**Cover page / Introduction**

Type of Travel plan

Planning application number

Date of Submission

|  |  |  |
| --- | --- | --- |
|  | Site owner / Developer | Travel Plan author |
| Name |  |  |
| Contact Email |  |  |
| Contact number |  |  |
| Address |  |  |
|  |  |  |

Summary of the site and the objective of the plan

**Back Ground** – information on the site / development

Who is building the development, what type of development is it

(Include all the different elements, size, site location – description & map and site plan, this could be in an appendix)

Anticipated numbers of residents, staff, visitors & customer for the different occupiers on the site.

Time scale for the build out of each phase of the development – triggers for the on-going monitoring work

Who are the occupiers of the sub sites – they will need to produce a full subsidiary

travel plan prior to occupation or within 3 months of occupation.

**Transport Data**

**What on site / offsite infrastructure is provided?**

Walking: routes and links to and from key locations – times it take to get to and from

Cycling: secure covered Cycle parking, routes to and from key locations- are they on road or off road, showers and changing facilities

Public Transport: bus and train times and routes, location & access to the closet stops

**What are the barriers to sustainable travel?**

Walking, Cycling, Public Transport (Bus and rail if applicable), Car Share

**Site modal Split** – how does this compare with the census data for the local area and nationally

**Aims and Objectives**

What are the overall objectives for the entire site?

When will the travel plan co-ordinator be recruited (details to be sent to the Travel Plans Team at Oxfordshire County Council along with the job description or key responablites for the role? (This can be in an appendix)

**Monitoring and Review**