

**From:** Chay Dempster  
**Sent:** 06 February 2018 12:41  
**To:** [REDACTED]  
**Cc:** Brian Owen  
**Subject:** Harpenden\_highways conditions

[REDACTED]

We are hoping to publish the Harpenden report tomorrow and have been asked to consider the structure of some of the conditions to ensure they are precise and enforceable. One of the conditions relates to the Travel Plan.

As currently written it says -

No part of the development hereby permitted shall be occupied prior to the implementation of the approved Travel Plan Reference No. LTP/2675/Final Issue 3, 06/12/2017. Those parts of the approved Travel Plan that are identified therein as being capable of implementation after occupation shall be implemented in accordance with the timetable contained therein and shall continue to be implemented as long as any part of the development is occupied. Reason: To ensure that the development offers a wide range of travel choices to reduce the impact of travel and transport on the environment

An alternative form of wording is suggested –

Prior to the commencement of development, an update Travel Plan, based upon Travel Plan Reference No. LTP/2675/Final Issue 3 (06/12/2017), shall be submitted and approved in writing by the Local Planning Authority. The updated Travel Plan shall provide:

- a detailed implementation timetable for the delivery of the proposed transport improvements, outlined in LTP/2675/Final Issue 3 (06/12/2017).
- set out the roles and responsibilities for delivering the Travel Plan,
- specify an Action Plan for promote walking, cycling, public transport, car sharing and efficient vehicle use; and
- the submission of a monitoring and evaluation report to the Local Planning Authority not later than 2 weeks into the summer term in each academic year, for the approval of the Local Planning Authority prior to the end of summer term in each academic year.

The updated Travel Plan shall provide for the implementation of the measures in accordance with the timetable specified within the Travel Plan Reference No. LTP/2675/Final Issue 3 (06/12/2017, specifically:

- to encourage walking (Table 10)
- to encourage cycling (Table 11)
- to encourage public transport use (Table 12)
- to encourage car sharing (table 13);
- measures to promote efficient vehicle use (Table 14);
- to raise awareness of the Travel Plan (Table 15) and
- provision of the additional bus services necessary to deliver the 56% enhanced modal split

The updated Travel Plan and monitoring and evaluation shall be implemented in accordance with the approved details prior to the following Year 11 for each year.

Reason: to ensure the enhanced modal split is delivered in practice; and in the interests of highway safety

Please can you advise if this condition is acceptable to the Highway Authority.

Also we are considering two additional conditions –

1 -

Bus services – implementation plan

Prior to the commencement of development, a detailed Implementation Plan for the provision of the additional bus services, as outlined in the Travel Plan document (Reference No. LTP/2675/Final Issue 3 (06/12/2017)) shall be submitted to an approved in writing by the Passenger Transport Unit of Hertfordshire County Council. The additional bus services shall be implemented as approved in perpetuity for the lifetime of the school.

The Implementation Plan shall specify the mechanism for funding the additional bus services.

The additional bus services specified in the Implementation Plan shall be maintained in perpetuity for the lifetime of the development.

Reason: to ensure that the additional bus services which are essential to promote sustainable travel are delivered in practice; in the interests of highway safety.

2-

Travel Plan - Liaison Group

Prior to the first occupation of the school, the Applicants shall, working in partnership with the school, establish a Travel Plan liaison group. The Travel Plan liaison group shall meet before the start of each school term to agree the actions necessary to deliver the Travel Plan over the next school term and to discuss any transport issues associated with the operation of the school. The Travel Plan Liaison Group meetings shall be attended by a lead figure at the school and shall be open to representatives of local residents groups, local councillors and other stakeholders. Actions and minutes of each meeting shall be made available on the schools website.

Reason: to ensure the continued implementation of the Travel Plan; in the interests of highway safety

Please can you confirm whether these are acceptable also

Many thanks

Chay

Chay Dempster

Principal Planning Officer - Development Management  
Spatial Planning & Economy, Environment Department CHN216

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Direct dial: [REDACTED]

**From:** Chay Dempster  
**Sent:** 07 February 2018 12:55  
**To:** [REDACTED]  
**Cc:** Brian Owen  
**Subject:** RE: Harpenden\_highways conditions

[REDACTED]

I have made some amendments to the conditions. The changes mainly effect the Bus Strategy condition.

Please can you confirm whether the conditions as currently worded are acceptable to the Highway Authority

#### Travel Plan

Prior to the commencement of development, an update Travel Plan, based upon Travel Plan Reference No. LTP/2675/Final Issue 3 (06/12/2017), shall be submitted and approved in writing by the Local Planning Authority. The updated Travel Plan shall:

- provide a detailed implementation timetable for the delivery of the proposed transport improvements, outlined in LTP/2675/Final Issue 3 (06/12/2017).
- set out the roles and responsibilities for delivering the Travel Plan,
- specify an Action Plan to promote walking, cycling, public transport, car sharing and efficient vehicle use; and
- provide a monitoring and evaluation report, that shall be submitted to the Local Planning Authority not later than 2 weeks into the summer term in each academic year, for the approval of the Local Planning Authority prior to the end of summer term in each academic year.

The updated Travel Plan shall provide for the implementation of the measures in accordance with the timetable specified within the Travel Plan Reference No. LTP/2675/Final Issue 3 (06/12/2017), specifically:

- to encourage walking (Table 10)
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- to encourage car sharing (table 13);
- measures to promote efficient vehicle use (Table 14);
- to raise awareness of the Travel Plan (Table 15) and
- provision of the additional bus services necessary to deliver the 56% enhanced modal split

The updated Travel Plan and the monitoring and evaluation report shall be implemented in accordance with the approved details prior to the school opening in Year 11 in the following year.

Reason: to ensure that the development offers a wide range of travel choices to reduce the impact of travel and transport on the environment; to ensure the enhanced modal split proposed in the application is delivered in practice; and in the interests of highway safety

#### Bus Strategy Implementation Plan

Prior to the first occupation of the development, a detailed Bus Strategy Implementation Plan for the provision of the additional bus services, as outlined in the Travel Plan document (Reference No. LTP/2675/Final Issue 3 (06/12/2017)) shall be submitted to and approved in writing by the Local Planning Authority.

The Bus Strategy Implementation Plan shall:

- specify the steps required to deliver the required level of additional bus services indicated in Options A and/or Option B shown in Tables 4 & 5 of the Supplemented Transport Note (December 2017); and,
- provide details of the additional route(s), the number, and the frequency of additional services set out under Option A and/or Option B above; and
- provide details of any proposed changes to the timing of existing bus services, and
- specify the mechanism and source of funding the additional bus services.

The additional bus services shall be implemented as approved and maintained in perpetuity and for the lifetime of the school.

Reason: to ensure that the additional bus services which are essential to promote sustainable travel are delivered in practice; in the interests of highway safety.

#### Travel Plan - Liaison Group

Prior to the first occupation of the school, the Applicants shall, working in partnership with the school, establish a Travel Plan liaison group. The Travel Plan liaison group shall meet before the start of each school term to agree the actions necessary to deliver the Travel Plan over the next school term and to discuss any transport issues associated with the operation of the school. The Travel Plan Liaison Group meetings shall be attended by a lead figure at the school and shall be open to representatives of local residents groups, local councillors and other stakeholders. Actions and minutes of each meeting shall be made available on the schools website.

Reason: to ensure the continued implementation of the Travel Plan; in the interests of highway safety

Many thanks  
Chay

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**From:** [REDACTED]  
**Sent:** 06 February 2018 13:03  
**To:** Chay Dempster  
**Cc:** Brian Owen  
**Subject:** RE: Harpenden\_highways conditions

Chay

It looks fine to me!

I'll drop by your office tomorrow morning just in case you need anything from me.

[REDACTED]

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- to raise awareness of the Travel Plan (Table 15) and
- provision of the additional bus services necessary to deliver the 56% enhanced modal split

The updated Travel Plan and monitoring and evaluation shall be implemented in accordance with the approved details prior to the following Year 11 for each year.

Reason: to ensure the enhanced modal split is delivered in practice; and in the interests of highway safety

Please can you advise if this condition is acceptable to the Highway Authority.

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Reason: to ensure that the additional bus services which are essential to promote sustainable travel are delivered in practice; in the interests of highway safety.

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[Chay Dempster](#)

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