



**ASDA SUPERMARKETS
OLD MILL LANE, BARNSELY**

TRAVEL PLAN

MARCH 2009



the journey is the reward

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OLD MILL LANE, BARNSELEY**

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**OLD MILL LANE, BARNSLEY
TRAVEL PLAN**

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OLD MILL LANE, BARNSELEY TRAVEL PLAN

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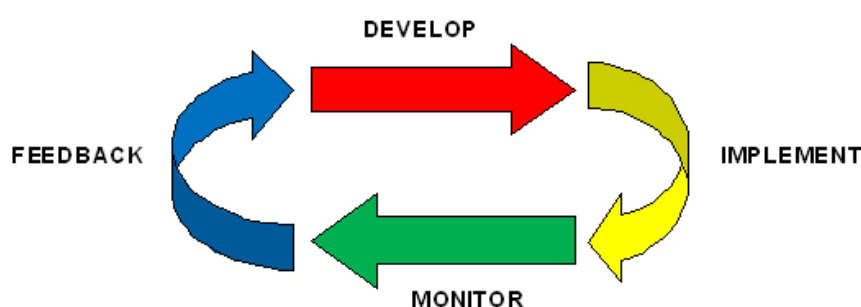
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1. INTRODUCTION

- 1.1 This Travel Plan has been prepared by Mayer Brown Limited in respect of proposals to increase the number of colleague car parking spaces serving the ASDA store located on Old Mill Lane, Barnsley.
- 1.2 The Travel Plan will be developed for the benefit of ASDA colleagues and will aim to provide a package of achievable targets and measures based on a colleague survey of existing travel patterns.
- 1.3 The essence of any Travel Plan is to encourage a shift away from single car usage. The travel plan must be tailored to the needs and requirements of those travelling to the workplace in order to ensure maximum participation.
- 1.4 ASDA Stores Limited was amalgamated into the world-wide Wal-mart family in 1999, which has over 4000 stores in the US and more than 2,900 stores throughout the rest of the world.

Travel Plan Strategy

- 1.5 This Travel Plan is a strategy for implementing change in colleague travel patterns. It provides a manageable site specific framework that is flexible in its approach to achieving reduced private car usage in favour of sustainable travel choices
- 1.6 Travel Plans are not generic documents. Value is in the ability to be site specific in the package of measures that encourage sustainable travel.
- 1.7 Travel Plans are driven by a Travel Plan Co-ordinator and require the commitment of all of the organisations inhabitants (management and colleagues).
- 1.8 In order to achieve success in the long term, the travel plan will be structured around the following framework cycle:



- 1.9 Once measures have been created through an initial colleague survey, it is essential for follow up colleague surveys to be carried out and a new package of achievable measures implemented. It is the long term strategies that release the maximum potential of a Travel Plan.

Environmental benefits

- 1.10 Traffic increased by 73% in the UK between 1980 and 2002. This has resulted in a 39% increase in greenhouse gas emissions from transport, which now accounts for 26% of UK emissions.
- 1.11 With road traffic expected to increase by 26% by 2010 and 40% by 2025, emissions will continue to increase unless we change our attitudes to travel.
- 1.12 ASDA has a specialist environmental team that is continually looking at innovative ways to reduce its impact on the environment. Current initiatives cover a wide number of areas including recycling, eco-friendly packaging, waste management, energy and water usage as well as transport & distribution. Travel Plan success for the improvement of the companies environmental performance is seen as another step to further enhance ASDA's commitment to reducing its impact upon the environment through day-to-day business operations.

Economic benefits

- 1.13 A successful Travel Plan can reduce the cost of commuting for staff significantly by providing the opportunity to travel by modes other than single occupancy car use.
- 1.14 Table 1.1 highlights the annual pence per mile (PPM) cost incurred by single car occupants. Figures are calculated over three years and 36,000 miles and include depreciation, road tax, maintenance and fuel. As insurance costs vary widely, figures do not include this.

VEHICLE	PPM
4x4	£0.97
SALOON	£0.57
MINI	£0.37
SPORTS	£0.78

Table 1.1 PPM Petrol Calculations

- 1.15 To calculate the possible savings resulting from regular car share activity, a 50% deduction is applied to the net total figures stated in the table above. Therefore, for example, colleagues travelling from nearby Cudworth to ASDA Barnsley in a 4x4 vehicle (petrol version) could save around **£1,164** per annum through car sharing.

2. POLICY

2.1 In 1998, the Government published “A New Deal for Transport: Better for Everyone”, which identified the need to reduce vehicle trips and use more sustainable forms of transport to the private car.

2.2 Planning Policy Guidance (PPG) Note 13, published in March 2001, sets out the latest Governmental guidance with respect to Travel Plans at paragraphs 87 to 91. Their sustainable transport objectives are summarised in paragraph 88, and include reductions in car usage (particularly single occupancy journeys) and an increase in use of public transport, walking, cycling and car sharing.

Paragraph 89: *“The Government considers that travel plans should be submitted alongside planning applications which are likely to have significant transport implications.”*

2.3 Guidance also aims for a reduction in car usage (particularly single occupancy journeys) and increased use of public transport. Further plan objectives specific to this travel plan include more environmentally friendly delivery and freight movements, including home delivery services

2.4 The Barnsley Metropolitan Borough Council Supplementary Planning Document 32 (2005) supplementary to the Unitary Development Plan states a travel plan should include ‘a package of measures to be implemented, monitored and reviewed.’

2.5 Further guidance has been taken from Barnsley Metropolitan Borough Councils ‘developer travel plan guidance’ document.

3. EXISTING SITE

- 3.1 The Barnsley store is located within Barnsley Metropolitan Borough Council, north east of the towns city centre. The existing store is situated on the A61 Old Mill Lane adjacent to the Harborough Hill road gyratory.
- 3.2 The town of Barnsley is located 11.8 miles north of the city of Sheffield, 17 miles south of Leeds and 14.5 miles west of Doncaster.
- 3.3 Vehicular access to the store for customers and service vehicles is achieved via a priority junction on Canal Way off Old Mill Lane. Service vehicles travel adjacent to the sites south west boundary in order to reach the service yard located at the rear of the store.
- 3.4 An onsite McDonalds restaurant and Petrol filling station are both located in the southern western corner adjacent to the main vehicular access.
- 3.5 Details of the existing site can be found on the site context plan in **Appendix C**

Site Accessibility

- 3.6 It is important to establish the accessibility of the site from the outset of the Travel Plan. This will enable an assessment of the type and amount of alternative means of transport other than the private car to be made.
- 3.7 The proposed developments location in relation to the nearby residential properties provides the potential for colleagues to travel by foot, by bicycle and by bus.

Pedestrian / Cycle Infrastructure

- 3.8 Two signal crossing facilities east of the main vehicular access on Old Mill Lane gyratory allow for pedestrian access from south of the site. The crossing facilities link to the main pedestrian access point and allow safe access to the store entrance via a central pedestrian walkway.
- 3.9 Additional signal crossings are located west of the main vehicular access and again allow for pedestrians to link to the main pedestrian access. There are a total of 12 signal crossing facilities located on the Old Mill Lane gyratory that allow for pedestrian access from the south.

- 3.10 Residential areas north east of the store are served by a pedestrian access point in the north east corner of the site. The access point also provides access to the northbound Old Mill Lane bus stop.
- 3.11 A zebra crossing facility is located on Canal Street for pedestrians accessing the store via the main vehicular access.
- 3.12 Cycle parking provision for colleagues is provided adjacent to the colleague store entrance in the form of 4 cycle hoops.

Bus Services

- 3.13 The site is served by two nearby bus stops located on Old Mill Lane. The sheltered northbound stop is located adjacent to the pedestrian access point in the south east corner of the site. The southbound stop is again sheltered and is accessible via the signal crossing located outside the main pedestrian access on Old Mill Lane. A summary of the bus services that operate within the vicinity of the store and nearby bus stopping facilities are provided in Tables 3.1 and 3.2 below.
- 3.14 An ASDA commissioned Shopperbus operated by Tate's Travel access' the car park. The service runs two services a day on Tuesday, Wednesday and Thursday.

Route	Provider	Route	Buses run every (Bus services stopping close to the store)		
			Mon - Fri	Saturday	Sunday
1	Stagecoach	Barnsley – Wakefield Road – Mapplewell - Staincross	10	10	30
11	Stagecoach	Barnsley – Wakefield Road – Athersley North	10	10	30
31	Stagecoach	Barnsley – Bishops Way – Monk Bretton – Cudworth – Crown Avenue	15	-	-
57	Stagecoach	Barnsley – Monk Bretton – Carlton – Park View – Royston – Meadstead Drive	60	60	60
59	Stagecoach	Barnsley – Monk Bretton – Carlton – Cross Lane – Royston – Station Rd	60	-	-

194	Arriva	Wakefield – Newstead - Barnsley	15	15	30
444	Arriva	Barnsley – Wiltthorpe – Haigh – West Bretton - Leeds	30	30	60

Table 3.1: Summary of Bus Routes

Stop Name	Location	Routes Serving Stop
Old Mill Lane (Northbound)	Adjacent to site pedestrian access point	1, 11, 31, 57, 59, 194, 444
Old Mill Lane (Southbound)	30 Meters south east of main pedestrian access point	1, 11, 31, 57, 59, 194, 444

Table 3.2: Bus Stop Location and Services

Taxis

- 3.15 Two taxi waiting bays are provided outside the store entrance. The store provides a customer free phone taxi line to allow customers to contact local taxi service providers.

Parking

- 3.16 Following completion of the car park proposals, there will be 502 car parking spaces, of which 21 will be designated for use by people with disabilities and 20 will be designated parent and child spaces. There will be 56 designated colleague car parking spaces located at the rear of the store.
- 3.17 A dedicated motorcycle parking area is provided, located at the south west corner of the store frontage and has provision for 4 motorcycles.

4. TRAVEL SURVEY

- 4.1 It is important to establish the existing travel patterns of colleagues prior to commencement of the Travel Plan so that the results can be used to set up specific measures and targets to work towards as part of the Travel Plan. Consequently the yearly reviews will gauge whether or not these measures have been successful in encouraging colleagues to travel sustainably and whether or not the targets have been met.
- 4.2 A comprehensive colleague travel questionnaire survey will be undertaken at the ASDA Barnsley store within three months of the completion of the proposed car park works. A sample colleague travel survey is contained in **Appendix B**.
- 4.3 For the purposes of the Travel Plan, one of the key findings of the Colleague Travel Survey would be the existing modal split for colleague travel. These results define the starting point of the Travel Plan and the measures and targets to be introduced in order to encourage sustainable travel.
- 4.4 The Survey results will allow the analysis of:
- Modal split of colleague travel to the store
 - Preferred mode of travel to work
 - Future considerations
 - Colleagues perceptions on sustainable transport and existing facilities
 - Opinions on cycling and walking
 - Colleagues views and comments on accessing the site via sustainable modes and what initiatives would encourage them to use these modes.
- 4.5 In addition to the above, the Colleague Travel Survey will assess colleagues perceptions of the type of facilities that would encourage them to use alternative modes of transport other than the private car in travelling to and from work.
- 4.6 The key information from the survey results will be outlined as appropriate, in terms of travel patterns of colleagues and attitudes to possible measures to be included in the Travel Plan.

5. OBJECTIVES AND TRAGETS

- 5.1 This Travel Plan is a long-term strategy for reducing the dependence of colleagues on single occupancy private car travel and for encouraging colleagues to make more sustainable travel choices when travelling to and from the store. The aims of the strategy are:
- to increase colleague awareness of the advantages and potential for travel by more environmentally-friendly modes; and
 - to introduce a package of physical and management measures that will facilitate colleague travel by other modes.
- 5.2 The Plan's primary aim is shaping colleague travel patterns. The travel choices of colleagues are easier to influence and provide more scope for change than those of customers. Reasons for this include their frequency of trips to the store, their need to carry shopping and the level of control that Asda has over the behaviour of each group.
- 5.3 The Travel Plan is a strategy for implementing change in colleague transport patterns. The objective of the Travel Plan is a reduction in single occupancy private car mileage in favour of more sustainable modes of travel. The objective reflects, and is intended to achieve, current Government policy in respect of transport. This Travel Plan provides a framework for the strategy
- 5.4 The Department for Transport's document 'Guidance on the Assessment of Travel Plans' states that from research the following target may be achievable: a reduction in the proportion of colleagues driving alone to work by 5% within 2 years and 10% within 5 years of the start of implementation of the Plan (Appendix 3 of the document). It also states 'travel plans shows that, for a well designed plan, a 15% reduction in car driver trips to site over about three years is a typical result.'
- 5.5 Targets must be SMART (**S**pecific, **M**easurable, **A**chievable, **R**ealistic and **T**ime-bound) and in accordance with guidance provided by the Department for Transport (DfT)
- 5.6 The modal split identified by the results of the Colleague Travel Survey will determine targets that will be challenging, realistic and achievable.

- 5.7 Targets will be evaluated at each annual review and 5 Year review accordingly to ensure the Travel Plan is on target to reach not only its short-term but also long-term targets.
- 5.8 The results of the ASDA Barnsley colleague Travel Survey will be taken into account in reviewing the targets in table 5.1 and in designing the package of measures to encourage sustainable travel and help work towards these targets.

Travel Mode	Current	Year 1 Target
Work from Home		
Car (Single Occupant)		
Car (Passenger)		
Walking		
Cycling		
Bus		
Train		
Motorbike		
Taxi		
Metro / Tram		
Car sharing		
Total	100%	

Table 5.1: Short-term (1st Year) Modal Shift Targets

6. TRAVEL PLAN STRATEGY

Introduction

- 6.1 Asda Supermarkets will appoint a Travel Coordinator to implement and administer the Travel Plan.
- 6.2 The Travel Coordinator will be responsible for the administration of the Plan, the implementation of the Plan measures, for on-going monitoring of the Plan and for the annual review.
- 6.3 Administration of the Travel Plan involves the maintenance of the necessary systems, data and paperwork, consultation and promotion. The duties are permanent and regular updating of the Plan document is part of the responsibility of the nominated Travel Coordinator. Any change in the nominated person will be notified to the Local Planning Authority.

Administration

- 6.4 A filing system will be established and maintained, for recording all correspondence relating to the Travel Plan, the results of periodic monitoring and the results of each annual review.
- 6.5 The Travel Coordinator will be responsible for setting up and maintaining the colleague travel database, which will comprise the results of the Colleague Travel Survey.
- 6.6 In the interests of confidentiality, the Travel Coordinator alone will hold the database and be responsible for the release of information. Information contained within the database will be released to the Local Planning Authority upon request. In the interests of security, only postcode details will be supplied.
- 6.7 The colleague travel database will be reviewed annually. New colleagues will be entered into the database on commencement of employment and colleagues leaving employment will be removed from the database.

Consultation

- 6.8 The success of the Plan will rely on the support of both the employers and employees. The Travel Coordinator will retain close contact with the store management and Colleague Council. The role will also involve responsibility for all liaisons with outside bodies, including the planning and highway authorities.

6.9 The Travel Plan Coordinator will undertake regular liaisons with third party organisations/bodies to keep up to date on changes in Travel initiatives and developments, such as,

- Travel South Yorkshire
- One Barnsley Partnership
- Local Parish Councils/Councillors

7. MARKETING

Promotional Materials

- 7.1 The Travel Plan will be promoted to colleagues on an ongoing basis. Posters will be displayed on the colleague notice board which will contain general information and any current promotions, whilst leaflets/newsletters will also be distributed to colleagues.
- 7.2 The Travel Plan will also be promoted to customers through display boards within the store. These will aim to raise the awareness of both its existence and its objectives.

Post Code Coffee Morning

- 7.3 Groups of colleagues that share a similar post code will be invited to a short coffee morning, at which the Travel Plan coordinator will present a case for car sharing as a means of travelling to work.
- 7.4 The session will allow the Travel Plan coordinator to demonstrate the benefits of car sharing, and the close proximity in which each of the invited group members live to one another.
- 7.5 All colleagues, including new employees, will be made aware of the existence of the Travel Plan at the commencement of employment. The details of the Plan, its objectives in enhancing the environment and the role of individuals in achieving the objectives of the Plan will be explained.
- 7.6 Contact details of the Travel Plan Coordinator will be permanently advertised on the colleague notice board and in leaflet/newsletters. This will provide colleagues with the ability to contact them to discuss specific matters directly.

8. MEASURES

- 8.1 This section of the Plan outlines the specific physical and management measures to be undertaken as part of the Plan. The implementation of the listed measures, which include awareness initiatives and infrastructure provision, is the core of the Plan. Measures are grouped together broadly under 'alternative mode of transport' headings.
- 8.2 As far as possible, the obligations outlined below are designed to be suitable for review and monitoring. The list, however, is not exhaustive and the Travel Coordinator will be free to investigate other potential initiatives.
- 8.3 For the ease of understanding the following section has been broken down into the following areas;
- Walking
 - Cycling
 - Motorcycle
 - Taxis
 - Public Transport
 - Car Sharing
 - Customers & Visitors

Walking

- 8.4 The stores location offers good accessibility for pedestrian traffic from surrounding residential areas. The following measures will encourage a higher number of colleagues to walk to work.

Improved Colleague Facilities

- 8.5 In order to encourage pedestrian travel to and from the store, it is important that colleague facilities are of a good standard.
- 8.6 Lockers, shower and changing facilities will be provided for colleagues and the suitability of these facilities based on demand/usage will be assessed as part of the Travel Plan monitoring process.

Walking Route Development

- 8.7 The Travel Plan Coordinator will liaise with the Local Authority to monitor the appropriate maintenance of pedestrian routes to and from the store.

Monitoring of stores internal pedestrian routes will take place regularly to ensure such routes are not blocked and are kept in good condition.

Cycling

8.8 Cycling is a quick, sustainable and relatively cheap mode of transport that also provides benefits for personal health as well as reducing road congestion.

8.9 Local Cycle Route information and guidance will be provided and made accessible for both colleagues and customers.

Increased Parking Provision

8.10 The existing site provides a total of 4 cycle parking spaces in the form of 4 cycle hoop stands. It is proposed that by introducing a higher number of sheltered spaces, cycle participation would improve.

Improved Colleague Facilities

8.11 Locker, shower and changing facilities should be provided for colleagues. The suitability of these facilities based on demand/usage will be assessed as part of the Travel Plan monitoring process.

Cycle Route Development

8.12 The Travel Coordinator will liaise with the Local Authority to monitor the appropriate maintenance of cycle routes. Liaisons will take place with the officer to establish the potential for improvements to existing off-site facilities.

Colleague Benefit Scheme

8.13 Cyclescheme (www.cyclescheme.co.uk) offer a unique system enabling colleagues to purchase bicycles through salary sacrifice. The scheme is run in strict accordance with the government's green travel plan and conforms to the requirements of the HMRC, OFT and DfT.

8.14 Cyclescheme also provide hire agreements for employees and a free secure website for voucher processing. The travel plan coordinator will provide further information to colleagues on this cycle scheme.

Motorcycle

- 8.15 Motorcycles are generally more efficient than other motor vehicles in their use of fuel and the road-space they require. Emissions are also generally lower than those of private cars.

Improved Parking Facilities

- 8.16 The existing site provides specific parking provision for motorcycles. The current allocated provision provides suitable space for at least 4 motorcycles.
- 8.17 The usage of this provision will be monitored and assessed within the Travel Plan with additional parking provision added if deemed necessary.

Improved Colleague Facilities

- 8.18 Locker, shower and changing facilities will be provided for colleagues and the suitability of these facilities based on demand/usage will be assessed as part of the Travel Plan monitoring process.

Taxis

- 8.19 Taxis have an important role as an alternative means of transport for trips when other modes of transport may not be available, such as in the early morning or late evening when bus services are more restricted and walking or cycling may not be desirable. Consequently, it is important that the Travel Plan includes measures for travel by taxi.
- 8.20 The Travel Plan Coordinator will ensure that current facilities are maintained and kept up to date, providing:
- Contact details for local taxi operators for use by colleagues and customers
 - A free phone taxi line for customers and colleagues
 - Onsite pick up/drop off point close to the store entrance

Public Transport – Bus & Rail

- 8.21 Bus services accessing the two stops on Old Mill Lane are of a regular frequency and offer accessibility to colleagues who live in Barnsley and surrounding areas.
- 8.22 Local Bus and Railway Route and timetable information will be provided and made available for both colleagues and customers. The Travel Plan Coordinator will ensure that this information is up-to-date and on display,

liaising regularly with the service operators to ensure that information remains valid.

Service Operator Liaisons

- 8.23 Service operators will be contacted in reference to any relevant information arising from the Colleague Travel Survey, in particular investigating the potential to improve services.

Travel Pass Subsidy & Discounts

- 8.24 Travel South Yorkshire offer discounted tickets for travel in the Barnsley area. A monthly ticket costs £61.60 which equals a daily travel price of £3.08 (based on a 20 day working month).
- 8.25 The Travel Plan Coordinator will promote these discounts to colleagues.

Travel South Yorkshire

- 8.26 Travel South Yorkshire also offers a YourNextBus SMS service that allows bus times to be sent via text message to mobile phones. The Travel Plan Coordinator will provide colleagues with information on how to subscribe.

Car Sharing

- 8.27 Car sharing represents a relatively convenient alternative form of travel which provides significant potential to reduce the total private mileage and related expenses of colleagues whilst not having a drastic affect on their current travelling time and comfortable surroundings if they currently travel by car as a single occupant.
- 8.28 The colleague travel survey will establish the potential for car sharing in achieving the Travel Plan objectives.

Car Share Database

- 8.29 Travel South Yorkshire offers a South Yorkshire Car Share Database (<http://www.carsharesouthyorkshire.com>) that allows details to be entered and facilitates car sharing among colleagues
- 8.30 The Travel plan coordinator will manage the input of colleague details. The car share database will be accompanied by a selection of promotional activities to raise both awareness and the profile of the database.

- 8.31 For colleagues that do not have access to the internet, the Travel Plan Co-ordinator will issue a hard-copy registration form, and submit all returned data into the database on behalf of interested colleagues.

Guaranteed Lift Home

- 8.32 ASDA would provide a guaranteed lift home service in the event of an emergency to allay certain doubts or fears of colleagues when registering on the car share database.
- 8.33 Clarification of what would be considered as an emergency would be confirmed and colleagues signing up to this car sharing scheme would be made aware of the limitations of this provision.

Colleague Matching

- 8.34 The car share database will identify colleague matches based on their home postcodes. This will also involve regular monitoring of the car share database to identify colleagues that could form suitable car sharing groups
- 8.35 Colleague meetings and introductions will be arranged which will make these colleagues aware of the possibility and incentives involved in participating in the car sharing scheme.

Customers & Visitors

Visitors

- 8.36 Visitors to the store (i.e. non customers) will be made aware of the Travel Plan and its objectives in encouraging sustainable travel. Where possible visitors will be provided with information on bus timetables, cycle routes etc in order to encourage travel to and from the store by modes of transport other than the private car.

Suggestion Box

- 8.37 Suggestion Boxes will specifically be set up for Colleagues and Customers to voice their opinion and comments on ongoing initiatives/actions. These will be located in accessible locations within the store and regularly emptied/reviewed.

Online Shopping

- 8.38 ASDA online shopping currently operates from the Barnsley Store for ASDA customers. This reduces the overall mileage covered by online vehicles.

- 8.39 Whilst some trips may still be made to stores, the number is likely to reduce (on average, grocery online/home shoppers report an average reduction of 3.4 car trips per month) and trips are more likely to be to local shops, by more sustainable modes. This can help to increase the vitality and viability of local grocers, bakers, butchers and other small shops.
- 8.40 The use of delivery vehicles as a direct substitute for car trips produces a substantial saving in kilometres per shopping load, reducing kilometres travelled per load by 70% or more. Even with very low levels of customer demand, the reduction in distance travelled is predicted to be 50% or more.
- 8.41 The overall impact will depend on the level of uptake. However, in 2005 4% of grocery shopping was done online and this is predicted to grow to 10% by 2010.

9. MONITORING AND REVIEW

- 9.1 A programme of monitoring and review has been designed to generate information by which the success of the Travel Plan can be evaluated. Monitoring and review will be the responsibility of the eventual Travel Plan coordinator.
- 9.2 The major objective of the Travel Plan is to affect a reduction in the proportion of single-occupancy car journeys for work trips.

Monitoring

- 9.3 The monitoring measures outlined below incorporate both the collection of 'hard' analytical data and 'soft' data in the form of general feedback and correspondence.

Walking

- 9.4 The following measures will be used to monitor the success of the Plan in encouraging colleagues to travel to and from the store by foot:
- The percentage of colleagues travelling to and from the store on foot will be monitored;
 - The use of the changing and storage facilities provided for colleagues who travel on foot will be monitored;
 - Any planned improvements/maintenance on pedestrian routes within the vicinity of the site will be monitored;
 - Information regarding safe pedestrian routes to and from the store will be updated as necessary.

Cycling

- The percentage of colleagues cycling to and from the store will be monitored;
- The use of the cycle parking facilities will be monitored. The Travel Coordinator will undertake random counts of the usage of the cycle parking facilities. The Coordinator will look into the possibility of providing more cycle parking facilities should demand warrant it;
- Information regarding safe cycle routes will be updated as necessary.

Motorcycle

- The percentage of colleagues travelling to and from the store by motorcycle will be determined and monitored through the results of the Colleague Travel Survey;
- The demand for motorcycle parking will be monitored through random counts undertaken by the Travel Coordinator. The Coordinator will look into the possibility of providing more motorcycle parking facilities should demand warrant it.

Bus Services

- The percentage of colleagues travelling to and from the store by bus will be monitored;
- The Travel Coordinator will seek regular feedback from the bus operators in order to establish the perceived level of demand for local bus services to and from the store. Should demand warrant it, the Coordinator will liaise with the bus operators to explore the possibility of providing additional or more frequent services, in order to maximise travel by bus;
- Bus service information on display for colleagues will be updated as necessary;

Car Usage/Sharing

- The number of colleagues participating in the car sharing scheme will be monitored and the percentage increase in the number of car sharers will be monitored;
- The number of colleagues taking advantage of the dedicated lift home service will be monitored with the intention of, if necessary, looking into car sharing colleagues' home postcodes and shift patterns in order to match more suitable colleagues;

General

- The Travel Coordinator will take records of comments received from the store management and from colleagues relating to the operation and implications of the Plan. These records will be lodged and dealt with as necessary.

9.5 Information gathered through the monitoring process will be recorded for input to the annual review (outlined below). The information will be made available to the Local Planning Authority on request.

Annual Review

- 9.6 Each year, on or about the anniversary of the introduction of the Travel Plan, the Travel Coordinator will undertake a comprehensive review of the Plan. The objective of the review will be to assess the success of the Plan and to identify the potential for future refinement of the details of the Plan.
- 9.7 The major element of the review will involve the re-issue of the Colleague Travel Survey. Although the travel database will be regularly up-dated, the re-issue of the survey to all colleagues offers the opportunity to gather new information about wider colleague attitudes to travel. Analysis of the survey will also yield up-dated modal split information for comparison with data derived at the introduction of the Plan, free of seasonal bias.
- 9.8 The Travel Coordinator will compile a Review Report outlining the results of the annual review. The report will also incorporate the results of on-going monitoring throughout the preceding period. The report will be filed for record, with copies available to the planning authority on request.

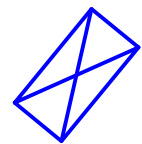
10. ACTION PLAN

- 10.1 Measures / Proposed Actions discussed in Section 8 have been timetabled as below. This will be formalised based on the actions taken from the initial colleague travel survey. They will be continually updated and reviewed as part of the Travel Plans annual review
- 10.2 The proposed development is set to be completed in December 2009. Table 10.1 sets a timetable for measures to be implemented and reviewed by the travel plan coordinator.

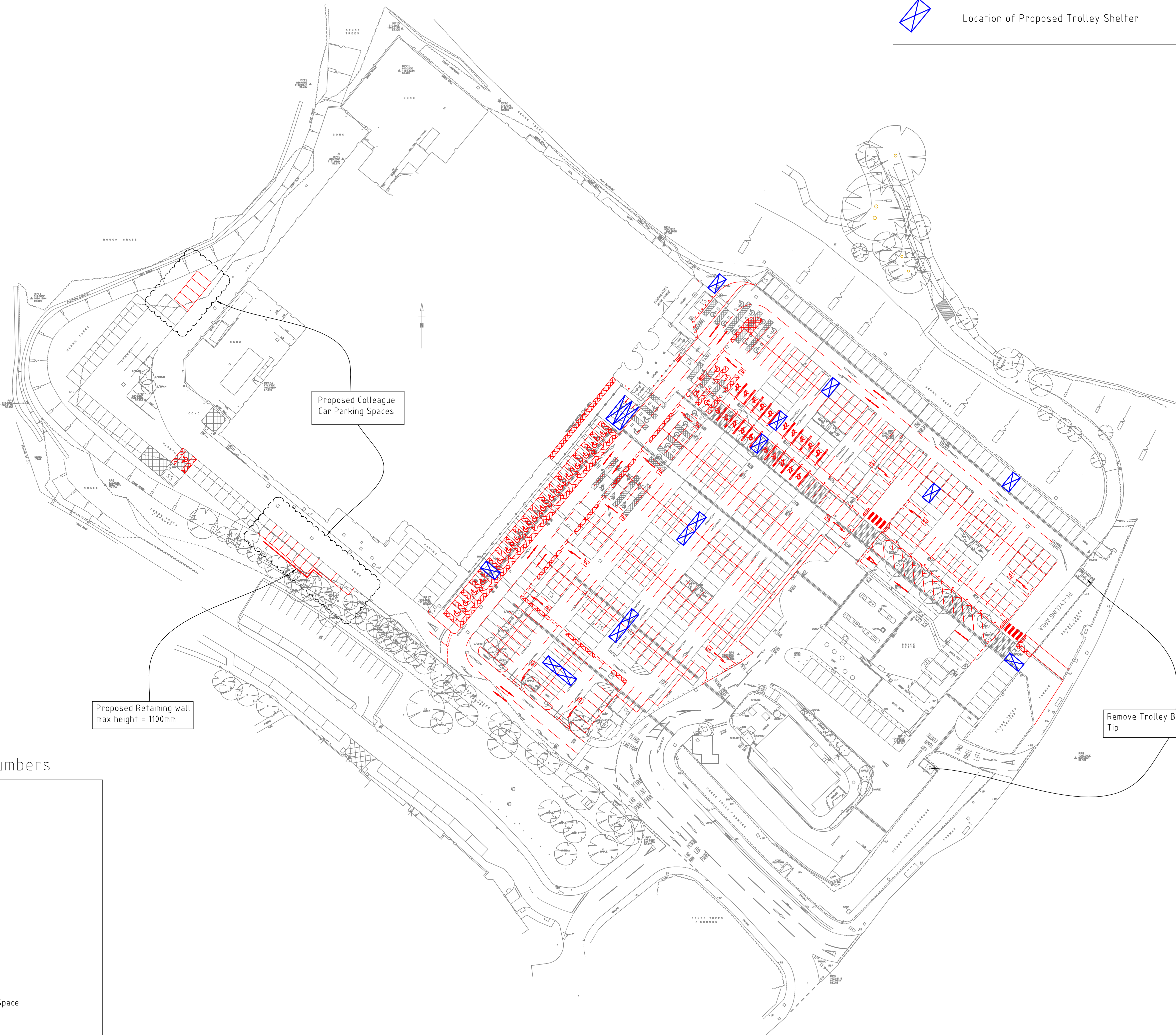
ACTION	START DATE	FINISH DATE	REVIEW FREQ.
Existing Colleague Travel Survey	On completion of work	n/a	-
Improved Colleague Facilities	On completion of work	15 months	Monthly
Walking/Cycling Route Development	3 months after completion of work	n/a	Bi-annual
Cycle & Motorcycle parking Provision	On completion of work	12 months	Annually
Taxi Information	On completion of work	n/a	-
Public Transport Services Operator Liaisons	3 months after completion of work	n/a	Quarterly
Car Share Database	On completion of work	12 months	Quarterly
Guaranteed Lift Home	On completion of work	12 months	Quarterly
Colleague Matching	3 months after completion of work	12 months	Quarterly
Timetables & Route Maps	On completion of work	n/a	Quarterly
Suggestion Box	On completion of work	12 months	Weekly/ Quarterly

Table 10.1: Timetable of Implementation for Travel Plan Actions

APPENDIX A: Architects Site Layout Drawing



Location of Proposed Trolley Shelter



Parking Numbers

EXISTING

- 395 Standard Spaces
- 20 Disabled Spaces
- 19 Parent and Toddler
- 18 Trolley Bays

47 Colleague Spaces

TOTAL - 499

PROPOSED

- 404 Standard Spaces
- 21 Disabled Spaces
- 20 Parent and Toddler
- 20 Trolley Bays

- 56 Colleague Spaces
- 1 Disabled Colleague Space

TOTAL - 522

Project No	Dwg No	Rev
051	SP01	

Dwg Title
Site Plan - Proposed Layout

Date	Feb 09	Scale	1:500 @ A1
DP			

Project
ASDA Store Old Mill Lane Barnsley

Client



Suite 11
1A Woodsome Park
Fenaybridge
Huddersfield
HD8 0JW

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APPENDIX B: Sample Colleague Travel Survey



ASDA Barnsley

Workplace Travel Plan Survey

Q1 - What is your full home postcode? _____

Q2 – How far in miles do you travel to work? _____ miles

Q3 - How long does it normally take you to do this journey? _____ hrs _____ mins

Q4 - Do you work early or late shifts? ☐ Early ☐ Late

(Early shift – starting at 6am or before; Late shift – starting at 6pm or after)

Q5 - How do you usually travel from home to work?

	To work	From work
Car	☐	☐
Carshare	☐	☐
Public Transport (<i>Bus, train</i>)	☐	☐
Cycle	☐	☐
Walk	☐	☐
Park and Ride	☐	☐
Taxi	☐	☐
Motorcycle	☐	☐
Other	☐	☐

Q6 - How do you usually travel if your first choice is not available?

	To work	From work
Car	☐	☐
Carshare	☐	☐
Public Transport (<i>Bus, train</i>)	☐	☐

Cycle	☐	☐
Walk	☐	☐
Park and Ride	☐	☐
Taxi	☐	☐
Motorcycle	☐	☐
Other	☐	☐

Q7 – Would you consider car sharing to work?

Yes	No	Already carshare
☐	☐	☐

Q8 -Would you consider cycling or walking to work?

	Yes	No	Already do so
Cycle	☐	☐	☐
Walk	☐	☐	☐

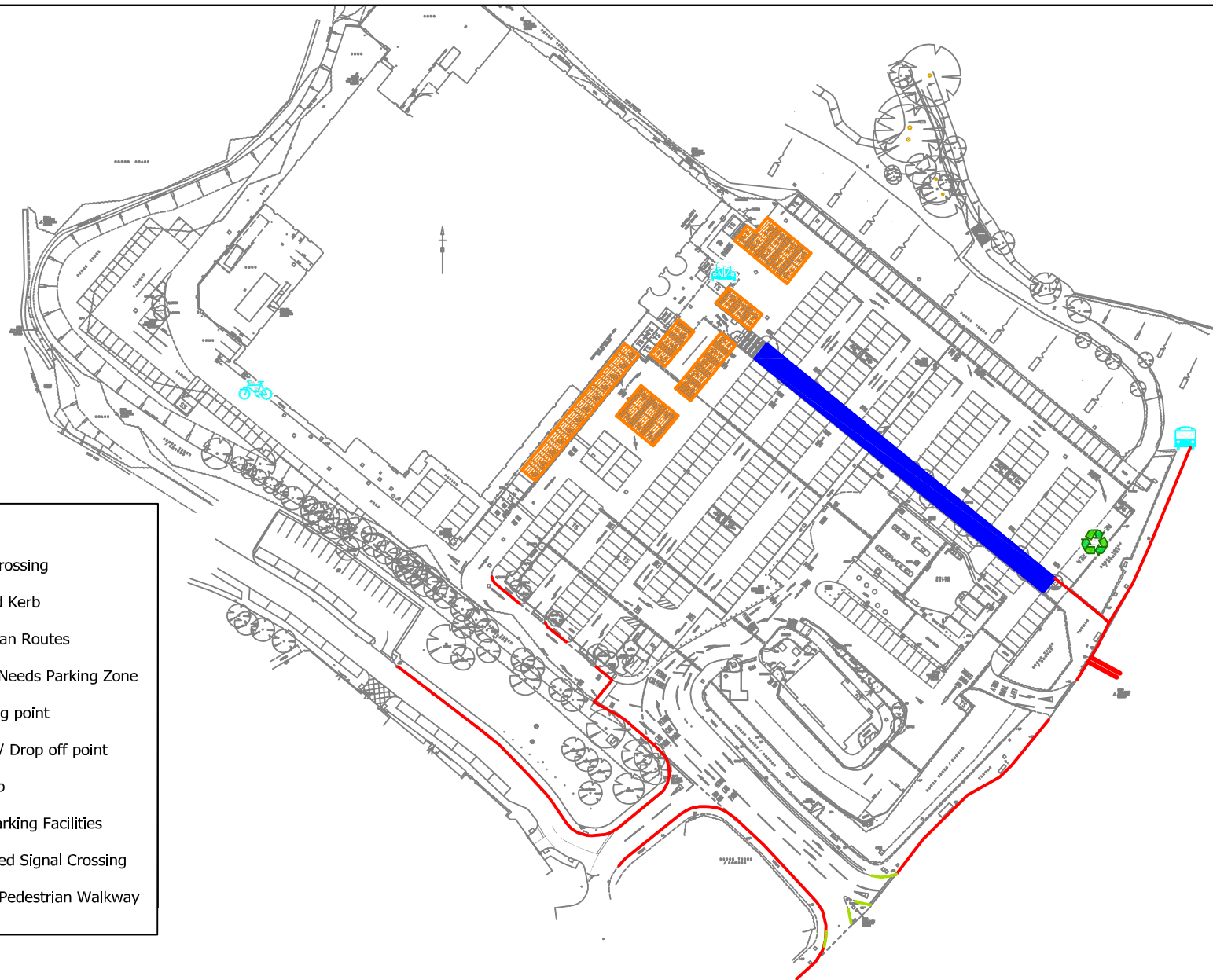
Q9- Would you consider using public transport to travel to work

Yes	No	Already use public transport
☐	☐	☐

If you have answered **NO** to questions 7, 8, or 9 can you please state the reasons why in the section below

Thank you for taking part in this survey.

APPENDIX C: Site Context Plan



KEY

-  Zebra Crossing
-  Dropped Kerb
-  Pedestrian Routes
-  Special Needs Parking Zone
-  Recycling point
-  Pick up / Drop off point
-  Bus Stop
-  Cycle Parking Facilities
-  Controlled Signal Crossing
-  Central Pedestrian Walkway

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client

ASDA SUPERMARKETS LTD

project

TRAVEL PLAN
BARNLEY

title

SITE CONTEXT PLAN

scale

NOT TO SCALE

date

MARCH 2009

drawn by

BR

checked by

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cad file

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