



PART TWO - TRAVEL PLAN

PROPOSED CARE HOME FOR OLDER PEOPLE

**SITE OF THE FORMER WARD GREEN
PRIMARY SCHOOL, HIGH RIDGE,
WORSBROUGH, BARNSELEY, S70 5HL**

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1.0 INTRODUCTION

- 1.1 Best practice in Travel Planning requires that clear targets should be set. Targets can only be set in relation to local circumstances. They should be challenging but realistic, and will depend on existing patterns of travel behaviour, local geography, local transport infrastructure, local public transport and the availability of parking on and in the near vicinity of the site. This is best expressed through the following diagram:

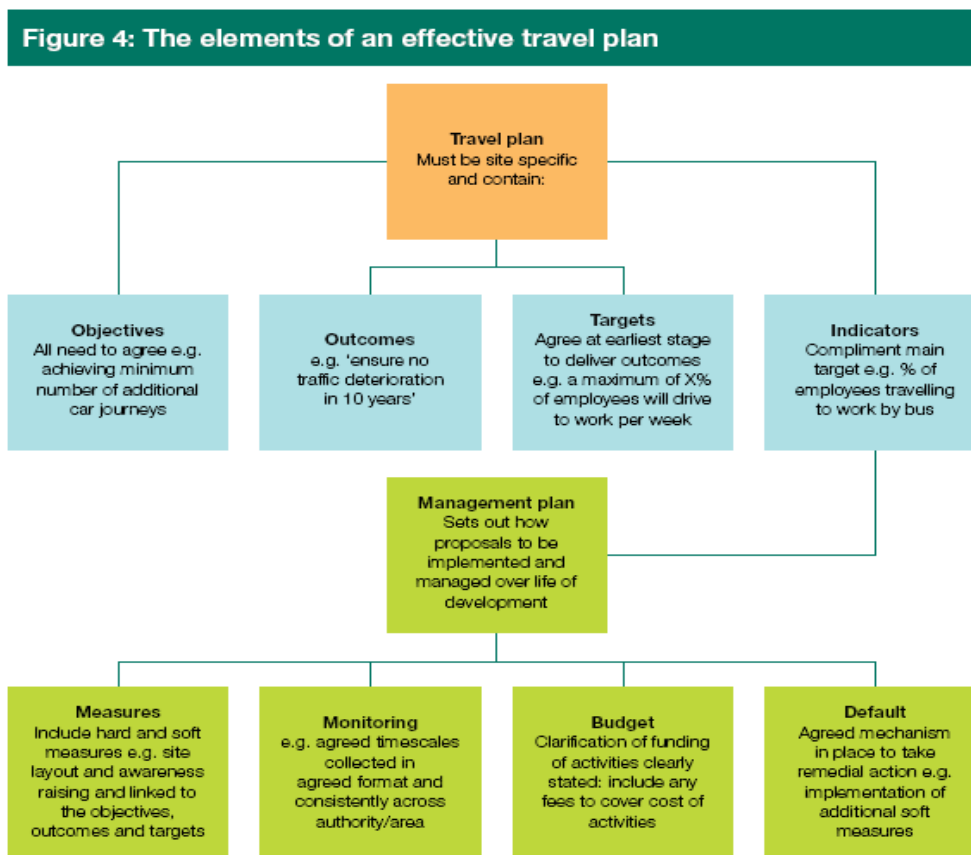


Chart 1. elements of an effective travel plan (extract from DfT/DCLG: Good Practice Guidelines – Delivering Travel Plans through the Planning Process)

- 1.2 This Travel Plan has been prepared to promote *sustainable travel* to and from the proposed care home. It should be read in conjunction with the accompanying Transport Statement and Appendix 1.
- 1.3 PPG 13 (Transport) states that major applications must be accompanied by a Travel Plan to help in the delivery of sustainable transport objectives, including reductions in car usage (particularly single occupancy car journeys)

and increased use of public transport, walking and cycling.

- 1.4 This Travel Plan has been prepared in recognition of the importance of Government Policy aimed at *promoting sustainable development, travel patterns and modes of transport and reducing reliance upon the private car*.
- 1.5 The overall aim of the Travel Plan is to *minimise the total travel distance* associated with trips to and from the site and to systematically reduce the use of the private car as a mode of transport to and from the site.
- 1.6 A key target of the Travel Plan is to minimise the frequency of car trips to the site and reduce unnecessary use of cars by staff as the preferred mode of transport between their places of residence and the site and also to reduce the use of private cars by visitors.
- 1.7 The Travel Plan has been designed to raise awareness of the opportunities for reducing car usage through the promotion of walking, cycling, public transport and car sharing.
- 1.8 The Travel Plan would be promoted amongst all staff and visitors to the site in order to reduce reliance upon the private car but also to promote the health benefits of walking and cycling.

2.0 OBJECTIVES OF THE TRAVEL PLAN

Key Objectives

2.1 The key objectives of this Travel Plan are to:

- minimise the total number of car journeys to and from the site – in particular 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 as alternative modes of transport to and from the site,
- Achieve a modal shift in the manner of travel to the site to more sustainable modes and patterns of travel.

3.0 THE BENEFITS OF TRAVEL PLANNING

- 3.1 The applicants regard travel planning as providing a range of benefits to: individuals, the organisation, the local community, and the environment.

Benefits to individuals

- 3.2 Individuals can enjoy improved health, less stress, a better quality of life, cost and time savings and greater travel choice.

Benefits to the organisation

- 3.3 The company will benefit from increased productivity with a healthier workforce; operational cost savings; reduced demand for car parking; and less local congestion; with easier access for staff, visitors and deliveries. Travel Plans also improve the environmental image of a company.

Benefits to the community

- 3.4 The local community will benefit from reduced traffic generation; reduced congestion and travel delays; as well as improved public transport; and less pressure/demand for parking in adjacent residential streets.

Benefits to the environment

- 3.5 The environment will benefit from improved air quality; less noise and dirt; and a reduced impact on wider environmental problems such as global warming.

4.0 TRANSPORT POLICY

- 4.1 The planning policy background to the proposal is covered by the following central government guidance and development plan documents:

Planning Policy Guidance 13: Transport (PPG13)

- 4.2 PPG13 Transport aims to promote more sustainable transport choices, promote accessibility to jobs, shopping, leisure facilities and services by public transport, cycling and walking and to reduce the need to travel, especially by car. Levels of car parking should be more closely tailored to the individual development and there should be a move away from local planning authorities requiring minimum standards.

Local Development Framework

4.3 CSP 25 New Development and Sustainable Travel

New development will be expected to be located and designed to reduce the need to travel, be accessible to public transport and meet the needs of pedestrians and cyclists.

4.4 CSP 26 New Development and Highway Improvement

New development will be expected to be designed and built to provide safe, secure and convenient access for all road users.

5.0 THE PLAN & STRATEGY

Proposed measures, actions and commitments

- 5.1 A Travel Plan confirms the commitment of the operators of the new development to the principles of sustainable development; modes of transport and travel patterns. It provides a strategy intended to encourage staff and visitors to consider alternative modes of transport, with the aim of achieving a modal shift in the means of travel to and from the site, and a reduction in car journeys.
- 5.2 The Travel Plan is intended to be a flexible working document that will be reviewed and updated on a regular basis. It is anticipated that the Plan will be reviewed and updated at least on a bi-annual basis. The following sections set out details of facilities that would be provided and measures that would be taken in order to secure achievement of the planned objectives.

General

- 5.3 A Travel Plan Co-ordinator (TPC) will be appointed to act as a liaison point for the Travel Plan and he/she will be responsible for both implementing and monitoring the plan. The TPC is likely to be the care home manager appointed by the operator of the Care Home. Once appointed their name and contact details will be provided to the Council as a requirement of the Travel Plan.
- 5.4 The Plan is intended to be a flexible working strategy that will be regularly reviewed and updated based on the experience and knowledge of the actions of staff and visitors to the site.
- 5.5 From experience of the operation of other care homes, it is anticipated that over 90% of those employed in the home are likely to be resident within the immediate locality, therefore, significant travel times and commuting distances by staff are unlikely to be a major issue.
- 5.6 In attempting to change staff travel choices and overcome natural resistance by some to measures that discourage car use, it is essential that the staff of

the home and at least one visitor representative are involved in implementing the Travel Plan.

- 5.7 Consultation will be essential for the success and maintenance of the Travel Plan. The Travel Plan will be explained to all staff at an early stage in order to engender staff support from the start. All staff will be issued with a copy of the Travel Plan and updated plans following reviews.

Initial Action Plan

- 5.8 On appointment the Travel Plan Co-ordinator (TPC) will have a duty to disseminate the travel plan and its objectives to both families/visitors and staff. As highlighted above, in order to maximise the value of the Travel Plan, it is essential that its objectives are fully explained to help raise awareness of the benefits of reducing car use. It is important to stress that the Travel Plan is about promoting choices of alternative travel and is not an anti-car campaign.

Action Plan Measures

5.9 Family / Visitor Specific Measures

The Travel Plan Co-ordinator will present staff, visitors and families of residents with a travel pack at the commencement of residency, including information on alternative modes of travel to the site. The pack will include a copy of the Travel Plan with current bus timetables; details of cycle facilities provided on-site and within the area; details of local taxi operators; and information on pedestrian and cycling routes within close proximity to the site.

- 5.10 The pack will also include the following information sources:
- Public transport information: bus and train timetables and ticketing information
 - Cycle maps and information:
 - Door-to-door journey planner including wider transport network :
www.transportdirect.info
- 5.11 A notice board will be displayed in the main entrance foyer promoting the benefits of public transport and of alternative modes of transport and travel to the site.

- 5.12 Current bus timetables will be displayed on this notice board to raise awareness of the availability of bus services in close proximity to the site and thereafter to continue to keep visitors fully informed with up-to-date timetables and other service information. Internet access to check real-time travel information will be made available to staff and visitors on request;
- 5.13 Timetables in relation to local services will be made available in the foyer of the home for visitors to take away and use. This should also raise awareness and enable visitors to plan trips to and from the site;
- 5.14 Information will be provided within the entrance foyer area on concessionary fares and schemes provided by the local bus operators i.e. over 60's; disabled etc.
- 5.15 A free phone to local taxi operators will be made available in the foyer area of the home for use by visitors and the phone number of the taxi firms closest to the site will be displayed including business cards to take away;
- 5.16 Secure covered cycle parking for visitors and staff will be provided on-site;

Staff Specific Measures:

- 5.17 A statement will be incorporated in the Company's policies and procedures documentation indicating a preference for staff to consider alternative modes of transport/travel to the site other than by car. The Travel Plan will, however, accept that for some journeys there is no alternative to using the car and will seek to promote ways in which this can be achieved in a sustainable manner such as car-sharing.
- 5.18 All staff will have a travel planning session as part of their induction. They will be presented with a travel pack providing information on alternative modes of transport to the site and identifying the facilities provided for staff on-site that render walking and cycling viable travel options.
- 5.19 A notice board will be provided and information on bus timetables displayed in the staff room to raise awareness of bus and train travel options to the site and to provide up-to-date accurate information at all times. The Co-ordinator will make staff aware that timetables can be downloaded from the internet

(details at section 5.10 above). Staff will also be given the option to access the real time information from the internet at reception so they can find out the location of their bus/train before leaving the premises.

- 5.20 A free phone will be made available for use by staff in the foyer/reception area of the home with phone numbers of local taxi firms displayed alongside.
- 5.21 Staff washing and changing facilities will be provided on-site, which will be available for those who choose to cycle to work.
- 5.22. Cycle parking will also be provided on-site in order to raise awareness and facilitate cycling as a viable travel option. Space can be made available under stairs for more secure cycle storage for staff.
- 5.23 A voluntary rota will be organised to enable car/taxi sharing for the journey to and from work for those staff for who a car is not essential to carry out their work.
- 5.24 The potential for a scheme enabling staff to purchase bus season tickets at a more advantageous cost i.e. a subsidised purchase of season ticket or for purchase of a suitable cycle will be examined.
- 5.25 The Travel Plan Co-ordinator will investigate setting up a cycle-to-work scheme to enable staff to access a tax exempt loan for the purchase of bicycles and safety equipment if there is a demand and if it is economically viable to do so. Information will be obtained from:
<http://www.dft.gov.uk/pgr/sustainable/cycling/cycletowork>
- 5.26 Consideration will also be given to the provision of free personal attack alarms to help improve safety all year round for those walking some, or all, of their journey. The Travel Plan Co-ordinator will investigate this.

6.0 TIMESCALES AND TARGETS

- 6.1 Following the initial distribution of the Travel Packs and Travel Plans, it will be the TPC's responsibility to initiate a Travel Plan Survey (TP Survey) to determine how visitors and staff travel to the home and from where. The TPC will undertake and analyse the TP's first survey within three months of first occupation of the new facility.
- 6.2 The TP Survey will be a comprehensive data collection exercise to determine precise travel patterns which can be assessed against future changes in travel. Using the results of the staff and visitor travel surveys, it will be possible to assess the modal split and travel behaviour of employees and visitors at the outset of operation and thereafter.
- 6.3 The TP survey will provide information on staff and visitors place of residence; current travel mode; car ownership etc and once analysed and targets set, these figures will form the basis of a bi-annual review.
- 6.4 The review will include the following headline updates: -
- Undertake new travel survey
 - Monitor staff travel patterns through new surveys
 - Undertake a Travel Plan Audit and modify where appropriate
 - Liaise with the Council's Travel Plan contact and other groups where appropriate.
 - Update Travel Plan targets and issue progress update to all staff.
- 6.5 The staff travel survey will be particularly important to assist in evaluating options to achieve a staff modal shift. It will also help in raising awareness of the Travel Plan, identify staff preferences to join particular mode group i.e. potential car sharers and provide suggestions from staff. Following each survey, an Action Plan will be prepared to agree on specific measures to be implemented to assist in reducing overall travel and minimise car use.
- 6.6 The TPC will prepare and distribute the questionnaire to each member of staff to collect the following details:-

- Staff profile, including age, gender, etc
- Normal working hours
- Mode of travel to work
- Car ownership/usage
- Reasons for not using public transport and other modes
- The anticipated take-up of a car sharing scheme for work journeys as well as use of public transport or other non car modes of travel to work
- Information relating to potential areas for sustainable travel improvement, upon which the TPC could act and draw up measures to improve the TP.

6.7 All data collected from the travel survey in connection with the TP will be subject to the provisions of the Data Protection Act. In the interest of confidentiality, the TPC alone will hold the database and be responsible for the release of information, with all data being held solely for the purpose of the TP.

Modal Targets

- 6.8 The aim of the Travel Plan is to achieve an overall shift of 15 % away from the use of private cars by staff and visitors, to use of public transport and other means of travel to the site within the first two years of operation. The bi-annual monitoring and review process will gauge the effectiveness of the Travel Plan.
- 6.9 With regard to specific modal targets, it is important to emphasise that the main objectives of the Travel Plan is to achieve a *shift away from single occupancy vehicles* and consequently the share between alternatives modes of transport is less critical so long as the overall shift is achieved.
- 6.10 Given the sites good accessibility in terms of walking, cycling and public transport the opportunity exists for all these modes to contribute to the proposed reduction in singular occupancy vehicular trips.

- 6.11 Examining the processes outlined above, the initial stages and timetable for the implementation of the Travel Plan may be summarised as follows:

One month prior to occupation

- Confirm TPC appointment and exchange contact details with relevant officers
- Set up TP working file
- Research travel information
- Obtain up to date public transport timetables and literature
- Review walking and cycling routes within the area
- Prepare welcome packs for all new staff and residents

Within 1 months of occupation

- Distribute TP survey to all staff
- Collect TP surveys and analyse results

Within 3 months of occupation

- Set-up travel database
- Analyse against year 1 target (ward modal split).

Bi - Annually

- Undertake new travel survey
- Monitor staff travel patterns through new surveys
- Undertake TP audit and modify where appropriate
- Update TP targets and issue progress update to all staff.

7.0 SUMMARY, CONCLUSION AND MITIGATION

- 7.1 It is important to read this Travel Plan in conjunction with the Part One – Transport Statement and the accompanying appendices.
- 7.2 The development proposed is for a 64 bed care home with associated access. Parking provision comprises 18 car parking spaces, 2 of which being disabled bays, 10 cycles parking bays and a drop-off zone. It is estimated that there would be between 42 and 53 jobs (accounting for up to 25% of staff to be part-time).
- 7.3 Staff, residents and visitors in general are expected to come from the local area of no more than three miles radius. Experience of operating care homes such as the one proposed shows that the car park would rarely if ever be filled, but should this occur there is ample on road parking opportunities in the immediate locality. The car parking provision is considered to be sufficient.
- 7.4 Accessibility within the site for pedestrians is good with safe access segregated from the vehicular traffic. There are good pavement links in the surrounding area including pedestrian links to nearby bus stops.
- 7.5 Accessibility within the site for cyclists is good, allowing safe and level access into the site and a route to the cycle store that avoids crossing the path of vehicles. A covered cycle store is provided which is surveilled from the reception. Staff changing facilities are provided.
- 7.6 Bus stops are within reasonable walking distance and access strategically important locations including Barnsley town centre.
- 7.7 Mitigation measures take the form of cycle store provision and changing facilities, safe and convenient access for pedestrians, the setting up and implementation of a Travel Plan by the Travel Plan Co-ordinator, safe and level vehicle access onto to the surrounding public highways. Properly laid out and marked parking bays including designated disabled spaces and a demarked drop-off zone. Further mitigation measures would be reviewed as part of the Travel Plan process as and when they are considered necessary.