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Wentworth Way Industrial Estate Tankersley, Barnsley

Travel Plan

Final Report for:



July 2024

Cora IHT Ltd
Adamson House
Towers Business Park
Wilmslow Road
Manchester
M20 2YY

Tel: 0161 209 3524
Email: manchester@coraiht.com

Cora IHT Registered in England No 10321930

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APPENDIX B – PROPOSED ACCESS ARRANGEMENT

APPENDIX A –PROPOSED SITE LAYOUT

APPENDIX D – SUSGO OVERVIEW

1.0 INTRODUCTION

1.1 Overview

- 1.1.1 Cora IHT has been instructed by Heatons Planning to prepare a Travel Plan [TP] to support proposals for a new staff car park access and additional car parking at the Company Shop Group site located off the Wentworth Way Industrial Estate in Tankersley.
- 1.1.2 The grid reference for the site is SK 33695 99712 (SK336997) and nearest postcode is S75 3DH.
- 1.1.3 The site location is illustrated in **Figure 1.1**.

Figure 1.1: Site Location



1.2 Developer Commitment

- 1.2.1 The Company Shop Group recognise the importance of reducing the potential negative transport related impacts of the proposed development and the need to provide for, and encourage, a range of sustainable travel options as an alternative to car use.
- 1.2.2 The Company Shop Group have been involved in the development of this travel plan. To this end, in partnership with the Council, local public transport operators and other relevant stakeholders, the occupiers are committed to implementing the measures contained within this travel plan to provide staff, visitors and visitors with the facilities and information they require in order for them to make sustainable travel choices.

1.3 Scope

- 1.3.1 Following this introductory section:
- Section 2 details the proposed development;
 - Section 3 considers the transport policy context;
 - Section 4 assesses the sustainability of the site;
 - Section 5 describes the package of measures designed to reduce reliance on the private car and encourage the use of alternative modes of transport;
 - Section 6 details how the travel plan will be managed, outlining the role of the Travel Plan Coordinator and other stakeholders;
 - The aims, objectives and targets of the travel plan are provided in section 7; and
 - Section 8 provides the action plan and marketing strategy to support the development and implementation of the travel plan at the site.

2.0 SITE CONTEXT / DEVELOPMENT PROPOSALS

2.1 Site Layout

2.1.1 The site is located off Wentworth Way, at the Wentworth Way Industrial Estate. The developments are found north of the A616 / A61 Westwood Roundabout.

2.1.2 An extract of the existing site layout is shown in **Figure 2.1**. **Appendix A** provides the full drawings.

Figure 2.1: Site Layout



2.1.3 The total parking capacity at the existing site is 140 with an addition 10 HGV loading bays, this is categorised by the following:

- 131 Ordinary Spaces;
- 2 EV Charging Spaces; and
- 7 Disabled Spaces.

2.2 Proposed Development

- 2.2.1 The site currently experiences car parking issues with overspill car parking along Wentworth Way during shift change times which can equate to 50 cars. In addition to this there are issues with HGVs queuing back from the access onto Wentworth Way.
- 2.2.2 The proposals are for the provision of a new staff car park access with an additional 50 car park located adjacent to the offices and canteen building. An 800kva substation is also being proposed whilst the main HGV access is to be widened and improved.
- 2.2.3 The proposals are to mitigate the existing problems at the site in order to improve pedestrian and highway safety.
- 2.2.4 The new car park access is to include a 6m access with 6m radii on both sides and visibility splays of 2.4m x 43m in accordance with the 30mph Wentworth way speed limit.
- 2.2.5 The widening of the main HGV access is to provide additional HGV layover space with the introduction of an additional entry lane to the site barriers.
- 2.2.6 **Figure 2.2** provides an extract of the proposed site access arrangement, whilst **Appendix B** provides the full plan.
- 2.2.7 **Figure 2.3** illustrates the proposed site plan. **Appendix C** provides the full drawing.

Figure 2.2: Proposed Access Arrangements

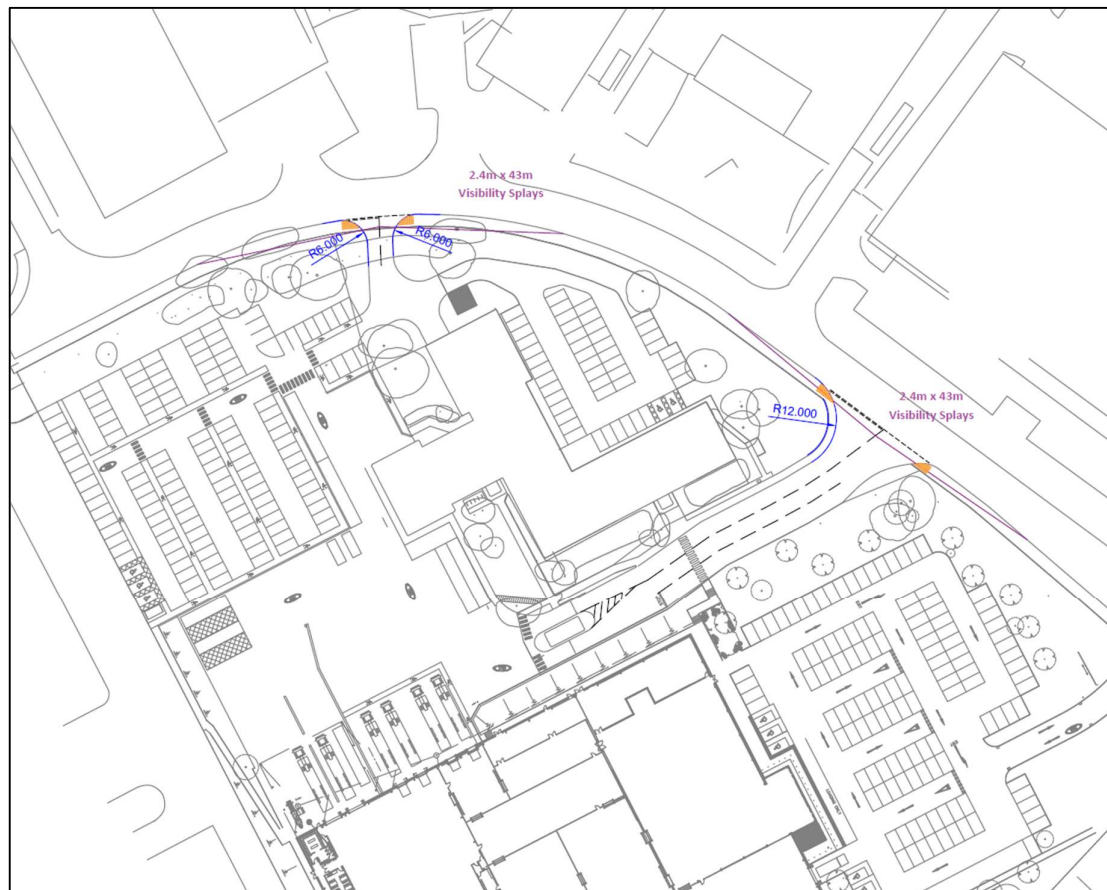
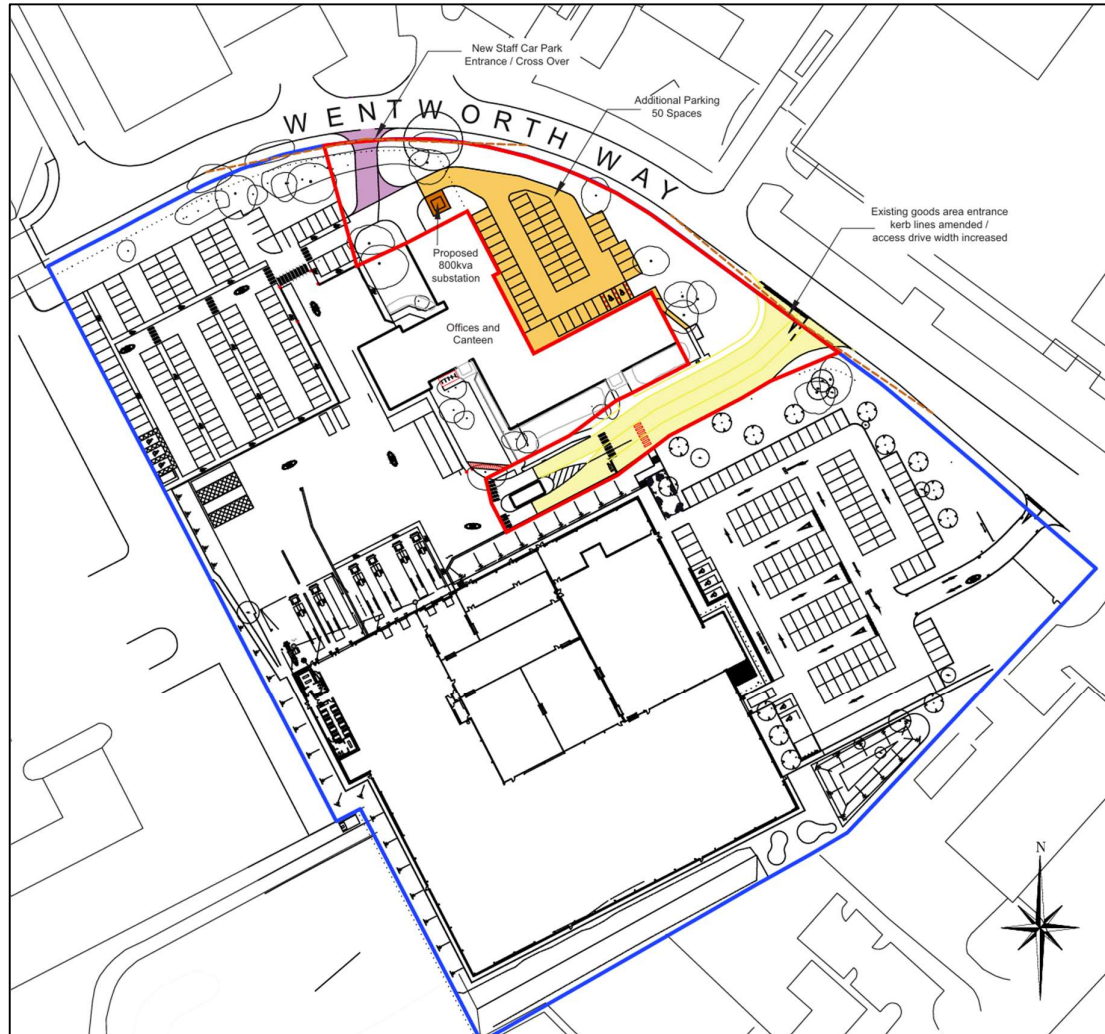


Figure 2.3: Proposed Site Plan



3.0 TRANSPORT POLICY AND ACCESSIBILITY

3.1 Preamble

- 3.1.1 In order to assess the proposals and develop a transport access strategy for the proposed development, it is necessary to review both local and national transport planning guidance. This section outlines the relevant guidance in respect of the proposed development.

3.2 The Transport Decarbonisation Plan – March 2020

- 3.2.1 The Government is developing an ambitious plan to accelerate the decarbonisation of transport. The Transport Decarbonisation Plan (TDP) sets out in detail what government, business and society will need to do to deliver the significant emissions reduction needed across all modes of transport, putting us on a pathway to achieving carbon budgets and net zero emissions across every single mode of transport by 2050.

3.1 National Planning Policy Framework [NPPF] 2023

- 3.1.1 The National Planning Policy Framework was updated on 5 September 2023 and sets out the government's planning policies for England and how these are expected to be applied.

- 3.1.2 Paragraph 104 state:

- 3.1.3 Transport issues should be considered from the earliest stages of plan-making and development proposals, so that:

- a) the potential impacts of development on transport networks can be addressed;
- b) opportunities from existing or proposed transport infrastructure, and changing transport technology and usage, are realised – for example in relation to the scale, location or density of development that can be accommodated;
- c) opportunities to promote walking, cycling and public transport use are identified and pursued;
- d) the environmental impacts of traffic and transport infrastructure can be identified, assessed and taken into account – including appropriate opportunities for avoiding and mitigating any adverse effects, and for net environmental gains; and
- e) patterns of movement, streets, parking and other transport considerations are integral to the design of schemes, and contribute to making high quality places.

- 3.1.4 Paragraph 105 state:

The planning system should actively manage patterns of growth in support of these objectives. Significant development should be focused on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes. This can help to reduce congestion and emissions, and improve air quality and public health. However, opportunities to maximise sustainable transport solutions will vary between urban and rural areas, and this should be taken into account in both plan-making and decision-making.

3.1.5 Paragraph 115 states that:

Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe. Within this context, applications for development should:

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

3.2 Travel Plans, Transport Assessments and Statements in Decision-Taking

- 3.2.1 In March 2014, the Department for Communities and Local Government [DCLG] in conjunction with the Department for Transport [DfT] released advice on when transport assessments and transport statements are required and what they should contain, which is intended to assist stakeholders in determining whether an assessment may be required. If an assessment is required, the level and scope of that assessment is set out within the document.
- 3.2.2 The advice reflects current Government policy, promoting a shift from the ‘predict and provide’ approach to transport planning to one more focused on sustainability. The document focuses on encouraging environmental sustainability, managing the existing network and mitigating the residual impacts of traffic from the development proposals.

4.0 SUSTAINABLE ACCESSIBILITY

4.1 Introduction

- 4.1.1 The purpose of this section is to outline the accessibility of the site by sustainable modes of transport, including on foot, by bicycle and using public transport. By identifying the accessibility of the site by sustainable modes of transport, appropriate travel plan measures can be identified to promote travel by these modes.
- 4.1.2 A survey outlining the different shift numbers and travel mode patterns of staff at the Company Group Shop site was undertaken independently on Thursday 2nd May 2024.
- 4.1.3 The sustainable accessibility of the proposed development by a range of transport modes has been considered in line with the Local Transport Plan and NPPF. To assist in the assessment of accessibility of the developments, the staff numbers on site and their method of travel to work taken from the surveys are summarised in **Table 4.1**.

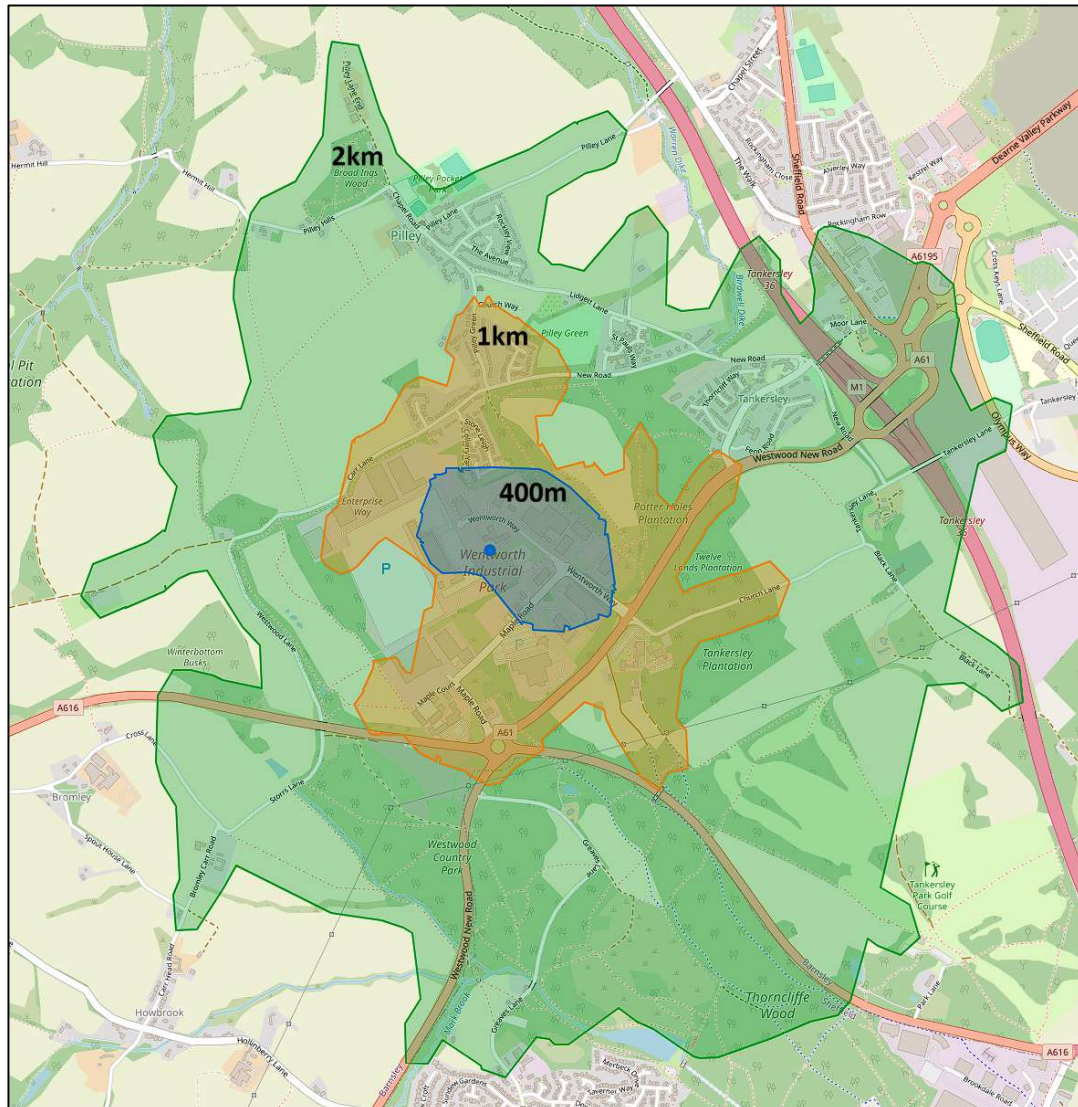
Table 4.1: Staff Numbers & Method of Travel to Work

	Total Heads	Travel Mode							
		Car/Van	Car Share	Motorbike	Public Transport	Taxi	Walk	Cycle	Lift
<i>Ops AM Shift 6am - 2.30pm</i>	75	44	18	4	4	1	0	4	0
<i>Ops PM Shift 2.30pm - 10pm</i>	35	21	8	1	4	0	0	1	0
<i>Ops Night Shift 9.45pm - 6.15am</i>	23	18	2	1	0	1	0	0	1
<i>Store AM shift 6am - 2.30pm</i>	34	28	4	0	0	0	1	0	1
<i>Store PM shift 1.30pm - 10pm</i>	9	7	1	0	0	0	0	0	1
<i>Store Night Shift 10pm - 6am</i>	8	6	0	0	0	1	1	0	0
<i>Office and Café 8.30am - 5pm</i>	43	37	1	0	0	1	2	1	1
<i>Visitors & Contractors 8.30am - 5pm</i>	13	9	4	0	0	0	0	0	0
Total	240	170	38	6	8	4	4	6	4

4.2 Accessibility on Foot

- 4.2.1 Walking is the most important mode of travel at the local level and offers the greatest potential to replace short car trips. The guidance on the preferred maximum walking distances to amenities is given in the Chartered Institution of Highways and Transportation [CIHT] document "Providing for Journeys on Foot" (2000).
- 4.2.2 Manual for Streets [MfS] emphasises this advice, using the principle that walking offers the greatest potential to replace short car trips, particularly those under 2km.
- 4.2.3 **Figure 4.1** provides an extract of the indicative walk catchment plan.

Figure 4.1: Walk Catchment Plan (2km)

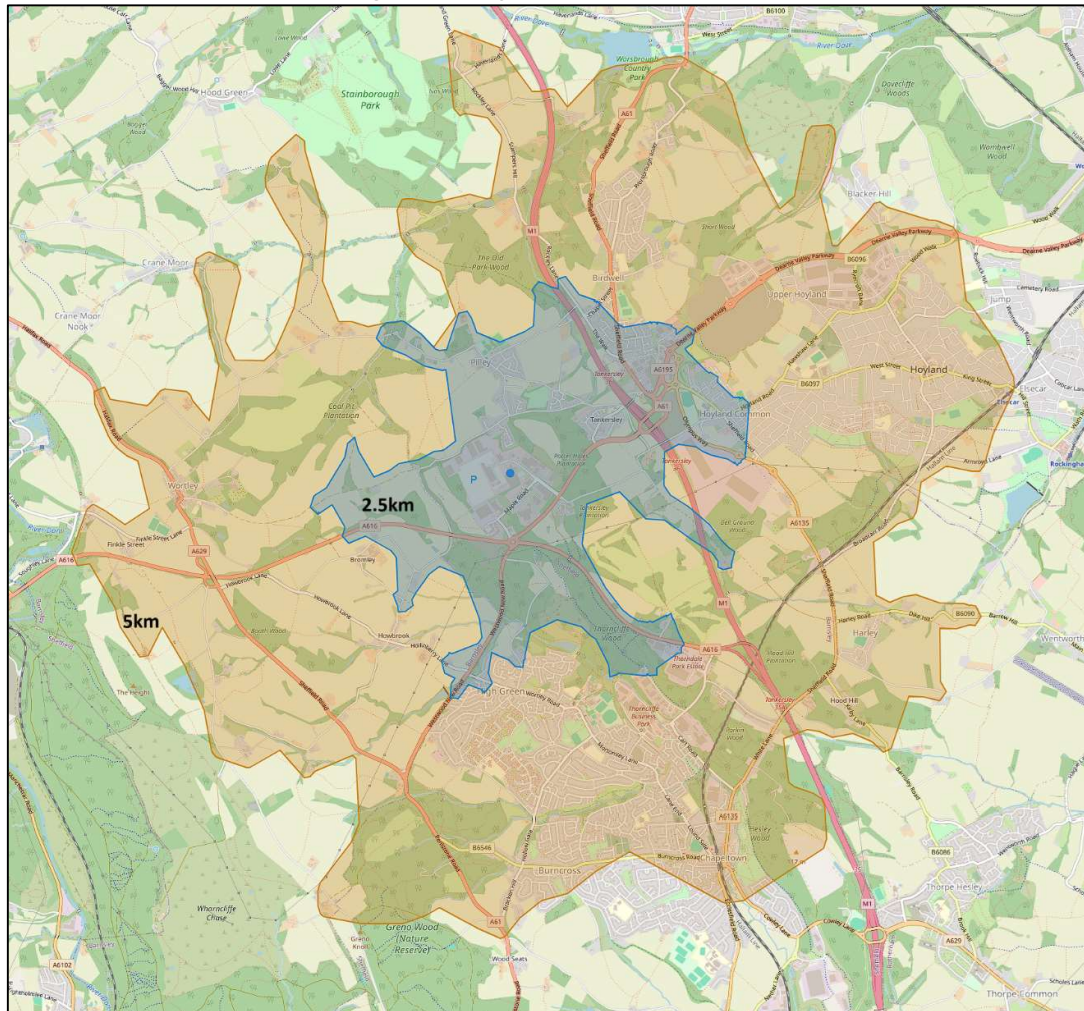


- 4.2.4 Wentworth Way within the vicinity of the site is circa 10.5m in width with street lighting and footways on both sides of the road. The industrial estate accommodates pedestrians with footways running through the majority of the estate.

4.3 Accessibility by Cycle

- 4.3.1 It is widely recognised that cycling can act as a substitute for short car journeys, particularly those up to 5km in length. **Figure 4.2** provides an extract of the indicative cycle catchment plan.

Figure 4.2: Cycle Catchment (5km)



- 4.3.2 The map above illustrates that several boroughs within Barnsley are within cycling distance of the developments, such as Hoyland Common, High Green and Chapeltown. Additionally, it enables potential employees living within the area to travel to the site by bicycle.
- 4.3.3 National Route 67 of the National Cycle Network runs nearby the site and can be accessed via the Church Lane just to the east of the site. National Route 67 runs from Long Whatton near Loughborough to join National Route 71 near Northallerton in Yorkshire.

Figure 4.3: Cycle Route Map



4.3.4 **Figure 4.3** illustrates the traffic-free cycle route within the vicinity of the development site.

4.3.5 The topography of the roads in the vicinity of the site also allows ease of access for cyclists. This should encourage cyclists to travel along the local highway network, providing connections from the site to the wider area.

4.4 Accessibility by Public Transport

4.4.1 The proposed site is served by public transport with bus stops located circa 400m away from the developments.

4.4.2 **Table 4.1** below shows the relevant information for the bus services in the area.

Table 4.1: Bus Service Information

<i>Bus Service</i>	<i>Route</i>	<i>Monday - Saturday (Frequency)</i>	<i>Sunday (Frequency)</i>
67a / b / c	<i>Barnsley Town Centre – Wombwell Station Road / Tankersley Maple Road</i>	<i>1 every 2 hours</i>	<i>1 every 2 hours</i>
72	<i>Chapelton Lound Side – Swinton Interchange</i>	<i>1 per hour</i>	<i>N/A</i>
201	<i>Chapelton - Stocksbridge</i>	<i>1 per hour</i>	<i>N/A</i>

4.5 Conclusions

4.5.1 In summary, the proposed development site is located in an accessible location enabling employees and visitors to make use of the existing public transport links, pedestrian facilities and cycle routes.

5.0 TRAVEL PLAN MEASURES

5.1 Preamble

- 5.1.1 An important aspect of a successful travel plan is the allocation of sufficient resources to enable initiatives to be implemented and sustainable travel to be promoted at the site.
- 5.1.2 The aim of travel plan initiatives is to maximise the accessibility of the proposed development site by alternative modes of transport to the private car. It is worthy of note that the location of the site and the current provision for walking, cycling and public transport on the adjacent highway network is considered to be conducive to encouraging travel by non-car modes of transport.
- 5.1.3 The travel plan initiatives outlined within this section may benefit staff and visitors to the dealership by facilitating sustainable travel choices, resulting in the following:
- Cost savings associated with travelling on foot, cycling, using public transport or car sharing (when compared with single occupancy car use);
 - Health benefits from increased levels of walking and cycling, and fewer vehicular emissions in the immediate vicinity of the site; and
 - A pedestrian / cycle friendly environment.
- 5.1.4 A combination of 'carrots' (those initiatives which encourage travel by non-car modes of transport) and 'sticks' (initiatives which discourage travel by car) will be implemented at the site to encourage travel by sustainable modes. 'Carrots' will be implemented before 'sticks' to ensure that support is gained from staff for the travel plan; any 'sticks' will be implemented later.
- 5.1.5 This section provides a summary of the key initiatives contained within this travel plan. The initiatives reflect previous experience of workplace travel plans, along with national government guidelines.

5.2 Marketing and Promotion

- 5.2.1 From the outset, sustainable travel will be promoted to staff. The travel plan will be launched as soon as possible after occupation of the site and will be continually marketed through the provision of travel information, leaflets and communication sessions.
- The travel plan and the reasons for implementing it will be communicated to ensure that all staff are provided with information on the alternatives to car travel before they establish car-based travel habits.
- 5.2.2 The following section describes the marketing tools and initiatives that may be used to convey the commitment of the developer to providing alternative travel choices. It is important that there is a central source of information for all queries relating to sustainable travel for staff at the site. The Travel Plan Coordinator is considered the most appropriate person to communicate the aims and objectives of the travel plan to staff.

5.2.3 Travel notice boards will be set up in the staff communal areas, which will include:

- Public transport, pedestrian and cycle route maps and information on car sharing;
- Information and contact details of local taxi services;
- List of internet websites on sustainable transport and journey planning; and
- Contact details for the Travel Plan Coordinator.

5.2.4 All staff will be provided with a 'sustainable travel information pack' (welcome pack), which will include details of the public transport, walking and cycling routes surrounding the site.

5.2.5 In order to integrate the travel plan with the wider sustainable travel agenda, the welcome pack will be used to promote national and international initiatives such as 'Bike Week', 'In Town Without My Car' and 'Walk to School Week'. The Travel Plan Coordinator will be encouraged to organise social events which incorporate such initiatives, for example an organised cycle ride.

5.2.6 The Travel Plan Coordinator will also provide staff with information regarding the travel plan and specific initiatives contained within it, and will be the main point of contact for all travel-related queries. This will include information on journeys by public transport, cycling and on foot between the development site and local amenities, including various retail outlets.

5.2.7 A personalised travel planning service will be made available to staff on request. This service enables the Travel Plan Coordinator to plan individual journeys for recipients, and provide them with the relevant information and advice (e.g. timetable information) to enable them to undertake their journey.

5.3 Initiatives to Promote Car Sharing and Electric Vehicles

5.3.1 It is likely that a proportion of staff will live in close proximity to each other and, as such, would be making trips to and from common residential areas. As such, there is potential for these individuals to share their car journey with a fellow member of staff.

5.3.2 The Liftshare / GoCarShare / BlaBlaCar car sharing services will be promoted to all staff and employees.

5.3.3 The dealership actively encourages all employees to car share where possible, where the provision of parking priority spaces for car sharers will be investigated.

5.3.4 Following completion of the travel surveys, the viability of providing an electric vehicle charging point at the site will be investigated. If viable, a charging point will be provided in the car park and will be accessible for both staff and visitors.

5.3.5 Should it not be viable to provide a dedicated electric vehicle charging point within the site, the charging points close to the site will be promoted to staff.

5.4 Initiatives to Promote Travel by Public Transport

5.4.1 Information on the bus and rail timetables and services available which can be accessed by staff will be provided within the welcome pack and on the notice board. This will include details and links to online journey planning websites such as TraveLine.

5.4.2 The Travel Plan Coordinator will enter into discussions with public transport operators to investigate the possibility of providing additional discounted public transport tickets to staff.

Should these be secured, they will be distributed and publicised to staff through the welcome packs to encourage staff to make use of these services.

5.5 Initiatives to Promote Walking

- 5.5.1 The welcome pack will include a map identifying the pedestrian friendly routes surrounding the site, in order to ensure that staff are aware of the facilities available to them. These maps will be secured through the Council, if possible.
- 5.5.2 Details of national events, such as Walk to Work Week will be promoted at the site and staff will be encouraged to participate. These events will be promoted on the notice board and within the welcome packs.
- 5.5.3 Details of local walking shops will also be provided to staff. The Travel Plan Coordinator will enter into discussions with these retailers to investigate the potential to provide discounts for staff at these stores. If secured, these details will be provided to staff via the Travel Plan Coordinator.

5.6 Initiatives to Promote Cycling

- 5.6.1 The welcome pack will include information on the cycle routes available between the dealership and common destinations, including local amenities and residential areas. Copies of local cycling maps will be provided within the welcome packs and on the notice boards.
- 5.6.2 Details of local cycling shops will be provided to staff at the site using the travel notice board and within the welcome packs. The Travel Plan Coordinator will also enter into discussions with local cycling retailers to investigate the potential to provide discounts to staff. If secured, details of these discounts will be provided to staff via the welcome pack and notice board.
- 5.6.3 If feasible, consultation with the local authority on the state of the local cycling network and any potential improvements within the vicinity of the developments will take place.

5.7 Initiatives to Promote Sustainable Travel by Visitors

- 5.7.1 In addition to staff travel, visitors will also be encouraged to travel to the site by sustainable modes where company's website will include travel information on how to get to the site by sustainable modes.
- 5.7.2 Customers will also be encouraged to sign up to www.susgo.co.uk which would assist their sustainable travel options. Susgo will be promoted within the company's website and notice boards/travel information system provided within the development for visitors to view. **Appendix D** provides an overview of Susgo.
- 5.7.3 Staff will directly advise visitors of their travel options when making appointments to visit the site and encourage their travel by sustainable modes where possible.
- 5.7.4 Visitor travel surveys will be carried out in line with staff surveys. These can be done using the SUSGO app or manual spot surveys accordingly.
- 5.7.5 The promotion of public transport will be done by way of offering refunds on travel tickets to and from the site for visitors.

6.0 TRAVEL PLAN MANAGEMENT

6.1 Overview

- 6.1.1 Key to the success of the travel plan is the recognition from the outset of the roles and responsibilities of those who may be involved, particularly the site's Travel Plan Coordinator, the Council's Travel Planning Team and other sustainable travel groups. This section outlines the roles and responsibilities of key individuals and stakeholders who will manage the travel plan.

6.2 Travel Plan Coordinator

- 6.2.1 The responsibility for managing and implementing the travel plan lies with the Travel Plan Coordinator. The contact details for the Travel Plan Coordinator are will be released once appointed. In the meantime, any enquiries regarding the Travel Plan can be made to:

Toan Chau

Cora IHT

Adamson House

Towers Business Park

Wilmslow Road

Manchester

M20 2YY

Email: toan.chau@coraiht.com

Mobile: 07817 694035

- 6.2.2 The Travel Plan coordinator will work in partnership with the council and any relevant stakeholders to ensure the effective delivery of the travel plan.
- 6.2.3 The role and responsibilities of the Travel Plan Coordinator will include:
- To implement and promote various travel plan initiatives at the site to promote sustainable travel;
 - To promote the travel plan to staff and visitors;
 - To provide a point of contact for the Local Authority, steering group and any other stakeholders on any issues relating to the travel plan;
 - To monitor the success of the travel plan initiatives, including undertaking and analysing travel surveys; and
 - To review the travel plan's success and prepare action plans.
- 6.2.4 The Travel Plan Coordinator will be in place six months prior to the occupation of the site, and will remain in place for a minimum period of 5 years.
- 6.2.5 At this stage, the resource requirements for the Travel Plan Coordinator are unknown. As such, in the first instance, the Travel Plan Coordinator's role has been incorporated into the responsibilities of one of the members of staff based at the site. However, this will be reviewed on an annual basis and, if considered necessary, the role will be developed into a dedicated, full-

time role. Any changes to the Travel Plan Coordinator's role will be communicated to the Local Authority.

6.3 Stakeholder Engagement

- 6.3.1 Stakeholders including the Council's Travel Planning Team and local transport operators play an important role in the successful implementation of the travel plan at the site. The Council's Travel Planning Team will be kept up-to-date with the progress of the travel plan through the annual monitoring reports. The Travel Plan Team will also be approached when appropriate to gain advice and support on the implementation of specific travel plan initiatives at the site.
- 6.3.2 The Travel Plan Coordinator will also engage with local transport operators to secure timetable information and details of any special offers and discounts available. The Travel Plan Coordinator will draw up a list of potential stakeholders as part of the initial phases of the travel plan's development.

6.4 SusGo Travel Tool

- 6.4.1 SusGo is an electronic travel planning tool which assists:
- Councils to monitor travel plans.
 - Travel Plan Coordinators (TPC) to promote sustainable travel.
 - Individuals to have the ability to readily have access to sustainable travel mode choices.
- 6.4.2 The key features of the tool are as follows:
- Automatically sets up car share scheme within work group.
 - Initiating travel surveys for repeated and manual schedules.
 - Communicating events and special offers relating to sustainable transport i.e. free buses, cycle weeks, walk to school / work days, discount taxi rides, etc.
 - Automated travel to work information using live google mapping to create real time travel options for all journeys. These include walk routes, cycle routes, bus times, car share availability.
 - Personalised staff travelling planning including live journey tracking to promote sustainable travel on the go.
 - Electric charging point locator.
 - Production of summarised reports for Council monitoring.
- 6.4.3 The Susgo Travel Tool application can electronically replace the Welcome Pack which companies need to provide to their staff with both a web facility and mobile app.
- 6.4.4 The Company Shop Group will consider the Susgo Travel Tool so that all travel plan measures, monitoring and review are conducted via Susgo. Alternatively, the following sections describes the manual method to encourage sustainable.

7.0 AIMS, OBJECTIVES AND TARGETS

7.1 Overview

- 7.1.1 A travel plan is a long-term strategy for a site to reduce the dependence of staff and visitors on travel by private car. Aims, objectives and targets are required to provide a focus for the travel plan and to enable its success to be measured and monitored. The purpose of this section is therefore to outline the aims, objectives and targets for this travel plan.

7.2 Travel Plan Aim

- 7.2.1 The aim provides the overarching focus and end goal for the travel plan. The aim enables the overall success of the travel plan to be assessed and, as such, all travel plan initiatives should contribute to achieving the travel plan aim.
- 7.2.2 The overall aim of this travel plan is:
- To achieve a reduction in the number of single occupancy vehicle journeys to the site.
- 7.2.3 This will be achieved by maximizing the accessibility of the proposed development site by alternatives modes of transport to the private car and by implementing a range of travel plan initiatives.

7.3 Travel Plan Objectives

- 7.3.1 Objectives provide an overview of what the travel plan is trying to achieve. Each of the objectives outlined should contribute towards the travel plan's aim, whilst travel plan targets should help achieve the objectives of the travel plan.
- 7.3.2 As this stage, it is not possible to derive specific objectives for staff at the site which relate to its day-to-day operation, given the number of unknowns. Notwithstanding, the following generic objectives have been identified which are intended to achieve current Government and local policies in respect to transport:
- Reduce reliance on single occupancy car journeys;
 - Promote alternative modes of travel to the car;
 - Advocate means of travel that are beneficial to the health of those working on or visiting the site;
 - Minimise car travel in the area surrounding the site, therefore cutting down on associated costs (environmental, financial, health etc.); and
 - Contain car parking demand.
- 7.3.3 Travel plan guidance recognizes that one or more of the above objectives may carry more weight than others, based on the individual characteristics of the site. As such, the relative importance of each of these objectives will be reviewed as part of the development of the full travel plan at the site.

7.4 Travel Plan Targets

7.4.1 Specific targets will be set for the site using the results of the initial travel survey, which will provide the baseline travel behaviour of staff. The results of the survey will allow mode share targets to be established. A summary of the findings of the initial travel survey will be available within three months of completion of the survey.

7.4.2 Targets should reflect the size and nature of the development, along with the existing sustainable transport infrastructure available close to the site. This information is provided earlier within this report, in sections 2 and 4.

7.4.3 Travel plan guidance recommends that 'SMART' targets are set, that are:

- Specific;
- Measurable;
- Achievable;
- Realistic; and
- Time-bound.

7.4.4 Initial modal split targets will be with the council and The Company Shop Group, in line with the staff surveys undertaken in **Table 7.1** below.

Table 7.1: Staff Numbers & Method of Travel to Work

	Total Heads	Travel Mode							
		Car/Van	Car Share	Motorbike	Public Transport	Taxi	Walk	Cycle	Lift
Ops AM Shift 6am - 2.30pm	75	44	18	4	4	1	0	4	0
Ops PM Shift 2.30pm - 10pm	35	21	8	1	4	0	0	1	0
Ops Night Shift 9.45pm - 6.15am	23	18	2	1	0	1	0	0	1
Store AM shift 6am - 2.30pm	34	28	4	0	0	0	1	0	1
Store PM shift 1.30pm - 10pm	9	7	1	0	0	0	0	0	1
Store Night Shift 10pm - 6am	8	6	0	0	0	1	1	0	0
Office and Café 8.30am - 5pm	43	37	1	0	0	1	2	1	1
Visitors & Contractors 8.30am - 5pm	13	9	4	0	0	0	0	0	0
Total	240	170	38	6	8	4	4	6	4

7.4.5 A travel plan is not a one-off event but is a dynamic process that should evolve and develop over time. The success of the measures undertaken to change travel habits will be subject to a continuous and on-going process of monitoring and review, the outcomes of which will be reflected in the development and implementation of the travel plan.

7.4.6 Once the results of the travel survey are known, accurate targets can be set for the travel plan. These targets will be agreed with the Council as part of the full travel plan's development.

7.4.7 At this stage an initial target has been set to ensure that there is a commitment to achieve a 10% reduction in the number of single occupancy car trips to and from the site.

7.4.8 A travel plan is not a one-off event but is a dynamic process that should evolve and develop over time. The success of the measures undertaken to change travel habits will be subject to a continuous and on-going process of monitoring and review, the outcomes of which will be reflected in the development and implementation of the travel plan.

7.4.9 Following completion of the initial survey, indicative targets will be replaced with ones that are site-specific and encourage (rather than discourage) those responsible for trying to achieve these targets.

7.5 Monitoring

7.5.1 Travel surveys will be carried out with all staff on an annual basis for a minimum of 5 years. Further details of the travel survey are provided below.

7.5.2 The findings of these travel surveys may be supplemented by observation surveys, which will be used to establish the use of parking facilities and traffic counts at the site entrances. These surveys may be carried out by an independent survey company to ensure that compatible and accurate data is gathered relating to travel to and from the site.

7.5.3 All survey data will be submitted to the Council within 3 months of the surveys being completed for comparison against the agreed targets. Following completion and analysis of the surveys, a monitoring report will be submitted to the Council identifying whether the agreed targets have been met. If they haven't, the monitoring report will strive to identify the actions and additional travel plan initiatives which will be implemented to rectify this situation.

7.5.4 The reports will also review the progress that has been made in implementing the travel plan measures over the preceding twelve-month period. Any progress made will be reported to the Council's Travel Plan Team and public transport operators where applicable.

7.5.5 The travel plan will then be reviewed and any further actions identified to progress and, if necessary, improve the action plan to meet the objectives and targets.

7.6 Travel Surveys

7.6.1 Having completed the initial survey, repeat annual travel surveys will be carried out with staff at the same time of year as the initial survey for a minimum of five years. These will aim to gather information on any changes in mode choice since the previous survey was undertaken and the reason(s) for these changes.

7.6.2 All staff will be invited to participate in the annual snapshot travel survey to identify the progress made since the previous survey and to determine what actions (if any) are necessary to ensure the travel plan targets are met.

7.6.3 To encourage participation in future year's surveys, it may be necessary to offer an incentive such as a prize draw to win shopping vouchers. Details of the prize draw will be provided to all staff to encourage participation in the survey.

8.0 TRAVEL ACTION PLAN AND MARKETING STRATEGY

8.1 Travel Plan Action Plan

- 8.1.1 The travel plan will be developed in partnership with both the Local Planning Authority and any relevant stakeholders. Thereafter, at every annual anniversary following completion of the initial survey, the travel plan will be reviewed in partnership with the Council's Travel Plan Team and an annual action plan prepared and agreed.
- 8.1.2 The action plan will be developed based on the results of the travel survey. The most popular initiatives, as identified through the travel survey, will be implemented first at the site. This will ensure that maximum benefits are achieved, and support is gained for the travel plan.
- 8.1.3 The action plan will contain an annual programme of measures designed to help achieve the travel plan targets for modal share. It will set out the tasks involved, the people responsible and target dates by which the measures will be achieved over the next 12 months. The initial action plan is provided in **Table 8.1**.

8.2 Marketing Strategy

- 8.2.1 Council's Travel Plan Teams are typically able to provide posters, leaflets and timetables for display on notice boards in communal areas. The Travel Plan Coordinator will contact the Council's Travel Plan Team in the first instance to investigate the opportunities to secure this information for use at the site. Should this information not be available, posters and other promotional materials will be developed in-house to promote the travel plan.
- 8.2.2 Staff and visitors will be provided with information on how to access the site using public transport, on foot and by bicycle. Where possible, written materials (e.g. timetables and maps) will be gained from the Council. Promotion of all modes of transport will initially be undertaken through the welcome pack and notice boards.

8.3 Evaluation and Review

- 8.3.1 This travel plan has been prepared in accordance with current guidance and transport policy. The overarching aim of the travel plan is to achieve a reduction in the number of single occupancy vehicle journeys to and from the site through the provision of a package of measures to promote sustainable travel choices and reduce reliance on the car.
- 8.3.2 The monitoring of the travel plan will be used to provide information on people's travel patterns and to identify the measures which would be the most effective in facilitating a reduction in car usage and an increase in the use of public transport, walking and cycling.
- 8.3.3 The travel plan is an active document which will be reviewed on a regular basis to ensure it reflects the current opportunities and local circumstances. The review of the travel plan will take place annually following completion of the travel survey, in conjunction with the Council's Travel Plan Team. A copy of the agreed, revised travel plan and monitoring report will be submitted to the Council.

Table 8.1: Travel Plan Action Plan

Action	Timescale
Implement travel notice boards in communal areas of the site	TBC
Provide car parking in line with the provision outlined in Section Two of this report	TBC
Develop a travel welcome pack	Within 3 months of consent
Undertake a travel survey	Ongoing
Finalise and adopt travel plan	6 months after initial travel survey
Implement travel plan initiatives	On-going, following adoption of the travel plan
Monitor success of travel plan actions and progress towards targets. Amend travel plan, if necessary	On-going, following adoption of the travel plan
Undertake travel surveys and other monitoring activities to measure the success of travel plan and discuss findings with the Council. Review travel plan and amend, if necessary.	On-going, every 12 months following adoption of the travel plan for a minimum of 5 years

Appendices

Appendix A – Existing Site Layout

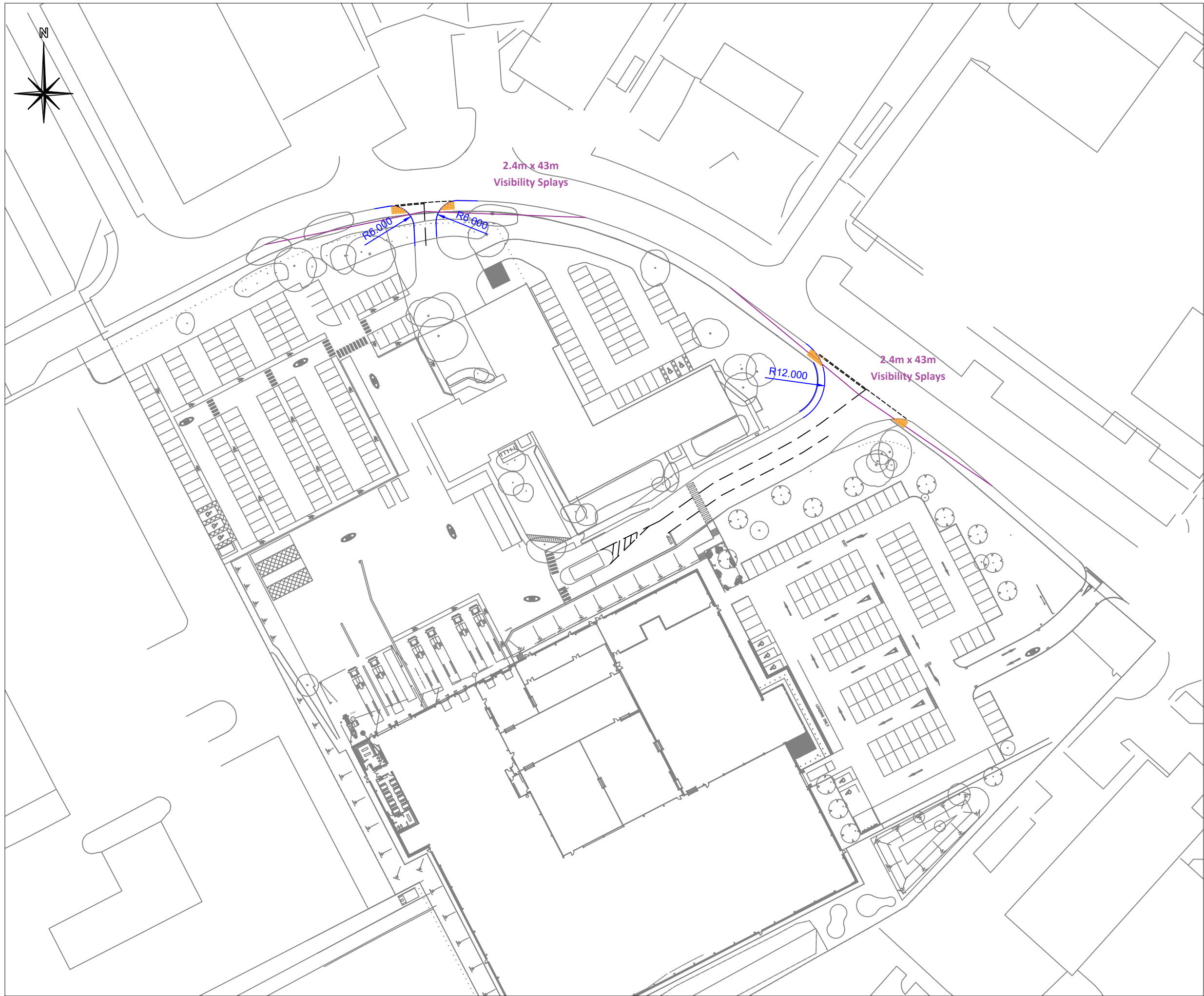


- Application Area
- Other land in control of the applicant
- Existing access roads, hardstanding and parking areas
- Existing grassland and planting
- Existing Buildings

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Biffa		Biffa Waste Services Ltd Poplars Landfill site Lichfield Road Cannock Staffordshire WS11 8NQ Mob: 07834092165 e-mail: michelle.saunders@biffa.co.uk	
PROJECT		Wentworth Way	
LOCATION		Wentworth Way Industrial Estate	
DRAWING TITLE		Existing site Layout	
DRAWING No. D.002		COMPUTER REF. BAB030200	
DRAWN SM		DATE May 24	SCALE(S) 1:1,000@A3

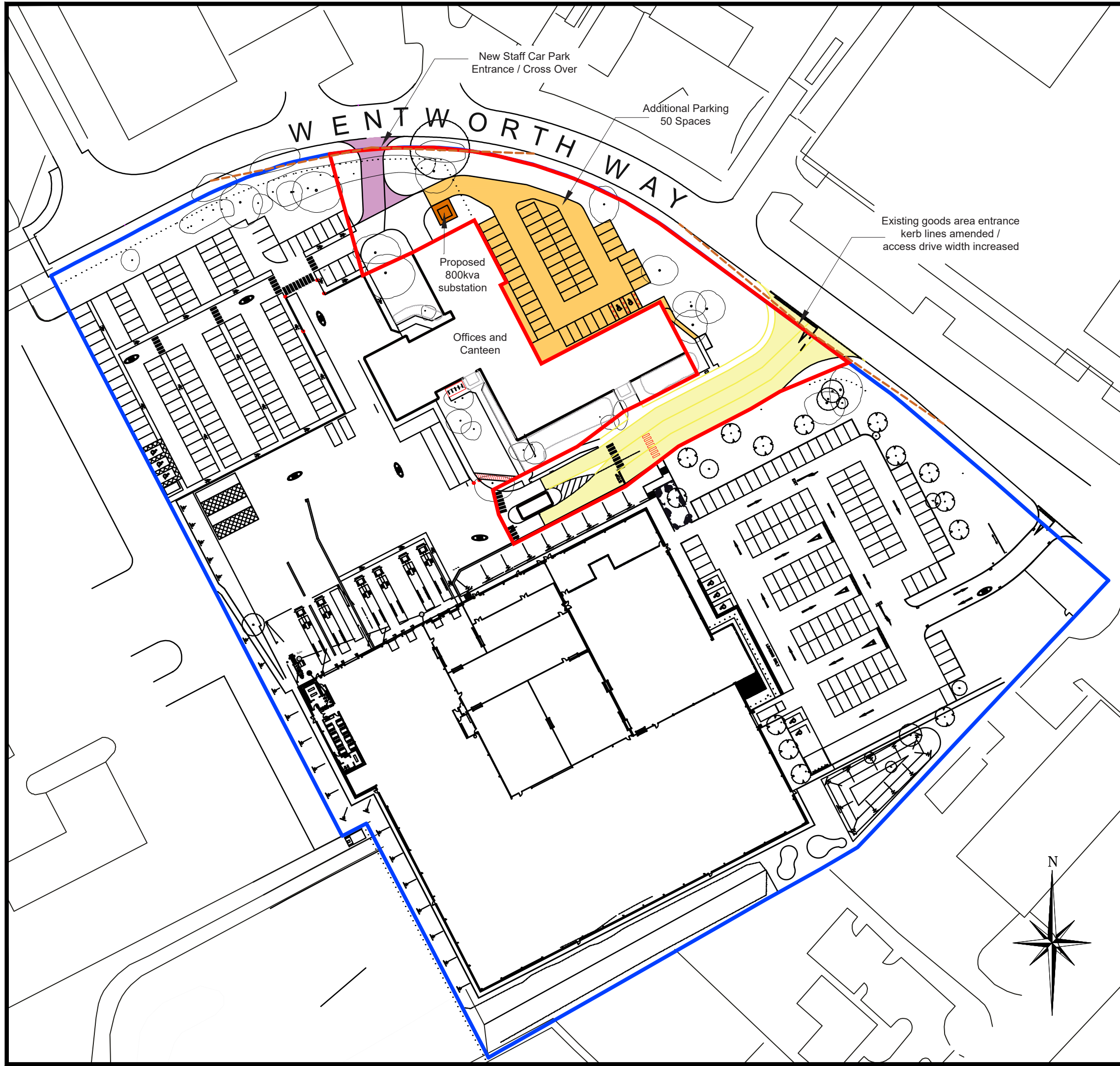
Appendix B – Proposed Access Arrangement



- Notes:**
1. All dimensions are to be checked on site before the commencement of works. Any discrepancies are to be reported to the Architect & Engineer for verification. Figured dimensions only are to be taken from this drawing.
 2. This drawing is to be read in conjunction with all relevant Engineers' and Service Engineers' drawings and specifications. This drawing is copyright.

Rev	Date	Description	Ckd	By
Cora<i>iHt</i> Adamson House, Towers Business Park Wilmslow Road Manchester M20 2YY Tel: 0161 955 4422 Email: manchester@coraiht.com Web: www.coraiht.com				
Client Biffa				
Project Wenworth Way Industrial Estate Tankersley, Barnsley				
Title Proposed Access Arrangement				
Drawing Status				
Job No. 16-2245				
Drawn MC	Checked TC	Scale at A3 1:1000	Date 12/06/24	Issue Date -
Drawing No. 001				-

Appendix C –Proposed Site Layout



- Application Site
- Other land in control of the applicant
- Visibility Splays
- Proposed Service Road
- Proposed Staff Car Park Entrance / Cross Over
- Proposed car parking
- Proposed 800kva substation

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Biffa Biffa Waste Services Ltd Poplars Landfill site Lichfield Road Cannock Staffordshire WS11 8NQ Mob: 07834992155 e-mail michelle.saunders@biffa.co.uk			
PROJECT		Wentworth Way	
LOCATION		Wentworth Way Industrial Estate	
DRAWING TITLE		Proposed Site Layout	
DRAWING No.		D.003	COMPUTER REF. BAB030300
DRAWN	SM	DATE	May 24
		SCALE(S)	1:1,000@A3

Appendix D – SUSGO Overvie



Our Journey to a Sustainable Future



Promote sustainable
actions to protect our
planet and our health.

Shape a sustainable future
for our community.

Are you with us?





Overview

1



Susgo is an interactive travel planning and coordination tool.

What can it do? In a nutshell.

- **Councils** can monitor travel demand and fulfil sustainable travel objectives.
- Provide **businesses** with a single platform to promote sustainable travel and offset carbon emissions.
- Allow **people** to readily gain access to sustainable travel choices and measure their carbon emissions.

It helps us to reduce traffic congestion.



Councils can...

- Recommend the use of it to schools by reducing traffic congestion from car drop off and pick ups.
- Recommend the use of it to all businesses within their local authority.
- Use it to monitor travel plans with real-time data.
- Save time, money and resources with access to real-time reporting.

It helps us all to reach
net zero emissions.



Businesses can...

- Use Susgo to fulfil Travel Plan Coordination Role and discharge Travel Plan conditions.
- Monitor staff travel, carbon emissions, car parking demand and use the inbuilt staff home catchment tool to promote sustainable travel.
- Analyse travel behaviour to optimise sustainable travel benefits.
- Support staff to reduce carbon emission and the overall company carbon footprint.

It helps us all to develop
a healthy lifestyle.



People can...

- Easily plan sustainable journeys with real time information.
- Easily set up car shares with drivers and other passengers from their work place.
- Get access to rewards and discounts for helping to do their bit.
- Improve health, well-being and reduce travel related stress.

How else can it help you?

SUSGO makes your life more simple while helping you improve your local area by reducing emissions.

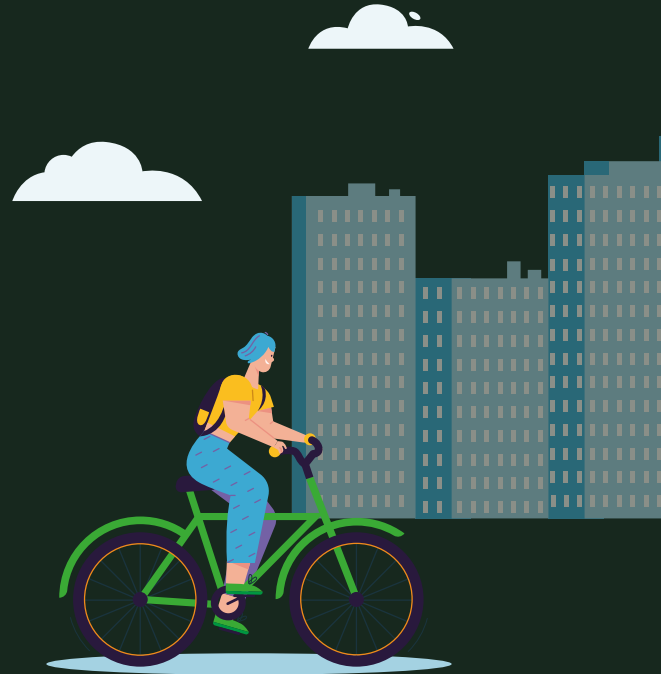
- It streamlines the travel plan process and assists you in effectively monitoring travel plans.
- It provides you with multi-modal trips and carbon emissions data in real-time.
- It helps you to accelerate the decarbonisation of transport.
- It provides you with car parking demands for every single site.
- It helps you tackle traffic congestion and promote sustainable travel locally.
- It helps you achieve targets set for emissions and improves the quality of your local area.
- It provides you with an interactive platform to monitor travel demand for all registered sites including car share usage.
- **It's free for the Council to use when monitoring local travel plans and activity.**



How can it help your area?

SUSGO is so much more than an App, real-time data, tracking and monitoring. It changes other things too.

- When a business signs-up and on-boards all its people to the App it promotes travel by foot, bicycle and public transport.
- Easy access to car sharing means less cars on the local roads and less congestion.
- Less congestion on the roads will help improve air quality.
- Less journeys means reduced fuel usage and money saving.
- Money saving means more disposable income for people in your local area.
- Rewards and discounts are available on sustainable products to help shape shopping habits.
- People can track their carbon footprint which makes them feel better by doing good.





Capabilities

2

Carbon Footprint and Offsetting

- Susgo calculates people's carbon emissions using journey data.
- Susgo provides full data for businesses overall staff travel.
- Susgo offset carbon emissions by funding carbon reduction projects in the UK and across the world.



It's all systems Go

So what's under the bonnet?



Go Car Share

Join and find both drivers or passengers to share with



Go Park

Book your car park space before you set off



Go Navigate

Find the best route and mode of transport in real-time



Go VIP

Book your business travel using sustainable means



Go Green

Carbon offset projects



Go Rewards

Redeem your travel rewards and SUSGO Tokens



Go Shop

Find and buy sustainable products



Go Partners

Explore the people we work closely with

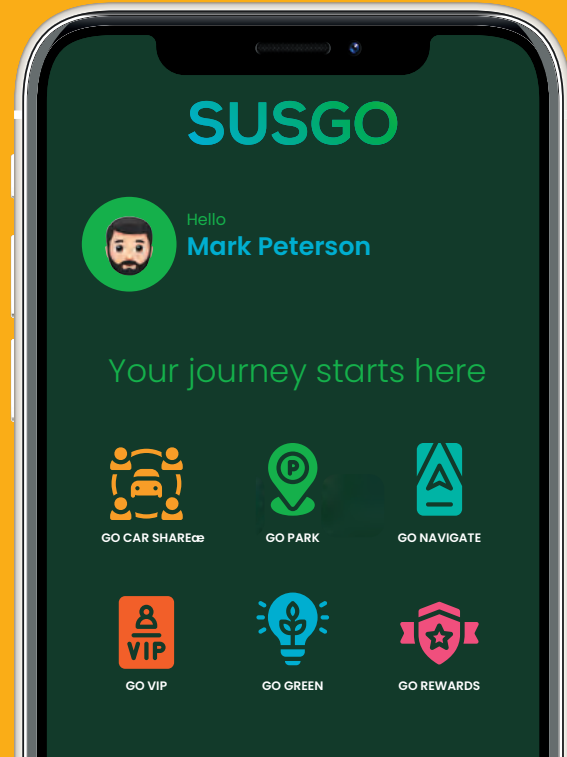


Go Car Share

Allows **councils** to see car sharing data easily and complete reports at any time.

Allows **businesses** to offer priority parking spaces for Car Sharers.

Allows **people** to automatically set up a car share scheme within their work group.





Go Park

Allows **councils** to see the change in behaviour over time and talk to businesses about ways to improve.

Allows **businesses** to see car park usage and create priority parking for certain car types and travel methods.

Allows **people** to access parking spaces at their place of work and book one before setting off.





Go Navigate

Allows **councils** to see popular routes and modes of transport for future planning.

Allows **businesses** to support their people with options to travel to and from work in the most efficient way possible.

Allows **people** to access live Google mapping to create real time travel journeys such as walk routes, cycle routes, bus times and car share availability.





Go VIP

Allows **councils** to encourage business travel providers to move to a sustainable model.

Allows **businesses** to provide their people with access to sustainable business travel.

Allows **people** to have access to business travel that ultimately helps reduce emissions.





Go Green

Allows **Councils** to target net-zero carbon emissions.

Allows **businesses** to offset company carbon emissions and purchase carbon credits.

Allows **people** to offset their carbon footprint and invest in a green sustainable future.



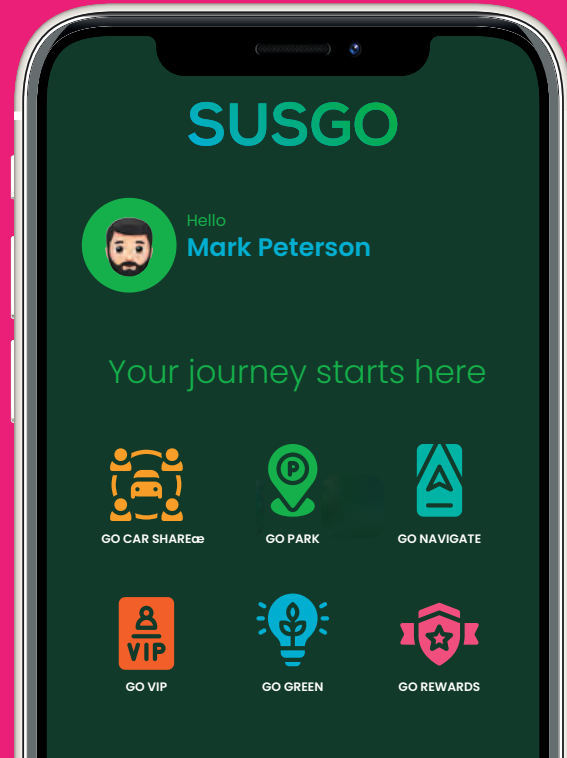


Go Rewards

Allows **councils** to support businesses with local initiatives and national events.

Allows **businesses** to support their people, create a strong culture and reduce their carbon footprint.

Allows **people** to access events and special offers relating to sustainable transport such as free buses, cycle weeks, walk to school/work days and discounted taxi rides.



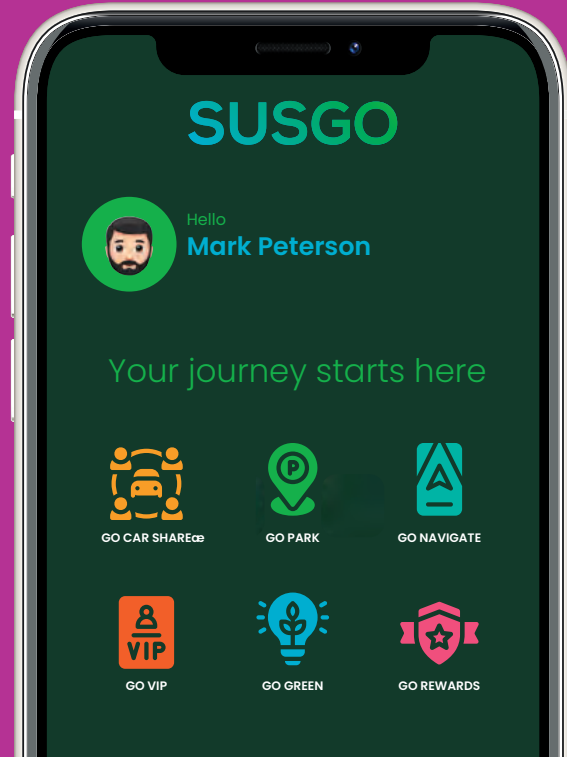


Go Shop

Allows **councils** to encourage local businesses to move to a sustainable model.

Allows **businesses** to provide their staff with access to sustainable products.

Allows **people** to have access to sustainable products and feel better about their purchases.





3

Relationships

Who's on board.

We have some great names.

Let's work together to bring businesses in your local area on the journey to a sustainable future.



MARSHALL



EVERYMAN



küchenhaus



essity

We're on the right path.



Department
for Transport

"The SUSGO Travel App supports our Future of Transport Principles that guides the Government's approach to emerging mobility technologies and services in towns and cities, particularly in relation to encouraging sustainable travel and efficient use of road space. Our Principles that were published in our Future of Mobility Urban Strategy lay out the Government's commitment to a transport system designed around mass transit, reduced congestion, improved choice and the transition to zero emissions."

Department for Transport, Centre for Connected and Autonomous Vehicles.



Get your skates on.

Any questions you might have we're always good to go.

Drop us an email and we'll go through your journey with SUSGO.

Speak with us.

info@susgo.co.uk



