



DCO Submission

Environmental Statement

Chapter 3: Transport
Appendix 3.2: Framework Travel Plan

Document 6.3B

On behalf of
Oxfordshire Railfreight Limited

Prepared by ADC Infrastructure Ltd
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FRAMEWORK TRAVEL PLAN

OXFORDSHIRE SRFI

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EXECUTIVE SUMMARY

Oxfordshire Railfreight Ltd (the Applicant) are promoting a Nationally Significant Infrastructure Project (NSIP), to be known as Oxfordshire Strategic Rail Freight Interchange (OxSRFI).

OxSRFI will accommodate freight trains and include container storage and HGV parking. It will include up to 6.5 million sqft (603,850 sqm) of B8 warehousing with ancillary office space, and an allowance for a further one third (2.17 million sqft or 201,283 sqm) of mezzanine floor space. It is estimated that OxSRFI would ultimately employ approximately 9,600 full time equivalent employees. Construction of OxSRFI is expected to start in 2028, first occupation in 2031, and completion in 2034.

Both national and local policy recognise the importance of providing and promoting sustainable transport options to new developments, and OxSRFI will secure high-quality pedestrian, cycle and public transport links, and actively promote the use of these travel modes from the outset, to reduce the number of vehicle trips generated by the site.

The aims of this Framework Travel Plan for OxSRFI are to ensure that:

- OxSRFI is well served by sustainable travel infrastructure (including walking, cycling, public transport and car sharing) from the first occupation of the development;
- sustainable travel modes are actively promoted, and their use is facilitated;
- staff have a reasonable alternative to the private car for their journey to work; and
- the proportion of trips made by single occupancy vehicle, and the total overall car traffic generation is minimised.

In addition to these aims, this OxSRFI Framework Travel Plan has the following objectives:

- 1) Ensure that employees who live locally are encouraged to use active travel by providing coherent, direct, safe, comfortable and attractive walking and cycling routes.
- 2) Improve bus options with: frequent bus routes to Heyford Park, Bicester and Banbury; conveniently located bus stops within the site; and associated promotion of the bus services.
- 3) Encourage a reduction in single occupancy car journeys made to / from the site to minimise the number of car trips made.
- 4) Ensure that employees are encouraged to car share to work.
- 5) Ensure good quality and timely information is provided to employees to enable them to make informed choices about their travel options.
- 6) Ensure occupiers (employers) promote sustainable travel and facilitate the use of sustainable modes of travel, through their subsidiary full Travel Plans (to be developed in accordance with this Framework Travel Plan).
- 7) Work with Oxfordshire County Council (OCC) to biennially report the results of the Travel Plan from first occupation for a minimum period of five years following full occupation of the development.

This Framework Travel Plan includes nine ambitious, but realistic and achievable targets related to the objectives, and set in the context of the site's location, the extensive sustainable transport connectivity improvements being provided, and the measures proposed as part of the Travel Plan process. The targets are as follows:

- **Target 1** - increase the proportion of trips by walking and cycling by 25% over the five-year monitoring period, so that walking and cycling forms 4% of all trips made by staff by 2035 (Year 5).
- **Target 2** - increase the proportion of trips by bus from a baseline position of 0%, so that it forms 8% of all trips made by staff by 2035 (Year 5).
- **Target 3** - reduce the proportion of staff trips made by single occupancy vehicle by 26%, from the baseline position assessed in the Transport Assessment of 92%, to 68%, over the five-year monitoring period.

- **Target 4** – monitor car journeys based on the single occupancy vehicle proportion compared to Target 3 in each monitoring year.
- **Target 5** - increase the proportion of trips by car sharing from the baseline position of 5% assessed in the Transport Assessment, over the five-year monitoring period, so that it forms 20% of all trips made by staff by 2035 (Year 5).
- **Target 6** - all businesses will receive a travel pack to disseminate to staff prior to their initial occupation of the site, or within one week of occupation.
- **Target 7** - all businesses will receive information regarding the discounts available for sustainable travel prior to their initial occupation of the site, or within one week of occupation, and pass this information on to the staff.
- **Target 8** - to ensure all occupiers (employers) have introduced a subsidiary full Travel Plan within three months of their occupation of the site.
- **Target 9** - to report monitoring findings to OCC biennially from first occupation for a minimum of five years following full occupation.

A comprehensive package of sustainable transport measures will be introduced at the OxSRFI. This includes significant infrastructure measures including new footways/cycleways within and around the development, new bus services, and new bus stops, as well as softer measures.

An overarching Site-wide Travel Plan Coordinator (STPC) will be appointed for the OxSRFI development. The STPC will have a critical role in the central administration, ensuring the Travel Plan is marketed, implemented, managed, monitored and reviewed over time for the OxSRFI.

In addition, individual Unit Travel Plan Co-ordinators (UTPC) will be appointed for each organisation within each warehouse unit and at the Rail Terminal. They will be responsible for preparing subsidiary full Travel Plans for their business, in line with the principles set out in this Framework Travel Plan.

The Travel Plan monitoring period will be from first occupation until five years following full occupation of the development. This means it will extend from the opening year in 2031 through to 2039, based on completion and full occupation in 2034.

The progress of the Travel Plan will be reviewed against the Travel Plan targets biennially, using baseline travel surveys, biennial repeat surveys, traffic counts, bus patronage analysis, and focus/discussion groups. Biennial monitoring reports will be prepared and issued to OCC.

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1.0 INTRODUCTION

- 1.1 Oxfordshire Railfreight Ltd (the Applicant) are promoting a Nationally Significant Infrastructure Project (NSIP), to be known as Oxfordshire Strategic Rail Freight Interchange (OxSRFI).
- 1.2 The OxSRFI site is in Cherwell District, within northern Oxfordshire. The OxSRFI will accommodate freight trains (up to 12 trains per day, up to 775m long) and include container storage and HGV parking. It will include up to 6.5 million sqft (603,850 sqm) of B8 warehousing with ancillary office space, and an allowance for a further one third (2.17 million sqft or 201,283 sqm) of mezzanine floor space. It is estimated that the OxSRFI will ultimately employ approximately 9,600 full time equivalent employees.
- 1.3 A Development Consent Order (DCO) application for the OxSRFI is to be submitted in quarter one 2026, with approval anticipated in 2027. The OxSRFI is then expected to have a seven-year build plan, with construction starting in 2028, first occupation in 2031, and completion in 2034.
- 1.4 Both national and local policy recognise the importance of providing and promoting sustainable transport options to new developments, and high-quality pedestrian, cycle and public transport links will be secured at OxSRFI, and the use of these modes of travel promoted from the outset, to reduce the number of vehicle trips generated by the site.
- 1.5 The National Networks National Policy Statement (NPS) states that for SRFIs the Applicant should prepare a Travel Plan. It states¹: “...travel planning should be undertaken for all major developments which generate significant amounts of transport movement...”
- 1.6 National Planning Practice Guidance² defines Travel Plans as: “...long-term management strategies for integrating proposals for sustainable travel into the planning process. They are based on evidence of the anticipated transport impacts of development and set measures to promote and encourage sustainable travel (such as promoting walking and cycling). They should not, however, be used as an excuse for unfairly penalising drivers and cutting provision for cars in a way that is unsustainable and could have negative impacts on the surrounding streets.”

Travel Plans should where possible, be considered in parallel to development proposals and readily integrated into the design and occupation of the new site rather than retrofitted after occupation.”
- 1.7 A Travel Plan is therefore a living document that sets out ways in which organisations can reduce the number of vehicle trips to their site by promoting more sustainable travel options. A Travel Plan is site specific and considers the unique needs and interests of employees, visitors, and deliveries/freight in the context of the local environment and transport network.
- 1.8 A Travel Plan involves the development of agreed targets and outcomes which are linked to an appropriate package of measures aimed at reducing the need to travel, encouraging more sustainable travel, and reducing single occupancy car use, for all trips to and from the development. The Travel Plan process also includes continuous monitoring, review, and refinement over time, as travel survey data is collected to determine trends in travel patterns. The Travel Plan process is therefore continually updated.

¹ Paragraph 5.285, National Networks National Policy Statement, DfT, March 2024.

² Travel Plans, Transport Assessments and Statements, Ministry of Housing, Communities and Local Government, March 2014

- 1.9 This Framework Travel Plan includes the above, and it has been prepared to address travel by staff and visitors to the OxSRFI. It has been prepared in conjunction with the separate Transport Assessment and is part of the Sustainable Transport Strategy for the Proposed Development.
- 1.10 Given the nature of the OxSRFI, and the need for HGVs to arrive and depart the site to deliver freight, there are limited opportunities for the Travel Plan to reduce the number of HGVs generated by the OxSRFI above those naturally involved in efficient business operations. Similarly, it is not possible for this Framework Travel Plan to influence rail freight delivered to and from the site. However, all trips made by employees both in the warehouse units and at the Rail Terminal will be targeted by the Travel Plan process.
- 1.11 In accordance with Oxfordshire County Council's (OCC) guidance³, this Framework Travel Plan includes joint overall outcomes, targets and indicators which are centrally administered, but also sets out how the individual occupiers will produce their own individual subsidiary full Travel Plans, which contribute towards the overall aims and targets of this Framework Travel Plan.
- 1.12 The overarching objective of this Framework Travel Plan, and the subsequent subsidiary full Travel Plans is to actively promote the use of sustainable modes of travel, and to minimise the number of single occupancy vehicle trips generated to and from the site.
- 1.13 This Framework Travel Plan has been prepared in accordance with OCC's guidance, and is structured as follows:
- Chapter Two describes the proposed development including the extensive pedestrian, cycle and public transport facilities that will be provided, and the highway improvement works that will increase capacity, reduce congestion and improve journey time and journey time reliability. It also describes the likely operation of the site, and the forecast modal split and trip generation, which has previously been agreed with OCC and National Highways.
 - Chapter Three details the aims, objectives and targets of this Framework Travel Plan.
 - Chapter Four details the management strategy for implementing this Framework Travel Plan. This includes the appointment of an overarching Site-wide Travel Plan Co-ordinator (STPC) and individual Unit Travel Plan Co-ordinators (UTPC), as well as a Sustainable Transport Working Group (STWG).
 - Chapter Five details the measures and incentives that will be implemented to encourage the use of sustainable modes of travel, in the context of the site's location, the opportunities for sustainable travel, and the likely operation of the development. These are presented in a table, which also details who is responsible for implementing each measure, when, and how it is funded.
 - Chapter Six details the marketing strategy.
 - Chapter Seven details how the success of the Travel Plan will be monitored and reviewed, including: baseline travel surveys and traffic counts in the opening year; and biennial travel surveys and traffic counts, together with analysis of public transport patronage in Years 1, 3 and 5. It also details fall back measures that could be introduced in the unlikely event that the Travel Plan is not meeting the targets.

³ Transport for New Developments: Transport Assessments and Travel Plans, OCC, March 2014

2.0 PROPOSED DEVELOPMENT

Site location

2.1 The OxSRFI site is in Cherwell District Council, within northern Oxfordshire. It is located to the southwest of the M40 Junction 10, approximately 6km from Bicester. The general site location is shown in **Figure 1**, and a more detailed site location plan is shown at **Figure 2**.



Figure 1: general site location

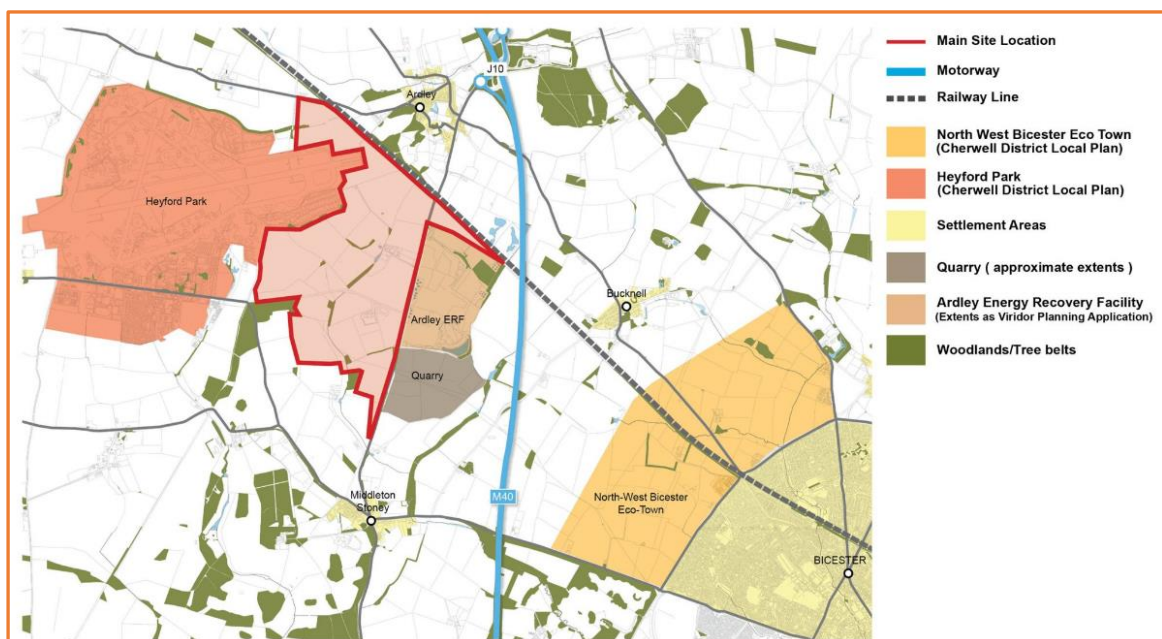


Figure 2: detailed site location showing approx. Main Site area (edged red)

2.2 The Main Site area is shown in **Figure 2**. It is bound to the north by the Chiltern Main Line Railway, part of the strategic rail network operated by Network Rail, to the east by the B430 and the Viridor 'Ardley Energy from Waste' facility, to the south by farmland, and to the west by the Heyford Park

development, which is located on the former RAF Upper Heyford site. The village of Ardley is approximately 1km to the north of the site. The village of Middleton Stoney is approximately 2km to the south of the site, and the market town of Bicester is located approximately 6km to the southeast.

Development proposals

- 2.3 The Proposed Development comprises a strategic rail freight interchange and associated works, the parameters for which are detailed on the Parameters Plan **DCO Document 2.5**. An extract of the Illustrative Masterplan **DCO Document 2.6** is also shown in **Figure 3**.



Figure 3: extract of the Illustrative Masterplan

- 2.4 OxSRFI will provide a Rail Terminal accommodating up to 12 freight trains per day, and include container storage and HGV parking, with rail sidings within the site with the potential to directly connect to some of the individual warehouses. The Rail Terminal will be connected to the Chiltern Main Line Railway.
- 2.5 OxSRFI will provide large scale B8 warehousing and distribution space. The maximum floor space for the warehousing and distribution (B8) use is set by the Parameters Plan at 6.5 million sqft (603,850 sqm). The warehousing will include ancillary office space, and an allowance is made within the Parameters for up to 201,283 sqm (one third of the warehouses space) of B8 mezzanine floor space use.
- 2.6 The scheme will provide substantial mounding and woodland/tree planting around the site edges for visual screening and ecological connectivity.

Opening year and build out rate

- 2.7 As noted in Section 1, the DCO application is to be submitted in quarter one 2026, with approval anticipated in 2027. The OxSRFI is then expected to have a seven-year build plan, with construction starting in 2028, first occupation in 2031, and completion in 2034.
- 2.8 It is not possible to state with certainty the floor area of the first phase of the development as the demand for units on the site would be led by the market. Therefore, to ensure a robust analysis and provide the Applicant with a degree of flexibility, a first phase of development of up to 2 million sqft (185,800 sqm) of B8 development with an additional 1/3 mezzanine floor space (61,967 sqm) has been considered in the Transport Assessment. The Rail Terminal is also a trip generator. Therefore, whilst there is no requirement for the Rail Terminal to be operational at first occupation, for the purposes of assessment of Phase 1 of the development, the Rail Terminal operating at up to four trains per day has been assessed.
- 2.9 The remainder of the OxSRFI development would be constructed and operational over the following three years, dependant on market demand.

Jobs and operation

- 2.10 It is estimated that there will be in the region of 9,600 full time equivalent employees at the OxSRFI.
- 2.11 Based on similar sites⁴, it is expected that warehouse operatives will form around 49% of the workforce, with 25% office job roles, 12% managerial staff, 6% will be in other functions (comprising IT, customer service, sales and engineering functions), and drivers will account for around 8% of staff.
- 2.12 All of the B8 units are likely to operate on a 24-hour basis, seven days a week. A three-shift system is typical, with the main shifts likely to be 0600-1400 hours, 1400-2200 hours and 2200-0600 hours, although there will be some variation depending on the individual occupier requirements. Some occupiers may operate a 12-hour shift, for example from 0700-1900 hours and 1900-0700 hours.

⁴ Delivering the future: the charging nature of employment in distribution warehouse, Prologis Technical Insights, September 2019 (see **Appendix A**)

- 2.13 In addition to this, the office and administration employment will operate more traditional office hours (typically starting between 0800-0900 hours and finishing between 1630-1730 hours).
- 2.14 In keeping with most inland rail freight terminals, the Rail Terminal is likely to operate on a 24-hour basis from Sunday evenings until Saturday mornings. However, volume growth at the main ports could lead to an increase to 24/7 operation in the future.

Transport infrastructure

- 2.15 The existing and future baseline transport conditions at the site are described in the separate Sustainable Transport Strategy (STS) document.
- 2.16 The STS report presents the sustainable transport connectivity improvements that will be provided as part of the OxSRFI development and determines the transport mode share and Travel Plan targets for the OxSRFI to ensure that OxSRFI is provided with appropriate public transport links, high quality active travel connectivity and car share opportunities, to maximise sustainable modes of travel to and from the site.
- 2.17 In summary, the Proposed Development will provide infrastructure measures to support all modes of travel, for all types of user, regardless of the level of mobility or visual impairment. This includes:
- High quality, surfaced, and lit pedestrian and cycle connections within the site.
 - Links with new and improved external pedestrian and cycle routes to Heyford Park, Ardley, Middleton Stoney, and Bicester
 - New pedestrian and cycle facilities along the B430, Middleton Stoney Relief Road, and Heyford Park Link Road.
 - Changes and enhancements to the Public Rights of Way (PRoW) network.
 - Secure, covered cycle parking at each unit, and facilities at each unit to enable cycling (e.g. showers, lockers, changing facilities).
 - Fund new and enhanced bus services to and from Heyford Park, Bicester, and Banbury.
 - Dedicated bus stops within the development and at the Principal Site Access, with lighting, landscaping and shelter to create a pleasant waiting environment.
 - A mobility hub at the northern end of the site, with a bus stop and secure covered cycle parking, to encourage trips to and from Ardley by sustainable modes.
 - New off-site bus stops adjacent to the Ardley Energy from Waste site and within Middleton Stoney.
 - A bus gate at the Principal Site Access and Secondary Site Access.
 - Designated priority car share bays at each of the warehouse units and Rail Terminal to encourage car sharing.
 - Designated Electric Vehicle parking and charging bays.
 - Designated motorcycle bays.
 - Suitable taxi drop-off or waiting areas.
 - Other active travel infrastructure provided as part of the Highway Works at and between M40 J10 and the A43 Baynard's Green junction.
- 2.18 The Proposed Development has been designed to ensure that infrastructure measures are in place to encourage public transport, cycle and pedestrian travel to the site as a priority.
- 2.19 Ensuring good access to the strategic road network is a prerequisite for the Proposed Development. Full details of the embedded Highway Works on the Highway Plans. However, the key enhancements that have been incorporated to the surrounding network, are as set out in the table below.

Highway Works	Description
M40 Junction 10 highway improvements	the highway works to be carried out in connection with the improvement of J10 of the M40 motorway including works to the A43 Baynard's Green roundabout and associated works to the local road network and footway/cycleway works.
Ardley Bypass	a bypass to the east of the village of Ardley including realignment of Ardley Road and associated works to footpaths and bridleways.
Principal Access and HGV routing strategy	the principal access to the Main Site from the Ardley Bypass and B430, with provisions to enforce the HGV routing strategy.
Middleton Stoney Relief Road (MSRR)	a relief road to the north east of the village of Middleton Stoney linking the B4030 to the B430 and associated footway/cycleway works.
Heyford Park Link Road (HPLR)	the length of new road between the B430 and Heyford Park, including the Secondary Access and associated footway/cycleway works.
Secondary access	the secondary access to the Main Site for buses, emergency vehicles and pedestrians/cyclists only, taken from the HPLR.
M40 Junction 9 highway improvements	the highway works to be carried out in connection with the improvement of J9 of the M40 motorway.

2.20 The embedded highway works are also designed to relieve capacity constraints on the local road network and the proposed MSRR will reduce congestion at the B430/B4030 crossroads junction which will have a positive impact of bus journey times and journey time reliability.

2.21 The OxSRFI internal layout will allow a two-way route through the site for bus services, via the Principal and Secondary accesses (and vice versa). The internal estate road will be designed to accommodate buses, and high-quality bus stops with real time information displays will be provided. Foot and cycle connectivity will be provided from the off-site links to each of the warehouse units and the Rail Terminal.

Active Travel and PRow Strategy

2.22 The OxSRFI development will provide new and enhanced pedestrians and cycle links and facilities that would provide links to, and enhance connectivity between, Heyford Park to the west, Ardley to the north, Bicester to the east, and Middleton Stoney to the south.

2.23 The proposed strategy for pedestrians and cyclists, along with proposed changes and enhancements to the PRow is shown on the Footway/Cycleway/Rights of Way Strategy Overview plan provided at **Appendix B** and an extract is provided at **Figure 4**. Full details of the Active Travel and PRow Strategy are provided in the STS document.

2.24 In summary, the OxSRFI development will provide:

Footway/cycleway improvements

- A shared footway/cycleway along the HPLR providing a link from the secondary site access to Camp Road and the committed footway and cycle improvements linking with Heyford Park, thereby providing connectivity to the Heyford Park development and the areas to the west of the site.
- Foot and cycleway alongside the proposed HPLR and the MSRR.
- New and enhanced footway/cycleway links to Bicester (see paragraph 2.25, including:

- A Toucan crossing on the B430 and reallocated of road space at the Middleton Road bridge over the M40 to provide a traffic free route for walkers, cyclists and horse riders.
- A new shared footway/cycleway connecting from the enhanced Middleton Road bridge to the shared footway/cycleway to be provided alongside the MSRR.
- Foot and cycle link along the western side of the B430 linking with the above-described facilities and providing connectivity to the Principal Site Access and Ardley to the north, and Middleton Stoney to the south (via the provisions alongside the MSRR).
- The B430 north of the Principal Site Access would be closed to vehicular traffic (which will now use the Ardley Bypass) and a high-quality pedestrian and cycle link will be created between OxSRFI and Ardley.
- Provision of a shared footway/cycleway on the new Ardley Road bridge over the Ardley Bypass, providing connectivity to the east of the OxSRFI site.
- New signal-controlled crossings on the M40 overbridge at Ardley Roundabout and Cherwell Roundabout linking the existing footway on the southern side of the M40 overbridge with public bridleway 367/20 and providing connectivity with Stoke Wood to the east.
- A new foot and cycle link alongside the A43 between Cherwell Roundabout and the A43 Baynard's Green Roundabout connecting with the commitment employment scheme there and the committed cycle route alongside the B4100 between Bicester and A43 that that scheme is required to provide.

Public rights of way

- Stopping up of public bridleways 109/28, 109/29 and 109/30 that are contained within the OxSRFI Main Site.
- Replacement of the above with a new bridleway route around the perimeter of the Main Site within the landscape areas, including a new bridge to cross of the SRFI rail sidings and retain connection to the existing bridge over the Chiltern Main Line railway, linking with Quarry Cottages.
- A new bridleway would be provided between the 109/20 bridleway just southwest of Ardley and 'Aves Ditch' near Heyford Park. The route would provide improved connectivity between Ardley and Heyford Park, where previously there was no PRow provision in this area.
- Stopping up and diverting public bridleway 109/26 that runs alongside the M40 from the Chiltern Main Line railway and Ardley Road. This would include the closure of the existing level crossing on the Chiltern Main Line railway. The diverted bridleway route would cross the new rail sidings via a new bridge and would cross the Chiltern Main Line railway via an existing bridge. The diverted route would run alongside the Ardley Bypass, as described above, before connecting back to Ardley Road.
- A new bridleway link would also be provided from this diverted route, passing within the span of the new Ardley Bypass bridge over the Chiltern Main Line railway, before connecting with the section of the B430 that is proposed to be stopped up for vehicular traffic, providing a further link with Ardley village.
- Stopping up of bridleway 109/32 to the north of the Ardley Roundabout at M40 Junction 10 and the replacement of this facility with a new shared footway/cycleway.
- Footpath 297/8 would be rerouted and upgraded to become a bridleway, and linked via a new underpass at the MSRR to a new bridleway route provided to the west of the MSRR that would form part of a wider new bridleway network that would include a new bridleway route provided within the southern perimeter of the Main Site area linking with the existing Aves Ditch bridleway 422/3 via a new Pegasus crossing of Camp Road (south).
- Stopping up of a short redundant part of bridleway 398/7 at M40 J9 as part of the highway works proposed at J9.
- Stopping up of the short section of bridleway 367/21 between the A43 and Cherwell Valley MSA (replaced by the footway/cycleway adjacent to the A43).

- Enhanced connection from the new footway/cycleway adjacent to the A43 and brideway 367/21.

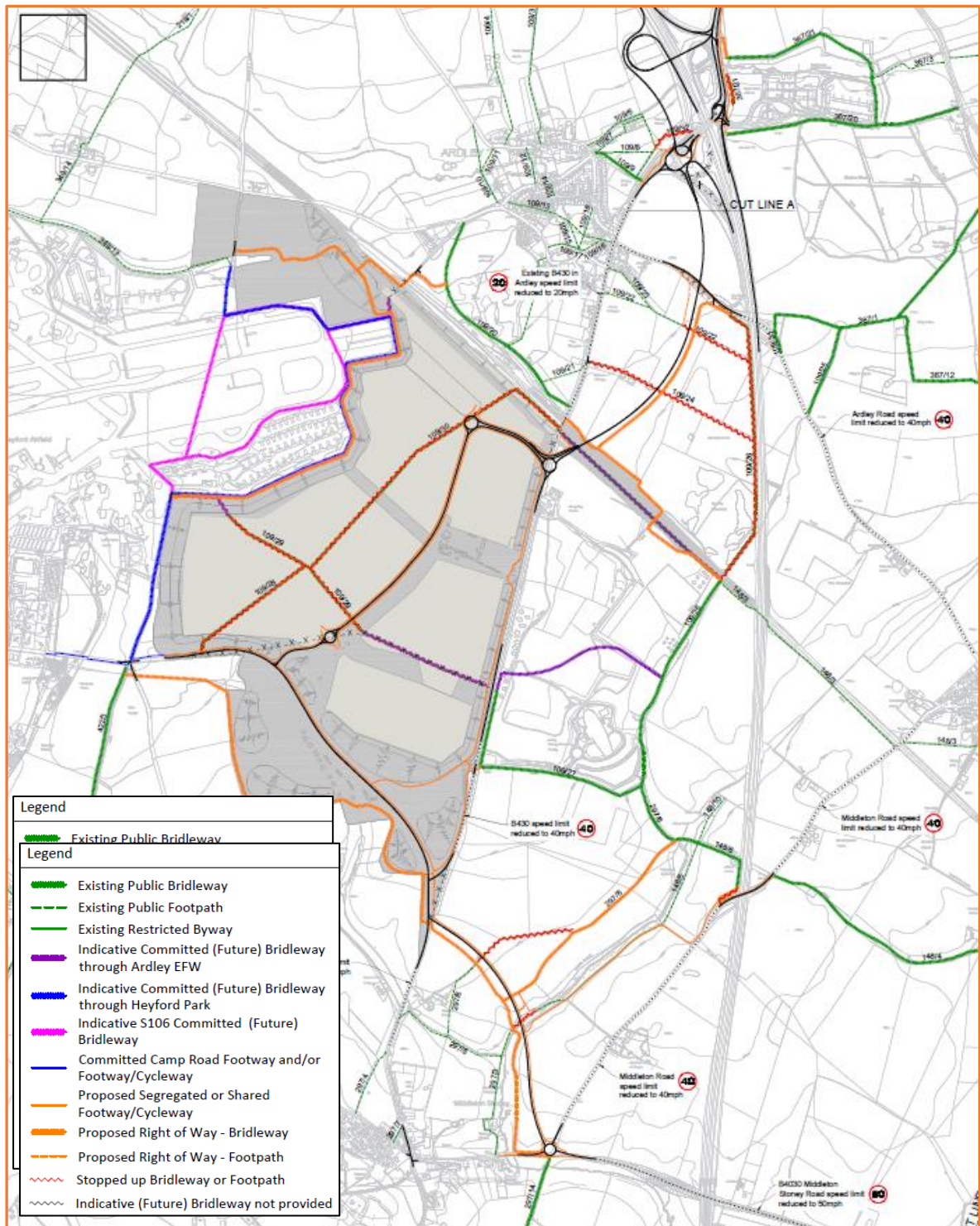


Figure 4: Footway/Cycleway and PRoW Strategy Plan (extract of drawing ADC1794-DR-042, see **Appendix B** for full details)

2.25 A key of the part of the STS is to provide cycle (and pedestrian) connectivity between the OxSRFI site and principal settlements within the catchment areas. The OxSRFI cycle route plan provided at **Appendix C**, extract at **Figure 5**, identifies the key cycling routes to and from the OxSRFI Main Site and Bicester.

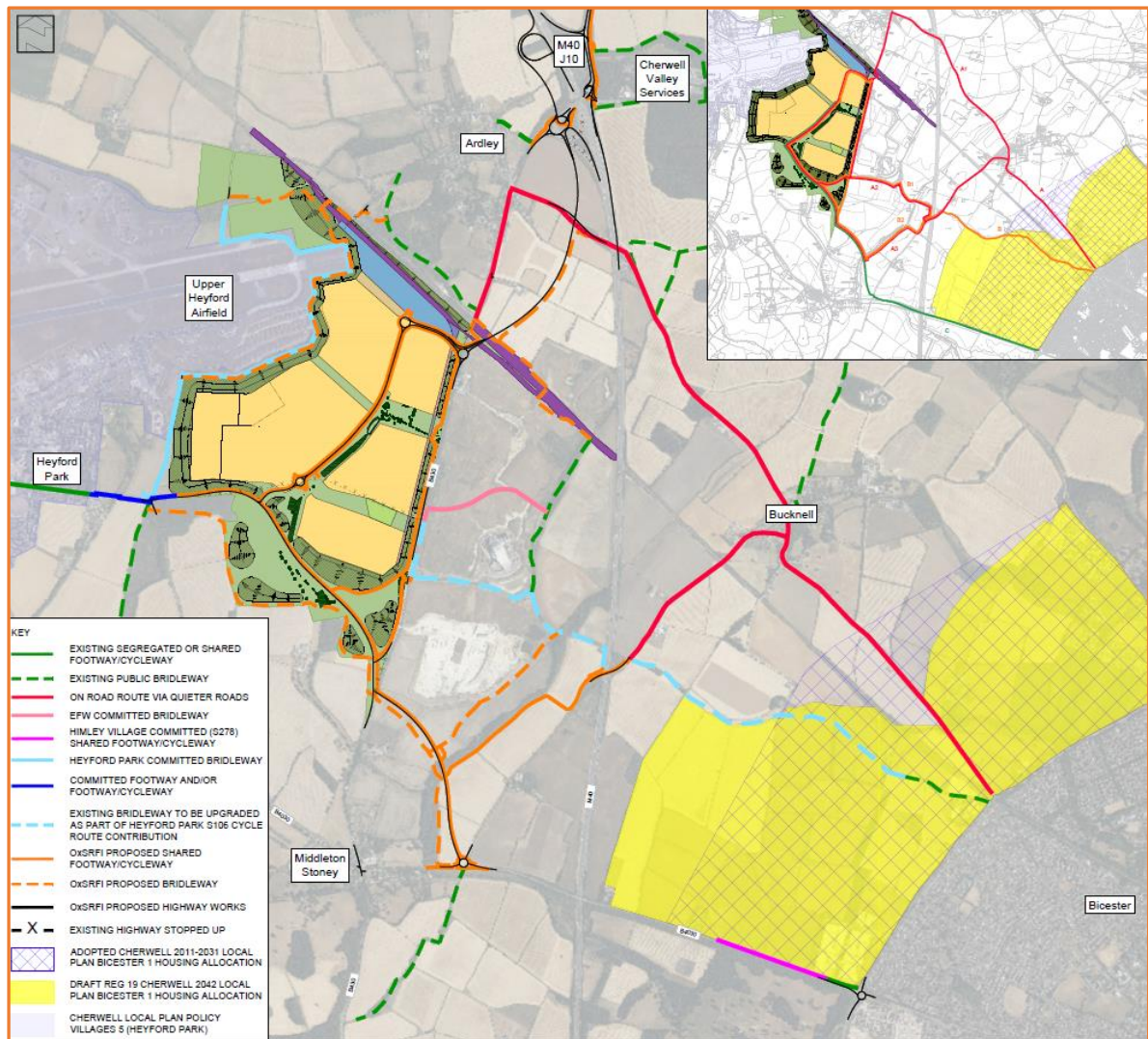


Figure 5: OxSRFI - Bicester cycle route connectivity plan (extract of drawing ADC1794-DR-044, see **Appendix D** for full details)

- 2.26 Cycle connectivity between Bicester and OxSRFI will be provided via multiple routes. These are summarised in the table over the page (routes shown on the inset on the cycle connectivity plan at **Appendix C**).
- 2.27 One of those routes will build upon the strategic infrastructure strategy identified in the 2042 Cherwell Local Plan consultation to promote a commuter route to link with the improved bridleway between Bicester and the B430, known as the Cherwell Valley Greenway. This will be achieved via the reallocated of road space at the Middleton Road bridge over the M40 to provide a traffic free route for walkers, cyclists and horse riders and ‘fill in’ the missing gap in the bridleway route.
- 2.28 OxSRFI would also provide a new shared footway/cycleway connecting from the enhanced Middleton Road bridge to the shared footway/cycleway to be provided alongside the MSRR, providing an alternative off-carriageway route between Bicester and development.
- 2.29 An on-road quiet route between Bicester and OxSRFI will be available via Bucknell and Ardley. This route is forecast to see reduction in traffic following the implementation of the Highway Works. Cyclists could also choose to use a mixture of the on-road quiet and off-carriageway routes as indicated in the table below. The on-road quiet routes will be supported by the proposed reduction of the speed limit on Ardley Road, Middleton Road, and Bicester Road from

derestricted to 40mph, along with cycle signage on all three roads, and advisory cycle lanes on Bicester Road.

- 2.30 Confident road cyclists living within the southern parts of Bicester may choose to use the B4030 and the new off-carriageway route provided alongside the MSRR and HPLR as it would provide a direct route to and from OxSRFI (Route C). The OxSRFI DCO would include for amending the speed limit on the current derestricted section of the B4030 from 60mph to 50mph, thereby improving the conditions for cyclists using this route.

route	description	length	expected average speed	travel time
A1	on-road quiet lane via Bucknell and Ardley, with 40mph speed limit, cycle signage, and advisory cycle lanes (Bicester Road), and the new traffic free cycle connection within Ardley at the Principal Site Access, and new 20mph speed limit within Ardley	6.73 km	12.5 mph (20 kph)	20 mins
A2	mix of on-road quiet lanes and off-carriageway route, via Bicester Road and Middleton Road with the 40mph speed limit and cycle signage and advisory cycle lanes (Bicester Road), and then, off carriageway via the Middleton Road bridge connectivity improvement and Cherwell Valley Greenway bridleway route, B430 Toucan crossing and HPLR / new B430 footway/cycleway	7.40 km	10 mph (18 kph)	25 mins
A3	mix of on-road quiet lanes and off-carriageway route, via Bicester Road and Middleton Road with the 40mph speed limit and cycle signage, and then, off-carriageway via Middleton Road bridge connectivity improvement and the new cycleway/footway, and MSRR and HPLR facilities	7.48 km	11mph (18 kph)	22 mins
B1	off-carriageway route via the Cherwell Valley Greenway bridleway route, including the Middleton Road bridge connectivity improvement, and B430 Toucan crossing and HPLR / new B430 footway/cycleway	6.54 km	10 mph (16 kph)	25 mins
B2	off-carriageway route via the Cherwell Valley Greenway bridleway, via Middleton Road bridge connectivity improvement and the new cycleway/footway, and MSRR and HPLR facilities	6.90 km	11 mph (18 kph)	23 mins
C	mix of off-carriageway and on-road, via the B4030 Middleton Stoney Road, MSRR and HPLR with reduced speed limit on on-road section	6.03 km	12.5 mph (20 kph)	18 mins

- 2.31 Heyford Park is located within both walking and a short cycling distance from the OxSRFI site. To enable travel by these modes, a shared use footway/cycleway will be provided along the northern side of the HPLR/Upper Heyford Road providing a link from the OxSRFI Secondary Site Access to the Chilgrove Drive / Camp Road junction and the committed footway and cycle improvements between that junction and Heyford Park.

2.32 Throughout the site, and along the off-site routes, clear wayfinding signage will be provided.

2.33 The above infrastructure will significantly increase the opportunities for walking and cycling between OxSRFI and Bicester, Heyford Park, Ardley, and Middleton Stoney.

- 2.34 Once the MSRR is in place and open to traffic, congestion at the B430/B4030 crossroads junction within Middleton Stoney village will be significantly reduced, as traffic passing east-west through the village switches to use the MSRR. This reduction in traffic provides scope to introduce traffic signal-controlled pedestrian crossing facilities at the crossroads junction, as part of the Phase 2 highway works.

Public Transport Strategy

- 2.35 The Public Transport Strategy for OxSRFI is set out in detail in the Public Transport Strategy document. In summary, the strategy is to deliver high quality public transport links to and from OxSRFI, focusing specifically on access by bus. The OxSRFI will provide a Bus Service Contribution that will be used by OCC to fund the delivery of bus services to and from OxSRFI and Heyford Park, Bicester, and Banbury. The funding will be secured via S106 Planning Obligations as part of the DCO application. The intention is that the public transport strategy is flexible and working with bus operators, can respond to changing requirements of employees and employers as the development of the site progresses.
- 2.36 Passenger rail travel will be facilitated with direct bus links to Bicester and its railway stations, to provide for rail travel as part of a multi-modal journey to and from OxSRFI. A new passenger rail station does not form part of the OxSRFI development proposals, although the OxSRFI scheme would not prejudice the future provision of such at the former Ardley Station site, should proposals be brought forwards by others.
- 2.37 The Public Transport Strategy needs to be flexible to allow for future changes and an evolving demand. For example, moving to double-deck buses when appropriate to increase service capacity. It is recognised that public transport is most attractive when it is direct and with a regular timetable, with reliable journey times, and that for public transport to be attractive, provision needs to be in place at first occupation. However, flexibility in the strategy is important due the potential unknowns associated with a development of this scale and integration with adjacent development.
- 2.38 Therefore, it is agreed with OCC that the OxSRFI scheme will provide a ‘Bus Service Contribution’ via the S106 obligation as part of the DCO to be paid to OCC and to be used to fund the following bus routes:
- ‘Heyford Park – OxSRFI – Bicester’
 - ‘Banbury – OxSRFI’
- 2.39 The route of the proposed ‘Heyford Park – OxSRFI – Bicester’ service is shown in **Figure 6**. The service would commence from the start of occupation at the OxSRFI site. The OxSRFI scheme would fund:
- diversion of two Heyford Park buses through the OxSRFI Main Site to provide a 30-minute frequent service.
 - the extension of the Heyford Park service routeing through the OxSRFI Main site to cover early mornings from 0400 hours to 0800 hours, and evenings from 2000 hours to 2300 hours.
 - additional bus service on Sunday to improve the frequency from hourly to 30 minutes during the day and the extension of the service to cover the early morning 0400 to 0759 hours and evenings 1800 to 2300 hours, thereby providing 7 day a week operation.
 - provide accessible high quality bus stops within the Main Site and at the Principal Site Access, with pedestrian crossings, lighting, shelter and real time information, to provide a pleasant waiting environment.

- provide an accessible mobility hub with covered cycle parking at the northern end of the site to facilitate multi-modal bus journeys to and from Ardley village via bicycle.
 - provide bus gates (with raising barrier) at the Principal Site Access and Secondary Site Access.
 - provide new bus stops and crossing in Middleton Stoney on the B430 Ardley Road along with improvements to pedestrian facilities at the crossroads.
 - provide new bus stops on the B430 near to the Ardley EFW facility, which is not currently accessible by bus.
- 2.40 The route of the proposed ‘Banbury – OxSRFI’ bus service is shown in **Figure 7**. The service would route via the A4620, passing through and stopping at Deddington village. There would potentially be opportunity for the service to stop at other villages on the route. The OxSRFI scheme would fund:
- the provision of a morning and evening peak hour and shift-change bus service to Banbury to be introduced as demand for the service warranted it.
 - for the purposes of calculating the ‘Bus Service Contribution’ the cost revenue model has accounted for provision of the service from Year 2 of occupation at OxSRFI.
- 2.41 The service would not prejudice the delivery of an hourly service between Banbury and Bicester via Heyford Park and OxSRFI in the long-term if OCC secured additional funding.
- 2.42 The Bus Service Contribution required to fund the proposed bus services described above has been agreed with OCC and is set at £3,262,351 to cover a 10-year period. This amount has been determined based on a cost revenue model developed with OCC, that includes the cost of running a bus (per vehicle), the operating hours, and the average cost of a bus ticket. The funding will be secured via the S106 Planning Obligation as part of the DCO application and provided to OCC who will tender for the required bus services.
- 2.43 The above enhancements to the bus services will significantly increase the opportunities for bus travel between OxSRFI and Heyford Park, Bicester and Banbury, and will increase the BREEAM Accessibility Index (AI) for the OxSRFI to provide a score of 1.77 (see **Appendix D**).

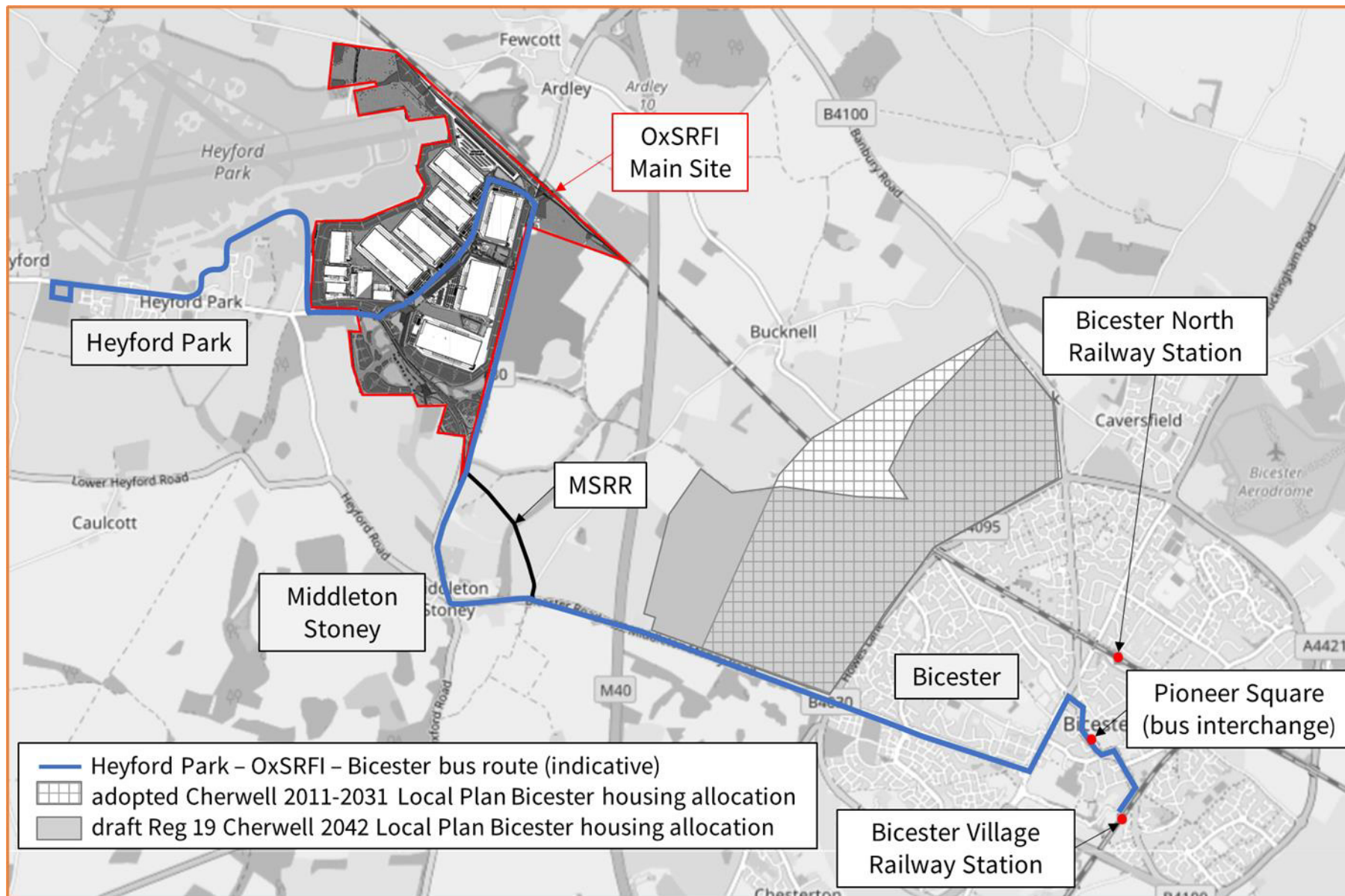


Figure 6: Proposed 'Heyford Park – OxSRFI – Bicester' bus service

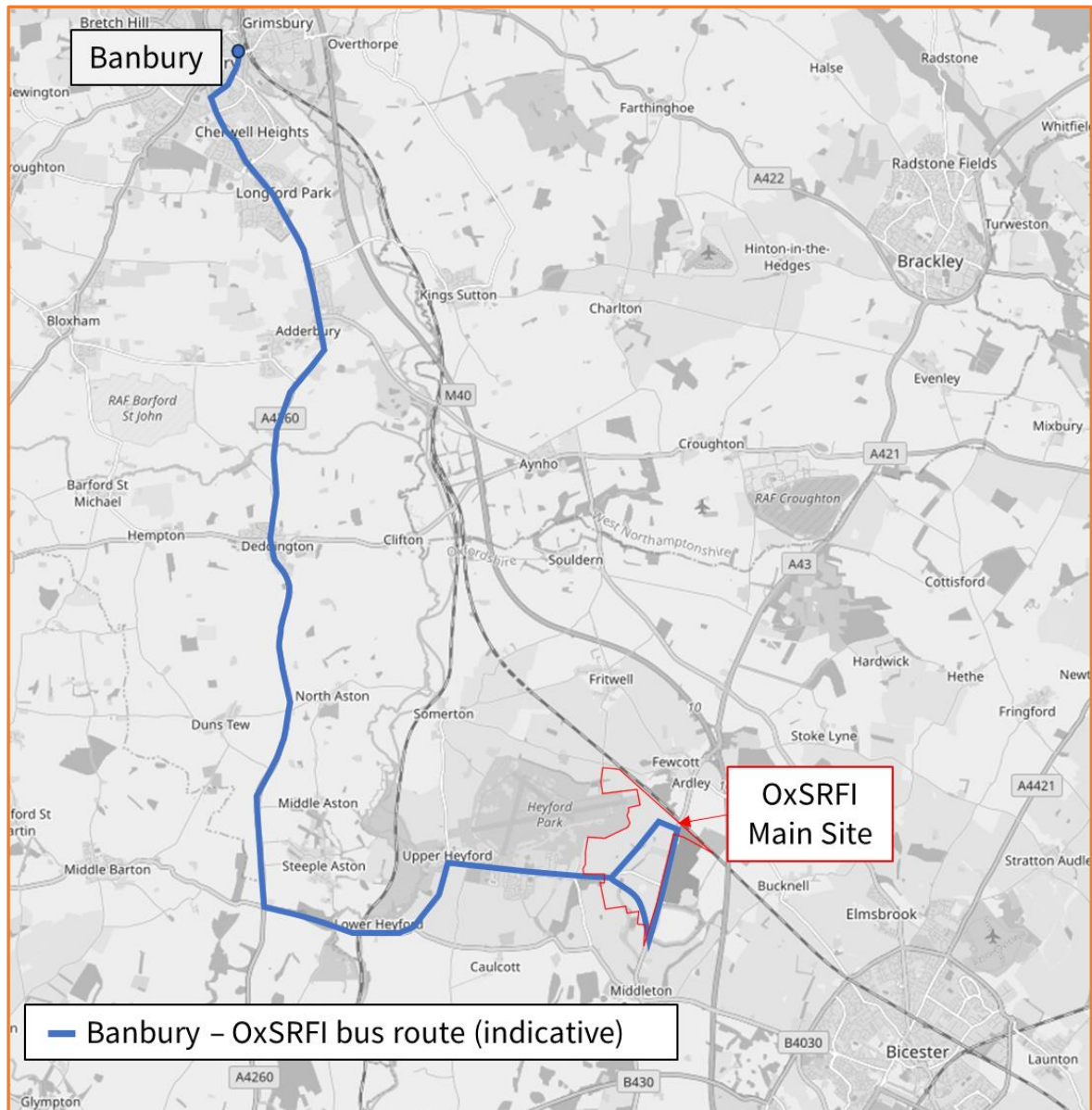


Figure 7: Proposed 'Banbury - OxSRFI' bus service

Car Share Strategy

- 2.44 In addition to the above connectivity improvements, OxSRFI will actively promote car sharing (also called lift-sharing, ride-sharing, and car-pooling) as part of the Travel Plan process. Car sharing is when two or more people share lifts and travel together. It offers the convenience of a car, whilst reducing the costs and the number of single occupancy vehicles on the road, thereby helping to reduce pollution and congestion.
- 2.45 Car sharing has been very successful at other SRFI sites, where the critical mass associated with the high number of employees all working at the same location, and good promotion through the Travel Plan, has led to significant take up.
- 2.46 Typically, employees sign up to a car share scheme and their details are held on a secure database to be matched with others who can provide or require a lift. Car sharing can take place on a regular basis, or ad hoc if required.

- 2.47 Typically, once set up, occupiers and their employees will be free to choose whether to join a site wide app, or have a private occupier-only version of the app available for their members of staff.
- 2.48 Details of the app will be shared via the Travel Plan Coordinator and included within the Travel Packs provided prior to first occupation of the units. So that car sharing is a travel choice from the earliest opportunity.
- 2.49 The Applicant will ensure the car share platform is operational from first occupation. Individual users will be able to download the app and register their details; this will include their start location and journey requirements. The app will provide the secure database and messaging system to allow members to find someone to car share with.
- 2.50 There could also be the opportunity to expand the platform to include other major employers in the vicinity of OxSRFI. Such expansion could further enhance the benefits of car sharing to both OxSRFI and the local business community.
- 2.51 Car sharing will be encouraged through site-wide promotion and incentives via the Travel Planning process. The performance of the car sharing scheme will be reviewed as part of the Travel Plan monitoring process. Should monitoring identify the car sharing is not operating at anticipated levels, the review will identify additional measures such as further promotion and marketing.

Parking provision

- 2.52 OCC's Parking Standards set out maximum car parking standards and minimum cycle parking standards. For B8 usage, the expected upper limit for car parking is one space per 300sqm. As the masterplan is illustrative at this stage, the quantum of parking is not yet defined.
- 2.53 Nevertheless, accessible parking will be provided at each B8 unit on the development site, as will electric vehicle charging points for at least 25% of the total car parking spaces.
- 2.54 Car sharing will be a key mode of transport promoted through the Travel Plan and as such, the appointed Site-Wide Travel Plan Co-ordinator (STPC) will work with each Unit Travel Plan Co-ordinator (UTPC) to designate and sign priority car share bays close to building entrances.
- 2.55 Motorcycle parking will also be provided, as will high quality, secure covered cycle parking.

Forecast traffic generation

- 2.56 The table below presents the forecast road-based trip generation, from the Transport Assessment⁵, once the development is fully built out and without the Travel Plan in place. These figures have been used in the Transport Assessment to assess and the potential highway impacts. These figures have been agreed with OCC and National Highways. However, this Travel Plan will reduce the proportion of trips by light vehicle (cars) and increase the proportion of trips by sustainable modes. This is detailed further in the targets section in Chapter 3.

⁵ Information extracted from Technical Note 'ADC1794-RP-J Technical Note 3: Trip Generation', approved by OCC and National Highways and appended to the Transport Assessment

total development peak hour, and daily vehicle trips (no Travel Plan)									
period	light vehicles			heavy vehicles			total vehicles		
	arrive	depart	2-way	arrive	depart	2-way	arrive	depart	2-way
AM peak	903	97	1,000	172	159	331	1,075	256	1,331
PM peak	298	1,038	1,336	157	143	300	455	1,181	1,636
daily	7,929	7,801	15,730	2,459	2,461	4,920	10,388	10,262	20,650

Forecast person trip generation

2.57 The table below shows the forecast person trip generation, based on the light vehicle trip generation from the table above and a car driver modal share of 92% (i.e. without the Travel Plan in place), from the Transport Assessment. However, as noted above, this Travel Plan will reduce the proportion of trips by single occupancy vehicle and increase the proportion of trips by sustainable modes. This is detailed further in the targets section in Chapter 3.

Time Window	Person Trip** (excluding HGV drivers)			Person Trip (HGV driver)			Total Person Trips		
	Arrive	Depart	Two-way	Arrive	Depart	Two-way	Arrive	Depart	Two-way
00.00-01.00	83	59	141	52	80	133	135	139	274
01.00-02.00	53	17	71	76	75	150	129	92	221
02.00-03.00	36	136	172	80	80	160	116	216	331
03.00-04.00	59	76	135	54	83	138	113	159	273
04.00-05.00	188	89	277	76	51	127	264	140	404
05.00-06.00	1334	635	1968	118	75	193	1452	710	2162
06.00-07.00	629	480	1110	128	67	195	758	547	1305
07.00-08.00	723	229	952	124	157	280	847	386	1233
08.00-09.00	982	105	1087	172	159	331	1154	264	1418
09.00-10.00	471	147	617	122	113	235	592	260	852
10.00-11.00	365	223	588	140	151	291	505	373	879
11.00-12.00	276	205	482	127	123	250	403	328	731
12.00-13.00	400	447	847	108	98	207	508	545	1053
13.00-14.00	670	471	1140	89	132	220	758	602	1360
14.00-15.00	317	734	1051	102	149	252	420	883	1303
15.00-16.00	183	905	1088	75	122	197	258	1028	1285
16.00-17.00*	236	876	1112	132	89	221	368	965	1333
17.00-18.00*	324	1128	1452	157	143	300	481	1271	1752
18.00-19.00	723	717	1440	120	102	222	843	819	1662
19.00-20.00	105	271	376	101	73	174	206	344	550
20.00-21.00	123	141	264	106	87	193	229	229	457
21.00-22.00	299	105	404	68	96	164	367	201	568
22.00-23.00	24	216	240	63	76	138	86	292	379
23.00-00.00	17	65	83	70	80	150	87	145	233
Totals	8618	8479	17098	2459	2461	4920	11077	10941	22018

* light vehicle generation for 1600 to 1700 hrs from Table 3 and 3A swapped with 1700 to 1800 hrs generation to ensure worst case shoulder peak is assessed

**Based on Single vehicle occupancy of 92%

3.0 AIMS, OBJECTIVES AND TARGETS

Aims

- 3.1 The high level aims of the Travel Plan are to ensure that:
- the OxSRFI is well served by sustainable travel infrastructure (including walking, cycling, public transport and car sharing) from the first occupation of the development;
 - sustainable travel modes are actively promoted, and their use is facilitated;
 - staff have an alternative to the private car for their journey to work;
 - the proportion of single occupancy car trips is minimised.

Objectives

- 3.2 OCC's guidance notes that *"the objectives of a Travel Plan are:*
- *to ensure that locations are accessible by non-car travel modes*
 - *to identify ways of reducing the need to travel to and from a development*
 - *to minimise single occupancy car travel to and from a development, particularly through providing scope for journeys to be made by other modes*
 - *to identify which measures are needed to maximise the use of non-car travel modes*
 - *to lead to a change in the travel behaviour of individuals to a sustainable mode of travel and maintaining that change once it has occurred."*
- 3.3 In addition to these objectives, this OxSRFI Framework Travel Plan has the following objectives:
- 1) Ensure that employees who live locally are encouraged to use active travel by providing coherent, direct, safe, comfortable and attractive walking and cycling routes.
 - 2) Provide opportunities to travel by public transport, with bus routes to Heyford Park, Bicester and Banbury; including connections with the bus and railway stations in Bicester, conveniently located bus stops within the site; and associated promotion of the bus services.
 - 3) Encourage a reduction in single occupancy car journeys made to / from the site to minimise the number of car trips made.
 - 4) Ensure that employees are encouraged to car share to work.
 - 5) Ensure good quality and timely information is provided to employees to enable them to make informed choices about their travel options.
 - 6) Ensure occupiers (employers) promote sustainable travel and facilitate the use of sustainable modes of travel wherever possible, through their subsidiary full Travel Plans.
 - 7) Work with OCC to biennially report the results of the Travel Plan from first occupation for a minimum period of five years following full occupation of the development (expected to be 2039).
- 3.4 These objectives have been determined based on the location of the proposed development and the potential travel patterns. There are opportunities for some walking trips to/from the adjacent Heyford Park area and villages of Middleton Stoney and Ardley. However, more generally, cycling, bus and car sharing are viewed as the most suitable alternatives to the private car for the OxSRFI development.

Targets

- 3.5 The primary target of this Framework Travel Plan, and the subsequent individual subsidiary full Travel Plans for each occupier, is to reduce the proportion of single occupancy car trips generated by staff and visitors travelling to and from the OxSRFI and increase the proportion of trips by sustainable modes.

3.6 The table overleaf details the Travel Plan objectives and associated targets, to be achieved over the monitoring period (from first occupation to five years following full occupation). The table also details the key indicators for each target.

3.7 These targets are related to the forecast modal split, extracted from the STS, calculated in phases over the monitoring period. This has been agreed with OCC. The table below is based on the full build out and occupation in Year 4.

Mode	Baseline	Year 1 (Opening)	Year 3	Year 5 *	Year 7*	Year 9*
SOV	92%	82%	73%	68%	68%	68%
Car Share	5%	10%	15%	20%	20%	20%
Public Transport	0%	5%	8%	8%	8%	8%
Walking and Cycling	3%	3%	4%	4%	4%	4%

*Full build out expected in Year 4, with monitoring continuing biennially for 5 years until Year 9

3.8 The target modal split equates to a 26% shift from the from the baseline single occupancy vehicle trip modal share to sustainable transport modes (92% down to 68%). The targets are ambitious, but realistic and achievable, in the context of the site’s location, the extensive sustainable transport connectivity improvements being provided, and the measures proposed as part of the Travel Plan process.

3.9 With reference to Target 4, linked to the objective of encouraging a reduction in SOV trips, and minimising the number of car trips made, the OCC guidance requires a target “for maximum allowable levels of car trips generated by the development per day”. Given that the build out rate each year between 2031 and completion in 2034 is not known, it is not possible at this stage to quantify the vehicle trips for Years 1 and 3. However, by Year 5, when the development is fully constructed and operational, the maximum car trips target can be calculated and is shown in the table below.

total development peak hour and daily vehicle trips (by Year 5 with Travel Plan)									
period	light vehicles			heavy vehicles			total vehicles		
	arrive	depart	2-way	arrive	depart	2-way	arrive	depart	2-way
AM peak	667	72	739	172	159	331	840	231	1070
PM peak	220	767	987	157	143	300	377	910	1288
daily	5861	5766	11627	2,459	2,461	4,920	8319	8227	16547

3.10 This presents a significant reduction (of 26%) or 4000 daily light vehicle trips, compared to the forecast traffic flows with no Travel Plan, detailed in Section 2, as shown in the table below.

change in light vehicle trips as a result of the Travel Plan									
	light vehicles			heavy vehicles			total vehicles		
	arrive	depart	2-way	arrive	depart	2-way	arrive	depart	2-way
Baseline with no Travel Plan	7,929	7,801	15,730	2,459	2,461	4,920	10,388	10,262	20,650
Forecast with Travel Plan in Year 5	5861	5766	11,627	2,459	2,461	4,920	8,319	8,227	16,547
Difference	-2,068	-2,035	-4,103	0	0	0	-2,069	-2,035	-4,103

	Objective	Target	Indicator	Behaviour change targets (timescale)		
				Year 1 Opening	Year 3 Interim	Years 5, 7 & 9 Completion and monitoring
1	Ensure that employees who live locally are encouraged to use active travel by providing coherent, direct, safe, comfortable and attractive walking and cycling routes.	Target 1 - increase the proportion of trips by walking and cycling by 25% over the five-year monitoring period, so that walking and cycling forms 4% of all trips made by staff by 2035 (Year 5).	4% of employee trips made by foot and cycle by 2035	3%	4%	4%
2	Provide opportunities to travel by public transport, with bus routes to Heyford Park, Bicester and Banbury; including connections with the bus and railway stations in Bicester, conveniently located bus stops within the site; and associated promotion of the bus services.	Target 2 - increase the proportion of trips by bus from a baseline position of 0%, so that it forms 8% of all trips made by staff by 2035 (Year 5).	8% of employee trips made by bus by 2035	5%	8%	8%
3	Encourage a reduction in single occupancy car journeys made to / from the site to minimise the number of car trips made.	Target 3 - reduce the proportion of staff trips made by single occupancy vehicle by 26% from the baseline position assessed in the Transport Assessment of 92%, to 68%, by 2035 (Year 5).	68% of employee trips made by SOV by 2035.	82%	73%	68%
		Target 4 - monitor car journeys based on the single occupancy vehicle proportion compared to Target 3 in each monitoring year.	traffic count results compared with forecast traffic flows for each year, calculated based on agreed trip rates x building GFA occupancy.	target to be based on building GFA occupancy		739 two-way in AM pk 987 two-way

								in PM pk 11,627 two-way daily
4	Ensure that employees are encouraged to car share to work.	Target 5 - increase the proportion of trips by car sharing from the baseline position of 5% assessed in the Transport Assessment, so that it forms 20% of all trips made by staff by 2035 (Year 5).	20% of employee trips made by car sharing by 2035	10%	15%	20%		
5	Ensure good quality and timely information is provided to employees to enable them to make informed choices about their travel options.	Target 6 - all businesses will receive a travel pack to disseminate to staff prior to their initial occupation of the site, or within one week of occupation.	100% of UTPCs to receive a travel pack prior to their initial occupation of the site, or within one week of occupation to disseminate to staff	n/a	n/a	n/a		
7	Ensure occupiers (employers) promote sustainable travel and facilitate the use of sustainable modes of travel wherever possible, through their subsidiary full Travel Plans.	Target 7 - all businesses would receive information regarding the discounts available for sustainable travel prior to their initial occupation of the site, or within one week of occupation, and pass this information on the staff. Target 8 - to ensure all occupiers (employers) have introduced a subsidiary full Travel Plan within three months of their occupation of the site.	100% of UTPCs have a Travel Plan in within three months of their occupation of the site	n/a	n/a	n/a		
8	Work with OCC to biennially report the results of the Travel Plan from first occupation for a minimum period of five years following full occupation of the development.	Target 9 - to report monitoring findings to OCC biennially from first occupation for a minimum of five years following full occupation.	OCC receipt of biennial monitoring reports in the opening year (2031), two years later (2033), then Years 1, 3 and 5 following full occupation in 2034	n/a	n/a	n/a		

Note: n/a = these targets may not have direct behaviour change targets, but contribute to the overall mode shif

4.0 MANAGEMENT STRATEGY

Site-wide Travel Plan Co-ordinator

- 4.1 An overarching Site-wide Travel Plan Coordinator (STPC) will be appointed for the OxSRFI development. The STPC will have a critical role in the central administration, ensuring the Travel Plan is marketed, implemented, managed, monitored and reviewed over time for the OxSRFI site. In addition, individual Unit Travel Plan Co-ordinators (UTPC) will be appointed for each organisation within each unit and at the rail freight terminal, as detailed below.
- 4.2 The responsibilities of the STPC will be:
1. to strategically manage Travel Plan activity at a site-level, including liaising with individual occupiers to gain their support and commitment to the Travel Plan, and
 2. to monitor the success of the Travel Plan in achieving its aims, objectives and targets, and prepare monitoring reports.
- 4.3 The STPC will provide each of the UTPCs with the necessary Travel Plan resources, advice and support to ensure that subsidiary full Travel Plans are prepared by each occupier within three months of their occupation, and will be successfully implemented at their units. In conjunction with these duties, the STPC will be responsible for implementing promotional campaigns for the site as a whole.
- 4.4 The STPC will:
- execute and promote the Travel Plan at a site wide level;
 - liaise with the UTPCs within each of the employment units and rail terminal;
 - launch a Travel Plan Steering Group which UTPCs will attend;
 - give Travel Plan guidance and information to UTPCs;
 - review the individual subsidiary full Travel Plans prepared by the UTPCs to ensure that they are consistent, and accord with the joint overall targets, indicators and outcomes within this Framework Travel Plan, and include consistent measures;
 - communicate regularly with relevant third parties such as public transport operators, and OCC's Travel Plans Team;
 - develop and lead the Sustainable Transport Working Group (see below), that will meet bi-annually to discuss the aims and objectives of the Travel Plan, including sustainable travel access, priorities and promotion at the site;
 - monitor the Travel Plan including arranging the collection and collation of the necessary data (i.e. overseeing UTPCs and collating information for the site as a whole) and preparing monitoring reports. This includes travel surveys, traffic counts, and public transport patronage analysis (see Section 7); and
 - liaise with the Travel Plan Co-ordinator for Heyford Park, and North West Bicester, to allow a collaborative approach to promoting sustainable travel between the sites.
- 4.5 The STPC role is likely to be a full time position during the build out of the development, and then part time for five years following full occupation, to continue delivering the public transport strategy obligations and monitoring for the whole site.
- 4.6 The STPC will be the main point of contact for OCC regarding Travel Plan matters. The STPC will be appointed prior to occupation of the site, at which point the STPC's contact details will be shared with the OCC Travel Plans Team.

Unit Travel Plan Coordinators (UTPC)

- 4.7 At this stage, the occupiers for each unit are unknown. Nevertheless, within three months of occupation, it will be each occupier's responsibility to create and develop a full Travel Plan for their own employees, in line with the principles set out in this Framework Travel Plan for the site as a whole.
- 4.8 Therefore, each occupier will be required to appoint a Unit Travel Plan Co-ordinator (UTPC) to develop their individual full Travel Plan, and act as the lead contact within each business for travel related issues. The UTPC will work with and gain advice from the STPC. The role will require part time involvement and will commence prior to the opening of each unit. The UTPC will be a senior member of staff.
- 4.9 The role will need to be appointed as soon as the decision has been made to occupy a unit. This will give the UTPC time to promote the Travel Plan and the opportunities for sustainable travel to and from the new site, and to allow new or relocating employees to identify sustainable travel options from their first day.
- 4.10 The role of the UTPC will be to:
- Build upon this Framework Travel Plan to develop a full Travel Plan for their organisation. In accordance with OCC guidance, individual subsidiary full Travel Plans must be written and submitted to OCC for approval within three months of occupation, and must be consistent with the targets and requirements of this Framework Travel Plan.
 - Oversee the development, promotion, and implementation of the measures within their full Travel Plan.
 - Design and implement continuous effective marketing and awareness raising strategies to promote sustainable travel within their unit. For example, they will be responsible for the effective display of information on the staff notice boards and staff intranet etc. The information will highlight that car sharing between organisations/units is still beneficial.
 - Act as a point of contact for all staff, visitors, and/or suppliers at their organisation who require information.
 - Co-ordinate the necessary data collection exercise and monitoring procedures within their organisation, which are required to develop their full Travel Plan.
 - To secure a sufficient budget for the Travel Plan to ensure the measures can be implemented and promoted.
- 4.11 A Development Consent Order will establish a mechanism to secure future occupiers' responsibility for preparing and implementing a full Travel Plan for their employees.

Sustainable Transport Working Group

- 4.12 A Sustainable Transport Working Group (STWG) will be set up for the site, and formed of the STPC, the Applicant, OCC, the local planning authority, and other stakeholders such as public transport operators, car share providers, etc. and potentially the UTPCs.
- 4.13 The STWG's role will be to oversee the delivery of the Public Transport Strategy and focus the Travel Plan - to review changes in priorities and measures suggested by the STPC, depending on requirements and how well the Travel Plan is meeting its targets.
- 4.14 The group would meet bi-annually and could develop ad hoc working groups where specific needs arise at certain times.

OCC's Travel Plans Team

- 4.15 OCC's Travel Plans Team can provide help and support in writing Travel Plans, and implementing them. They are also responsible for reviewing Travel Plans and development-related monitoring requirements. The contact details are as follows:

Travel Plans Team
County Hall
New Road
Oxford
OX1 1ND

Web: <https://www.oxfordshire.gov.uk/contactus/contact-travel-plans-team>

5.0 MEASURES ACTION PLAN

5.1 The table below sets out the measures that will be implemented at the OxSRFI over the Travel Plan period to achieve the aims, objectives and targets. It also identifies the person responsible for introducing the measure, the approximate timescale for implementation and the funding stream that will be used to deliver the initiative. These measures will be implemented so that, as far as possible, the Travel Plan becomes self-sustaining.

	Measure	Responsibility	Regularity	Delivery timescale	Financed by
On-site infrastructure	Provision of high-quality, accessible, lit footpath and cycleway connections to all relevant parts of the development.	Applicant	once	prior to occupation	Applicant
	Provision of safe and secure, covered cycle parking for each employment unit in a location close to the unit entrance.	Applicant	once	prior to occupation	Applicant
	Provision of shower facilities, changing rooms and locker facilities in each employment unit.	Applicant / Unit Occupiers	once	prior to occupation	Applicant/ Unit Occupiers
	Provision of accessible high quality bus stops within the development, with shelters, seating, lighting, and real-time information.	Applicant	once	prior to occupation	Applicant
	Provision of priority car share bays at each unit	Applicant and then UTPC	ongoing	prior to occupation (and ongoing)	Applicant (and UTPC)
	Provision of electric vehicle charging points at each unit	Applicant	once	prior to occupation	Applicant
	Provision of motorcycle parking bays close to the entrances of each unit	Applicant	once	prior to occupation	Applicant
	Provision of taxi drop-off or waiting areas	Applicant	once	Prior to occupation	Applicant
	Parking restrictions (double yellow lines) along main routes into / out of development, to discourage informal parking	Applicant	once	prior to occupation	Applicant
Off-site infrastructure	Provision of off-site footpaths and cycle routes, with appropriate crossing facilities (as detailed in Section 2).	Applicant	once	prior to occupation or prior to occupation of 2mill sqft (see Section 2)	Applicant
	Provision of appropriate wayfinding signage	Applicant	once	prior to occupation or prior to occupation of 2mill sqft (see Section 2)	Applicant

	Measure	Responsibility	Regularity	Delivery timescale	Financed by
	Improvements to bus infrastructure (as detailed in Section 2), including new bus stops on the B430 and in Middleton Stoney	Applicant	once	prior to occupation or prior to occupation of 2mill sqft (see Section 2)	Applicant
Walking	Design of a site specific 'active travel map' encompassing walking and cycling to show local walking routes	STPC	reviewed annually	on occupation	TP budget
	Provide free/discounted personal alarms, branded umbrellas, footwear, coats or other supporting measures	STPC/UTPC	ongoing	on occupation	TP budget
	Promotion of Walk to Work Month / area-wide walking events	STPC/UTPC	annually	on occupation	TP budget
Cycling	Creation of a Bike User Group (BUG)	STPC	ongoing	on occupation	TP budget
	Facilitate 'Learn to Ride' sessions for employees delivered on site by accredited trainers at a discounted price	STPC/UTPC	ongoing	on occupation	TP budget
	Host 'Dr Bike' sessions or similar, where staff can have their bikes safety checked and repaired/maintained free of charge	STPC	ongoing	on occupation	TP budget
	Promotion of the Cycle2Work Scheme (dependant on unit occupiers policies)	UTPC	ongoing	on occupation	TP budget
	Dissemination of local cycle maps	STPC	ongoing	on occupation	TP budget
	Promotion of area wide cycling events / challenges	STPC	ongoing	on occupation	TP budget
	Promote opportunities for staff to report information to OCC for example OCC's 'Fix My Street' [REDACTED] [REDACTED] [REDACTED]	STPC	ongoing	on occupation	TP budget
	Encourage local police to support the OxSRFI cycling efforts by providing bike marking registration opportunities for security assurances	STPC	ongoing	on occupation	TP budget
Public transport	Expansion of existing bus services, and provision of new bus services to serve the development in accordance with the Public Transport Strategy	Applicant/STPC /UTPC	phased in line with site build out	on occupation	Applicant
	Provide a free 6-month bus pass for staff who could travel by bus	STPC	in line with site build out	on occupation	Applicant
	Promotion of area wide bus events / challenges	STPC in collaboration	annually	on occupation	TP budget

	Measure	Responsibility	Regularity	Delivery timescale	Financed by
		with local operators			
	Negotiating discounts / season ticket discounts for OxSRFI staff	STPC in collaboration with local operators	reviewed annually	prior to occupation	TP budget
	Active dissemination of public transport information	STPC/UTPC	ongoing	on occupation	TP budget
Motorcycle use	Promote the MCIA (motorcycle industry association) accreditation scheme to ensure that those employees who are interested in learning how to ride a motorcycle / commute by bike are given access to an accredited trainer.	STPC/UTPC	ongoing	on occupation	TP budget
	Coordinate a site wide 'Get on' event to provide an opportunity to try riding a moped or motorcycle delivered by accredited trainers.	STPC	annually	on occupation	TP budget
Car sharing	Setting up a car share database/app for the OxSRFI to help people find a car share partner within and across different occupiers within the OxSRFI	Applicant/STPC	once	prior to occupation	TP budget
	Undertake site-wide promotion & incentives to encourage sign up to the OxSRFI car share scheme. This includes highlighting that car sharing does not need to be every day, and even once a week could lead to a 20% reduction in car trips.	STPC/UTPC	ongoing, periodic sprint periods	on occupation	TP budget
	Deliver site wide car sharing initiatives e.g. free car wash for car sharers	STPC/UTPC	ongoing, periodic sprint periods	annually	TP budget
Marketing	Appointment of a Site-wide Travel Plan Coordinator (STPC)	Applicant	once, unless staff changes occur	prior to occupation	Applicant
	Appointment of Unit Travel Plan Coordinator (UTPC) for each unit/occupier	Occupiers	once, unless staff changes occur	prior to occupation	Unit occupiers
	Individual unit subsidiary full Travel Plans developed for each occupier, with staff travel survey results communicated back to staff.	UTPC	updated annually	within 3 months of occupation	Unit Occupiers
	Provision of a transport "Bulletin Board" at each employment unit within the site. Information on each mode will be up-dated by the STPC on a regular basis.	STPC	ongoing	on occupation	TP budget

	Measure	Responsibility	Regularity	Delivery timescale	Financed by
	Establish a Travel Plan website for the OxSRFI, which will provide information on travel to the site. Information on each mode will be updated by the STPC on a regular basis. This will facilitate visitor travel by sustainable modes.	STPC	regular updates to content	prior to occupation to go live on opening	TP budget
	Provision of travel information ‘Welcome Packs’ to all new businesses and their employees. This will include most of the information detailed above. UTPCs will be responsible for replicating these and issuing to all new starters	STPC	ongoing	on occupation	TP budget
	Review and re-issue travel packs to the occupiers of the site when any big changes have been made	STPC	ongoing	on occupation	TP budget
	Regular newsletter to be distributed to all businesses at the site until the end of the monitoring period	STPC	ongoing	on occupation	TP budget
	Involvement in national travel related events (e.g. promotion of national liftshare week, bike week)	STPC	ongoing	on occupation	TP budget
	Provide personalised travel advice for all staff that request it	UTPCs	ongoing	on occupation	TP budget
	High impact marketing campaign, which includes promotional materials, incentives and events	STPC	annually	on occupation	TP budget
	Fall back funding for additional promotional events for site specific campaigns	STPC	reviewed annually	on occupation	TP budget
Monitoring	Baseline travel survey, with 90% response rate	STPC/UTPC	once	on occupation	TP budget
	Repeat monitoring surveys with 90% response rate	STPC/UTPC	biennially (years 1, 2 and 5)	on occupation	TP budget
	Traffic/vehicle counts	STPC	biennially (years 1, 3, and 5)	on occupation	TP budget
	Public Transport patronage analysis and satisfaction surveys	STPC	biennially (years 1, 3, and 5)	on occupation	TP budget

6.0 MARKETING STRATEGY

6.1 Promotion and marketing of sustainable travel information will be crucial to the success of the Travel Plan.

Pre-engagement preparation

6.2 Ahead of engaging with businesses, the STPC will coordinate developing and sourcing appropriate resources for promoting sustainable travel, including commissioning the design and print/publication on-line of such materials. The STPC will also source materials from external providers (e.g. bus timetables from public transport operators).

6.3 This travel information will include walking and cycle maps, public transport timetables and maps, and promotion flyers on car sharing. This will be available digitally on the OxSRFI website, individual business websites, and staff intranets, and via paper copies in travel packs.

6.4 In addition to the websites, the Travel Plan will be promoted on social media sites such as Facebook and Twitter for engaging directly with employees regarding OxSRFI-wide competitions or campaigns.

6.5 It is also proposed to brand the Travel Plan, so that it has a clear identity with branding and a logo to ensure that the communications and marketing campaigns are universally recognised across the site. The STPC will consider this when designing resources (e.g. a welcome pack) as part of the Travel Plan.

Engaging with businesses

6.6 Once the resources have been prepared the next step is to actively engage with the individual occupiers. As part of the lease agreement the businesses will be required to appoint an individual as the UTPC (with senior level support) who will take on responsibility for developing and implementing their own subsidiary full Travel Plan. This individual will work closely with the STPC to promote sustainable travel at the site.

6.7 As an introduction to sustainable travel promotion, all businesses will be issued with a 'welcome pack' which will outline information about the Travel Plan, including the aims, objectives, and targets, as well as the measures available and the importance of promoting sustainable travel. It will also include the necessary travel information.

6.8 The UTPCs will be responsible for disseminating travel information to the employees within their business, and for consulting with them and obtaining any feedback via forum/discussion groups (see Section 7).

Sustaining engagement

6.9 Maintaining the momentum of the full Travel Plans will be the responsibility of the UTPCs, with support from the STPC. Once the full Travel Plan has been produced and the staff travel survey has been completed, OxSRFI-wide initiatives and unit-specific challenges will be introduced to sustain engagement.

6.10 Activities that the STPC will complete include a quarterly newsletter, development and management of a Bike User Group, organising Dr Bike sessions for all users, negotiation of bus

promotions with operators and the organisation of complementary promotional events. It will also include the promotion of notable national campaigns such as:

- National Walking Month (May)
- Bike Week (June)
- Catch the bus week (July)
- Liftshare week (October)

6.11 The UTPC will manage the delivery of unit-specific events, such as travel clinics, personalised Travel Planning sessions, with support from the STPC.

6.12 The ongoing promotion of the Travel Plan through the travel surveys will also act as a regular reminder about the Travel Plan.

7.0 MONITORING AND REVIEW

Monitoring mechanisms

- 7.1 The Travel Plan monitoring period will be from first occupation until five years following full occupation of the development. This means it will extend from the opening year in 2031 through to 2039, based on completion and full occupation in 2034.
- 7.2 The progress of the Travel Plan will be reviewed against the Travel Plan targets biennially. The following mechanisms will be used to measure the progress of the Travel Plan.

Baseline travel surveys

- 7.3 It will be the responsibility of each employer on site to complete a baseline employee travel survey within two months of occupation of their unit.
- 7.4 OCC's guidance notes that they require the use of their own monitoring surveys, and a template is contained in **Appendix E**. These survey templates are available in Word format for printing, or in online format. Additional questions can be added to the template, but the existing questions must not be changed.
- 7.5 The STPC will assist the UTPC with the template staff travel survey, but the UTPC will be responsible for disseminating it to all staff within their business. In line with OCC guidance, the UTPC will achieve a 90% response rate amongst their staff. If necessary, incentives will be offered to encourage staff to complete the form and achieve the 90% response rate.
- 7.6 After each survey, the results will be analysed using OCC's analysis template (each monitoring survey template has a matching Excel analysis template available from OCC). The UTPC will be responsible for completing this for their own unit. The STPC will be responsible for compiling results and analysing them for the site as a whole. That will then form the baseline for the site, which can be monitored annually over the nine year monitoring period. In line with the OCC guidance, survey results will be sent to OCC's Travel Plans Team within one month of survey completion.

Repeat travel surveys

- 7.7 At 12 months (Year 1) following the completion of the baseline survey, a repeat employee travel survey will be carried out by all occupiers at the OxSRFI to assess travel behaviour change. These will then be repeated in Years 3 and 5 of the post full occupation five year monitoring period. As with the baseline survey, these will be organised by the STPC, and the UTPCs. As with the baseline survey, the questions will be standardised across all occupiers so that comparisons can be made between occupiers within the OxSRFI, and with previous data.
- 7.8 The repeat surveys will be compared against the baseline surveys to measure travel behaviour change at the OxSRFI by the UTPC's for their individual organisation, and by the STPC for the OxSRFI as a whole. Again, in line with OCC's guidance, a 90% response rate will be sought, and if required, measures will be put in place to incentivise employees to complete the travel survey. The surveys will be undertaken at the same time each year, ideally in a neutral month 12 months after first occupation, and then biennially in that month. These results will be incorporated into a monitoring report which will be issued to OCC within one month of completion of the survey that year.

Traffic counts

- 7.9 Vehicle access to the development will be via the Principal Site Access roundabout on the B430 at the northern end of the site. The number of vehicles visiting the site will be monitored using an Automatic Traffic Count loop installed on the access road over a neutral month. This will determine the average peak hour and daily traffic flows, and allow comparison with the forecast traffic flows calculated for each year based on the level of occupation over the build out period. The loops can distinguish cars, vans and HGVs. This will be organised and the results analysed by the STPC.
- 7.10 Separate loops will be installed over the same period to detect cycle use on the footway/cycleway adjacent to the site entrance, and at the secondary access.

Public transport patronage analysis

- 7.11 The most suitable method for assessing the impact of the public transport improvements, and the bus modal share, is through public transport passenger counts. It is proposed that these will take place annually in a neutral month, and will be carried out at the on-site bus stops at peak travel times.
- 7.12 In addition to the on-site passenger counts, the STPC will liaise with public transport operators to obtain cumulative patronage figures for the bus routes that serve OxSRFI, broken down monthly to determine any seasonal trends.

Focus / Discussion Groups

- 7.13 Voluntary discussion groups will be organised and facilitated by the STPC every six months, for staff to have their say on the travel opportunities to and from the site, including what works well and what causes a barrier to sustainable travel. The feedback from these sessions will be compiled by the STPC and actioned where necessary.

Reporting and review

- 7.14 Part of the STPC's remit will be to produce a biennial monitoring report which will be submitted to OCC's Travel Plan team. This report will incorporate a summary of the monitoring activity, identify travel patterns at the site, provide an insight into the current performance of the Travel Plan, identify progress against targets, and include any suggested reviews to the Travel Plan targets and / or measures that would further encourage the use of sustainable travel.
- 7.15 The monitoring report will be issued to OCC within one month of the surveys/traffic counts/bus patronage counts in Years 1, 3 and 5 during the Travel Plan monitoring period. The report will also include any relevant information on changes of personnel, partnerships with other organisations, for example the TPC of nearby developments such as Heyford Park, and set out plans for the forthcoming year.
- 7.16 Based on this report the STPC, STWG, and OCC will discuss if travel plan targets and measures need to be revised and if remedial action needs to be taken.
- 7.17 The results of monitoring surveys will be disseminated to all businesses, potentially through a Travel Plan newsletter, and all UTPCs will be responsible for updating their Travel Plan under the guidance of the OTPC.

- 7.18 In line with OCC's guidance, *"if targets are not met at the end of the initial period of monitoring; the Travel Plan should be reviewed, new measures introduced and monitoring extended for another two cycles; for example where monitoring has taken place in Year 1, 3 and 5, if targets have not been met monitoring must continue in years 7 and 9."*
- 7.19 Whilst the traffic counts, cycle counts, and bus patronage monitoring provides results for the OxSRFI as a whole, the travel surveys provide the primary mechanism for assessing travel to work patterns at both a site-wide and unit level. Therefore, it will be possible to identify if businesses are achieving their individual full Travel Plan targets. If a business has achieved limited success in achieving one or more of the targets, the STPC will meet with the UTPC to develop a tailor made, specific marketing campaign to incentivise the use of the travel mode covered by that target.
- 7.20 Examples of initiatives and campaigns that could be tailored to businesses include:
- Intensive sprint campaigns for particular modes of transport
 - On site travel clinics and Personalised Travel Planning
 - Site-specific workplace challenges – e.g. virtually cycle Land's End to John O'Groats
 - Promotional events – e.g. Dr Bike
 - Taster tickets for the buses that serve OxSRFI
 - Targeted marketing campaign of the money saved by walking, cycling, frequent bus use and frequent or occasional car sharing
 - Monthly prize draw for employees who car share
 - Car share network events to help employees find a car share partner, highlighting that car sharing does not have to be everyday, and that even once a week would help reduce car trip generation numbers.
 - Emergency guaranteed ride home promotion.

Updates

- 7.21 In addition to the updates that may be made to the targets, promotion, and measures within the Travel Plan depending on the results of the monitoring, the Travel Plan may need to be updated in line with changes to OCC policy.

Monitoring fee

- 7.22 OCC charge a monitoring fee (which at the time of writing is £3,265 index linked for B8 uses). The Travel Plan Monitoring Fee will be secured via the S106 Obligation as part of the DCO and be used *"...to cover biennial monitoring over five years of the life of the Travel Plan"*. It is *"based on Oxfordshire County Council officer time to do the following:*
- *make records and set up systems to ensure monitoring takes place at appropriate times*
 - *review monitoring outputs*
 - *review the Travel Plan progress in light of monitoring results, and*
 - *discuss the results and future measures with the Travel Plan Co-ordinator for the site."*
- 7.23 The fee does not cover the actual conduct of surveys, data inputting or analysis, as this is the responsibility of the STPC and UTPCs, and the costs for that work will be met by the Applicant and each occupier.

APPENDIX A

Delivering the future: the changing nature of employment in distribution warehouse, Prologis Technical Insights

TECHNICAL INSIGHT

Delivering the future: the changing nature of employment in distribution warehouses.

SEPTEMBER 2019

INTRODUCTION

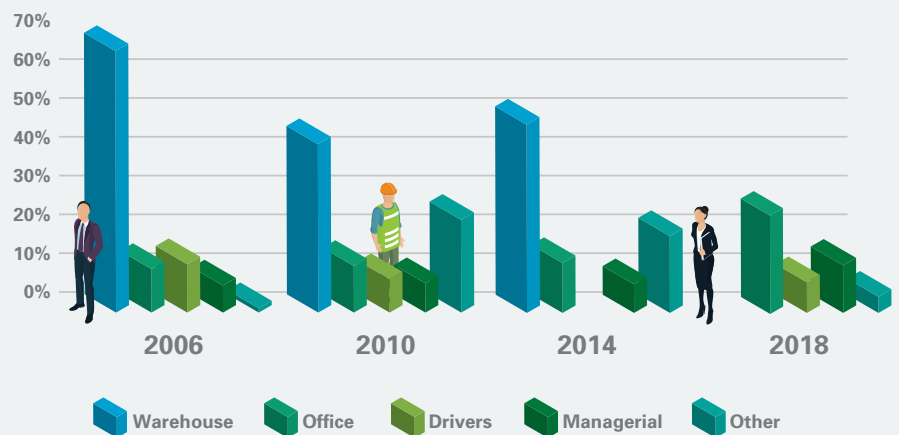
The UK logistics sector is thriving, however, there is often confusion about the type and number of jobs created within this key sector of the British economy. At Prologis UK we conduct snapshot surveys with our customers to determine the changing nature of employment within our buildings. This data enables us to better support our customers in the attraction and retention of employees and helps us provide valuable data to local planning authorities when discussing proposed developments.

We have been monitoring employment within our buildings since 2006, surveying a different cross-section of customers every four years. Although different customers form our sample for each survey, the data collected provides us with valuable data around employment density, hours worked and the types of roles available. For the first time, the 2018 survey also asked customers about the gender of the employees within their buildings.

In 2018, customers in 33 distribution centres located on Prologis Parks in the Midlands, South East and London, were asked to provide data relating to the type and number of jobs within their buildings. The 2018 survey asked:

- How many people do you employ?
- Of these employees, what is the split between male and female workers?
- How many of these employees are employed on a full or part time basis?
- How many of these employees are employed in the following area: Warehouse, Office, Drivers, Managerial, Other?
- Does your business operation run 24 hours a day?

Changing nature of employment within the logistics sector 2006 – 2018

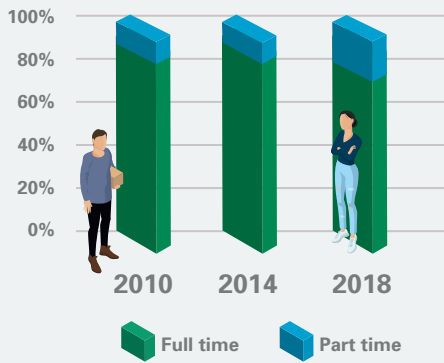


Types of jobs

In 2006, research carried out by Prologis revealed that 68% of employees within logistics buildings worked on the warehouse floor, with office staff making up 11%, drivers representing a further 12% and managerial staff accounting for 7%.* Subsequent surveys undertaken by Prologis in 2010 and 2014 saw the number of people employed in the warehouse fall to 43% in 2010, rising slightly in 2014 to 50%. By comparison, the number of people employed within the office, as drivers or in managerial positions during this period remained

relatively stable. The only exception to this was in the 'other category, where numbers increased from 1% to 25% in 2010, falling slightly to 21% in 2014. In 2018, roles within the businesses surveyed had changed, in some cases significantly. The number of people employed in an office-based role, for example, had risen from 13% in 2014 to 25%. Warehouse roles in 2018 reduced slightly to 49% of the overall workforce, from 50% in 2014 whilst the number of drivers employed remained stable at 8% of the overall workforce.

Full-time v part-time jobs



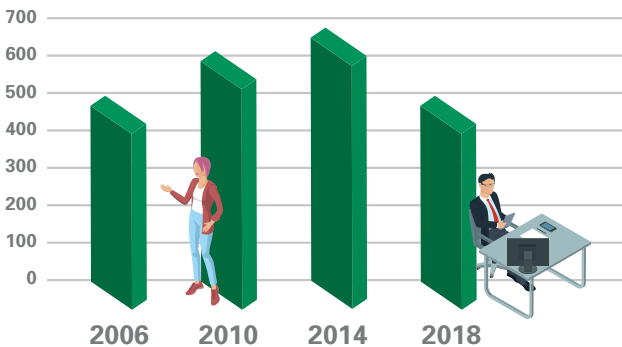
In our 2010 and 2014 surveys, the percentage of employees in full-time and part-time positions remained relatively stable, with 88% of employees working full-time in 2010 and rising slightly to 89% in 2014. Our 2018 survey shows a marked

difference from previous surveys, with the number of employees engaged on a full-time basis falling from 89% in 2014 to 78% in 2018 and the number of part-time employees rising from 11% to 22% in 2018.

Number of Jobs

In 2006, Prologis calculated that, on average, its customers employed one person for every 95m² of floor space within its facilities. By 2010, this ratio had increased to one person for every 77m² and by 2014 it had risen again to one person for every 69m². In 2018, this figure had changed to 1 person for every 95m² of floor space.

Absolute Number of Employees: Based on a 500,000 sq ft building (46,450 sq m)



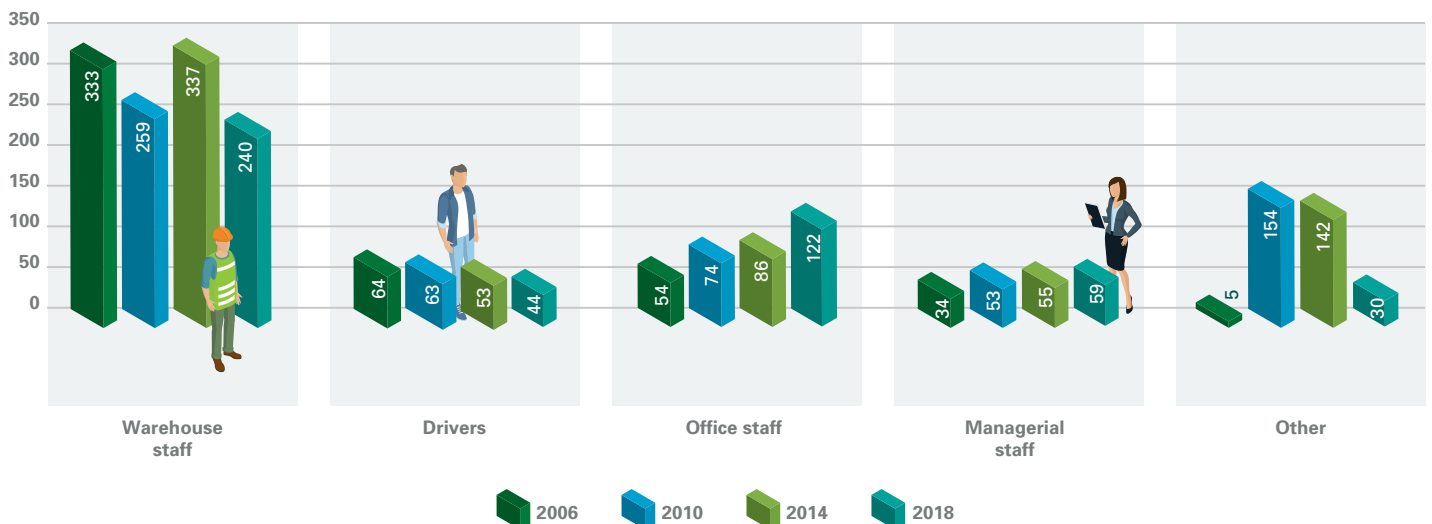
Gender of employees

In our 2018 survey we gave customers the option of providing us with information about the gender of employees working within their buildings. 25 customer provided us with this data, representing 6,211 employees. Of this number, 66% of employees were male and 34% female.



Gender of employees 2018

Absolute Number of Employees Based on a 500,000 sq ft building (46,450 sq m)



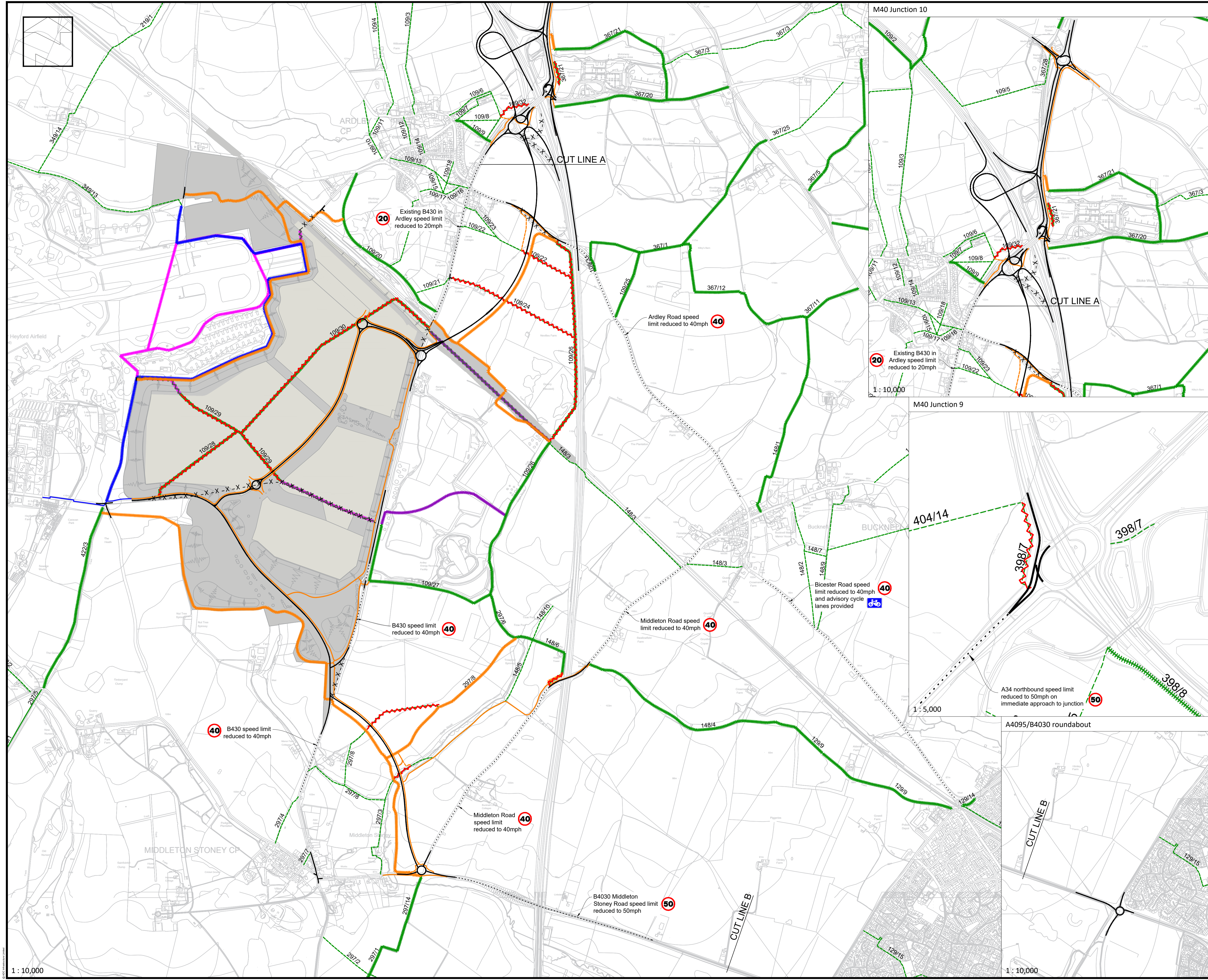
Customer Employment Survey 2018

Building Area* (Sq ft)	Office	Warehouse	Drivers	Managerial	Other	Full time	Part time	Total
543,000	16	102	15	0	8	115	26	141
86,000	25	35	6	0	0	64	2	66
165,000	40	185	10	5	10	120	130	250
995,000	10	390	0	0	0	390	10	400
64,000	7	29	2	2	0	40	0	40
225,000	630	20	140	40	20	360	490	850
37,000	11	12	4	3	0	30	0	30
47,000	30	51	9	0	0	72	18	90
610,000	26	229	15	164	106	252	288	540
225,000	106	130	10	4	0	247	3	250
133,000	16	88	16	78	15	197	16	213
150,000	5	25	8	14	0	36	16	52
220,000	58	20	20	25	0	123	0	123
180,000	7	38	10	32	0	42	45	87
175,000	48	160	52	222	0	482	0	482
96,000	0	0	2	0	26	28	0	28
6,000	8	1	2	0	3	14	0	14
250,000	30	220	45	150	55	500	0	500
105,000	40	70	50	40	200	240	160	400
86,000	20	395	0	5	10	390	40	430
240,000	5	175	20	0	0	200	0	200
100,000	51	30	9	3	0	93	0	93
50,000	43	37	5	0	0	81	4	85
405,000	136	34	8	0	11	114	75	189
430,000	93	125	8	3	1	227	3	230
225,000	32	52	18	8	0	109	1	110
220,000	100	200	20	30	0	200	150	350
11,500	2	13	3	0	0	18	0	18
460,000	20	175	12	0	0	207	0	207
370,000	68	99	8	10	0	140	45	185
225,000	111	269	50	11	0	441	0	441
215,000	2	20	0	2	0	18	6	24
130,000	21	105	18	11	0	155	0	155
7,479,500	1817	3534	595	862	465	5745	1528	7273
	25%	49%	8%	12%	6%	78%	22%	

*Note: Building areas have been rounded to protect confidentiality. Total(s) and analysis is based on actual numbers.

APPENDIX B

Footway/Cycleway/Rights of Way Strategy Plan



- Legend**
- Existing Public Bridleway
 - - - - Existing Public Footpath
 - Existing Restricted Byway
 - Indicative Committed (Future) Bridleway through Ardley EFW
 - Indicative Committed (Future) Bridleway through Heyford Park
 - Indicative S106 Committed (Future) Bridleway
 - Committed Camp Road Footway and/or Footway/Cycleway
 - Proposed Segregated or Shared Footway/Cycleway
 - Proposed Right of Way - Bridleway
 - - - - Proposed Right of Way - Footpath
 - Stopped up Bridleway or Footpath
 - - - - Indicative (Future) Bridleway not provided

- Highway Works Legend (see Highway Works Overview drawing for further detail)**
- New/Upgraded Highway Works provided by OxSRFI
 - X - X - Existing Highway Stopped Up
 - - - - Other local road works (on roads not upgraded as part of OxSRFI): speed limit changes and cycle lanes as described

P20	Minor amendments	16/03/2026
P19	Updated parameters plan added	10/02/2026
P18	Amendments following Stage 2 Consultation	20/01/2026
P17	Presentational amendments	16/09/2025
P16	Presentational amendments	11/09/2025
P15	Presentational amendments	10/09/2025
P14	Minor amendments to GA	05/09/2025
P13	PROW 398/7 and 367/21 amended to be stopped up	27/08/2025
P12	Parameters Plan/Highway Works updated	31/07/2025
P11	Amendments to strategy	25/06/2025
P10	Amendments to strategy	28/04/2025
P9.1	Amended parameters plan added	03/03/2025
P9	Footway/cycleway at M40 J10 amended	27/02/2025
P8	Highway works updated	25/02/2025
P7	Updated strategy	15/03/2023
P6	Updated strategy	13/03/2023
P5	Updated committed routes	17/05/2022
P4	Updated PRow	04/05/2022
P3	Updated PRow	29/04/2022
P2	Revised following comments	05/04/2022
Rev	Description	Date

Client: Oxfordshire Rail Freight Limited



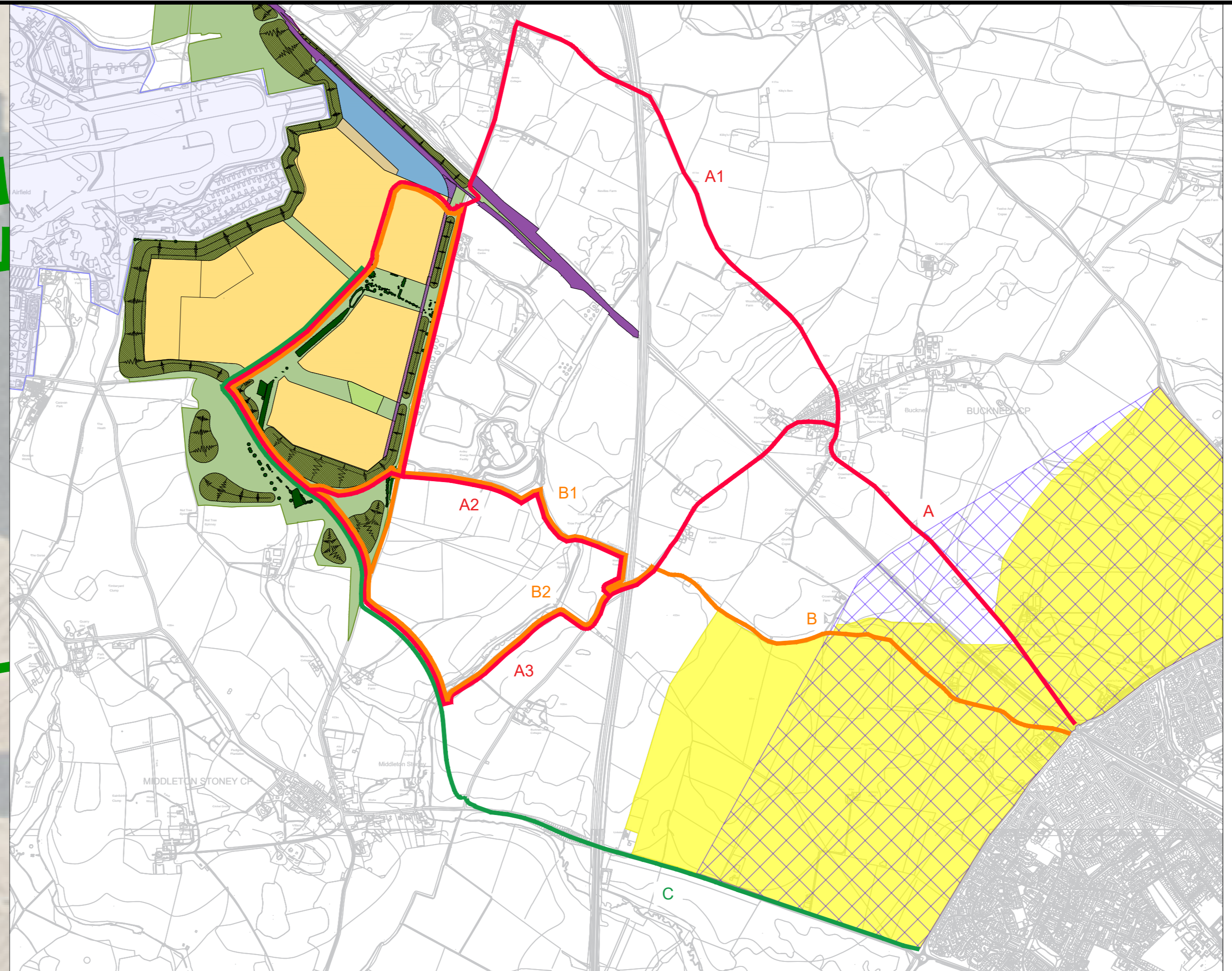
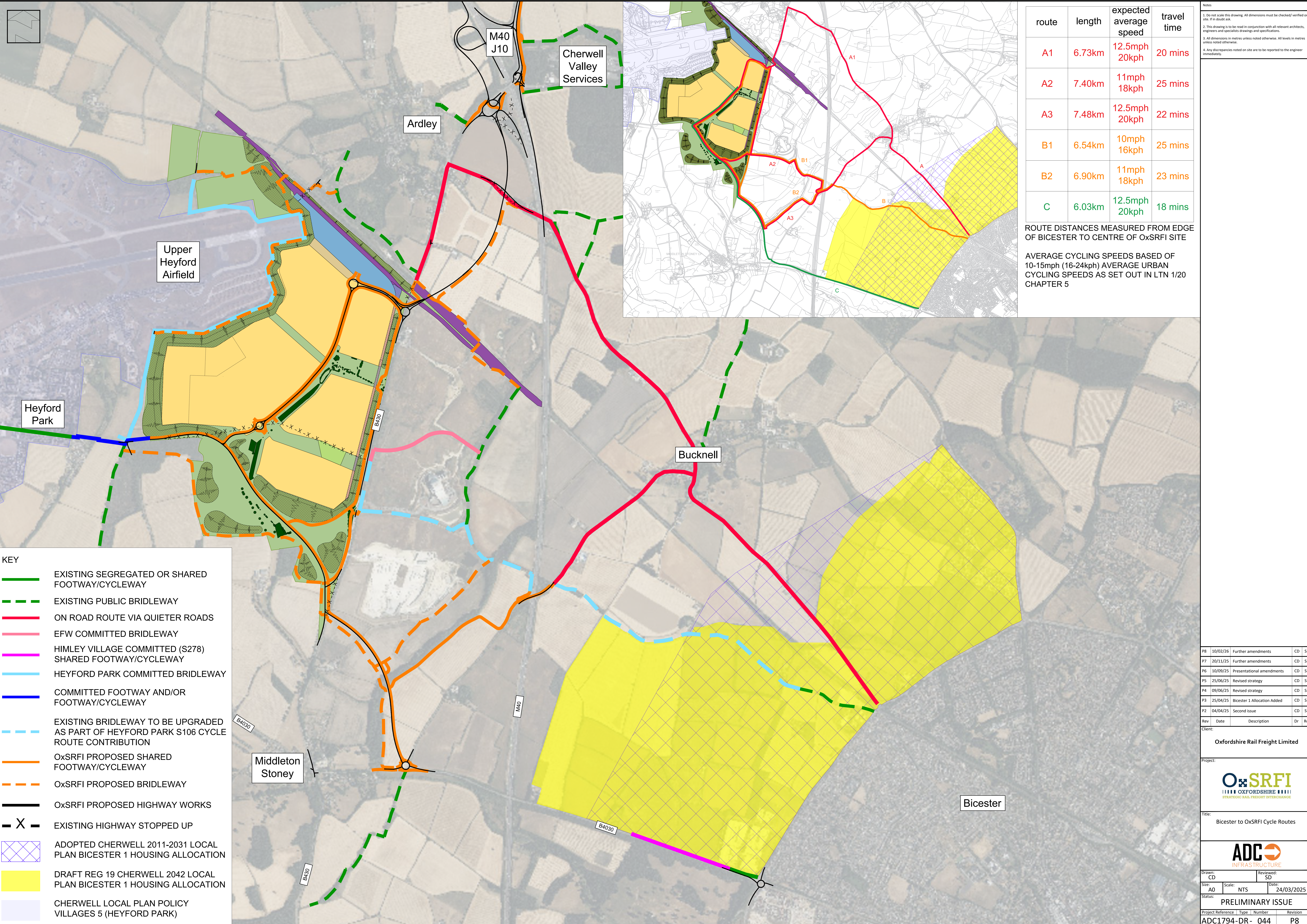
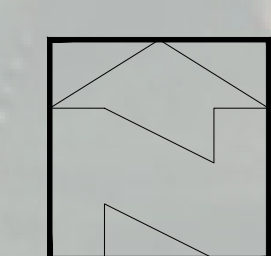
Title: Footway/Cycleway/Rights of Way Strategy Overview



Drg Size:	Scale:	Date:
A1	As Shown	01/04/2022
Drg No:	Rev:	
ADC1794-DR-042	P20	

APPENDIX C

OxSRFI - Bicester Cycle Route Connectivity Plan



route	length	expected average speed	travel time
A1	6.73km	12.5mph 20kph	20 mins
A2	7.40km	11mph 18kph	25 mins
A3	7.48km	12.5mph 20kph	22 mins
B1	6.54km	10mph 16kph	25 mins
B2	6.90km	11mph 18kph	23 mins
C	6.03km	12.5mph 20kph	18 mins

ROUTE DISTANCES MEASURED FROM EDGE OF BICESTER TO CENTRE OF OXSRFI SITE

AVERAGE CYCLING SPEEDS BASED ON 10-15mph (16-24kph) AVERAGE URBAN CYCLING SPEEDS AS SET OUT IN LTN 1/20 CHAPTER 5

Notes
 1. Do not scale this drawing. All dimensions must be checked/verified on site. If in doubt ask.
 2. This drawing is to be read in conjunction with all relevant architects, engineers and specialist drawings and specifications.
 3. All dimensions in metres unless noted otherwise. All levels in metres unless noted otherwise.
 4. Any discrepancies noted on site are to be reported to the engineer immediately.

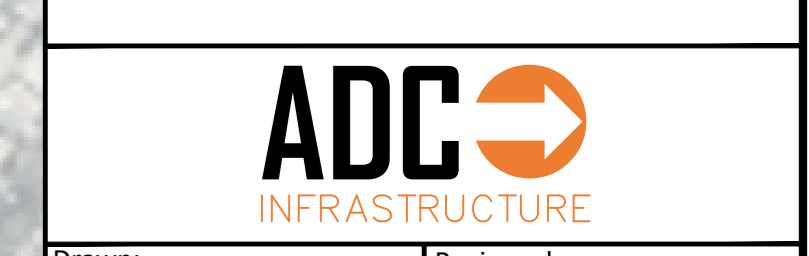
- KEY**
- EXISTING SEGREGATED OR SHARED FOOTWAY/CYCLEWAY
 - EXISTING PUBLIC BRIDLEWAY
 - ON ROAD ROUTE VIA QUIETER ROADS
 - EFW COMMITTED BRIDLEWAY
 - HIMLEY VILLAGE COMMITTED (S278) SHARED FOOTWAY/CYCLEWAY
 - HEYFORD PARK COMMITTED BRIDLEWAY
 - COMMITTED FOOTWAY AND/OR FOOTWAY/CYCLEWAY
 - EXISTING BRIDLEWAY TO BE UPGRADED AS PART OF HEYFORD PARK S106 CYCLE ROUTE CONTRIBUTION
 - OXSRFI PROPOSED SHARED FOOTWAY/CYCLEWAY
 - OXSRFI PROPOSED BRIDLEWAY
 - OXSRFI PROPOSED HIGHWAY WORKS
 - EXISTING HIGHWAY STOPPED UP
 - ADOPTED CHERWELL 2011-2031 LOCAL PLAN BICESTER 1 HOUSING ALLOCATION
 - DRAFT REG 19 CHERWELL 2042 LOCAL PLAN BICESTER 1 HOUSING ALLOCATION
 - CHERWELL LOCAL PLAN POLICY VILLAGES 5 (HEYFORD PARK)

P8	10/02/26	Further amendments	CD	SD
P7	20/11/25	Further amendments	CD	SD
P6	10/09/25	Presentational amendments	CD	SD
P5	25/06/25	Revised strategy	CD	SD
P4	09/06/25	Revised strategy	CD	SD
P3	25/04/25	Bicester 1 Allocation Added	CD	SD
P2	04/04/25	Second issue	CD	SD

Client: Oxfordshire Rail Freight Limited



Title: Bicester to OxSRFI Cycle Routes



Drawn: CD Reviewed: SD
 Size: A0 Scale: NTS Date: 24/03/2025

Status: PRELIMINARY ISSUE

Project Reference: ADC1794-DR-044 Number: 044 Revision: P8

APPENDIX D

BREAAAM Public Transport Accessibility Calculator

BREEAM 2018/Version 6 Tra01/02 Accessibility Index calculator



Using the drop down boxes make the relevant selections and press the 'Select' button

Building type

No. nodes required

Select

NODE 1

Public transport type	Bus									
Distance to node (m)	400									
	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
Average frequency per hour	2	1								

Accessibility Index	1.77
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APPENDIX E

Template Survey

Employee Travel Survey

Please note this is a template only, adapt and amend as required.

Guidance

- We recommend that you insert an introduction to provide information about the survey. Include: why it's being done, how to respond and if incentives to increase return rate are to be offered. Further information on the prize draw should be included at the end of the document.
- We recommend that this survey is completed online, however you could also distribute this in paper format if required.

Questions

About yourself	
Do you own a bicycle?	Yes [<input type="checkbox"/> No [<input type="checkbox"/>
If yes, is your bicycle electric?	Yes [<input type="checkbox"/> No [<input type="checkbox"/>
Do you own a car?	Yes [<input type="checkbox"/> No [<input type="checkbox"/>
If yes, do you have an electric or hybrid vehicle?	No [<input type="checkbox"/> Hybrid [<input type="checkbox"/> Plug-in Hybrid (PHEV) [<input type="checkbox"/> Fully EV [<input type="checkbox"/>
Do you have a Blue Badge?	Yes [<input type="checkbox"/> No [<input type="checkbox"/> Prefer not to say [<input type="checkbox"/>
What is your home postcode?	

Travel to / from work

- What mode of transport do you use most frequently to travel to work? Select the option you use for the longest time during the journey.

Mode of travel	Please tick one box
Walking	
Cycling	
Bus	
Train	
Community Transport (Dial a Ride, local minibus collection service)	
Car driver (alone)	
Car driver (with passenger)	
Car passenger	
Motorbike / scooter	
Taxi	
Work from home	
Other (please)	

- Do you use any other modes of travel during your journey to work?

Mode of travel	Please tick all relevant modes
Walking	
Cycling	
Bus	
Train	
Community Transport (Dial a Ride, local minibus collection service)	
Car driver (alone)	
Car driver (with passenger)	
Car passenger	
Motorbike / scooter	
Taxi	
Other (please)	

3. How often do you travel to work in a typical week?

Frequency	Please tick one box
Every day	
5 times a week	
2-4 times a week	
Once a week	
Less often	

4. What time do you typically arrive at work?

Time	Please tick one box
10.01pm – 6am	
6.01am – 10am	
10.01am – 3pm	
3.01pm – 7pm	
7.01pm – 10pm	

5. How far typically is this trip?

Distance	Please tick one box
Less than a mile	
1 – 3 miles	
Over 3 miles	

6. Why do you choose this way of travelling?

Factors	Please tick all relevant factors
Cheapest	
Environmental reasons	
Healthiest option	
Lack of infrastructure	
Most convenient	
No other travel option	
Quickest	
Safety concerns	

Travel with others	
Work requirements	
Other (please explain further in adjacent box)	

7. What stops you from considering the following modes of travel?

Walking	Please tick all relevant barriers
N/A – I already walk	
Distance	
Health reasons	
Lack of infrastructure e.g. crossings or footpaths	
Safety concerns	
Time	
Work requirements	
Other (please explain further in adjacent box)	

Cycling	Please tick all relevant barriers
N/A – I already cycle	
Distance	
Don't feel confident riding a bike	
Don't own a bike	
Health reasons	
Lack of cycle parking	
Lack of infrastructure e.g. cycle lanes	
Safety concerns	
Time	
Work requirements	
Other (please explain further in adjacent box)	

Bus / train	Please tick all relevant barriers
N/A – I already use public transport	
Cost	
Distance from nearest bus stop or train station	
Journey times	
Lack of service information	

No service available	
Poor waiting facilities (e.g. shelter, seating, lighting)	
Safety concerns (e.g. personal safety, road safety)	
Work requirements	
Other (please explain further in adjacent box)	

Car sharing	Please tick all relevant barriers
N/A – I already car share	
Need to be flexible / can't commit to a journey on a regular basis	
Not knowing who to share with	
Prefer to drive alone	
Safety concerns	
Work requirements	
Other (please explain further in adjacent box)	

Electric Vehicle (EV)	Please tick all relevant barriers
N/A – I already drive an EV	
Don't know enough about EVs	
Lack of charging infrastructure at home	
Lack of charging infrastructure at my destination	
Purchase cost	
Vehicle range concerns	
Other (please explain further in adjacent box)	

8. What could encourage you to use the following modes of transport?

Mode of travel	Options	Please tick all relevant boxes
Walking	Better lighting near work	
	Lockers / changing facilities	
	Organised walking groups	
	Safer routes to / from work	
	Other (please state)	
	None of the above	
Cycling	Cycle maintenance kit	
	Cycle purchase scheme / cycle to work scheme	
	Cycle training	
	Lockers / changing facilities	
	More cycle parking	
	Other (please state)	
	None of the above	
Bus	Better bus stop facilities e.g. covered shelter, seating	
	More frequent service	
	Subsidised public transport tickets	
	Other (please state)	
	None of the above	
Train	More frequent service	
	Shuttle bus service to the station	
	Subsidised public transport tickets	
	Other (please state)	
	None of the above	
Car Sharing	Guaranteed ride home	
	Priority parking spaces	
	Ride share finding service	
	Other (please state)	
	None of the above	
Electric Vehicle	EV information	
	More EV charging points	
	Subsidised charging costs	
	Other (please state)	
	None of the above	

9. Please use the space below for any other comments or points that you would like to raise about your journey to / from work.

Business Travel

[The following section should be included if staff travel for work purposes during their working day]

The set of questions below relate to travel you undertake during your working hours. For example, this could be travel to meetings or site visits.

1. What mode of transport do you use most frequently?

Mode of travel	Please tick one box
Walking	
Cycling	
Bus	
Train	
Community Transport (Dial a Ride, local minibus collection service)	
Car driver (alone)	
Car driver (with passenger)	
Car passenger	
Motorbike / scooter	
Taxi	
Other (please)	

2. Do you use any other modes of travel during your business travel?

Mode of travel	Please tick all relevant modes
Walking	
Cycling	
Bus	
Train	
Community Transport (Dial a Ride, local minibus collection service)	
Car driver (alone)	
Car driver (with passenger)	
Car passenger	
Motorbike / scooter	
Taxi	

Other (please)	
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3. How often do you travel for business in a typical week?

Frequency	Please tick one box
Every day	
5 times a week	
2-4 times a week	
Once a week	
Less often	

4. How far typically is this trip?

Distance	Please tick one box
Less than a mile	
1 – 3 miles	
Over 3 miles	

5. Why do you choose this way of travelling?

Factors	Please tick all relevant factors
Cheapest	
Environmental reasons	
Healthiest option	
Lack of infrastructure	
Most convenient	
No other travel option	
Quickest	
Safety concerns	
Travel with others	
Work requirements	
Other (please explain further in adjacent box)	

6. What could encourage you to use the following modes for business travel?

Mode of travel	
Walking	
Cycling	
Bus	
Train	

Electric Vehicle	
Other (please)	

7. Please use the space below for any other comments or points that you would like to raise about business travel.

Thanks for your time, if you have any questions or require further information please contact your Travel Plan Coordinator **[insert name and contact details]**.

[Insert prize draw information if relevant]

Visitor Travel Survey

Please note this is a template only, adapt and amend as required.

Guidance

- We recommend that you ask visitors at the point they sign-in / check-in depending on the nature of your business. However, for some places such as a shop or supermarket it may be more appropriate to ask when a customer makes a purchase.

Short survey template

1. What mode of transport did you use to travel today? Please select the mode used for the longest time during the journey.

Mode of travel	Please tick one box
Walking	
Cycling	
Bus	
Train	
Community Transport (Dial a Ride, local minibus collection service)	
Car driver (alone)	
Car driver (with passenger)	
Car passenger	
Motorbike / scooter	
Taxi	
Other (please)	

2. Car drivers only, was your car an Electric Vehicle (EV), PHEV (plug-in hybrid) or hybrid vehicle?

Mode of travel	Please tick one box
EV	
PHEV	
Hybrid	
None of the above	

3. Please use the space below for any other comments or points that you would like to raise about your journey to **[INSERT]**.