Globe Mills, Bridge Street Slaithwaite

Travel Plan Framework

December 2022

Project number 714D

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Contents

1.0 Introduction 4
2.0 Objectives 5
3.0 Development Proposals 6
4.0 Travel Plans 9
5.0 Accessibility 14
6.0 Transport Impact 20
7.0 Travel Plan Initiatives 21
8.0 Targets 26
9.0 Responsibility and Ownership 29
10.0 Monitoring and Review 30

Appendices

Appendix A Site Location Plan
Appendix B Proposed Site Layout
Appendix C Travel Questionnaire

1.0 Introduction

1.1.1 Paragon Highways have been appointed to prepare this Travel Plan Framework in relation to a mixed-use development on the site of former mill buildings on both the north and south sides of Bridge Street, Slaithwaite, in the district of Kirklees. Appendix A shows the site location in relation to the local and regional highway network.

1.1.2 The site is bordered by Huddersfield narrow canal to the north, industrial buildings to the east, Colne River to the south and a mix of commercial and terraced residential properties to the west.

1.1.3 Central Government and Local Authorities are placing greater emphasis on the need to reduce the number and length of motorised journeys and, in doing so, encourage greater use of alternative means of travel which have less environmental impact than the car. The principle aim of this Travel Plan Framework is to encourage a reduction in car usage, particularly single occupancy car trips, and to increase the use of public transport, walking or cycling.

1.1.4 The location of the site in the centre of Slaithwaite is close to bus stops as well as local businesses, schools, residential areas, and employment opportunities; all of which provide the opportunity to formulate a robust Travel Plan Framework to increase sustainable travel choices and provide a development accessible to all.

2.0 Objectives

2.1.1 This Travel Plan Framework has been produced in accordance with both Central and Local Government guidance relating to travel plans. The Travel Plan Framework is focused on the future occupiers of the proposed development. The specific measures will help to provide a focused and effective Travel Plan to encourage users to vary or change from their reliance on private car travel.

2.1.2 There are several objectives both at national and local level which the implementation of the Travel Plan Framework is intended to help fulfil. These include:

- To influence the travel behaviour of staff and visitors.
- Reduce the number of single occupancy car trips.
- To reduce the need for unnecessary car journeys by staff and visitors.
- Reduction in travel distances.
- To help improve the health of staff and visitors.
- Accommodating those journeys that need to be made by car.

3.0 Development Proposals

3.1 Proposed Development

3.1.1 The applicant seeks permission to redevelop the existing buildings on site to provide a wide range of services and amenities for the benefit of local residents in addition to office use.

3.1.2 The development comprises of 2 large mill buildings (Mill 1 and Mill 2). Mill 1 comprises of 5 storeys as follows: -

Ground Floor – 601sqm D1 (Doctors Surgery) & 713sqm A1 Retail

1st Floor – 678sqm Complementary Medical & 713sqm A1 Artisan Foodhall

2nd Floor – 1542sqm B1 Office

3rd Floor – 1667sqm B1 Office

4th Floor – 1572sqm B1 Office

3.1.3 Globe 2 has previously been approved for B1 Office use; however, this could change once this building starts to be redeveloped (as with most converted mills the proposed uses can change over time).

3.1.4 The proposed development layout can be found at Appendix B. This shows the car parking provision, delivery, and servicing arrangements for the proposed uses.

3.2 Access

3.2.1 Vehicular access to the development will be provided via Bridge Street. The proposals will open-up the present frontage offering improved vehicular access to the site in terms of swept paths and visibility afforded to oncoming traffic.

3.2.2 The proposals also include the provision of a bridge providing pedestrian connections between the site and Carr Lane to the north of Globe 1 over the Canal, leading to local services and amenities, along with public transport facilities.

3.3 Parking Provision

3.3.1 Car parking will be allocated to tenants' pro rata on the floor areas being leased. Currently, the car parking on the north side of Bridge Street adjacent to Mill 1 is surfaced and being brought into use.

3.3.2 The current planning permission includes a total 168no. car parking spaces to serve both Mill 1 and Mill 2, with 120 spaces located adjacent to Mill 1 (including 25 allocated to the medical centre) and 48 located within the lower ground floor of Mill 2 and externally between Mill 2 and the River Colne.

3.3.3 The applicant also intends to apply for planning permission to create parking on the upper ground floor of Mill 2 to be accessed via an external ramp to the west of the building which will create an additional 29no. spaces. The garage and outbuildings to the west of Mill 2 will also be demolished to create 15no. car parking spaces. The implementation of additional parking around Mill 2 could create additional parking 'out of hours' for the general public to alleviate the potential parking stress along the local network within Slaithwaite if considered appropriate by the LPA.

3.3.4 The development of the additional parking will be carried out as the lettings increase in Mill 1.

3.3.5 The parking provision and management measures are set out in more detail in the approved Car Parking Management Plan. The approved plan provides a commitment to fund/ provide further signage at the entrance point to Globe Mill car park(s) so that visitors/ occupiers are fully aware of alternative car parking areas within Slaithwaite (170 spaces operated by the Council). The plan also commits to provide parking stress surveys and if as a result management measures are necessary on Bridge Street, then there is a commitment to fund a Traffic Regulation Order.

3.3.6 In total, the development could provide 212no. car parking spaces to serve both Mill 1 and Mill 2 and 24no. cycle parking spaces, depending on actual parking demands.

3.3.7 A Facilities Manager will be appointed (please refer to the approved Service Management Plan). Car parking will be strictly monitored within the site, so that all areas allocated for particular uses are adhered to in accordance with the Parking Management Plan.

3.3.8 Notwithstanding that suitable car parking provision can be provided in accordance with the approved development, the applicant is willing to fund the provision for a Traffic Regulation Order scheme along the adjacent highway network (Bridge Street) to restrict parking at certain locations to enable continued use of adjacent access points and to maintain the safe and free flow of traffic along Bridge Street should this be justified by the LPA. Justification could include independent parking stress surveys along Bridge Street.

3.4 Servicing

3.4.1 The site will be serviced as per existing arrangements for other developments along Bridge Street in full accordance with the approved Service Management Plan. The Service Management Plan proposes a Facilities Manager that will provide support to tenants in the building and would also continually monitor car parking demands for each of the uses at the site. The proposed service area can accommodate all classes of vehicle and all deliveries shall be made during the employment hours of the Facilities Manager. It is intended that deliveries would be made out of network peak hours.

4.0 Travel Plans

4.1.1 A Travel Plan (TP) is typically a package of practical measures to encourage staff and potentially visitors to choose an alternative to single occupancy car use, and to reduce the need to travel in connection with their work, education, recreational, shopping or leisure purposes.

4.1.2 The TP should be tailored to a specific site and include a range of measures which will make a positive impact at that site, such as setting up a car sharing scheme, providing cycle facilities, restraining car parking or possibly providing high speed broadband to allow working from home to cut business travel and journeys to work. The purpose is to make the more sustainable transport modes safe and practical and therefore attractive to staff and visitors.

4.2 The Benefits of a Travel Plan

4.2.1 The effects of travel choices on our environment, our health and our quality of life are well documented. Sources describe how increases in road traffic have produced unsustainable levels of congestion and pollution. The effects can be felt at a local level through poor air quality, noise and busier roads, and at a global level through climate change. Journeys by road are becoming slower and more unreliable, causing problems for businesses and stress to drivers.

4.2.2 It is necessary to look at the way staff and visitors might travel and consider ways of reducing the impact on the surrounding network. This means using more sustainable alternatives such as walking, cycling or public transport use in preference to single occupancy car use. The TP should encourage staff and visitors to reconsider how they make regular journeys.

4.2.3 An effective TP can benefit the site, the local community and the overall environment. It can significantly reduce the costs of car park provision and maintenance by potentially reducing the demand for parking spaces, including visitor provision.

4.2.4 Table 1 below summarises some of the benefits of implementing a TP at the new development and indicates who will benefit.

Benefit	Residents / Visitors	Community / Environment
Cost savings	✓	
Healthier lifestyle	✓	
Improved site access	✓	✓
Reduced congestion	✓	✓
Time savings	✓	✓
Improved quality of life	✓	✓
Reduced stress	✓	
Improved local air quality		✓
Reduced noise		✓

4.2.5 TPs can produce indirect but significant benefits, such as improving the punctuality of people attending work. Staff who walk / cycle to and from the development will promote a healthier lifestyle. By having a TP, the developer will demonstrate a more responsible and caring attitude to staff and the local community.

4.3 Transport Policy

4.3.1 When considering transport policy compliance for planning applications, the main thrust of local, regional and national policy is that new developments should be conveniently accessible by a range of sustainable transport modes, including public transport, cycling and walking. The policy therefore sets out the framework for this Travel Plan and the project's compliance with the policy objectives. Further details of the relevant policy documents are set out below.

4.4 National Planning Policy Framework

4.4.1 The National Planning Policy Framework was published originally in March 2021 and was updated most recently in July 2021. The framework sets out the Government's planning policies for England and how these are expected to be applied. It recommends that new developments 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 with regards to Transport should:

Considerations	Proposals
Consider the potential impacts of the development on the highway network	This matter was dealt with as part of the approved Transport Assessment
Provide opportunities to promote cycling, walking and public transport use are identified	The layout of the site will allow access for all potential users
Patterns of movement, streets, parking and other transport considerations are integral to the design of schemes and contribute to making high quality places	On-site parking will be provided as part of the development proposals
Allow for the efficient delivery of goods, and access by service and emergency vehicles	The site access and internal circulation area will allow for safe access within the site, and suitable access and egress onto the major road
Include within the design for the charging of plug-in and ultra-low emission vehicles in safe and convenient places	Charging points for plug-in vehicles will be provided as part of the overall scheme

4.4.2 Paragraph 110 of the NPPF states that in assessing sites that may be allocated for development in plans, or specific applications for development, it should be ensured that:

- Appropriate opportunities to promote sustainable transport modes can be, or have been, taken up, given the type of development and its location.

- Safe and suitable access to the site can be achieved for all users.
- The design of streets, parking areas and other transport elements and the content of associated standards reflects current national guidance, including the National Guide and the National Model Design Code.
- Any significant impacts from the development on the transport network, in terms of capacity and congestion or on highway safety, can be cost-effectively mitigated to an acceptable degree.

4.5 Local Transport Plan

4.5.1 The current Local Transport Plan is the third West Yorkshire Local Transport Plan (LTP3) which covers the period between 2011 and 2026. The key objectives of the LTP3 include:

- To improve access to jobs, education, and other key services for everyone.
- To reduce delays to the movement of people and goods.
- To improve safety for all highway users.
- To limit the transport emissions of pollutants, greenhouse gases and noise.
- To improve the condition of the transport infrastructure.

4.5.2 The LTP sets out the walking and cycling strategy for West Yorkshire to encourage more people to use these modes of travel to help reduce the dependency on private cars. With regards to cycling provision within the development proposals, the WYCS seeks to ensure that new development proposals are located and designed to be cycle friendly and adopt guidelines for cycle parking standards. With regards to walking, the LTP seeks to improve the local environment to make walking more attractive by enhancing safety, security and environmental quality.

4.5.3 The LTP also sets out a bus strategy for West Yorkshire and seeks to increase patronage for all categories of bus passenger and modal shift towards the bus and away from the private car.

4.5.4 It is considered that the development is generally compliant with the local, regional and national transport policies due to the sustainable location of the site with facilities for travel using modes other than single occupancy car trips.

5.0 Accessibility

5.1 Introduction

5.1.1 The following paragraphs provide a summary of the site's current accessibility in terms of walking, cycling and public transport. The plan included at Appendix A shows the local highway network within the vicinity of the site.

5.1.2 The applicant is highly committed to providing a development that is accessible to all staff and visitors. One of the key elements of the proposals is to reduce the reliance on private car use by delivering a number of 'hard' and 'soft' initiatives to promote sustainable travel choices. Details of the proposed infrastructure improvements to achieve this objective and provide secure, safe and convenient links to the existing network are provided in the following paragraphs.

5.2 Site Location / Local Facilities

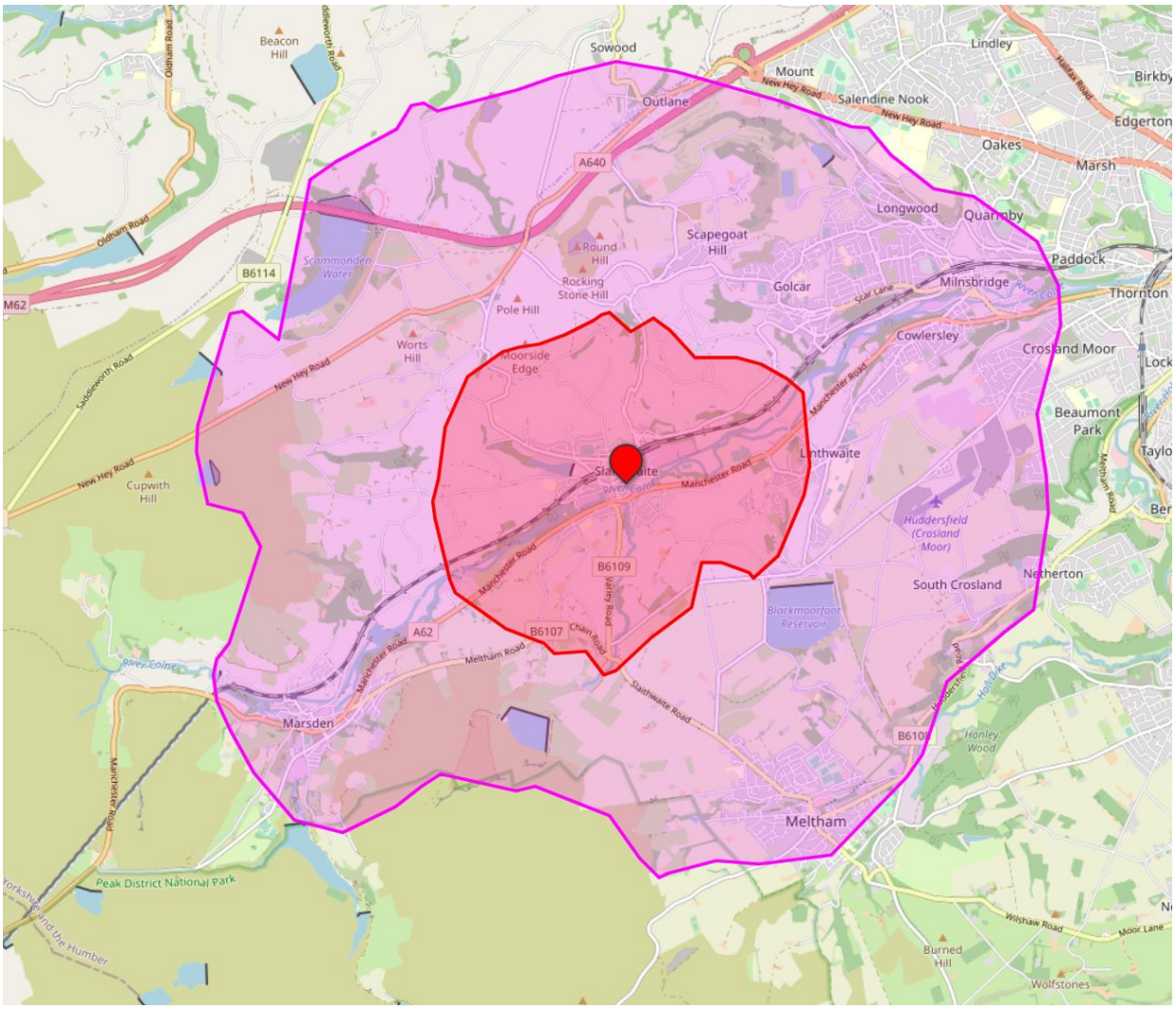
5.2.1 The site is currently unoccupied, having previously been used as a mill utilising an existing access off Bridge Street. The site lies in the centre of Slaithwaite, approximately 6.73km to the west of Huddersfield town centre.

5.2.2 The site is bounded by the Huddersfield canal to the north, industrial buildings to the east, the River Colne to the south and a mix of commercial and residential buildings to the west.

5.2.3 Being located in the town centre, the roads in the vicinity of the proposed development are heavily trafficked, providing links to a multitude of residential and commercial properties as well as neighbouring settlements. Street lighting is present to side road standards and the speed limit is 20mph.

5.3 Walking

5.3.1 The catchment areas for the recommended walking distance of 2km can be found on the plan below highlighted in red.

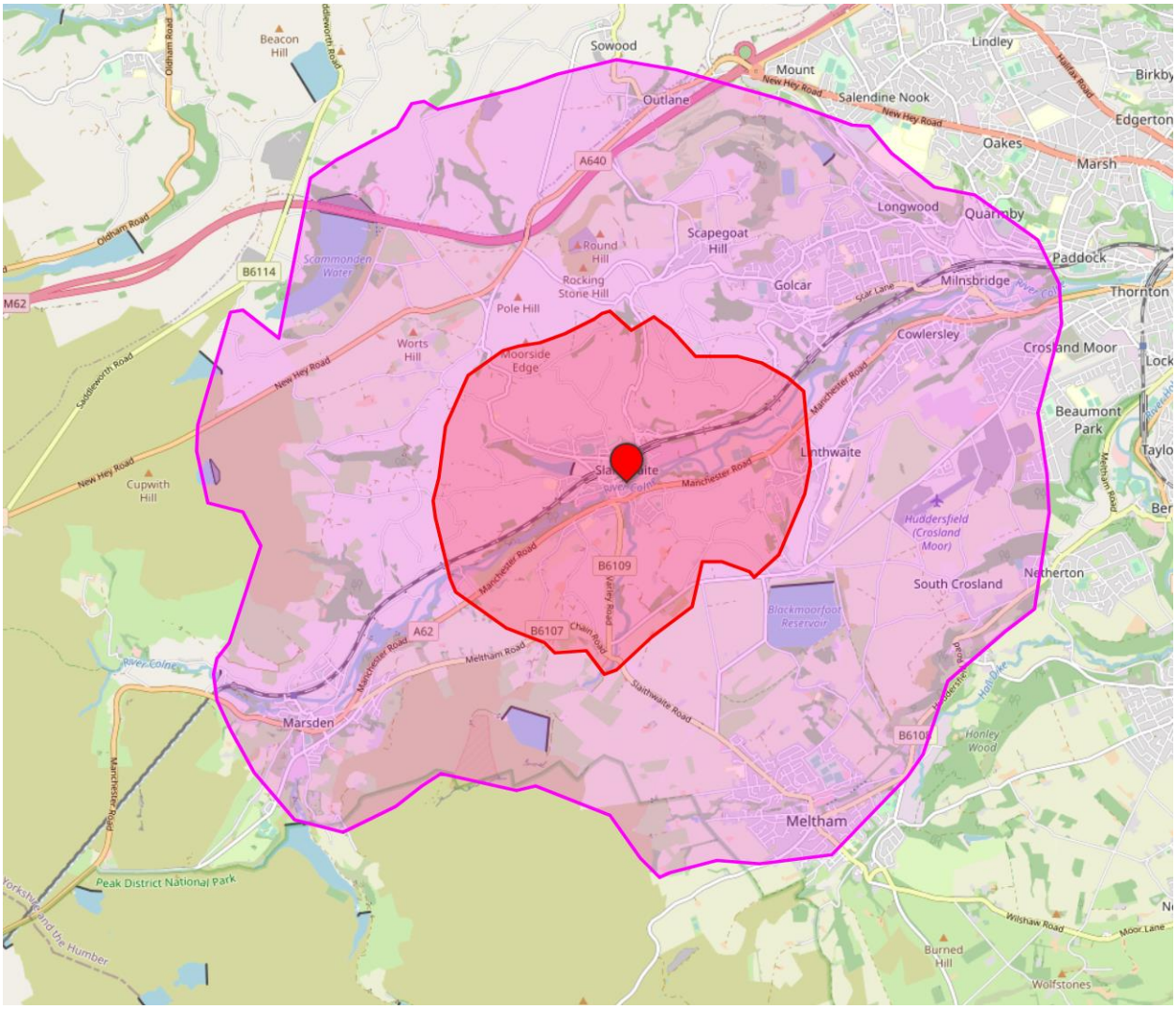


5.3.2 These include Hill Top and Bolster Moor to the north; Clough and Blackmoorfoot to the east and Booth Bank to the west. There are numerous facilities and services available within walking distance, such as a wide range of locally operated businesses, a leisure centre, playground, beauty salon, spa, places of worship and a nature reserve. Additionally, there are medium density residential areas within Slaithwaite along with an EV charging station, a large supermarket, bakery, restaurants, bars and hot food takeaways, several schools including a preschool and the Slaithwaite railway station.

5.3.3 Footways within the vicinity of the site are to a good standard in terms of width and construction, and street lighting is typical of the small-town environment. As such, the site is well placed in relation to the public footway network. It is concluded that safe and convenient access to the site is readily available for pedestrians.

5.4 Cycling

5.4.1 With regards to cycling, the former guidance contained within PPG 13: Transport is still useful as a reference. It states that, "Cycling also has the potential to substitute for short car trips, particularly those under 5km, and to form part of a longer journey by public transport." The plan below also shows the 5km cycle catchment area from the proposed development site highlighted in purple.



5.4.2 This includes Scapegoat Hill, Nettleton Hill, Salendine Nook, Mount, Outlane and Sowood to the north; Golcar, Milnsbridge, Cowlersley, Linthwaite, Crosland Hill, South Crosland and Netherton to the east; Meltham and Helme to the south; and Lingards Wood, Bradshaw, Deanhead, Pole Moor and Moselden Height to the west. An additional railway station at Marsden is also available within this catchment area as well as Huddersfield New College and several high schools.

5.4.3 The proposed development site is situated just over 160 metres to the east of Britannia Road, where National Cycle Route No.68 picks up. The route passes through the Derbyshire Dales, Mickleover Greenway, Tissington Trail, the Midshires Way north of Buxton, Longdendale Trail through the south Pennines to Northumberland and then Eden Valley, the North Pennines, South Tyne Valley, Hadrian's Wall and the Northumberland National Park.

5.4.4 It is a mostly trafficked route, with 20% being traffic-free, and takes place over mostly asphalt terrain with some unsealed firm and unsealed loose ground.

5.5 Public Transport

5.5.1 The site is well located in terms of access to public transport. The Slaithwaite railway station is within walking distance and the Marsden railway station is within cycling distance, as can be seen on the catchment plan at Appendix B. There are also several bus stops within 300 metres of the site frontage which can be viewed on the plan at Appendix A.

5.5.2 The closest bus stops are located on Carr Lane approximately 236 metres to the north, close to the junction with Britannia Road. Both of these stops have the benefit of passenger shelters. There are also further local fare stages available the southwest, approximately 267 metres from the development site. Both of these stops have the benefit of a flagpole and timetable cases. Further details regarding the services available from these stops can be found in the table below.

Number	Route	First Service	Last Service	Frequency			Provider
				Mon – Fri	Sat	Sun	
181	Huddersfield Bus Station – Wilberlee	06.35	18.39	60 mins	60 mins	N/A	First Halifax, Calder Valley & Huddersfield
394	Huddersfield – Slaithwaite	10.19	16.19	120 mins	120 mins	N/A	Stotts Coaches
395	Huddersfield – Slaithwaite	09.19	17.19	120 mins	120 mins	N/A	Stotts Coaches
938	Marsden – Blackmoorfoot	08.57	15.44	60 mins	120 mins	N/A	South Pennine Community Transport

Bus Services

5.5.3 As can be seen from the above table, there are regular bus services that provide links to many local settlements such as Marsden, Blackmoorfoot, Milnsbridge, Linthwaite, Cowlersley and Paddock as well as the central bus station in Huddersfield.

5.5.4 The closest railway station is Slaithwaite, situated less than 500 metres to the north of the site. It has the benefit of 10 cycle storage stands located on the platform which are sheltered and covered by CCTV.

5.5.5 A further railway station is also available at Marsden, situated approximately 3.97km to the southwest of the proposed development site. This station has the benefit of 8 cycle storage stands which are sheltered and covered by CCTV.

5.5.6 Further details regarding the services available from these stations can be found in the table below.

Destination	Route	First Service	Last Service	Frequency		
				Mon – Fri	Sat	Sun
Huddersfield	Manchester Piccadilly – Huddersfield	06.06	23.08	30 mins	30 mins	60 mins
Manchester Piccadilly	Huddersfield – Manchester Piccadilly	06.01	23.35	30 mins	30 mins	60 mins

Slaithwaite Train Services

Destination	Route	First Service	Last Service	Frequency		
				Mon – Fri	Sat	Sun
Huddersfield	Manchester Piccadilly – Huddersfield	06.02	23.04	60 mins	60 mins	60 mins
Manchester Piccadilly	Huddersfield – Manchester Piccadilly	06.06	23.39	60 mins	60 mins	60 mins

Marsden Train Services

5.5.7 As can be identified from the train services above, there are good public transport links available with frequent services to the major centres of Huddersfield and Manchester. It is evident that the proposed development site benefits from being in close proximity to an excellent frequency of public transport links for travelling around the local area and further afield, with opportunities for multi-modal transport.

5.6 Private Car

5.6.1 The nature of the development use is that it is inevitable that some staff and visitors will make their journey by private car.

5.6.2 The site has the capacity to provide for those journeys by private car that are necessary and unavoidable. Parking is to be provided in accordance with LPA guidelines to cater for anticipated demands. Parking provision is to be strictly management by the Facilities Management Officer monitoring parking demands so that suitable parking provision for the different uses at the site can be maintained at all times.

6.0 Transport Impact

6.1 Travel Questionnaire

6.1.1 To provide a focused Travel Plan with effective measures to promote sustainable travel, an understanding of the transport impact of the development and travel characteristics is required. This is achieved by carrying out a survey of occupiers' travel characteristics when they move to the site. A copy of a sample questionnaire is included at Appendix C.

6.2 Traffic Impact

6.2.1 The development Traffic Impact has been presented within the approved Transport Assessment, which has been accepted by the LPA.

6.2.2 The measures suggested within this Travel Plan should successfully mitigate any capacity or road safety problems on the local highway network.

7.0 Travel Plan Initiatives

7.1.1 The following paragraphs detail both 'hard' (physical infrastructure improvements) and 'soft' (management measures) initiatives that will be used to reduce the reliance on the private car and promote more sustainable travel choices.

7.1.2 The following paragraphs will first detail the physical infrastructure measures that will be implemented in this development proposal. Details of the 'soft' measurement measures that will be used are then provided.

7.2 Infrastructure Improvements

7.2.1 Proposed Infrastructure to Increase Pedestrian Usage

7.2.1.1 The site layout will provide safe and convenient access for pedestrians to link to the footways / public footpath network in the immediate area. Appropriate levels of lighting will be provided along pedestrian routes within the site where necessary.

7.2.1.2 The proposals include the provision of a bridge over the canal linking the Mill 1 building to Carr Lane and the local services and public transport opportunities.

7.2.2 Proposed Improvements to Increase Cycle Usage

7.2.2.1 Safe and convenient access through the site for cyclists will be provided. Links to the local highway network to provide access to pedestrians and cyclists is also proposed.

7.2.2.2 Cycle parking will be available in the designated cycle storage area.

7.3 'Soft' Measures

7.3.1 'Soft' measures are also required to further encourage the use of sustainable transport modes. These generally include the promotion of travel choices through marketing initiatives such as personalised travel plans, travel information packs and a dedicated website.

7.3.2 Travel information and initiatives will be promoted to all staff. This will be achievable via the Travel Information Welcome Pack and thereafter by producing a dedicated website. This activity will need to be coordinated properly by a nominated individual or company.

7.4 Travel Plan Coordinator

7.4.1 To deliver the 'soft' measures it will be necessary for a Travel Plan Coordinator (TPC) to be appointed to implement the measures. This appointment will be made within either the next 3 months from the date of the plan being approved by the LPA or prior to arrival of Thornton and Ross Office staff and will continue for a minimum of at least 5 years from the start of monitoring. It is expected that Facilities Management would continue the Travel Plan post monitoring, depending on tenant demands/ uptake to arrange for the continuation of travel plan initiatives. Details of the role will be provided to tenant groups on completion of the monitoring process should there be a demand for it.

7.4.2 Generally, the role of the TPC is to ensure promotional material for sustainable travel is up to date and that they act as the main point of contact for travel and access information. The promotional material will be developed by the TPC in liaison with the Travel Plan Officer of the Council.

7.4.3 The initial contact details for the TPC are: -

Richard Floyd
Hartley Property Trust Ltd
Cumberland House
Greenside Lane
Bradford
BD8 9TF
Email: rwf@haighonline.co.uk
Telephone: 07931 565 856

7.4.4 The TPC will coordinate all initiatives for the development site in liaison with the Council's Travel Plan Officer, including monitoring and reporting via the annual travel survey. They will also act as the main point of contact for all organisations outside the development site.

7.4.5 One of the first tasks of the TPC on their appointment will be to ensure their contact details are included in the marketing suite for the development, within marketing literature and the Travel Information Welcome Pack. These details will also be provided to the Local Authority and will be kept up to date, should they change. The TPC will also ensure the 'hard' and 'soft' measures are implemented.

7.4.6 The TPC will promote each form of sustainable travel in the following ways.

7.4.7 It is the responsibility of the applicant to appoint a Travel Plan Co-ordinator within the suggested timeframe.

7.4.8 **Initiatives to Promote Walking**

7.4.8.1 The health, environmental and financial benefits of walking will be promoted to staff and visitors. Personal security is perceived as a significant barrier to walking and it is important to address this as far as possible. The TPC will also liaise with the Local Authority on behalf of staff to relay any concerns about the local footway network, accessibility and personal safety issues. The TPC will also promote walk buddying if requested.

7.4.8.2 Information in respect of walking routes to site will be made available to staff and visitors. This information will be included on maps to be produced and made available in the Travel Information Welcome Pack, and thereafter through the dedicated website. Reference to the walking planner (www.walkit.com) will also be provided in promotional and marketing material.

7.4.8.3 A guaranteed lift home will be provide for staff who walk to work should an emergency arise.

7.4.9 Measures to Promote and Facilitate Cycling

7.4.9.1 The TPC will promote cycling to work, particularly for staff who work/live within a 5km radius of the development site. The health, environmental and other benefits of cycling will be promoted by the TPC to staff. If viable, a Bike User Group (BUG) and forum will be set up to allow the sharing of tips and concerns regarding cycling in the area. Initiatives such as a bike buddy service will be promoted and the TPC will liaise with the Council's Cycling Officer about such schemes and other area-wide initiatives. The provision of a 'spares and tools' box to assist with on-site repairs while the marketing / sales suite is onsite will be made available.

7.4.9.2 Information on local cycle network routes will be made available to staff and visitors. This information will be included on maps to be produced and made available through the Travel Information Welcome Pack and thereafter through the dedicated website. Details of the Department for Transport / local Council cycling promotion and assistance initiatives will also be disseminated via these methods.

7.4.9.3 A cycle storage area is proposed as part of the development plans.

7.4.9.4 A guaranteed lift home will be provided for staff who cycle to work should an emergency arise.

7.4.10 Measures to Promote Public Transport

7.4.10.1 The TPC will liaise with West Yorkshire Combined Authority and local bus operators to provide up to date details of bus services, including route information and service frequencies. The TPC will be responsible for the dissemination of this information and to promote the use of these services via promotional and marketing material, the Travel Information Welcome Pack and thereafter through the dedicated website.

7.4.10.2 The occupiers will join the West Yorkshire Travel Plan Network which assists with distributing local and national information on sustainable travel. By joining the WYTPN, employees will be offered a 15% discount on annual MetroCards. The possibility of a 'Shared Travel Plan' scheme for all tenants would be considered and agreed with the WYTPN.

7.4.10.3 The TPC will make arrangements to demonstrate to staff, and visitors if requested, how to access online real-time bus information. Visitors will also be made aware of all the relevant websites administered to by public transport operators via the dedicated website.

7.4.10.4 A guaranteed lift home will be provided for staff should an emergency arise.

8.0 Targets

8.1.1 Targets measure the outcome of what the Travel Plan has achieved. They quantify the difference a Travel Plan has made to travel habits and should be SMART – Specific, Measurable, Achievable, Realistic and Timed.

8.1.2 A commitment to specific targets is difficult to achieve at this stage. It is not considered possible to identify a true base level of travel behaviour until the development is substantially occupied and travel surveys have been undertaken.

8.2 Surveys

8.2.1 Given the sustainable location of the site with respect to public transport facilities and access to local amenities, then it would be reasonable to expect future targets to be ambitious in terms of reducing single occupancy vehicle movements.

8.2.2 It is not considered possible to identify a true base level of travel behaviour until development is occupied to such an extent that would enable suitable travel data to be obtained from tenants. It is considered that a travel questionnaire should be taken within 3 months of the LPAs approval of this Travel Plan. The survey would include the following questions:

- Where people live.
- What mode of transport they generally use for the trip to and from the proposed development.
- Facilities and initiatives which would be welcomed.
- Opinions on transport.

8.2.3 To maximise the response rate for the questionnaire, it is proposed to provide incentive measures to tenants. This is envisaged to be a prize draw for vouchers or similar, which will be agreed by the Council's Travel Plan Officer. It is envisaged that a response rate of over half of the tenants would give a meaningful modal split for the majority of occupiers/ tenants at the site, although the response rate would be agreed with the Council's Travel Plan Officer. In addition to the questionnaire, regular traffic counts will be carried out as an alternative form of monitoring.

8.2.4 Thornton and Ross will be occupying part of the site, and current promote sustainable transport initiatives. They currently provide electric vehicle charging facilities and encourage car sharing and are also introduced trial e-bike options for local travel. Recently to promote healthy living the company ran a walking/ steps challenge with an increase in staff walking to work. Further measures to promote sustainable travel will continue.

8.2.5 As the occupiers are known, it is proposed to submit the travel questionnaire to Thornton and Ross employees on occupation of the site, with the results submitted to the Council's Travel Plan Officer within one month. This will assist in agreeing the base level modal split.

8.2.6 The Travel Plan will then be reviewed and updated as necessary within 3 months of the completion of this survey.

8.2.7 An indicative framework for initial targets is provided below: -

Objective	Target	Timescale				
		Year 1	Year 2	Year 3	Year 4	Year 5
Reduction in car travel	1a. Reduction in the proportion of single occupancy car trips.	10%	5.5%	5.5%	4%	3%
	1b. Increase in the proportion of car sharers	2%	2%	2%	1%	1%
Accessibility	2a. Increase in the proportion of public transport users	2%	1%	1%	1%	1%
	2b. Increase in taxi use	1%	0.5%	0.5%	0%	0%
Health and wellbeing	3a. Increase in cycling	1%	1%	1%	1%	0%
	3b. Increase in walking	1%	1%	1%	1%	1%

8.2.8 Notwithstanding the indicative targets identified above, the baseline data resulting from the initial travel survey will influence the setting of the SMART targets and the latter shall be agreed between the developer and the Council.

9.0 Responsibility and Ownership

9.1.1 The developer will be responsible for implementing the internal infrastructure measures in this report, such as cycle parking provision in liaison with the Local Planning and Highways Authority. The developer will appoint a TPC and this will be maintained whilst the site is being marketed / developed and then the Facilities Management or tenants group representatives shall maintain this role throughout the life of the development once the monitoring period has ended.

9.1.2 The Travel Plan will be implemented under the control of the TPC, who will work in conjunction with the Council's Travel Plan Officer, the local community and other interested parties for the continued progression of the Travel Plan. The TPC will provide their contact details to the Council's Travel Plan Officer.

9.1.3 Once the development commences and specific dates for occupation are set, the TPC will inform the Council's Travel Plan Officer and set out preliminary dates for the delivery and monitoring of this Travel Plan. The TPC will liaise with the Travel Plan Officer on a regular basis to ensure up to date area-wide initiatives are delivered and the monitoring procedure is to the approval of the Local Authority.

9.1.4 The TPC will be responsible for the annual monitoring of the Travel Plan, including carrying out travel surveys, presenting the results and discussing targets with the Local Authority and relaying this information to all parties involved. The TPC will agree at the onset with the Council how the outcomes will be reviewed.

9.1.5 The developer or their agent will be responsible for arranging the implementation of the travel plan initiatives as described within Section 7 of this report.

10.0 Monitoring and Review

10.1.1 An objective of this Travel Plan is that there will be an ongoing improvement process including periodic monitoring where necessary. The whole Travel Plan will then be reviewed in consultation with the Council's Travel Plan Officer.

10.1.2 The TPC will form a contact point for communication with the Local Authority. Findings from authority discussions and reviews will then be communicated to staff and visitors via leaflets, newsletters and the dedicated website. The TPC will then liaise with the Travel Plan Officer to agree the surveys to be undertaken and the monitoring and reporting procedure.

10.1.3 Following the initial travel surveys, repeat travel surveys will be undertaken. The survey will be based upon the sample questionnaire found at Appendix C. A written analysis of the results of the survey will be provided to the Local Authority within 1 month of completion. The survey results will be used to identify the targets mentioned in Section 8. The results of the monitoring will be fed back to the Travel Plan Officer who will implement enforcements/sanctions as set out by Kirklees Council.

10.2 Review

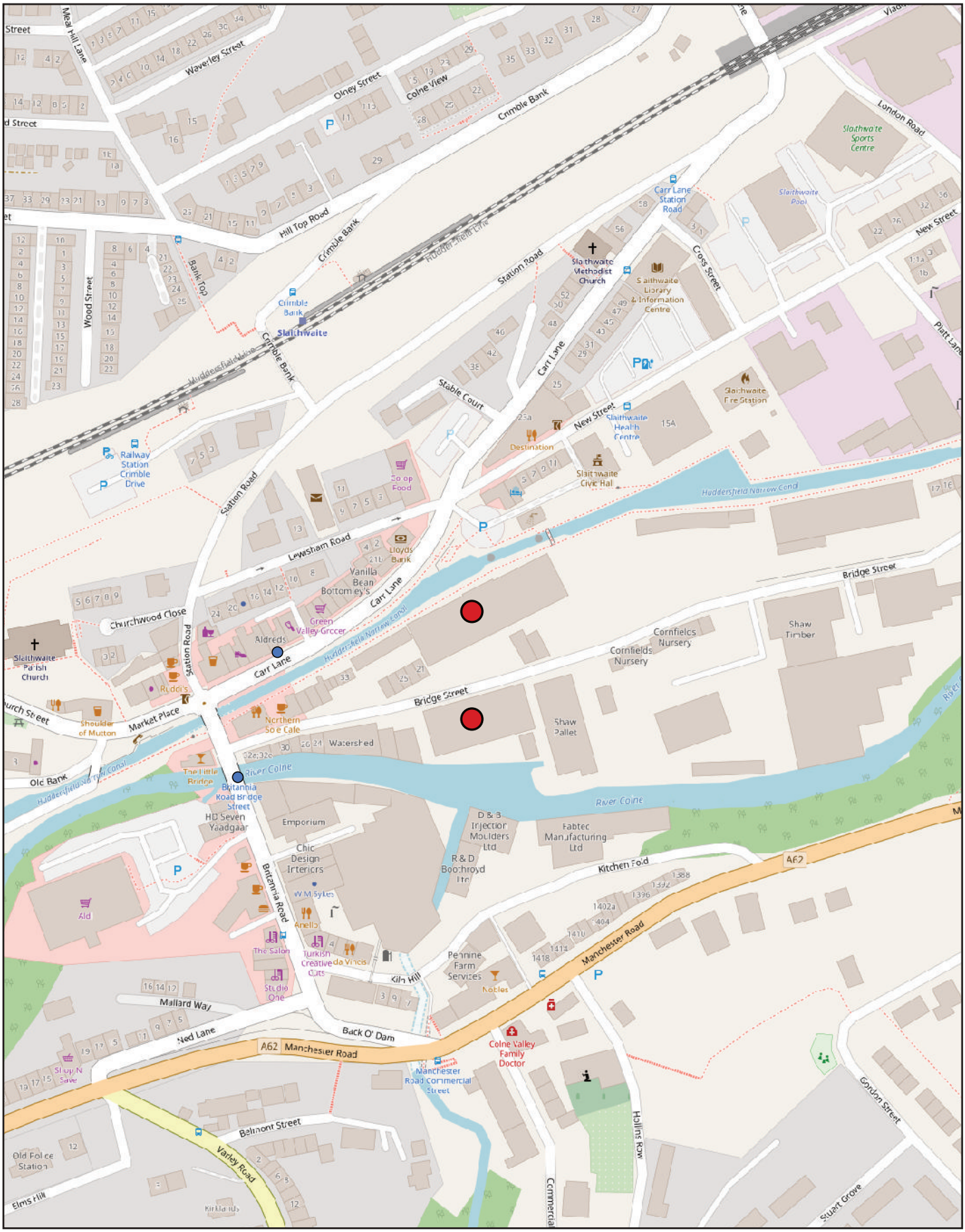
10.2.1 The TPC will then identify any necessary changes to the Travel Plan, should specific issues be raised or targets not met. This will be done in liaison with the Council's Travel Plan Officer and will identify measures to improve on the targets.

10.2.2 At this stage, it is difficult to identify what measures might be considered as these would be dependent upon the degree that the targets have not been met. However, it is proposed that the role of the TPC will be extended indefinitely until the reasonable/ agreed targets have been met.

10.2.3 Should the annual surveys show that the targets have not been reached then an Action Plan will be submitted to the Council's Travel Plan Officer to agree the additional measures and incentives to enable the agreed targets to be met. The Action Plan will provide suitable mitigation to achieve the targets and suitable funding for this mitigation will be provided to the TPC. Further funding of at least £3000 per annum shall be made to the TPC if targets are not met.

Appendix A

Site Location Plan



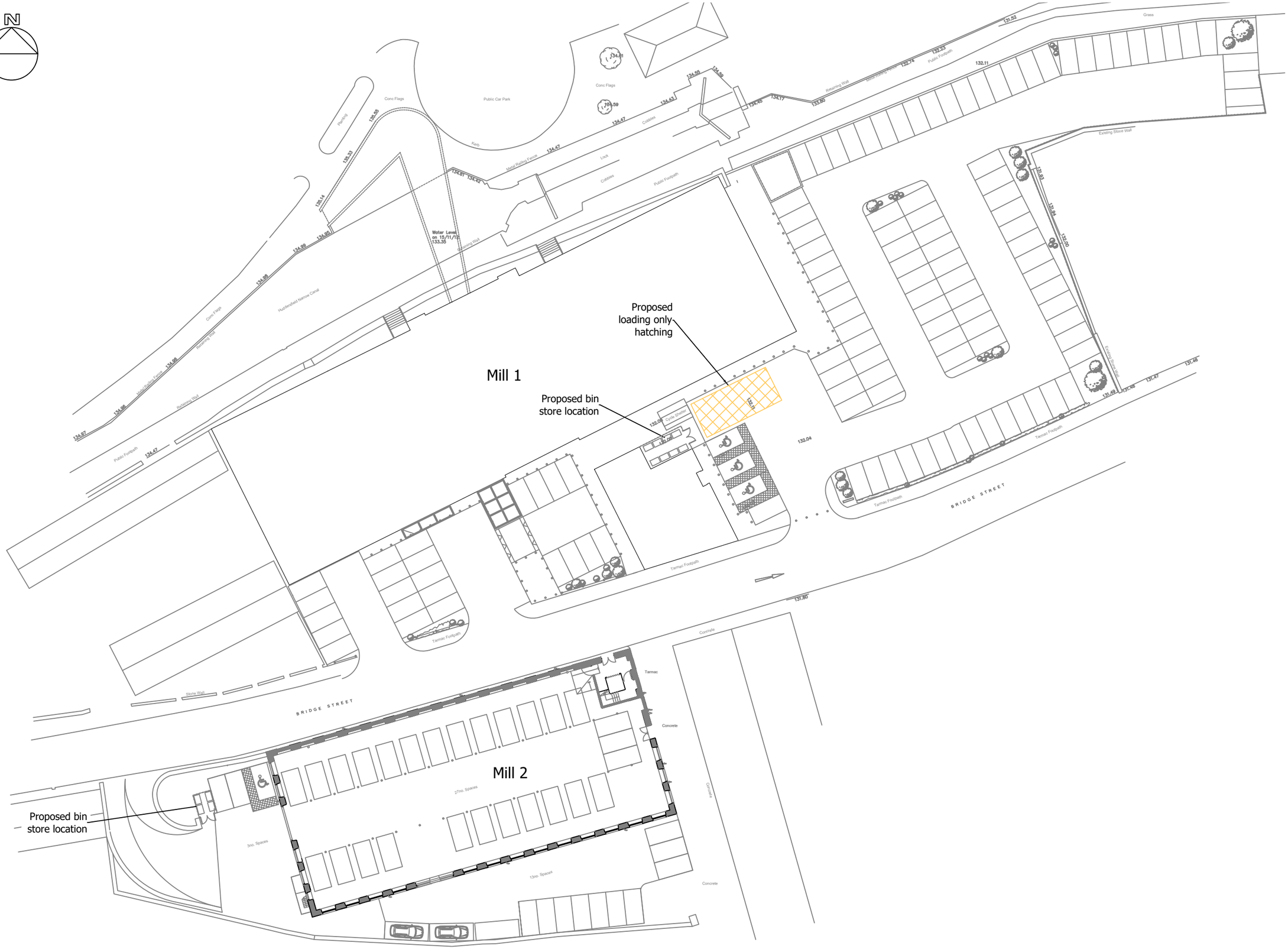
Legend:

- Site Location
- Closest Unique Bus Stops

PARAGON HIGHWAYS
Offices 20/21
The Rear Walled Garden
Nostell Estate, WakefieldWF4 1AB

Appendix B

Proposed Site Layout Plan



GENERAL NOTES

This drawing shows the provisional design only and is subject to Local Authority approval. This drawing should not be scaled for setting out purposes unless specified.

This drawing is based on a topographical/ordnance survey provided by others.

A	08.06.2022	AMENDMENTS TO THE LAYOUT

PROJECT

BRIDGE STREET, SLAITHWAITE (THE GLOBE)

TITLE

SITE LAYOUT PLAN

SCALE

1:500 @ A3

DRAWING

714 - 101A

DATE

08.06.2022

PARAGON HIGHWAYS

PARAGON HIGHWAYS
OFFICE 20/21 THE REAR WALLED GARDEN,
THE NOSTELL ESTATE,
WAKEFIELD WF4 1AB
01924 291536 /
MAIL@PARAGONHIGHWAYS.COM

Appendix C
Travel Questionnaire

TRAVEL TO WORK SURVEY

Could you please spare a few minutes to complete this survey.

This survey has been carried out to assist with the Travel Plan. The Travel Plan will be designed to promote sustainable travel by providing measures and incentives for staff to use public transport, walk or cycle to work. The results of this survey will help us to establish a focused Travel Plan by understanding current staff travel patterns and needs.

1 *What is your home postcode?* _____ *(optional)*

2 *What are your regular shifts (e.g. 9am - 5pm)?* _____

3 *What shift are you working today?* _____

4 *Do you travel by other modes when working different shifts? If so, which modes do you use?*

_____

5 *On average, how many days a week do you work?*

Everyday	☐	Two days	☐
Four days	☐	One day	☐
Three days	☐	Other	☐

6 *How did you travel to work today?*

Car (alone)	☐
Car (with others)	☐
Bus	☐
Train	☐
Cycle	☐
Motorcycle	☐
Walk	☐

7 *If you travelled by car, what are your main reasons for using a car to get to work/home? (tick up to three boxes)*

Time savings	☐	Personal safety	☐
Cost savings	☐	Health reasons	☐
Car needed during day	☐	Convenience/flexibility	☐
Public transport not available	☐	No alternative	☐
Other uses to/from work	☐		
Other (please specify)	☐	_____	

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_____