



Transportation Planning : Infrastructure Design

Travel Plan

**Proposed Residential Development
Warburton Lane
Trafford**

Redrow Homes

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1.0 INTRODUCTION

Background

- 1.1 This report has been prepared by SCP on behalf of Redrow Homes to support an outline planning application for a residential development comprising up to 400 dwellings, including the creation of new points of access, provision of formal and informal public open space, ancillary landscaping, car parking and highway and drainage works.
- 1.2 Site 1 is located to the east of Warburton Lane and covers an area of land approximately 12.3 ha. The site is currently agricultural land, bordered to the north by Red Brook, to the east by Birch Farm, to the south by Moss Lane and by Warburton Lane to the west.
- 1.3 Site 2 is located to the west of Warburton Lane and covers an area of land approximately 12.5 ha. The site is agricultural land, bordered to the north by Red Brook, to the east by Warburton Lane, to the south by Warburton Park and further greenfield land to the west.
- 1.4 This report sets out Redrow Homes' commitment to reducing the number of vehicular trips generated by the developments and identifies the key principles for implementation.

Travel Plan Approach

- 1.5 A travel plan is an important tool for delivering sustainable access to a development. Residential travel plans focus on a single origin (home) and aim to provide a long-term strategy to positively influence travel patterns in favour of sustainable modes.
- 1.6 Implementing a travel plan can bring a number of benefits to a site, including helping to minimise the potential increase in traffic resulting from a development, helping to manage and reduce carbon emissions, and assisting with promotion of healthy lifestyles. As a result, a travel plan forms a key stage in the forward planning process. A travel plan is a 'living document' that should be regularly reviewed to ensure its effectiveness.
- 1.7 This Travel Plan focuses on influencing greater use of sustainable transport by residents when travelling to and from the sites, and will establish and promote the sustainable transport links available for residents. The Travel Plan will also suggest measures to reduce reliance on single occupancy private vehicle use and to reduce the overall need and distance that residents travel.

2.0 TRAVEL PLAN BACKGROUND

- 2.1 Travel plans are dynamic, living documents that should be updated regularly to ensure that the aims and objectives represent the current situation in respect of travel and access. The plan should continue to be implemented for the life of the development.
- 2.2 Travel plans are designed to be flexible to suit individual sites and their individual local characteristics. As such, they should be developed with consideration for the scale of the development and the likely impact on travel behaviour as a result of any potential measures.

Travel Plan Benefits

- 2.3 Travel plans can result in a variety of benefits to the occupiers of a development and the wider community, as well as address a range of issues, including:
- Promote healthy lifestyles and sustainable, vibrant communities;
 - Provide adequately for all users, with a variety of mobility needs;
 - Reduce demand for car parking, thereby enabling more efficient land use;
 - Reduce pressure on highway capacity, particularly at peak times;
 - Improve social inclusion;
 - Cut carbon emissions and their contribution to climate change;
 - Reduce road danger and protecting vulnerable road users; and
 - Improve local air quality, while reducing noise pollution.
- 2.4 A travel plan provides benefits to all parties, including the developer, the site occupants and the local authority, which can help in gaining widespread commitment to its implementation and continuing operation.

Policy Context

- 2.5 Travel plans are secured through a policy framework that extends from national through to local level when dealing with new development proposals.
- 2.6 Travel plans were first secured within the planning system within the context of “Planning Policy Guidance Note 13: Transport” published by the Government in March 2001. The publication of the government’s **National Planning Policy Framework** (NPPF) (2012 – and updated in February 2019) has replaced PPG13 in its entirety. The NPPF is aimed at streamlining the planning process, making it more accessible at neighbourhood and community level and simplifying the decision making process.

- 2.7 The latest NPPF advises, in relation to transportation issues surrounding new development and in particular to Travel Plans and accessibility, that all developments that will generate *significant* amounts of movement should be required to provide a Travel Plan, and the application should be supported by a transport statement or transport assessment so that the likely impacts of the proposal can be assessed. Here you are referred to the PPG covering Travel Plans, Transport Assessments and Statements noting that this remains unchanged since 2014.
- 2.8 The key national policy document for Travel Plans was published by the Department for Transport in April 2009 and is entitled “**Good Practice Guidelines: Delivering Travel Plans through the Planning Process**”. This document updates previous guidance following significant changes in travel planning and an increased awareness of how transport affects other aspects of life, such as climate change and health.
- 2.9 The guidelines identify that travel plans are an important tool for delivering sustainable access as part of a new development, and encouraging sustainable travel behaviour from the outset. The document provides assistance in the preparation of a Travel Plan, including when a Travel Plan is required and what it should contain, as well as how Travel Plans should be evaluated, secured, implemented and then monitored and managed long term. The document also outlines the responsibilities of the developer, occupier, local transport operators, highways and planning authorities in the implementation of the Travel Plan.
- 2.10 In terms of local planning policy, Trafford’s **Local Plan Core Strategy** is in place. Policy L4, Sustainable Transport and Accessibility, states:
- When considering planning applications, in order to achieve a balanced and integrated transport network which makes the most efficient and effective use of road, rail and water transport, the Council will require:
 - Travel plans for all qualifying developments that include measures to reduce congestion, improve road safety and promote public transport, walking and cycling as part of an integrated approach to managing travel demand. Further guidance is set out in the associated SPD.
- 2.11 Preparation of a new Local Plan is currently underway. Once adopted, the Local Plan will become the main land use planning document for Trafford, and form part of the overall Development Plan.
- 2.12 Once adopted, the Local Plan will replace the following Development Plan documents:
- The Trafford Core Strategy (adopted January 2012) and
 - The Revised Trafford Unitary Development Plan (adopted June 2006).
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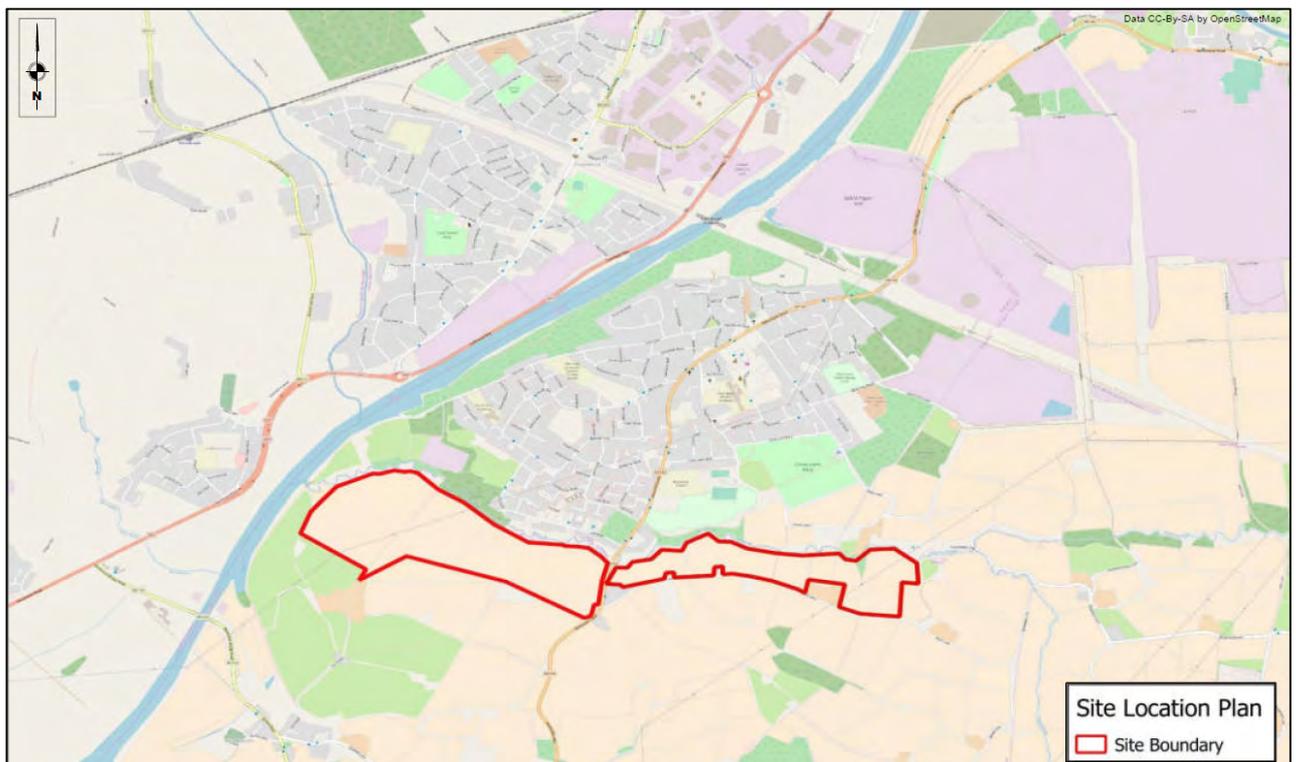
2.13 This Travel Plan has been developed in line with local and national transport policy and guidance.

3.0 SITE AUDIT

Existing Site

- 3.1 The sites lie to the southern extent of Partington's built-up area and are approximately 1.4km to the south of Partington Shopping Centre. The two parcels of land are located on either side of Warburton Lane. The site locations can be seen in **Figure 3.1** below:

Figure 3.1 – Site Location



Source: Google Maps

Development Proposals

- 3.2 The two sites once complete will comprise up to 400 residential dwellings containing a mix of house types and styles.
- 3.3 Site 1 is located to the east of Warburton Lane and covers an area of land approximately 12.3 ha. The site is currently agricultural land, bordered to the north by Red Brook, to the east by Birch Farm, to the south by Moss Lane and by Warburton Lane to the west. A site layout has been developed comprising 163 residential dwellings comprising a mixture of house types and sizes including 2-bed, 3-bed, and 4-bed properties.
- 3.4 Site 2 is located to the west of Warburton Lane and covers an area of land approximately 12.5 ha. The site is agricultural land, bordered to the north by Red Brook, to the east by Warburton

Lane, to the south by Warburton Park and further agricultural land to the west. A site layout has been developed comprising 201 residential dwellings comprising a mixture of house types and sizes including 2-bed, 3-bed, and 4-bed properties.

- 3.5 The quantum of development on each site, broken down into house type and number of bedrooms is detailed below in Table 3.1 and Table 3.2.

Table 3.1 – Site 1 Quantum of Development

House Type	Bedrooms	Number of Houses
Mews	2-bed	7
	3-bed	2
	4-bed	14
Semi-detached	3-bed	14
	4-bed	10
Detached	3-bed	45
	4-bed	71
Total		163

Table 3.2 – Site 2 Quantum of Development

House Type	Bedrooms	Number of Houses
Mews	2-bed	8
	3-bed	3
	4-bed	10
Semi-detached	3-bed	10
	4-bed	10
Detached	3-bed	55

	4-bed	105
Total		201

- 3.6 The proposed developments are to be accessed from Warburton Lane, provided through the introduction of two priority controlled ghost island junctions, as indicated in **Figure 3.2** and **Figure 3.3**.

Figure 3.2 – Eastern Site Layout (Illustrative Masterplan)



Source: Redrow Homes

Figure 3.3 – Western Site Layout (Illustrative Masterplan)



Source: Redrow Homes

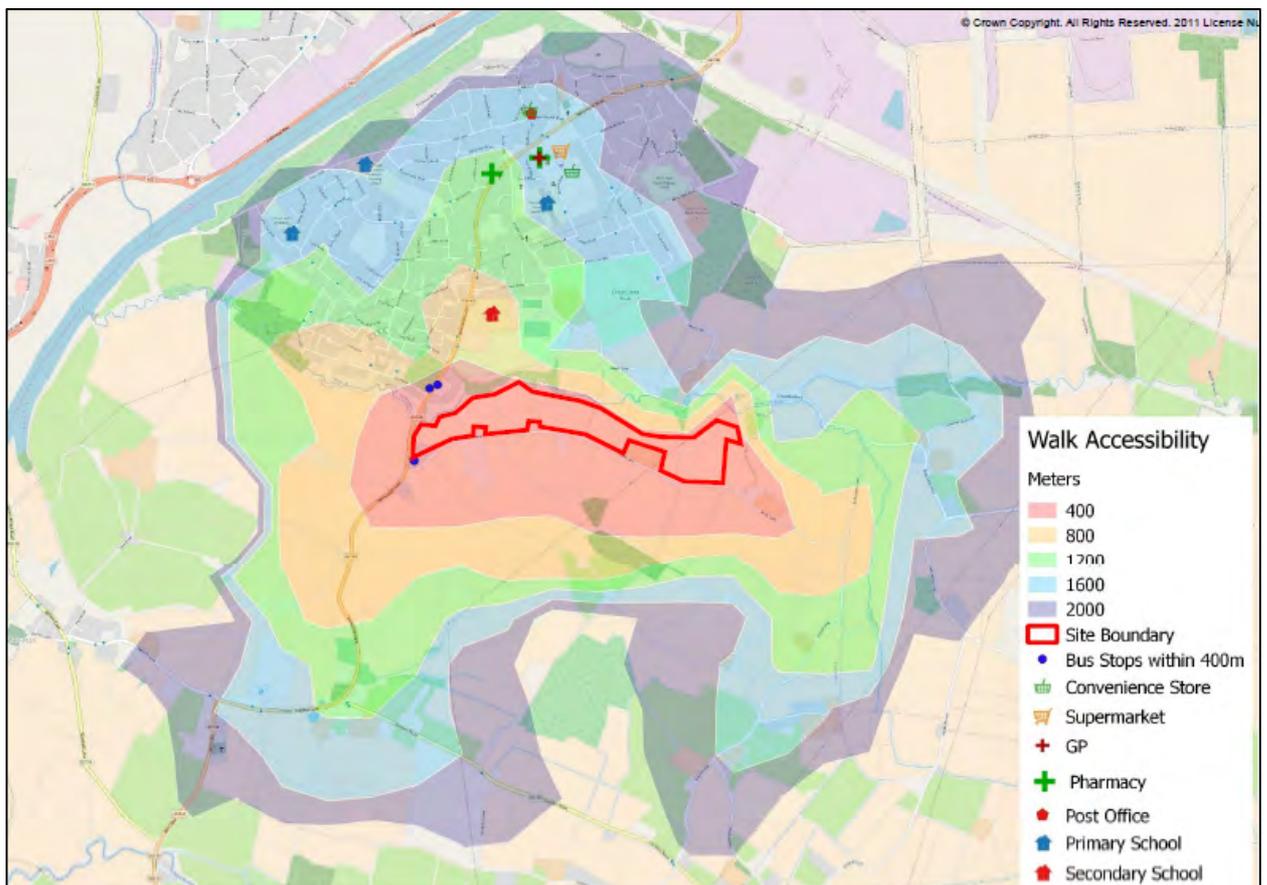
- 3.7 In tandem with the development it is proposed to relocate the existing 30mph speed limit which is currently located approximately 50m to the north of Site 1. The relocation will see the 30mph zone moved to a location approximately 50m to the south of the Warburton Lane / Moss Lane priority T-junction. This will see the 30mph zone extended by a further 300m.
- 3.8 A new vehicular access point into Site 1 will be delivered from Warburton Lane, between the existing housing to the south and Red Brook. This is approximately 150m north of the existing vehicular access into Site 2, from which it is proposed that improved access will be taken into Site 2.
- 3.9 Vehicular access is currently achieved into Site 2 by way of an access road on Warburton Lane (opposite the junction with Moss Lane).

- 3.10 The internal site layouts are designed to ensure the sites are accessible by all modes of transport with the emphasis based on sustainable means of travel, including walking, cycling and accessibility to public transport connections.
- 3.11 The development layouts integrate the proposals with the adjoining streets, with footways provided on either side of the site accesses.
- 3.12 The internal road networks have been designed to ensure the movements of service vehicles can be accommodated, whilst at the same time ensuring reversing distances are kept to a minimum.
- 3.13 The layouts additionally take into account the security that natural surveillance provides.

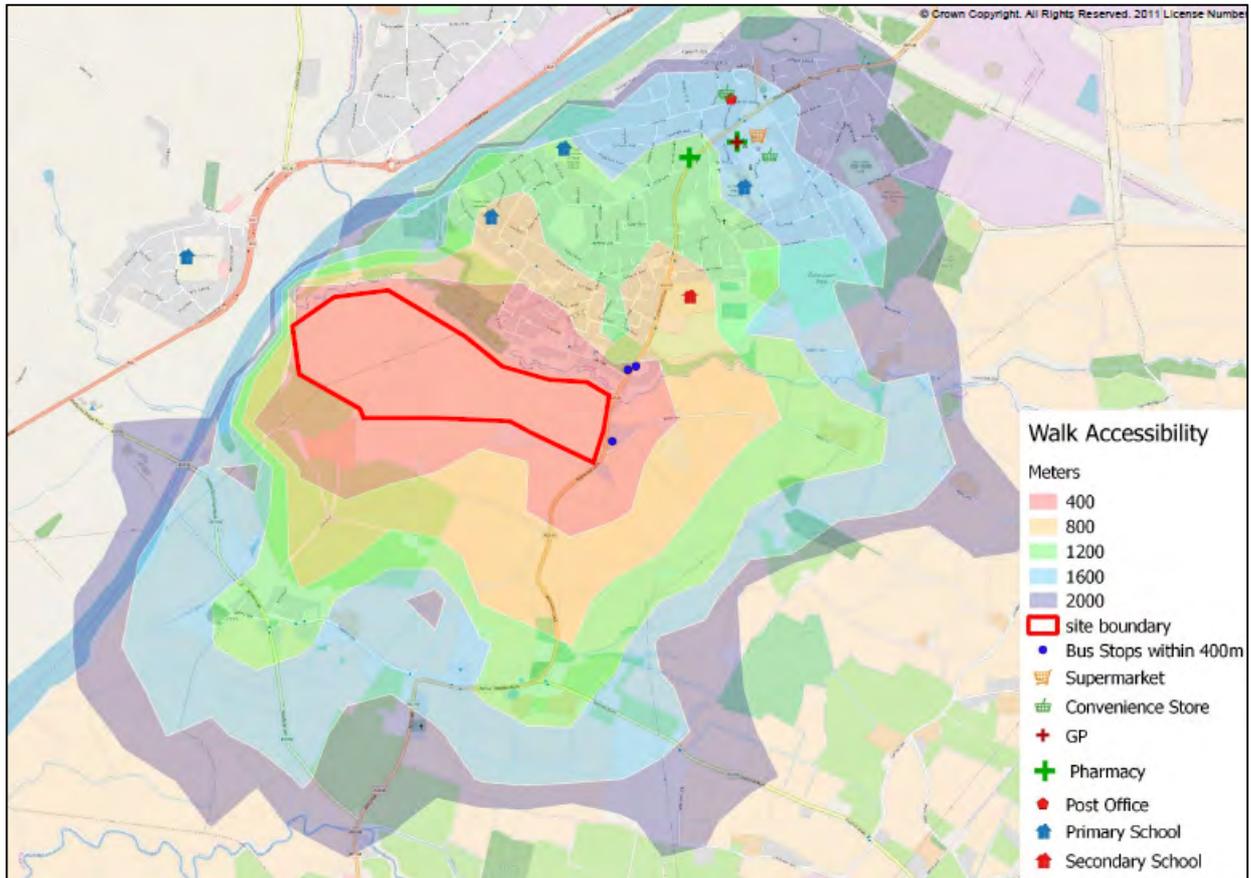
Existing Access by Non Car Modes: Walking

- 3.14 An ideal maximum of 2km walk distance is considered appropriate to replace short car journeys. Based on this, **Figure 3.4** and **3.5** indicate the areas surrounding the sites which are accessible on foot.

Figure 3.4 – Walk Accessibility from the Eastern Development Site



Source: Basemap Visography

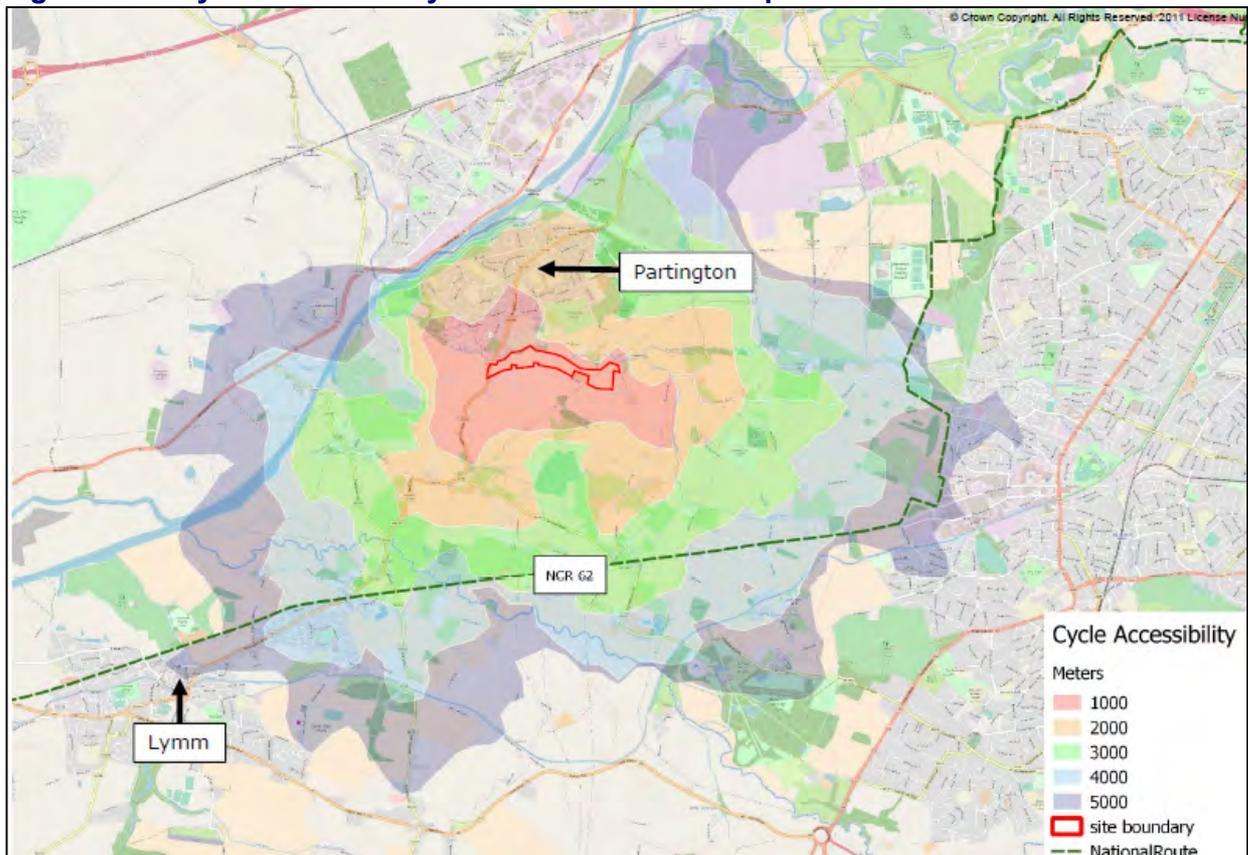
Figure 3.5 – Walk Accessibility from the Western Development Site


Source: Basemap Visography

- 3.15 As can be seen from **Figure 3.4** and **Figure 3.5**, Partington's main commercial centre is within an acceptable walking distance of both sites and can be accessed within a 20 minute walk. This includes a wide range of facilities comprising; a Tesco Express superstore, a Heron foods convenience store, two pharmacies, Partington Sub Post Office, and a number of bus stops. There are numerous opportunities for non-motorised access to employment including Partington town centre, education (Broadoak School, Partington Central Academy and Forest Gate Academy) as well as other facilities.
- 3.16 It can therefore be seen that there are a number of opportunities for non-motorised access to retail, education, healthcare, and other facilities.
- 3.17 Well-lit, segregated pedestrian footways are provided along the majority of routes that surround both sites and connect the sites to local activity areas and services. For example, the town centre, local schools and bus stops.
- 3.18 Pedestrian access will be provided at the same location as the vehicular access points.

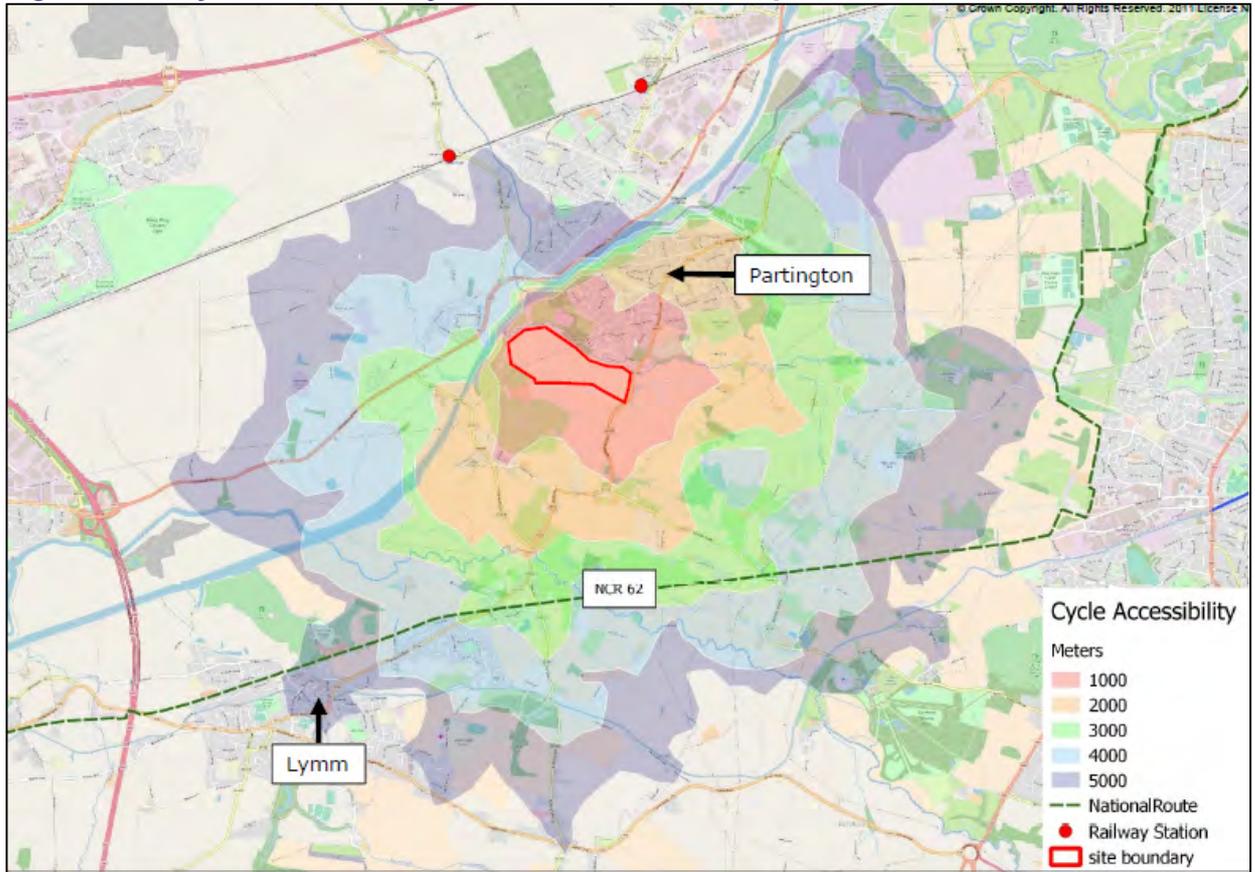
Existing Access by Non Car Modes: Cycling

- 3.19 Car journeys of up to 5km are considered to be replaceable by cycle journeys.
- 3.20 There are on-street cycle lanes provided between the sites and the centre of Partington, and many of the local roads are suitable for encouraging cycling.
- 3.21 Although there are no dedicated cycle routes within the immediate vicinity of either site, the low traffic speeds and the advisory cycle lanes provided on both sides of Warburton Lane through to Partington town centre ensure that the local area is appropriate for use by cyclists.
- 3.22 The nearest National Cycle Network route is Route 62 which is an off-road facility which links Fleetwood to Selby in North Yorkshire. Route 62 is accessible approximately 2km to the south of Partington and follows the line of a disused railway, providing connections to Altrincham and Sale.
- 3.23 A 5km cycle distance isochrone is presented in **Figure 3.6** and **3.7**.

Figure 3.6 – Cycle Accessibility for the Eastern Development Site

Source: Basemap Visography

Figure 3.7 – Cycle Accessibility for the Western Development Site



Source: Basemap Visography

3.24 The plans demonstrate that a number of locations such as the entirety of Partington as well as large employment sites associated with Carrington are within 5km of each development.

Existing Access by Non Car Modes: Public Transport

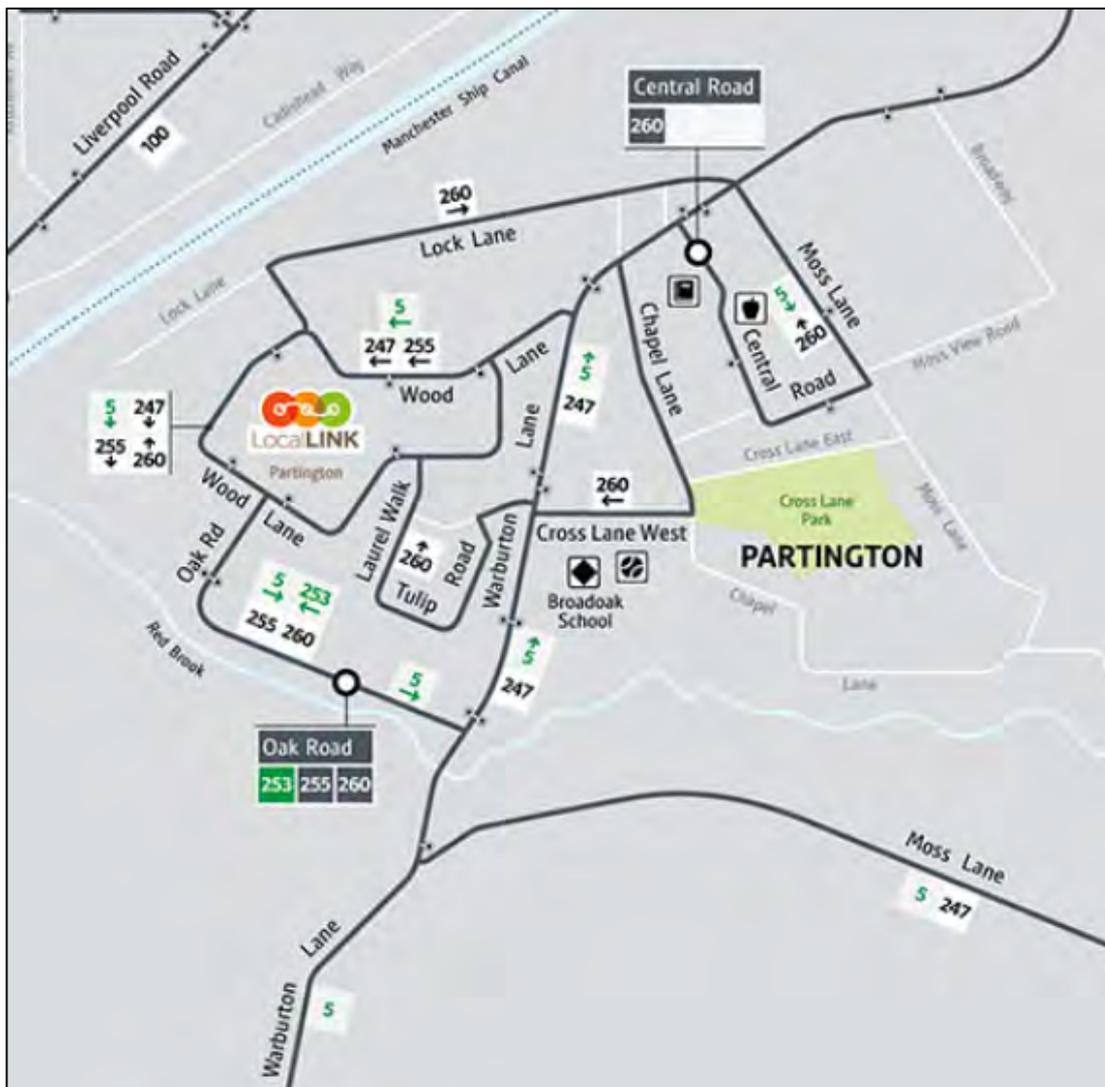
3.25 The nearest bus stops to the sites are located on Warburton Lane, approximately 200m to the north of the development sites. These bus stops are served by bus service 5 and 247 which provide access to Altrincham, the Trafford Centre and Warrington. The stops providing these services are marked by a sign and a bus bay.

Table 3.3 – Local Bus Services – Warburton Lane

SERVICE	ROUTE	MON-FRI	SAT	SUN
CC5A	Altrincham – Warrington	7 services a day	2 services	No service
247	Altrincham – Trafford Centre	Every 30 minutes	Every 30 minutes	Every 60 minutes

- 3.26 The information in **Table 3.3** demonstrates that the buses serving the bus stops on Warburton Lane provide direct connections to Altrincham, the Trafford Centre and Warrington with a cumulative frequency of two buses per hour Monday to Saturday and one per hour on Sundays.
- 3.27 Local Link operate a 'ring and ride' style service which is available to any individual living within the catchment area. This provides a useful service which is used primarily to access areas not covered by the usual bus services or where the lack of an evening service represents a barrier to travel and provides a connection to a number of key centres of employment and business in Trafford and Greater Manchester.
- 3.28 **Figure 3.8** below illustrates the bus services available within Partington, including the location of bus stops.

Figure 3.8 – Partington Bus Services

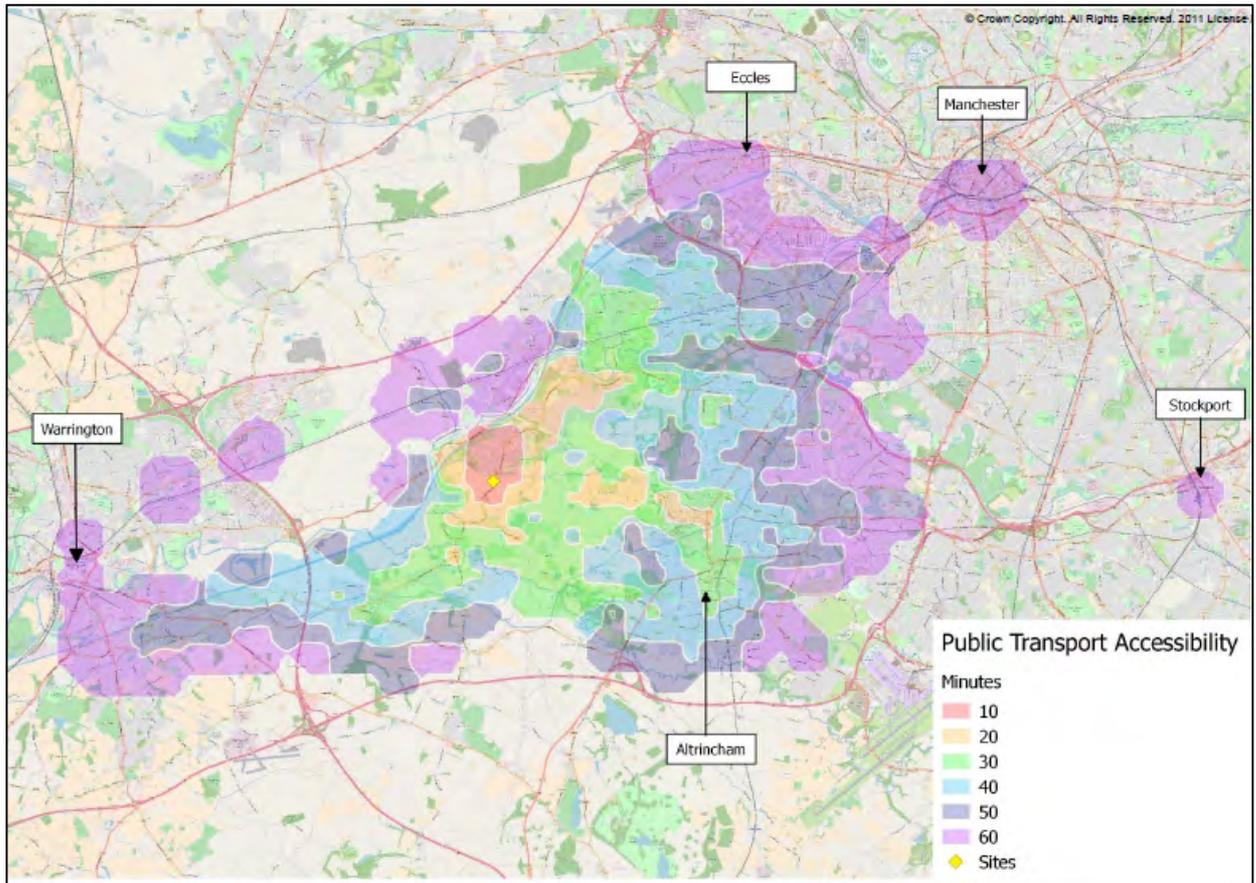


Metrolink

- 3.29 The closest Metrolink tram service is located at Navigation Road which is outside acceptable walking and cycling distances. It is likely that any trips made on the Metrolink network would be made as part of a 'linked' trip using a car or bus. The Navigation Road stop operates a Park and Ride service which provides a total of 81 parking spaces, with overnight parking available. The frequency of the service sees trams stopping every 6 minutes during the day and every 12 minutes on evenings.

Rail

- 3.30 Flixton railway station is approximately 5.5km to the north of both sites. Services are roughly hourly in each direction, towards Irlam and Liverpool Lime Street to the west, and towards Chassen Road and Manchester Oxford Road to the east. Further stations in the locality include Altrincham, Eccles and Manchester Piccadilly / Victoria which serve a range of frequent routes across the north-west region and national routes with frequent services to London. Bus services provide links to the railway network.
- 3.31 **Figure 3.9** indicates a number of locations which are within a 60 minute public transport commute from the sites. The time includes walk distances to the bus stops and demonstrates that the key areas of Altrincham, Manchester, Stretford and Warrington are within an acceptable 60 minute public transport commute.

Figure 3.9 – Public Transport Accessibility for the Development Site

Source: Basemap Visography

Accessibility Summary

- 3.32 Both sites are within reasonable walk and cycle distance of a range of local amenities and facilities in Partington. There is a good level of public transport access to local major centres, and an opportunity to improve these as part of the development package. Therefore, it is clear that the site locations are in accordance with national and local transport policies.

4.0 TRAVEL PLAN ADMINISTRATION

4.1 This Travel Plan forms a framework for future development once the development is occupied.

Travel Plan Coordinator

4.2 Management of the Travel Plan will be achieved through identification of a suitable person to act as Travel Plan Coordinator (TPC). A TPC provides a key role in delivering a successful travel plan, by helping to ensure stakeholder buy-in and ownership of the process is in place. A TPC is not a full time role but requires an individual with time to implement and monitor the travel plan, with the requisite communication skills to deliver information to all residents. The role of TPC can be undertaken by a member of the developer's staff, or by a third party.

4.3 The TPC role will lead development of the travel plan measures and the day to day operation of the action plan. Once appointed, the TPC will act as the main contact for the travel plan. The TPC will be encouraged to work closely with Trafford Council (TC).

4.4 The TPC will be the first point of contact in all matters relating to travel to and from each site.

4.5 The TPC will be responsible for setting up and managing the action plan in accordance with the following schedule, which will be agreed with TC.

4.6 Typical duties undertaken by the appointed TPC include:

- Leading the delivery of the TP and informing residents of its purpose and benefits;
- Promoting the TP's measures and initiatives;
- Liaising with public transport operators; and
- Monitoring and reviewing the progress of the TP.

Funding

4.7 Appropriate funding has been allocated by Redrow Homes at the start of the travel plan process to cover the costs involved in administering the travel plan over an agreed time period.

4.8 The funding covers costs relating to the TPC, including implementation of measures and initiatives, and marketing of the travel plan.

Contacts

- 4.9 Travel plan success is dependent on ownership of the plan being taken, alongside commitment to implement the contained measures. To ensure any difficulties encountered are addressed efficiently, contact details for the travel plan coordinator are identified below.
- 4.10 Until such a point that a permanent contact has been identified for the role of TPC, the contact will be:
- Lucy Crann who can be contacted by:
 - lucy.crann@scptransport.co.uk
 - 0113 887 3323
 - SCP 10 South Parade, Leeds, LS1 5QS
- 4.11 TC will be notified immediately if any change in the person responsible for the TPC role occurs and will be provided the contact details of the new TPC in such circumstances.

5.0 BASELINE TRAVEL SURVEY

- 5.1 Travel surveys are undertaken at occupation in order to understand how residents currently travel, how they would like to travel and what would encourage them to make those changes; repeat surveys are used to monitor ongoing travel patterns, over time.
- 5.2 In order to understand how residents are travelling, along with changes to those journeys over time as a result of the travel plan, regular residents' travel surveys are required. The survey responses provide an indication of what targets would be most appropriate for the development, and which measures would be most successful in helping to achieve them.
- 5.3 To capture resident contact information, the TPC will set up a resident database upon first occupation, containing household contact details.
- 5.4 The TPC will issue a travel survey for resident completion within three months of each site reaching approximately 75% of its occupation. Surveys will take place on an annual basis thereafter. As an initial target, a minimum of 30% response rate will be required. If this response rate is not achieved then it will be the responsibility of the TPC to arrange for direct contact with residents to be undertaken to make up any shortfall.
- 5.5 The survey will be disseminated to all occupied households, to collect the following data:
- Household profile, including number of occupants and children;
 - Work postcode;
 - Mode of travel to work and other trip purposes;
 - Measures that would encourage use of active travel modes or public transport;
 - Barriers to use of active travel modes / public transport.
- 5.6 The responses received from the surveys will be entered into the resident database to enable modal shift to be tracked and allow future comparison of travel patterns for each household, as well as providing information on which measures are most likely to encourage modal shift.
- 5.7 All data collected from the travel will be subject to the provisions of the Data Protection Act. In the interests of confidentiality, the TPC alone will manage the database and be responsible for the release of information; all data held will be used solely for the purposes of the travel plan.
- 5.8 Upon completion of the baseline travel survey, the Travel Plan will be updated to and submitted to TC for their review. The document will be submitted within three months of survey completion.
-

6.0 OBJECTIVES AND TARGETS

Objectives

- 6.1 Objectives are required to give a travel plan direction and focus. Targets are measurable and help to indicate whether the high level objective aspirations have been met. Targets should be linked to objectives and be SMART (Specific, Measurable, Achievable, Realistic and Time-related). Indicators determine whether the targets have been met and thus if objectives have been achieved, and as such will also be used to highlight the progress of the travel plan.
- 6.2 The travel plan recognises that there is not one specific mode of transport suitable for all residents and that there need to be a number of alternatives in place. The travel plan is intended to promote flexibility and choice, focusing efforts on encouraging a reduction in car use rather than prohibiting it.
- 6.3 This travel plan has been prepared to achieve the following objectives:
- Minimising the total travel distance of residents;
 - Reducing reliance upon the private car and improving awareness and usage of alternative modes of transport;
 - Promoting walking, cycling, public transport and car sharing; and
 - Promoting healthy lifestyles and sustainable communities which are accessible by all.

Modal Share Targets

- 6.4 Initial targets have been drafted based on data extracted from the Nomis Method of Travel to Work 2011 Census Data, using the existing modal split for residents travelling to work within the Trafford 017 MSOA within which both development sites sit.

Table 6.1: Mode Share for Residents of Trafford 017

Mode	Trafford 017	Targets
Single Occupancy Car	63%	58%
Walk / Cycle	12%	14%
Public Transport	16%	19%
Car Share	8%	8%
Motorcycle	1%	1%
Taxi	0%	0%

- 6.5 The example modal split targets above aim for a 5% reduction in single occupancy car trips, whilst aiming for a 5% increase in trips by more sustainable modes such as public transport, walking and cycling. The above targets are indicative only, and final targets will be decided following the receipt of the travel surveys.
- 6.6 However, once baseline surveys have been completed the Targets will be updated with input from TC to consider how these can be realistically tailored for how the developments operate. i.e. to identify how school/college/university trips etc. can be influenced, in the event that reasonable numbers of residents make such trips (say above 5%).

7.0 MEASURES AND MARKETING

7.1 A travel plan is the management tool for implementing measures that promote sustainable transport. A successful and cost effective travel plan is one that implements measures that are relevant and realistic to the development.

Travel Information and Marketing

7.2 Accurate information on the variety of travel options which can be used and the initiatives being promoted is a critical element of a successful travel plan.

7.3 At the outset of each development, the promotional sales material for each site will include reference to the travel plan and list associated benefits. As properties are sold, all residents will be made aware of the travel plan and the key measures to be implemented through their welcome packs.

7.4 The TPC will promote the sustainable travel opportunities through the distribution of travel information packs to residents. The travel welcome packs for residents will include the following:

- An introductory leaflet to the travel plan providing a summary of the contents, as well as the contact details of the TPC;
- A map showing the location of the development in relation to the local area, highlighting the nearby bus stops and key local facilities within easy walking distance of the site;
- Public transport information, including:
 - Bus timetables covering services from nearby bus stops;
 - Information on how to obtain concessionary bus travel passes;
 - Contact details for bus service providers.
- Active travel information, including:
 - Map indicating local walk and cycle routes;
 - Details of local bike repair shops/retailers, along with available training and maintenance sessions;
 - Details of 'Safer Routes to School' and associated 'Walking Buses' for access to local education;
 - Health information and details of local walking and cycling groups.
- A car cost calculator, providing information on the full cost of car use (i.e. financial, environmental, health, etc.); and
- Details of local taxi firms.

Walking Measures

7.5 The developments include provision of footways along the entrance to each site, connecting to the footways provided on Warburton Lane. In addition to the design improvements, the TPC will encourage walking by implementing the following initiatives:

- Raise awareness of the health benefits of walking through promotional material in the welcome pack;
- Provide a map showing walking routes as part of the welcome pack, indicating distances and times to key local facilities near to the site;
- Liaise with local schools in relation to their travel plans and identify any opportunities for implementing a “walking bus”;
- Encourage residents to sign up to the ‘WalkBUDI’ scheme which offers a journey matching service for those who may feel vulnerable travelling alone for journeys to work, or want to join in with regular exercise; and
- Promote the www.walkit.com website for journey planning on foot.

Cycling Measures

7.6 The TPC will encourage cycling as an alternative mode of travel by implementing the following initiatives:

- Provision of cycle storage for residents;
- Provide information on any local cycle proficiency ‘Bikeability’ or maintenance courses;
- Promote the availability of cycling information, including route maps and useful tips and guidance, on the Sustrans website www.sustrans.org.uk;
- Promotion of events such as “National Bike Week”; and
- The setting up of a residential Bicycle User Group (BUG)

Public Transport Information

7.7 The TPC will actively promote public transport with the following specific measures to be implemented:

- Residents will be provided with public transport locations (including bus stops), together with route and timetable information in the welcome packs;

- The TPC will provide details of websites and telephone advice services to enable residents to obtain details on their individual journey requirements, including the Traveline website (www.traveline-northwest.co.uk/);
- Details of community transport options and concessionary ticket availability; and
- Liaise with a local taxi firm to provide competitive rates for residents.

Car Sharing Scheme

- 7.8 The TPC will promote the existing local car share scheme which has been developed by TfGM to residents (www.carsharegm.com) within 3 months of site occupation. Information about the scheme will be placed in the welcome pack.

Internet Shopping

- 7.9 While the concept of home shopping has been around for some time, the increasing availability of internet shopping has resulted in significant opportunities for reducing the need to travel.
- 7.10 Every type of goods is now available through online retailers, including everyday requirements such as food shopping. In addition, bulky household goods are available to purchase online from electrical retailers which typically already require home delivery. Home shopping also allows competitive price comparison, potentially saving numerous car journeys to a variety of retailers

Car Parking

- 7.11 Car parking for residents will be provided in accordance with local parking standards as agreed with TC. The provision would be allocated within the curtilage of individual units and would form part of any sale / lease agreement.

Marketing Summary

- 7.12 The TPC will be responsible for providing residents with an overview of the travel plan in order to promote the use of a range of modes of transport and work towards increasing awareness of the alternative modes of transport available.
- 7.13 As noted above, the following marketing tasks will be undertaken as part of the travel plan implementation:
- Development of an introductory leaflet for the travel plan, to be disseminated to residents;
 - Welcome packs will be populated with a range of sustainable transport information and distributed to all residents; and

- Regular updates will be sent to the residents, to promote new and ongoing measures.

8.0 ACTION PLAN

8.1 The action plan follows, and includes measures and marketing actions to be implemented, timescales for implementation, responsibilities and an indication of the resources required in order to deliver each action.

Action	Target Date	Responsibility	Budget Indication
Initial Setup – Prior to Occupation			
Provide all highway and transport measures as agreed with TC	As per planning agreements with TC	Redrow Homes / TC	Developer
Appointment of TPC	At least 1 month prior to first occupation	Redrow Homes	Redrow Homes
Exchange contact details with relevant officers	At least 1 month prior to first occupation	TPC	Staff time
Procure and produce information to populate welcome packs	1 month prior to first occupation	TPC	Staff time + materials
Liaise with a local taxi firm to secure favourable residents' rates	2 weeks prior to first occupation	TPC	Staff time
Upon Occupation			
Issue travel welcome packs to residents	Upon occupation	TPC	Staff time + printing
Set up travel plan working file	Upon first occupation	TPC	Staff time
Within 3 Months of Occupation			
Set up residents' database	As units occupied	TPC	Staff time
Promote any local area cycle training and maintenance courses	Within 3 months of occupation	TPC	Staff time
Promote car share scheme	Within 3 months of occupation	TPC	Staff time
Liaison with schools in local area	Within 3 months of occupation	TPC	Staff time
Within 3 Months of 75% Occupation			
Prepare resident baseline travel survey	Within 3 Months of 75% occupation	TPC	Staff time + printing
Issue surveys to residents	Within 3 Months of 75% occupation	TPC	Staff time + printing
Collect travel plan surveys and analyse responses	Within 3 weeks of issue	TPC	Staff time

Review travel plan objectives and confirm mode share targets on the basis of survey data	Within 3 months of survey completion	TPC	Staff time
Update travel plan document and submit to TC	Within 3 months of survey completion	TPC	Staff time
Liaise with TC to agree final travel strategy, objectives and targets	Within 3 months of survey completion	TPC / TC	Staff time
Ongoing Tasks			
Update residents with any service changes with regard to local transport on an annual basis	Annually	TPC	Staff time
Promote national events e.g. Bike to Work Week, Walk to Work etc.	Annual promotion of various events	TPC	Staff time
Annual Monitoring / Review			
Conduct repeat travel survey one year after the baseline survey, annually for 5 years	For five years after baseline surveys	TPC	Staff time + printing
Analyse responses, produce progress report and submit to LA	Within 3 months of receipt of responses	TPC	Staff time
Report updates to residents	Within 1 month of analysis taking place	TPC	Staff time + printing
Continue regular monitoring as set out and agreed with TC	As agreed with TC	TPC	Staff time

9.0 MONITORING AND REVIEW

9.1 To establish the success of the travel plan, an effective monitoring and review process must be agreed. Monitoring will ensure that there is compliance with the travel plan, assess the effectiveness of the measures and provide the opportunity for review of targets.

Monitoring

9.2 Monitoring of the plan is important for the following reasons:

- It demonstrates to the local authority the effectiveness of measures implemented and the progress being made towards travel plan objectives;
- It justifies the commitment of the TPC and of other resources;
- It maintains support for the travel plan by reporting successes; and
- It helps to identify any deficiencies within the travel plan, including any measures that are not effective.

9.3 The TPC will monitor travel patterns associated with the site on an annual regular basis over a five year period, commencing within three months of 75% each site occupation.

9.4 As part of the annual monitoring, surveys will be distributed to all occupied households to monitor travel to and from the site, and gain an understanding of travel habits.

9.5 The TPC will agree the monitoring programme with TC to ensure that the monitoring procedures are appropriate.

Reviewing

9.6 The TPC will undertake an annual review of the travel plan following monitoring. This review will be important in assessing the effectiveness of measures implemented, to identify areas where modification may be necessary. In particular the following will be assessed:

- The level of car / non-car usage at the site; and
- Comments received from residents.

9.7 The TPC will use data collected during the survey to compare the mode share statistics to the targets set for the development. The TPC may choose to revise the targets, in agreement with TC, in order to maintain a realistic travel plan goal.

- 9.8 The TPC will also use spot check data regarding usage of facilities such as cycle and car parking, to investigate the effectiveness of the measures and initiatives being promoted and the contribution they make towards travel plan objectives. The TPC may choose to remove ineffective measures and/or initiatives and implement new measures, in agreement with TC.
- 9.9 The TPC will prepare a progress report to include the results of monitoring, details and success of measures implemented and an action plan for the forthcoming period. This will be submitted to the local authority for their review, within three months of the monitoring period.

10.0 CONCLUSION

- 10.1 This travel plan reviews the existing transport facilities surrounding the development sites and identifies a range of measures for implementation by the travel plan coordinator to reduce overall car usage and promote the use of sustainable transport modes.
- 10.2 Through the delivery of the measures discussed within this travel plan, the objectives identified should be fulfilled. These include:
- Minimising the total travel distance of residents;
 - Reducing reliance upon the private car and improving awareness and usage of alternative modes of transport;
 - Promoting walking, cycling, public transport and car sharing; and
 - Promoting healthy lifestyles and sustainable communities which are accessible by all.
- 10.3 This document therefore ensures that sustainable access to both developments is facilitated.