

## Travel Plan & Monitoring Fee Thresholds

Land use pre-2020	Land use post-2020	Size of development	Type of Travel Plan	Monitoring Fee (Index Linked) (£)
<b>A1 Food retail</b> - sale of food goods to the public: <ul style="list-style-type: none"> <li>• food superstores,</li> <li>• supermarkets</li> <li>• convenience food stores.</li> </ul>	<b>E(a)</b> Display or retail sale of goods, other than hot food	Over 3500m <sup>2</sup>	Travel Plan	2,379
		1000-3499m <sup>2</sup>	Travel Plan	1,446
		250-999m <sup>2</sup>	Travel Plan Statement	None
<b>A1 Non-food retail</b> - sale of non-food goods to the public: <ul style="list-style-type: none"> <li>• includes sandwich bars – sandwiches or other cold food purchased and consumed off the premises</li> <li>• internet cafés</li> </ul>	<b>E(a)</b> Display or retail sale of goods, other than hot food	Over 3500m <sup>2</sup>	Travel Plan	2,379
		1500-3499m <sup>2</sup>	Travel Plan	1,446
		800-1499 m <sup>2</sup>	Travel Plan Statement	None
<b>A2 Financial &amp; professional services</b> – Financial services, including banks, building societies & bureaux de change Professional services (other than health or medical services) including estate agents & employment agencies Other services- betting shops, principally where services are provided to visiting members of the public.	<b>E(c)(i)</b> Financial services, <b>E(c)(ii)</b> Professional services (other than health or medical services)	Over 3500m <sup>2</sup>	Travel Plan	2,379
		2500-3499m <sup>2</sup>	Travel Plan	1,446
		1000-2499m <sup>2</sup>	Travel Plan Statement	None
<b>A3 Restaurants &amp; Cafes</b> - selling food to be eaten on the premises. Excludes internet cafés (now A1).	<b>E(b)</b> Sale of food and drink for consumption (mostly) on the premises	Over 3500m <sup>2</sup>	Travel Plan	2,379
		2500-3499m <sup>2</sup>	Travel Plan	1,446
		300 – 2499m <sup>2</sup>	Travel Plan Statement	None
<b>A4 Drinking Establishments</b> public houses, wine-bars or other drinking establishments.	<b>Sui Generis</b>	Over 1000m <sup>2</sup>	Travel Plan	1,446
		300 – 999m <sup>2</sup>	Travel Plan Statement	None
<b>A5 Hot Food takeaway</b> eaten on or off the premises	<b>Sui Generis</b>	Over 1000m <sup>2</sup>	Travel Plan	1,446
		250 to 999m <sup>2</sup>	Travel Plan Statement	None
<b>B1 Business</b> - (a) Offices (not included in Class A2) (b) Research and development, laboratories and studios. (c) Light industry	<b>E(g)</b> Uses which can be carried out in a residential area without detriment to its amenity: <b>E(g)(i)</b> Offices to carry out any operational or administrative functions, <b>E(g)(ii)</b> Research and development of products or processes	Over 5000m <sup>2</sup>	Travel Plan	2,379
		2500-4999m <sup>2</sup>	Travel Plan	1,446

	<b>E(g)(iii) Industrial processes</b>	1500-2499 m <sup>2</sup>	Travel Plan Statement	None
<b>B2 General Industrial</b> (not included in B1) The former 'special industrial' use classes (B3 to B7), are now all included in B2.	<b>B2 General industrial</b> - Use for industrial process other than one falling within class E(g) (previously class B1) (excluding incineration purposes, chemical treatment or landfill or hazardous waste)	Over 5000m <sup>2</sup>	Travel Plan	2,379
		4000-4999m <sup>2</sup>	Travel Plan	1,446
		2500-3999m <sup>2</sup>	Travel Plan Statement	None
<b>B8 Storage or distribution</b> <ul style="list-style-type: none"> <li>wholesale warehouses;</li> <li>distribution centres;</li> <li>repositories.</li> </ul>	<b>B8 Storage or distribution</b> - This class includes open air storage.	Over 7500m <sup>2</sup>	Travel Plan	2,379
		3000-7499m <sup>2</sup>	Travel Plan	2,379
		2000-2999m <sup>2</sup>	Travel Plan Statement	None
<b>C1 Hotels Includes:</b> Hotels boarding houses & guest houses where 'no significant element of care is provided'.	<b>C1 Hotels</b> - Hotels, boarding and guest houses where no significant element of care is provided (excludes hostels)	Over 150 bedrooms	Travel Plan	2,379
		100 to 149 bedrooms	Travel Plan	1,446
		75 to 99 bedrooms	Travel Plan Statement	None
<b>C2 Residential institutions</b> hospitals or nursing homes providing care to people.	<b>C2 Residential institutions –</b> Residential care homes, hospitals and nursing homes	Over 75 beds	Travel Plan	2,379
		50 to 74 beds	Travel Plan	1,446
		30 to 49 beds	Travel Plan Statement	None
<b>C2 Residential institutions</b> <ul style="list-style-type: none"> <li>residential education,</li> <li>boarding schools,</li> <li>raining centres.</li> </ul>	<b>C2 Residential institutions -</b> Boarding schools, residential colleges and training centres	Over 225 students	Travel Plan	2,379
		150 to 224 students	Travel Plan	1,446
		50 to 149 students	Travel Plan Statement	None
<b>C2 Residential institutions –</b> <ul style="list-style-type: none"> <li>institutional hostels</li> <li>homeless shelters</li> <li>accommodation for people with learning difficulties</li> <li>accommodation for people on probation.</li> </ul>	<b>C2A Secure Residential Institution</b> - Use for a provision of secure residential accommodation, including use as a prison, young offenders institution, detention centre, secure training centre, custody centre, short term holding centre, secure hospital, secure local authority accommodation or use as a military barracks	Over 600 residents	Travel Plan	2,379
		400 to 599 residents	Travel Plan	1,446
		250 to 399 residents	Travel Plan Statement	None

<p><b>C3 Dwelling Houses</b> - includes dwellings for individuals, families, or not more than six people living together as a single household. Not more than six people living together includes:</p> <ul style="list-style-type: none"> <li>• students or young people sharing a dwelling;</li> <li>• small group homes for disabled or handicapped people living together in the community.</li> </ul>	<p><b>C3 Dwellinghouses - This class is formed of three parts</b></p> <p><b>C3(a)</b> covers use by a single person or a family (a couple whether married or not, a person related to one another with members of the family of one of the couple to be treated as members of the family of the other), an employer and certain domestic employees (such as an au pair, nanny, nurse, governess, servant, chauffeur, gardener, secretary and personal assistant), a carer and the person receiving the care and a foster parent and foster child</p> <p><b>C3(b)</b> covers up to six people living together as a single household and receiving care e.g. supported housing schemes such as those for people with learning disabilities or mental health problems</p> <p><b>C3(c)</b> allows for groups of people (up to six) living together as a single household. This allows for those groupings that do not fall within the C4 HMO definition, but which fell within the previous C3 use class, to be provided for i.e. a small religious community may fall into this section as could a homeowner who is living with a lodger</p> <p><b>C4 Houses in multiple occupation</b> - Small shared houses occupied by between three and six unrelated individuals, as their only or main residence, who share basic amenities such as a kitchen or bathroom.</p>	Over 400 homes	Travel Plan	£2,379
		200 to 399 homes	Travel Plan	£1,446
		80 to 199 homes	Travel Plan	£1,446
		50 to 79 homes	Travel plan Statement	None
		10 to 49 homes	Travel Information Pack	None
<p><b>C4 Houses in multiple occupation</b> - Small shared houses occupied by between three and six unrelated individuals, as their only or main residence, who share</p>				

basic amenities such as a kitchen or bathroom.				
<b>D1 Non residential institutions, Medical and health services:</b> <ul style="list-style-type: none"> <li>clinics and health centres;</li> <li>crèches or day nurseries;</li> <li>day centres and consulting rooms (not attached to the consultant's or doctor's house)</li> <li>museums;</li> <li>public libraries;</li> <li>art galleries;</li> <li>exhibition halls;</li> <li>non-residential education and training centres</li> <li>Places of worship, religious instruction and church halls.</li> </ul>	<b>E(e)</b> Provision of medical or health services (except the use of premises attached to the residence of the consultant or practitioner) <b>E(f)</b> Creche, day nursery or day centre (not including a residential use) <b>F1(a)</b> Provision of education <b>F1(b)</b> Display of works of art (otherwise than for sale or hire) <b>F1(c)</b> Museums <b>F1(d)</b> Public libraries or public reading rooms <b>F1(e)</b> Public halls or exhibition halls <b>F1(f)</b> Public worship or religious instruction (or in connection with such use)	Over 1500m <sup>2</sup>	Travel Plan	2,379
		1000 to 1499m <sup>2</sup>	Travel Plan	1,446
		500 to 999m <sup>2</sup>	Travel Plan Statement	None
<b>D2 Assembly &amp; Leisure</b> <ul style="list-style-type: none"> <li>cinemas;</li> <li>dance and concert halls;</li> <li>sports halls &amp; swimming baths;</li> <li>skating rinks;</li> <li>gymnasiums;</li> <li>bingo halls;</li> <li>casinos</li> <li>other indoor and outdoor sports and leisure uses not involving motorised vehicles or firearms.</li> </ul>	<b>F2(c)</b> Areas or places for outdoor sport or recreation (not involving motorised vehicles or firearms) <b>F2(d)</b> Indoor or outdoor swimming pools or skating rinks  <b>Sui generis:</b> <ul style="list-style-type: none"> <li>cinemas;</li> <li>dance and concert halls;</li> <li>sports halls &amp; swimming baths;</li> <li>gymnasiums;</li> <li>bingo halls;</li> <li>casinos</li> </ul>	Over 2250m <sup>2</sup>	Travel Plan	2,379
		1500 to 2249m <sup>2</sup>	Travel Plan	1,446
		500 to 1499m <sup>2</sup>	Travel Plan Statement	None
<b>Schools / Education</b>		New	Travel Plan	2,379
		Increase in school role	Updated Travel Plan	1,446
<b>Others (fall out side of land uses above) for example:</b> stadium; nightclubs; theatres; retail warehouse clubs; amusement arcades; Petrol filling stations; taxi businesses; car and vehicle hire; businesses selling and displaying motor vehicles; hostels; travel and ticket agencies; funeral directors; dry cleaners; hairdressers; launderettes; post offices; builders' yards; hire shops; garden centres;		Discuss with Highways Authority		

<b>Additional Considerations – if outside of the threshold above</b>		
Development proposals generating more than 30 two way vehicular movements in any hour, or more than 100 two way vehicular movements in 24 hours, or more than 100 parking spaces	Travel Plan	Min 1,446
Development proposals not conforming to adopted development plan	Travel Plan	Min 1,446
An extension to an existing development that causes the total travel impact or size of the site to exceed the threshold for a Travel Plan	Travel Plan	Min 1,446
Any traffic generating development in, or within 100 metres of an air quality management area (AQMA)	Travel Plan	Discuss with Highway Authority
Any development that lies within an area (or along a corridor) which has been identified by Oxfordshire County Council for the delivery of specific initiatives or targets for the reduction of traffic, or the promotion of walking, cycling and public transport	Travel Plan	Discuss with Highway Authority
Development that is likely to exacerbate local congestion and safety problems	Travel Plan	Discuss with Highway Authority
Developments or their access routes are adjacent to Sites of Special Scientific Interest etc.	Travel Plan	Discuss with Highway Authority

For mixed use developments a framework travel plan covering all land uses will be required to accompany outline planning applications developments and then a supplementary plan, using the thresholds in the table, for each use land use elements on the site produced for each land use that links to the overall site targets and objectives.

The travel plan monitoring fee is to cover biennial monitoring over five years (baseline, years 1 3 and 5), the Fee may be higher if it is decided that monitoring needs to extend beyond year 5 as the from the agreed trigger point or any enhanced monitoring is required.

The base fee level for the travel plan monitoring are set in the Oxfordshire County Council Guidance Document Transport for New Developments; Transport Assessments and Travel Plans (March 2014). This fee has been uplifted in line with RPI-x. The current fee uplift is set to a Dec 2020 (RPI-x) index base.

Index base data: RPI-x March 2014 = 254.3 RPI-x Dec 2020 = 296.6