Transportation Planning : Infrastructure Design

TRAVEL PLAN

RESIDENTIAL DEVELOPMENT
A635 WILTHORPE ROAD, BARNSLEY

PERSIMMON HOMES WEST YORKSHIRE
APRIL 2017

DOC REF: SS/15328/TP/0

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1.0 INTRODUCTION

1.1 This report has been prepared by SCP on behalf of Persimmon Homes West Yorkshire Ltd, to support a residential development on Wilthorpe Road, Barnsley. The development will provide 326 dwellings plus a Local Area of Equipped Play (LEAP) facility and public open space.

1.2 The following planning condition has been assigned to the site, associated with application number 2016/1228:

> *'Condition 11: Within 3 months of the date of this planning permission a draft Travel Plan shall be submitted to and approved in writing by the Local Planning Authority. The plan shall indicate measures that will be put in place to encourage travel by modes other than the private car, and allow for regular reporting and monitoring to be undertaken. Subsequently, within six months of the site becoming operational, a detailed travel plan shall be submitted to the Local Planning Authority and once approved shall be fully implemented.'*

1.3 This report seeks to partially discharge the above condition, with a further travel plan to be prepared within six months of the site becoming operational, to discharge the full condition.

1.4 The report sets out Persimmon Homes' commitment to reducing the number of vehicular trips generated by the development and identifies the key principles which will be developed further as part of the occupied travel plan.

Travel Plan Purpose

1.5 A travel plan is an important tool for delivering sustainable access to a development. Residential travel plans focus on a single origin (home) and aim to provide a long-term strategy to positively influence travel patterns in favour of sustainable modes.

1.6 Implementing a travel plan can bring a number of benefits to a site, including helping to minimise the potential increase in traffic resulting from a development, helping to manage and reduce carbon emissions, and assisting with promotion of healthy lifestyles.

1.7 A travel plan provides benefits to all parties, including the developer, the site occupants and the local authority, which can help in gaining widespread commitment to its implementation and continuing operation.

1.8 As a result, a travel plan forms a key stage in the forward planning process. A travel plan is a 'living document' that should be regularly reviewed to ensure its effectiveness.

1.9 As this travel plan has been prepared for a residential site, the travel plan focuses on journeys to local educational facilities and key local employment areas, along with leisure journeys. The travel plan also suggests measures to reduce reliance on single occupancy private vehicle use and to reduce the overall need and distance that residents travel.

1.10 This travel plan contains objectives and targets to guide the travel plan, along with a detailed implementation plan which aims to promote sustainable travel through delivery of a number of enabling and assisting measures. Monitoring and marketing measures are also identified, together with timescales for implementation, responsibilities and an indication of the budget required in order to deliver actions.

2.0 TRAVEL PLAN BACKGROUND

2.1 Travel plans are dynamic, living documents that should be updated regularly to ensure that the objectives and targets represent the current situation in respect of travel and access. A development-related travel plan will normally be prepared alongside a transport assessment.

2.2 Travel plans are designed to be flexible to suit individual sites and their individual local characteristics. As such, they should be developed with consideration for the scale of the development and the likely impact on travel behaviour as a result of any potential measures.

Travel Plan Benefits

2.3 Travel plans can result in a variety of benefits to the occupiers of a development and the wider community, as well as address a range of issues, including:

- Promote healthy lifestyles and sustainable, vibrant communities;
- Provide adequately for all users, with a variety of mobility needs;
- Reduce demand for car parking, thereby enabling more efficient land use;
- Reduce pressure on highway capacity, particularly at peak times;
- Improve social inclusion;
- Cut carbon emissions and their contribution to climate change;
- Reduce road danger and protecting vulnerable road users; and
- Improve local air quality, while reducing noise pollution.

2.4 A travel plan provides benefits to all parties, including the developer, the site occupants and the local authority, which can help in gaining widespread commitment to its implementation and continuing operation.

Policy Context

2.5 Travel plans are secured through a policy framework that extends from national through to local level when dealing with new development proposals.

2.6 Travel plans are currently secured within the planning system within the context of the **National Planning Policy Framework** (NPPF) (2012). The NPPF is aimed at streamlining the planning process, making it more accessible at neighbourhood and community level and simplifying the decision making process.

2.7 The NPPF advises, in relation to transportation issues surrounding new development and in particular to travel plans and accessibility, that the following be adhered to:

- All developments which generate significant amounts of movement should be required to provide a travel plan.
- Masterplan design should take account of whether the opportunities for sustainable transport modes have been taken up to reduce the need for major transport infrastructure.
- Access should be safe and achievable by all people.
- Developments that generate significant movement are located where the need to travel will be minimised and the use of sustainable transport modes can be maximised.
- Design should protect and exploit opportunities to use sustainable transport modes for the movement of goods or people; give priority to pedestrian and cycle movements, and give access to high quality public transport facilities; create safe and secure layouts which minimise conflicts between traffic and cyclists or pedestrians; and consider the needs of people with disabilities by all modes of transport.

2.8 The NPPF is supported by a number of **Planning Practice Guidance** notes (2014). One such note provides guidance on 'Travel Plans, Transport Assessment and Statements in Decision-Taking'. The guidance specifies that travel plans should be:

- Proportionate to the size and scale of the development;
- Established at the earliest practicable possible stage of a development proposal;
- Be tailored to local circumstances; and
- Be brought forward through collaborative working with the Local Planning Authority, transport operators, along with communities and local businesses where relevant etc.

2.9 The guidance note goes on to provide suggestions for the content of a travel plan in terms of baseline data, the nature of the development, proposals to reduce the need to travel by all modes of transport, and monitoring.

3.0 SITE AUDIT

3.1 This Chapter provides a description of the location of the site and development proposals along with a sustainability appraisal of the site.

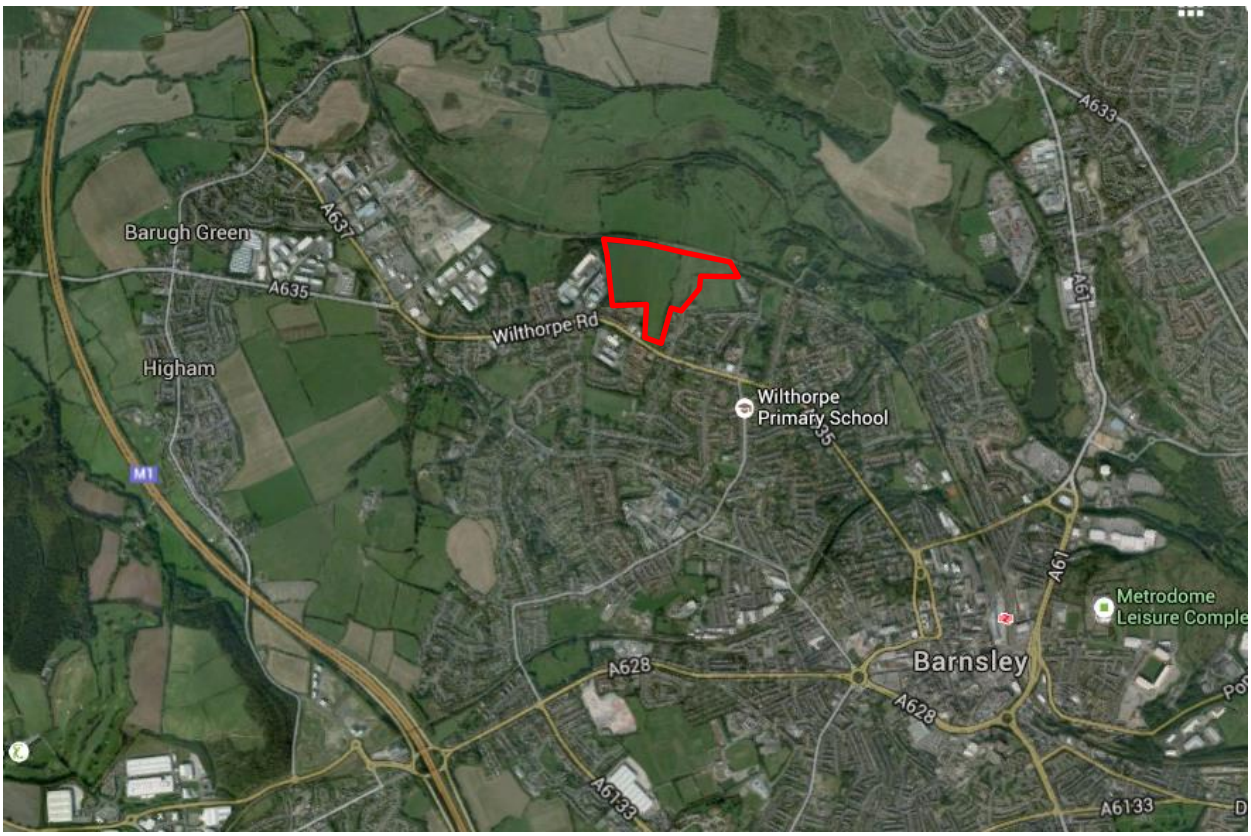
Existing Site

3.2 The site is currently open farmland. It is located on the northern side of A635, some 1.5 miles to the north-west of Barnsley town centre.

3.3 The site is bounded by a train line to the north, and to the west by the Redbook Business Park. To the east, it is bounded by another area of housing and to the north east by Wilthorpe Junior School. A beck runs along part of the eastern boundary of the site and then runs across the site to a culvert under the railway line.

3.4 A location plan of the site is included below.

Figure 3.1: Site Location



Source: Google Maps

Development Proposals

3.5 The development is a residential scheme comprising 326 dwellings plus a multi-use games facility which comprises three tennis courts, and a play area.

3.6 A plan of the development is provided below.

Figure 3.2: Development Plans



3.7 Pedestrians, cyclists and vehicles will all access the site from Wilthorpe Road.

3.8 Three links will also be provided to facilitate easier on and off-site pedestrian and cyclist movements:

- A link to the south-west of the site, providing access from the site to Redbrook Business Park (this will additionally function as an emergency access for motorised vehicles);
- A link running north-south to the centre of the site, providing access to the play (LEAP) area; and

- A link running east-west to the centre of the site, crossing a footbridge, providing access to the eastern side of the site.

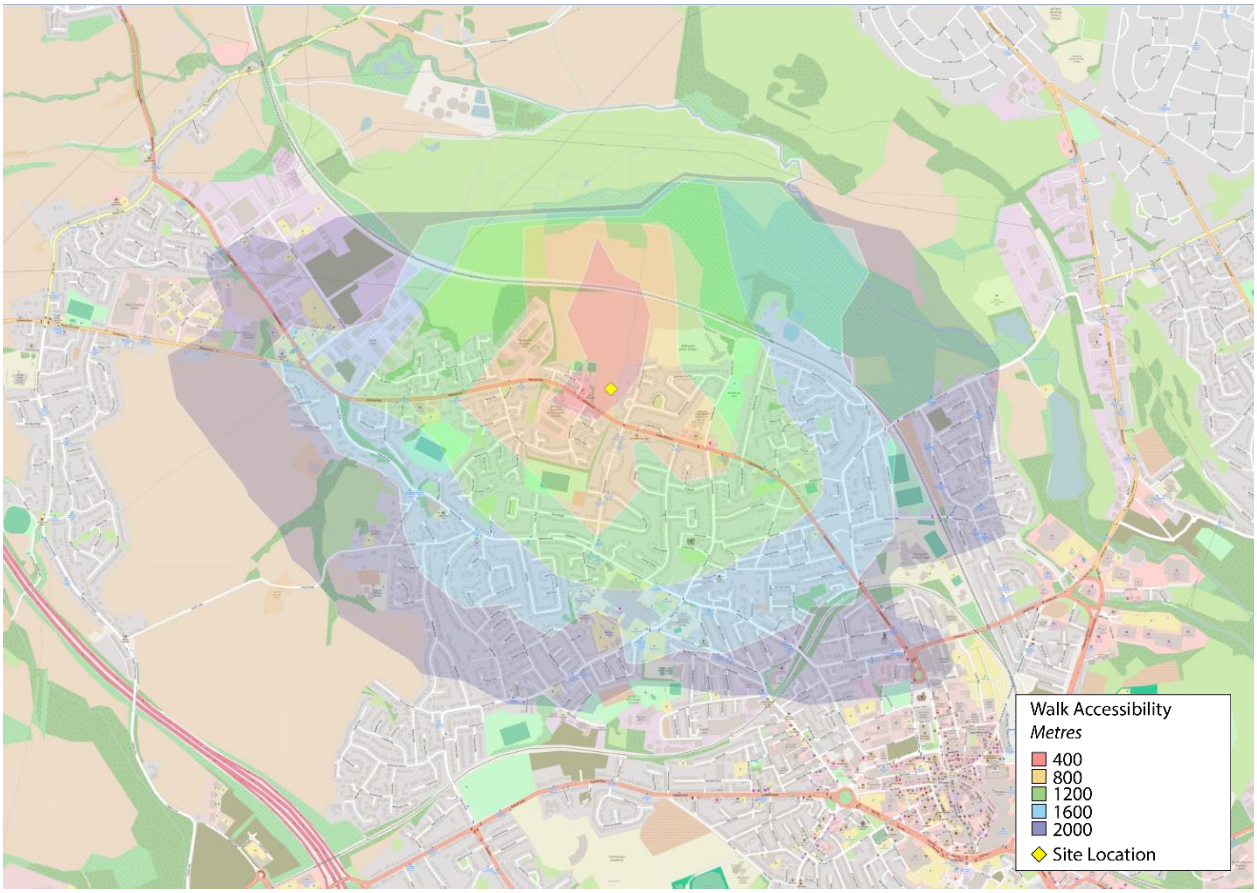
Existing Access by Non Car Modes

Walking

3.9 A review of the accessibility of the application site has been carried out in order to ascertain the available modes of transport in the area.

3.10 Short car journeys of up to 2km are considered replaceable by walking, and are considered appropriate for tenants accessing education, training or employment. A 2km isochrone has been produced, showing the locations which fall within this distance; the isochrone can be found below in Figure 3.3.

Figure 3.3: 2km Walk Accessibility



Source: Basemap Visography

3.11 Based on the above figure, it can be seen that a number of locations and facilities are within walking distance of the site, including Barnsley Hospital and the north of Barnsley town centre,

along with employment areas such as Redbrook Business Park. The location of the development thereby enables local residents to access the site on foot and by bicycle.

3.12 The surrounding area benefits from a good level of pedestrian infrastructure. There are wide, well surfaced footways abutting both sides of the local roads. Street lighting is also present, along with dropped kerb pedestrian crossing points across the majority of junctions in the vicinity of the site. Natural surveillance is provided due to the residential, retail and commercial units fronting onto the nearby streets.

3.13 The site provides convenient walking access to a number of existing facilities situated within the local area. Table 3.1 shown below identifies the various facilities within walking distance, including fresh food, healthcare and employment.

Table 3.1: Accessibility of Local Facilities from the Development Site

Facility	Name	Distance from the Development Site
Bus stop	Wilthorpe Rd, adjacent to site entrance	64m
Employment	Redbrook Business Park	300m
Dentist	Hanson & Speakman, Huddersfield Rd	450m
Nursery	Wilthorpe Infant School & Children's Centre	450m
Post Office	Huddersfield Rd Post office	480m
Junior School	Wilthorpe Junior School	800m
Pharmacy	Ellisons, Huddersfield Road	1.4km
Doctor	Huddersfield Road Surgery	1.4km
Bank	RBS, Church St	1.9km
Supermarket	Asda, Old Mill Lane	2km

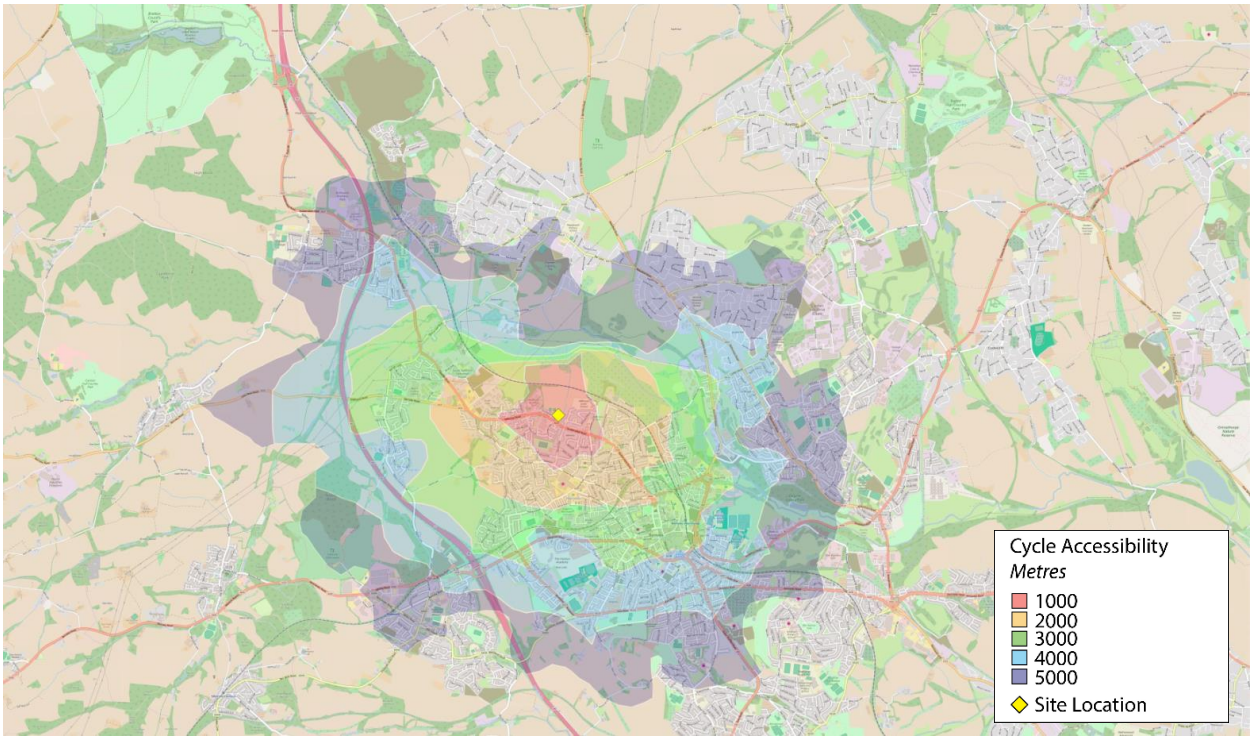
3.14 As well as the employment opportunities close to the site, there is good access into Barnsley for employment, leisure and education-related trips, as well as access to bus and rail connections at Barnsley Interchange.

3.15 The majority of required facilities can therefore be seen to be within a quick walk or cycle, with the longest distance being 2km. This clearly demonstrates that the site is well located in terms of sustainable travel.

Cycling

3.16 Car journeys of up to 5km are considered replaceable by cycle journeys. An isochrone has been produced to identify local areas within 5km of the application site; this can be found below in Figure 3.4.

Figure 3.4: 5km Cycle Accessibility



Source: Basemap Visography

3.17 The mapping provided above demonstrates that areas such as Gawber, Barugh Green, Athersley, Monk Bretton and Dodworth are within a 5km cycle distance from the site.

3.18 When Figure 3.4 is reviewed alongside Table 3.1, it can be seen there are an extensive number of facilities within close distance of the site, including a supermarket, pharmacy, schools and employment sites. As such, residents will be encouraged to commute to the site by bicycle or on foot when undertaking local journeys.

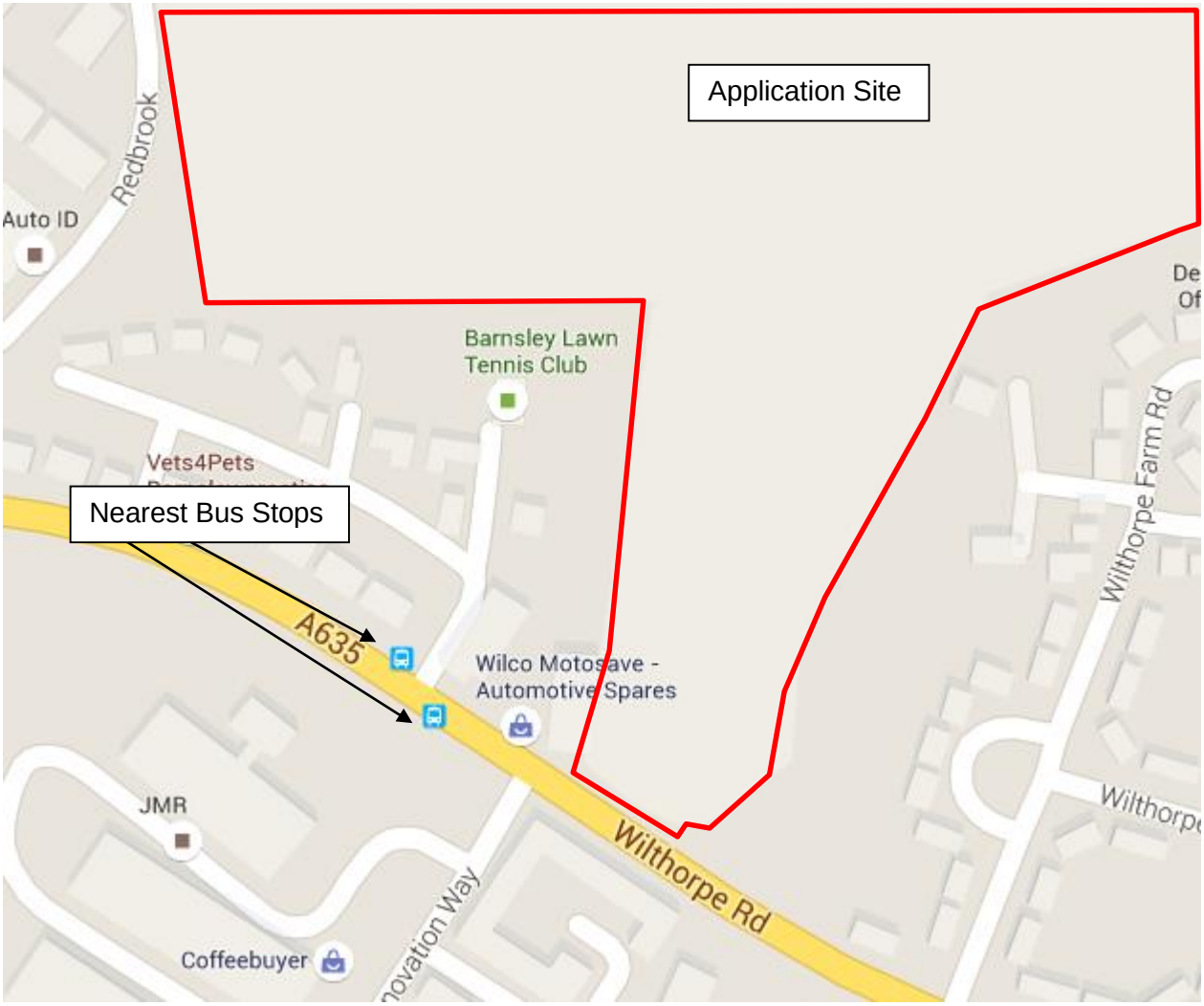
3.19 It is recognised that cycling can be part of a longer journey by public transport or can replace car trips for shorter journeys. The town centre and all its facilities are within reach by cycle, with longer distance routes available from the town centre, including National Cycle Route 67, which runs from Long Whatton near Loughborough to join National Route 71 near Northallerton.

3.20 Barnsley Interchange is also located within the town centre, and can be reached by bicycle.

Public Transport

3.21 The nearest bus stops to the site are located on Wilthorpe Road within 100m of the site access, as can be seen in the below bus stop plan. The stops have shelter and seating, as well as timetable displays.

Figure 3.5 – Nearby Bus Stops



Source: Google Maps

3.22 A number of services operate in close proximity to the site, as can be seen in Table 3.2.

Table 3.2 – Local Bus Services

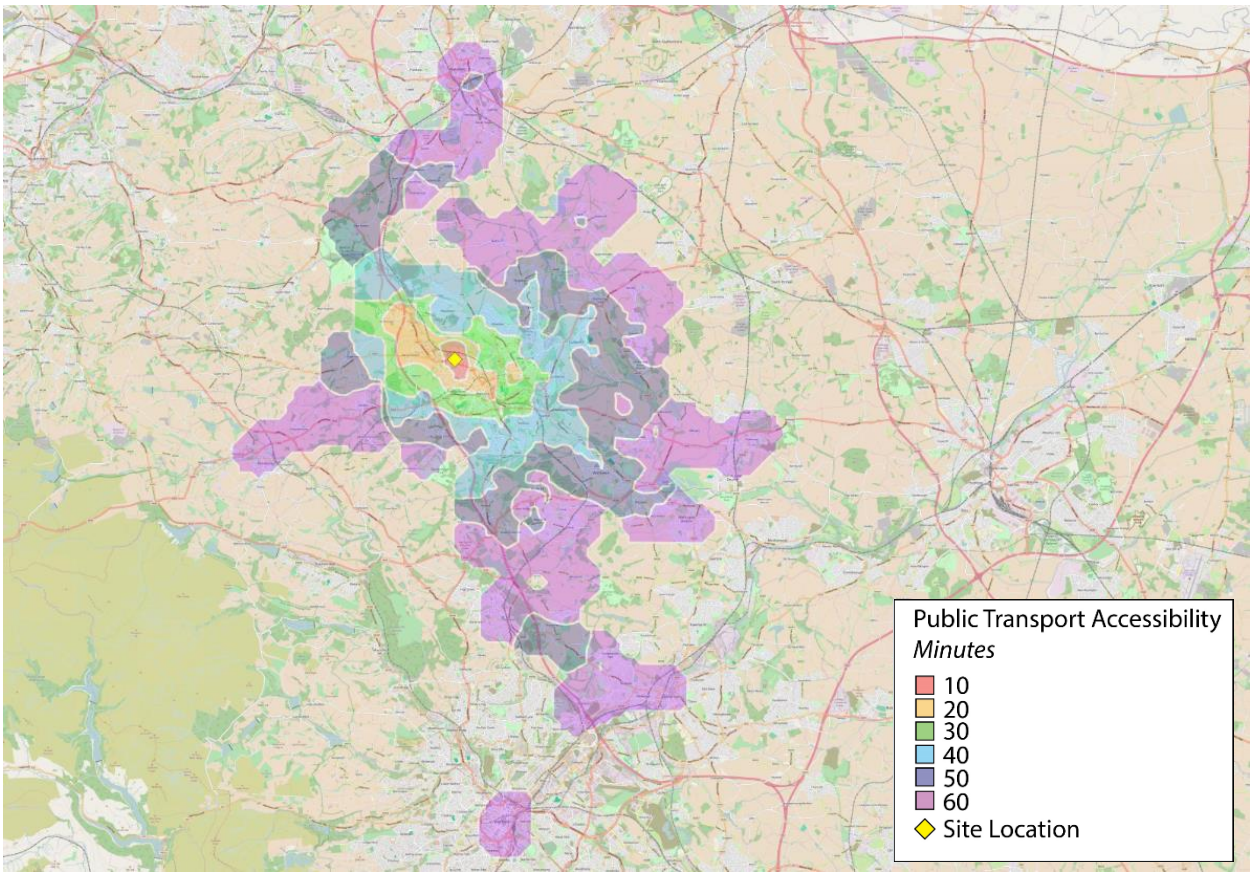
Service Number	Route	Average Service Frequency (per hour)		
		Mon - Fri	Sat	Sun
95	Barnsley – Gawber – Wilthorpe – Redbrook - Barugh Green – Darton – Kexborough	3	3	1
96 / 96A	Barnsley – Gawber – Staincross – Haigh – Kexborough – West Bretton – Woolley – Denby Dale – Sandal - Wakefield	1	1	1
97	Barnsley – Wilthorpe – Barugh – Darton – Bloomhouse Green – Mapplewell – Staincross – Woolley Village – Hall Green – Painthorpe – Crigglestone – Durkar – Sandal – Agbrigg – Belle Isle - Wakefield	1	No service	

3.23 The above table shows that a number of services run throughout the week and at weekends. School services also call at the above bus stops, with services providing access to Penistone Grammar School and Darton High School.

3.24 It should also be noted that Barnsley Interchange is located approximately 2km from the site, providing access to a large number of strategic services running to Leeds, Wakefield, Huddersfield and Sheffield.

3.25 Figure 3.6 overleaf indicates a number of locations which are within a 60 minute public transport (bus and rail) commute from the site. The time includes the walk to the bus stops / rail station and demonstrates that key areas of Wakefield, Penistone, Hoyland, Wath upon Dearne, Rotherham and Sheffield are within an acceptable 60 minute public transport commute.

Figure 3.6 – 60-Minute Public Transport Accessibility



Source: Basemap Visography

Conclusion

3.26 As such, it can be seen that the site is in an accessible location with good potential for use of sustainable transport, with public transport links along with a number of local amenities in close proximity.

3.27 Based on the above factors the requirement for owning a car is likely to be reduced in comparison to sites with less favourable levels of connectivity.

4.0 TRAVEL PLAN ADMINISTRATION

4.1 The travel plan will be managed by a travel plan coordinator (TPC).

4.2 It has been agreed that SCP will act as the TPC for the site, with Stacey Silverman the named TPC for the site. Stacey can be contacted on 0161 832 4400 / stacey.silverman@scptransport.co.uk.

4.3 The TPC will act as the main contact for the travel plan and will be responsible for undertaking surveys, implementing measures and monitoring the travel plan.

4.4 The TPC will exchange contact details with Barnsley Metropolitan Borough Council (BMBC) officers. The TPC will be responsible for setting up and launching the travel plan in accordance with the following schedule, which will be agreed with BMBC.

Funding

4.5 A lump sum per dwelling will be provided to support the travel plan. A fee of up to £196.67 has been identified per dwelling, in line with the Sustainable Travel Fund. The Fund will be provided by Persimmon to BMBC when the final spend on the tennis courts has been agreed by both parties; this is likely to be when the 50th dwelling is occupied.

4.6 The TPC will use the budget to implement the travel plan. This will be used on a combination of MetroCards, vouchers for bike shops, car share scheme set-up etc., as required.

4.7 The funding will cover all costs relating to the TPC, implementation of measures and initiatives, marketing of the travel plan, annual monitoring and submission of a travel plan review to BMBC. Funding for administration and promotion of the travel plan will also be provided for five years.

5.0 TRAVEL SURVEY

5.1 Travel surveys are undertaken at occupation in order to understand which locations residents intend to travel to, how they travel, how they would like to travel and what would encourage them to make those changes; repeat surveys are used to monitor ongoing travel patterns, over time. Survey responses provide an indication of what targets would be most appropriate for a development, and which measures would be most successful in helping to achieve them.

5.2 As part of the travel plan, a baseline resident travel survey is required. A baseline survey will be undertaken within three months of the site reaching 50% occupation (when the 163rd house is occupied), and thereafter on an annual basis, for a period of five years in total.

5.3 The survey will collect the following data:

- Typical work and leisure patterns;
- Household profile, including number of occupants and children;
- Work postcode;
- Mode of travel to/from work and leisure activities;
- Measures that would encourage use of active travel modes or public transport;
- Barriers to use of active travel modes / public transport.

5.4 The TPC will strive to achieve a minimum 30% return rate for the surveys to ensure the returns are representative of actual resident travel patterns. Encouragement to complete the survey will be provided where possible, and could include a small incentive for survey completion such as a gift voucher, or entry into a prize draw.

5.5 The responses received from the surveys will be entered into a spreadsheet to enable modal shift to be tracked over time, as well as providing information on which measures are most likely to encourage modal shift. The findings will be used to update the travel plan and as a basis for confirmation or modification of the identified targets and measures. The travel plan will be updated within one month of the baseline survey closing.

5.6 All data collected from the travel survey will be subject to the provisions of the Data Protection Act. To ensure confidentiality, the TPC alone will manage the database and be responsible for the release of information, with all data being used solely for travel plan purposes.

6.0 OBJECTIVES AND TARGETS

Objectives

6.1 Objectives are required to give a travel plan direction and focus. Targets are measurable and help to indicate whether the high level objective aspirations have been met. Targets should be linked to objectives and be SMART (Specific, Measurable, Achievable, Realistic and Time-related). Indicators determine whether the targets have been met and thus if objectives have been achieved, and as such will also be used to highlight the progress of the travel plan.

6.2 The travel plan recognises that there is not one specific mode of transport suitable for all residents and that there need to be a number of alternatives in place. The travel plan is intended to promote flexibility and choice, focusing efforts on encouraging a reduction in car use rather than prohibiting it.

6.3 This travel plan has been prepared to achieve the following objectives:

- Minimise the total travel distance of residents through the reduction of journey lengths and frequency – particularly single occupancy car trips;
- Reduce the reliance upon the private car and improve awareness and usage of alternative modes of transport;
- Promote walking, cycling, public transport and car sharing; and
- Promote healthy lifestyles and sustainable, vibrant communities.

Modal Share Targets

6.4 As noted above, baseline travel surveys will be carried out and analysed by the travel plan coordinator, which will establish the travel patterns of residents and students at the accommodation and provide a basis on which to set SMART targets. As this data is not currently available, initial targets have been drafted with reference to the existing modal split for residents travelling to work within the Darton West ward (Source: Office of National Statistics, 2011 data). Existing modal split can be seen in the table overleaf.

Table 6.1 – Census Output Data for Darton West Ward (2011)

Mode	Darton West Ward†	Indicator
Single Occupancy Car	76%	Number of single car occupancy trips
Walk / Cycle	9%	Number of walk trips Number of cycle trips
Public Transport	8%	Number of public transport trips
Car Share	7%	Number of car sharing trips

6.5 The initial targets will be aimed at maintaining the existing modal splits for the Ward. Following the initial surveys, the above targets will be adjusted to take account of actual travel patterns, home working, site specific circumstances etc. and also to ensure that the targets remain realistic and achievable.

Milestones

6.6 As noted, the TPC will be responsible for implementing measures, with responsibilities set out in an action plan later in this report. The measures will be reviewed annually following monitoring, to identify whether the programmed measures are the most appropriate, and if not, what replacement measures need to be identified in order for targets to be met. Any new measures will be set out in a revised action plan, alongside timescales for implementation.

6.7 Milestones to assess progress against the travel plan objectives and targets include:

- Issue of a travel plan information pack to all residents within one month of site occupation;
- Uptake of the various measures, including public transport ticketing, uptake of car sharing etc.

6.8 Further milestones are programmed into the implementation timescale and will be reviewed on an ongoing basis.

7.0 MEASURES

7.1 A travel plan is the management tool for implementing measures that promote sustainable transport. A successful and cost effective travel plan is one that implements measures that are relevant and realistic to the development. Consultation with tenants, for example, through travel surveys, is therefore key to achieving support from those who the measures are targeted at and avoiding measures which may be unpopular. As such, the below measures may be subject to change following future travel surveys.

Travel Awareness

7.2 Good accurate information on the choice of travel modes from the site and the initiatives being promoted will be a critical element of a successful travel plan.

7.3 At the outset of the development, the promotional sales material for the site will include the fact that the site has a travel plan and list the associated benefits. As properties are sold, all households will be made aware of the travel plan and the key measures to be implemented through their welcome packs. The TPC will promote the sustainable travel opportunities to access the site through the distribution of travel information packs.

7.4 The travel welcome packs, may include the following:

- An introductory leaflet to the travel plan, highlighting the purpose and key measures being implemented as well as contact details of the TPC;
- A map showing the location of the development in relation to the local area, highlighting the nearby bus stops and key local facilities within easy walking distance of the site;
- Maps indicating recommended walk and cycle routes to the local facilities;
- Details of local bike repair shop/retailer and available discounts/promotions;
- A map showing local cycle routes;
- Information regarding cycle proficiency courses in the area;
- Bus timetables of local services from nearby bus stops;
- Current bus fare information – daily, weekly tickets etc;
- Details of routes and destinations served by trains which stop at Barnsley railway station; and
- Details of any local car club scheme; and
- A link to the Barnsley Tennis Club website, for access to the three adjacent tennis courts.

7.5 The TPC will regularly review the information provided within the travel information pack to ensure that residents are kept up to date with any changes, such as new bus timetables, withdrawn or new services, or new contact details, and will regularly update such information.

7.6 The TPC will also regularly review any off-site information, such as route signing for pedestrians and cyclists, or timetable information at bus stops, to check it is up to date. Where deficiencies have occurred, the TPC will liaise with BMBC to address them.

Walking

7.7 The TPC will encourage walking as a mode of travel from the site by implementing the following initiatives:

- Raise awareness of the health benefits of walking through promotional material;
- Promote the www.walkit.com website for journey planning on foot;
- Provide a map showing walking routes as part of the welcome pack, indicating distances and times to key local facilities near to the site such as key employment areas and nearby leisure facilities;
- Audit the local footway and footpath network and report any defects and / or maintenance issues to BMBC; and
- Liaise with a local taxi firm to provide competitive rates for residents in case of emergency to replace the walk to work journey.

Cycling

7.8 The TPC will encourage cycling as an alternative mode of travel to work by implementing the following initiatives:

- Raise awareness of the health benefits of cycling through promotional material in the welcome pack;
- Provide information on cycle proficiency courses and adult cycle training from the Barnsley Council website: https://www2.barnsley.gov.uk/services/transport-and-streets/road-safety/cycle-training;
- Promote the availability of cycling information, including route maps and useful tips and guidance on the BMBC and Sustrans websites;
- Liaise regularly with the cycling officer at BMBC to ensure that up-to-date information is available regarding cycle routes and other facilities for cyclists in the vicinity of the site; and
- Liaise with a local taxi firm to provide competitive rates for residents in case of emergency to replace the cycle to work journey.

Public Transport Information

7.9 The TPC will actively promote public transport with the following specific measures to be implemented:

- Residents will be provided with public transport route and timetable information in the travel information packs, which will be updated by leaflet drop as necessary;
- Details of local taxi firms will be provided within the travel information pack; and
- The TPC will provide details of websites and telephone advice services to enable residents to obtain details on their individual journey requirements, including Traveline (Tel: 0871 200 2233).

Car Sharing Scheme

7.10 The TPC will promote the use of a car sharing scheme which will be highlighted in the Travel Pack given to all residents when moving on to site. The promotion of this type of scheme is fundamental to the site because it allows two or more individuals to mutually share journeys to places of work or leisure in one car as a complete journey or as part of a journey involving sustainable modes of transport. The benefits of car sharing include:

- Cost savings on fuel and car parking charges;
- Reducing the number of cars on the highway network
- Reducing congestion and lowering journey times;
- Reduced stress;
- A reduction greenhouse emissions; and
- Increased travel choices which could include walking, cycling and public transport.

7.11 The TPC will promote the use of the liftshare scheme (www.liftshare.com) which will enable residents to find common journeys to work or leisure within the Barnsley area.

Personalised Journey Planners

7.12 Targeting individual journeys can be the most effective way of reducing car travel and encouraging use of sustainable modes. This initiative is most effective for those who currently travel by car and have no constraints to travel by sustainable modes.

7.13 The TPC will be available to assist residents in developing a personal travel plan for regular journeys. The personalised journey planners could include:

- Maps showing the location of the correct bus stops to use at either end of the journey along with the accompanying walk route to their origin and destination;
- Details of how and where to buy tickets, including the current cost for travel; and
- Timetable information for public transport services used on their journey.

Publicity and Marketing

7.14 The developer will set up a web page for the development whether as a stand alone site or as a page within their own web site. This will form a central source of information on all travel-related matters for the site, new initiatives, reports and surveys carried out during the lifetime of the plan and directions to the development by all modes of travel.

7.15 Information to go on the website for the development, in relation to travel, will be provided by the TPC.

Marketing Summary

7.16 The TPC will be responsible for providing residents with an overview of the travel plan in order to promote the use of a range of modes of transport and work towards increasing awareness of the alternative modes of transport available.

7.17 As noted above, the following marketing tasks will be undertaken as part of the travel plan implementation:

- Development of an introductory leaflet for the travel plan, providing a summary of the contents and key measures for implementation, to be disseminated to residents within their welcome packs;
- Welcome packs will be developed, containing a range of sustainable travel information, and distributed to all residents upon occupation;
- Information regarding measures and events will also be placed on the residents' website, if available;
- National transport events will be promoted to residents, to encourage participation. For example, bike to work week, walk to school week etc.;
- Survey updates will be provided to residents, within 1 month of survey completion; and
- The TPC will liaise with TPCs from other adjacent developments and sites will occur to assist the travel plan process across the area.

8.0 MONITORING AND REVIEW

8.1 To establish the success of the travel plan, an effective monitoring and review process will be put in place. Monitoring will ensure that there is compliance with the travel plan, assess the effectiveness of the measures and provide the opportunity for review.

Monitoring

8.2 The TPC will monitor travel patterns associated with the site on a regular basis. The monitoring of the plan is important for the following reasons:

- It will demonstrate to BMBC the effectiveness of the measures implemented and the progress being made towards the aims and objectives of the travel plan;
- It justifies the commitment of the TPC and of other resources;
- It maintains support for the travel plan by reporting successes;
- It helps to identify any deficiencies within the travel plan, including any measures that are not effective; and
- The data can be shared with any other nearby employment travel plans and help inform the BMBC and public transport operators of local travel patterns.

8.3 A baseline survey will be undertaken within three months of the site reaching 50% occupation (when the 163rd house is occupied), and thereafter on an annual basis, for a period of five years in total. The contents of the travel plan will be confirmed or modified as a result of the findings. The travel plan will be updated and submitted to BMBC within one month of the survey closing.

Future Surveys

8.4 Future surveys are required on an annual basis, at the same time of year as the baseline survey was undertaken. Surveys will be undertaken for the first five years of site operation. The TPC will be responsible for the surveys.

8.5 As noted above, a number of indicators will also be used to identify progress, including:

- Issue of a travel plan information pack to all residents within one month of site occupation;
- Uptake of the various measures, including public transport ticketing, interest in car sharing etc.

8.6 Travel surveys could be electronic or paper-based; the content will be designed by the TPC.

Reviewing

8.7 The TPC will undertake a review of the travel plan on an annual basis, following monitoring. The reviews will be important in assessing the effectiveness of measures implemented, to identify areas where modification may be necessary. In particular the following will be assessed:

- The level of car / non-car usage at the site;
- Any modal shift which has taken place;
- Usage of the implemented measures; and
- Comments received from residents.

8.8 Changes to existing travel patterns, as derived from travel survey data, will inform the annual review process. The TPC will also use spot check data regarding usage of facilities to investigate the effectiveness of the measures and initiatives being promoted and the contribution they make towards travel plan objectives.

8.9 The TPC will prepare a short progress report to include the results of monitoring, details and success of measures implemented and an action plan for the forthcoming period; this will additionally propose any changes to measures or targets, as a result of survey findings. This will be provided to BMBC within one month of the monitoring period.

8.10 This travel plan relates to a residential development where the site will eventually be split into 302 separate plots of land, and the role of the developer on the site will draw to a close. Therefore, as the scheme is built out and occupied, the TPC will seek to engage with local groups and individuals to transfer their duties over to residents or local community groups, such as a neighbourhood forum or residents' group.

9.0 ACTION PLAN

9.1 The measures and initiatives summarised earlier will be implemented in order to target specific objectives of the travel plan within particular timescales. These have been included with the action plan, as set out below.

Action	Target Date	Responsibility	Funding
Initial Setup			
Provide all highway and transport measures	As per agreements with BMBC	Developer/BMBC	Developer
Appointment of TPC	At least 1 month prior to site occupation	Developer	Developer
Exchange contact details with BMBC	1 month prior to 1st occupation	TPC	Staff time
Set up travel plan working file / resident database	1 month prior to 1st occupation	TPC	Staff time
Obtain public transport timetables	2 weeks prior to 1st occupation	TPC	Staff time
Procure and produce information to populate welcome packs	2 weeks prior to occupation	TPC	Staff time + materials
Negotiate discounts on cycles and equipment with local cycle shops	2 weeks prior to occupation	TPC	Staff time
Confirm delivery location with retailers	2 weeks prior to occupation	TPC	Staff time
Negotiate with local taxi firm for discounts	2 weeks prior to occupation	TPC	Staff time
Following Occupation			
Issue travel packs to residents	Upon occupation	TPC	Staff time + materials
Set up and promote car share scheme to residents	Within 3 months of occupation	TPC	Staff time
Set up and promote personalised travel planning for residents	Within 3 months of occupation	TPC	Staff time + printing + materials

Within 3 Months of 50% Occupation			
Prepare resident baseline travel survey and agree with LA	1 month prior to occupation of 163rd dwelling	TPC / BMBC	Staff time
Disseminate travel surveys to all occupied households	Within 3 months of occupation of 163rd dwelling	TPC	Staff time + printing
Collect travel plan surveys	Within 3 weeks of issue	TPC	Staff time
Review travel plan objectives, set mode share targets & measures on the basis of survey data	Within 3 months of the survey being undertaken	TPC	Staff time
Produce full travel plan document and submit to local authority	Within 3 months of the survey being undertaken	TPC	Staff time
Liaise with LA to agree final travel strategy, objectives and targets	Within 3 months of the survey being undertaken	TPC / BMBC	Staff time
Annual Monitoring & Review			
Undertake site audit and report any highway issues to LHA	Annually	TPC / LHA	Staff time
Conduct repeat travel survey one year after occupation, and annually thereafter for 5 years	One year after 50% occupation, then annually for 5 years	TPC	Staff time + printing
Analyse responses, produce progress report	Within 1 month of receipt of responses	TPC	Staff time
Report updates to all residents	Within 1 month of analysis taking place	TPC	Staff time + printing
Continue regular monitoring	Annually	TPC	Staff time

10.0 SUMMARY AND CONCLUSIONS

10.1 This travel plan reviews the existing transport facilities at the development site and identifies a range of measures for implementation by the travel plan coordinator to reduce overall car usage and promote the use of sustainable transport modes.

10.2 Through the delivery of the measures discussed within this travel plan, the objectives identified will be fulfilled. These include:

- Minimising the total travel distance of residents through the reduction of journey lengths and frequency – particularly single occupancy car trips;
- Reducing reliance upon the private car and improve awareness and usage of alternative modes of transport;
- Promoting walking, cycling, public transport and car sharing; and
- Promoting healthy lifestyles and sustainable, vibrant communities.

10.3 This document therefore ensures that sustainable access to the development is facilitated, in line with condition 11 of planning application reference 2016/1228.