

**TRANSPORT & INFRASTRUCTURE
PLANNING**

Company Shop and Rula
Developments Ltd
Maple Road, Tankersley
Barnsley, South Yorkshire

TRAVEL PLAN

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TRAVEL PLAN

Birmingham
Livery Place, 35 Livery Street, Colmore
Business District, Birmingham, B3 2PB
T: 0121 233 3322

Leeds
Whitehall Waterfront, 2 Riverside Way,
Leeds LS1 4EH
T: 0113 233 8000

London
11 Borough High Street
London, SE1 9SE
T: 020 7407 3879

Manchester
4th Floor Carvers Warehouse, 77 Dale Street
Manchester, M1 2HG
T: 0161 233 4260

Nottingham
Waterfront House, Station Street, Nottingham NG2 3DQ
T: 0115 924 1100

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1.0 INTRODUCTION AND OBJECTIVES

- 1.1 BWB Consulting Ltd (“BWB”) has been appointed by Company Shop and Rula Developments Ltd (“The Client”) to prepare this Travel Plan (TP) to support a planning application for a proposed development off Maple Road, Tankersley in Barnsley.
- 1.2 The proposed development comprises an outline planning application for a Use Class B8 Storage and Distribution. The proposed land use would have a Gross Floor Area (GFA) of 150,000 sq.ft. (14,000 sq.m.).
- 1.3 The specific company / companies that shall be occupying the site have not yet been established. Therefore, this document forms the first stage in a series of assessments and initiatives to ensure that sustainable travel is encouraged once the development becomes operational.
- 1.4 A Transport Statement has also been produced by BWB in support of the planning application for the development. This report concludes that the traffic impact of the proposed development during the peak hours of the local highway network would not be ‘severe’. Furthermore the Transport Statement has shown that the site is situated in a sustainable location with established pedestrian, cycling and public transport infrastructure. As such it was concluded that there should be no requirement for any improvements to the off-site infrastructure to accommodate the travel demand associated with the proposals. Therefore, given the conclusions of the Transport Statement, the focus of the TP can be on encouraging sustainable travel by staff and visitors, rather than implementing any physical improvements to existing opportunities for non-car travel beyond the site.
- 1.5 The National Planning Policy Framework (NPPF) - Department for Communities and Local Government, March 2012 places a key emphasis on the requirement for all new development to be sustainable. It notes that *‘Plans should protect and exploit opportunities for the use of sustainable transport modes for the movement of goods or people’* (paragraph 35). It then goes on to suggest that *‘A key tool to facilitate this will be a Travel Plan. All developments which generate significant amounts of movement should be required to provide a Travel Plan’* (paragraph 36).
- 1.6 The objective of this TP is to set out the developers’ / end-users commitment to encourage sustainable travel, therefore satisfying the requirements of NPPF. This initial document sets out a basic structure of measures and implementation processes. Once more precise operational details can be established as the site is developed. The key objective of a full TP will be to reduce the level of single-occupancy car trips to and from the site, by encouraging staff and visitors to adopt more sustainable modes of travel.
- 1.7 This report is therefore structured as follows:
 - **Section Two** describes the existing conditions, including site location and the existing sustainable infrastructure.
 - **Section Three** describes the proposed developments.
 - **Section Four** details the measures to encourage sustainable travel
 - **Section Five** details the targets and measures associated with this TP in relation to the local Census method of travel to work.
 - **Section Six** describes how the TP will be implemented and monitored and sets out the proposed targets.

2.0 EXISTING CONDITIONS

Site Location

- 2.1 The site is located to the northwest of Maple Road and forms part of Wentworth Industrial Estate, which is approximately 1.6 km southwest of M1 Junction 36. **Figure 1** below shows the general site location plan.

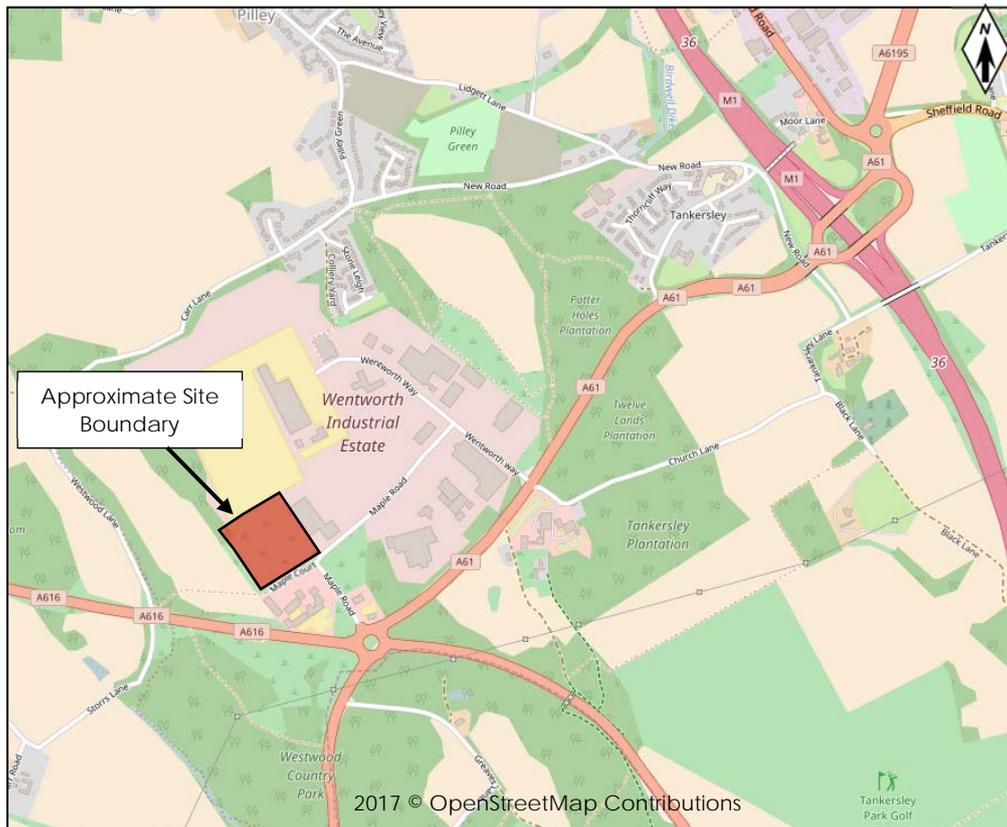


Figure 1: Site Location Plan

Local Highway Network

- 2.2 Maple Road is a single carriageway road running between Wentworth Way to the northeast and Westwood Roundabout to the southeast. It has a 30 mph speed limit and provides access to Wentworth Industrial Estate and Wentworth Park Service Station.
- 2.3 Wentworth Way is located to the northeast of the site. For a long section it is a dual carriageway road, narrowing to single carriageway along the northwest section. Wentworth Way is also subject to 30 mph speed limit and links to the A61 Westwood New Road and Church Lane to the east.
- 2.4 The A61 Westwood New Road runs to the southeast of the site. It links to the M1 junction 36 at Tankersley Roundabout to the northeast and A616 Westwood Roundabout to the southwest. Westwood Roundabout also links to the A616, which provides access to the M1 Junction 35A to the southeast.

Existing Sustainable Infrastructure

- 2.5 Footways and dropped kerb pedestrian crossing facilities are present in the vicinity of the site, enabling pedestrian trips to be made between the proposal site, Wentworth Park Service Station to the south and the wider Wentworth Industrial Park.
- 2.6 In terms of cycling infrastructure, Route 67 of the National Cycling Network (NCN) can be accessed from the A61 Westwood New Road / Church Lane junction, approximately five minutes cycling distance from the site. NCN Route 67 includes sections of on-road and off-road cycle lanes, connecting to High Green and Parson Cross to the south and Brampton and Wombwell to the north. **Figure 2** below shows the route of NCN 67 in proximity to the application site.

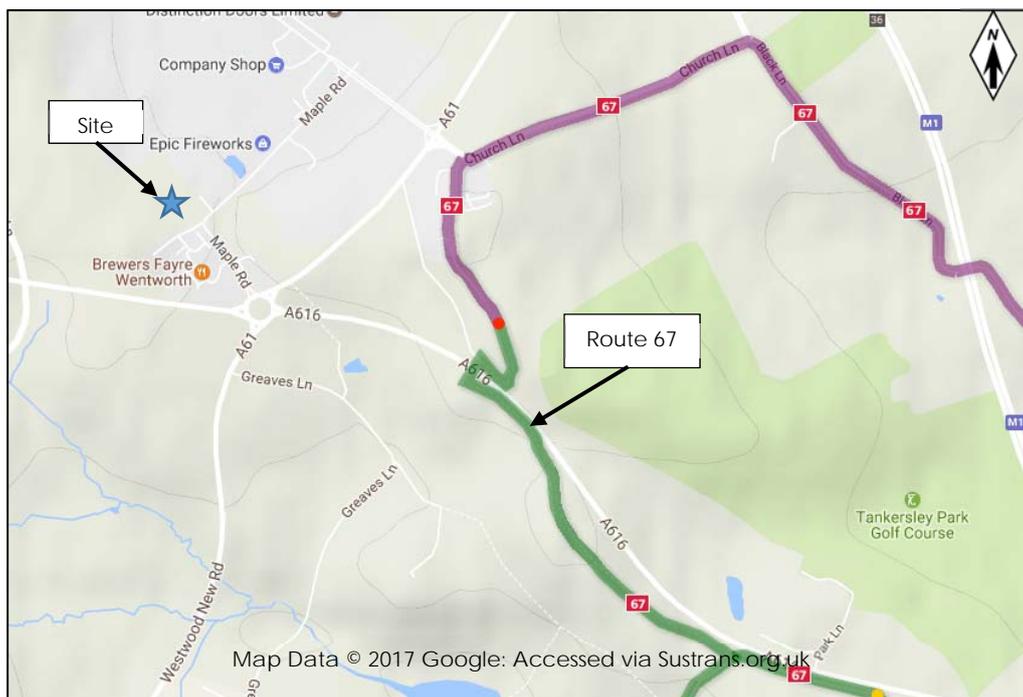


Figure 2: Cycling Network Plan - NCN Route 67

- 2.7 The nearest bus stop to the site is located on Maple Road, fronting Wentworth Park service station, circa 160m south of the site access. Services 72/72a and 201 serve the wider area, including Wentworth Industrial Estate.
- 2.8 Bus Services 72 and 72a route between Chapeltown, High Green, Tankersley, Holyland, Elsecar, Wath upon Dearne and Manvers. Service 201 routes between Chapeltown, Tankersley, Deepcar and Stockbridge. Both services operate on weekdays and weekends between 06:01 and 18:56 with an average frequency of two buses per hour.

Summary

- 2.9 In summary, this section of the TP has demonstrated that the site is accessible by sustainable modes of transport, in particular by public transport, where future site users would be able to travel to/from the site by bus from the surrounding suburbs, including Tankersley, Elsecar, Brampton, Chapeltown and Sheffield.

3.0 PROPOSED DEVELOPMENT

Overview

- 3.1 The application effectively seeks outline permission with access for determination for a maximum quantum of 14,000 sq.m GFA of use class B8 storage and distribution. The proposed site layout plan is included in **Appendix A** for reference.

Access Proposals

- 3.2 The site will be served via the existing access arrangements on Maple Road. The road would continue as part of Maple Road providing access to the service yard and the proposed car park.
- 3.3 The access junction is approximately 10m wide and includes 2m footways on both sides of the carriageway. The access has an inbound junction radii of 10m, whereas the outbound is 15m linking to Maple Road east.

Parking Provision

- 3.4 As shown on the indicative plan, a total of 93 parking spaces would be provided on site, including five disabled spaces. This level of parking is planned in accordance with the maximum car parking standards set out in the Council's Supplementary Planning Document: Parking Standards (Adopted March 2012).
- 3.5 For B8 Storage and Distribution land use, the standards allow for a maximum provision of 93 parking spaces, where a maximum of 1 space per 150 sq.m is allowed. Therefore the proposed parking provision is in accordance with the standards.
- 3.6 In terms of cycle parking, the standards recommend a minimum provision of 1 short stay space per 1000 sq.m for visitors and 1 long stay space per 40 staff. As shown on the indicative plan, a cycle shelter would be provided on site in line with the standards.

4.0 TRAVEL PLAN MEASURES

Introduction

- 4.1 As detailed in Section 1.0, the purpose of the TP will be to implement suitable measures that encourage sustainable travel, rather than having to address any adverse traffic impacts resulting from the proposals.
- 4.2 The following potential measures have been split into two distinct categories. The first category is 'developer-led' measures. The second category is 'occupant-led' measures, which are initiatives that individual companies based in each unit would be encouraged to implement themselves.

Developer-led measures

- 4.3 The following details provide a summary of the site-wide measures that would be implemented by the developer as part of this TP.
- To encourage cycling, cycle parking facilities should be provided on-site.
 - To further encourage staff to cycle to work, showers/changing facilities should be provided within the building, lockers would also be provided.
 - TP marketing – A notice board displaying information on the TP and sustainable travel would be installed at a prominent location within the site.

Occupant-led measures

- 4.4 The following details provide a summary of the site-wide measures that would be implemented by the occupants' as part of this TP.
- 4.5 A senior member of management or administrative staff should be appointed as Travel Plan Coordinator (TPC), who would usually commit to undertake the following duties to maintain and promote the TP, which include:
- Oversee the TP process and act as the point of contact for staff and visitors in respect of sustainable travel issues;
 - Liaise with Barnsley Metropolitan Borough Council (BMBC) on a regular basis.
 - Implement the measures outlined in this report.
 - Promote the objectives and benefits of the TP.
 - If necessary a formal car park management policy would be produced that sets out which staff can park where within the site. In the event that demand for parking exceeds the level of on-site provision, this would be extended to include a need-based permit system to identify essential users, ensuring that those who do not have to drive seek alternative methods of travel.
 - The TPC would set up a car share database containing details of where all staff who drive to work travel from and at what times. This will then be used to encourage staff who live near one another or on the same route to share their journeys to work.

- The TPC would also encourage staff to sign up to the 'Carshare SouthYorkshire.com' website at <https://southyorkshire.liftshare.com> (part of the Liftshare network) to identify opportunities to share journeys with employees at other nearby developments, increasing the number of possible opportunities for car sharing. Staff who car share would also be given preferential car parking within the site as part of the Car Parking Management Plan.
- To encourage staff to cycle to work, basic cycle maintenance equipment would be stored on site to use for free when required.
- The TPC would also investigate the possibility of offering staff the opportunity to purchase bikes and equipment tax-free through the business as part of the Government's 'Cycle to Work' initiative. Organisations such as 'Cyclescheme' (www.cyclescheme.co.uk) can help to facilitate this process for employers and employees.
- To help encourage staff to utilise public transport, free taster tickets would be offered or discussions with local operators would be held to secure discounted season ticket prices for staff.
- The Travel Information Boards would be regularly updated with sustainable transport information. Regular emails would also be issued to staff to provide updates on the TP, such as any new measures that are being implemented. Specific TP events would also be held on certain days, such as a 'no-car' day.
- In addition the TPC would also advertise national travel events, such as 'Walk to Work Week', 'Cycle to Work Day' and 'National Liftshare week', on noticeboards, hence encouraging employees to participate.
- The occupier would also set up incentive schemes whereby staff who regularly walk, cycle, or use public transport to travel to work are rewarded in some way.

5.0 AIMS & TARGETS

Introduction

- 5.1 This TP would be targeting future staff and regular site users, aimed at encouraging them to travel by sustainable modes of transport rather than single occupancy car use.

Modal Split and Travel Plan Targets

- 5.2 As the proposed development is yet to be occupied, the travel patterns for staff are currently unknown. Therefore 2011 Census method of travel to work data has been used to establish the travel patterns of local residents travelling to the site and the wider Wentworth Industrial Estate. **Table 1** below shows the resultant Census data.

Table 1: Method of Travel to Work

Method of Travel	Numbers	Percentage
Train	1	0%
Bus, minibus or coach	23	9%
Taxi	3	1%
Motorcycle, scooter or moped	2	1%
Driving a car or van	197	74%
Passenger in a car or van	32	12%
Bicycle	4	1%
On foot	6	2%
Total	268	100%

- 5.3 As shown, approximately 26% of staff currently working within Wentworth Industrial Estate and the wider area travel by sustainable modes. The high proportion of those travel to work by public transport and car sharing (passenger in a car or van).
- 5.4 The main aim and objective of this Travel Plan is to minimise single-occupancy car trips amongst all users of the proposed development by promoting, and supporting alternative sustainable travel modes.
- 5.5 Proposed targets will conform to **SMART** (Specific, Measureable, Achievable, Realistic and Time-bound) requirements. It is important they are realistic and achievable in order to maintain the viability and credibility of the TP.
- 5.6 When targets are first set, they are at their least certain until the development is occupied. Therefore, it is suggested to adopt the local Census 2011 modal split detailed in **Table 1** as the baseline targets. The proposed baseline targets would need to be verified by a travel survey which should be conducted **within 3 months of occupation of the site**.
- 5.7 The **First Target** of the proposed development is to promote the opportunities and benefits of sustainable modes of travel, with the aim to achieve a **5% reduction** in the single occupancy car use **within five years following full occupation**.
- 5.8 The current car driver modal share is 74%, therefore a proposed 5% reduction of single occupancy car use should be 69%. This should be achieved within five years following full occupation of the proposed development and implementation of this TP.

- 5.9 The reduction in single occupancy car trips should result in an increase in alternative modes of transport such as walking, cycling, public transport and car sharing.
- 5.10 The **Second Target** of the proposed development is, every staff should have 100% Travel Planning awareness. This can be achieved by distributing Travel Welcome Packs, maps showing surrounding amenities and sustainable infrastructure and Travel Survey questionnaires.

6.0 IMPLEMENTATION & MONITORING

Introduction

- 6.1 Baseline travel surveys would be undertaken within **3 months of occupation** of the proposed development. However, the measures and incentives detailed in **Section 4.0** would be implemented throughout the lifetime of this TP, some of which prior to occupation of the development, such as cycling parking and TP noticeboards/promotion.
- 6.2 The Travel Plan monitoring process will incorporate the collation of a variety of data in order to confirm progress on travel modal splits, the uptake of proposed initiatives, and other transport related issues at the site raised by future staff.

Travel Modal Split Surveys

- 6.3 As mentioned previously, the anticipated travel patterns of end users are not known at this stage. In order to determine staff travel patterns following development, initial baseline travel surveys would be undertaken. Once the site is occupied a staff survey report would be produced collating all the responses.
- 6.4 A travel survey questionnaire example is provided in **Appendix B**, and includes an approximate format for the survey questions. The surveys would have multiple choice answers and ask questions in relation to postcode location, main travel mode and suggestions for additional measures to be implemented to encourage staff to travel sustainably.
- 6.5 Once the initial travel survey results are identified, they will supersede the initial baseline modal split data identified in **Table 1**, and a 5% reduction of single occupancy car trips target should still be achieved.
- 6.6 Further travel surveys would be conducted on an annual basis on the anniversary of undertaking the first travel survey, or as otherwise agreed with BMBC. Staff would be provided with a short summary travel information sheet requesting essential basic information relating to their travel habits. The surveys should identify barriers to using some sustainable modes as well as identifying the likely level of uptake of initiatives across the development.
- 6.7 The TPC would aim for a response rate of 50%, and in the event that a statistically significant sample of surveys are not acquired, a traffic count could be conducted at the development access on an annual basis (for up to five years), to monitor total trip generation of the site. This would provide "actual" data, whereby the car driver percentage can be ascertained.

Annual Monitoring Report

- 6.8 An analysis of the survey results by the TPC will help contribute to the first Monitoring Report. The reports will shape / allow for potential future initiatives and specific targets which take on board all factors. The first Monitoring report will be for Year One. The 5th and final Monitoring Report will be Year Five.
- 6.9 An Annual Monitoring Report would comprise the following information:

- A survey of staff travel patterns, (main and preferred travel modes and associated travel origin/destinations).
 - Current travel issues.
 - An update of works carried out over the year to promote sustainable travel at the site.
 - An action plan of what is to happen the following year, including a marketing plan of how the initiatives have been / are to be promoted e.g. leaflets, newsletters, etc.
 - Modal split targets to indicate how successful the TP has become.
 - Up to date contact details of the TPC and BMBC Travel/ Transport team.
 - Maps to demonstrate staff travel destinations against walking and cycling catchments, and updated bus service information.
 - Appendices to contain any meeting notes, letters to staff, leaflets distributed, additional information etc.
- 6.10 Summaries of the monitoring reports will be issued to all staff such that the progress of the TP can be established and to encourage the continued uptake of sustainable travel modes.
- 6.11 The above surveys and monitoring practices will help identify what initiatives are 'working', any barriers to using some sustainable modes, and identify whether any further action is required to encourage particular modes of travel, i.e. providing discounted bus tickets. Rectifying problems could involve implementing additional or different measures, or by adjusting targets to more realistic levels. Revised initiatives may therefore be proposed where if TP targets are not being met.

Remedial Actions

- 6.12 The TPC would liaise with BMBC to determine additional actions if the targets are not met to determine what else may be required to ensure the success of the TP.
- 6.13 If the targets are not met within the five year period the TPC would review and identify which measures are contributing and which are not, to help achieve the overall target. Remedial actions could include one or a combination of the following:
- Monitoring period of the TP, suggested at five years (a typical minimum) would be increased if targets are not reached.
 - Further funding and resourcing would be allocated to support the TPC and promotional actions that are inclined towards the promotion of sustainable travel.
- 6.14 The requirements of any remedial measures will depend on how much effort has been made to ensure the success this TP. If, for reasons outside of the developer's/ TPC control the TP targets have not been achieved, any additional measures proposed should not be set to be overly onerous to implement.

APPENDICES

Appendix A
Site Layout Plan

notes
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Schedule of Accommodation
 All areas are approximate gross internal

Distribution Centre	13,563 sq.m.	146,000 sq.ft.
Two Storey Offices	372 sq.m.	4,000 sq.ft.
Total	13,935 sq.m.	150,000 sq.ft.
Parking	93 no. car spaces	
Total Gross Site Area	3.10 ha.	7.66 acres approx.



no. date revision by



aja architects llp
 1170 Elliott Court
 Herald Avenue
 Coventry Business Park
 COVENTRY CV5 6JB
 T: 024 7625 3200
 F: 024 7625 3210
 E: aja@aja-architects.com
 W: www.aja-architects.com

aja architects llp is a limited liability partnership registered in England No. OC326721

client

Company Shop /
 Rula Developments Ltd

project

Proposed Development
 Maple Road
 Tankersley
 South Yorkshire

drawing

Indicative Site Layout Plan

scale 1:500 @ A1 drawn rpw

checked spp date 28.04.17

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Appendix B

Template Workplace Travel Survey

WORKPLACE TRAVEL SURVEY

1. Home postcode:

2. Gender

- 01. Male
- 02. Female

3. Age

- 03. 16 – 17
- 04. 17 – 18
- 05. 18 – 24
- 06. 25 – 34
- 07. 35 – 44
- 08. 45 – 54
- 09. 55 or over

4. Do you have regular access to a car?

- 01. Yes
- 02. No

5. Do you own a bicycle?

- 01. Yes
- 02. No

6. Is your work:

- 01. Part time
- 02. Full time

6. What days and hours do you normally work?

.....
.....

7. What is your main method of travel to work?
PLEASE CIRCLE ONLY ONE

- 01. Public bus
- 02. Bicycle
- 03. Car, drive alone
- 04. Car, drive with passenger(s)
- 05. Car passenger, with colleague
- 06. Car passenger, with someone else
- 07. Foot
- 08. Motorbike
- 09. Train
- 10. Other (please specify)

8. If you were unable to use your main method,
how would you travel to and from work?
PLEASE CIRCLE ONLY ONE

- 01. Public bus
- 02. Bicycle
- 03. Car, drive alone
- 04. Car, drive with passenger(s)
- 05. Car passenger, with colleague
- 06. Car passenger, with someone else
- 07. Foot
- 08. Motorbike
- 09. Train

- 10. Other (please specify)
- 11. No alternative used

9. How far do you currently travel to work (one way)?

- 01. Up to 1 mile
- 02. Over 1 mile and up to 2 miles
- 03. Over 2 miles and up to 4 miles
- 04. Over 4 miles and up to 10 miles
- 05. Over 10 miles and up to 20 miles
- 06. Over 20 miles

10. How long does it currently take you to get to work?

- 01. 0 – 15 minutes
- 02. 16 – 30 minutes
- 03. 31 – 60 minutes
- 04. 61 – 90 minutes
- 05. Longer than 90 minutes

11. Which of the following changes would most encourage you to use public transport for your journey to work? (If you already travel by public transport, which would you most like to see?) PLEASE CIRCLE NO MORE THAN TWO

- 01. More direct bus routes
- 02. More frequent bus service
- 03. Faster journey times
- 04. Discount tickets/passes
- 05. More convenient bus drop off points
- 06. Better connection from home to the station
- 07. Public transport information
- 08. Other (please specify)?
- 09. None

12. Which of the following changes would encourage you to cycle to work? (If you already cycle, which would you most like to see?) PLEASE CIRCLE NO MORE THAN TWO

- 01. Safer, better lit cycle paths
- 02. Cycle parking at the offices
- 03. Changing facilities & lockers at the offices
- 04. Arrangements to buy a bicycle at a discount.
- 05. Other (please specify)?
- 06. None

PLEASE TURN OVER

WORKPLACE TRAVEL SURVEY

Please complete questions 13 – 17 if you use a car to travel to work.

13. What would be your main reason for using a car to travel to work? PLEASE CIRCLE ONLY ONE

- 01. Car essential to perform job e.g. travel to meetings/between sites
- 02. Cheapest means of travel
- 03. Need car for activities before and after work e.g. dropping/collecting children
- 04. Get a lift
- 05. Health reasons
- 06. Lack of an alternative
- 07. Other (please specify)

14. What would make you shift to another method of travel to get work?

- 01. Worsening traffic conditions
- 02. Discount travel card
- 03. Improvements to existing alternatives
- 04. Lack of parking spaces
- 05. Parking charges
- 06. Other (please specify)

15. Would you be prepared to car share to travel to work?

- 01. Yes
 - 02. No
- If your answer is no, please say why
-

16. Which of the following would most encourage you to car share? PLEASE CIRCLE NO MORE THAN TWO

- 01. Help in finding car share partners with similar work patterns
- 02. Free taxi home if let down by car driver
- 03. Reserved parking for car sharers
- 04. Reduced car parking charges for car sharers
- 05. Other (please specify)?
- 06. None of these

17. Do you have any comments about your travel patterns and/or what would assist to help you travel by green transport methods to work?

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.....

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.....

.....

Thank you for your cooperation. Please be assured that all your answers remain confidential.

Please return this form to:

Name.....

BWB

