

TRANSPORT TECHNICAL NOTE

JOB REF.

HB/AHun/37367

CLIENT

Wokingham Borough Council

SITE

Toutley Depot Yard, Old Forest Road, Wokingham

1.1 INTRODUCTION

- 1.1.1 This Transport Technical Note (TTN) has been prepared on behalf of Wokingham Borough Council in support of the proposed redevelopment of Toutley Depot Yard, Old Forest Road in Wokingham, Berkshire.
- 1.1.2 This TTN details the existing transport conditions and assesses the transport impacts of the development proposals against local and national policy and guidance.

1.2 SITE CONTEXT

- 1.2.1 The site is located to the east of Old Forest Road, and to the south of the A329(M). The location of the site within a local context is shown in Figure 1 below.

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FIGURE 1: SITE LOCATION (COURTESY OF GOOGLE MAPS)

- 1.2.2 The site currently comprises an existing depot yard used by Wokingham Borough Council for the repair, maintenance and storage of fleet vehicles.
- 1.2.3 It is bound to the east by farmland, to the north by the A329(M), to the west by Toutley Industrial Estate and to the south by residential development.
- 1.2.4 Primary pedestrian and vehicular access is currently provided via Old Forest Road. The site has two access points, with vehicles entering the site to the north and exiting to the south.
- 1.2.5 In 2020, an application for the redevelopment of the depot was granted consent. This included a phased construction for the replacement of the existing depot yard and construction of a new office accommodation block (Planning reference: 19/3206). Since this time, the Council have constructed the office accommodation and new staff car park (known as Phase 1) within the western extents of the depot, however, the development of the yard has not been progressed and is the subject of this application as it has been decided to refurbish the existing yard instead of a full redevelopment scheme. This was following a review which determined that the retention of one of the existing warehouses and the introduction of a racking system within it would adequately meet the internal storage needs required by the various stakeholders.

1.3 EXISTING CONDITIONS

Local Highway Network

- 1.3.1 The site is accessed from Old Forest Road, a no-through road which comprises of a two-way single carriageway circa 6.7m in width. It has double-yellow line parking restrictions on both sides of the road and is subject to a 30mph speed limit. It serves Toutley Industrial Estate as well as Toutley Depot and forms a priority junction with Toutley Road.
- 1.3.2 Toutley Road is a two-way single carriageway road (circa 7.0m wide) subject to a 30mph speed limit. A right-turn lane is provided at the junction with Old Forest Road. Toutley Road connects to Reading Road to the south-west, which routes towards Reading via Winnersh to the west and towards Wokingham to the east.

Walking and Cycling Infrastructure

- 1.3.3 A footway is provided on the eastern side of Old Forest Road between the site and Toutley Industrial Estate. On Toutley Road, 3m wide shared cycleway / footways are present on both sides of the carriageway, forming a local cycle route that runs east / west between Toutley Road and London Road. The shared facilities are maintained to a good condition, with dropped kerbs and tactile paving at side junctions.
- 1.3.4 Figure 2 below displays the local Public Rights of Way (PRoW) network within the site vicinity, where orange lines indicate footpaths, light blue lines indicate bridleways and red lines indicate byways open to all traffic.

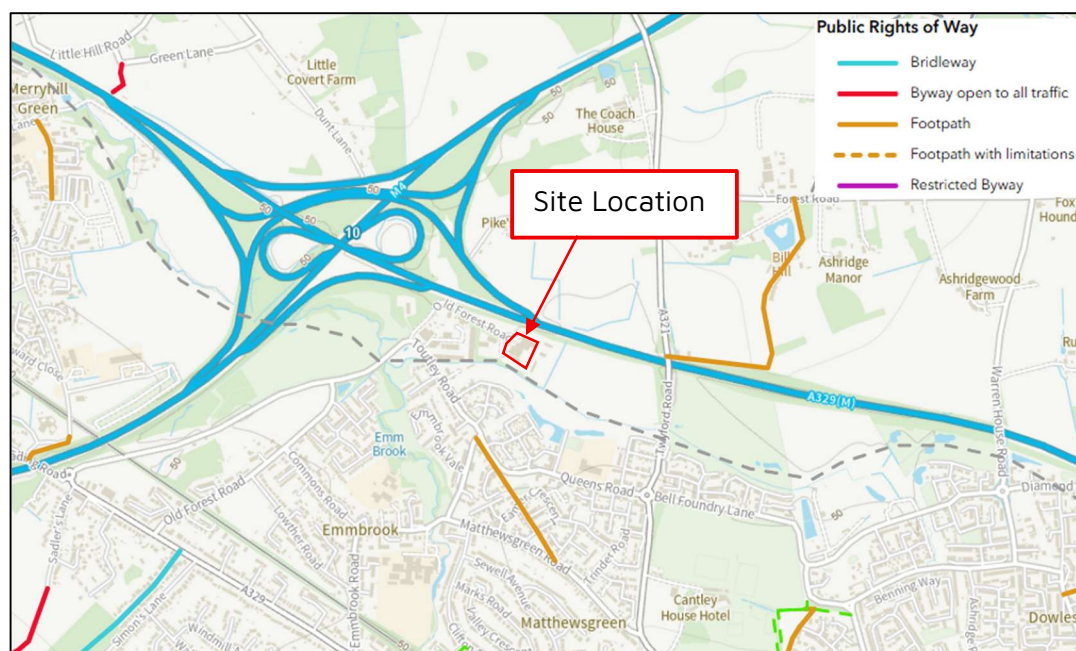


FIGURE 2: PROW NETWORK LOCAL TO SITE (COURTESY OF WOKINGHAM BOROUGH COUNCIL)

Public Transport Infrastructure

- 1.3.5 The closest bus stops to the site are located on Commons Road, approximately 1.1km (or a 14-minute walk time) to the south-west of the site. These stops are equipped with flag-and-post arrangements and timetable information. Table 1 summarises the bus services that are accessible from these stops.

SERVICE NO.	ROUTE	SERVICE FREQUENCY		
		WEEKDAY	SATURDAY	SUNDAY
122	Wokingham Town Centre - Wokingham Railway Station - Woosehill (& Emmbrook)	7 per day (09:05 to 15:14)	3 per day	No Service
129	Wokingham - Twyford, Sonning - Reading	4 per day (15:59, 17:03, 17:38, 18:17)	No Service	No service
244	Reading Town Centre - Winnersh	1 per day (08:20)	No Service	No service

202	Whitley Wood - Emmbrook	1 per day (07:53)	No Service	No service
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TABLE 1: BUS SERVICES ACCESSIBLE FROM COMMONS ROAD

- 1.3.6 Wokingham Railway Station is located approximately 3.1km (a 6-minute drive or 10-minute cycle time) south of the site. This station is afforded with 531 car parking spaces, including 12 accessible spaces and 118 sheltered cycle storage with CCTV. Table 2 below details the direct train services accessible from this station.

LOCATION	SERVICE FREQUENCY				AVERAGE JOURNEY TIME
	WEEKDAY PEAK	WEEKDAY OFF-PEAK	SATURDAY	SUNDAY	
Reading	5 every hour	4 every hour	4 every hour	4 every hour	16 minutes
London Waterloo	2 every hour	2 every hour	2 every hour	2 every hour	1 hour 10 minutes
Gatwick Airport	2 every hour	2 every hour	2 every hour	No direct trains	1 hour 22 minutes

TABLE 2: TRAIN SERVICES ACCESSIBLE FROM WOKINGHAM RAILWAY STATION

Highway Safety

- 1.3.7 Personal Injury Collision (PIC) data has been sourced from CrashMap for the area surrounding the site for the latest five-year period for which statistics are available, up to 2024, as shown in Figure 3.

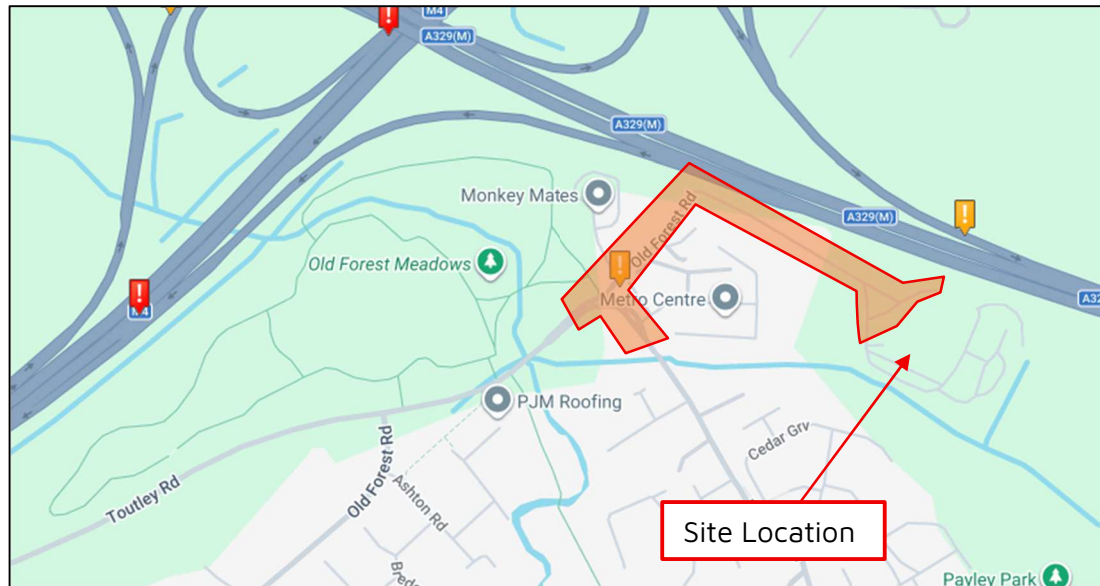


FIGURE 3: PIC DATA (COURTESY OF CRASHMAP)

- 1.3.8 During the study period, one collision was recorded on Old Forest Road, to the north of the Toutley Road junction, which was classified as slight in severity. The incident involved a collision between a car and a bicycle, and the cyclist was reported as the casualty.
- 1.3.9 It is noted that no collisions were recorded in the immediate vicinity of the site and the proposed access point. On this basis, it is not considered that the proposed development will materially exacerbate the local highway safety record.

1.4 DEVELOPMENT PROPOSALS

Overview

- 1.4.1 The development proposals comprise the redevelopment of the existing depot, including the demolition of existing buildings and reconfiguration of the yard to provide fleet parking and external storage. The yard will continue to serve the following Council departments:-
- Waste;
 - Highways;
 - Street Cleaning; and
 - Landscape.

- 1.4.2 The development does not comprise of any operational changes, and no additional staff are proposed. The scheme seeks to reconfigure the existing internal arrangements to improve the efficiency of the site layout.
- 1.4.3 The proposed layout plan is included at **Appendix A**.

Access

- 1.4.4 Vehicular access will remain as existing from Old Forest Road. This access is considered safe and suitable for the proposals, noting that this currently serves the site, and the proposals do not result in any intensification of use.
- 1.4.5 Within the site, vehicles will circulate in a one-way system, with entry at the north-western corner and exit at the south-western corner.
- 1.4.6 The site layout has been subject to swept path analysis for an estate car, 7.5t box van and 12m rigid. The associated drawings are included at **Appendix B** and demonstrate that the layout can safely and efficiently accommodate these vehicle types.

Parking

- 1.4.7 No additional staff parking will be provided as part of the proposals. Staff parking was provided under Phase 1 of the development, comprising a total of 113 spaces, including six active EV bays. This is located to the west of the depot.
- 1.4.8 Internally, the site will provide fleet parking for the required vehicle types, which has been developed in discussion with Council and the relevant contractors. The proposed parking and circulation layout is detailed in Figure 4.



FIGURE 4: PROPOSED SITE LAYOUT (COURTESY OF HLM ARCHITECTS)

1.5 TRANSPORT PLANNING POLICY

National Planning Policy Framework (NPPF, 2024)

- 1.5.1 The NPPF sets out the Government's planning policies for England and how these should be applied. It provides a framework within which locally prepared plans for housing and other developments can be produced. The NPPF is a material consideration in planning decisions.
- 1.5.2 At the heart of the NPPF is a presumption in favour of sustainable development. This is reflected in Section 9 of the document, where it is noted that significant development should be focused on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes. The NPPF advises in paragraph 115 that in assessing sites, it should be ensured that:-

- (a) *"Sustainable transport modes are prioritised taking account of the vision for the site, the type of development and its location;*
- (b) *Safe and suitable access to the site can be achieved for all users;*
- (c) *The design of streets, parking areas, other transport elements and the content of associated standards reflects current national guidance, including the National Design Guide and the National Model Design Code; and*
- (d) *Any significant impacts from the development on the transport network (in terms of capacity and congestion), or on highway safety, can be cost effectively mitigated to an acceptable degree through a vision-led approach."*

1.5.3 Paragraph 116 states that: *"Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network, following mitigation, would be severe, taking into account all reasonable future scenarios".*

1.5.4 Paragraph 117 then goes on to note that applications for development should:-

- (a) *"Give priority first to pedestrian and cycle movements, both within the scheme and with neighbouring areas; and second – so far as possible – to facilitating access to high quality public transport, with layouts that maximise the catchment area for bus or other public transport services, and appropriate facilities that encourage public transport use;*
- (b) *Address the needs of people with disabilities and reduced mobility in relation to all modes of transport;*
- (c) *Create places that are safe, secure and attractive – which minimise the scope for conflicts between pedestrians, cyclists and vehicles, avoid unnecessary street clutter, and respond to local character and design standards;*
- (d) *Allow for the efficient delivery of goods, and access by service and emergency vehicles; and*
- (e) *Be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations."*

Wokingham Borough Development Plan: Adopted Managing Development Delivery Local Plan (2014)

1.5.5 The Managing Development Delivery (MDD) Local Plan is consistent with the Core Strategy and takes forward the objectives laid out in there. The objectives of the MDD are:

- *"Protect the historic and underlying character of the Borough by maintaining/improving the built/natural environment while mitigating the effect of new development on the environment;*
- *Ensure good design which is in keeping with the area;*
- *Maintain the distinct and separate identity of the Borough's settlements through confirming development limits;*
- *Protect the most important areas of biodiversity, landscape and heritage from development;*
- *Limit development in those areas at most risk of flooding and pollution;*
- *Deliver affordable housing that meets identified local needs;*
- *Deliver sustainable development by providing an acceptable balance of housing (in locations outside the SDLs) and employment;*
- *Promote sustainable use and disposal of resources while mitigating and adapting to climate change;*
- *Promote a transport system that enables access to services by a variety of modes and increasing the use of non-car based transport where appropriate;*
- *Support the renaissance of all centres;*
- *Amplify the high level policies of the Core Strategy into appropriate detailed development management policies; and*
- *Replace saved policies in the WDLP."*

Wokingham Borough Council Local Transport Plan 4 (2025)

1.5.6 The LTP was adopted in March 2025 and the overall vision is:-

"...to transform Wokingham borough, reducing health inequalities and enhancing opportunities for all. Transport is a cornerstone of this vision, enabling access to essential services, education, employment, and amenities. It is not just about moving from one place to another; it is about enriching our lives, connecting with others, and promoting physical activity."

1.5.7 The LTP has three key themes to deliver their local priorities:-

(1) Create healthy and safe places;

(2) Develop the economy;

(3) Reduce environmental impacts.

Policy Compliance

- 1.5.8 The proposed development is seen to comply with applicable national and local transport policy requirements. Safe and suitable access to the site can be achieved by all applicable transport modes.
- 1.5.9 No additional staff parking will be provided as part of this development. A new staff parking area, comprising 113 spaces, has been approved under Phase 1 of the depot redevelopment, therefore the operational parking requirements for the development have already been assessed and approved. Internally, the site has been designed to accommodate fleet parking in accordance with Council requirements.
- 1.5.10 The proposed development will not result in an intensification of the site, and operations will remain as existing. Therefore, a trip generation assessment is not necessary.
- 1.5.11 Given the above, the proposed development would not give rise to 'severe' residual transport impacts, in line with the NPPF.

1.6 SUMMARY AND CONCLUSION

- 1.6.1 This Transport Technical Note (TTN) has been prepared on behalf of Wokingham Borough Council in support of the proposed redevelopment of Toutley Depot Yard, Old Forest Road in Wokingham, Berkshire.
- 1.6.2 The development proposals comprise the redevelopment of the existing depot, including the demolition of existing buildings and reconfiguration of the yard to provide fleet parking and external storage.
- 1.6.3 The development does not comprise of any operational changes, and no additional staff are proposed. The scheme seeks to reconfigure the existing internal arrangements to improve the efficiency of the site layout – therefore the proposals generate no increase in traffic movements to the site.
- 1.6.4 A review of Personal Injury Collision for the local highway network has concluded that there are no apparent incident patterns or clusters that would be exacerbated by the proposed development.
- 1.6.5 Following a review of national and local transport planning policy, the proposals are found to be compliant with those concerning transport sustainability and highway safety.

- 1.6.6 On this basis, it is concluded that the proposed redevelopment should not result in significant detrimental impacts in transport terms, and therefore there should be no sound transport-based objections to the planning application.

APPENDIX

A



PROPOSED PLAN

-  OPERATIONAL TRAFFIC IN

 OPERATIONAL TRAFFIC OUT

 OPERATIONAL TRAFFIC SITE MOVEMENTS

 HOARDING LINE

 NEW FENCE LINE

 NEW GATE
-  COMPLETED SURFACE WORKS

 ALLOWANCE FOR EV CHARGING

 COMPLETED LANDSCAPE WORKS

 SHARED ASSETS

 COVERED AREA
-  HIGHWAYS NEW EXTERNAL STORAGE

 HIGHWAYS NEW SALT BARN

 HIGHWAYS NEW FLEET PARKING

 STREET CLEANING NEW EXTERNAL STORAGE

 STREET CLEANING NEW FLEET PARKING
-  WASTE NEW COVERED STORAGE

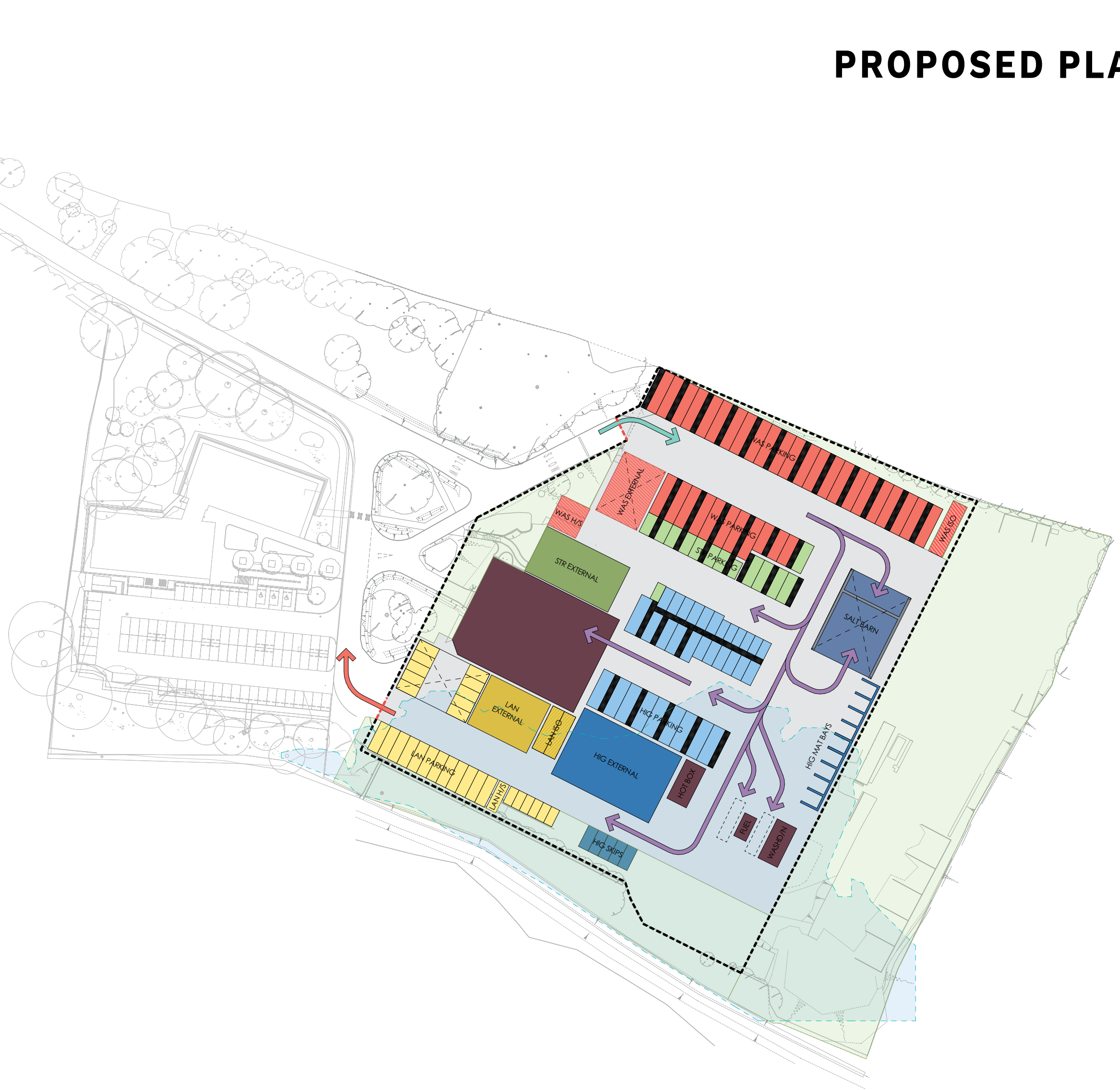
 WASTE NEW EXTERNAL STORAGE

 WASTE NEW FLEET PARKING

 WASTE NEW COVERED STORAGE

 LANDSCAPE NEW EXTERNAL STORAGE

 LANDSCAPE NEW FLEET PARKING
-  FLOOD RISK ZONE

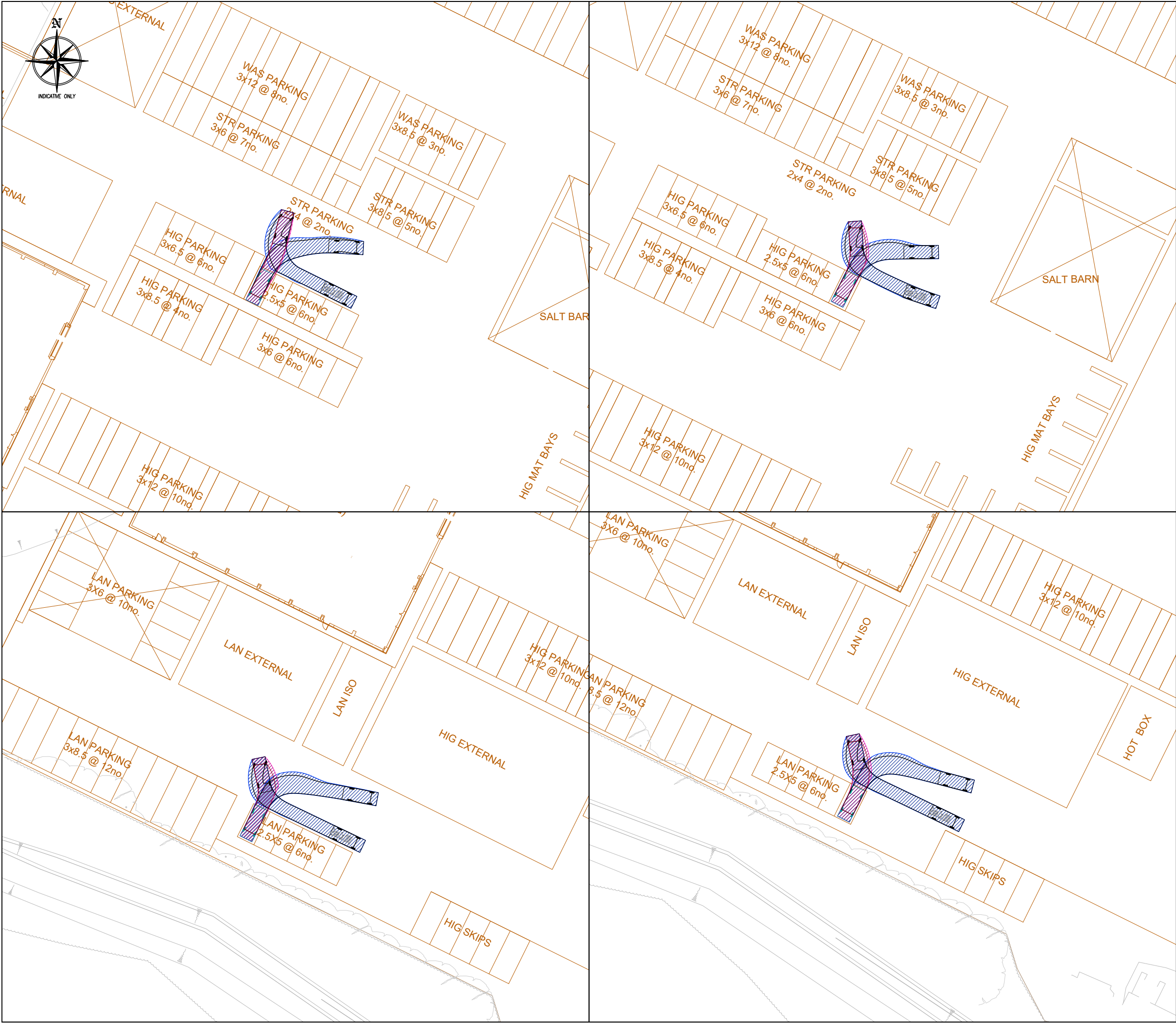


0m 10m 20m 30m

APPENDIX

B





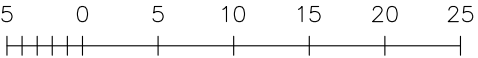
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Estate Car (2006)	4.710m
Overall Length	1.804m
Overall Width	1.442m
Overall Body Height	0.207m
Min Body Ground Clearance	1.756m
Max Track Width	4.00m
Lock to lock time	5.950m
Kerb to Kerb Turning Radius	



Metres (1:500)

P1	02.04.26	HL	First Issue	JM	JM
REV	DATE	BY	DESCRIPTION	CHK	APD

client

WOKINGHAM BOROUGH COUNCIL

project

TOUTLEY DEPOT YARD,
WOKINGHAM

title

VEHICLE SWEEP PATH ANALYSIS
ESTATE CAR

project		drwg		rev
37367		T-04		P1
Drawn	Checked	Approved	scale @ A3	date
HL	JM	JM	1:500	02.04.2026

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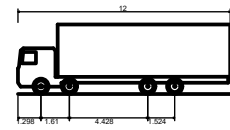


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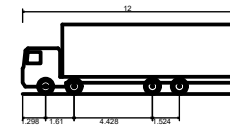
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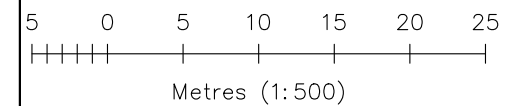
Rigid Truck	
Overall Length	12.000m
Overall Width	2.500m
Overall Body Height	3.928m
Min Body Ground Clearance	0.412m
Track Width	2.471m
Lock to lock time	6.00s
Kerb to Kerb Turning Radius	11.900m



Rigid Truck	
Overall Length	12.000m
Overall Width	2.500m
Overall Body Height	3.928m
Min Body Ground Clearance	0.412m
Track Width	2.471m
Lock to lock time	6.00s
Kerb to Kerb Turning Radius	11.900m

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TOUTLEY DEPOT YARD,
WOKINGHAM

title

VEHICLE SWEEP PATH ANALYSIS
10M & 12M RIGID TRUCKS

project 37367		drwg T-01		rev P1
Drawn HL	Checked JM	Approved JM	scale @ A3 1:500	date 02.04.2026
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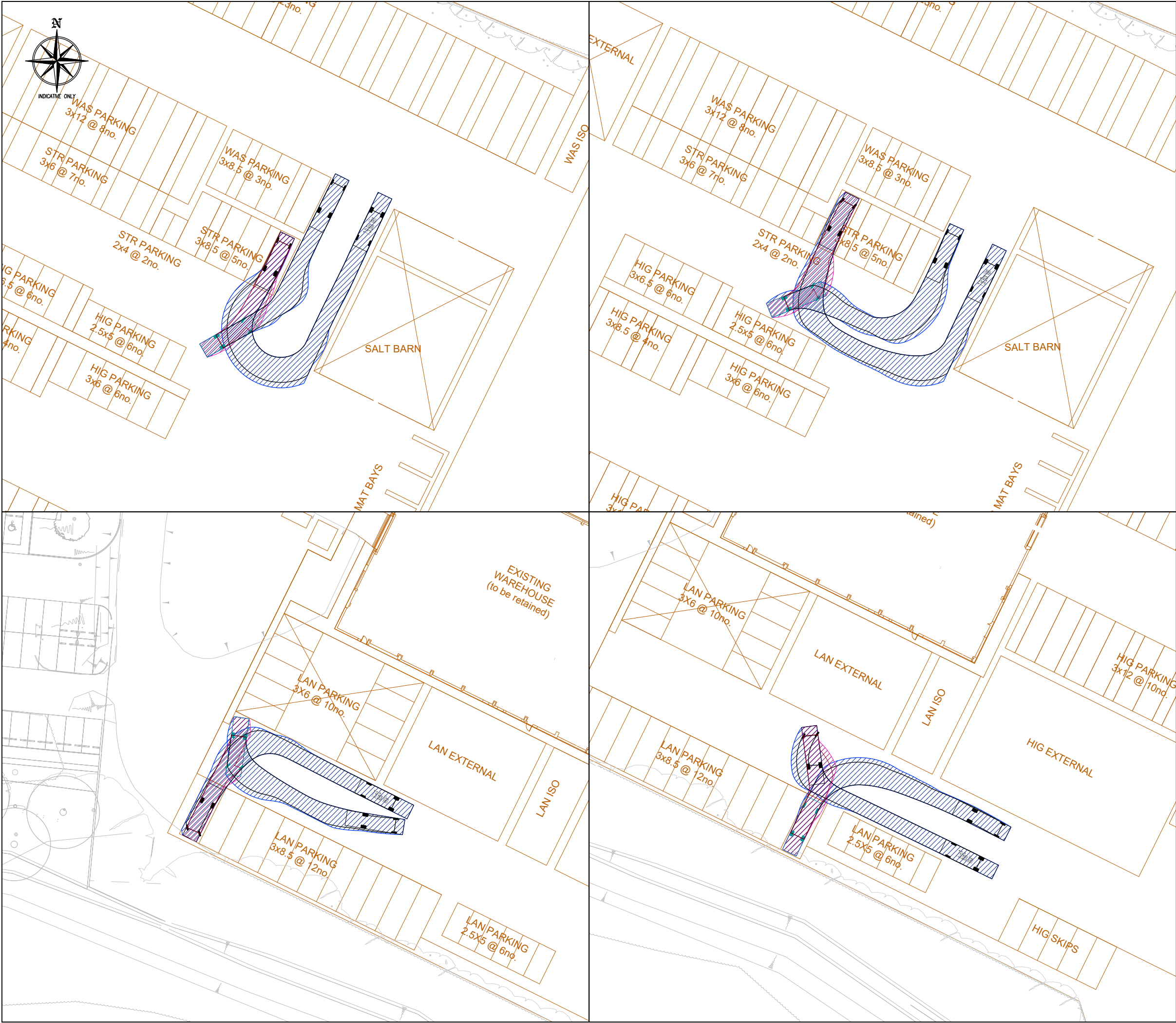


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7.5t Box Van
Overall Length 8.01m
Overall Width 2.10m
Overall Body Height 3.55m
Min Body Ground Clearance 0.351m
Track Width 2.064m
Lock to lock time 4.00s
Kerb to Kerb Turning Radius 7.400m

5 0 5 10 15 20 25

Metres (1:500)

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TOUTLEY DEPOT YARD,
WOKINGHAM

title

VEHICLE SWEEP PATH ANALYSIS
7.5T BOX VAN

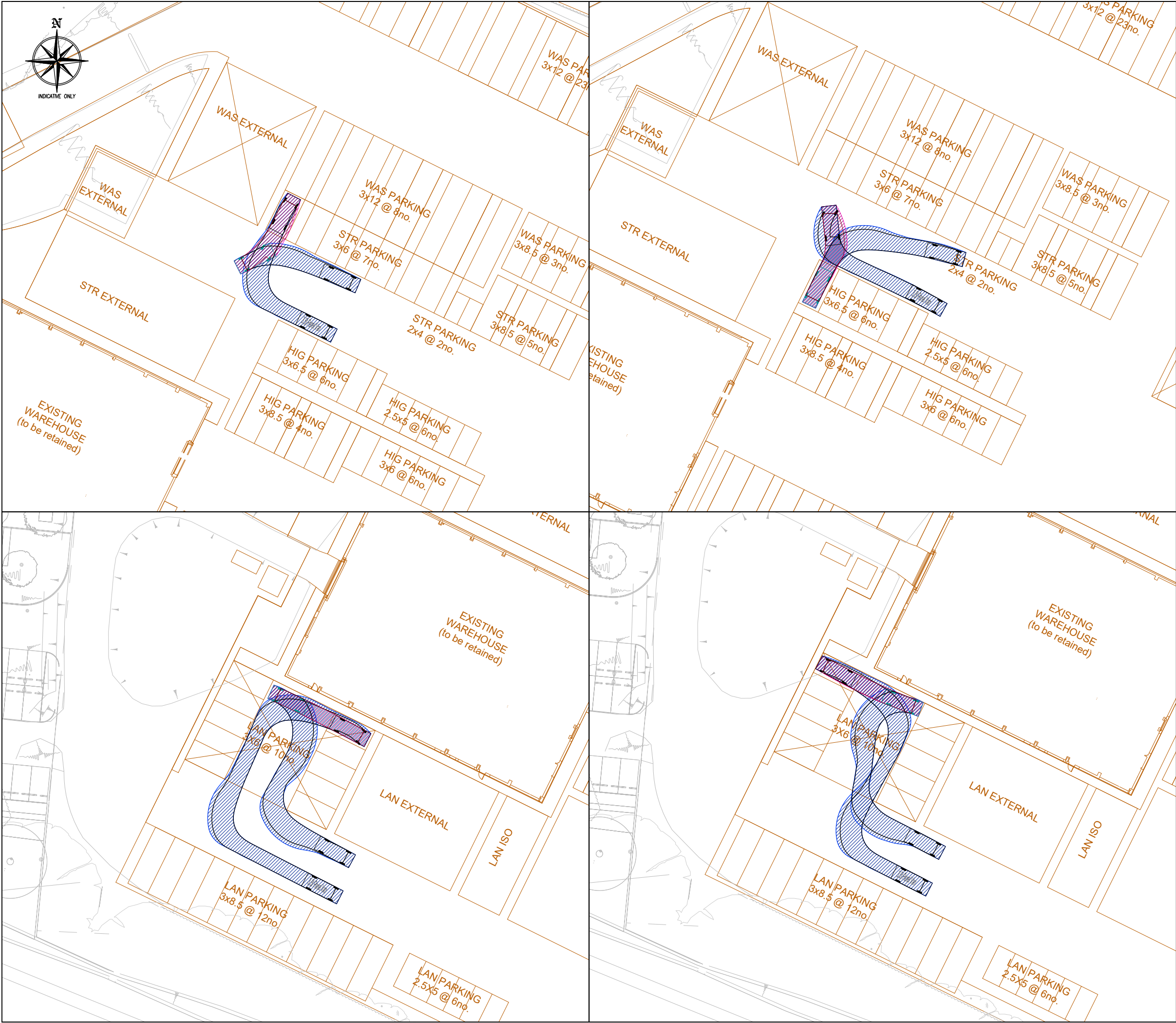
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37367	T-02	P1

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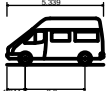
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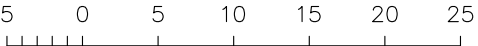
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3.5t Panel Van
Overall Length 5.339m
Overall Width 1.996m
Overall Body Height 2.565m
Min Body Ground Clearance 0.338m
Track Width 1.996m
Lock to lock time 4.00s
Kerb to Kerb Turning Radius 6.400m



Metres (1:500)

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WOKINGHAM BOROUGH COUNCIL

project

TOUTLEY DEPOT YARD,
WOKINGHAM

title

VEHICLE SWEEP PATH ANALYSIS
3.5T PANEL VAN

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