BREEAM Travel Plan

Manor Farm, Poyle

Manor Farm Propco Limited

Prepared by:

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Basis of Report

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1.0 Introduction

Overview

1.1 SLR Consulting Limited (SLR) is appointed by Manor Farm Propco Limited to provide transport and highways advice in relation to a proposed data centre and Battery Energy Storage System (BESS) development at Manor Farm, Poyle. The site is located to the west of Poyle Road, approximately 1km northwest from Junction 14 of the M25 (J14).

1.2 The development comprises a Data Centre and Battery Energy Storage System (BESS) with access retained from Poyle Road. The Data Centre is classified under B8 use, and the BESS is classified under the Sui generis land use class.

1.3 The site is in close proximity to the existing industrial areas to the east of Poyle Road, accessible from J14, and forms an extension to these land uses in the area.

1.4 This Travel Plan (TP) has been prepared alongside the Transport Assessment (TA) to support the planning application. It provides an 'umbrella' document that sets out the principles that future occupiers of the site will sign up to. It sets out the strategy for encouraging trips by sustainable modes to the site and how this can be monitored and managed.

1.5 This TP considers Building Research Establishment Environmental Assessment Method (BREEAM) for Data Centres, specifically Scheme Document (SD) 5068, 2010.

1.6 The site is located within the Slough Borough and the Local Highway Authority is Slough Borough Council (SBC).

Aims of the Travel Plan

1.7 The aim of this TP is to put in place the management tools that are necessary for employees and visitors to make informed decisions about their travel.

1.8 This TP has been prepared to satisfy BREEAM credit '*Tra 05 Travel Plan'* by demonstrating that the relevant Assessment Criteria are satisfied. The anticipated likely staff travel patterns have been set out (based on 2011 Census data until staff travel surveys can be undertaken) following building occupation.

Site Overview

1.9 The site comprises a data centre building of 41,061.49 sqm Gross Internal Area (GIA) as well as includes ancillary plant, gatehouse, electrical sub-stations, fuel storage, car parking, site fencing, landscaping and other associated works. This is located on the northern extent of the site.

1.10 To the south the BESS is proposed. Access to both are provided from an upgraded access with Poyle Road. The BESS includes an emergency access provided via an existing vehicle crossover which forms part of the Poyle Road / Blackthorne Road roundabout.

1.11 The local transport network including disabled access and public transport accessibility is detailed in **Section 2**, while on site facilities such as car and cycle parking are detailed in **Section 3**.

Report Structure

1.12 The structure of this document is as follows:

- **Section 2** - Outlines the accessibility;
- **Section 3** - Sets out the Site Assessment;
- **Section 4** - Sets the objectives and targets of the TP;
- **Section 5** - Outlines the TP strategy and management;
- **Section 6** – Sets out the measures to be implemented;
- **Section 7** – Outlines the monitoring and review programme; and
- **Section 8** – provides a table containing an Action Plan.

2.0 Accessibility & Context

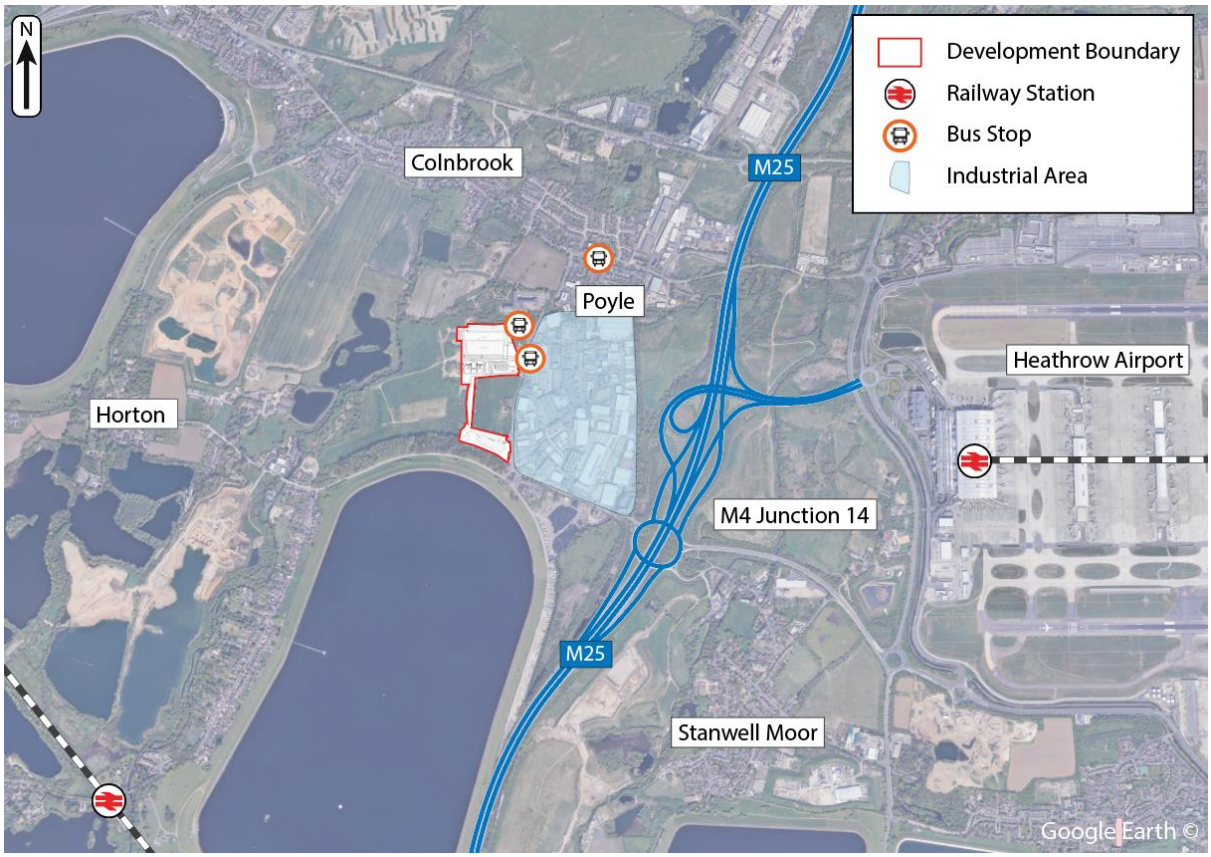
Site Location

2.1 The site is located to the west of Poyle Road, Poyle adjacent to the existing industrial area. Poyle is a largely industrial area in the unitary authority of Slough.

2.2 The settlement of Colnbrook is located approximately 600m to the north and J14 of the M25 is 1km to the southeast. The western extent of Heathrow airport is approximately 2km to the east of the site.

2.3 The site location is illustrated in **Figure 2-1**.

Figure 2-1: Site Location



Site Access

2.4 The site currently has three points of access, two opposite The Hollies and a gated access from the Poyle Road / Blackthorne Road roundabout. The busier and ‘main’ access is the southern priority junction opposite The Hollies, which serves a number of units and businesses including courier services, van and lorry hire, building material suppliers and others. The northern ‘secondary’ access is also a priority junction which is used as a car park by airport users.

Walking

2.5 Poyle Road routes in a north-south direction to the immediate east of the site. There are footways along the eastern side of Poyle Road, though there is currently no existing crossing point from the site access. There are also bus stops 100m north of the site access which benefit from hourly services.

2.6 To the south, the footway continues along Poyle Road for approximately 70m (from the site access) until its junction with Prescott Road. Prescott Road provides access to Poyle Trading Estate and a range of B2/B8 use class buildings. To the south of Prescott Road, the footway continues to the east of a line of trees to the Poyle Road / Blackthorne Road roundabout. To the east, footways continue into Trident Industrial Estate.

2.7 To the north, again from the site access, the footways along Poyle Road continue for approximately 100m until the Poyle Road / Colndale Road / Hilton Way roundabout. This route is mostly set back from the highway, separated by a grass verge. The footway varies between approximately 1m and 3m in width and street lighting is consistently present.

2.8 To the north of the Poyle Road / Colndale Road / Hilton Way roundabout, the footway continues along the eastern side of the road, varying in width. On its approach to the Mathisen Way junction it is again separated from the highway by a grass verge. The footway continues northbound towards Bath Road and Colnbrook residential areas.

2.9 The nature of Poyle Road near the Poyle Road / Colndale Road / Hilton Way roundabout is shown within **Photo 2-1**.

Photo 2-1: Poyle Road near Poyle Road / Colndale Road / Hilton Way roundabout

2.10 To the north along Bath Road there are bus stops ('Poyle Road Junction') which benefit from more regular buses than those adjacent to the site access.

2.11 These surrounding areas are considered suitable for pedestrians, though not for the mobility impaired due to the lack of formal crossing points, dropped kerbs and tactile paving.

2.12 There are no Public Rights of Way (PRoWs) in the vicinity of the site.

Cycling

2.13 The nearest National Cycle Route is approximately 1.3km from the site access. This is a 'link route' associated with National Cycle Network (NCN) Route 61. It provides access to the centre of Slough.

2.14 Several of the nearby railway stations can be accessed by bus, but also by bicycle. This is, however, dependant on the experience level of the cyclist as many of the options for cycling to the railway stations (for example) require sections of cycling on-road with speed limits varying between 30-60mph. These potential routes are:

- **Heathrow Terminal 5** – this station can be accessed from the site by cycling along Poyle Road northbound and then following Bath Road to the east towards Longford Roundabout. This section is on-road. The initial 1.2km is subject to a 30mph speed limit, with the last 800m subject to the national speed limit suggesting that this route is suitable for more experienced cyclists. From Longford Road, cyclists can navigate

to Heathrow's 'Western Perimeter Road' which provides a shared cycleway / footway to Heathrow Terminal 5 railway station.

- **Wraysbury Railway Station** – this station can be accessed by following Poyle Road southbound for approximately 550m, before routing westbound on Stanwell Road for approximately 850m. Station Road then routes southbound from Stanwell Road for 1.7km providing access to Wraysbury railway station. This route is entirely on-road. Poyle Road and Station Road are subject to 30mph speed limits, whilst the majority of Stanwell Road is subject to the national speed limit, suggesting it is more suitable for experienced cyclists.

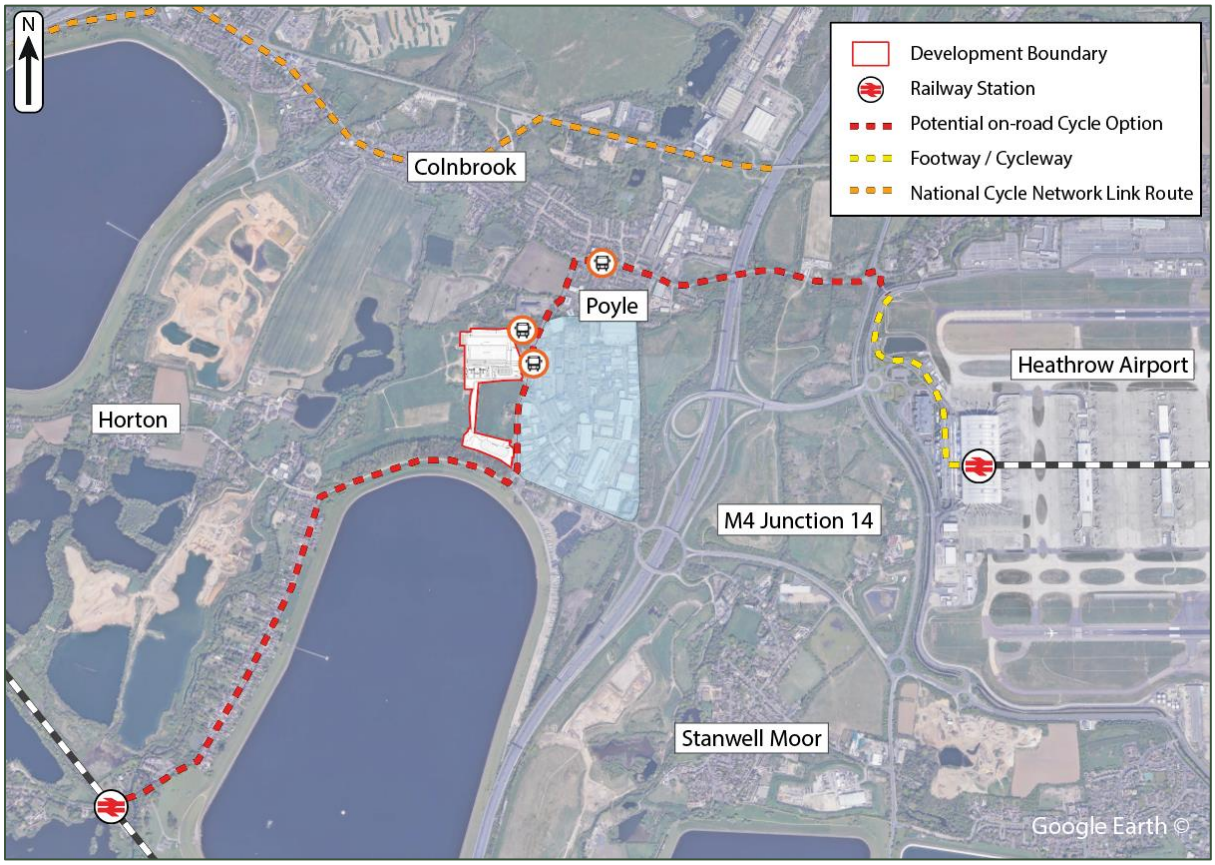
2.15 The Heathrow Express 'Conditions of Carriage' states that:

"*Cyclists are welcome on board the Heathrow Express with their bicycle and do not have to reserve a cycle space. As our services are very busy on weekday mornings and evenings we are unable to carry bicycles on trains leaving Heathrow Central between 0630 and 1000 or trains leaving London Paddington between 1630 and 1900. This restriction does not apply on Saturdays, Sunday or Public Holidays*".

2.16 It should be noted that Heathrow Express single journeys costs between £16.50 and £25 depending on the type of ticket purchased.

2.17 **Figure 2-2** illustrates these routes which could connect the site to local railway stations by bicycle.

Figure 2-2: Local Cycling Routes



2.18 As noted, these are potential routes for experienced cyclists and those comfortable cycling on-road. **Figure 2-2** also illustrates the nearby National Cycle Network (NCN) 'link route', which is extension of NCN Route 61. This route provides access by bike towards Slough.

2.19 A site visit was undertaken on 24th November 2023 and cyclists were observed both on Poyle Road and Bath Road as demonstrated in **Photograph 2-2** and **Photograph 2-3**. The cyclists shown in **Photograph 2-2** are part of an organised ride.

Photo 2-2: Cyclists along Bath Road

Photo 2.3: Cyclist along Poyle Road

Public Transport

Bus

2.20 The nearest bus stops to the site are the northbound and southbound 'Colndale Road' bus stops along Poyle Road. These are located 100m to the north of the site access. There are bus cages indicating the bus stops and flag poles. These bus stops benefit from a typical service pattern of one service per hour in each direction operated by Routes 5 and 305.

2.21 There is a bus stop adjacent to the nearby Hilton which benefits from a half hourly bus service. This is the H5H service or the 'Heathrow Hotel Hopper'. This service is operated by Heathrow Airport and provides a frequent connection to Heathrow Terminal 5 with a journey time of approximately 10 minutes.

2.22 Further to the north along Bath Road, approximately 700m from the site access, are the 'Poyle Road Junction' bus stops. The eastbound stop is also known as 'Colnbrook Holiday Inn T5 forecourt'. These bus stops benefit from bus cages, flagpoles, and timetabling information and benefit from up to five services every hour.

2.23 These bus services provide links to local residential areas as well as to the nearest railway stations, which could form part of a multi-modal trip for future staff of the site. The walking time to the site is approximately 10 minutes.

2.24 **Table 2-1** sets out the current bus services. **Photograph 2-4** shows the eastbound Poyle Road Junction bus stop, demonstrating its infrastructure and facilities.

Table 2-1: Bus Services

No.	Route	First Bus	Last Bus	Ave. Frequency (mins)			Operator
				M-F	S	S	
Colndale Road							
5	Heathrow - Slough - Cippenham	05:02	23:22	60	60	60	Thames Valley Buses
	Cippenham - Slough - Heathrow	03:36	22:47	60	60	60	
Hilton Hotel							
H5H	Heathrow Terminal 5 (loop)	04:30	00:00	30	30	30	Diamond Bus South East
Poyle Road Junction							
81	Slough - Hounslow	05:09	00:32	12	12	15	Metroline Travel
	Hounslow - Slough	05:00	00:16	12	12	15	
703	Bracknell - Windsor, Slough - T5	03:46	23:18	30	30	30	Reading Buses
	T5 - Windsor, Slough - Bracknell	04:05	23:40	30	30	30	

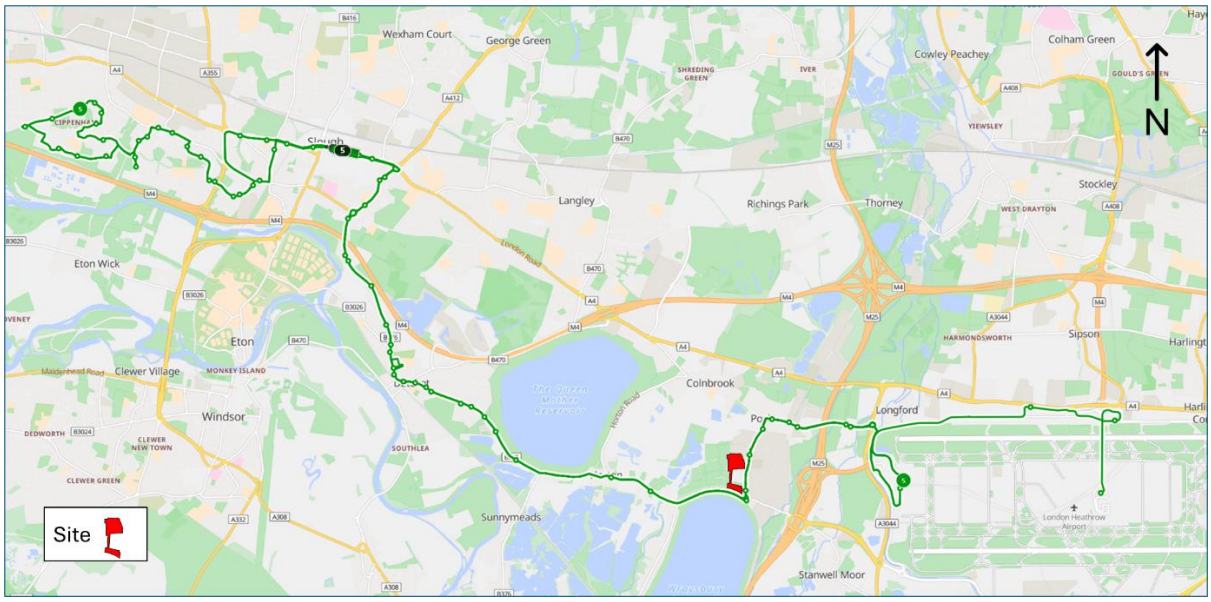
2.25 **Photo 2-4** shows the eastbound Poyle Road Junction bus stop.

Photo 2-4: Poyle Road Junction Eastbound Bus Stop

2.26 **Figure 2-3** illustrates the local bus routes in the context of the site, noting the closest bus stops and the various routes. **Figure 2-4** shows bus route 5 in its entirety, as shown on the Thames Valley Buses website.

Figure 2-3: Bus Routes

Figure 2-4: Bus Route Service 5



(source: https://www.thamesvalleybuses.com/services/CTNY/5)

Rail

2.27 There are two railway stations within an accessible distance of the site; Heathrow Terminal 5 is 3km / 14 minutes by bike (including a 'walk your bike' section) and Wraysbury is 3km / 10 minutes by bike.

2.28 The best routes to access these stations have been set out previously in this section.

2.29 Heathrow Terminal 5 is a shared railway and London Underground station serving Heathrow Terminal 5. It serves as a terminus for Heathrow Express services to London Paddington, and for Elizabeth line and London Underground Piccadilly line services to central London.

2.30 Heathrow Terminal 5 benefits from up to six departures and six arrivals per hour. There is a quarter-hourly service to London Paddington and a half-hourly service to Shenfield.

2.31 Wraysbury railway station serves the village of Wraysbury in Berkshire. The station is on the line between Windsor and Eton Riverside and Waterloo. The typical off-peak service Monday to Saturday is two trains per hour to London Waterloo, and two per hour to Windsor & Eton Riverside. There is one train per hour in each direction on Sundays.

Local Highway Network

Poyle Road

2.32 Poyle Road runs in a north-south direction to the immediate east of the site. The industrial areas of Poyle and Trident Industrial Estate are to the east of Poyle Road which is subject to a 30mph speed limit and is a single-lane two-way carriageway, approximately 1km in length. There is street lighting present and a footway along the eastern side of the road. There are bus stops along Poyle Road and several junctions providing access to the industrial area to the east.

2.33 A bus gate is currently under consultation, proposed along Poyle Road to the immediate north of its junction with Mathisen Way. The proposals allow for cars to pass through, and have a separate lane for buses. Entry will be restricted for HGVs.

Bath Road

2.34 To the north, Poyle Road routes to the east and as it does so it becomes Bath Road. Bath Road leads towards the Longford Road roundabout (a four arm roundabout comprising Bath Road / Stanwell Moor Road). The first western 550m of Bath Road is subject to a 30mph speed limit, whilst the eastern 800m is subject to the national speed limit.

Park Street

2.35 Park Street routes westbound from the Poyle Road / Bath Road junction. Access to Park Street is restricted to access and buses only to prevent wider routing through the Brands Hill and the Colnbrook by-pass.

Horton Road

2.36 Horton Road is a west-east road which connects to the southernmost extent of Poyle Road. It connects to Horton to the west, and to the east it connects to M25 Junction 14 Poyle Interchange (a five-arm roundabout comprising Horton Road / M25 / Airport Way). Horton Road is subject to a 30mph speed limit.

Accessibility Summary

2.37 The site is located to the west of Poyle Road, Poyle. The built up area surrounding the site would be considered suitable for pedestrians, though not for the mobility impaired due to the lack of formal crossing points, dropped kerbs and tactile paving. Cycling is also possible but favours more experienced cyclists.

2.38 It is noted that the nature of the development proposals, the site will generate a number of trips by private vehicle and a limited number of HGV. However, those traveling by foot would be staff from the local area, or staff who have travelled by bus and then who walk to the site.

2.39 There are bus stops near the site which benefit from up to five buses an hour, allowing staff to travel sustainably to the site. There are also railway stations accessible via bus, bike or vehicle.

2.40 As part of the development, the following accessibility improvements are proposed:

- A 2m footway along the western side of Poyle Road, providing a connection northward towards the Colndale Road bus stops;
- A new pedestrian crossing of Poyle Road located to the immediate south of the site access.

3.0 Site Assessment

Overview

3.1 This section sets out the site access arrangements. **Figure 3-1** shows the layout of the Data Centre, located to the north of the site and is the area of the development pertaining to this TP. A copy of the site masterplan is provided in **Appendix A**.

Figure 3-1: Site Plan (Data Centre)

3.2 The site layout is included at **Figure 3-2** and **Figure 3-3** in more detail.

Figure 3-2: Data Centre

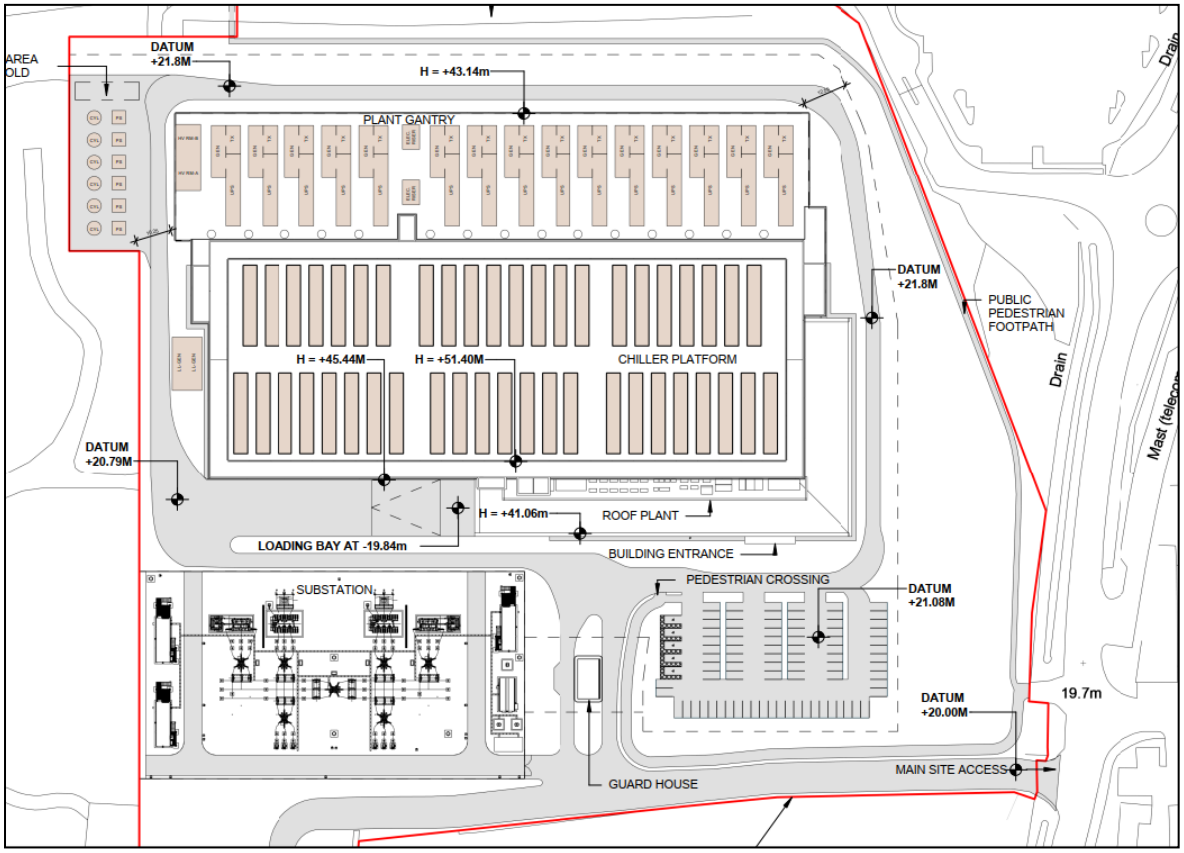
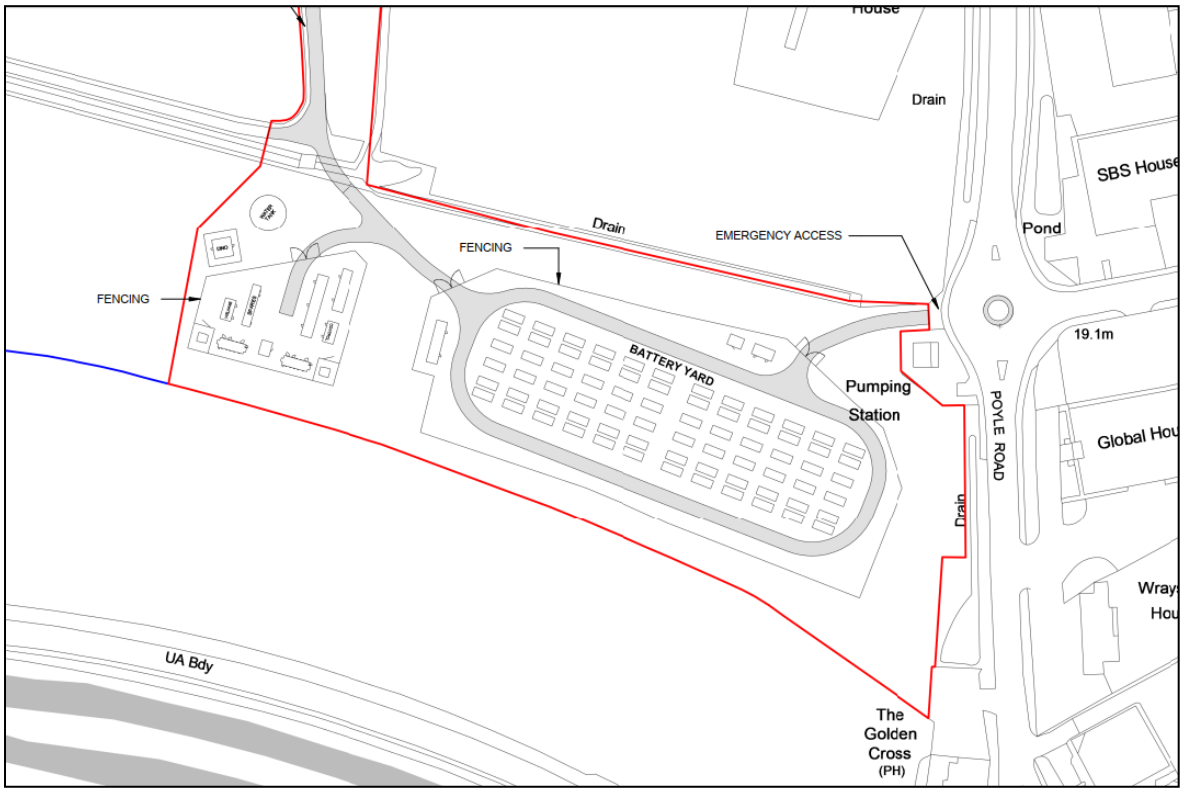


Figure 3-3: Battery Storage Facility

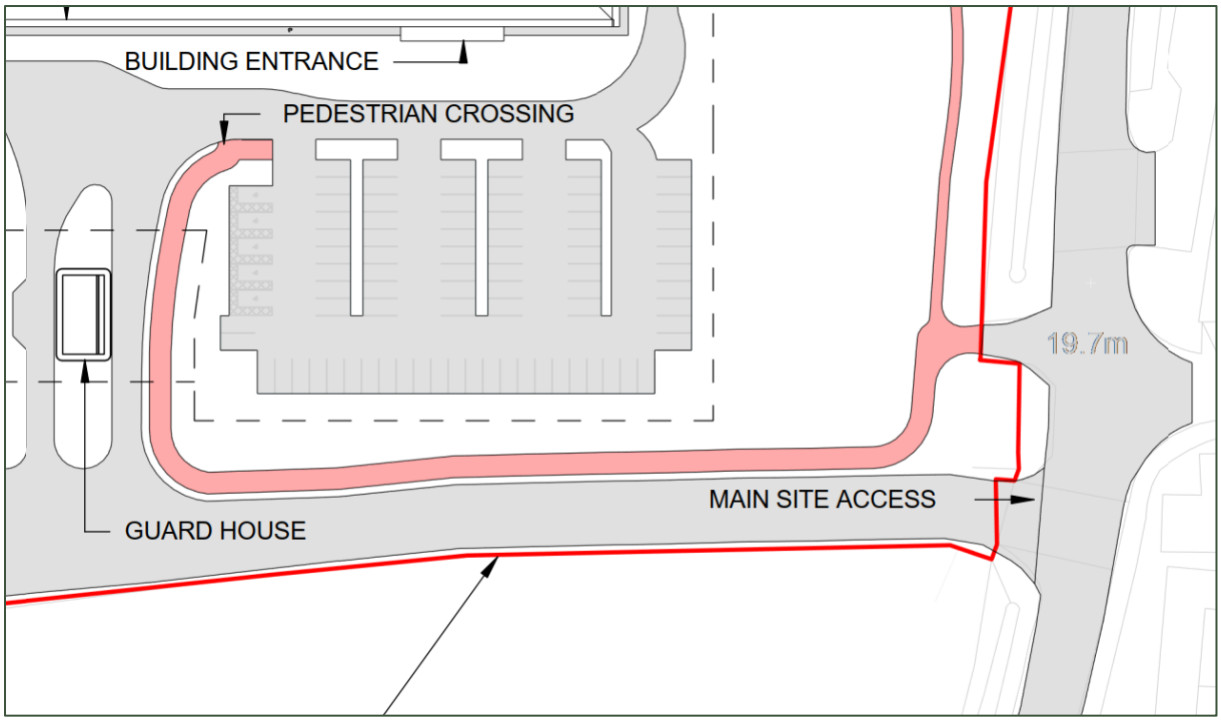


Pedestrian and Cycle Access

3.3 There is a proposed shared use path within the site which routes from the external access with Poyle Road to the main entrance of the data centre building. At the point at which this path meets Poyle Road, the existing vehicle access point it to be downgraded. The path is proposed to be 3m in width.

3.4 The alignment of the path is illustrated in **Figure 3-4.**

Figure 3-4: Pedestrian / Cycle Route



Vehicular Access

3.5 The site will continue to be accessed via the currently unnamed road (‘the Access Road’).

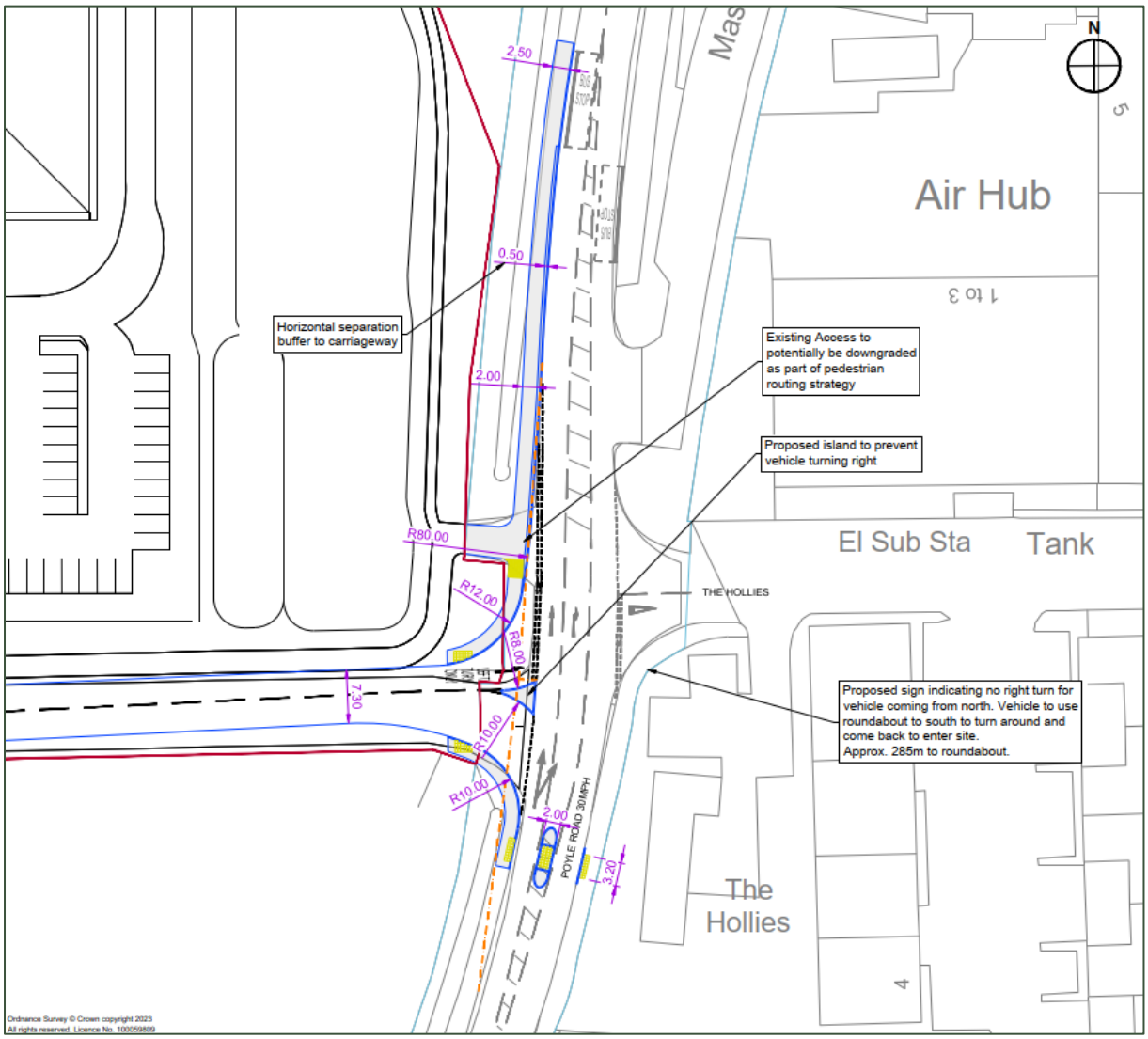
3.6 Whilst the Access Road is currently used to serve the existing operations at this site, it is proposed to improve this junction as part of the proposed development. The junction improvement proposals are set out in **Figure 3-5** and comprise:

- A Left-in/Left-Out arrangement which will reduce the number of conflicting turning movement compared to the existing arrangement;
- An island to separate inbound and outbound vehicles, which also prevents outbound vehicles turning right;
- Proposed signage indicating no-right turn for vehicles arriving from the north. Vehicles will travel 285m to the roundabout to the south, before returning northbound along Poyle Road to enter the site;

- Left and righthand visibility shown at 2.4m x 43m as per Manual for Streets (MfS) for a 30mph speed road;
- The downgrading of the existing secondary northern access to a pedestrian / cycle route;
- A 2m footway along the western side of Poyle Road, providing a connection northward towards the Colndale Road bus stops;
- A new pedestrian crossing of Poyle Road located to the immediate south of the site access;
- The junction includes adequate width for the safe manoeuvre of HGVs.

3.7 All site access works will fall within the red line boundary or within the extent of the adopted highway.

Figure 3-5: Main Site Access



Footway Improvements and Crossing

3.8 The site access proposals include a footway and crossing improvements. The footway leads northbound from the proposed pedestrian / cycle access and is 2m in width. Where possible it is separated from Poyle Road by a 0.5m verge.

3.9 The footway continues northbound for some 60m before terminating at the northbound Colndale Road bus stop.

3.10 It is not feasible to provide a crossing at this point to access the southbound bus stop due to road safety implications. As such, pedestrians are able to take an alternative route to access the southbound bus stop which also forms a part of the site access proposals.

3.11 The main site access to the south will benefit from dropped kerbs and tactile paving, set approximately 6m back from the give way line. South of the site access, further dropped kerbs and tactile paving is proposed, with a pedestrian refuge island set within the central reservation. From here, pedestrians can access the eastern footway of Poyle Road and route northbound or southbound to their destination.

Car Parking

3.12 The proposed development is supported by 86 car parking spaces which are located in a car park to the south of the data centre building. The car park includes internal walk ways to support pedestrian movements to and from the building entrance.

Disabled Parking

3.13 The car park includes a total of five disabled parking spaces. This equates to 6% of spaces. These spaces are located close to the building entrance.

Electric Vehicle Charging

3.14 SBC do not have any standards for Electric Vehicle Charging Points (EVCP). At this stage it is proposed that:

- 20% of spaces to receive active charging infrastructure (charge points). This equates to 17 parking spaces.
- 100% of spaces to receive passive charging infrastructure (pathway for future charge points)

BREEAM Credits

3.15 BREEAM is an environmental performance standard that new constructions can be assessed against to obtain a rating. This is covered in the BREEAM Data Centres 2010 document. The BREEAM credits that are available are shown below in **Table 3-1**.

Table 3-1: BREEAM Credits

Tra 1 Provision of Public Transport	Available Credits	Achieved
Accessibility Index	3	1
Dedicated Bus Service	1	0
Tra 2 Proximity to amenities	Available Credits	Achieved
Proximity to Amenities	1	0
Tra 3 Cyclist Facilities	Available Credits	Achieved
Cyclist Facilities	2	2
Tra 4 Pedestrian & Cyclist Safety	Available Credits	Achieved
Pedestrian and cycle routes	1	1
Tra 05 Travel Plan	Available Credits	Achieved
Travel Plan	1	1

Tra 01 Provision of Public Transport

3.16 The accessibility index tool has been used to calculate the accessibility index of the site, based on the distance to public transport nodes. The site has an accessibility index score of 2.07, based on Table 11 of the "BREEAM Data Centres 2010" document, the site should be awarded 1 BREAM credit.

3.17 There is no dedicated bus service for the site so there is no BREAM credit awarded for this element.

Tra 02 Proximity to Amenities

3.18 To achieve the Tra 02 credit, it is required that there is a grocery shop and/or food outlet, a post box and a cash machine within 500m of the site. The site does not meet these criteria and therefore this credit has not been achieved.

Tra 03 Cyclist Facilities

To achieve these two credits, it is required that:

First credit

1. The number of compliant cycle storage spaces provided is as follows:

a. 10% of building users up to 500 PLUS

b. 7% for building users in the range of 501 – 1000 PLUS

c. 5% for building users over 1000 See Compliance Notes for definition of building users.

Second credit

1. The first credit must be achieved.

2. At least two of the following compliant facilities must be provided for the building users:

a. Compliant showers

b. Compliant changing facilities and lockers for clothes

c. Compliant drying space for wet clothes

3.19 The development includes 37 cycle parking spaces for 60 - 100 employees, above the required 10% cycle parking spaces for employees. Additionally, the building will have compliant showers, changing facilities and lockers for employees. This complies with the credit requirements and as such two BREAM credits are achieved.

Tra 04 Pedestrian and Cycle Routes

3.20 For compliance the site must demonstrate:

Where external site areas form part of the assessed site and these areas contain vehicle access roads, parking and/or pedestrian access to the building, adequate cycle lanes and pedestrian pathways must be provided. If the building does not have any external areas and internal access is directly from the public highway/footpath, then the credit(s) can be awarded on a default basis.

3.21 It is considered that the site access has been designed to comply with this requirement for this credit. A dedicated footway / cycleway connects the building entrance with Poyle Road. Therefore, one credit has been awarded.

Tra 04 Travel Plan

3.22 It is considered that this document is a BREAM compliant Travel Plan and therefore one credit has been awarded.

4.0 Objectives and Targets

Overview

4.1 This section sets out the overarching objectives for the TP, as well as targets for the short and medium term. It includes indicators through which progress towards meeting the targets will be measured. Further information on monitoring and review of the TP can be found in **Section 7**.

4.2 Objectives are the high-level aims of the TP. They help to give the TP direction and provide a clear focus.

Objectives

4.3 In accordance with best practice, any objectives and targets should be set by those involved in overseeing and implementing the development. In this case, that would be the developer, SBC and the Travel Plan Coordinator.

4.4 Objectives and targets should be developed in conjunction with any organisational specific policies and measures.

4.5 In order to measure the success of the TP it is important that a series of objectives are set along with a range of targets. These will provide a measure of how successful the TP is in achieving the set objectives. The proposed objectives are as follows:

- To promote public transport, walking and cycling as attractive commuting modes;
- To maximise awareness of sustainable transport options by providing information and promotional campaigns;
- To promote healthy living through increased participation in active travel; and
- To minimise the number of single occupant vehicle trips to and from the site through the promotion and provision of realistic sustainable alternatives.

4.6 To facilitate the delivery of the objectives listed above, the following targets will be set.

Targets

4.7 Targets are measurable goals by which the progress of the TP will be assessed. Targets are essential for monitoring progress and the success of the TP. These should be ‘SMART’, i.e., **S**pecific, **M**easurable, **A**chievable, **R**ealistic and **T**ime-bound.

4.8 The key action targets are set out as follows:

- A Travel Plan Coordinator (TPC) will be appointed within three months of the site becoming operational.
- A monitoring note will be completed on an annual basis and will include a travel survey which includes stated main mode of travel undertaken for five years.

4.9 The exact details of staff travel at this site is not yet known, therefore in the absence of this data, the 2011 Census has been used as a proxy for the development site to establish typical travel behaviour of workers in the local area currently.

4.10 The 'Method of Travel to Work' data has been obtained for the area of the site (*E02003420: Slough 014),* using this location as the usual place of work. The existing method of travel to work modal split for this area is set out in **Table 4-1**. This data provides a snapshot of the existing travel behaviour of staff travelling to this area to work.

Table 4-1: Method of Travel to Work Modal Share

Method of Travel to Work	Modal Share
Underground	1%
Train	1%
Bus, minibus or coach	9%
Taxi	0%
Motorcycle, scooter or moped	1%
Driving a car or van	78%
Passenger in a car or van	5%
Bicycle	2%
On foot	3%
Other	0%
Total	**100%**

4.11 The data demonstrates that approximately 78% of the existing local working population drive a car or van to their place of work. In addition, 9% take a bus while 55 are a passenger in a car or van.

4.12 It should be noted that the data presented in **Table 4-1** is representative of a situation now over 10 years ago, and prior to the Covid-19 pandemic which has accelerated changes to typical travel patterns.

4.13 For this TP, an initial target is to achieve a lower quantum of staff driving to the development than the percentage of workers who currently drive to work in the local area. This can be reviewed with SBC upon attaining the initial survey results, details of which are presented in **Section 8** of this TP.

4.14 Beyond the initial survey, the TP target should be to achieve a 10% modal shift from car to sustainable mode each year the TP is in place, i.e., 10% over the five-year TP period, or 2% per year. A reduction of 10% over the initial five-year period is considered 'SMART' and shows good ambition for the TP and its principles.

4.15 Only when the Data Centre is occupied, and staff are based at the site can the travel patterns be known. Following staff surveys the TP will be updated, to take into account more detailed information and targets will be agreed and set; the TP including the targets will continue to evolve throughout at least the next five years.

5.0 Travel Plan Strategy

Overview

5.1 A key component of the TP is the appointment of a Travel Plan Co-ordinator (TPC) for the site. The TPC will be funded by the developer and their role will likely be undertaken as part of a wider role.

5.2 In the interim period before a TPC is appointed, SLR Consulting will temporarily adopt the responsibility of the TPC role.

TPC Details

5.3 The TPC will be responsible for overseeing the management, development, implementation, monitoring and review of the TP. Prior to occupation, a TPC will be appointed by the site occupier, typically this role is undertaken by the building / site management or estate team.

Travel Plan Coordinator Responsibilities

5.4 The primary responsibilities of this role include:

- Implementing and promoting the Travel Plan at a site level;
- Negotiating and agreeing discounts / incentives with local businesses;
- Co-ordination of local initiatives with national events such as Cycle to Work Week;
- Monitoring the progress of the Travel Plan;
- Liaising with nearby organisations to discuss best practice and to share ideas;
- Giving advice to staff about transport related issues and offering a personalised Travel Plan service such as personalised walking and cycling routes or bus trips;
- Liaising with third parties such as public transport operators and SBC on Travel Plan issues and progress;
- Evaluating and monitoring the success of the Travel Plan;
- Ensuring that staff (existing and new) are aware of the Travel Plan and its benefits to them and the environment;
- Demonstrate how the TP links to the organisation’s wider corporate policies.

6.0 Measures and Initiatives

Introduction

6.1 This section sets out a package of measures that could be introduced to encourage staff of the data centre to use more sustainable modes of transport than single occupancy private car trips. It is acknowledged that these measures will need to be refined following consultation with managers. As such the objective of this TP will be to mitigate car travel to and from the site within appropriate circumstances. In the context of this TP there will be a particular focus applied to reducing the car use of daytime commuters.

6.2 One of the primary objectives of this TP is to reduce car use to the site. However, it is noted that in certain circumstances, car use to and from the site may be deemed to be the most appropriate mode of transport.

6.3 The nature of staff shift patterns will be determined by the eventual occupier. At this stage the Data Centre is expected to operate with two-shift patterns, with start and finish times likely to be 07:00 and 19:00. Travel modes will need to be appropriate for staff shift patterns.

Travel Notice Boards

6.4 Dedicated notice boards will be provided at a variety of locations around site for staff and visitors. The notice boards will display details of the TP and be used to publicise events such as “bike to work day” and “car free days” and schemes such as the ‘cycle to work’ scheme. It will also provide details of public transport and cycle networks.

Travel Planning Apps

6.5 Travel planning apps are an effective way to plan journeys. Apps such as TfL Go and Citymapper allow the user to plan their journey in the most effective way possible, allowing comparisons between the different methods of public transport.

6.6 Staff can be made aware of the usefulness of these apps via notice boards (see below). Advertisements may be placed on the notice board and even a QR code to scan that provides a link to download the app.

TfL Go App

City Mapper App

Travel Plan Welcome Pack

6.7 It is recommended that every member of staff working within the data centre is provided with a Welcome Pack, which will be prepared by the TPC. This may include the following:

- Summary of the Travel Plan;
- Walking and cycling maps and routes;
- Location of bus stops and route maps;
- Bus and train information and / or timetables;
- The promotion of national active travel events such as Walk to Work and Bike to Work Weeks.

6.8 The Welcome Pack could also be hosted online via company intranet pages or similar.

Car Sharing

6.9 Employees will be encouraged to car share where possible, including encouragement to sign up to schemes such as Liftshare. Information on the benefits of joining such schemes will be included as part of the Travel Plan Welcome Pack.

6.10 To encourage the take up of car sharing schemes, measures could be introduced to support those taking part and to overcome some of the perceived disadvantages to car sharing.

6.11 These could include Preferential Parking: Car sharers would be designated the most attractive parking spaces, with the exception of disabled spaces, closest to the building and marked accordingly. Cars involved in the scheme will display an approved permit and parking will be monitored to ensure that abuse of the system does not occur.

Walking and Cycling

6.12 The following measures are proposed in order to promote walking and cycling to and from the site:

- All staff will be informed about the Travel Information Boards which will include maps of local walking and cycle routes and information;
- High quality cycle parking will be provided at convenient and visible locations within the site and uptake will be monitored;
- The TPC will raise awareness of the health benefits of walking and cycling;
- The Occupiers will be encouraged to install changing facilities and lockers for staff as part of their fit out. This could also include an element of internal cycle storage for higher value cycles.
- Employers may consider the provision of interest free loans for the purchase of bicycles.

Assisted Cycle Purchase

6.13 **Measure**: A number of schemes are available that companies can sign up to that allow staff to purchase bicycles and other related equipment through salary sacrifice. Savings up to 40% on the cost of a new bicycle can be made.

6.14 **Action**: The TPC will encourage the operator to sign up to one of the cycle to work schemes.

Public Transport

6.15 Details of local bus and rail services will be made available to staff where possible using information boards in prominent positions. TfL Journey Planning and the National Rail website and sustainable transport websites and relevant phone numbers will be promoted.

6.16 There is the opportunity for discounted bus tickets for staff to be negotiated with Thames Valley Buses, who operate route 5. This route connects Cippenham with Heathrow Airport (Terminal 5) and serves the 'Colndale Road' bus stops adjacent to the site.

Deliveries

6.17 Requirement 4 of the Tra 5 Travel Plan BREEAM credit sets out that:

The Travel Plan includes measures to minimise the impacts of operational-related transport e.g. deliveries to and from the site.

6.18 Deliveries to the site will be managed via a dedicated loading bay and will not impact on general traffic to and from the site. The timing of trips should avoid network peak periods as well as peak pedestrian times.

7.0 Monitoring and Review

Overview

7.1 The monitoring of the TP is central to ensuring that its aims are delivered. A robust monitoring strategy is needed to measure the success or otherwise of the various elements of a TP. An effective monitoring strategy will highlight the best performing areas of the TP, it will also draw attention to elements that are not performing as well as anticipated.

Monitoring Process

7.2 The Travel Plan Monitoring Process will involve two stages:

- **Stage 1** - A basic annual review of targets and measures. The monitoring surveys detailed above will be conducted to assess whether targets are being met and the effectiveness of the implemented measures.
- **Stage 2** - It involves the TPC undertaking a full and comprehensive review of the Travel Plan at Year 5 once the fifth monitoring survey has been undertaken and the results analysed. This review will involve updating the TP document to take into account changes to transport availability, changes in travel patterns, changes in resident numbers and revisions to targets and measures.

7.3 It is proposed that the TP will be monitored on a five-year cycle with the first survey carried out within three months of the site's operation, and then thereafter on an annual basis.

Travel Surveys

7.4 The monitoring will be coordinated by the TPC and approved travel questionnaires will be issued to staff to determine their travel habits and share their view on the implementation of the TP. All questionnaire surveys will seek to achieve a minimum 40% response rate to provide representative travel data

7.5 An example Travel Survey is included at **Appendix B**.

7.6 A traffic survey at the entry/egress point will also be carried out at Year 5 to record the numbers of pedestrians, cyclist and vehicles entering and leaving the site over the course of a typical day. A survey schedule is set out below.

Table 7-1: Travel Plan Survey Schedule

Survey Type	Schedule	Responsibility	Information Collected
Multi-Modal Travel Survey at the site entry/egress point	At year 5	TPC	Collecting the daily movements made by vehicles and cyclists
Travel Questionnaire	Annually	TPC	Establishing staff travel behaviour and gathering their views on the implementation of the travel plan

7.7 Additional monitoring of the following is also useful to judge whether the implementation or proportion of certain measures needs to be modified. These factors should be monitored on a regular basis:

- Monitor the level and usage of parking spaces and the level of any overspill parking in the surrounding area;
- Record the use of onsite bike storage;
- Register comments received from staff relating to the operation and implications of the TP.

Reporting

7.8 Upon the completion of the follow–up surveys, the TPC will compile an annual Monitoring Report to:

- Outline the results of the travel surveys and any on-going monitoring of measure uptake;
- Assess the progress of the TP; and
- Gauge the efficiency of the proposed measures and initiatives.

Funding

7.9 The developer agrees to fund the Travel Plan until an occupation takes place. This will include reasonable measures to meet the monitoring commitments of the Travel Plan including funding the monitoring surveys and the proposed Travel Plan measures. Any further funding discussions will be undertaken with the Travel Plan Coordinator.

8.0 Action Plan

8.1 The Action Plan outlined below in **Table 8-1** sets out the measures included within the TP that are directed at influencing staff travel. The action plan will be reviewed annually following the travel survey.

Table 8-1: Travel Plan Measures

Measures	Notes	Target Date	Monitoring Method	Responsibility
General				
Appointment of Travel Plan Coordinator (TPC)	Tasks added to existing staff role	Prior to buildings opening	N/A	Occupier
Information Provision				
Sustainable travel notice board	Public transport timetables and walking/cycle routes.	Prior to buildings opening	N/A	TPC
Cycling				
Provision of secure cycle stands	Cycle parking to be provided for staff	Prior to buildings opening	Spot checks as part of maintenance rounds	TPC
Establish a Staff Bicycle User Group	Group of interested cyclists to promote and improve cycling.	Prior to buildings opening	Report back to TPC	TPC
Establish cycle schemes	Promote relevant local and national schemes	Prior to buildings opening	TPC to monitor participation levels	TPC
Encourage cycling through awareness events such as National Bike Week	Events to be promoted throughout the site	Annual event	TPC to monitor participation levels	TPC
Vehicles				
Establish staff car share scheme	Review staff home locations to identify options.	Prior to buildings opening	TPC responsible for database	TPC
Encourage the use of electric delivery vehicles for last mile deliveries	To reduce emissions associated with the site.	Annually	TPC to monitor opportunities	TPC

Appendix A – Site Masterplan

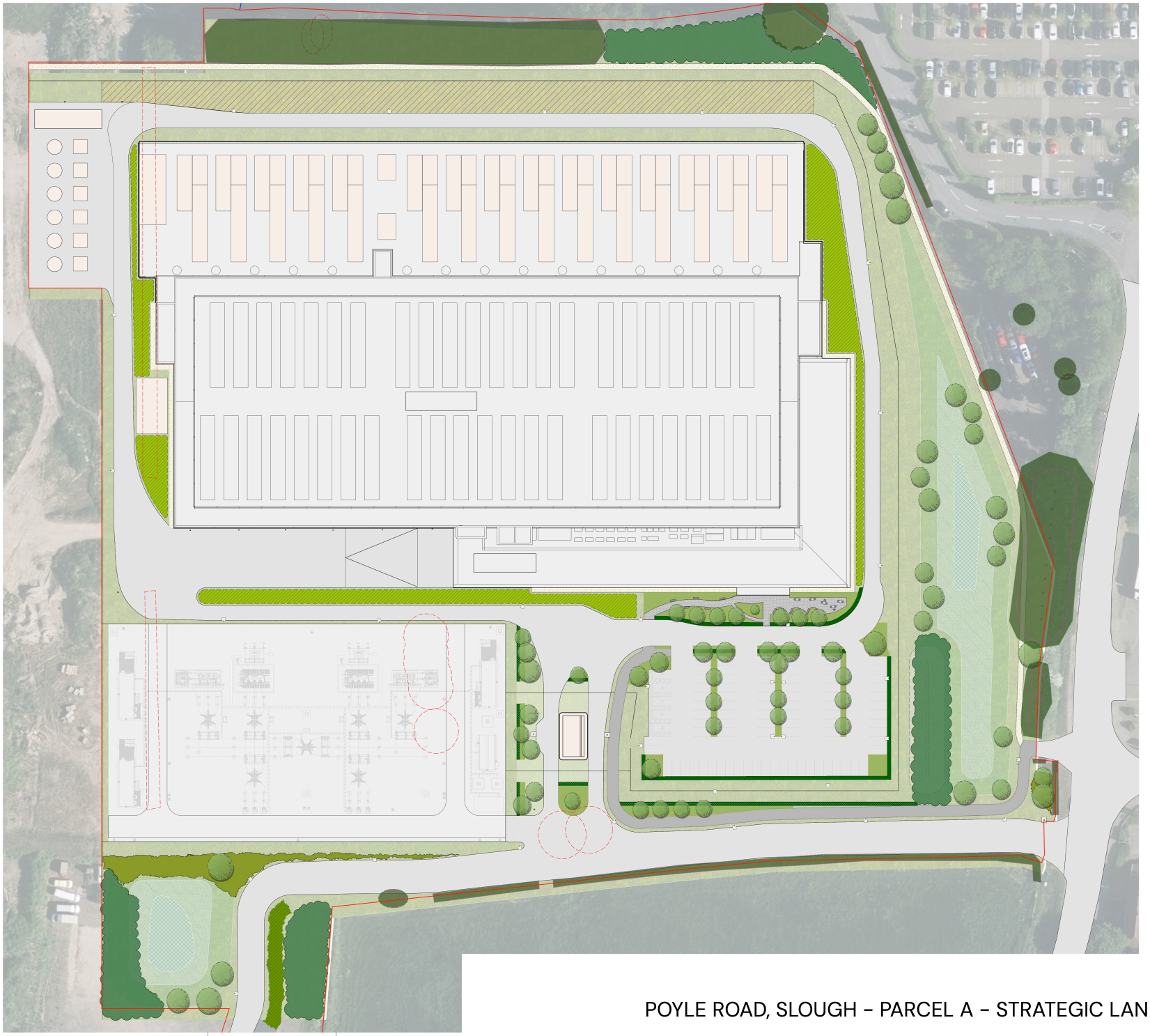
BREEAM Travel Plan

Manor Farm, Poyle

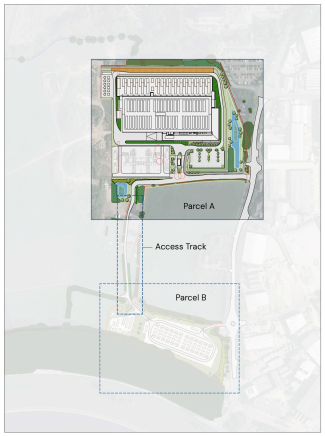
Manor Farm Propco Limited

SLR Project No.: 425.065619.00001

12 December 2024



Location Plan Scale 1:5000



KEY – Parcel A

- Application boundary
- Blue line boundary
- Indicative size and extent of existing vegetation to be retained to BS5837:2012. Dashed line shows RPA.
- Indicative extent of existing vegetation to be removed.
- Tree planting
- Native woodland planting
- Areas of native scrub planting
- Translocated hedgerow (total length 109 m within Parcel A and Access Track)
- Ornamental planting
- Singles species native hedgerow
- Ornamental hedgerow – to be retained at max 600mm height
- Wet-tolerant ornamental planting within soft-landscaped rain gardens
- Short mown grass
- Tussock grassland
- Reinforced grass (eg. Ecotpave)
- Earth mound (approx. 1.5m max height)
- Attenuation basin / swales – seeded with species rich meadow suitable for seasonally wet soils
- Feature block paving to entrance
- Tarmac footpath
- Self binding gravel footpath/building maintenance route
- Lighting column locations

For continued landscape proposals to the Access Track and Parcel B refer to Pegasus drawing P24-1155_EN_002

POYLE ROAD, SLOUGH – PARCEL A – STRATEGIC LANDSCAPE MASTERPLAN

PEGASUS GROUP

| PEGASUSGROUP.CO.UK | TEAM/DRAWN BY: AMS | APPROVED BY: AMS | DATE: 08/11/2024 | SCALE: 1:500@A1 | DRWG: P24-1155_EN_001B | CLIENT: TRITAX GROUP |

Appendix B – Example Travel Survey

BREEAM Travel Plan

Manor Farm, Poyle

Manor Farm Propco Limited

SLR Project No.: 425.065619.00001

12 December 2024

Manor Farm Data Centre, Poyle
Example Travel Survey

Please return to: [TBC]

By: [TBC]

Section A – About you

Q1 – What is your Gender?

□ Female □ Male □ Prefer not to say

Q2 – What is your age?

□ Under 25

□ 25-34

□ 35-44

□ 45-54

□ 55-64

□ 65 or over

Q3 – Do you have any disabilities which impacts your travel arrangements?

□ Yes

□ No

□ Prefer not to say

Q4 – What department are you in?

_____

Section B – About your travel

Q5 – Which mode of transport do you typically use to travel to and from work at Manor Farm Data Centre?

Mode of Travel	Please Tick
Car – as a driver	
Car – as a passenger	
Bus	
Train	
Cycle	
Walk – whole journey	
Motorcycle	
Other (please specify)	

Q6 – Which of the following measures would encourage you to travel by public transport for your journey?

Select as many as appropriate.

□ A direct bus service from home to Manor Farm Data Centre

□ Bus stops closer to home and Manor Farm Data Centre

□ increased frequency of bus services

□ improved reliability of bus services

□ better lighting at bus stops and walking routes

□ discounted tickets

□ better quality buses

□ better connectivity to local railway stations

□ none of the above

□ Other, please specify

_____

Q7 – Would you consider cycling as a main mode of travel? (*Please select one*)

□ Yes, regularly

□ Yes, occasionally

□ Yes, in the future

□ no, never

Q8 – Which of the following measures would encourage you to cycle? (*Select all that apply*)

□ I already cycle regularly

□ I already cycle occasionally

□ More dedicated cycle paths

□ Lower speed limits e.g., 20mph

□ Better Road safety

□ Cycle training and maintenance course

□ Improved cycle parking at Manor Farm Data Centre

□ Support purchasing equipment such as cycle vouchers

□ None of the above

□ Other, please specify

_____

Q9 – Do you have any general comments on travel and transport at Manor Farm Data Centre.

_____

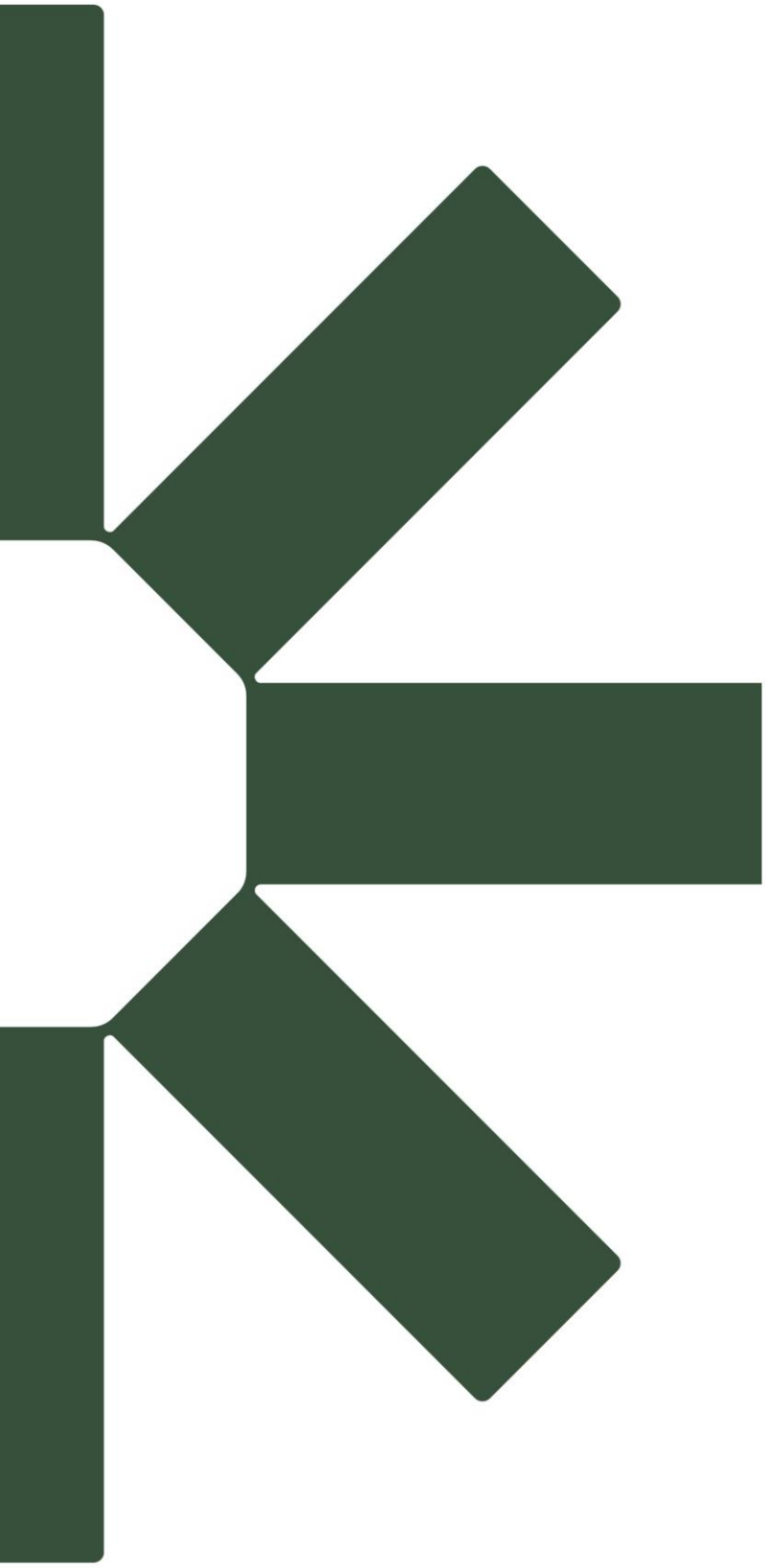
_____

_____

_____

_____

_____



Making Sustainability Happen