

# Residential travel plan template

Please provide information as stated in the blue wording.



(Site/development name) Travel Plan  
(Site/development address)

Version no:.....

Date: .....

(Your name here)  
Travel Plan Co-ordinator

## Details of the development

Describe the development, eg the number + type of dwellings and the location.

## How this travel plan relates to the development

Include:

- whether the travel plan will be submitted alongside a planning application; or
- the planning condition wording, which requires the submission of a travel plan;
- when the travel plan will be implemented – ie before or after occupation;
- in the case of framework/outline travel plans, when full details will be included;
- when the travel plan auditing fee will be paid to Surrey County Council.

*Please refer to Sections 5 + 14 of the SCC's travel plan good practice guide.*

## Transport links

Provide details of local bus services, location of bus stops, railway stations, cycle routes and facilities, footpaths, crossings etc. If you have maps which display this information, please include these.

## Predicted travel

Describe here the predicted, travel-related impact of the development, ie the potential number of people who might drive to the site and any other relevant details.

## Travel plan co-ordinator

This travel plan has been prepared by [your name here](#), Travel Plan Co-ordinator – contact details are [tel no and email address here](#). If responsibility for the travel plan is to be transferred to the site management company or residents' association upon occupation, please provide details here.

*Please refer to Sections 7 + 8 of the SCC's travel plan good practice guide.*

## Current travel patterns

If the site is occupied, please state how people currently travel to this site.

If the site is unoccupied and you have yet to undertake a travel survey, please state when this will be conducted.

*Please refer to Section 13 of SCC's travel plan good practice guide.*

## Issues

Include any issues identified in the travel surveys and/or the Transport Assessment, if one has been produced for a planning application. List each issue separately.

## Travel plan outcomes (objectives)

The aim of this residential travel plan is to reduce the amount of vehicular traffic generated by this site, in particular during the weekday peak hours.

List what this travel plan aims to achieve in order to address any issues identified or to reduce vehicular traffic, for example

- a reduction in the number of cars entering or leaving the site in the weekday peak hours.

*Please refer to Section 10 of the SCC's travel plan good practice guide.*

## Travel plan targets

*Please refer to Section 10 of SCC's travel plan good practice guide.*

## Measures

Describe the measures which will be focussed on residents to achieve these targets.

*Please refer to Section 11 + Appendix B of SCC's travel plan good practice guide.*

## Action plan

Specify the steps to be taken to implement these measures – each measure to have a completion date and to state who will be responsible for implementation, eg

*Please refer to Section 11 of SCC's travel plan good practice guide.*

## Monitoring

Describe how this will be undertaken.

*Please refer to Section 13 of SCC's travel plan good practice guide.*

## Remedial measures

Describe what remedial measures will be implemented, should the targets not be met.

*Please refer to Section 12 of SCC's travel plan good practice guide.*