

BRACKNELL DATA CENTRE

Outline Travel Plan 20305B-RPS-XX-XX-RP-D-9730



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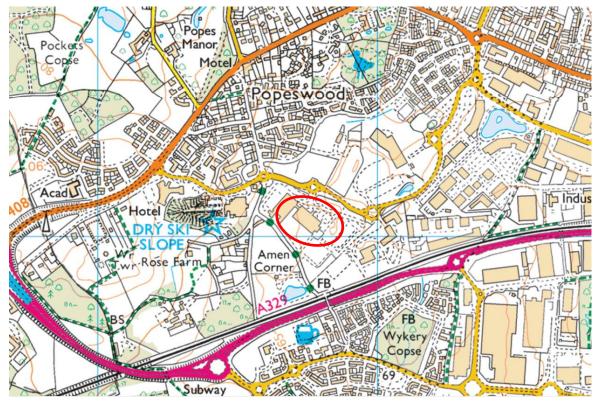
Appendix A Site Masterplan

1 INTRODUCTION

1.1 Purpose of the Report

- 1.1.1 This Outline Travel Plan (OTP) has been prepared to support a planning application for the development of Land at Cain Road, Bracknell.
- 1.1.2 The OTP is focussed on setting out principles and objectives and introducing key elements such as a Travel Plan Coordinator (TPC), thereby providing a framework on which to base the Full Travel Plan (FTP), post consent and prior to the opening of the data centre.
- 1.1.3 The application seeks full planning consent for a data centre building.
- 1.1.4 The Application Site is located on the western edge of Bracknell, within the Amen Corner Business Park. The Application Site is bounded by Cain Road to the north and Beehive Road to the west. To the north of the Application Site is a residential area, with industrial buildings located to the east, west and south. To the south west is an area of open land (the subject of a mixed-use allocation).
- 1.1.5 The Application Site lies within the administrative area of Bracknell Forest Council (BFC).

Figure 1: Site Location



- 1.1.6 This OTP relates to the operational use of the data centre. Up to 50 staff will work in shifts across a 24-hour period to provide 24/7 hour working on site. Shift patterns and estimated vehicle trip generation is set out in **Section 4** of this Travel Plan.
- 1.1.7 This OTP has been produced to be BREAAM compliant and incorporates the necessary elements to maximise the number of credits obtained.

1.2 Travel Plan Scope

- 1.2.1 A Travel Plan is a long-term management strategy for an organisation or site that seeks to deliver sustainable transport objectives through action and is articulated in a document that is reviewed regularly. A Travel Plan involves identifying an appropriate package of measures aimed at promoting sustainable travel, with an emphasis on reducing reliance on single occupancy car journeys. It can also assist in meeting a range of other objectives, as discussed elsewhere in this document.
- 1.2.2 Travel Plans assist in increasing accessibility whilst reducing congestion, local air pollution, greenhouse gases and noise. Importantly, a workplace Travel Plan can increase business efficiency and equality, which is why an increasing number of organisations are deciding to produce voluntary Travel Plans. A well-developed Travel Plan can mitigate adverse traffic impacts of a development and the Government recognises their importance in achieving improvements in transport conditions at the local level.
- 1.2.3 This OTP sets out the objectives and package of measures to promote and provide for the use of sustainable modes as an alternative to single occupancy car use. It has been produced in line with the Planning Policy Guidance (PPG) 'Travel Plans, Transport Assessments and Statements in Decision-Taking' (March 2014), and is structured as follows:
 - Section 2 Transport Policy and Guidance;
 - Section 3 Existing Transport Provision;
 - Section 4 Development Proposals;
 - Section 5 Travel Plan Strategy and Management;
 - Section 6 Marketing, Measures and Initiatives;
 - Section 7 Targets, Objectives and Monitoring; and
 - Section 8 Implementation and Action Plan.
- 1.2.4 This OTP is a document that clearly sets out the details of the initiatives, deliverables, targets and responsibilities of the Travel Plan. This OTP will be a recorded agreement between BFC and the Applicant to provide a commitment to deliver the travel planning measures and objectives.

2 TRANSPORT POLICY AND GUIDANCE

2.1 Context

- 2.1.1 The emergence of Travel Plans has been an important development in transport policy. They demonstrate that the environmental improvement sought from the transport sector can be achieved at a local level and can contribute towards easing congestion, especially during peak periods.
- 2.1.2 An OTP is a management tool that brings together a co-ordinated strategy and a package of initiatives to minimise the number and length of car trips generated by a development, while supporting more sustainable forms of travel and reducing the overall need to travel.
- 2.1.3 This OTP concentrates on sustainability issues and outlines a package of initiatives that are designed to encourage more efficient use of the private car and promote a choice of alternative travel modes. The policy context for the OTP is summarised below.

2.2 National Policy

National Planning Policy Framework (March 2019)

- 2.2.1 National policy in relation to the transport planning of developments is set out in the National Planning Policy Framework (NPPF). Section 9, 'Providing Sustainable Transport considering development proposals', states the following:
- 2.2.2 Paragraph 108 states that:

"In assessing sites that may be allocated for development in plans, or specific applications for development, it should be ensured that:

Appropriate opportunities to promote sustainable transport modes can be – or have been – taken up, given the type of development and its location;

Safe and suitable access to the site can be achieved for all users; and

Any significant impacts from the development on the transport network (in terms of capacity and congestion), or on highway safety, can be cost effectively mitigated to an acceptable degree."

2.2.3 Paragraph 109 states that:

"Development should only be prevented or refused on highway grounds if there would be an unacceptable impact on highway safety or residual cumulative impacts on the road network would be severe."

2.2.4 Paragraph 111 states that:

"All developments that will generate significant amounts of movement should be required to provide a travel plan, and the application should be supported by a transport statement of transport assessment so that the likely impacts of the proposal can be assessed."

Planning Practice Guidance (PPG) 'Travel Plans, Transport Assessments and Statements in Decision-Taking' (March 2014)

2.2.5 'Planning Practice Guidance - Travel Plans, Transport Assessments and Statements in Decision-Taking' provides a concise report on the use and importance of Transport Assessments / Statements and Travel Plans. With regard to whether to provide a Transport Assessment, Transport Statement or no assessment, the guidance states:

"Local planning authorities, developers, relevant transport authorities, and neighbourhood planning organisations should agree what evaluation is needed in each instance."

2.2.6 The guidance states that Transport Assessments / Statements and Travel Plans can positively contribute to:

"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."

- 2.2.7 The guidance states that Transport Assessments / Statements and Travel Plans should be proportionate to the size and scope of the proposed development, be tailored to particular local circumstances and be established at the earliest practicable possible stage of a development proposal.
- 2.2.8 The guidance continues by stating that these reports should be brought forward through collaborative ongoing working between the Local Planning Authority / Transport Authority, transport operators, Rail Network Operators, Highways Agency and other relevant bodies.

2.3 Local Policy and Guidance

Bracknell Forest Local Transport Plan 3, 2011-2026

- 2.3.1 The preparation and submission of a Local Transport Plan (LTP) is a statutory requirement of all local transport authorities in England. An LTP sets out the authority's policies and delivery plans for managing and improving the local transport network. The government's Guidance on LTPs (July 2009) made clear that they should reflect and support Local Plans.
- 2.3.2 BFC's strategic approach for Bracknell Forest's third Local Transport Plan (LTP3), covering the period 2011 to 2026, stems from the following vision:
- 2.3.3 "To develop a sustainable transport system that supports local economy, provides choice and improves quality of life in a safe and healthy environment."
- 2.3.4 In relation to Travel Plans, the LTP3 set out a number of policies to support their implementation.
- 2.3.5 The Policy TP7 Smarter Choices, will seek to alter peoples travel behaviour towards more sustainable options. It states that the council will:

"Encourage the implementation, monitoring and renewal of Travel Plans;

Promote public transport options;

Improve and promote walking and cycling options, especially for short local trips;

Encourage more sustainable use of vehicles; and

Provide high quality information on the travel choices available."

- 2.3.6 Policy TP10 Travel Planning, a travel plan is a package of measures aimed at promoting greener, cleaner travel choices to or from a particular location. The primary aim is to reduce singleoccupancy car journeys.
- 2.3.7 The Council will seek the continued production and implementation of travel plans in the Borough through:

"Requiring and monitoring the implementation of Travel Plans from new development.

The implementation of Workplace Travel Plans from existing employers in the Borough.

Securing Travel Plans for other key facilities such as healthcare, retail and higher education."

Bracknell Forest Borough Core Strategy (2008)

- 2.3.8 The Bracknell Forest Council Core Strategy sets out the principal spatial vision and spatial objectives as well as core policies. It aims to improve people's quality of life and provides objectives and strategy for development and identifies the major areas where growth and change will take place. These policies are consistent with national planning policy guidance.
- 2.3.9 The Core Strategy was published in February 2008 and sets out the planning framework for guiding the location and level of development in the Borough up to 2026. Within the Core Strategy there are a number of key polices which focus upon sustainability and travel plans.
- 2.3.10 Policy CS23: Transport, will be implemented through the determination and monitoring of planning applications. It will also utilise the Council's Local Transport Plan together with subsequent policies and guidance.
- 2.3.11 It states that the council will use its planning and transport powers to:

"reduce the need to travel;

Increase the safety of travel;

Maintain and where possible improve the local road network;

Provide improved access to key services and facilities;

Promote alternative modes of travel;

Secure the reliable movement of goods through the Borough;

Enhance sub-regional connectivity to and from the Borough;

Promote travel planning; and

Make representations and bids for funding major transport infrastructure to help deliver the Core Strategy and Local Transport Plan schemes.:

2.3.1 Policy CS24: Transport and New Development describes that development will be permitted where mitigation against the transport impacts which may arise from that development or cumulatively with other proposals is provided. Whilst it states that this would be through a Transport Assessment or Transport Statement it also states that this could be achieved through:

"Contributions towards local public transport and strategic transport improvements;

Contributions to transport modelling work;

The implementation of works to the highway;

The provision of new and the improvement of existing pedestrian and cycle routes;

The provision of travel plans to promote sustainable travel patterns for work related trips; and

The entering into of freight or bus quality partnerships with the local authority and/or third parties."

Draft Bracknell Forest Local Plan (2019)

- 2.3.2 Bracknell Forest Council are currently preparing a new local plan which will set the long term spatial vision and development strategy for the borough up to 2036. The document has not been through examination in public so less weight can be given to any of the policies. However, it does give a clear direction to future Bracknell Forest Council policy.
- 2.3.3 Transport principles are set out in Policy LP13, which requires:

"Development must seek to prevent, minimise and mitigate negative impacts on the highways network and road safety. Where appropriate to the scale and nature of development, schemes will be approved only where they:

- i. provide sustainable modes of transport including the provision of infrastructure and measures that improve travel choice, particularly for pedestrians, cyclists and public transport;
- ii. provide accessibility and connectivity both within and beyond the borough boundaries;
- iii. provide transport solutions which reduce flood risk, greenhouse gas emissions and reduce emissions to airas a result of the development;
- iv. provide an appropriate level of parking; v. support an accessible public transport network including bus services and associated infrastructure;
- v. maintain and where possible improve the capacity and the safe and efficient operation of the public highway network; vii. improve or not worsen highways safety;
- vi. safeguard routes and/or land which is necessary to provide infrastructure to increase highway capacity or widen transport choice; and,
- vii. provide effective, convenient and safe delivery, collection, servicing, refuse and recycling collection, and emergency arrangements."

- 2.3.4 Within Part 2 of the Draft Plan Policy LP 53 'Travel Plans' states:
 - "1. Development which is likely to generate a significant amount of movement will require a Travel Plan which mitigates any adverse transport impacts. The Travel Plan will be expected to:
 - i. have regard to the thresholds and requirements detailed in planning guidance;
 - ii. actively promote sustainable travel modes, while reducing the need to travel; and,
 - iii. include provisions that it will be monitored and reviewed on an annual basis for a minimum of 5 years.
 - 2. Residential development may require additional financial contributions to allow the Council to implement Travel Plan initiatives for the site and surrounding area."

BREEAM Data Centres 2010

- 2.3.5 BREEAM sets out that the aim of a BREEAM compliant OTP is the following:
 - "To recognise the consideration given to accommodating a range of travel options for building users, thereby encouraging the reduction of user reliance on forms of travel that have the highest environmental impact."
- 2.3.6 Credits are awarded for the following:
- 2.3.7 A travel plan has been developed as part of the feasibility and design stages which considers all types of travel relevant to the building type and users.
- 2.3.8 The travel plan is structured to meet the needs of the particular site and takes into consideration the findings of a site-specific transport survey and assessment that covers the following (as a minimum):
 - "Where relevant, existing travel patterns and opinions of existing building or site users towards cycling and walking so that constraints and opportunities can be identified;

travel patterns and transport impact of future building users;

current local environment for walkers and cyclists (accounting for visitors who may be accompanied by young children);

disabled access (accounting for varying levels of disability and visual impairment);

public transport links serving the site; and

current facilities for cyclists."

2.3.9 The travel plan includes a package of measures that have been used to steer the design of the development in order to meet the travel plan objectives and minimise car-based travel patterns. This is demonstrated via specific examples such as:

"Providing parking priority spaces for car sharers;

providing dedicated and convenient cycle storage and changing facilities;

lighting, landscaping and shelter to make pedestrian and public transport waiting areas pleasant;

negotiating improved bus services, i.e. altering bus routes or offering discounts; and restricting and/or charging for car parking.

Criteria for lobby areas where information about public transport or car sharing can be made available

Pedestrian and cycle friendly (for all types of user regardless of the level of mobility or visual impairment) via the provision of cycle lanes, safe crossing points, direct routes, appropriate tactile surfaces, well lit and signposted to other amenities, public transport nodes and adjoining offsite pedestrian and cycle routes.

2.3.10 Where appropriate to the building type, size and intended operation, the travel plan includes measures tailored to minimise the impacts of operational-related transport e.g. deliveries of supplies, equipment and support services to and from the site.

3 EXISTING TRANSPORT PROVISION

3.1 Introduction

3.1.1 This section provides an outline of the accessibility of the site including the existing local cycle, public transport and highway networks, together with access to local amenities.

3.2 Local Highway Network

- 3.2.1 The Application Site will be accessed through two existing access points from Cain Road, which forms the northern boundary of the site. The primary access point will be the western access on Cain Road. Both points provide access for vehicles, pedestrians and cyclists. At present, the south-eastern access is not in use. A further relocated emergency access point will be provided off Beehive Road.
- 3.2.2 Cain Road is a single carriageway road with a 40mph speed limit and no parking restrictions.

 Street lighting is provided on both sides of the carriageway. There is a footway on both sides of the carriageway running for the length of Cain Road.
- 3.2.3 Cain Road routes from a four-arm roundabout with John Nike Way at its western end, to a four-arm roundabout with Western Road at its eastern end. Cain Road provides access to the Western Industrial Area to the east of the Application Site.
- 3.2.4 To the west of the Application Site, Cain Road provides access to the London Road (B3408), via John Nike Way. The London Road provides access to Wokingham and the A329(M), which in turn links to the M4 and Reading to the north.
- 3.2.5 Eastwards from the Application Site, Cain Road provides access to Western Road, which in turn provides access to Bracknell town centre and to both the A329 and the A322. The A322 provides access to the M3 to the south.

3.3 Pedestrian Infrastructure

- 3.3.1 The Application Site will connect to the local pedestrian network through Cain Road which provides footways on both sides, these are combined footway / cycleways which have a width of between 1.8m and 2m. The combined footways / cycleways on Cain Road benefit from street lighting along the entirety of its length.
- 3.3.2 The combined footway / cycleways connect to the Western Industrial Area and to nearby residential areas to the north. The combined footway / cycleways connect to the bus stops along Cain Road, directly on the northern boundary of the Application Site. Through Beehive Road, pedestrians can also connect to the wider pedestrian network of Bracknell through the residential areas to the south.
- 3.3.3 Whilst Cain Road provides immediate access from the Application Site to the local pedestrian network, to the east and west Cain Road connects to Western Road and John Nike Way / Beehive Road respectively. These roads also have pedestrian footways allowing access to the wider pedestrian network.
- 3.3.4 Beehive Road provides pedestrian access to the south via a footway on its northern side, directly from Cain Road. Beehive Road extends along the south western boundary of the Application Site and this section of Beehive Road, whilst without any footways, is designated as a quiet road by BFC. At the southern end of Beehive Road is a pedestrian footbridge over the Waterloo to Reading railway line and Berkshire Way (A329). This route provides pedestrian access to Jennet's Park residential area and the Southern Industrial Area.

- 3.3.5 There are no formal crossing facilities along Cain Road, however at most junctions there are informal crossing points with tactile paving and dropped kerbing, facilitating pedestrian access into the local area. This includes the Cain Road / John Nike Way roundabout and the Cain Road / Western Road roundabout, to the west and east of the Application Site respectively.
- 3.3.6 No public rights of way (PRoW) cross the Application Site; however, there are existing footpaths, FP15 and FP14 to the west of the Application Site which provide greater access throughout Amen Corner.
- 3.3.7 The Application Site has access to the residential areas to the north and south of the site within Bracknell. There are good levels of pedestrian infrastructure and crossing facilities within Bracknell, providing a safe, convenient and reliable route for pedestrians to access the site. The footways are in good condition, lit and well maintained.
- 3.3.8 Given the existing pedestrian infrastructure, it is considered that the Application Site is accessible to pedestrians, and there are good opportunities for pedestrians to walk between the site, public transport services and the local facilities within Bracknell. It is also considered that the surrounding pedestrian infrastructure caters for disabled users by being of suitable widths and providing appropriate dropped kerb crossings in suitable locations.

3.4 Cycle Infrastructure

- 3.4.1 Cain Road provides access to the local cycle network and connects the Application Site to the local area of Bracknell. There is currently a footway / cycleway along both sides of Cain Road. To access the wider cycle network individuals are required to cycle on the carriageway. Nevertheless, to the east and south of the Application Site there are a network of purpose built, traffic free cycle routes that provide a comprehensive local cycle network within Bracknell.
- 3.4.2 The combined footways / cycleways along Cain Road connect the application site to the Town Centre, Bracknell Bus Station, Bracknell Rail Station and other facilities and amenities within Bracknell. There is cycle parking provided at key destinations in the area, which includes Bracknell Rail Station, Bracknell Bus Station, throughout the town centre and at local retail facilities. As previously stated, there is a footbridge connecting to Beehive Road, which is designated as a quiet cycle road by BFC. The footbridge benefits from cycle ramps allowing easy access to southern Bracknell.
- 3.4.3 Furthermore, a new National Cycle Route, National Cycle Route 422 (NCR422), between Newbury and Windsor, is being developed by Reading Borough Council, Wokingham Borough Council, West Berkshire Council, Bracknell Forest Council and the Royal Borough of Windsor and Maidenhead. This route will run along the London Road, approximately 590m to the north of the Application Site.
- 3.4.4 The entirety of Bracknell is within cycling distance of the Application Site (8km) and the topography of the local area suggests that this would not be a limiting factor in people choosing to cycle. Thus, the site is considered accessible to cycles in the local area.

3.5 Public Transport

Bus

- 3.5.1 The nearest bus stops to the site are located on Cain Road approximately 60m to the north of the Application Site. These stops provide access to the X4 Lion service into Reading and Bracknell.
- 3.5.2 The bus stops provide real time timetable information and a raised kerb for easy boarding and alighting. The bus stop on the southern side of Cain Road also provides a shelter and seating area. **Table 3.1** summarises the service, route and frequencies of this bus service.

Table 3.1: Bus Service Provision

Bus Services

Service	Operator	Route	Hourly Frequency		Time		
			AM Peak	Off Peak	PM Peak	First Service	Last Service
X4 Lion	Reading Buses	Reading – Winnersh – Wokingham – Bracknell Bus Station	1	2	2	06:00	23:37

3.5.3 The X4 Lion service provides a direct link to Bracknell Bus Station, where additional bus services are provided. This includes bus services to Hanworth, Heathrow Airport, Camberley and suburban areas of Bracknell. Furthermore, Bracknell Rail Station is located directly adjacent to the Bus Station.

Rail

- 3.5.4 Bracknell Railway Station is located approximately 3.3km cycling distance to the east of the Application Site, equating to a 13-minute cycle. This is an acceptable cycling distance for multi-modal interchange, as stated in Department for Transport LTN 1/04 Policy, Planning and Design for Walking and Cycling, 3.10.3, which specifies that there are limits to the distances generally considered acceptable for utility walking and cycling. The mean average length for walking journeys is approximately 1 km (0.6 miles) and for cycling, it is 4km (2.4 miles), although journeys of up to three times these distances are not uncommon for regular commuters.
- 3.5.5 There is extensive cycle parking available at Bracknell Railway Station, with 50 cycle parking spaces available outside the main station entrance.
- 3.5.6 A summary of service frequencies, all of which are operated by South Western Railway from Bracknell Railway Station, are provided in **Table 3.2**.

Table 3.2: Local Weekday Railway Services

	Railway Services accessible from Bracknell Railway Station						
Destination	Route	AM Frequency	Off-peak Frequency	PM Frequency	First Service	Last Service	
London Waterloo	Bracknell – Ascot – Virginia Water – Staines – Twickenham – Calpham Junction – London Waterloo	2	2	3	06:02	23:50	
Reading	Bracknell – Wokingham – Winneresh - Earley	2	2	2	06:20	23:50	

3.5.7 Bracknell is located on the Waterloo to Reading line with services to London Waterloo, Wokingham, Winnersh, Staines, Ascot, Clapham, Martins Heron, Virginia Water and Reading.

3.6 Summary

3.6.1 The Application Site benefits from several sustainable transport options which enables pedestrian, cycling and public transport accessibility. Therefore, the Application Site is accessible via sustainable transport modes and there is potential for employees to adopt non-car modes of travel to access the site.

4 DEVELOPMENT PROPOSALS

4.1.1 The development proposal is for a data centre, with associated office administration areas, emergency generators and emission stacks, diesel tanks and filling area, electrical switchroom, a water sprinkler pump room and storage tank, a gate house / security building, site access, internal access roads, drainage infrastructure and hard and soft landscaping.

4.2 Vehicular Access

- 4.2.1 There will be three vehicular accesses to the Application Site, but only one vehicular access will be for operational use. The operational vehicular access is located on the northern boundary of the Application Site at Cain Road and is the north-western vehicular access. Thus, the operational vehicular access utilises an existing roundabout which will accommodate all modes.
- 4.2.2 The other existing vehicular access onto Cain Road on the northern boundary of the Application Site, the north-eastern vehicular access, will be used for phased fit-out purposes. A relocated emergency access will also be located on Beehive Road.
- 4.2.3 This is shown on the proposed site masterplan at Drawing 20305B-RPS-00-XX-DR-A-9501 (Appendix A).
- 4.2.4 There is dropped kerbs and tactile paving to allow for pedestrian movement across the existing junctions on Cain Road.

4.3 Pedestrian and Cycle Facilities

- 4.3.1 Pedestrian facilities will be provided for the data centre. The internal pedestrian network will be provided to allow for linkages between different buildings on site and the car and cycle parking areas. Uncontrolled pedestrian crossings together with dropped kerbs and tactile paving at the crossing points will facilitate safe pedestrian access throughout the site. This is shown at Drawing 20305B-RPS-00-XX-DR-A-9501 (Appendix A). Therefore, all external walkways to and from the offices within the Application Site will be fully accessible. The internal pedestrian network will connect to the external network through the secure access at Cain Road.
- 4.3.2 Adequate lighting is proposed to allow pedestrians and cyclists to move safely around the site whilst utilising the internal pedestrian network and internal road network as shown at Drawing 20305B-RPS-00-XX-DR-A-9501 (Appendix A). Signposts, including signposts to amenities, will also be well lit. Landscaping is addressed within the Landscape Strategy Plans to ensure a pleasant surrounding environment for users.
- 4.3.3 Further aspects of the Application Site in relation to pedestrian and cycle facilities will be included as the design develops.

4.4 Staff Levels and Parking Provision

HGV Numbers

4.4.1 There will typically be six HGVs arriving and departing per day for the data centre.

Staff Numbers

4.4.2 For the data centre, up to 50 staff will be employed in shifts across a 24-hour period to provide 24/7 working on site. Up to 30 full time staff will be on site in the daytime period during a typical weekday with up to seven full time staff on site during the night, including security staff. Up to 13

external staff / maintenance staff / visitors are also included as part of standard operation of the data centre during the daytime period. The number of staff for the data centre is shown in **Table 4.1**.

Table 4.1: Data Centre Staff

Staff			
Type of Employee	Day	Night	Total
Security Staff	3-4	3-4	6-8
General Staff	5-26	2-3	7-29
Visiting and Maintenance Staff	2-13	0	2-13
Total	10-43	5-7	15-50

4.4.3 It should be noted that whilst a maximum of up to 13 external staff / maintenance staff / visitors may attend the development on a given day this would be a seldom occurrence, with typically 5 external staff / maintenance staff / visitors per day.

Car Parking Provision

- 4.4.4 The proposed parking quantum has been established based on the projected vehicle accumulations at the data centre, based on the estimated trip generation.
- 4.4.5 A total of 37 car parking spaces are proposed on the Application Site, two of which are allocated for the MV compound and 35 to the data centre. There would be zero HGV parking spaces on site, other than the service yard areas, which also reflects the very low level of HGV activity that would be generated during operation.
- 4.4.6 The proposed parking quantum would include three disabled (blue badge holder) spaces. This equates to 9% of the parking provision solely for the data centre. Disabled parking is located next to the internal pedestrian network, to facilitate safe access to the nearby datacentre.
- 4.4.7 Of the total parking provision assigned to the data centre, five spaces (14%) would also be provided with active electric vehicle charging infrastructure. 100% of spaces would be provided with passive electric vehicle charging infrastructure (i.e. the cabling) for future implementation.
- 4.4.8 Of the total parking provision assigned to the data centre, two spaces (6% of total parking provision) would also be assigned for car share users with appropriate signage in place to encourage the use of car sharing.
- 4.4.9 The proposed car parking is provided within the Application Site which is private and secure via a gated access. Parking will only be utilised by staff and visitors to the site as previously stated in Section 4.4. As such restricting / charging for car parking is not proposed.

Cycle Parking Provision

4.4.10 The Application Site will provide a total of 10 cycle parking spaces for the data centre. There will be no central storage area for bicycles but instead the cycle parking will be located adjacent to the car park, cycle parking will be secure with sheltered lockers and a dedicated changing area will also be provided.

5 TRAVEL PLAN STRATEGY AND MANAGEMENT

- 5.1.1 A Travel Plan strategy that sets out clearly the stages by which the OTP has been developed and implemented is very important. Elements of the OTP strategy include:
 - Securing the resources (including time) that are necessary to develop and implement the OTP;
 - · Consulting and educating users; and
 - Identifying and engaging with partners.
- 5.1.2 The OTP strategy discusses how the plan will be managed and marketed and who the key partners will be.

5.2 Travel Plan Co-ordinator (TPC)

- 5.2.1 Effective management is essential to the success of an OTP and current best practice recommends that a single point of contact is appointed to take overall responsibility for transport issues relevant to the site.
- 5.2.2 It will be critical to the success of the OTP that the TPC is seen as an enthusiastic exponent of the travel planning measures. This will include the ability to lead by example, the ability to approach issues with a practical and balanced perspective, and a flair for original and innovative thinking to raise awareness of the OTP.
- 5.2.3 It is recognised that the activities of an OTPC are seen as a cornerstone of a successful OTP, and this function is often the first point of contact for employees and other outside organisations in all matters regarding travel.
- 5.2.4 The role of the TPC will be a part-time position undertaken as additional duties by a member of staff at the site. The TPC will be appointed as set out in the Action Plan (see Table 8.2) and their details will be provided to BFC.
- 5.2.5 The TPC will work closely with the Local Authorities and local public transport operators to agree objectives and targets for travel modes to the site. The TPCs role will be to encourage travel by foot, cycle or public transport by engendering a walking, cycling and public transport culture amongst employees.
- 5.2.6 The TPCs duties will be:
 - To oversee the development and implementation of the OTP;
 - To obtain and maintain commitment and support for the OTP;
 - To design and implement effective marketing and awareness raising campaigns to promote the OTP;
 - To co-ordinate the necessary data collection exercise required to develop the OTP;
 - To liaise with external organisations, e.g. local authorities, transport operators, etc.; and
 - To co-ordinate the monitoring programme for the TOP.
- 5.2.7 In addition to the above, the TPC will be integral to the process of reviewing the effectiveness of the OTP. An up-to-date file containing all correspondence, analysis and commitments relating to the OTP will be maintained.

5.3 Monitoring

Initial Survey

- 5.3.1 An initial employee travel survey (baseline travel survey) will be undertaken, once the site is operational. This initial survey will be used as the primary tool in assessing the existing employee travel patterns, update the mode share targets and help to develop initiatives targeted at specific employees and enabling site specific targets to be adopted for the OTP.
- 5.3.2 The initial employee travel survey will identify how employees travel to work, where they are travelling from (by postcode), those willing or able to change their travel habits, and employ effective measures to encourage the shift to more sustainable modes.
- 5.3.3 The completion of the OTP questionnaire will be promoted as a requirement for employees; this should result in a high response rate.

Future Surveys

5.3.4 Following on from this baseline travel survey, subsequent surveys will be undertaken 12 months from the first survey for a period of three years. These surveys will enable assessment to be made of the effectiveness of the initiatives within the OTP and provide an appropriate evidence base for changes to those initiatives if it is felt that alternative measures may be more effective.

6 MARKETING, MEASURES AND INITIATIVES

- 6.1.1 The primary aims of the OTP are to influence the travel behaviour of employees and to minimise the number of vehicular trips generated by the development. It is considered that employees' travel behaviour can be influenced through the implementation of travel planning measures which actively encourage sustainable travel modes.
- 6.1.2 This section provides an outline of the potential measures to be implemented at the Application Site. The baseline travel survey will provide site specific information on the existing travel patterns of employees and will enable targeted travel planning measures to be formulated and adopted.
- 6.1.3 The measures and initiatives have been designed in accordance with the guidance set out in the BREEAM requirements.

6.2 Travel Information and Awareness

- 6.2.1 It is critical to provide staff with accurate information on the range of available services and travel initiatives if the OTP is to succeed. The provision of accurate and up to date information, together with wide ranging publicity, will form a fundamental component of the OTP.
- 6.2.2 New initiatives that are developed as part of the OTP will need to be publicised if they are to be effective.
- 6.2.3 Information on the travel options available to employees will be displayed on travel notice boards located in prominent locations within each data centre building. This information will be kept up to date regularly and should comprise:
 - Public transport information, including timetables, maps and bus stop locations;
 - Details and maps of safe walking and cycling routes to the site;
 - Information on travel planning initiatives;
 - Information on car-sharing initiatives; and
 - Details of local taxi companies.
- 6.2.4 The information provided will enable employees to consider more sustainable means of travelling to and from their place of work. New employees will be made aware of the travel notice board during their induction process.

6.3 Walking

- 6.3.1 To encourage employees to walk, the following initiatives will be implemented:
 - Adequate changing facilities, lockers and a clothes' drying area will be provided for employees, and will include;
 - Separate changing and shower facilities for males and females;
 - Lockers;
 - Commitment to participating in a local 'walk to work' project being delivered on behalf of the authority by Living Streets, the national walking charity; and
 - Discussion with BFC before the first occupation of the site;
 - Subject to interest, the TPC will set up a walking buddy scheme to encourage employees to walk to and from work together, which will enhance personal security levels; and

 The TPC will liaise with BFC to identify if any maintenance is required to footways within the vicinity of the site.

6.4 Cycling

- 6.4.1 To encourage employees to cycle to and from the Application Site, the following initiatives will be implemented:
 - Safe and secure covered cycle storage facilities available for employees and visitors;
 - Separate changing and shower facilities, lockers and a clothes' drying area will be provided for employees;
 - Maps will be displayed on the travel notice boards illustrating the cycle routes located within the vicinity of the site;
 - Details of local cycle shops will be provided (for repair and maintenance);
 - Commitment to the government's Cycle2Work scheme;
 - Commitment to the provision of an adult cycle training scheme for employees;
 - The TPC will monitor the cycle routes within the vicinity of the site and, with input from those employees that cycle, liaise with BFC to identify any issues that are evident; and
 - The TPC will monitor demand for cycle parking and modify in accordance with demand.

6.5 Public Transport

- 6.5.1 Initiatives employed as part of the OTP will aim to improve awareness of the public transport services and ticketing options available. Timetables, fares, maps and the location of bus stops will be made available on the travel notice boards. There will also be a feedback system put in place to enable staff to advise how passenger transport services may be improved.
- 6.5.2 The TPC will monitor public transport services and facilities within the vicinity of the site, and work alongside BFC and the public transport service providers to identify if there are viable opportunities to improve service provision.

6.6 Car Sharing

- 6.6.1 Car Sharing is defined as when two or more people pool their resources and share the driving duties. Lift sharing is defined as when a person who does not have access to a vehicle obtains pre-arranged lifts from at least one person with a car.
- 6.6.2 The majority of employment sites have clusters of employees who either live in the same area or travel along the same transport corridors. Employee postcode information, collated as part of employee travel survey, will enable the identification of potential car sharers. Employee meetings will be used by the TPC as a mechanism to encourage potential car sharers to meet and discuss whether there is a possibility that they could share their journeys.
- 6.6.3 Employees and visitors will also be encouraged to sign up the Liftshare scheme. The scheme is free to join and members can be matched-up with people making similar journeys in order to reduce single-occupancy vehicle trips. Details of how to sign up to the scheme will be provided on the travel notice boards.
- 6.6.4 The Applicant will also provide dedicated, priority parking spaces for users of the car sharing scheme.

6.7 Personalised Travel Planning

- 6.7.1 There are various personalised travel planning websites that will be available to all staff including:
 - www.google.com/maps (all modes);
 - www.cyclestreets.net (cycling);
 - www.traveline.info/ (walk and public transport);
 - www.sustrans.org.uk/national-cycle-network/; and
 - liftshare.com/uk.
- 6.7.2 Each of these sites offer information for door-to-door travel and provide a personalised travel planning tool for people, outlining the various modal options on offer for individual journeys. The sites provide comprehensive, easy-to-use travel information to help plan journeys effectively and efficiently.
- 6.7.3 Reasonable requests for help to derive personal travel information will be provided.

6.8 Marketing and Promotion

- 6.8.1 The targets of the Travel Plan will only be achieved with the support of employees. Marketing the benefits and promoting the sustainable alternatives available are therefore crucial in encouraging employees to adopt the Travel Plan measures.
- 6.8.2 It is generally agreed that it is important that employees are made aware of the need for a Travel Plan at an early stage. Therefore, as well as measures to raise general awareness, it will be important to publicise any successes in order to continue to motivate employees to use sustainable modes of transport.
- 6.8.3 The marketing and communication policy is considered to be a crucial element in the Travel Plan process. All the measures of the Travel Plan need to be communicated in an engaging way.
- 6.8.4 A number of specific measures have been identified to promote and market the Travel Plan:
 - The Travel Plan Co-ordinator will publicise travel information on travel notice boards situated in prominent areas within the site. Up to date transport and travel information including public transport timetables and maps, and information on pedestrian and cycle routes will be made available;
 - Advertising material and notices will be displayed in suitable locations to promote the travel planning initiatives, as well as information on forthcoming events and activities; and
 - The TPC will look to forge local partnerships with other employers in the area, with a view to attending Local Travel Plan Employer Forums at which ideas can be shared and best practice approaches discussed.

6.9 Communication

- 6.9.1 Communicating the purposes of the Travel Plan is an essential part of the process. For example:
 - It needs to be emphasised that the Travel Plan is designed to achieve positive outcomes for everyone. It needs to be ensured that the Travel Plan is not just perceived as an 'anti-car' initiative, as this is liable to alienate many people - especially those who may feel they have no alternative:
 - The benefits of car sharing should be highlighted along with promotion of more efficient driving (i.e. smarter driving); and

• It needs to be stressed that any shift in travel behaviour, or reduction in the number of trips made by car, is due to the Travel Plan.

6.10 Local / National Initiatives

- 6.10.1 Linking the Travel Plan with other campaigns and initiatives will help to publicise the Travel Plan. Examples of sustainable transport campaigns that could be publicised through the Travel Plan include:
 - Workwise Week One week in May;
 - National Work from Home Day One day in May;
 - Walk to Work Week One week in May;
 - Green Transport Week One week in June / July;
 - Bike Week One week in June; and
 - Commute Smart Week One week in November.
- 6.10.2 The TPC will help to organise employees wishing to take part in the sustainable transport campaigns. This will help to actively encourage participation in the national events and encourage people who don't usually travel by sustainable forms to do so.

6.11 Operational Transport

6.11.1 Measures tailored to minimise the impacts of operational-related transport e.g. deliveries to and from the site, are detailed in the 20305B-RPS-XX-XX-RP-P-9732 Delivery and Servicing Plan.

7 TARGETS, OBJECTIVES AND MONITORING

7.1.1 It is important to set positive but achievable targets to assess whether or not the objectives of the OTP are being achieved. The survey results will provide a detailed indication of the travel behaviour of employees from which appropriate SMART (Specific, Measurable, Attainable, Realistic and Time-bound) targets can be derived. The Travel Plan will be monitored in accordance with BREEAM requirements in relation to staff travel surveys.

7.2 Targets

- 7.2.1 The targets set out within this workplace Travel Plan provide a clear measure of the Travel Plan's progress towards meeting the objectives. These targets are shown as output targets, where specific actions are undertaken to successfully deliver or monitor the OTP, and outcome targets which demonstrate the specific outcomes of the plan.
- 7.2.2 The output targets demonstrate what will be undertaken in order to ensure the successful delivery of the OTP:
 - Appoint a TPC and provide details to BFC prior to occupation;
 - Provide all employees with access to the OTP and the sustainable transport information on notice boards to minimise single occupancy vehicle use;
 - Undertake an initial employee survey, one month after occupation; and prepare an updated OTP within two months of the initial survey;
 - The suggested targets of the OTP to be achieved in the three years from first occupation of the development include achieving a 5% decrease in single occupancy vehicle trips and a 5% increase in use of alternative modes (walking, cycling, car share, and public transport) to offset reduction in SOV use;
 - Undertake annual monitoring surveys starting within 12 months after initial employee survey
 at the development, at a similar time each year. These should be undertaken for a minimum
 of three years beyond first implementation. If the Headline Target has not been achieved by
 that stage, then the annual monitoring will continue until three years beyond first occupation;
 and
 - Submit a monitoring report to BFC within two months of completion of each monitoring survey.
- 7.2.3 Initial mode share targets have been derived from the modal share for journey to work data from the 2011 Census. A baseline for the modal share of the development will be derived from first-round monitoring that will be undertaken one month after the initial occupation of the site.
- 7.2.4 To estimate the likely mode of transport that employees would use to travel to and from the site, the 2011 Census Journey to Work data has been analysed for the Workplace Population Super Output Layer Middle Layer (MSOA) in which the site lies together with the nearby industrial areas (E02003353: Bracknell Forest 002). The workplaces within this zone include employment units, all of which have similar levels of accessibility and shift patterns and is thus reasonably representative for assessment purposes for the proposed development.
- 7.2.5 The Workplace Population Census data is set out in **Table 7.1**.

Table 7.1: Census Method of Travel to Work

Method of Travel					
Method	Percentage	Mode Share Target	Mode Shift Target		
Underground / Metro / Light Rail	0%	0%	-		
Train	4%	4%	-		
Bus / Minibus / Coach	3%	5%	+2%		
Taxi	0%	0%	-		
Motorcycle / Scooter / Moped	1%	1%	-		
Driving Car / Van	83%	73%	-10%		
Passenger	3%	7%	+4%		
Bicycle	2%	4%	+2%		
On Foot	3%	5%	+2%		
Other	1%	1%	-		

- 7.2.6 As set out in **Table 7.1**, 83% of journeys to work within the MSOA are undertaken as a car driver. The results show that the proportion of car passengers is 3%.
- 7.2.7 The initial target of this OTP is to achieve a reduction in car trips undertaken by employees of 10% over a three-year period. This is subject to review once initial surveys are carried out after the start of operations at the development. Much of the mode shift that is likely to occur will be achieved at the outset given that measures and initiatives will be in place from first operation of the site.
- 7.2.8 The targets and predicted modal share over the three-year period are set out in **Table 7.1**. The mode share percentages shown in **Table 7.1** will be updated by the results from the initial baseline survey to be conducted one month after the start of operations.
- 7.2.9 The OTP includes measures and initiatives and marketing aimed at achieving the targets, which will be met through the provision and promotion of sustainable travel information from the outset of the occupation of the site. To make sure that all future employees are aware of the impacts of unsustainable travel modes and the opportunities that are available to make a change in travel choice, access to the OTP will be created by the TPC at the start of their employment.
- 7.2.10 The OTP will always be available to employees of the development, upon request. This will be the responsibility of the TPC.
- 7.2.11 If the initial targets set out in **Table 7.1** are not achieved or found to be unrealistic, the TPC will revisit the OTP to determine whether reasonable additional measures and revised targets may be desirable. The travel patterns of employees and the mode share of trips will be monitored in accordance with the timetable set at **Table 8.1**.

7.3 Objectives

- 7.3.1 The aim of the OTP will be achieved through the delivery of a series of objectives:
 - **Objective 1**: Ensuring the development is accessible to all users including the mobility impaired;

- **Objective 2**: Raise awareness of the alternative travel options available, promote sustainable modes of travel and provide relevant details of sustainable travel;
- Objective 3: Provide up to date travel information to employees and visitors;
- Objective 4: Promoting the OTP and associated measures;
- **Objective 5**: Raise awareness of the benefits of car sharing and provide the relevant details to connect with these services; and
- **Objective 6**: Maintaining a line of communication with employees to ensure they have access to relevant travel information. This will help to continually evaluate the transport needs of employees and visitors.
- 7.3.2 The development and implementation of the OTP to meet the objectives will benefit both those who work and access the development. The benefits will include:
 - Reduce the impact of traffic on surrounding roads and local communities:
 - Reduce the cost of personal/business travel;
 - Improve personal and wider community health; and
 - Reduce air and noise pollution.

7.4 Monitoring

- 7.4.1 It is essential that the influence of the Travel Plan and the benefits achieved are continuously monitored to identify whether individual aspects of the Travel Plan are particularly successful, whether the targets are being met, and whether changes need to be implemented to achieve the Travel Plan targets.
- 7.4.2 The usage of car and cycle parking, together with the use of public transport services, will be monitored periodically. This process provides a check on the progress of the plan towards its targets and would allow the Travel Plan Co-ordinator to respond accordingly.
- 7.4.3 Annual monitoring of the Travel Plan will be carried out by the Travel Plan Co-ordinator in cooperation with BFC to be triggered following the submission of the results of the staff travel survey
 analysed within this Travel Plan. The annual travel surveys will be the primary monitoring tool of
 the Travel Plan to assess the effectiveness of the initiatives against the Target. The purpose of the
 annual monitoring will be to report on the progress made during the year on the implementation of
 Travel Plan measures and whether the Travel Plan is on track to meet its targets.
- 7.4.4 It is envisaged that the review process will be undertaken annually, followed immediately by the TPC formulating a strategy for the year ahead. The Travel Plan review will consider travel needs arising from new developments and transport provision in the area. If the Travel Plan is found to not be meeting targets or needs to be revised to take into account new developments or transport provision, the TPC can consider the introduction of reasonable additional measures as necessary.
- 7.4.5 The objective of the monitoring process is to regularly assess employees travel patterns and identify when/if the plan, or elements of the plan, may need to be changed or if further marketing initiatives are required.
- 7.4.6 Information gathered through the monitoring process will be recorded and used through the subsequent review process. It will be made available for inspection by the planning authority.
- 7.4.7 The developer will take all reasonable steps to ensure that the Travel Plan evolves in a way that best meets the overall goals of reducing the number of vehicular trips generated at the site and creating a sustainable operation.

7.5 Review

- 7.5.1 The TPC will report the annual survey results to BFC within two months of each annual survey.

 The TPC and officers at the Council will then review the results and, if necessary, revise the Travel Plan targets accordingly.
- 7.5.2 The TPC will be responsible for communicating the results of the monitoring surveys and resultant amendments to the Travel Plan to employees. This will be achieved through the production of a newsletter / monitoring report.

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8 IMPLEMENTATION AND ACTION PLAN

- 8.1.1 The Travel Plan is a continuous process for improvement requiring monitoring, review and revision to ensure it remains relevant to those working or accessing the site in future years.
- 8.1.2 It is proposed that the Travel Plan for the site will be implemented in accordance with the implementation programme set out in **Table 8.1**.

Table 8.1: Implementation Programme of the Travel Plan

Programme				
Timescale	Measure / Task to be completed			
Prior to Travel Plan adoption	Commence implementation of all Travel Plan initiatives			
1 month following adoption of the Travel Plan	Undertake the initial travel survey			
0 - 6 months following adoption of Travel Plan	Continue with implementation of all Travel Plan initiatives Promote the Travel Plan to staff Monitor Car and Cycle Parking			
6 - 12 months following adoption of Travel Plan	Complete implementation of all Travel Plan initiatives			
12 months following adoption of Travel Plan	First monitoring of Travel Plan through travel surveys Review / update Travel Plan as required			
Annually thereon up to the 5th year	Subsequent monitoring of Travel Plan through travel surveys Review / update Travel Plan as required			

8.2 Action Plan

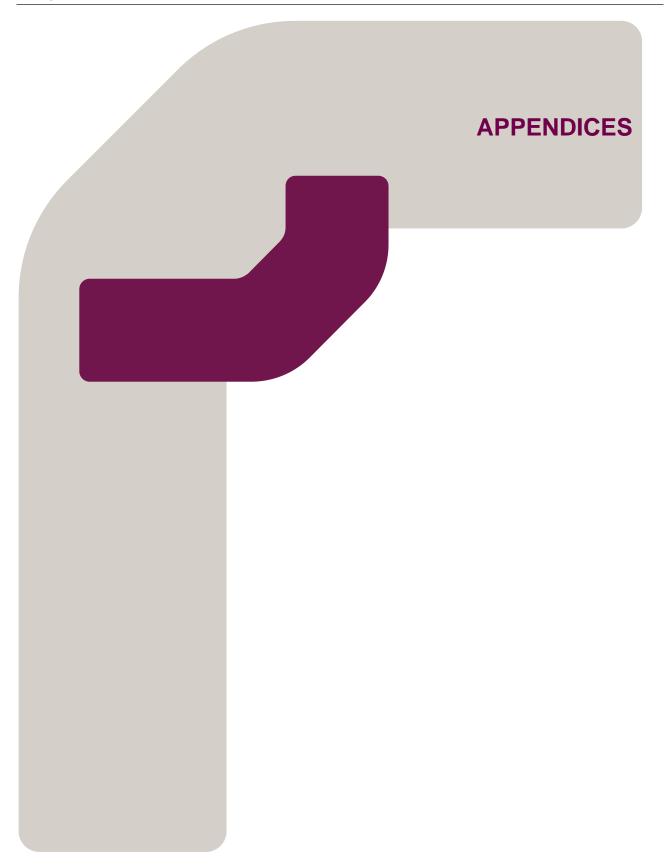
8.2.1 Draft timescales for the delivery and implementation of these Travel Plan initiatives, including the intended outcomes and outputs, are provided below in **Table 8.2** as an Action Plan.

Table 8.2: Travel Plan Action Plan

Action Plan	Action Plan					
Action	Appointee	Timescale	Outcome / Output			
Improve Travel Information	1					
Include travel information on all notice boards	TPC	Ongoing – Reviewed quarterly	All existing and new employees made aware of Travel Plan and alternative modes of travel			
Retain an awareness of local, regional and national transport initiatives to take advantage of new initiatives and assistance schemes as they emerge	TPC	Ongoing – Reviewed quarterly	Reduce cost and barriers associated with travelling via alternative modes, thereby encouraging sustainable travel			
Improve travel awareness for disabled site users	TPC	Ongoing – Reviewed quarterly	Reduce barriers associated with travel undertaken by disabled / mobility impaired employees			
Promote Public Transport						

Action Plan			
Action	Appointee	Timescale	Outcome / Output
Ensure service information is provided on all notice boards	TPC	Before first occupation and ongoing	Enhance awareness and encourage sustainable travel
Encourage BFC to maintain the bus stops within the vicinity of the site and to display current timetable information	TPC	Ongoing	Maintaining high standard of facilities to improve users experience
Identify public transport fare discount opportunities	TPC	Before first occupation and ongoing	Reduce costs of sustainable travel to encourage employees to use alternative modes to the car
Provide route maps and details of Traveline (www.traveline.info), and National Rail (www.nationalrail.co.uk) journey planning websites	TPC	Ongoing – Reviewed quarterly	Enhance awareness of journeys and encourage sustainable travel
Promote Cycling			
10 cycle parking spaces to be provided	Developer	As part of the development of the site	Improve facilities for cyclists to encourage travel via this mode
Demand for cycle parking spaces to be reviewed and consideration of providing additional spaces if required	TPC	Ongoing - Reviewed quarterly	If cycle parking exceeds 90% usage, consider providing additional spaces
Provide plans of cycle routes in the area and details of local cycle shops	TPC	Ongoing – Reviewed quarterly	Enhance knowledge and increase awareness, encouraging cycling
Approach cycle retailers to negotiate discounted cycle purchase vouchers for employees of the development	TPC	Ongoing	Encourage the use of cycling
Promote Walking			
Liaise with the BFC to ensure pedestrian routes to and from the site are appropriately maintained	TPC	Ongoing	Ensure routes are of an appropriate standard to encourage walking
Provide plans of safe pedestrian routes to local facilities and services	TPC	Ongoing	Enhance employee knowledge and awareness
Develop Car Sharing			
Identify new car club / car sharing opportunities and include information ion all notice boards	TPC	Ongoing	Enhance awareness that such opportunities exist

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Appendix A

Site Masterplan

Site Furniture



Entrance Canopy (Image shown for illustration)

Length: 4.9m Width: 5.1m Height: 3.0m Finish: PPC powder coated steel Colour: Anthracite (RAL 7016)



Smoking Shelter (Image shown for illustration)

Length: 3.135m Width: 1.540m Height: 2.25m Finish: PPC powder coated steel Colour: Anthracite (RAL 7016)



Security Kiosk (Image shown for illustration)

Length:1.9m Width: 1.2m Height:2.25m Finish: Plastic coated steel Colour: Grey



Cycle Shelter (Image shown for illustration)

Length:5m Width: 2.75m Height: 2.86m Finish: PPC powder coated steel Colour: Anthracite (RAL 7016)



Bin Store (Image shown for illustration)

Length: 3.5m Width: 4.3m Height: 2.4m
Finish: Treated softwood timber fence with double gate Colour: Natural



Data Centre Building

The Old Sports Field

Former Recreation Ground

Balancing Pond

Water fanks

Emergency access

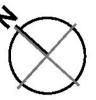
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NOTES

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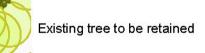
4. Aerial imagery (c) Google 2021 SCALE 1:1000



Development boundary

Outer perimeter fence

- Inner perimeter fence



Additional trees to be planted

LTS KF 15.02.21 P01 Planning Issue By Ckd Date Rev Description



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Bracknell Data Centre

Master Site Plan

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