

**TRANSPORT & INFRASTRUCTURE
PLANNING**

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

FRAMEWORK TRAVEL PLAN

TRANSPORT & INFRASTRUCTURE PLANNING

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

FRAMEWORK 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

DOCUMENT ISSUE RECORD

Document Number	MRT-BWB-GEN-XX-RP-TR-0001_TP-S2-P4
BWB Reference	LDH2179-FTP

Status	Revision	Date of Issue	Author	Checked	Approved
S2	P4	02.05.2017	Sara Terrey	Matthew Addison	Shazad Khan

Limitations

This report has been prepared for the sole use of **Company Shop** and **Rula Developments Ltd**. No other third parties may rely upon or reproduce the contents of this report without the written permission of BWB. If any unauthorised third party comes into possession of this report they rely on it at their own risk and the authors do not owe them any Duty of Care or Skill.

TABLE OF CONTENTS

1.0	INTRODUCTION AND OBJECTIVES	4
2.0	EXISTING CONDITIONS.....	5
3.0	PROPOSED DEVELOPMENT.....	7
4.0	FRAMEWORK TRAVEL PLAN MEASURES	8
5.0	IMPLEMENTATION, TARGETS AND MONITORING	10

LIST OF FIGURES

Figure 1:	Site Location Plan	5
Figure 2:	Cycling Network Plan - NCN Route 67	6

APPENDICES

Appendix A - Template Workplace Travel Survey

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 Framework Travel Plan (FTP) 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 framework 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 Travel Plan 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 Framework Travel Plan is to set out the developers’ / end-users commitment to encourage sustainable travel, therefore satisfying the requirements of NPPF. This initial framework document sets out a basic structure of measures and implementation processes. These can be built upon in detail as part of a full Travel Plan, once more precise operational details can be established as the site is developed. The key objective of the full Travel Plan 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** describes how the travel plan 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.

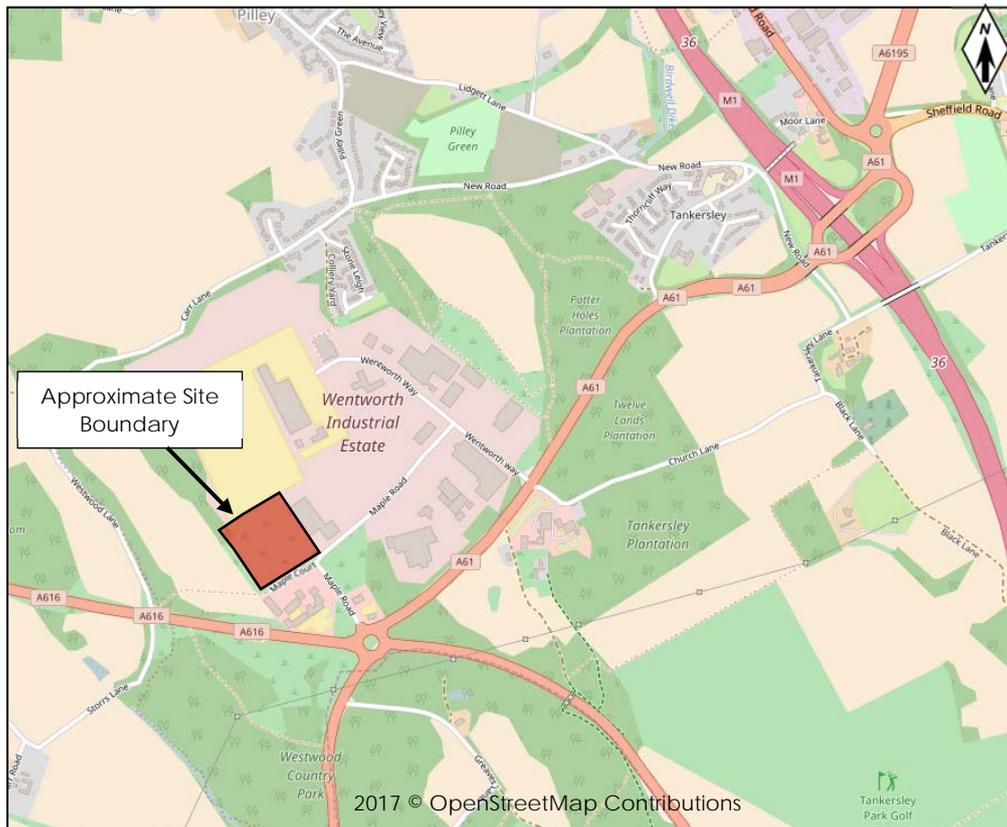


Figure 1: Site Location Plan

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.

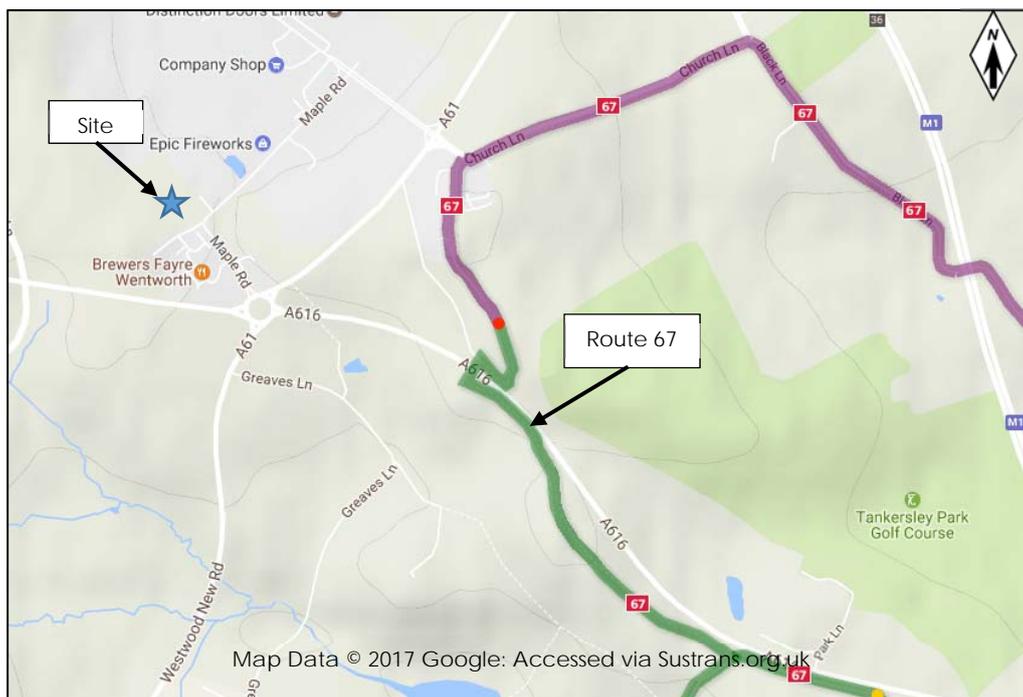


Figure 2: Cycling Network Plan - NCN Route 67

- 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 FTP 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 site masterplan would be submitted as reserved matters.
- 3.2 A full Travel Plan would be prepared once the end occupier is known and the development is due to be operational.

Access Proposals

- 3.3 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.
- 3.4 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

- 3.5 As shown on the indicative plan, a total of 93 parking spaces could be accommodated on the 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).
- 3.6 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.
- 3.7 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 FRAMEWORK TRAVEL PLAN MEASURES

4.1 As detailed in Section 1.0, the purpose of the Travel Plan will be to implement suitable measures that encourage sustainable travel, rather than having to address any adverse traffic impacts resulting from the proposals. At this 'framework' stage it would not be suitable to identify specific measures that could be implemented to encourage sustainable travel, as the end occupants are unknown and so there are currently no firm details in respect of staff activities and potential travel patterns. Consequently, the following details summarise a range of possible measures that could be investigated in further detail when the full Travel Plan is produced for the site closer to occupation. This list is by no means exhaustive and additional/alternative initiatives may be identified once detailed travel patterns are understood.

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 could be implemented by the developer as part of this Framework Travel Plan.

- 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 could also be provided.
- Travel Plan marketing – A notice board displaying information on the Travel Plan and sustainable travel could 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 could be implemented by the occupants' as part of this Framework Travel Plan.

- A senior member of management or administrative staff should be appointed as Travel Plan Coordinator, to oversee the travel plan process and act as the point of contact for staff and visitors in respect of sustainable travel issues.
- The Travel Plan Coordinator could set up regular meetings attended by representatives of all staff groups, to discuss current travel issues at the site and help identify ways in which staff can be supported to allow them to utilise sustainable modes.
- If necessary a formal car park management policy could 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 could 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 Travel Plan Coordinator could 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 benefits of car sharing, such as cost savings, will be promoted to staff to encourage them to share journeys. The Travel Plan Coordinator will 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 could 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 could be stored on site to use for free when required.
- The Travel Plan Coordinator could 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 could be offered or discussions with local operators could be held to secure discounted season ticket prices for staff.
- The Travel Information Boards would be regularly updated with sustainable transport information. Regular emails could also be issued to staff to provide updates on the Travel Plan, such as any new measures that are being implemented. Specific Travel Plan events could also be held on certain days, such as a 'no-car' day.
- In addition the Travel Plan Coordinator could 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 could 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 IMPLEMENTATION, TARGETS AND MONITORING

- 5.1 This Framework document should be used as the basis upon which a full Travel Plan is eventually produced once a specific company has been identified to occupy the unit. The full Travel plan will build on this initial framework and will analyse the travel behaviour of staff and visitors to identify specific measures and modal shift targets.
- 5.2 The following details set out an initial Action Plan for producing and implementing the full Travel Plan at the completed development:
- Prior to the development becoming operational, the Travel Plan Coordinator should be appointed and seek to meet with representatives from Barnsley Metropolitan Borough Council to discuss any specific requirements they have for the Travel Plan.
 - Once the development is operational, initial staff travel surveys should be undertaken (within three months of initial occupation, in a neutral month) to help establish the baseline travel patterns. A copy of a template workplace travel survey is contained at **Appendix A**, which could be used as the basis upon which to create a suitable survey for this unit.
 - The staff travel survey results should be analysed and the results could then be used along with this framework document to produce a full Travel Plan. This will allow the document to be tailored specifically to the baseline travel patterns at the site, such as the modal splits of staff, allowing more specific measures to be identified. The full Travel Plan will also provide a comprehensive review of surrounding opportunities for non-car travel at that particular moment in time. It will use the baseline travel patterns to set SMART (Specific, Measurable, Achievable, Realistic, Time-bound) targets for the Travel Plan to achieve. Precise targets cannot be set until the surveys are carried out, however the key initial target could be to reduce the number of single occupancy car trips to the site by between 5% and 10% over a fixed time period (e.g. 5 years).
 - Once the full Travel Plan is completed, Barnsley Metropolitan Borough Council should be consulted to agree on the various measures and targets. This should take place within 6 months of the development becoming operational and from this point onwards the Travel Plan should be fully implemented, with a more detailed Action Plan setting timeframes for various measures.
- 5.3 Once the full Travel Plan has been produced and implemented, the success of the document should be regularly monitored to ensure that it is having a positive impact on staff travel patterns. This will allow the Travel Plan to be updated and improved to ensure that it addresses the prevalent travel issues at the development as time progresses. The specific monitoring procedures should be confirmed within the full Travel Plan, however the following details set out an initial structure for this process:
- Follow-up surveys should take place one year after the first ones, during a neutral month (e.g. October).
 - The results of these follow-up surveys should be analysed and used to create a Travel Plan Monitoring Report, which should help to establish whether the targets are being met and, if not, what additional/alternative measures could be implemented to achieve them.

- The Monitoring Report should be submitted to Barnsley Metropolitan Borough Council for their approval within one month of the surveys being completed, following which the Travel Plan should be updated in accordance with the report's findings.
- The above process of travel surveys and Monitoring Reports should subsequently be carried out on an annual basis

APPENDICES

Appendix A

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?

.....

.....

.....

.....

.....

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

Please return this form to:

Name.....

BWB

