TRAVEL PLAN

VIASOLUTIONS

Donaldson's Veterinary Surgery

Somerset Road, Almondbury

July 2023






Quality Management

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Author	Ali Yarrow
Reviewer	Chris Yarrow

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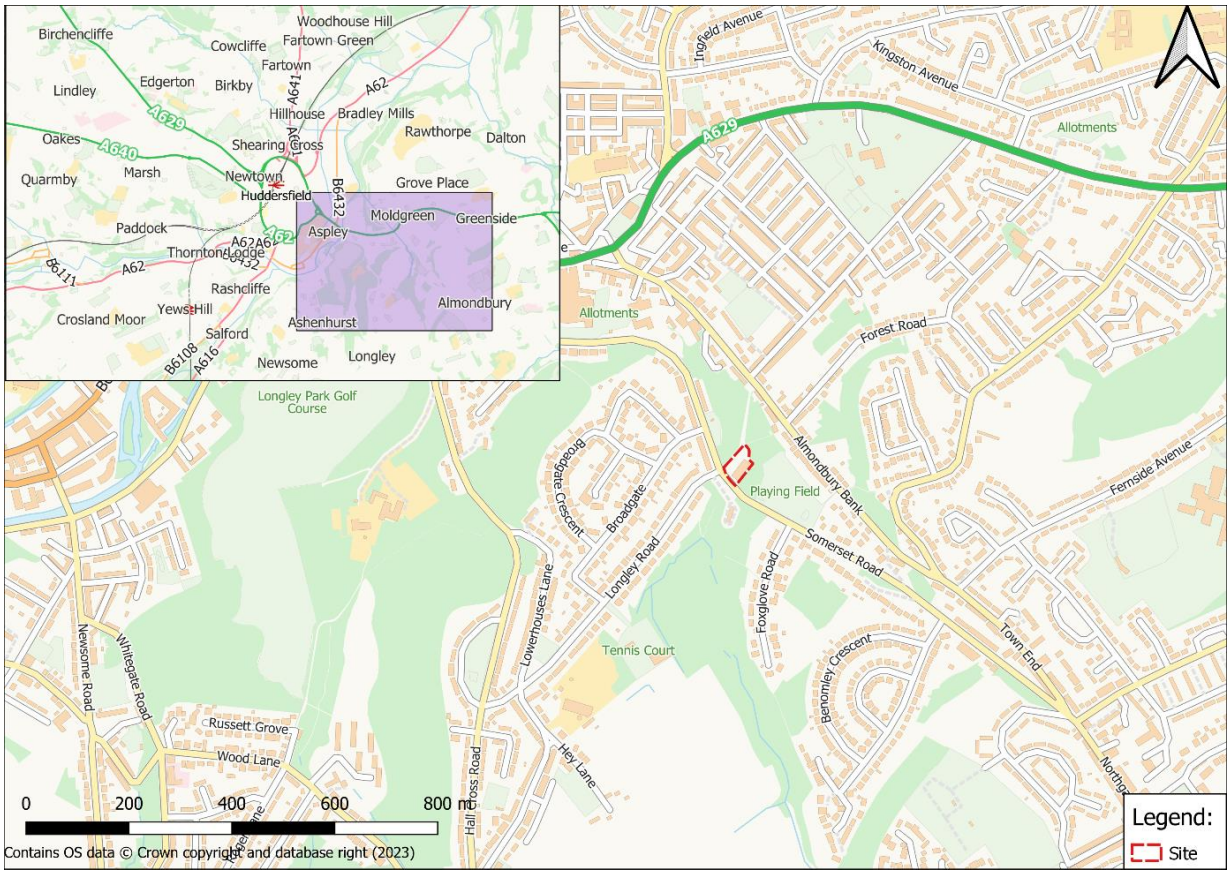
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1. Introduction

1.1. OVERVIEW

1.1.1. Via Solutions has been appointed to prepare this Travel Plan (TP) in support of a planning application for the erection of a two-storey extension and alterations at the Donaldson's Veterinary Surgery at 131 Somerset Road in Almondbury, Huddersfield, HD5 8HN (planning application (2022/92097 refers). The veterinary surgery site is located to the south-east of Huddersfield Town Centre. The proposed development will extend the building to the north and increase the number of consulting rooms on site from 6 to 8. Figure 1 below shows the site location in relation to the local highway network.

FIGURE 1: SITE LOCATION



1.1.2. Central Government and Local Authorities are placing 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 the TP is to encourage a reduction in car usage (particularly single occupancy journeys) and increase the use of public transport, walking and cycling.

1.1.3. The location of the site, close to frequent and good quality walking and cycling infrastructure and local and wider area bus and train services, also provides access to the local residential areas, retail and services offer. This presents an opportunity to formulate a robust Travel Plan to increase sustainable travel choices and provide a development accessible to all.

1.1.4. The TP is a key document for managing transport movements from the site more sustainably. This TP should be read in conjunction with the initial Transport Statement (TS) which examines the wider transportation impacts of the development proposal prepared by ourselves in December 2017 and submitted in support of the planning application (2017/94302).

2. Objectives

2.1.1. This TP has been produced in accordance with both Central and Local Government guidance relating to Travel Plans. The TP is targeted predominantly at the employees of the veterinary surgery. It is likely that the vast majority of visitors to the surgery will be bringing their pets and as such most are unlikely to be able to make their journey by sustainable methods of transport such as public transport, on foot or by bicycle. The specific measures will help to provide a focused and effective TP to encourage employees to reduce reliance upon private vehicle travel.

2.1.2. There are a number of objectives, both at national and local level, which the implementation of the TP is intended to help fulfil. These include:

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

3. Site Characteristics and Development Proposals

3.1. SITE DESCRIPTION

3.1.1. The site is located off Somerset Road, in the north of Almondbury and approximately 2km south-east of Huddersfield Town Centre. It takes vehicular and pedestrian access from Somerset Road, with its access forming the eastern arm of the junction of Somerset Road and Longley Road. A public pedestrian footpath runs along the northern boundary of the site and opens into the aforementioned access.

3.1.2. The site is bounded by Somerset Road in the west, the aforementioned public footpath and vegetation in the north, and vegetation in the east and south.

3.2. PEDESTRIANS AND CYCLISTS

WALKING

3.2.1. The national policy relating to transport and development is set out in the NPPF, however this does not provide guidance on desirable maximum walking distances from new developments. Reference has been made to "The Guidelines for Providing for Journeys on Foot" (Institution of Highways & Transportation, May 2000), which describe best practice in planning and providing for pedestrians within the UK policy and legislative framework. This allows an assessment of the sites compliance with policy guidance on recommended walking distances to local services for site user (as provided in Table 1 below).

TABLE 1: PREFERRED MAXIMUM WALKING DISTANCES

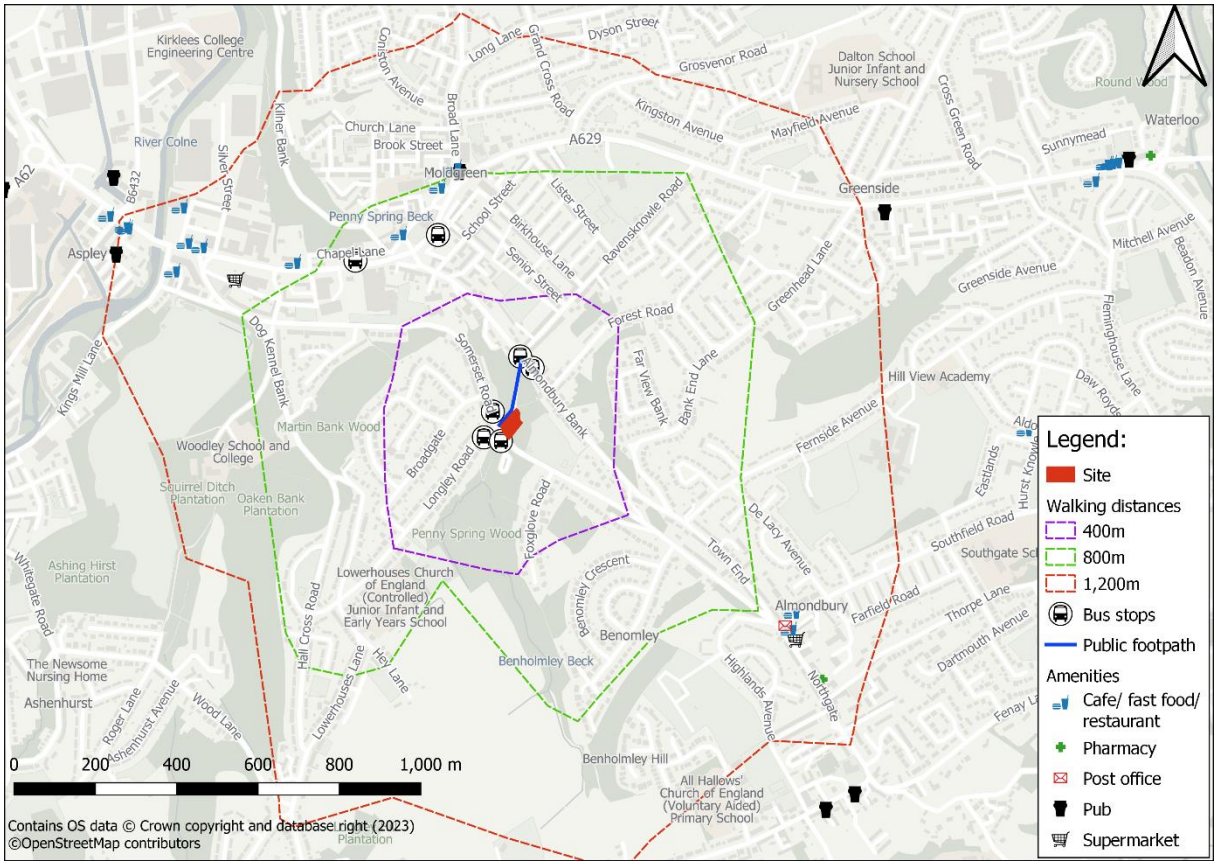
	Town Centre	Commuting / School / Sightseeing	Elsewhere
Desirable	200m	500m	400m
Acceptable	400m	1000m	800m
Preferred Maximum	800m	2000m	1200m

Source: Providing for Journeys on Foot (IHT, 2000)

3.2.2. Figure 2 and Table 2 shows a summary of the facilities within the preferred maximum walking distances. The walking distances are measured from the pedestrian entrance off Somerset Road. Pedestrians will generally route either northwards along Somerset Road or Almondbury Bank (via the public footpath which links Somerset Road to Almondbury Road immediately adjacent to the site), or southwards via Somerset Road. All routes have footways and dropped kerbs at crossings.

3.2.3. In consideration of the above, it is judged that there are practical and convenient links for employees and visitors to walk to the site, as well as to walk to and from nearby bus stops and local shops and places to purchase food.

FIGURE 2: FACILITIES LOCATED WITHIN PREFERRED MAXIMUM WALKING DISTANCES



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TABLE 2. FACILITIES LOCATED WITHIN PREFERRED MAXIMUM WALKING DISTANCES

	Facilities
400m	Bus stops, residential areas
800m	Further bus stops, fast foods , café, residential areas
1200m	Supermarkets, fast foods, café's, restaurants, pubs, residential areas
2000m	Huddersfield Town Centre

CYCLING

3.2.4. The general highway environment along Somerset Road is conducive for cyclists as it is well lit with low levels of vehicular traffic, low speeds and footways on either side of the carriageway. There fore it is seen as a safe location to cycle.

3.2.5. Considering the above, it is judged that there are practical and convenient links to and from the proposed development for employees and some visitors to cycle to the site.

3.3. PUBLIC TRANSPORT

BUSES

3.3.1. There are five bus stops within less than 400m walk from the site, which serve 3 bus routes. These bus routes operate regularly (either hourly or 2-hourly) and serve areas such as Huddersfield Town Centre and Stocksmoor. Most of the stops have timetable cases, several have shelters and some have high boarding kerbs to assist with accessibility. The locations of these stops and routes served are shown on Figure 3 and frequency details can be found in Table 3 below.

3.3.2. There are further bus stops within 800m of the site on the A629 Wakefield Road, which provide access to a vast number of bus services. These routes operate with varying degrees of frequency, ranging from 15 minutes to 2 hours. The bus routes provide access to amongst, others, the Huddersfield Town Centre, Rawthorpe, Lindley and Denby Dale. The locations of these stops and routes served are shown on Figure 4 and details of the most frequent services (2 per hour or more) can be found Table 4 below. The remaining services operate with frequencies of between hourly and 2 hourly.

3.3.3. Many of the above bus services provide access to the Huddersfield town centre, and thereby the train station.

FIGURE 3: BUS STOPS AND ROUTES SERVED WITHIN 400M OF THE SITE

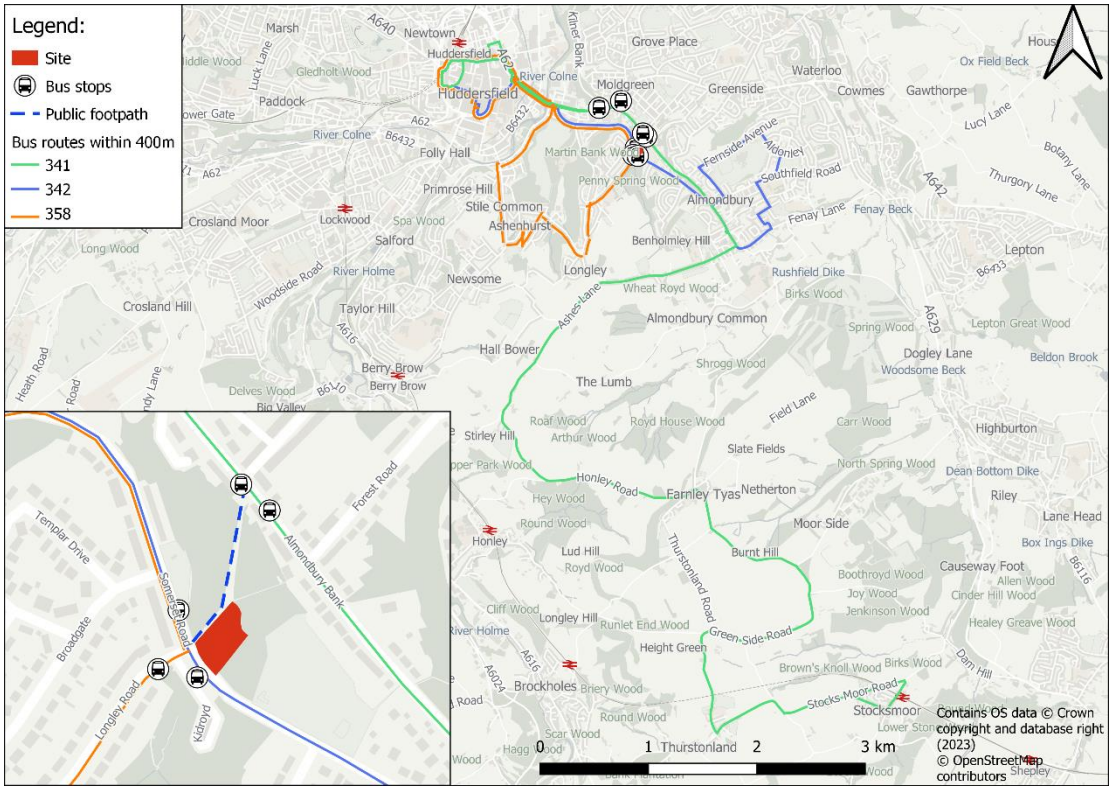


FIGURE 4: BUS STOPS AND ROUTES SERVED WITHIN 800M OF THE SITE

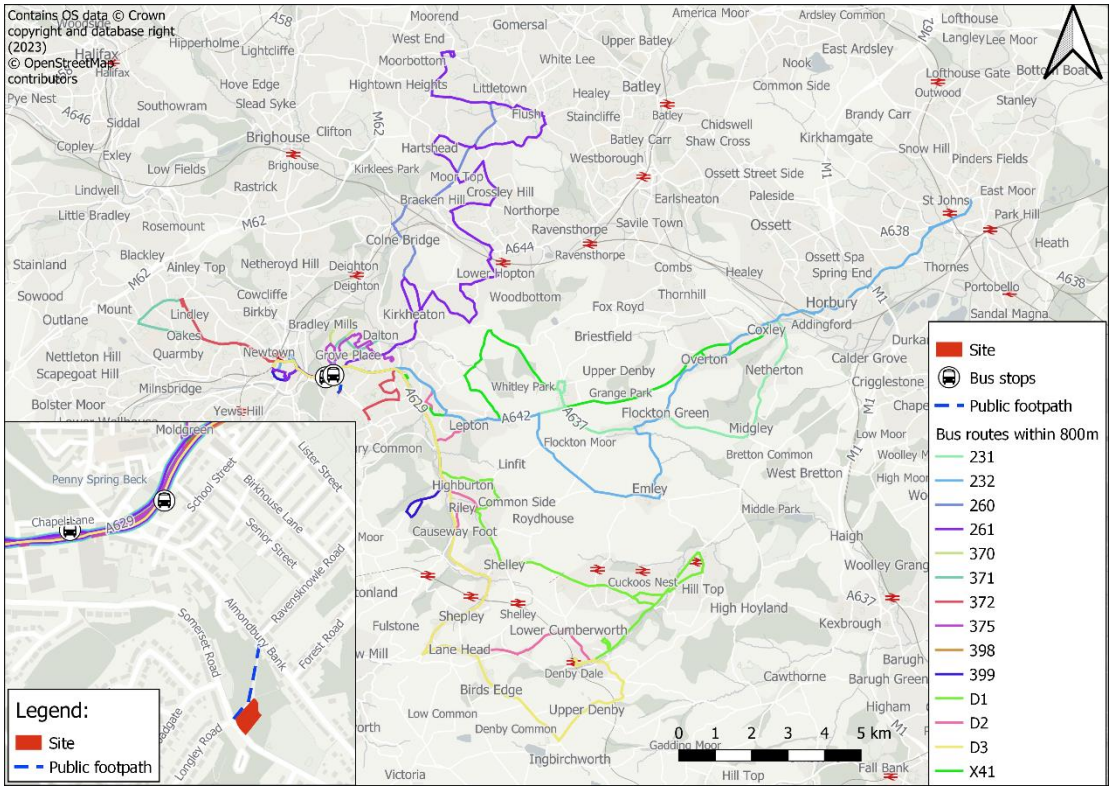


TABLE 3. SUMMARY OF BUS ROUTES WITHIN 400M OF THE SITE

Route No	Route Summary	Frequency		
		Monday to Saturday	First (F) / Last (L) bus times (approx.)	Late Eve & Sunday
341	Huddersfield – Almondbury – Famley Tyas – Thurstonland – Stocksmoor	2 hourly	F from Hudd: 07:30 L to Hudd: 20.30 F from Stock: 07:00 L from Stock: 19.45	No service
342	Huddersfield – Fernside Crescent – Almondbury – Huddersfield	60 min	F: 07:30 L: 17:25	No service
358	Huddersfield – Lowerhouses – Ashenhurst – Huddersfield	60 min	F: 06.40 L: 17.40	No service

TABLE 4. SUMMARY OF MOST FREQUENT BUS ROUTES WITHIN 800M OF THE SITE (APPROX. 10 MINUTE WALK)

Route No	Route Summary	Frequency			
		Monday to Saturday	First (F) / Last (L) bus times (approx.)	Late Eve & Sunday	First (F) / Last (L) bus times(approx.)
370	Rawthorpe – Huddersfield - Salendine Nook – Lindley	30 min	F from Raw: 06:00 L to Raw: 22:40 F from Lindley 06:50 L to Lindley 22:00	60 min	F from Raw: 06:45 L to Raw: 22:15 F from Lindley 07:30 L to Lindley 21:30
371	Dalton – Huddersfield Royal Infirmary – Lindley – Salendine Nook	30 min	from Dalton: 06:00 L to Dalton: 20:00 F from Lindley: 07:00 L to Lindley 19:10	60 min	from Dalton: 09:00 L to Dalton: 20:00 F from Lindley 09:50 L to Lindley 19:10
F: 372	Almondbury – Waterloo – Huddersfield – Marsh – Royal Infirmary – Lindley	15 min	F: 06:55 L: 20:50	60 min (eve) 20 min (Sun)	F: 09:17 L: 19:20
D1	Huddersfield – Highburton – Kirkburton – Skelmanthorpe – Scissett – Gilthwaites – Clayton West – Denby Dale	30 min	F from Hudd: 05:50 L to Hudd: 23:10 F from DD: 05:40 L to DD: 22:50	60 min	F from Hudd: 10:00 L to Hudd: 23:10 F from DD: 09:10 L to DD: 22:50

3.3.4. It should be noted however, that most of the services that pass the site only start from Huddersfield after the practice opens for the day so traveling from further afield would be unlikely by public transport. In addition, the walking route for the services listed in Table 4 is not the most attractive during hours of darkness so unlikely to be used realistically except in perhaps between April and October.

TRAINS

3.3.5. The nearest train station is at is in Huddersfield Town Centre about 2.3km north-west of the site located on Railway Street. It has its own car park, cycle stands and lockers and is accessible by people with mobility difficulties. It is on the Huddersfield line, which serves stations including Manchester, Huddersfield, Mirfield, Dewsbury, Batley, Morley and Leeds. Leeds city station is a major hub providing connectivity to the wider railway network.

3.3.6. Huddersfield station provides connectivity with the North, TransPennine, Penistone and Caldervale lines throughout the week namely to Leeds, Bradford and Ilkley. The services run every 30-60 minutes, with additional trains provided in the morning and evening peak (every 20 minutes).

3.3.7. It can be seen from the information above that there are numerous bus services which provide access to a number of residential areas nearby, as well as the Huddersfield Train Station. Therefore, it can be said that the site is well served by public transport.

3.4. PROPOSED DEVELOPMENT

3.4.1. The existing development consists of a veterinary hospital of some 1,450m^2 floor space, with 6 consulting rooms. The proposals seek to add an extension of approximately 54m^2 of additional floor space, and associated alterations. The proposed development will extend the building to the north and increase the number of consulting rooms on site from 6 to 8.

3.4.2. We are advised that there will be no new employment positions that will be created as a direct result of the proposed extension to the building. The additional rooms will be used by existing staff and will allow cases to be triaged and case histories to be taken by a nurse prior to the Vet consultation.

3.4.3. The proposed site layout is shown in Appendix A.

4. Travel Plans

4.1. INTRODUCTION TO TRAVEL PLANS

4.1.1. A Travel Plan (TP) is typically a package of practical measures to encourage employees and visitors to a development to choose an alternative to single-occupancy car-use, and to reduce the need to travel in connection with their everyday lives, where possible.

4.1.2. Each TP should be tailored to a particular site and include a range of measures which will make a positive impact at that site, e.g. setting up a car sharing scheme; providing cycle facilities; restraining car parking or possibly setting up video conferencing facilities to cut business travel. The purpose is to make more sustainable transport modes safe and practical and therefore attractive to visitors and staff.

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.

4.2.2. Journeys by road are becoming slower and more unreliable causing problems for business, public transport and stress to drivers. Central and Local Government guidance relating to TPs highlight the environmental and health benefits of producing a TP.

5. Accessibility

5.1. PEDESTRIANS AND CYCLISTS

5.1.1. The location of the site within the vicinity of residential areas, walking distance of public transport and other amenities provides a significant opportunity catchment area for people to walk or cycle to the practice. The site benefits from the existence of good quality pedestrian and cycle infrastructure, which includes parking for 4 bicycles which is sufficient for the expected number of staff and visitors on site at any one time.

5.1.2. The location of the site, and restriction in on-site car parking availability to employees and visitors, combined with the existing sustainable transport infrastructure provides a significant opportunity to maximise movements from the site by active (walk and cycle) transport modes. The TP will further assist in encouraging and promoting active transport.

5.2. PUBLIC TRANSPORT USERS

5.2.1. As previously described in Section 3, the site is well connected with bus stops located a short walk away from site. The proposed development is also some 2.3km from Huddersfield railway station, which is within an acceptable cycle distance for commuting, or a short bus ride.

5.2.2. This provides employees and visitors with the opportunity to travel to the site from nearby residential areas.

6. Travel Plan Initiatives

6.1. OVERVIEW

6.1.1. TP initiatives are split between both 'hard' (physical infrastructure improvements) and 'soft' (management measures) initiatives that will be used to reduce reliance on the private car and promote more sustainable travel choices.

6.2. HARD MEASURES

PROPOSED IMPROVEMENTS TO INCREASE PEDESTRIAN USAGE

6.2.1. Footways have been provided throughout the site to allow for pedestrian access to the practice.

PROPOSED IMPROVEMENTS TO INCREASE CYCLE USAGE

6.2.2. Cycling is promoted by providing secure and covered cycle parking.

PROPOSED IMPROVEMENTS TO CONTROL PARKING

6.2.3. A package of measures to control on street parking within the vicinity of the site is to be part funded by the development (using a S106 Agreement). This will prevent any overspill parking from the site having a material impact on road safety and the amenity of nearby residents. It will also encourage staff to seek alternative modes of transport to travel to work.

6.3. SOFT MEASURES

6.3.1. 'Soft' measures are also required to further encourage the use of sustainable transport modes. These generally include the promotion of the travel choices through marketing initiatives such as poster campaigns, personalised travel planning, internet sites and accessible information.

6.3.2. Travel information and initiatives will be promoted by email, in staff room areas and within the reception and waiting areas of premises (to inform visitors). This will be achieved by producing posters and leaflets. Details of the sustainable travel options will also be included within employees' starter packs for new staff. This will also include an offer to provide a Personalised Travel Plan (PTP) which presents the sustainable travel options available for an employee, if requested.

6.3.3. For visitors, access and travel information will be provided in all marketing streams, such as induction packs (for existing and new staff), leaflets and their website.

TRAVEL PLAN COORDINATOR (TPC)

6.3.4. To deliver the above measures it will be necessary for a Travel Plan Co-ordinator (TPC) to be appointed to implement the measures. The details for the TPC can be found in Section 8 of this report.

6.3.5. 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 Kirklees Council's Travel Plan Officer (TPO) and updated accordingly.

6.3.6. The role of the TPC shall include the following:

- Promote, publicise and encourage use of non-car modes of transport.
- All relevant travel plan information is disseminated to employees and clearly displayed on notice boards, website or via IT system and is regularly updated.
- Prepare annual report on the operation of the travel plan and submit this to the Council's TPO annually.
- Carry out cycle stand usage surveys every 6 months and report findings to the Council's TPO annually.
- Monitor demand for public transport and report findings to the Council's TPO annually.
- Carry out annual travel surveys of all employees, identifying travel needs and modes and report findings to the Council's TPO (and the West Yorkshire Travel Plan Network) annually.
- Liaise with the Council's TPO, public transport operators and attend meetings with interested parties.
- Act as the main point of contact for all organisations outside the development site.

6.3.7. A copy of the Travel Plan will be made available on staff notice boards and an email or letter will be circulated to all staff following the commencement of the plan. This email / letter will announce the launch of the Travel Plan, location of the notice board and name of the TPC. Details of the Travel Plan will also be included within subsequent recruitment literature and staff induction packs. A Travel Information Pack will be considered for new employees.

6.3.8. The TPC shall then advise staff on how they might travel to the new site and offer to provide a Personalised Travel Plan (PTP) which presents the sustainable travel options available for an employee, if requested.

6.3.9. The TPC will promote each form of sustainable travel in the ways described in the following paragraphs.

INITIATIVES TO PROMOTE WALKING

6.3.10. The health, environmental and financial benefits of walking will be promoted to employees, and visitors. This applies particularly to employees who live within the maximum recommended walking distance of 2km.

6.3.11. Information will be provided by the TPC to advise on walking and cycling routes within Almondbury and Huddersfield and could be based upon available resources such as those on the Kirklees Council website, for example https://www.kirklees.gov.uk/beta/food-exercise-and-sport/search-for-walking-and-cycling-routes/

6.3.12. General increase in public transport use also provides an associated increase in pedestrian activity since the bus services are accessed on foot.

6.3.13. Personal security is perceived as a significant barrier to walking and it is important to address this as far as possible. The TPC will 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.

6.3.14. Consideration will be given to setting up a user group for walking, cycling and public transport should there be a demand for it. This would act as a forum to discuss issues related to these matters and develop measures to address them. These will also aid "ownership" of the travel plan by staff.

6.3.15. Reference to the walking and cycling journey planners will also be provided in promotional material, for example Google Maps.

INITIATIVES TO PROMOTE AND FACILITATE CYCLING

6.3.16. The TPC will promote cycling to work, particularly for those employees who live within a 5km radius of the site. The health, environmental and other benefits of cycling will be promoted by the TPC to employees. Initiatives such as bike buddy service will be promoted and the TPC will liaise with Council's cycling officer about such schemes and other area wide initiatives.

6.3.17. Information on local cycle network routes will be made available to employees and visitors. This information will be included on maps to be produced and made available through the Travel Plan notice boards and via the internet. Details of DfT / local council cycling promotion and assistance initiatives will also be disseminated via these methods.

6.3.18. Details of DfT / local council cycling promotion and assistance initiatives will also be disseminated via these methods. Consideration shall also be given to the provision of a 'spares and tools' box to assist with on-site repairs if necessary.

6.3.19. The employer will be encouraged to consider the introduction of financial incentives for cycle use (for instance mileage allowance for work use; tax free cycles for cycle to work initiative). Further details of this scheme are provided at http://www.cyclescheme.co.uk/ and at www.dft.gov.uk/publications/cycle-to-workscheme- guidance/.

INITIATIVES TO PROMOTE PUBLIC TRANSPORT

6.3.20. The TPC will keep abreast of details of local bus services, including route information and service frequencies, via the WY Metro website. The TPC will be responsible for the dissemination of this information and to promote the use of these services.

6.3.21. The TPC will join the West Yorkshire Travel Plan Network (WYTPN), which assists with distributing local and national information on sustainable travel and is free to business in the region wishing to promote sustainable travel. The WYTPN offers a number of benefits including support with car sharing, promoting sustainable travel events and seminars and offering regular travel news and updates.

6.3.22. The site also provides access to leaflets, posters and promotional material for the premises and company website which will be reviewed and implemented as appropriate. The results of the annual travel to work surveys will be provided to WYTPN by the TPC.

6.3.23. The TPC will make arrangements to demonstrate to employees and visitors (if requested) how to access online real-time bus information, the Journey Planner on Metro's website and the "your next bus" service from Metro, by mobile phone. Visitors will also be made aware of all relevant on-line websites administered by public transport operators.

INITIATIVES TO PROMOTE CAR SHARING

6.3.24. Car sharing is a good means of reducing single-occupancy car use especially for staff. It represents a relatively convenient alternative form of travel and significant potential exists to reduce the total private mileage of employees by implementing and publicising a formal 'scheme'. This can be established by setting up a database for users, available over the internet or within communal staff areas.

6.3.25. Promoting car sharing, given where staff live, and their shift patterns vs availability of public transport, is considered the most practicable initiative to reduce single car occupancy. The occupier has begun work on establishing a car share scheme for staff.

6.3.26. Where feasible, staff will be recruited from the local community. Where the commercial activities and operations of the practice allows, shift patterns will be set to encourage car sharing and use of public transport.

6.4. CAR PARK MANAGEMENT PLAN

6.4.1. As mentioned above, there will be no new employment positions created as a direct result of the proposed extension to the building. The additional rooms will be used by existing staff and will allow cases to be triaged and case histories to be taken by a nurse prior to the Vet consultation. This forms part of the Car Park Management Plan.

6.4.2. This system (a tried and tested system which is employed in a number of Veterinary Practices) will cut the waiting for and Vet time per consultation (and so reduce the time a vehicle is in the car park) and increase the client throughput utilising the same staff but **not** increasing visitor numbers.

6.4.3. This system actually speeds up the processing of patients and does not increase the number of sick animals in the area. Reducing waiting times will decrease the length of time each parking bay is occupied for each client visit and this will in turn decrease any congestion in the car park.

6.4.4. In order to encourage staff to car share, those who do will be allocated a parking space on site. Those staff who are on daytime shifts will be also encouraged to use public transport where the timetables of the same allow. Where practicable, shift patterns will be set to encourage car sharing and use of public transport. During the evenings and on Sundays, when services are reduced, so too is the parking demand on the car park. This is because the majority of appointments are during a normal working day and by pre-booked appointment. At night, the practice provides an emergency service and the pressure on the car park is reduced.

6.4.5. Staff will also be made aware of the parking restrictions that will be introduced in the area which will further discourage them from travelling to work by car.

6.4.6. In summary, the Car Park Management Plan will consist of the following actions / initiatives, several of which are already in place:

- Triage appointment system for managing patients' use of car park.
- Introduce a car sharing scheme for staff and provide parking space(s) for those who do.
- Encourage staff on daytime shifts to use alternative modes of transport, particularly buses / trains where the timetables of the same allow.
- Staff will be made aware of the parking controls to be introduced in the area.

7. Targets

7.1.1. Targets measure the outcome of what the TP has achieved. They quantify the difference a TP has made to travel habits and should be SMART (Specific, Measurable, Achievable, Realistic and Timed).

7.1.2. It is not considered possible to identify a true base level of travel behaviour until the initial travel surveys have been undertaken and then annually thereafter. An initial travel survey was undertaken in March 2023 and a response rate of 100% (72 staff over all shifts) was achieved. The travel questionnaire disseminated is presented in Appendix B and the results of the survey are presented in Appendix C and summarised below in Table 5.

7.1.3. It should be noted that the hospital operates 24 hours a day, 7 days a week but the peak usage is within normal working hours. The responses from the survey included staff who work late into the evening / overnight as well as those who work in the day time (a maximum of 25 staff).

7.1.4. Specific targets for improving travel habits also consider the modal split derived from the census data for the area, also shown in Table 5. It is not considered possible to identify a true base level of travel behaviour until the development is occupied and the travel questionnaire survey has been undertaken; this has now been done and the results have been presented within this report.

7.1.5. The survey results have been compared to the latest Method of Travel To Work census data (2021). Census data relating to the category 'work mainly from home' has been excluded due to the nature of the use of development, which requires employees to be on site.

7.1.6. Census data for Lower Super Output Areas (LSOA's) within an approximately 10 mile radius from the site has been extracted for the comparison, which is shown in Table 5 below.

TABLE 5: MODE OF TRANSPORT

Mode of Transport	Vet Practice Employees		2021 Census (within 10 miles)	
	Number of employees	Proportion of employees	Number of residents	Proportion of residents
Bus	1	1.4%	16,164	5.5%
Car (passenger)	1	1.4%	20,117	6.8%
Car (driver)	65	90.3%	212,422	71.7%
Motorbike	0	0%	1,222	0.4%
Walk	4	5.6%	28,516	9.6%
Cycle	0	0%	2,913	1.0%
Train	1	1.4%	3,928	1.3%
Taxi	0	0%	6,868	2.3%
Other	0	0%	3,921	1.3%

7.1.7. It can be seen from the survey results that the use of active travel modes (walking, cycling or public transport) at the vets practice is below the average for residents in the area at approximately 8.4% for employees versus 17.4% for residents of the area.

7.1.8. Similarly, it can be seen that single occupancy car usage as a means of travelling to work is higher than the average for the area at 90.3% versus 71.7%. However, these results are perhaps not surprising given that the majority of staff work shifts outside the normal working hours when public transport services operate at a reduced frequency or not at all.

7.1.9. The main objective of this Travel Plan is to maintain and improve on the present modal splits and reduce the level of single occupancy car usage for journeys to work by 2.0% per annum over the next five years. This objective will be reviewed after the next travel survey has been carried out 12 months after the first travel survey.

7.1.10. The results of the travel surveys will be used to monitor targets for improving use of active travel modes by employees. The TPC must not omit or change the agreed targets without prior consultation and agreement from Kirklees Council.

7.1.11. Once the targets have been achieved the level of private car usage will be maintained at this level or reduced further. The Travel Plan Co-ordinator will not omit or change the agreed targets without prior consultation and agreement from the council's Travel Planning Officer.

7.1.12. However, if the targets are not achieved then the management of the Travel Plan will be extended for a further year, this will be subject to discussions with the local authority Travel Plan Officer.

8. Responsibility/Ownership

8.1.1. The applicant will be responsible for implementing the initial infrastructure measures detailed in this report in liaison with the Local Planning and Highways Authority.

8.1.2. The TP will be implemented under the control of the TPC, who on appointment will contact the council's Travel Plan Officer to advise that work has commenced on delivering the TP and set out preliminary dates for delivery and monitoring of this TP.

8.1.3. Contact details for the travel plan co-ordinator will be provided within the information packs and to the Council TPO.

8.1.4. The TPC will inform the Council's Travel Plan Officer and set out preliminary dates for delivery and monitoring of this Travel Plan..

8.1.5. The following are the details for the TPC, and these will be provided to the Kirklees TPO:

- Name: Martin Paterson
- Address: 131 Somerset Road, Huddersfield HD5 8HN
- Phone number: 01484 421512
- E-mail address: martin@donaldsonsvets.co.uk

8.1.6. If the name of the TPC changes the Council will be notified.

9. Implementation

9.1.1. The TPC will have the responsibility of implementing the Travel Plan and the Action Plan therein.

9.1.2. The TPC will carry out a subsequent travel survey every year within 12 months of the previous survey. Whilst the primary reason for the survey is to gather data on travel behaviour to compare to the travel survey results presented in the transport assessment and to review progress against targets, it will also be used to inform the staff of the aims and objectives regarding the Travel Plan and sustainable travel.

9.1.3. The practice will continue to implement their proposed travel plan measures with the aim to continue to reduce single-occupancy vehicle trips to work and promote the use of sustainable modes of transport.

9.1.4. The survey work provides an opportunity to reinforce the role of the TPC, provide contacts details and raise awareness of the Travel Plan and initiatives amongst the staff. The results of the surveys and the refined targets will be submitted to the council for approval.

9.1.5. The Travel Plan will be marketed through the provision and updating of travel information, leaflets and communication sessions as appropriate. This will be the responsibility of the TPC depending on what update is being delivered.

9.1.6. As part of the marketing and communication campaign, the TPC will consider activities to coincide with national events such as Bike Week, National Lift Share Day, In Town without My Car, World Health Day, etc. These will be laid out within an Annual Action Plan with dates for the activities and who would be responsible for them.

9.1.7. The TPC will have the responsibility of implementing the Travel Plan and the Action Plan therein from their appointment.

9.1.8. A framework for the action plan is provided below in Table 5:

TABLE 5. ACTION PLAN FRAMEWORK

ACTION	DELIVERY	PROGRESS
Infrastructure provision (cycle, pedestrian, highway improvements)	Post planning permission, prior to development occupation	Complete
Appointment of TPC	Prior to completion of proposed extension	Appointed
Travel Questionnaire	Within three months of development completion (yearly thereafter)	First survey completed
"Soft" measures / Promotional Material	Prior to extension completion	Ongoing
Monitor and Review	Within 3 months of extension completion and annual audit	Ongoing
Action Plan	Prepared at start of year and then implemented during that period	Ongoing

10. Monitoring & Review

10.1.1. An objective of this TP is that there will be an on-going improvement process including periodic monitoring, where necessary. The whole TP will then be reviewed in consultation with Kirklees Council.

10.1.2. The TPC will form a contact point for communication with the Local Authority. Findings from authority discussions and reviews will be communicated to employees via email, notice boards and staff meetings as appropriate. The TPC will liaise with Kirklees Council TPO to agree base surveys, monitoring and reporting.

10.1.3. Travel surveys will be undertaken annually. The survey results will be used to identify the targets mentioned in Section 5. The results of the monitoring will be fed back to the Travel Plan Officer and the WYTPN.

10.1.4. The minimum survey response rate will be set at 30% and the relevant questionnaires and travel information packs will be distributed as follows;

- Questionnaire will be given to each employee, if survey response rate is not met, then a second round of questionnaires will be distributed;
- If the response rate is still not met, further interventions such as personal requests by managers will be considered.

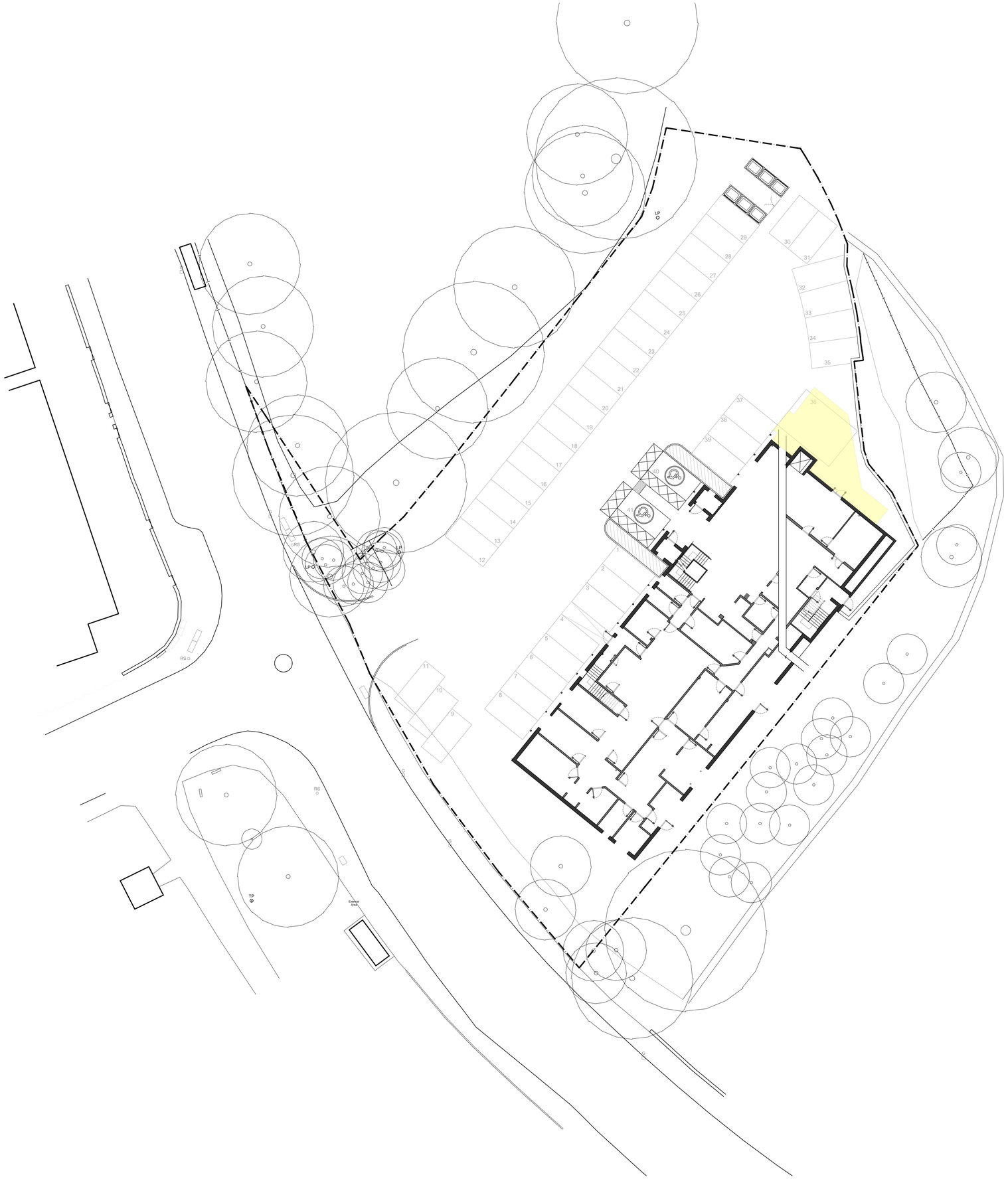
10.2. REVIEW

10.2.1. If the review determines that the Travel Plan targets have not been met, then the TPC shall liaise with council's Travel Plan Officer and the WYTPN on potential measures to mitigate and resolve this.

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, as a minimum it is proposed that the role of the TPC will be extended by a year for every year that the targets have not been met.

APPENDICES

APPENDIX A: Site Plan



DO NOT SCALE FROM THIS DRAWING

Notes

All dimensions to be checked on site

Any discrepancies to be reported immediately to the Architect

Drawing to be read in conjunction with all relevant design information, including Architects, Services, Civil and Structural Engineers drawings

All existing site, tree, building and survey information has been compiled from different sources, including information supplied by third parties

NOT FOR CONSTRUCTION

Drawing Notes:

Dot-dash line indicates the approximate extent of the site boundary

Yellow hatch indicates the extent of the proposition

C1094 101 Rev 0

TITLE PROPOSED DRAWING
SITE PLAN

SCALE 1:200 @ A1 / 1:400 @ A3

PLANNING

PROJECT EXTENSION TO
DONALDSON'S VETERINARY HOSPITAL
SOMERSET ROAD,
ALMONDBURY
HUDDERSFIELD
HD5 8HN

CLIENT DONALDSON'S VETS LTD

DAWSON WILLIAMSON
ARCHITECTS
Bradford Edinburgh
01274 551 300
info@dawsonwilliamson.co.uk

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APPENDIX B: Travel Questionnaire

TRAVEL PLAN
STAFF QUESTIONNAIRE

This travel survey is being undertaken amongst all members of staff working at the site to gain an understanding of the existing staff travel patterns. This information will be used to develop a Travel Plan for the development site, which will seek to improve staff / visitor accessibility by alternative travel modes of transport to the private car.

Please complete the survey based on your general travel to work habits based on a normal working day. Once completed please pass your survey form back to **********.

Please be assured that the information that you provide will be treated with the utmost confidentiality.

1. What is your home postcode?

   .....

2. Your shift start and finish times:

   The same each day O start ..... Finish .....

   Different each day O

3. What mode of transport do you primarily use to get to work?

Walk	O
Cycle	O
Bus	O
Train	O
Car (Driver)	O
Car (Passenger)	O
Motorbike	O

   Other (please specify) .....

4. Approximately how far is your journey to work?

Less than 1 mile	O
1-2 miles	O
2-3 miles	O
3-5 miles	O
5-10 miles	O
10 miles +	O

5. Approximately how long does it take you to travel to work?

0-10 minutes	O
10-20 minutes	O
20-30 minutes	O
30-45 minutes	O
45-60 minutes	O
60 minutes +	O

6. Are there any other modes of transport you use on a less regular basis?

	Once/twice week	Once/twice month	Less frequent
Walk	O	O	O
Cycle	O	O	O
Bus	O	O	O
Train	O	O	O
Car (Driver)	O	O	O
Car (Passenger)	O	O	O
Motorbike	O	O	O
Other (please specify)	O	O	O

7. Do you have a disability which affects your travel arrangements?

Yes	O
No	O

8. Which of the following initiatives would encourage you to use public transport to travel to work at the site?

(Please tick no more than 2 options and indicate the most important option with a *)

More direct bus routes	O
More cost effective public transport	O
More frequent bus services	O
Interest free season ticket loans provided by work	O
Up-to-date Public transport information available at work	O
Easy access low floor buses	O
I would NEVER use public transport to travel to work	O

9. Which of the following initiatives would encourage you to walk / cycle to work?

(Please tick no more than 2 options and indicate the most important option with a *)

More dedicated cycle / walking routes	O
Support to purchase a cycle / cycle training	O
Quality information on the local network	O
Safe crossing points on local roads	O
Secure cycle parking at work	O
Shower and changing facilities at work	O
Improved security and lighting	O
Guaranteed ride home if asked to work late	O
Guaranteed ride home in time of family emergency	O
I would NEVER walk / cycle to work	O

10. Do you have any comments or ideas that you would like to tell us about your existing / future travel to work journey?

.....
.....

Thank you for completing this survey.

APPENDIX C: Travel Survey Results

		Shift 1		Shift2	
Response no.	**Primary mode of travel**	**Start time**	**Finish time**	**Start time**	**Finish time**
1	Car (Driver)	07:30	16:00	10:00	16:30
2	Car (Driver)	variable	-		
3	Car (Driver)	variable			
4	Car (Driver)	10:30	17:30		
5	Car (Driver)	07:30	16:00	11:00	19:30
6	Car (Driver)	08:15	18:30		
7	Car (Driver)	08:30	15:30		
8	Car (Driver)	19:15	07:45		
9	Walk	07:30	15:30	11:30	19:30
10	Car (Driver)	07:30	11:30	15:30	19:30
11	Car (Driver)	07:30	11:30	15:30	19:30
12	Car (Driver)	09:15	16:15		
13	Car (Driver)	variable			
14	Car (Driver)	19:15	07:45		
15	Car (Driver)	07:30	13:30	13:30	19:30
16	Car (Driver)	09:00	17:00		
17	Car (Driver)	11:30	19:30		
18	Car (Driver)	09:00	17:00		
19	Car (Driver)	07:30	17:00	10:00	19:30
20	Walk	variable			
21	Car (Driver)	07:30	13:30	13:30	19:30
22	Car (Driver)	variable			
23	Car (Driver)	09:00	16:30		
24	Car (Driver)	07:30	11:30	15:30	19:30
25	Car (Driver)	08:30	16:30		
26	Car (Driver)	10:00	19:30	07:30	16:00
27	Car (Driver)/Bus	07:30	11:30	13:30	19:30
28	Car (Driver)	07:30	11:30	15:30	19:30
29	Car (Driver)	07:30	14:30		
30	Car (Driver)	variable			
31	Car (Driver)/ Car (Passenger)	08:00	16:00		
32	Car (Driver)	variable			
33	Car (Driver)	09:00	17:00		
34	Car (Passenger)	09:00	17:00		
35	Car (Driver) / cycle	variable			
36	Car (Driver)	08:00	14:00	10:00	16:00
37	Car (Driver)	19:15	07:45		
38	Car (Driver)	07:30	13:30	13:30	19:30
39	Car (Driver)	07:30	13:30	13:30	19:30
40	Car (Driver)	07:30	13:00	07:30	16:00
41	Car (Driver)	09:00	17:00		
42	Car (Driver)	08:15	16:15		
43	Car (Driver)	07:30	13:30	11:30	19:30
44	Car (Driver)	09:00	17:00		
45	Car (Driver)	07:30	13:00	11:00	19:30
46	Car (Driver) / Walk	07:30	16:00	11:00	19:30
47	Car (Driver)	09:00	17:00		

		Shift 1		Shift2	
Response no.	**Primary mode of travel**	**Start time**	**Finish time**	**Start time**	**Finish time**
48	Walk	09:00	17:00	09:00	14:30
49	Car (Driver)	07:30	17:00	10:00	19:30
50	Car (Driver)	variable			
51	Car (Driver)	variable			
52	Car (Driver)	09:00	17:00		
53	Car (Driver)	08:30	15:30		
54	Car (Driver)	07:30	16:00	11:00	19:30
55	Walk	07:30	13:00	16:00	19:30
56	Car (Driver)	07:30	15:30	11:30	19:30
57	Car (Driver)	08:30	17:30		
58	Car (Driver)	07:30	15:30	10:30	18:30
59	Car (Driver)	07:30	15:30	15:30	19:30
60	Car (Driver)	08:15	18:15		
61	Car (Driver)	19:15	07:45		
62	Car (Driver)	19:15	07:45		
63	Car (Driver)	07:30	15:30	11:30	19:30
64	Car (Driver)	variable			
65	Car (Driver)	variable			
66	Car (Driver)	19:15	07:45		
67	Car (Driver)	19:15	07:45		
68	Car (Driver)	07:30	15:30	11:30	19:30
69	Car (Driver)	07:30	16:00		
70	Train	07:30	15:30		
71	Car (Driver)	07:30	13:30	13:30	19:30
72	Car (Driver)	08:00	16:00		


VIASOLUTIONS