

## 3. PROCESS GUIDANCE

### 3.1 Transport Assessments

The following thresholds are normally applied for initiating a Transport Assessment. Due to the scale of development often experienced in Herefordshire, and the proportionate impact that smaller developments can make on the road network, developments below these threshold sizes may be required to provide limited Transport Assessment. Developers are advised to check at an early stage with Herefordshire Council to establish what information may be required.

Residential	100 dwellings
Food Retail	1000 sq.m gross floor area
Non-Food Retail	1000 sq.m gross floor area
Cinemas & conference Facilities	1000 sq.m gross floor area
D2 Including Leisure	1000 sq.m gross floor area
B1 Including Offices	2500 sq.m gross floor area
B2 Industry	5000 sq.m gross floor area
B8 Warehousing	10000 sq.m gross floor area
Higher/further education	2500 sq.m gross floor area
Stadia	1500 seats
Other travel intensive developments	100 trips in/out combined in the peak hour or more than 100 on site parking places

Scoping Reports shall be provided and be agreed in writing by Herefordshire Council prior to the undertaking of the TA Report.

Guidelines for the scope of T.A's are contained in 'Guidelines for Traffic Impact Assessment' published by the Institution of Highways and Transportation. T.A's are site specific and relate to the highway network surrounding the site.

**UDP Reference  
DR3 Movement  
E8 Design Standards For Employment Sites**

[www.iht.org.uk](http://www.iht.org.uk)

A variety of assessments will be required;

- Base year traffic flows on the surrounding highway links, and junctions;
- Traffic generation assessment will be required using TRICS or similar prediction software;
- Traffic growth predictions from the National Road Traffic Forecasts and the Councils' own LTP forecasts over the period of the design life of the proposal;
- Distribution of generated trips over the network; and
- Sustainable Access.

From this information the assessment shall identify peak hour traffic flows with development for the base year and a future year sufficient to enable the appropriate assessment of the capacity of adjacent junctions and links and must be in accordance with the requirements of Sustainable Transport. This should provide for all links and junctions that are likely to experience significant increases in traffic as a result of the development. Submission of a T.A. is not a guarantee of the proposal gaining the approval of the Highway Authority and each case will be judged in line with local and national guidance.

### 3.2 Section 106 Planning Obligations

New developments have a direct and indirect impact on the transport system in the County and should contribute towards the cost of all, or that part of, additional infrastructure provision that would not have been necessary but for their development. We have already developed a good track record in securing appropriate contributions for transport improvements from a range of development types including residential, retail and other commercial uses.

The Council is currently developing a Supplementary Planning Document on Planning Obligations, in order to provide a more robust procedure for the negotiation of planning obligations for a wide range of improvements including affordable housing, accessibility and transport, community and education facilities. This SPD will be fully in accordance with Government guidance and will take into account the guidance provided in Circular 05/2005 Planning Obligations.

In line with the Government guidance and as a further development of the work on the SPD we will develop a formula to provide a quantitative indication of the level of contribution which we are likely to seek through planning obligation towards the provision of infrastructure for the improvement of access relating to a proposed development. It is important that the formula links closely with the improvement of the transport network and improved accessibility set out in this Local Transport Plan strategy. This will provide a transparent link between the impact of the development in terms of the additional trip generation, its location and how it will benefit from proposals set out in this plan. The formula will enable us to provide developers with an indicative guide as to the level of contributions we are likely to require towards:

- sustainable transport infrastructure improvements;
- support for travel plans required as a result of a development proposal;
- contributions to conventional public transport services and demand responsive and community transport services; and

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- contributions towards Streetscene improvements that may be required as a result of additional development.

**UDP Reference**  
S2 Policy  
DR5 Planning Obligations

### 3.3 Travel Plans

For certain types of development, generally non residential, a Travel Plan (formerly Green Travel Plan) should be submitted. Travel Plans are typically a package of practical measures to encourage employees and users to choose alternatives to single occupancy car use and even reduce the need to travel at all for their work. Travel Plans should be site specific and should offer a range of measures that will make a positive impact at that site. Typical examples of measures include car sharing schemes, flexible working schemes, offering good cycle facilities and cycle mileage allowances, negotiating for improved

public transport facilities with providers, restricting or charging for car parking, setting up video conferencing to reduce business travel.

The Department of Transport has published the report 'Making Residential Travel Plans Work: Guidelines for New Development' which gives further advice on this subject.

The Council's Green Transport Promotions Officer is also available for advice on 01432 260514.

**UDP Reference**  
S6 Transport  
DR3 Movement  
T13 Traffic Management  
P9 UDP Strategies

[www.dft.gov.uk](http://www.dft.gov.uk)

An Information Pack Containing  
Relevant Travel Plan Case Studies  
Demonstrates Herefordshire Council's  
Centre of Excellence Status

