plans, transport assessments and statements in decision-taking” has been reviewed.

This draft guidance note sets out a section dedicated to “why [are travel plans, transport assessment and statements important”, citing the following points:

- Encouraging sustainable travel;
- Lessening traffic generation and its detrimental impacts;
- Reducing carbon emissions and climate impacts;
- Creating accessible, connected, inclusive communities;
- Improving health outcomes and quality of life;
- Improving road safety; and
- Reducing the need for new development to increase existing road capacity or provide new roads.

The draft note specifies that it is linked directly to Paragraphs 17 (bullet point 11), 39 and 40 of the NPPF and explains that planning should actively manage patterns of growth in order to make the fullest possible use of public transport, walking and cycling, and focus significant development in locations which are, or can be made, sustainable.

Under the section “What key principles should be taken into account in preparing a Travel Plan, Transport Assessment or Statement?” the note states that Travel Plans, Transport Assessments and Statements should be:

- Proportionate to the size and scope of the proposed development to which they relate and build on existing information wherever possible;
- Established at the earliest practicable possible stage of a development proposal;
- Tailored to particular local circumstances (other locally-determined factors and information beyond those which are set out in this guidance may need to be considered in these studies provided there is robust evidence for doing so locally); and
- Brought forward through collaborative ongoing working between the local planning authority/ Transport Authority, transport operators, Rail Network Operators, Highways Agency where there may be implications for the strategic road network and other relevant bodies. Engaging communities and local businesses in Travel Plans, Transport Assessments and Statements can be beneficial in positively supporting higher levels of walking and cycling (which in turn can encourage greater social inclusion, community cohesion and healthier communities).

The draft note also sets out the ways in which these documents can be made to be as useful and accessible as possible – by ensuring that any information or assumptions should be set out clearly and be publicly accessible.

Under the section “When is a Travel Plan Required?” the note lists considerations that Local Authorities should take when deciding whether a Travel Plan is required for a given site. The following considerations are of relevance to the Airfield site:

- The scale of the proposed development and its potential for additional trip generation;
- Existing intensity of transport use and the availability of public transport;
- Impact on other priorities/ strategies (such as promoting walking and cycling);
- The cumulative impacts of multiple developments within a particular area;
- Whether there are particular types of impacts around which to focus the Travel Plan (e.g. minimising traffic generated at peak times); and
- Relevant national policies, including the decision to abolish maximum parking standards for both residential and non-residential development.

The guidance note also sets out how the need for a Travel Plan should be scoped, along with a list of information that should be included in a Travel Plan. Where applicable, the Filton Airfield FTP adheres to these criteria.

### **DfT Circular 02/13: The Strategic Road Network and the Delivery of Sustainable Development’**

This document sets out the way in which the Highways Agency will engage with communities and the development industry to deliver sustainable development whilst safeguarding the primary function and purpose of the strategic road network. With regards to Travel Plans, the Circular states in Sections 4.4:

“Traffic impact of significant development should be managed by seeking to minimise trip generation. The preparation and implementation of a robust travel plan that promotes use of sustainable transport modes such as walking, cycling and public transport is an effective means of achieving this.”

The Circular also requires that a Travel Plan be incorporated within a Transport Assessment which covers the assessment horizon of (normally) 10 years after the date of registration of a planning permission.

## Local Planning and Transport Policy

### Cherwell District Council Local Plan (2006 – 2031)

The Heyford Park site sits within Cherwell District Council and as such is subject to planning policy and guidelines set out in the Cherwell District Council Local Plan. The proposed new Local Plan was submitted to the Secretary of State or Communities and Local Government for formal Examination on 31<sup>st</sup> January 2014. The Local Plan, when adopted, will set out the long term spatial vision for the District and contain policies to help deliver that vision.

Underpinning the Local Plan is a vision and a spatial strategy for Cherwell District. The spatial strategy for how the District Council will manage the growth of the district can be summarised as:-

- Focusing the bulk of the proposed growth in and around Bicester and Banbury;
- Limiting growth in our rural areas and directing it towards larger and more sustainable villages
- Aiming to strictly control development in open countryside.

There are then fifteen strategic objectives and the policies which follow seek to meet these objectives.

The Heyford Park site is allocated within the proposed Local Plan; Section A.11 (Spatial Strategy for Cherwell District) states:

*“Away from the two towns, the major single location for growth will be at the former RAF Upper Heyford base which will deliver over 760 homes in accordance with its planning permission.”*

Policy PSD1 – “Presumption in Favour of Sustainable Development” states that the District Council will take a proactive approach to reflect the presumption in favour of sustainable developments contained within the NPPF. It also states that the Council will take into account whether:

- Any adverse impacts of granting permission would significantly and demonstrably outweigh the benefits, when assessed against the policies in the National Planning Policy Framework taken as a whole; or
- Specific policies in the Framework indicate that development should be restricted.

Policy Bicester 8 (page 124 of the proposed Local Plan) deals specifically with the permitted uses on the Heyford Park site, specifying the need to protect the heritage, ecology and biodiversity of the area.