2.2.5 Travel Plans









PDC UK 7 Ltd

Panattoni Poyle 80, Horton Road, Poyle

Travel Plan

May 2024







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PDC UK 7 Ltd

Panattoni Poyle 80, Horton Road, Poyle

Travel Plan

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Travel Plan



CONTENTS

| 1. 1.1 1.2 1.3 1.4 1.5 | Introduction Overview Application Context BREEAM Compliance Purpose of the Travel Plan Scope of the Travel Plan | 4 4 4 5 5 6 |
|----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| 2. 2.1 2.2 2.3 2.4 2.5 | Site Information Overview Proposed Development Access Strategy Cycle Parking Provision Car Parking Provision | 7 7 7 8 8 8 |
| 3. 3.1 3.2 3.3 3.4 3.5 | Sustainable Accessibility Overview Pedestrian and Cycle Accessibility Bus Accessibility Rail Accessibility BREEAM Accessibility Index | 10 10 10 14 15 |
| 4. 4.1 4.2 4.3 | Travel Plan Aims, Objectives and Benefits Overarching Aim Objectives Benefits | 17 17 17 17 |
| 5. 5.1 5.2 | Travel Plan Targets Overview Mode Share Targets | 19 19 19 |
| 6.6.16.26.3 | Travel Plan Strategy Overview Travel Plan Coordinator Communication and Marketing | 21 21 21 21 |
| 7. 7.1 7.2 7.3 | Monitoring and Review Overview Monitoring Review | 23 23 23 23 |
| 8. 8.1 8.2 8.3 8.4 | Sustainable Transport Measures Overview Promoting Walking Promoting Cycling Promoting Public Transport | 25 25 25 25 26 2 |

PDC UK 7 Ltd

Panattoni Poyle 80, Horton Road, Poyle Travel Plan transport planning 8.5 Car Sharing and Taxis 26 8.6 Car Parking 27 Action Plan 9. 28 Overview 9.1 28 9.2 Action Plan 28 **BREEAM Compliance Checklist** 10. 29 10.1 Introduction 29 10.2 **BREEAM Compliance Checklist** 29

APPENDICES

APPENDIX A Site Layout

APPENDIX B Slough Borough Council Cycle Network

APPENDIX C BREEAM Tra 01 Accessibility Index Calculation

Travel Plan



1. Introduction

1.1 Overview

- 1.1.1 This Travel Plan (TP) has been prepared on behalf of PDC UK 7 Ltd to support a detailed planning application for the development of a single warehousing unit located on a parcel of previously developed land at Horton Road, Poyle.
- 1.1.1 The development proposals comprise of the demolition of the existing structures of Valerie House and Jupiter House and seek to deliver a singular commercial building. The proposals seek for a flexible Use Class of general industrial and storage and distribution employment (B2 and B8), with associated service yards, car parking and landscaping. The proposed Gross Internal Area (GIA) of the unit will be 7,156m².

1.2 Application Context

- 1.2.1 The site benefits from extant planning permission under planning reference P/09811/001, granted in April 2022. The extant permission provides a clear legal fallback, it has established that an intensified employment use is acceptable and is an important part of the sites baseline in the consideration of this planning application, especially given the de minimis difference in the quantum of development.
- 1.2.2 The extant planning permission delivers 7,320 sqm GEA of commercial floorspace over six smaller units, compared to the proposed development which seeks consent for a single unit of 7,331 sq m (GEA) of commercial floorspace.
- 1.2.3 An updated planning application has been submitted in response to occupier demand for HQ and last mile distribution centres to the west of London, which are built to Grade A standards and high ESG credentials.
- 1.2.4 At present, based on market intelligence, there is a very limited supply of units between 50,000 100,000 sq ft and a greater supply of smaller units in the local market. Due to proximity to Heathrow Airport a number of potential occupiers have requirement's location critical to the immediate area and which currently cannot be satisfied due to the lack of supply.
- 1.2.5 This updated application submitted is in direct response to that need.
- 1.2.6 With specific reference to this report, the extant planning permission was also supported by a TP. This updated TP demonstrates that the scheme remains acceptable from a transport and highways perspective and would encourage sustainable travel to and from site.
- 1.2.7 The proposed site layout is provided in Appendix A.

Travel Plan



1.3 BREEAM Compliance

- 1.3.1 This TP along with the associated TS has been prepared to support the proposed development in achieving a BREAAM rating of 'Excellent', which is a rating of 70% or greater when judged against the BREEAM rating benchmark set out in Table 2.3 of the BREEAM Technical Manual Version 6, which was released in 2022.
- 1.3.2 BREEAM is the leading sustainability assessment and certification scheme for the built environment. BREEAM recognises and reflects the value in higher performing assets and aims to inspire and empower change by rewarding and motivating sustainability across the life cycle of master-planning projects, infrastructure and buildings.
- 1.3.3 In terms of transport, BREEAM "encourages provision of and improved access to local amenities and to sustainable means of transport, i.e. public transport, and other alternative transport solutions for building users. The aim is to reward locations and solutions that support reductions in car journeys and, therefore, congestion and CO₂ emissions over the life of the building."
- 1.3.4 BREEAM includes the following transport-related credits which are targeted for accreditation at the site:
 - Tra 01: Transport assessment and travel plan; and (2 credits)
 - Tra 02: Sustainable transport measures (10 credits).
- 1.3.5 The following is required to demonstrate compliance with Tra 02 to achieve credits towards the BREEAM Technical Manual Version 6 assessment:
 - 1. "Following a transport assessment (in accordance with the requirements set out in criteria 1), develop a site-specific travel plan that provides a long-term management strategy which encourages more sustainable travel. The travel plan includes measures to increase or improve more sustainable modes of transport and movement of people and goods during the building's operation.
 - 2. If the occupier is known, involve them in the development of the travel plan.
 - 3. Demonstrate that the travel plan will be implemented and supported by the building's management in operation.
 - 4. Identify the sustainable transport measures.
 - 5. Award credits according to the existing Accessible Index (AI) of the project, and the total number of points achieved for the options implemented".

1.4 Purpose of the Travel Plan

1.4.1 The objective and purpose of this TP is to reduce single-occupancy private car journeys in favour of more sustainable modes of travel through the introduction of a package of measures that will assist and encourage staff and visitors to travel by more sustainable modes of transport.

Travel Plan



1.5 Scope of the Travel Plan

- 1.5.1 This TP has been prepared with the following structure, reflecting current best practice and planning policy, as well as the nature of the development.
 - Section 2 describes the development proposals;
 - Section 3 details the sustainability credentials of the site in terms of sustainable travel infrastructure for pedestrians, cyclists, and public transport availability;
 - Section 4 out the TP's objectives and benefits;
 - Section 5 outlines the methodology for providing the TP targets to reduce single-occupancy vehicle (SOV) travel to and from the site;
 - Section 6 sets out the roles and responsibilities of the Travel Plan Coordinator (TPC);
 - Section 7 outlines how the TP will be monitored and reviewed;
 - Section 8 sets out the sustainable transport measures that will be implemented to help achieve the objectives and targets of the TP; and
 - Section 9 outlines the TP's Action Plan.
 - Section 10 sets out the BREEAM compliance checklist, demonstrating which criteria the proposed development meets.

Travel Plan



2. Site Information

2.1 Overview

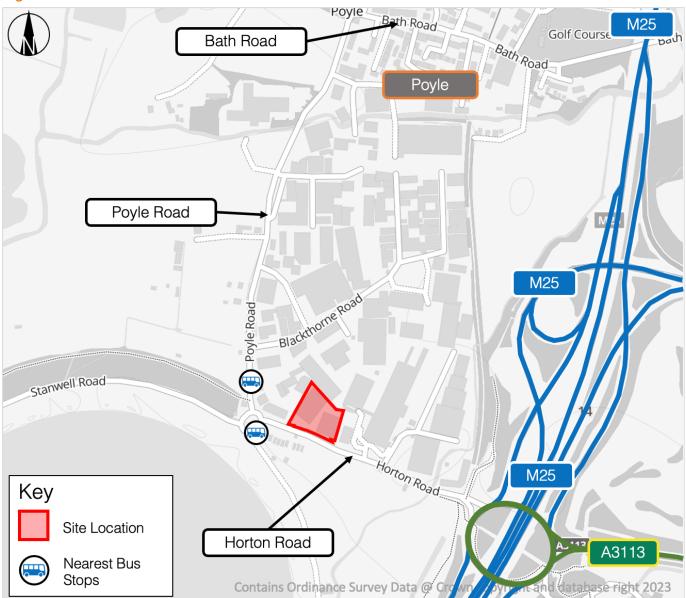
2.1.1 This chapter describes the development proposals including full details of the site access, parking and internal network.

2.2 Proposed Development

- 2.2.1 The proposed development is comprised of the demolition of the existing building, Valerie House and Jupiter House, and the development of a commercial building with flexible general industrial and storage and distribution employment floor space, with a total floor area of 7,156m² (GIA), with associated service yards, car parking and landscaping.
- 2.2.2 The location of the site is demonstrated on Figure 2.1, with the proposed layout provided at Appendix A.



Figure 2.1 Site Location



2.3 Access Strategy

- 2.3.1 The proposed development would provide two accesses along Horton Road, one for staff and visitor car parking only and the other for HGV access and further car parking.
- 2.3.2 A larger access will be located on the southeast corner of the site which will accommodate the sites HGV movements, and a car parking access is to be located to the centre of the site's southern boundary which is an adaptation of the existing access on site.

2.4 Cycle Parking Provision

2.4.1 Proposed cycle parking provision will be provided in-line with the minimum cycle parking standards as per SBC's Transport and Highways Guidance – Developers Guide Part 3. This is a minimum of 1 cycle space per 500m², equivalent of 14 cycle spaces.

Travel Plan



2.4.2 To further reinforce cycling as an attractive sustainable travel mode, 20 cycle spaces will be provided within a dedicated secure and weatherproof cycle store adjacent to the site accesses and building entrance.

2.5 Car Parking Provision

- 2.5.1 The development proposals will make provision for 59 car parking spaces, split between the two accesses with 31 car parking bays via the western access and 28 car parking bays to the east.
- 2.5.2 The proposed car parking provision is inclusive of 2 disabled parking bays, which is the equivalent of 3% of the total parking provision on site. This is a greater provision than the permitted application (Ref: P/09811/001) which included for a 2% provision.
- 2.5.3 The proposed car parking provision also includes for 8 active electric vehicle (EV) parking spaces located near to the pedestrian entrance of the unit, while all other parking bays will be passive EV parking spaces to facilitate future demand. Currently, there is no explicit EV guidance, therefore the site will provide a minimum of 1 EV parking space per 1000m² to align with "Land-Use Planning & Development Control: Planning for Air Quality" guidance which is recommended by the Local Transport Plan 3 Supplementary Strategy Document: Parking Strategy.

Travel Plan



3. Sustainable Accessibility

3.1 Overview

3.1.1 Travel behaviour can be affected by the extent of infrastructure in place to encourage the use of alternative modes of travel to the private car. The location of the application site is such that staff and visitors are provided with good opportunities to access the site via alternative modes of travel to the private car.

3.2 Pedestrian and Cycle Accessibility

- 3.2.1 Guidance from the Chartered Institution of Highways and Transportation's (CIHT) Document "Planning for Walking" (2015) has been used to inform this section, with Section 6.4 of the document stating the following regarding how far pedestrians are willing to walk to reach a destination. The document states that:
 - "Walking neighbourhoods are typically characterised as having a range of facilities within 10 minutes' walking distance (around 800 metres). However, the propensity to walk or cycle is not only influenced by distance but also the quality of the experience people may be willing to walk or cycle further where their surroundings are more attractive, safe and stimulating. Developers should consider the safety of the routes (adequacy of surveillance, sight lines and appropriate lighting) as well as landscaping factors (indigenous planting, habitat creation) in their design.
 - The power of a destination determines how far people will walk to get to it. For bus stops in residential areas, 400 metres has traditionally been regarded as a cut-off point and in town centres, 200 metres (DOENI, 2000). People will walk up to 800 metres to get to a railway station, which reflects the greater perceived quality or importance of rail services."
- 3.2.2 Appropriate walking distances depend on the location of the specific development; more remote locations will see people being prepared to walk further to their destination. Similarly, appropriate walking distances are also dependent upon the standard of existing pedestrian infrastructure provision, with further walking distances achievable in locations with extensive and high-quality pedestrian footways, crossings, and pedestrianised areas.
- 3.2.3 The site is well placed to benefit from a comprehensive local pedestrian footway network. As previously outlined, Horton Road benefits from a footway on the northern side of the carriageway, which provides a direct pedestrian connection to Poyle Road and the nearby bus stops. The Horton Road / Stanwell Road / Poyle Road roundabout also features a non-signalised pedestrian crossing with dropped kerbs and tactile paving on the northern connection with Poyle Road which enables pedestrians to access Stanwell Road, providing a route to Horton and Colnbrook. Alternatively, pedestrians can travel northbound on Poyle Road and reach Colnbrook via footways along Poyle Road and Bath Road.

Travel Plan



- 3.2.4 There are also a number of Public Rights of Way (PRoW) within the local area. The nearest PRoW is located east of the site on Horton Road, beginning shortly before Junction 14 with the M25 and provides a direct, separate connection for pedestrians and cyclists across the M25 and towards Heathrow Airport and Stanwell Moor.
- 3.2.5 A summary of the local amenities within a 30-minute walk of the site, including the journey purpose and approximate distance, are provided in Table 3.1.

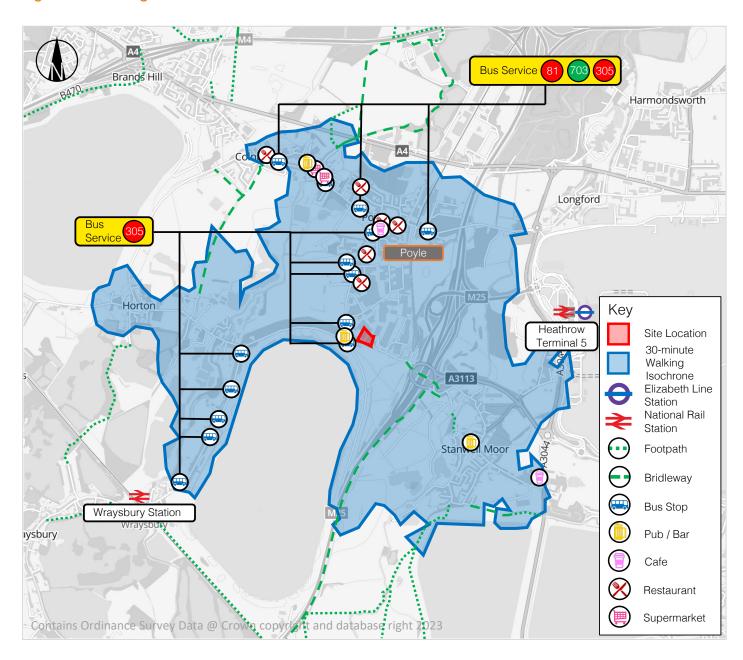
Table 3.1 Local Facilities and Amenities

| Facilities / Amenities | Journey Purpose | Distance | Time |
|----------------------------------|------------------|----------|------------|
| Golden Cross Pub | Pub / Restaurant | 180m | 3-minutes |
| Fastway Food Corner | Restaurant | 350m | 5-minutes |
| Subway | Restaurant | 700m | 9-minutes |
| Fat Boys Cafe | Cafe | 1.2km | 15-minutes |
| Bong Thai | Pub / Restaurant | 1.2km | 16-minutes |
| New Bettola | Restaurant | 1.4km | 18-minutes |
| Colnbrook Fish & Chips | Restaurant | 1.6km | 20-minutes |
| The Taj Mahal | Restaurant | 1.6km | 20-minutes |
| Premium Food & Wine | Supermarket | 1.8km | 22-minutes |
| Budgens | Supermarket | 1.9km | 24-minutes |
| Old George | Pub / Restaurant | 1.9km | 24-minutes |
| Rainbow Café | Cafe | 2.3km | 29-minutes |
| The Anchor | Pub / Restaurant | 1.6km | 20-minutes |
| Stanwell Moor Farm Shop and Cafe | Café | 2.3km | 28-minutes |

3.2.6 A plan demonstrating the site location in relation to a 30-minute walking isochrone, the local amenities, bus services and the nearby PRoWs is provided on Figure 3.1.



Figure 3.1 Walking Plan



- 3.2.7 As with pedestrian accessibility, the level of a site's cycle accessibility depends upon a combination of the distance from local amenities and the standard of existing cycling infrastructure. It should however be noted that cycle infrastructure can include facilities shared with vehicles and pedestrians as well as dedicated cycle infrastructure.
- 3.2.8 In respect to acceptable cycle distances, 'Local Transport Note 1/20: Cycling Infrastructure Design', published by DfT, states that many utility cycle trips are less than three miles (approximately five kilometres), but for commuter journeys over five miles (approximately eight kilometres) is not uncommon.

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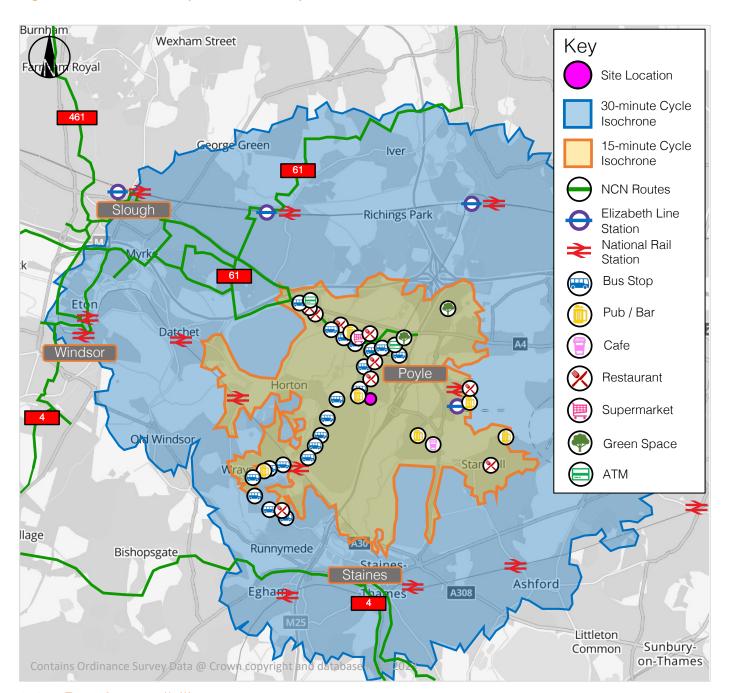
Travel Plan



- 3.2.9 The nearest National Cycle Network (NCN) route is route 61, which provides a mixed on and off-street cycle route. NCN route 61 is located north of the site, accessible on High Street approximately 2km from the site which equates approximately to a 7-minute cycle journey (taken via GoogleMaps). To reach NCN route 61, cyclists can travel westbound on Horton Road, then northbound on Poyle Road, then along Bath Road which becomes Park Street and connects with High Street via a three-armed mini-roundabout.
- 3.2.10 NCN route 61 provides westbound connections into Slough town centre, where it connects to alternative routes beyond Slough. To travel into Slough using route 61 takes approximately 30minutes (taken via GoogleMaps). Eastbound, route 61 borders the A4 Colnbrook Bypass where it terminates at the boundary of the London Borough of Hillingdon. The NCN route 61 then continues towards London.
- 3.2.11 SBC has its own cycle map on its website, which delineates all routes within the Borough's administrative boundary. This is provided in Appendix B.
- 3.2.12 A plan demonstrating the location of the site in relation to a 15-minute and 30-minute cycle isochrone, as well as the nearby NCN routes, rail stations and local amenities is demonstrated on Figure 3.2.



Figure 3.2 Pedestrian / Cycle Accessibility Plan



3.3 Bus Accessibility

3.3.1 The nearest bus stop in relation to the application site is the Golden Cross Roundabout stop, located approximately 100m west at the Horton Road / Stanwell Road / Poyle Road roundabout. The 5 and 305 service operates at the Golden Cross Roundabout. The route and frequency for the 5 and 305 service are provided in Table 3.2.

Travel Plan



Table 3.2 Bus Services and Frequencies

| Service Number | Route | Frequency (approx. every x minutes) | | |
|--------------------|--------------------------|-------------------------------------|----------------|----------------|
| Oct vide (Natriber | Houte | Weekday | Saturday | Sunday |
| 5 | Heathrow T5 to Cippenham | 2 buses per hour | 1 bus per hour | 1 bus per hour |
| 305 | Staines to Colnbrook | Twice Daily | n/a | n/a |

- 3.3.2 The location of the Golden Cross roundabout bus stop is demonstrated on Figure 3.1.
- 3.3.3 Additional services which are available on Bath Road, approximately 1.3km north, include the 81 and 703 Greenline.

3.4 Rail Accessibility

- 3.4.1 The Heathrow Terminal 5 station is located approximately 1.8km to the east of the site. Heathrow Terminal 5 station is serviced by the Elizabeth Line, the TfL Underground Piccadilly Line, and the National Rail Heathrow Express. The Elizabeth Line and the Heathrow Express provide a route directly to London Paddington Station, while the Piccadilly Line provides a route into central London and beyond to Cockfosters. It should be noted that Heathrow Terminal 5 station provides step-free access from the train to the street, from both the Elizabeth and Piccadilly Lines.
- 3.4.2 The services available at Heathrow T5 station in addition to the approximate frequency and journey times are summarised in Table 3.3.

Table 3.3 Summary of Rail Services at Heathrow T5 Train Station

| Destination | Approx. Frequency | Approx. Journey Time |
|---------------------------------|-------------------|----------------------|
| Cockfosters Underground Station | Every 10 minutes | 90 minutes |
| Abbey Wood Station | Every 30 minutes | 60 minutes |
| London Paddington | Every 15 minutes | 20 minutes |

3.4.3 Additionally, Wraysbury train station is located approximately 2.3km south-west of the site. Wraysbury Station is serviced by Southwestern Railway and allows for 8 CCTV monitored cycle storage spaces. Wraysbury Station provides direct connections to Windsor & Eton Riverside and London Waterloo.

Travel Plan



3.5 BREEAM Accessibility Index

- 3.5.1 The aim of calculating an Accessibility Index (AI) of the existing public transport services available is to recognise and encourage development in proximity of good public transport networks, thereby helping to reduce transport-related pollution and congestion. The development is seeking to obtain a BREEAM score of 'Excellent', which is 70% or greater.
- 3.5.2 In order to demonstrate compliance with Tra 02 to achieve credits towards the BREEAM Technical Manual Version 6 assessment the AI of the site has been determined by entering the following information into the BREEAM Tra 01 calculator:
 - Distance between site to each compliant public transport node;
 - The type of public transport; and
 - The average frequency per hour of each public transport service.
- 3.5.3 A compliant node is defined as any bus stop within 650m or train station within 1km of the site.
- 3.5.4 Based on the above criteria, the site achieves an Al of 1.64. The Al calculations are provided in Appendix C.



4. Travel Plan Aims, Objectives and Benefits

4.1 Overarching Aim

4.1.1 The overarching aim of this TP is to put in place the management tools to enable employees to make informed decisions about their transport options when travelling to and from the site, which at the same time minimises the adverse impacts of travel on the environment. This is achieved by setting out a strategy for eliminating barriers that keep employees from making use of sustainable modes.

4.2 Objectives

- 4.2.1 The main objective of the TP is to achieve a reduction in reliance upon SOV travel, where practically possible, to achieve fewer trips to and from the development than would otherwise be the case, in favour of sustainable modes.
- 4.2.2 The transport principles for the site reflect sustainable objectives which can be summarised under the following headings:
 - Reduce reliance on forms of travel that have the highest environmental impact.
 - Increase awareness of the advantages (including environmental and social advantages) and availability of sustainable modes of transport over the car.
 - Introduce a package of physical and management measures that will facilitate travel by sustainable modes.
 - Individual occupiers working together to promote sustainable and active travel to the site for all staff members working on the site.
 - Promote sustainable transport choices for employees and visitors travelling to and from the site.
 - For those that do drive, encouraging the use of EVs through the provision and ongoing monitoring of charging points.
- 4.2.3 It is intended that the objectives will be met by identifying and implementing initiatives that provide employees and visitors with a variety of travel choices and in doing so, reduce the need to travel by private car.
- 4.2.4 By meeting the objectives set out above, these will provide focus and direction to the overarching TP, leading to appropriate measures and targets being set.

4.3 Benefits

4.3.1 By meeting the objectives, the TP will bring about the following benefits:

Travel Plan



Employee Benefits

- Health benefits associated with walking and cycling, including reduced levels of stress and improved levels of overall well-being;
- The opportunity to save money by using alternative modes of travel compared to the private car; and
- Improved quality and reliability of staff journeys to and from work.

Occupier Benefits

- An improved compliance within the planning context;
- A demonstration of any environmental credentials;
- Incentives to recruiting and retaining staff; and
- A healthier and more productive workforce.

Wider Community Benefits

- Ongoing reductions in vehicular generated traffic on the local highway network;
- Increasing uptake on existing public transport modes;
- Health benefits associated with walking and cycling; and
- A contribution towards overall reduction in travel emissions.
- 4.3.2 It is intended that these objectives will be met by identifying and implementing initiatives, as detailed in Chapter 8, that provide staff and visitors with a variety of travel choices and reduce the need to travel by private car.
- 4.3.3 By successfully implementing the objectives set out above, the site and the future occupier will fulfil its desire to achieve consistency with National and Local planning policy and facilitates accessibility by all available modes of travel to the site.

Travel Plan



5. Travel Plan Targets

5.1 Overview

5.1.1 A key aim of the TP is to increase awareness of more sustainable travel options and to encourage their use, with the objective of reducing demand for private car-based travel. The monitoring and review programmes put in place will enable the progress of the TP to be checked and assessed in the context of specific targets.

5.2 Mode Share Targets

- 5.2.1 Targets are the measurable goals by which progress will be assessed. This TP sets out targets that the occupier will seek to achieve within the individual monitoring periods. There is merit in all targets being SMART; that is Specific, Measurable, Achievable, Realistic and Time related.
- 5.2.2 It is not until the initial travel questionnaire surveys have been completed, reviewed, and analysed, that specific targets can be identified which will form the baseline information of future assessments of the success of the TP. Once the initial travel questionnaire surveys have been undertaken, the TP will be revised to contain finalised targets against which the success of the TP can be judged.
- 5.2.3 For the purpose of this TP, indicative baseline mode shares have been based on the 2011 Census dataset 'Location of Usual Residence and Place of Work by Method of Travel to Work' for the Colnbrook with Poyle Ward. The targets propose a 10% mode shift from single-occupancy car driver trips to sustainable modes from the baseline over a 5-year period. Indicative targets are shown in Table 5.1.
- 5.2.4 The monitoring programme will begin with the initial baseline staff travel questionnaire survey undertaken within 3 months occupation of the site. Surveys will then take place on an biennial basis, in Year 1, then Year 3 and Year 5 to monitor progress towards the interim and final targets of the overall TP. A minimum response rate of 25% is required for each of the staff travel surveys.

Travel Plan



Table 5.1 Mode Share Targets

| Target | Baseline Mode Share | Target Mode Share (Year 3) | Target Mode Share (Year 5) |
|--------------------------------------------------------------------------------------|------------------------|-------------------------------|-------------------------------|
| To achieve fewer single occupancy vehicle trips to and from the site | 75% | - 5% | - 10% |
| To promote and encourage car sharing as an alternative to SOV travel | 3% | + 1% | + 3% |
| To promote and encourage the use of public transport as an alternative to SOV travel | 18% | + 1% | + 2% |
| To promote and encourage walking as an alternative to SOV travel | 1% | + 2% | + 3% |
| To promote and encourage cycling as an alternative to SOV travel | 1% | + 1% | + 2% |



6. Travel Plan Strategy

6.1 Overview

6.1.1 A Travel Plan Coordinator (TPC) will be appointed upon occupation of the unit. The TPC will be responsible for overseeing the management, development, implementation, monitoring and review of the TP on behalf of the occupier.

6.2 Travel Plan Coordinator

- 6.2.1 The TPC will be a part-time role, from a management company appointed by the developer. The TPC will be responsible for overseeing the management, development, implementation, monitoring and review of the TP. The responsibilities of the TPC will include:
 - Acting as a point of contact for staff;
 - Promoting the objectives and benefits of the TP;
 - Organising and coordinating the distribution of staff travel survey questionnaires to be undertaken on an biennial basis;
 - Monitoring the success of the targets and measures outlined in the TP;
 - Managing the implementation of the TP measures;
 - Reporting the results of the TP monitoring to the local authorities as required, and
 - Liaising with the appointed TPC of the occupier to discuss the travel plan strategy in line with the principles of the TP.
- 6.2.2 It will be the responsibility of the occupier to appoint their TPC.
- 6.2.3 The TPC will assign an appropriate level of input to the ongoing management of the TP to ensure that obligations for monitoring and review are fully met.

6.3 Communication and Marketing

- 6.3.1 The TPC will need to ensure that the principles and initiatives within the TP are fully understood and will act as the first point of contact for any TP related issues or queries. The TPC will also ensure that employees are given the opportunity to feedback on the success or otherwise of schemes implemented within the TP.
- 6.3.2 Staff will be made aware of the TP upon commencement of their employment. The following methods could be used as a means of communicating information to staff as well as promoting events / campaigns.
 - Staff noticeboards (updated quarterly); and,

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Panattoni Poyle 80, Horton Road, Poyle

Travel Plan



- Staff Travel Information Pack (supplied on first day of employment).
- 6.3.3 The TPC will be responsible for the delivery of the Travel Information Pack (TIP), which is to be supplied to SBC prior to the initial commencement of the site's operations. This will allow time for comment prior to the site opening and becoming occupied. The information pack is to include information on cycling and walking, public transport services available, the location of bus stops, rail information as well as a list of useful public transport and journey planning websites.



7. Monitoring and Review

7.1 Overview

7.1.1 A programme of monitoring and review will be implemented to generate information for which the success of the TP can be evaluated. Monitoring and review will be the responsibility of the TPC and will need to be both a progressive and a staged process.

7.2 Monitoring

- 7.2.1 To determine the success of the TP in achieving the desired aims, a defined regular programme of monitoring will be required. The objective of the monitoring process is to regularly assess staffs' travel patterns, and identify when / if the plan, or elements of the TP strategy are not working and may need to be changed.
- 7.2.2 To monitor the progress of the TP, the TPC will distribute travel survey questionnaires to all employees, which will seek to identify current travel patterns and perceived barriers to using sustainable modes of transport.
- 7.2.3 The questionnaire surveys will be undertaken in a neutral month and carried out within 3 months of occupation to establish baseline travel patterns and travel habits. This baseline travel information would be provided to SBC within 3 months of completing the survey.
- 7.2.4 The modal split captured through the baseline questionnaire surveys will be used for monitoring purposes, whereby the results of future travel surveys will be compared with the results of the initial survey.
- 7.2.5 Following the initial travel questionnaire survey, the surveys will be repeated at the 3rd and 5th year anniversaries enabling a mode shift to be identified, as well as monitoring which of the TP measures are most effective in influencing travel behaviours to the site. The reissuing of the travel questionnaire surveys will also offer the opportunity to gather new information about wider attitudes to travel.
- 7.2.6 Monitoring the utilisation and demand for cycle parking and EV charging points would also be useful to judge whether the implementation or proportion of certain measures would benefit from modification.

7.3 Review

- 7.3.1 The TPC would provide a summary report from the travel surveys to SBC within 3 months of the date of the survey. The review report will include the following:
 - The results of the staff travel survey questionnaire;

Travel Plan



- Analysis of the results from data collection exercises in terms of performance against targets set;
- Details of the measures implemented and any suggested changes to targets and measures as a result of the survey data; and
- Direct feedback from staff.



8. Sustainable Transport Measures

8.1 Overview

8.1.1 This section of the TP outlines the specific physical and management measures to be implemented. The implementation of the listed measures, which include awareness initiatives and infrastructure provision, is the core of the TP. However, the list is not exhaustive and the TPC is free to investigate other potential initiatives.

8.2 Promoting Walking

- 8.2.1 The benefits of walking will be promoted to all employees, albeit recognising that walking is not always an attractive option for example staff travelling to or from work during the night-time (for early or late shifts) or during the winter months when daylight hours are limited.
- 8.2.2 The following measures are proposed in order to promote walking to and from the site:
 - The TPC will provide staff and visitors with information and maps about local walking routes to the site;
 - The TPC will raise awareness of the health, economic and environmental benefits of walking;
 - The TPC will encourage participation in 'Walk to Work Week' and / or other relevant events to encourage walking;

8.3 Promoting Cycling

- 8.3.1 The benefits of cycling as an alternative mode will be promoted to all staff, albeit recognising that cycling is only a realistic option for those living within a suitable cycle distance from the site. The merits of cycling to work can be actively promoted to those employees living within 5km of the site on this basis. It is also recognised that cycling is not always an attractive option for example during winter months or in darkness.
- 8.3.2 The following measures are proposed in order to promote cycling to and from the site:
 - Secure, sheltered and well-lit cycle parking in line with SBC standards will be provided on site for staff and will be accessibly located within the site for visitors;
 - The cycle spaces will be provided within a dedicated secure and weatherproof cycle store adjacent to the site accesses and building entrance;
 - A provision of cyclist facilities which include cyclist changing spaces and lockers;
 - Once the site is in operation, the TPC will investigate the demand for implementing a cycleto-work scheme which enables staff to take a loan from the company to purchase a bicycle.
 This would be a salary-sacrifice scheme, utilising the employees' salary before tax to distribute the payment of the bicycle over time;

Travel Plan



- The TPC will raise awareness of the health and wellbeing benefits of cycling;
- Promotional events will be organised and encouraged by the TPC, including National events such as 'Bike Week' or 'Cycle to Work Day' and site-wide events of a similar nature and purpose. These will be promoted via promotional material displayed throughout the site and provided on staff travel information packs;
- All staff will be provided with any available cycle-oriented travel information such as maps of local cycle routes;
- The TPC will be required to locate local cycle shops and where possible negotiate discounts on cycles and cycle equipment for staff of the development; and
- Promotion of websites such as Better by Bike: https://betterbybike.info/.

8.4 Promoting Public Transport

- 8.4.1 The publicity, marketing and promotion of the public transport services will inform staff as to the benefits of travelling by bus and rail. Bus and rail timetable information and the locations of the nearby bus stops and stations will be distributed to staff. Journey Planner websites and applications (apps) and enquiry phone numbers will also be promoted though all relevant means.
- 8.4.2 The TPC will investigate the demand for the occupier to offer season ticket loans for bus and train tickets. This will enable employees to spread the payment over a period of months and provides the benefit of making a cost saving associated with purchasing a season ticket as opposed to the cost implications of a daily ticket purchase.
- 8.4.3 The TPC will ensure that information distributed to employees remains up to date and that staff are informed of any changes to timetables, fares etc.
- 8.4.4 Lighting will be provided throughout the proposed development site, in addition to pedestrian footways to ensure that pedestrians are provided with convenient access and sufficient natural surveillance to feel safe at all times. Existing street lighting extends along Horton Road either side of the site access, and lighting will be provided at cycle storage areas.

8.5 Car Sharing and Taxis

- 8.5.1 Car sharing is an effective method of reducing congestion and car parking stress. Encouraging the uptake of car sharing provides the opportunity to reduce the number of cars on the road and therefore reduce the impact of car travel on the environment.
- 8.5.2 Information on the benefits of car sharing will be promoted to staff, including information about car share schemes e.g. Lift Share, as well as the potential cost savings associated with car sharing. Website address details will be provided so that individuals will be able to register their details and contact others who share the same journeys, thereby reducing the number of SOV journeys.

Travel Plan



- 8.5.3 The TPC will also investigate the demand to initiate an internal car sharing scheme to help reduce the number of vehicles travelling to the site. A printed statement will be mounted in staff rooms to increase staff awareness of the opportunity to save on fuel and for staff interested in car sharing, with their contact details to be available from the TPC.
- 8.5.4 Taxis can be a vital alternative method of travel for staff and visitors at times when other modes of public transport may be unavailable or inconvenient. Therefore, the contact details of local taxi companies will be made available on-site. The proposed car parking area fronting Horton Road provides suitable space for staff members working at the site, as well as visitors to be dropped off or picked up by taxis.

8.6 Car Parking

- 8.6.1 As part of a shift towards a lower magnitude of emissions and the country's objective of net zero by 2050, measures will be undertaken to contribute to this goal including:
 - TPCs will keep an up-to-date record of employee vehicle registration details (and engine type) and will count parking occupancy as part of the annual monitoring, including utilisation of EV charging points.
 - 8 active EV parking spaces located near to the pedestrian entrance of the unit, while all other parking bays will be passive EV parking spaces to facilitate future demand.
 - Furthermore, a further 2 disabled bays will be provided as part of the development proposals.
- 8.6.2 The TPC will be responsible for reviewing and managing parking allocated to respective units and/or occupiers and to work with the site management. Furthermore, the demand for EV charging and disabled bays will be collated and monitored through the use of the staff travel survey, this will be used to assess how many extra parking spaces will need to be converted from passive to active.
- 8.6.3 Parking restrictions or charging for car parking is not applicable or appropriate for the occupier of this type of development to consider.



9. Action Plan

9.1 Overview

- 9.1.1 To achieve the aims and objectives of the TP, a clear framework of targets and milestones in the form of both short and long-term objectives will be set out in the Action Plan detailed below.
- 9.1.2 The Action Plan will be reviewed by the TPC prior to any review to check performance and identify the need for any corrective actions that may need to be put in place for the following period.

9.2 Action Plan

9.2.1 The Action Plan is outlined in Table 9.1 which sets out the measures included within the TP that directly influence travel patterns.

Table 9.1 Action Plan

| Measure | Timescale | Responsibility |
|-------------------------------------------------------------------------------------------------------|-----------------------------------------|----------------|
| Appoint TPC | Upon occupation of unit | Developer |
| Provision of sustainable travel information | Upon occupation and updated as required | TPC |
| Completion of baseline traffic surveys and issue to SBC | Within 3 months of occupation | TPC |
| General promotion of sustainable travel opportunities | Ongoing | TPC |
| Provision of information related to walking and cycling routes in the area | Ongoing | TPC |
| Provision of cycle parking facilities for the site | During construction | Developer |
| Provision of EV charging points for the site | During construction | Developer |
| Monitor usage of staff cycle parking and EV spaces | Ongoing | Occupier / TPC |
| Undertake staff travel questionnaire surveys | Biennial | Occupier / TPC |
| Review and issue the survey and monitoring findings for the preceding period to the local authorities | Within 3 months of survey | TPC |



10. BREEAM Compliance Checklist

10.1 Introduction

10.1.1 A checklist has been provided to indicate where and how each element's compliance with the Tra 01 and Tra 02 targets has been met.

10.2 BREEAM Compliance Checklist

10.2.1 A summary of the BREEAM compliance checklist regarding Tra 01 is provided in Table 10.1.

Table 10.1 BREEAM Compliance Checklist Tra 01

| | Criteria | Achieved | Comments |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|----------------------------------------------------------------------------------------------------------------|
| 1 | During the feasibility and design stages, develop a Travel Plan based on a site- specific travel assessment or statement. | Yes | Travel Plan prepared |
| 2 | The site-specific travel asse | essment and E | BREEAM framework travel plan covers as a minimum: |
| 2.a | Existing travel patterns and opinions of existing building or site users towards cycling and walking, identifying constraints and opportunities, if relevant | Yes | Existing Trip Generation is detailed in Chapter 5 of the associated Transport Statement . |
| 2.b | Travel patterns and transport impact of future building users | Yes | The transport impact is detailed in Chapter 5 of the associated Transport Statement . |
| 2.c | Current local environment for walkers and cyclists | Yes | Existing conditions for pedestrians and cyclists is detailed in Chapter 3 |
| 2.d | Reporting of the number and type of existing accessible amenities within 500m of the site | Yes | Details of local amenities of accessibility is detailed in Chapter 3 |
| 2.e | Disabled access (accounting for varying levels of disability and visual impairment) | Yes | Disabled access is detailed in Chapter 3 and 5 |
| 2.f | Calculation of the existing public transport Accessibility Index (AI) | Yes | Accessibility Index is summarised in Chapter 3 |
| 2.g | Current facilities for cyclists | Yes | Details of cycle routes detailed in Chapter 3 and details of proposed cycle facilities (measures) in Chapter 8 |
| 3 mode | The Travel Plan includes proposals to increase or improve sustainable modes of stransport.co.uk 09 May 2024 | Yes | Details of measures to be implemented are contained in Chapter 8 |





| | Criteria | Achieved | Comments |
|---|------------------------------------------------------------------------------------------------------------------------------------|----------|--------------------------------------------------------------|
| | transport and movement of people and goods during the building's operation and use | | |
| 4 | If the occupier is known, involve them in the development of the travel plan. | No | Individual occupiers are unknown at this stage |
| 5 | Demonstrate that the Travel Plan will be implemented post construction and be supported by the building's management in operation. | Yes | Required actions set out in and Action Plan within Chapter 9 |

- 10.2.2 Table 10.1 shows that all required criteria relating to Tra 01 have been reviewed. Therefore, there should be no reason why 2 credits should not be awarded for this element of the BREEAM assessment.
- 10.2.3 A summary of the BREEAM compliance checklist in relation to Tra 02 is provided in Table 10.2 below.
- 10.2.4 As the Al of the site is below 25 points achieved this equates to 1 credit achieved out of a maximum of 10 credits. The conversion from points achieved to credits is set out in Table 7.3 of the BREEAM Technical Manual Version 6.
- 10.2.5 The criteria for meeting Tra 02 require the sustainable transport measures set out within the BREEAM Technical Manual Version 6 document (Table 7.4) to be identified. Based on the Al calculated within Chapter 3 the credits achieved concerning Tra 02 are summarised in Table 10.2.

Table 10.2 Tra 02 Compliance Checklist & Points Met

| Assessment Option | Points Available | Assessment Met (Y/N) | Points Achieved |
|-------------------------------------------------------------------------------------------|------------------|----------------------|-----------------|
| 1 – AI > 8 | 1 | N | 0 |
| 2 – Negotiations with local bus, train or tram companies to increase service provision. | 2/3 | N | 0 |
| 3 – On-site information on Public Transport and transport infrastructure | 1 | Y | 1 |
| 4 – EV charging provision of 10% of total car parking capacity | 1 | Y | 1 |
| 5 – Raise awareness of the sharing scheme with marketing and communication material | 1 | Y | 1 |
| 6 – Consultation with LA | 2 | N | 0 |





| Assessment Option | Points Available | Assessment Met (Y/N) | Points Achieved |
|--------------------------------------------------------------------------------------------------------------------------------------|------------------|----------------------|-----------------|
| 7 – Install compliant cycle storage to meet the minimum levels set out in Table 7.5. (Industrial 1 space per 10 employees). | 1 | Y | 1 |
| 8 –If option 7 has been achieved, a point can be awarded to option 8 | 1 | Y | 1 |
| 9 – At least 3 existing amenities are accessible | 1 | N | 0 |
| 10 - One new amenity is provided | 2/3 | N | 0 |
| 11 – Implementation of one site specific measure (reviewed by BRE) | 1-3 | Y | 1 |
| | | Total Points | 6 |

- 10.2.6 Based on the credits achieved against the criteria set out in Table 7.3 and 7.4 of the BREEAM Technical Manual Version 6, it is concluded that 6 credits can be awarded for Tra02 of the BREEAM assessment.
- 10.2.7 As staff numbers are unknown at this stage, a point was instead given to option 7 based on providing cycle parking in line with the minimum cycle parking standards as per SBC's Transport and Highways Guidance Developer Guide Part 3. This is a minimum of 1 cycle space per 500m², equivalent to 14 spaces. The current development proposals include for 20 spaces.
- 10.2.8 It should be noted that due to the scale of the development proposals, option 2 (negotiation with local bus or train companies) and 6 (consultation with the local authority) was deemed not relevant to undertake, as the proposals are for the change of use from 6 smaller commercial units to single commercial one unit highlighted an overall net reduction of the overall trip generation from the existing use.
- 10.2.9 Overall, a total of 8 credits out of a possible 12 credits should be awarded based on the criteria set out in Table 7.3 and 7.4 of the BREEAM Technical Manual Version 6. This would equate to 67% of the total credits available. On this basis, the development would achieve the BREEAM score of "Very Good".



APPENDICES

Travel Plan



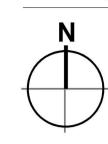
APPENDIX A

Site Layout



Site Layout Scale 1:500

Dimensions are in millimeters, unless stated otherwise.
Scaling of this drawing is not recommended.
It is the recipients responsibility to print this document to the correct scale.
All relevant drawings and specifications should be read in conjunction with this drawing.



| Total GIA | - | 77,030 ft ² | (7,156 m ²) |
|--------------------------|--------|------------------------|-------------------------|
| Total GEA | - | 78,908 ft ² | (7,331 m ²) |
| Site Area | (4) | 3.17 acres | 1.28 ha |
| Site Density GIA | - | | 55.82% |
| Site Density GEA | - | | 57.18% |
| Unit 100 | | | |
| Warehouse Area | _ | 67,941 ft ² | (6,312 m ² |
| Office Area (incl. GF of | ore) - | 9,089 ft ² | (844 m ² |
| Unit 100 GIA | - | 77,030 ft ² | (7,156 m ² |
| Unit 100 GEA | - | 78,908 ft ² | (7,331 m ² |

Planning Application Boundary

P4 Issued for Planning SW LK 11.04.23 rev amendments by ckd date Horton Road, Poyle

Coloured Site Plan

Information Container LOD:

LOD 350





Newark Beacon, Cafferata Way, Newark, Nottinghamshire NG24 2TN o, +44 (0)1636 653027 e, info@umcarchitects.com RIBA PoW Stage: Document Suitability:

SW / LK 23/03/2023 1:500 A1 Drawn / Checked: UMC Project Number: 22400 22400 - UMC - ZZZZ - SI - DR - A 0611

Travel Plan



APPENDIX B

Slough Borough Council Cycle Network

Cycle training and cycling to school

Each year Slough Borough Council applies to the Department for Transport for funding to run level one and two **Bikeability** training in schools. Any school can hold a Bikeability course, which is the new version of the old Cycling Proficiency test.

If you would like a course to be held at your school please contact

transportdevelopment @slough.gov.uk.

The courses are run by local qualified trainers, and will take approximately 8 hours to complete.

Bikeability courses are usually run for year 5 and 6 pupils. The number of spaces available is limited due to funding, but we aim to get as many children trained as possible.

You will need a bicycle and a helmet to take part in a Bikeability course.

Your bicycle must be roadworthy, including:

- good working front and rear brakes.
- well pumped up tyres punctures cannot be repaired, as time does not allow for this.
- freely rotating pedals.
- a frame with no cracks on the welded joints.
- a well oiled chain.
- a secure saddle and handle bars.

If a bike is not fit to be used due to a mechanical problem, you might not be able to take part in the course.

playground skills, which the rider will have to be proficient at before they are allowed on the roads for Level 2. The whole of Level 2 is based on the road.

Short cut to the hospital

Don't ride the blind spots

Level 1 Bikeability involves

If a course is not available through your school, your children are not yet in year 5, or you are an adult looking for training, you can book private lessons through the Bikeability website (www.bikeability .org.uk).

The council also work in partnership with Sustrans Bike It to encourage children to cycle to school. The Bike It officer works closely with three schools each academic year to run events, lessons, competitions and assemblies to promote cycling as a healthy and environmentally friendly way to travel to school.

Sustrans Bike It works intensively with schools by having an Officer coming in to hold practical sessions, depart knowledge and assist in running events.

The school will get a minimum of three terms of this intensive engagement, and then will be encouraged to start running the initiatives in a more independent way. For up to date information about your local area, visit the Sustrans website under the Bike It section.

Sustrans are a leading UK charity enabling people to travel by foot, bike or public transport for more of the journeys we make every day. They work with families, communities, policymakers and partner organisations so that people are able to choose healthier, cleaner and cheaper journeys, with better places and spaces to move through and live in.



Safety and security

- Make sure you can be seen. Bright or reflective clothes and accessories on you or your bike help drivers to see you in poor visibility;
- Use front and rear lights when cycling in the dark and in poor visibility. There are legal requirements for lighting and bicycle reflectors;
- Keep your bike in good working order - for example, ensure the brakes are functioning properly, and tyres are pumped up to the appropriate pressure and are not worn out;
- Cycle within your capabilities. Do not be too adventurous;

- If you are unsure or feel unsafe, find a safe place to dismount and walk;
- Always lock your bike when leaving it unattended. Invest in a good quality lock and try to lock it to something immovable;
- Do not cycle with heavy shopping bags on your handlebars as they can affect your balance and steering;
- Always use pedestrian crossings, they provide safer crossing points; and
- Beware of cyclists when crossing, just because you can't hear them approaching doesn't mean the road is clear.

Rules of the road

Bicycle users

- obey traffic signals:
- Do not cycle on pavements, unless signs or markings allow you to. Give clear signals when changing direction, so other road users understand what
- When large vehicles are turning left, give them plenty of room near side. Remember long before turning left; and

Pedestrians

- Where available, use designated
- Look out for children who are learning to cycle as they can swerve unexpectedly.
- Do not break speed limits and be prepared to slow down for cyclists if needed;
- such as drains and potholes;

When leaving your car, check

- Follow the Highway Code and
- you are doing;
- At junctions, make eye contact with other road users;
- and avoid passing them on their vehicles often move to the right
- Where available, 'advanced stop lines' at traffic signals give you space to pull away safely, in full view of traffic. They are particularly useful for positioning yourself for a rightturn.

crossing points; and

Motorists

- Allow at least one cars width clearance when overtaking cyclists. This allows them room to manoeuvre around hazards

- you are not opening your door in the path of passing cyclists;
- Do not stop on 'advanced stop lines' at traffic signals. These are designed to allow cyclists space to position themselves to pull away safely through the junction;
- Use dipped headlights when approaching cyclists at night;
- When turning left, be aware of cyclists travelling on the near side, especially in queuing traffic or when you have just overtaken them; and
- Allow cyclists extra clearance and longer stopping distances in wet weather as surfaces can be more slippery.

Sharing off-carriageway facilities

- Cyclists must give way to users. Alert other users to your presence;
- When walking or cycling on segregated paths (with one side pedestrians and the other for cyclists), stay on the correct side;
- When using off-road cycle paths, remember that you must still give way to road-users at side-roads; and
- traffic when leaving the path and rejoining the carriageway.

• Ensure you check properly for

Information

Slough Borough Council contacts

- Slough walking/cycling department; Transport Section, 01753 475111 www.slough.gov.uk/ Parking-travel-and-roads/ cycling.aspx
- Pothole reporting; Highways Section, 01753 477336 www.slough.gov.uk/parkingtravel-and-roads/report-ahighways-issue.aspx
- Adult cycle training; **Transport Section** 01753 475111

Bike shops

- Stows, 72 High Street, Slough, SL1 1EL 01753 520528 www.stows.co.uk
- Halfords, 380 Bath Road, Slough, SL1 6JA 01628 603312 www.halfords.com

Other useful websites

- www.bikeability.org.uk (cycle training)
- www.sustrans.org.uk/ what-we-do/national-cycle-(the National Cycle Network)
- www.bikeforall.net (general information on cycling)
- www.skyride.com (Skyride)

How to get involved

Slough Cycle Forum transportdevelopment@ slough.gov.uk

Local Access Forum localaccessforum@ slough.gov.uk

Please contact either of the email addresses above to be added to their mailing lists or for further information about meetings.

Sustainable travel

Slough Borough Council

Slough Borough Council works

provide an integrated cycle

network linking surrounding

School to encourage school

The council also works with local

schools to develop Safer Routes to

children to walk or cycle to school.

National Cycle Network

The 'NCN' offers more than 12,000

miles of walking and cycle routes

on traffic-free paths, quiet lanes

several sections of NCN in Slough

as well as links to neighbouring

towns such as Windsor (see map

overleaf).

and traffic-calmed roads. There are

towns and villages.

closely with adjoining boroughs to

- working for you

Encouraging Slough residents to switch to walking, cycling or public transport brings widespread benefits to people and the community. These include:

- Reducing congestion and improving the efficiency of the transport network, resulting in time-savings for everybody;
- Reducing pollution from petrol and diesel fumes, improving air quality, reducing asthma and related illnesses;
- Improving the health and fitness of cyclists and walkers, reducing the risk of heart disease, obesity and diabetes whilst lowering blood pressure:
- Cutting long-term healthcare costs, reducing sickness and ill health problems for local businesses; and
- Promoting access to leisure opportunities and quieter parts of Slough, improving people's quality of life.

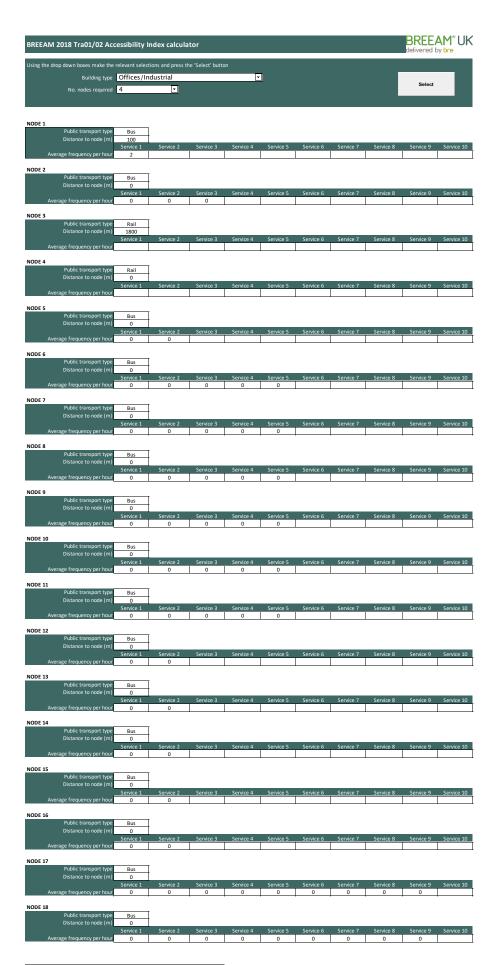


Travel Plan



APPENDIX C

BREEAM Tra 01 Accessibility Index Calculation





transport planning

keep up with mode:







