

PCS Property Solutions Ltd

Land at Barnsley Road,
Grange Moor, Wakefield

Travel Plan



Control Sheet

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Acknowledgements

Google My Maps, OpenRouteService and Acumen drawing P2753-ACU-XX-DR-A-101-04 have been used to generate figures included in this report for illustrative purposes only.

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1. Introduction

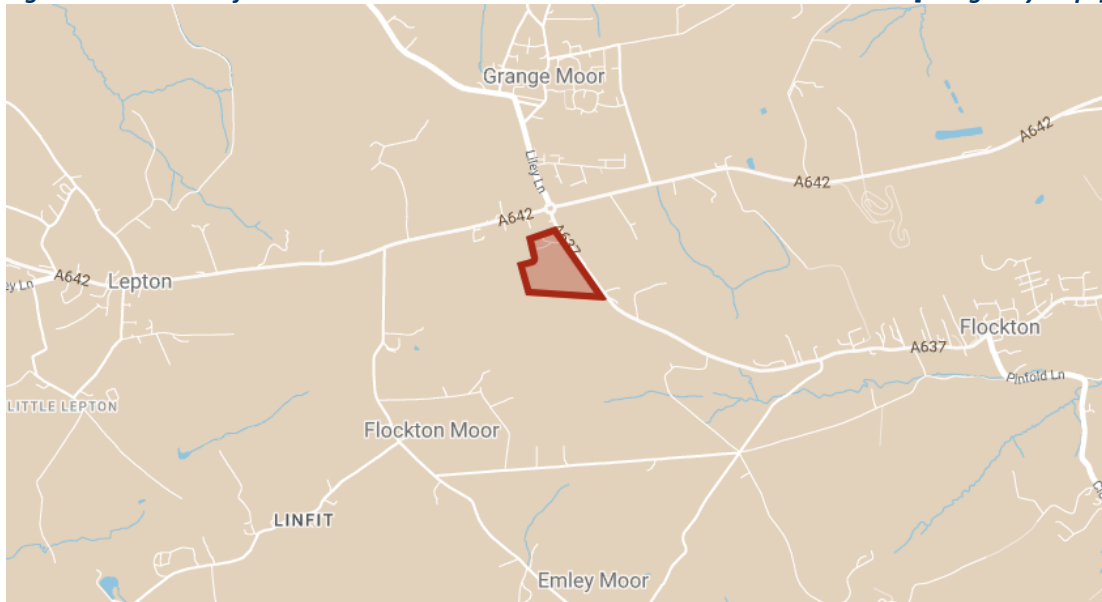
- 1.1 Sanderson Associates Consulting Engineers has been appointed by PCS Property Solutions Ltd to prepare a Travel Plan in order to satisfy condition 41 of the decision notice associated with the redevelopment of the Grange Moor Coachworks site (planning reference 2023/62/90668/E). Condition 41 states:

“Prior to the occupation of the development hereby approved, a detailed Travel Plan shall be submitted to and approved in writing by the Local Planning Authority. The Travel Plan shall include proposals for enabling and encouraging the use of active and sustainable modes of transport, monitoring, review and timings for delivery. The approved Travel Plan and measures shall be implemented prior to occupation or in accordance with agreed timescales as otherwise agreed with the Local Planning Authority.”

- 1.2 The site location is shown at **Figure 1**, below.

Figure 1 – Location of Site

[GoogleMyMaps]



- 1.3 In accordance with Local and National Government Policies to protect and enhance the environment and to reduce reliance on the private car, this Travel Plan assesses the current situation in the vicinity of the site and proposes initiatives and measures to encourage accessibility via a variety of transport modes. This Travel Plan includes:
- Clear and unambiguous objectives to influence a lifestyle less dependent upon the private car;
 - A package of measures to encourage and facilitate less car dependant living; and,
 - A time bound programme of implementation.
- 1.4 This Travel Plan details the sustainable travel opportunities that exist in the vicinity of the site, as well as those that are incorporated into the development, and the measures to be implemented to encourage future employees to utilise these modes of transport.

- 1.5 Its primary aim is to positively influence the travel patterns and behaviours of future employees of the industrial unit to reduce reliance on the use of private cars in travelling to work, and in carrying out their work duties, through the encouragement of greater use of public transport and other sustainable modes of travel.

2. The Development

2.1 Overview

- 2.1.1 The site is located just off the Grange Moor Roundabout, approximately 700m from the village of Grange Moor. The site is currently occupied by Grange Moor Coachworks, GMC Café and Pyramid Structures and consists of two sheds, a small office building, a café converted from a container and a large outdoor storage area to the west and south of the buildings.
- 2.1.2 The site is located on the Barnsley Road (A637) and is accessed by two access points. The current site layout is shown in **Figure 2**.

Figure 2 – Current Site Layout

[GoogleMyMaps]



- 2.1.3 The development proposals comprise of the redevelopment of the site to provide an industrial unit, with a footprint of circa 90,000sqft (8,360m²) along with associated car parking, service area and landscaping. The site is to be operated by PC Specialist Ltd with the proposed use being for warehousing and assembly of PC related products. The proposed site layout is included at **Appendix A**.

2.2 Site Operation

- 2.2.1 The current operation for PC Specialist Ltd has both office and production staff and this will remain the same at the new site.

- 2.2.2 Office staff work Monday to Friday with flexible hours between 8am and 6:30pm for an 8.5-hour day. Most office staff start between 8 and 9am, finishing between 4:30 and 5:30pm.
- 2.2.3 Production staff work Monday to Saturday from 6am to 7pm. Production staff shifts are split with half working Monday to Wednesday and half Thursday to Saturday.
- 2.2.4 The predicted staff numbers are as shown in **Table 1**. The maximum number of staff members that could be on site on any one day is also included, based on the above shift patterns.

Table 1 – Predicted staff numbers

Year	Production Staff	Office Staff	Total	On site at any time
Year 1	146	87	233	160
Year 2	161	91	252	172
Year 3	177	96	273	185
Year 4	194	101	295	198
Year 5	214	106	320	213
Year 6	235	111	346	229
Year 7	259	117	376	247
Year 8	285	122	407	265
Year 9	313	129	442	286
Year 10	344	135	479	307

3. Objectives and Targets

3.1 Objectives

- 3.1.1 The overall aim of this Travel Plan is to “reduce reliance upon the private car by effecting a change in attitude to travel and increasing awareness of alternative modes and the associated benefits of sustainable travel”.
- 3.1.2 To assist with this, it is particularly important that employees are made aware of the sustainable transport alternatives that are available and of aspects of the site’s infrastructure that have been designed to assist and encourage their use in order that positive benefit can be taken from these and so that the number of trips made by public transport, cycle or walking are increased.
- 3.1.3 By monitoring the effectiveness of the initial measures contained within the Travel Plan these shall evolve over time to ensure that targets set for modal shift are met.
- 3.1.4 The Travel Plan will remain an evolving document that will grow and develop with time. The Travel Plan will be updated at the time of each review to include the results of the travel surveys. Any alterations to agreed targets and measures contained within the Travel Plan will be agreed with Kirklees Council prior to implementation.
- 3.1.5 The main objectives of a Travel Plan are as follows:
- To maximise the accessibility of the site by means other than the private car/single person car journey.
 - To encourage all staff and visitors to travel to and from the site via alternative means other than the private car/single person car journey.
 - To make staff aware of the benefits to be derived from the Travel Plan.
 - To minimise the level of vehicular traffic generated by the site.
 - To enable the development to protect and enhance the environment.
- 3.1.6 Reducing the number of vehicular trips to the site would not only improve the operation of the local highway network, reduce noise pollution and emissions but also provide benefits in terms of improved health and wellbeing of users of the site and the surrounding area.

3.2 Multimodal Assessment

- 3.2.1 The proposed method of operation at the new site, as detailed in section 2.2, has now been implemented for the current operation.
- 3.2.2 Due to this, in conjunction with the time that has passed, the online travel survey undertaken in July 2023 was repeated in April 2025 and 121 full responses were received. Staff members provided their home postcodes as part of this and these are summarised by area in **Table 2**. The survey responses and images showing the location of these areas are included at **Appendix B**.

Table 2 – Postcode data

Area	Number	Area	Number	Area	Number
B9	1	HX3	3	SL4	1
BD3	1	HX4	2	WF1	6
BD5	1	HX5	2	WF10	1
BD6	1	LS10	1	WF12	1
DN14	1	LS15	1	WF13	2
DN17	1	LS28	1	WF14	3
HD1	7	LS6	1	WF16	1
HD2	2	M28	1	WF17	1
HD3	1	S11	1	WF2	7
HD4	7	S35	1	WF3	2
HD5	8	S5	1	WF4	6
HD6	1	S70	3	WF5	9
HD7	1	S71	5	WF6	1
HD8	12	S74	1	WF8	1
HD9	5	S75	1	WF9	1
HU15	1	S9	1	Not given	1
				Total	121

3.2.3 The modal split of employees first choice of mode of travel to work is given in **Table 3**.

Table 3 – Modal Split

Method of Travel to Work	Number	Modal Split
Car Driver Alone	70	57.9%
Car Share as Driver	15	12.4%
Car Share as Passenger	21	17.4%
Bus	3	2.5%
Train	0	0.0%
Walk	0	0.0%
Cycle	2	1.7%
Taxi	3	2.5%
Motorcycle	4	3.3%
Other Method of Travel to Work	3	2.5%
Total	121	100.0%

3.2.4 From Table 3 it can be seen that the most popular form of travel for people who work at the existing site is by using private car (87.6%) with 57.9% being single occupancy.

3.2.5 As part of the survey, the 70 members of staff that drive alone were asked how easy it would be to travel by more sustainable means. The response options being very easy, quite easy, quite difficult, very difficult or not possible. **Table 4**, overleaf, shows the number of very easy and quite easy responses.

Table 4 – Ease of using more sustainable modes

	Walk	Cycle	Bus	Train	Car share
Quite easy	1	5	4	1	12
Very easy	1	0	2	0	8

- 3.2.6 However, in comments received from Kirklees Council, it was requested that the modal split from the original travel survey in July 2023 are utilised. These are shown in **Table 5** and the survey responses are included at **Appendix C**.

Table 5 – Modal split from 2023 survey

Method of Travel to Work	Number	Modal Split
Car Driver Alone	82	51.6%
Car Share as Driver	23	14.5%
Car Share as Passenger	26	16.4%
Bus	9	5.7%
Train	1	0.6%
Walk	2	1.3%
Cycle	0	0.0%
Taxi	1	0.6%
Motorcycle	10	6.3%
Other Method of Travel to Work	5	3.1%
Total	159	100.0%

- 3.2.7 From Table 5 it can be seen that the most popular form of travel for people who work at the existing site is by using private car (82.5%) with 51.6% being single occupancy.

3.3 Targets

- 3.3.1 The five-year travel plan targets are shown in **Table 6**, below.

Table 6 – Modal Split

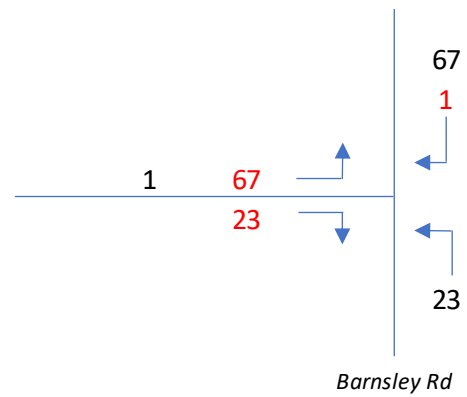
Method of Travel to Work	Modal Split
Car Driver Alone	46.4%
Car Share as Driver	16.2%
Car Share as Passenger	18.5%
Bus	6.0%
Train	0.6%
Walk	1.3%
Cycle	1.0%
Taxi	0.6%
Motorcycle	6.3%
Other Method of Travel to Work	3.1%
Total	100.0%

- 3.3.2 The above targets are based on the travel survey responses detailed in Table 5 and the potential viability of switches to more sustainable modes of travel shown in Table 4.
- 3.3.3 These targets will be reviewed following the initial travel surveys to ensure they are realistic.
- 3.3.4 An additional target is to not exceed the Year 10 predicted weekday peak hour vehicle trip generations set out in the Transport Assessment Addendum. These are replicated at **Figure 2**.

Figure 3 – Year 10 predicted vehicle generations

AM

PM



- 3.3.5 The above targets will be agreed, monitored and reviewed with Kirklees Council and will not be amended without prior agreement.

4. Travel Plan Co-ordinator

- 4.1 PCS Property Solutions Ltd (the occupier of the unit) has appointed Nikki Harrison (Nikki.Harrison@pcspecialist.co.uk) as Travel Plan Coordinator (TPC). If the TPC changes at any point during the lifetime of the Travel Plan, updated contact details will be provided to Kirklees Council within 1 month of appointment.
- 4.2 The TPC will have responsibility for the implementation and management of the Travel Plan and will have an overarching role in guiding and co-ordinating the initiatives for all staff members and visitors for a period of five years from first occupation of the development.
- 4.3 The TPC's role will include, but is not limited to:
- Preparing a Travel Information Pack for issue to all employees upon their engagement;
 - Undertaking a baseline staff travel survey within three months of occupation and providing an updated Travel Plan to the council within two months;
 - Arranging peak hour traffic counts at the site access;
 - Undertaking annual travel surveys and arranging traffic counts over a period of 5 years following the baseline survey and supply Monitoring Reports to the council within three months of each survey;
 - Raise awareness of the Travel Plan amongst employees;
 - Ensuring that travel information provided to employees is up-to-date;
 - Offering personal travel planning and car share assistance to employees as required;
 - Investigate further sustainable travel incentives such as discounts and offers with cycle shops, taxi firms etc.
 - Being the point of contact for the Council and other relevant bodies.
 - Promoting national sustainable travel events e.g. Walk to Work Day, Cycle to Work Day etc.
 - Administer the car share scheme on site including issuing permits, monitoring use of dedicated spaces etc
 - Monitoring use of cycle, motorcycle and EV parking
 - Manage the Travel Plan budget (see section 6)
- 4.4 The Staff Travel Surveys shall be conducted generally in accordance with the example questionnaire contained at **Appendix D** of this Travel Plan. A minimum response rate of 50% will be targeted. If this is not met, an incentive prize draw will be implemented.
- 4.5 The results of the surveys will be considered by the TPC, the Council and other relevant bodies and appropriate updates will be made to the Travel Plan.
- 4.6 If, however, previously agreed targets are not met the TPC will put forward to the Council and other relevant bodies a new set of measures for the coming year which will be designed to bring the level of single person car journeys back on track.

5. Accessibility by Sustainable Modes and Measures

5.1 Overview

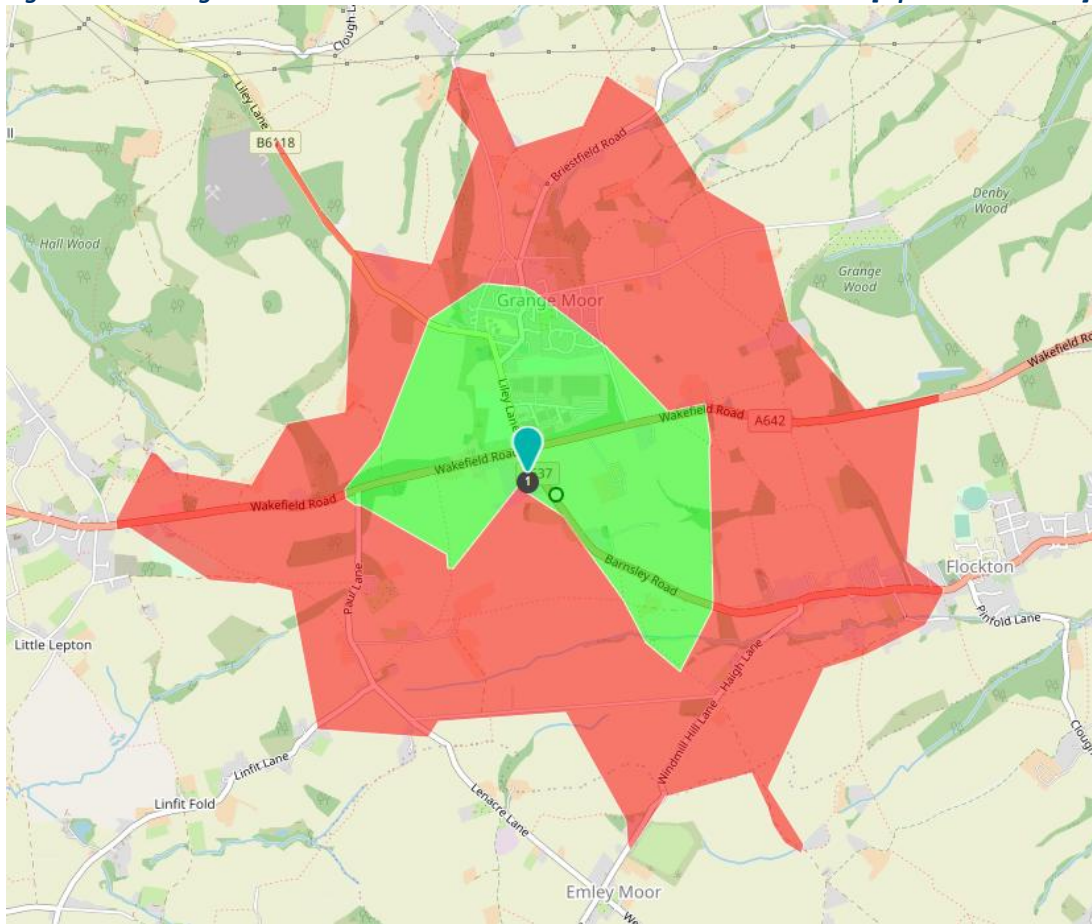
- 5.1.1 The site is located on the outskirts of the villages of Grange Moor and Flockton and staff do have access to sustainable transport options, including walking, cycling and public transport. The location of the site is shown in Figure 1.
- 5.1.2 Information on travel by foot, cycle, public transport, taxi, car sharing and motorcycle is detailed in this section, along with measures to encourage their use and discourage the use of single occupancy car use. The measures included in this section are summarised within the Action Plan at **Appendix E**. The measures included in this report will be reviewed annually with Kirklees Council for the 5-year life of the Travel Plan. At the end of this period, the final measures will continue to be implemented for the lifetime of the development.
- 5.1.3 Information on all modes of travel will be provided to staff and displayed in a communal staff area. Information will also be provided to expected visitors to the site in advance of their visit.

5.2 Accessibility by Walking

- 5.2.1 Walking is the most common form of travel in Britain and has the potential to replace short car trips, particularly those under 2km.
- 5.2.2 It is important to consider the routes that would be taken to get to these locations as well as the distance. Department for Transport guidance 'Building Sustainable Transport into New Developments' (2008) gives the following advice:
"Walkable neighbourhoods are typically characterised as having a range of facilities within 10 minutes walking distance (around 800m). However, the propensity to walk or cycle is not only influenced by distance but also the quality of the experience; people may be willing to walk or cycle further where their surroundings are more attractive, safe and stimulating."
- 5.2.3 The IHT publication 'Providing for Journeys on Foot' also identifies suggested acceptable walking distances for commuting, school and sightseeing as follows with times based on a walking speed of 1.4m/s.
 - Desirable 500m – 6-minute walk
 - Acceptable 1000m – 12-minute walk
 - Preferred Maximum 2000m – 24-minute walk
- 5.2.4 **Figure 4** identifies the 1km and 2km walking isochrone from the site, which indicates areas which should be easily accessible to the site on foot.

Figure 4 – Walking Isochrone

[OpenRouteService]



- 5.2.5 Figure 4 illustrates that the location of the proposed industrial unit is in a relatively rural location, with the villages of Grange Moor to the north and Flockton to the east, just within a preferred maximum walking distance to the site.
- 5.2.6 The industrial site may provide some employment opportunities to those in Grange Moor and Flockton who may be able to walk to work.
- 5.2.7 In terms of amenities available to the staff at the industrial unit, they are limited within an acceptable walking distance. The few amenities include:
- Blacksmith Arms (Pub and Restaurant)
 - Garda Italian
 - Premier Stores Grange Moor
 - The Grange (Restaurant)
 - Grange Moor Fisheries

- 5.2.8 While there are facilities within an acceptable walking distance, it is important to consider the quality of the pedestrian infrastructure when determining the accessibility. The A637 (Barnsley Road) – the location of the proposed site – is a 50mph road with a footpath located on one side of the road and has street-lighting. The A642 (Wakefield Road) is another 50mph road with a footpath again located on one side and street-lighting is available. Finally, Liley Lane is a 50mph road, which changes to 30mph, approximately 300m from the roundabout and has a footpath and street lighting present.
- 5.2.9 However, in conjunction with the development, improvements will be made to Grange Moor roundabout. This includes speed limit reductions from 50 to 40mph on all approaches and on the site frontage. Shared use cycle/footways are to be provided around the perimeter of the roundabout, connecting to the site's northern access. Furthermore, improved pedestrian/cyclist crossing points will be provided including pedestrian links to bus stops on Wakefield Road and Liley Lane, and to Grange Moor village beyond. The works are shown on Drawings 151716-001C and 151716-007E included at **Appendix A**.
- 5.2.10 It has been demonstrated that staff who live locally will be able to walk to work, due to the provision of pedestrian infrastructure and other staff will be able to utilise local amenities and services.

Measures

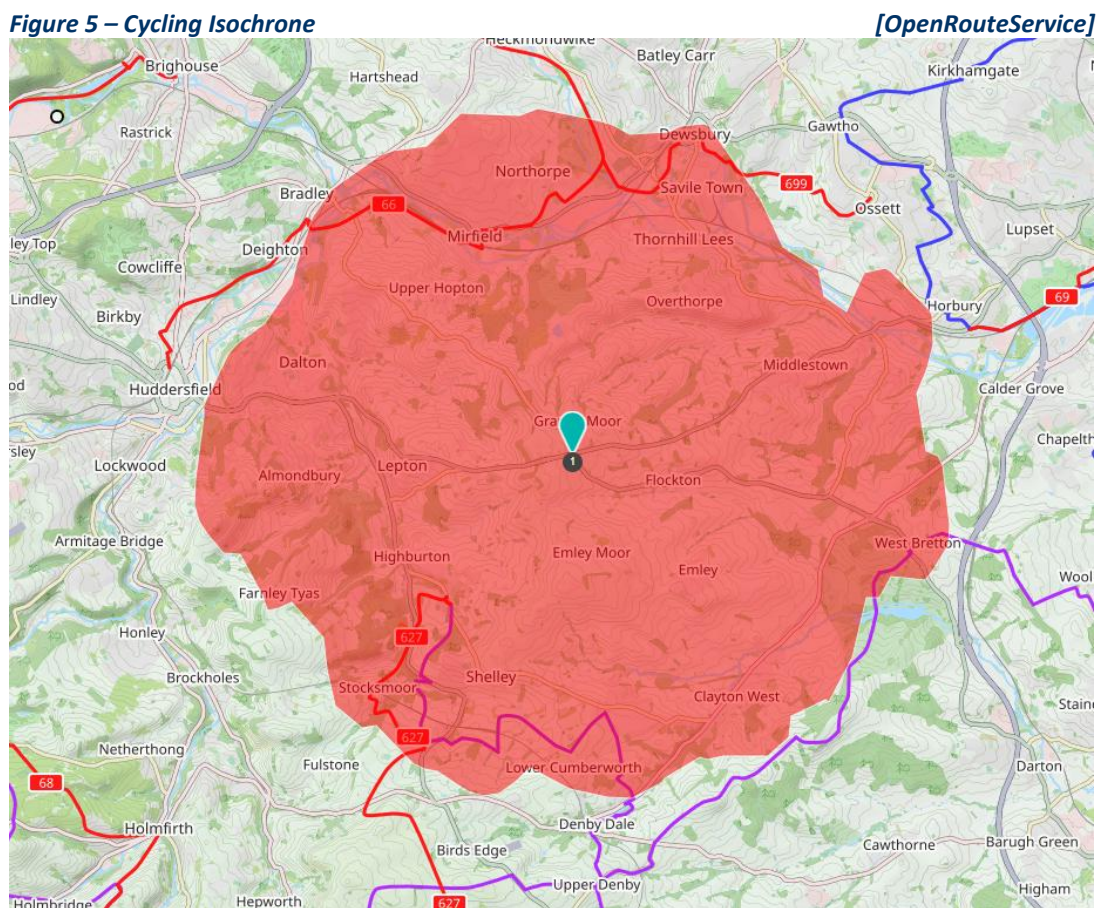
- 5.2.11 The proposed highway improvement measures, detailed at 5.2.9, will provide appropriate pedestrian links between the site and the surrounding infrastructure including nearby residential areas and bus stops.
- 5.2.12 There are many benefits of walking in relation to an individual's general health and wellbeing. Physically active employees take 27% fewer days off and a 20 minute-walk per day could cut the risk of premature death by a third and also;
- Improve an individual's mood;
 - Have a positive effect on your heart, including lowering blood pressure and reducing the risk of heart disease;
 - Reduces the pollution that would be generated by driving or using public transport;
 - It's free! Therefore, considerably cheaper than driving.
- 5.2.13 During training, staff will be made aware of the information regarding walking and that further information is available from various websites, including <https://www.nhs.uk/live-well/exercise/walking-for-health/>, <https://www.walkingforhealth.org.uk/>.
- 5.2.14 Nationwide events such as Walk to Work Day will be promoted to members of staff who will be encouraged to take part and information will be shared in staff communal areas.

5.3 Accessibility by Cycle

- 5.3.1 Like walking, cycling has an important part to play in reducing congestion, improving accessibility and reducing pollution. Cycling may also allow people without cars to reach destinations that they may otherwise be unable to reach. CIHT's Planning for Cycling (2014) states that:

"The majority of cycling trips are for short distances, with 80% being less than five miles and with 40% being less than two miles. However, the majority of trips by all modes are also short distances (67% are less than five miles, and 38% are less than two miles); therefore, the bicycle is a potential mode for many of these trips. Electric bicycles extend the range that can be cycled comfortably, and combined cycle-rail or cycle-bus journeys offer an alternative to car travel for many longer trips."

- 5.3.2 **Figure 5**, identifies destinations that lie within 8km (5 miles) of the site access.



- 5.3.3 The cycling isochrone shows that a large catchment of residential areas are contained within the isochrone. As with walking, it is considered that the quality of the available cycling infrastructure is an important factor when it comes to accessibility.

- 5.3.4 While there is no dedicated cycling infrastructure at present, in conjunction with the development, improvements will be made to Grange Moor roundabout. This includes speed limit reductions from 50 to 40mph on all approaches and on the site frontage. Shared use cycle/footways are to be provided around the perimeter of the roundabout, connecting to the site's northern access. Furthermore, improved pedestrian/cyclist crossing points will be provided. The works are shown on Drawings 151716-001C and 151716-007E included at **Appendix A**.

Measures

- 5.3.5 The proposed highway improvement measures, detailed at 5.3.4, will provide appropriate cycle links between the site and the surrounding infrastructure including nearby residential areas.
- 5.3.6 The development will provide secure covered bike stores with a capacity of 72 cycles. In addition, shower, locker, changing and drying facilities will be available to both staff and visitors. Providing basic cycle maintenance equipment for use on site will be investigated.
- 5.3.7 The possibility of providing a salary sacrifice 'cycle to work' scheme will be investigated. However, it is noted that this would not be possible for all members of staff due to National Minimum Wage restrictions.
- 5.3.8 The benefits to health and wellbeing that can be gained from cycling will be promoted during training to staff. Nationwide events such as Cycle to Work Day will also be promoted.
- 5.3.9 Journey planners are available at www.cyclestreets.net and www.traveline.info. In addition, various apps are available for smart devices that provide mapping and route planning, working in conjunction with the GPS locator of the device. This information will be shared in staff communal areas.
- 5.3.10 Details of local shops that sell cycle and accessories as well as carrying out servicing and repairs will be provided to staff. The possibility of these shops providing offers or discounts on bicycles, equipment and clothing to encourage the use of cycles will be investigated.
- 5.3.11 It is noted that a number of members of staff indicated in the travel survey that cycling might be a viable alternative to driving alone. Therefore, it is hoped that these measures would encourage these people as well as improving the experience for existing cyclists.

5.4 Accessibility by Public Transport

Bus Services

- 5.4.1 The nearest bus stops are located on Wakefield Road, around 200m from the centre of the site. Further bus stops are located approximately 300m from the site on Barnsley Road and approximately 400m from the site on Liley Lane. The location of the bus stops in relation to the site are shown in **Figure 6**, below.

Figure 6 – Bus Stop Locations

[GoogleMyMaps]



- 5.4.2 Details of the infrastructure provided from these stops are found in **Table 7**.

Table 7 – Bus Stop Information

Bus Stop Location	Bus Stop Information		
Wakefield Road Barnsley Road	Reference	→	45020681
	Direction of travel	→	Westbound
	Distance from site	→	~200m
	Facilities	→	Shelter with pole and timetable information
	Services	→	231, K78, K98

Wakefield Road Blacksmith Arms	Reference	→ 45020680
	Direction of travel	→ Eastbound
	Distance from site	→ ~200m
	Facilities	→ Pole with timetable information
	Services	→ 231, K98
Barnsley Road Crows Nest	Reference	→ 45025865
	Direction of travel	→ Southbound
	Distance from site	→ ~300m
	Facilities	→ Pole with timetable information
	Services	→ 231
Barnsley Road Crows Nest	Reference	→ 45020689
	Direction of travel	→ Northbound
	Distance from site	→ ~300m
	Facilities	→ Pole with timetable information
	Services	→ 231
Liley Lane Jubilee Way	Reference	→ 45020299
	Direction of travel	→ Southbound
	Distance from site	→ ~400m
	Facilities	→ Shelter with pole and timetable information
	Services	→ 231, K78, K98
Liley Lane Jubilee Way	Reference	→ 45025298
	Direction of travel	→ Northbound
	Distance from site	→ ~400m
	Facilities	→ Pole with timetable information
	Services	→ 230/230A, 231, K98

5.4.3 **Table 8** shows a summary of the bus services available from the above stops.

Table 8 – Bus Service Information

Number	Route	Approximate Peak Frequency		
		Mon – Sat Daytime	Mon- Sat Evening	Sunday
230 / 230A	Dewsbury – Thornhill – Grange Moor	60 minutes	No Service	No Service
231	Wakefield – Huddersfield	60 minutes	120 minutes	120 minutes
K78	Grange Moor – King James’s School	1AM / 1PM Service	No Service	No Service

5.4.4 There are local buses which serve Grange Moor and do allow for onward connections to be made in Wakefield (~36 minutes), Huddersfield (~28 minutes) and Dewsbury (~34 minutes), allowing staff to travel from further afield by sustainable modes.

5.4.5 However, some problems may arise for staff who work early or late shifts at the industrial unit as there would be no other alternative than using a private car to travel to work, if they live outside the preferred maximum walking and / or cycling distance.

Rail Services

- 5.4.6 The nearest train station is located in Mirfield, approximately 4 miles (~6.5km) away from the proposed site, which can therefore be considered within an acceptable cycling distance.
- 5.4.7 The station is served by Northern and TransPennine Express with both companies offering hourly services to Leeds and Huddersfield. The station is also served by Grand Central which offers direct services to London, via Wakefield, Pontefract and Doncaster.
- 5.4.8 The services available from Mirfield allow a wider area to be reached, but there are no local bus services which connect Mirfield and Grange Moor directly; staff would have to travel either to Dewsbury or Huddersfield first.

Measures

- 5.4.9 The TPC will organise the offer of week-long bus taster tickets (currently £26) for all staff to encourage their use.
- 5.4.10 PC Specialist Ltd, as the future occupier, are committed to joining the West Yorkshire Travel Plan Network. Through this, their employees will be entitled to a discount of 12% on an annual MCard. The possibility of providing a salary sacrifice scheme for these tickets will be investigated. However, it is noted that this would not be possible for all members of staff due to National Minimum Wage restrictions.
- 5.4.11 Information on travel by bus can be found at <https://www.arrivabus.co.uk/yorkshire>; <https://southpenninect.co.uk/> and <https://www.traveline.info/>. These websites provide journey planners, timetables and ticket information.
- 5.4.12 The local bus and rail service information will be displayed in a staff communal area in order to make the information clear to staff.
- 5.4.13 Further information on train information can be found at <https://www.northernrailway.co.uk/>; <https://www.tpexpress.co.uk/>; and <https://www.grandcentralrail.com/>
- 5.4.14 It is noted that a number of members of staff indicated in the travel survey that travel by bus might be a viable alternative to driving alone. Therefore, it is hoped that these measures would encourage these people as well as improving the experience for existing bus users.

5.5 Accessibility by Taxi

- 5.5.1 Taxis can provide a convenient mode of transport for those who do not drive or only need a limited use of vehicle. A variety of different taxi firms operate in the local area, which can either be booked online or by phone.

Measures

5.5.2 Details of local taxi firm information will be made available to staff.

5.6 Car Sharing

5.6.1 Car Share schemes:

- Provide a cheap way to get around
- Reduce levels of traffic, congestion, CO₂ emissions and pollution
- Reduce parking problems
- Create opportunities for business and the local community to work together
- Create opportunities to meet other people from the local area
- Improve relations within the local community
- Journeys may be quicker where drivers are allowed to use dual occupancy car lanes.

Measures

5.6.2 The Travel Plan Coordinator will develop and administer a car sharing scheme and assist staff with finding a car share partner. 24 preferential car share parking spaces will be marked out, located as shown by the blue area in **Figure 7** below. If it transpires that more are required, further spaces will be marked as such. Members of staff who register on the car share scheme will be given a permit for use when car sharing. In order to use a car share bay, a minimum of two permits will be required to be displayed in the vehicle. This will be monitored on site on a weekly basis.

Figure 7 – Location of car share bays

[Acumen Designers & Architects]



5.6.3 In addition, if a car share driver needs to leave early due to an emergency, any passengers will be guaranteed a way home by asking other drivers or by taxi if required.

5.6.4 It is noted that a considerable number of members of staff indicated in the travel survey that car sharing might be a viable alternative to driving alone. Therefore, it is hoped that the TPC's development of a car share scheme and assistance in arranging car sharing partners, as well as preferential parking, will encourage more car sharing.

5.7 *Motorcycling and Mopeds*

5.7.1 There are several benefits that may be derived from the use of this form of travel. Motor cycles by their very size create less congestion and are more likely to have less environmental impact than a single occupancy vehicle.

5.7.2 In addition, the physical size of on-site parking requirements for motorcycles and mopeds are less, so releasing more spaces for operational use.

5.7.3 Concern is however often raised over the safety of these vehicles and it is therefore important that any promotion of this form of travel includes the need to inform prospective riders of their statutory obligations to obtain proper training by a recognised training organisation or trainer and the correct protective equipment before use of the vehicle.

5.7.4 24 motorcycle parking spaces are proposed within the site. In addition, locker and changing facilities will be available to both staff and visitors.

5.8 *Electric Vehicles*

5.8.1 While the initial upfront purchase price of an electric vehicle can be higher than traditional engines, this is usually offset by lower running costs. Electric vehicles provide benefits, when compared to traditional engines, with regards air quality and climate change.

5.8.2 50 spaces with electric vehicle charging facilities are to be provided within the site.

5.9 *Reducing the Need to Travel to Work*

5.9.1 It may be possible to permit some degree of "home working". This of course will be dependent on the particular circumstances of each employee and realistically may not be appropriate in many cases.

5.10 *Business/Operational Travel*

5.10.1 When off-site visits are undertaken, the use of public transport is the preferred mode of transport where practicable. If this is not the case, members of staff are required to car share and make use of an electric vehicle, if possible. For trips overseas, members of staff car share to the airport.

- 5.10.2 All company cars, for members of staff that are eligible for them, are to be electric vehicles.
- 5.10.3 With regards operational vehicle movements, all outbound goods are consolidated into a single collection at the end of the day, where possible. Inbound goods are primarily by groupage service which reduces the number of vehicles required by sharing the transportation with others. Where delivery times can be controlled by PC Specialist Ltd, these are normally booked for 7am which avoids peak network hours and arrival times of members of staff.
- 5.10.4 Recycling is stored on site until a full articulated vehicle load is accumulated in order to minimise the number of vehicle movements generated.

5.11 Other Measures

- 5.11.1 Whilst car travel will be a first choice for many staff members and visitors it must be acknowledged that the cost of fuel has reduced overall car mileage in this country in recent years and drivers have sought to minimise car travel and share trips.
- 5.11.2 The Theory Test to be passed by all learner drivers now contains questions on issues which relate to how the driving of a vehicle, its loading and maintenance can affect fuel consumption and hence the environment. Unfortunately, many of the answers to these questions tend to be forgotten once the test has been passed. It is therefore of value to remind drivers of the advantages that can be gained from these good practices. Examples are:
- Advantages can be gained from simple attention to the pressure of car tyres through to the use of roof racks and regular servicing at the manufacturer's recommended intervals.
 - The manner in which a vehicle is driven significantly affects its fuel consumption and drivers need to be aware that bad driving practices such as harsh acceleration or braking can be a major influence.
 - The choice of times to drive and careful route planning also affect both the financial running of a vehicle and the basic pleasure of driving. Benefits will be found not only by the users of the vehicles but to the general public by the possible reduction in congestion and overall environmental impact.
- 5.11.3 All of the above will raise awareness in the part that every car driver can play in reducing congestion, saving energy, improving the local and national environment and contributing towards measures to reduce global warming.
- 5.11.4 The Travel Plan Coordinator will be available to provide personalised travel planning for each member of staff, if required.

6. Marketing and Communication Strategy

- 6.1 Sanderson Associates Consulting Engineers will provide PCS Property Solutions Ltd with a copy of this Travel Plan when approved.
- 6.2 The TPC will be provided with an annual budget by PCS Property Solutions Ltd for travel plan measures and for monitoring the Travel Plan, for five years from first occupation of the development.
- 6.3 A budget of £7,500 is to be provided for the first year with all staff being offered a bus taster ticket. For subsequent years, the budget is proposed to be £2,500 with any new staff offered a bus taster ticket upon employment. However, this future budget is subject to review annually and will take into consideration the results of the travel surveys and measures proposed.
- 6.4 A Staff Travel Information Pack will be prepared and a copy of this will be provided to members of staff as part of the induction process. The Travel Information Pack will include information on sustainable travel options in the vicinity of the site and the elements incorporated into the site to aid sustainable travel (e.g. location of cycle parking). Links to further information such as timetables and journey planners will also be included as well as contact details for the TPC.
- 6.5 It will be the responsibility of the TPC to prepare annual newsletters that will be provided to members of staff which will provide an update following each travel survey and give the latest information on travel options. The Council may also be able to provide posters, leaflets and timetables for distribution.
- 6.6 The TPC will promote sustainable travel events, such as Walk to Work Day, in order to encourage participation. Travel information will also be displayed on noticeboards in staff areas and on the company website. Internet forums such as a Facebook page, a development intranet etc. will be investigated to encourage staff to interact and share and discuss travel arrangements.

7. Monitoring and Reporting

- 7.1 Initial travel surveys will be undertaken by the TPC within three months of occupation. Following this, travel surveys will be repeated annually for the lifetime of the plan i.e. baseline survey followed by five annual reviews.
- 7.2 Results of the initial travel surveys will allow realistic targets to be set and these will be continually reviewed throughout the lifetime of the Travel Plan. The Travel Plan shall be monitored and reviewed on an annual basis after its initial implementation and a written analysis will be issued to the Council within three months of the completion of the annual travel surveys as shown in **Table 9**.

Table 9 –Monitoring Timetable

When	What
Within 3 months of occupation	TPC to issue travel survey questionnaires to establish baseline
1 month following issue	TPC to collate travel survey responses and commence analysis and preparation of Monitoring Report and draft Action Plan
Within 3 months of travel survey response collation	TPC to issue Monitoring Report and draft Action Plan to Council
1 year following baseline travel survey questionnaire	TPC to issue travel survey questionnaires and undertake peak hour traffic count of site access
1 month following issue	TPC to collate travel survey responses and traffic count data and commence analysis and preparation of Monitoring Report and draft Action Plan
Within 3 months of travel survey response collation	TPC to issue Monitoring Report and draft Action Plan to Council

- 7.3 As part of the annual review, the TPC will produce an annual action plan detailing measures to be undertaken for the following 12-month period over the life span of the Travel Plan. The measures will be designed to meet the travel plan targets and will consider the results of the travel surveys and traffic counts. In the event that all targets are met the previously agreed annual action plan will be continued with no additional measures required. The content of the Action Plan will be agreed with Kirklees Council as part of the annual review process.
- 7.4 Targets will be agreed with the Council and other relevant bodies and will not be changed without consultation and agreement.
- 7.5 It is acknowledged that a monitoring fee will be payable to Kirklees Council for their involvement in the monitoring of the Travel Plan over its lifetime and this will be secured through a S106 agreement. It is understood that for a development of this scale (classed as a 'Large Scale Major Development' that is in excess of 10,000m²) the fee is £15,000 (£3,000 per year for 5 years).
- 7.6 PC Specialist Ltd, as the future occupier, will join the West Yorkshire Travel Plan Network (WYTPN). It is noted that there is a pause on the WYTPN at present and, therefore, the discounts and promotions normally available are currently limited.

8. Summary and Conclusions

- 8.1 This Travel Plan sets out a series of measures which aim to encourage changes in the travel patterns of staff to the development from use of the single occupancy private vehicle to more sustainable forms of transport.
- 8.2 The Travel Plan includes reference to compliance and enforcement of the Plan and to the required monitoring, review and reporting for the life of the Plan.
- 8.3 It is considered that these measures will help to reduce the reliance on the private car, particularly single-person trips in the peak hours. In turn, the numbers of trips by other modes of transport should increase thereby contributing to an improvement in both the operation of the local highway network and in the general environment.
- 8.4 PCS Property Solutions Ltd and PC Specialist Ltd are committed to encouraging positive changes to the modes of transport used in connection with this development. These measures will help the viability and attractiveness of the overall site to the benefit of all occupiers.
- 8.5 This Travel Plan will be further developed in conjunction with Kirklees Council once the development is operational and specific travel needs are identified.



Appendix A

Proposed Site Layout

Drawing 151716-001C Proposed Works

Drawing 151716-007E Proposed Junction Improvements



Only figured dimensions should be used.

Scaled dimensions should be checked with the Architect.

This drawing together with the design, is the property and copyright of the Architect and must not be reproduced without written permission

Satellite imagery from Google shown indicatively for context purposes only.

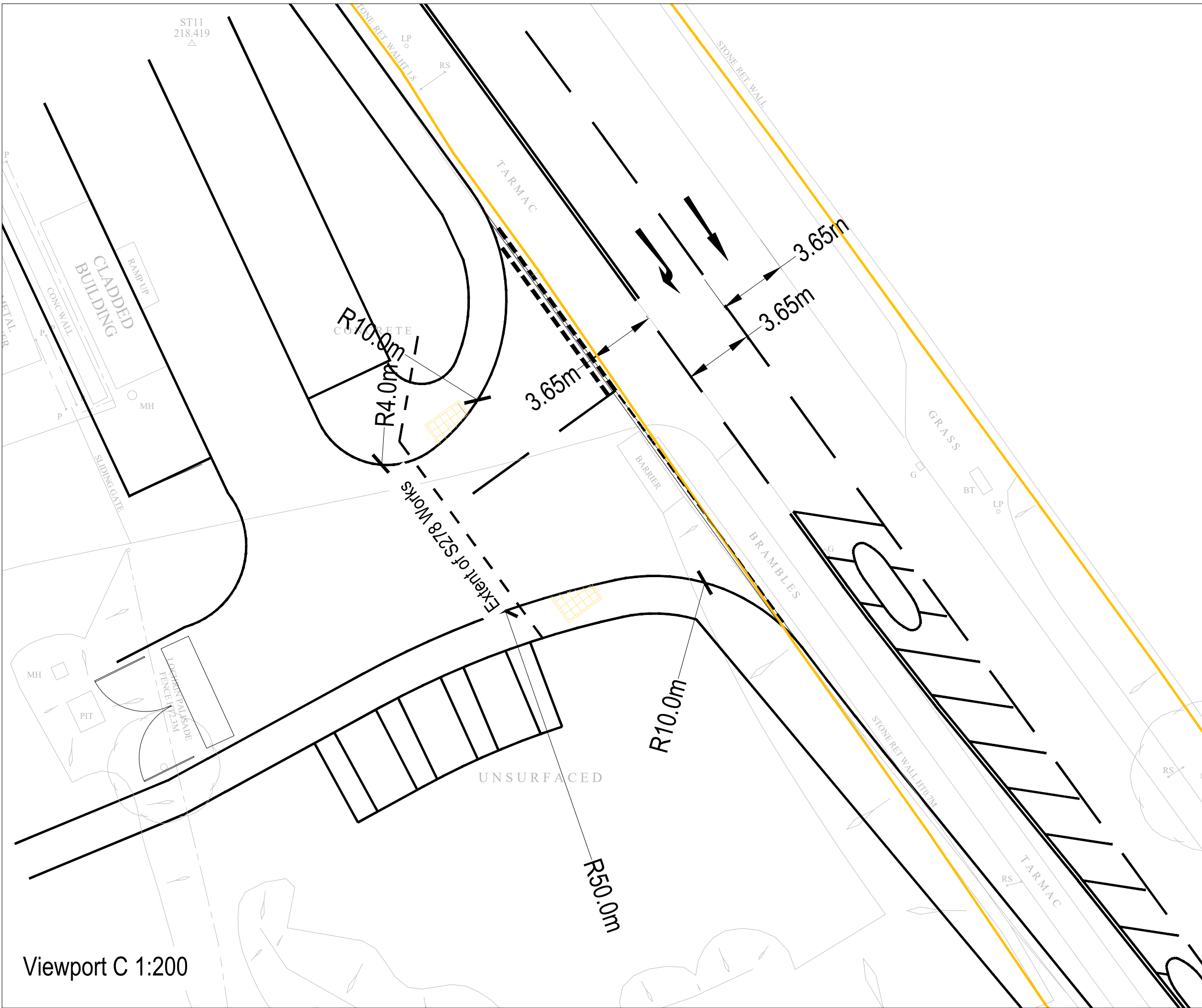
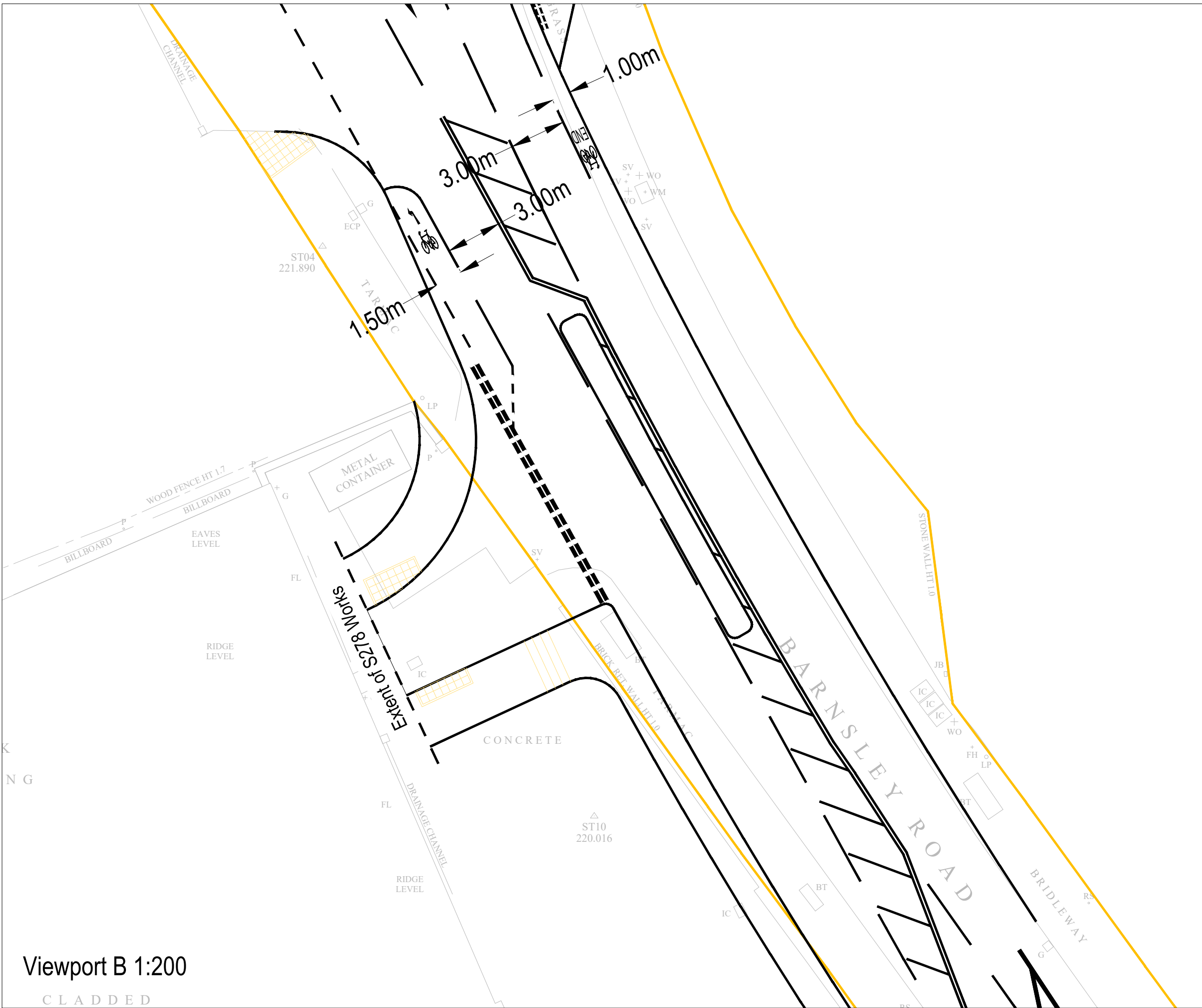
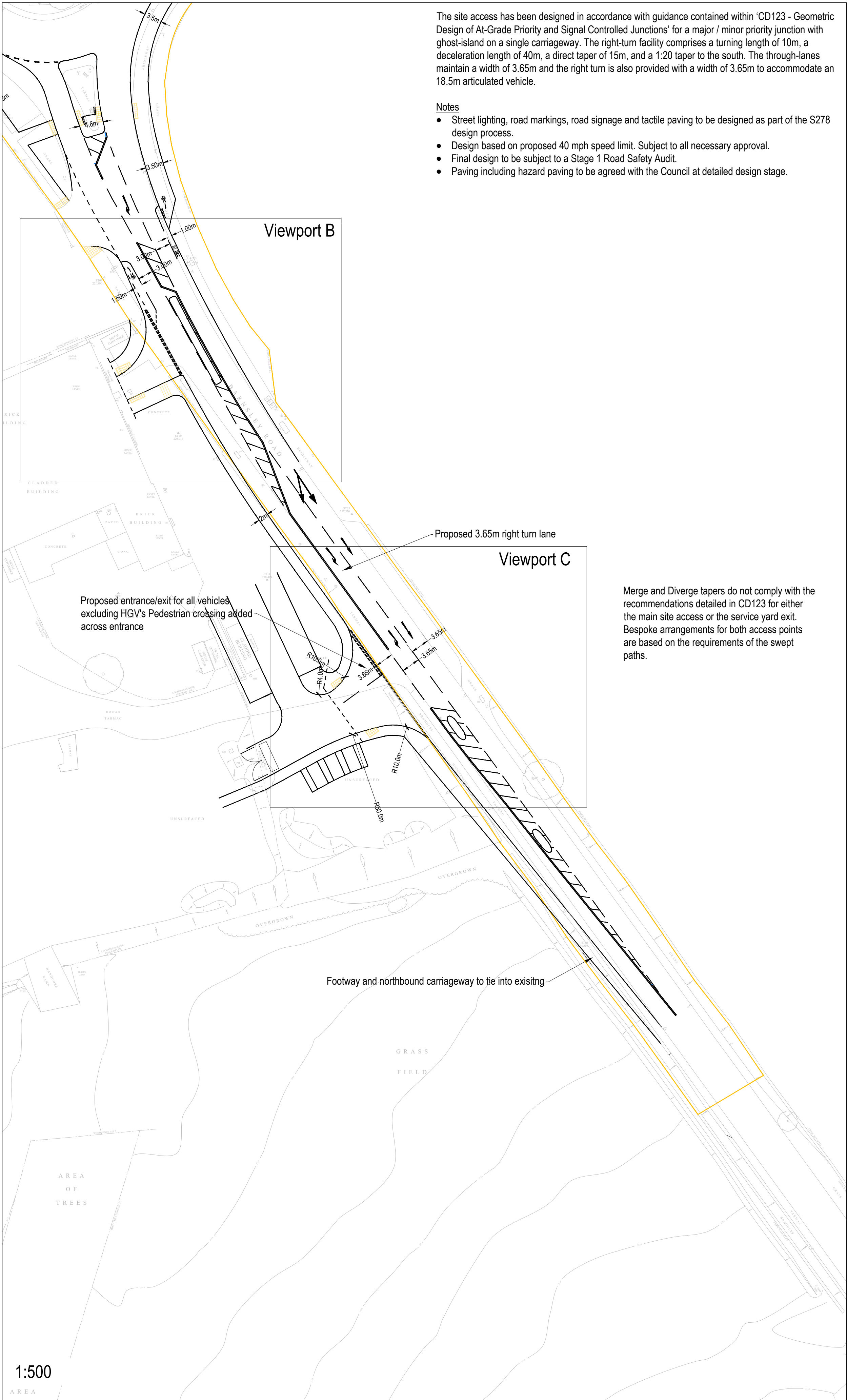
NB to be read in conjunction with ZEBRA Landscape architect scheme, Sandersons highways scheme, AVIE drainage strategy & NOVO mechanical & electric pack.

010203040506070809101112131415161718192021222324252627282930313233343536373839404142434445464748495051525354555657585960616263646566676869707172737475767778798081828384858687888990919293949596979899100

GRAPHIC SCALE 1:500

North

04	Modified highway layout shown following 538 feedback.	JF	JC	22.05.2024
03	Modified building placed on site. Amended highway design and parking layout shown. Substation location updated, charging lay-by omitted, modified retaining wall position shown.	JF	JC	17.04.2024
02	Modified building placed on site. Amended highway design and parking layout shown. Charging lay-by shown. MC parking shown.	JF	JC	11.01.2023
rev	description	drawn	auth	date
100 NORTH SCALE OFF THIS DRAWING				
ACUMEN Designers & Architects acumenarchitects.co.uk01484 544 000Headrow House, Old Leeds Road, Huddersfield HD1 1SD				
Client				
PCS PROPERTY SOLUTIONS LTD.				
Project				
LAND AT GRANGE MOOR				
Description				
PROPOSED MASTERPLAN				
Drawing No.				
P2753-ACU-XX-DR-A-102-04				
Scale	Date Drawn	Drawn By	Authorised By	
1 : 500 @ A0	FEB'23	JF	JC	
Purpose of Issue				
Planning	Building Regs	Tender	Construction	Comment
☒	☐	☐	☐	☐



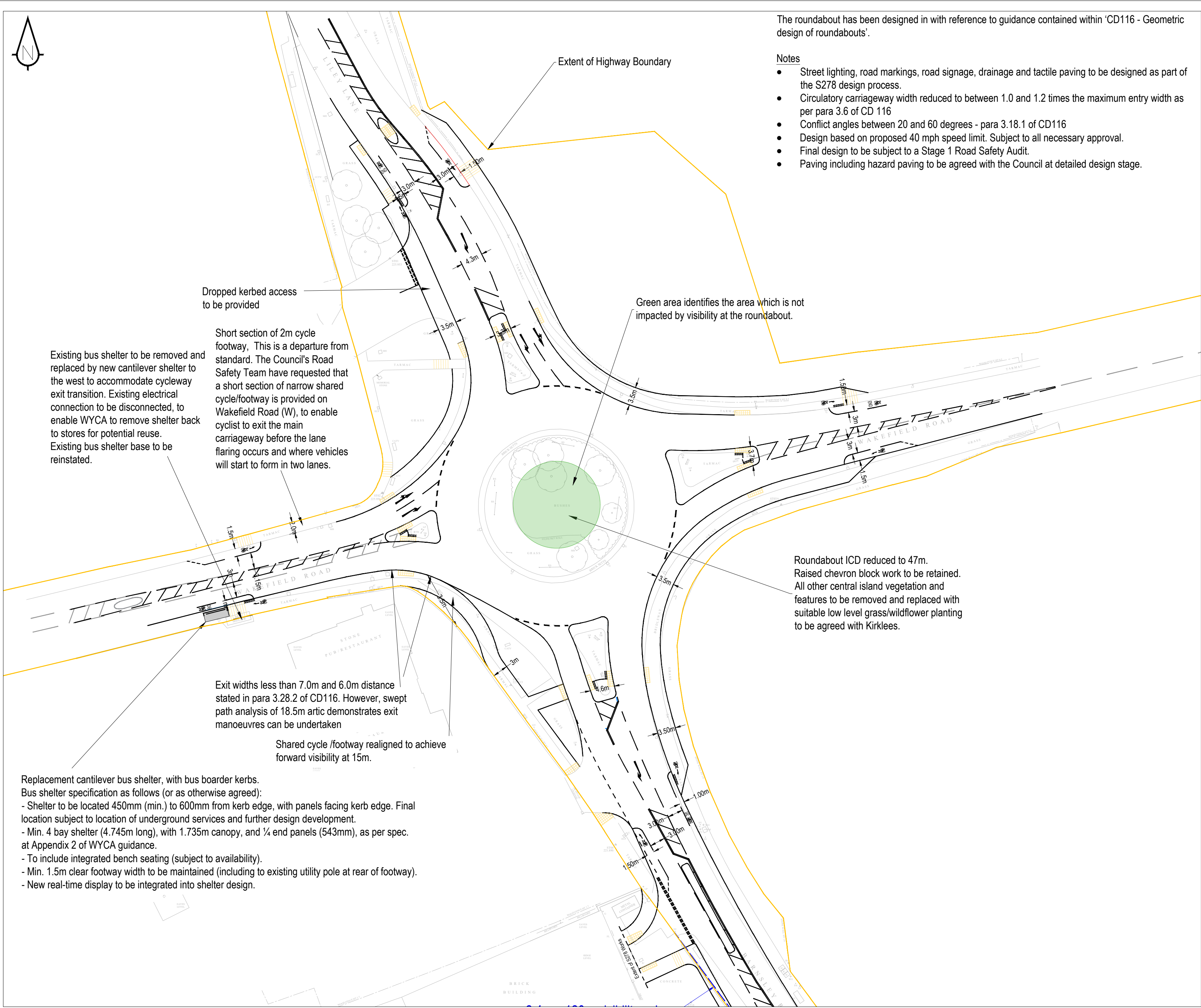
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- The consultant shall not be liable for the use by any person of any document for any purpose other than that for which the same were provided by the consultant.
- No liability whatsoever is accepted by the consultant for any error or omissions.
- The consultant accepts no liability for any vehicle specification errors within the vehicle track software used and / or its vehicle libraries.
- The locations of utilities apparatus, if shown, is reproduced from plans supplied to the consultant, although care has been taken when duplicating this information. These locations are approximate only and no guarantee can be given for their accuracy. It is the client's or it's appointed agent/contractors responsibility to verify the exact locations on site by hand dug trial holes or other appropriate means prior to mechanical excavation.
- Service connections are not shown but their presence should be anticipated.
- Reference to any third party equipment shown on this drawing was only relevant at the time the drawing was prepared.
- It is the client's responsibility to ensure that any equipment ordered meets the design.



C	Layout Amended Following Comments From Kirklees Council	SB	May 2024	KS
B	Layout Amended Following Comments From Kirklees Council	SB	Apr 2024	KS
A	Layout Amendment	SB	Jan 2023	KS
Rev	Amendment	Drawn	Date	Checked



Client	PCS Property Solutions Ltd			
Project Title	Land at Grange Moor Wakefield			
Drawing Title	Proposed Works			
Scale	AS SHOWN	Drawn By	TOD	
Drawing Size	A1	Checked By	PJM	
Date	Jan 2023	Approved By	KS	
Drawing Number		151716-001		Rev
				C



Notes

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 - The consultant shall not be liable for the use by any person of any document for any purpose other than that for which the same were provided by the consultant.
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-
- The consultant accepts no liability for any vehicle specification errors within the vehicle track software used and/or it's vehicle libraries.

Rev	Amendment	Drawn	Date	Checked
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Project Title
Land at Grange Moor, Wakefield

Drawing Title

Proposed Junction Improvements

Scale	1:500	Drawn By	AA
Drawing Size	A2	Checked By	SB
Date	February 2024	Approved By	KS
Drawing Number		Rev	
151716-007			E



Appendix B

Staff Travel Survey Responses 2023

Postcode Information

Response ID How would you rate your work? Please indicate how often you have done each task in the last 6 months.

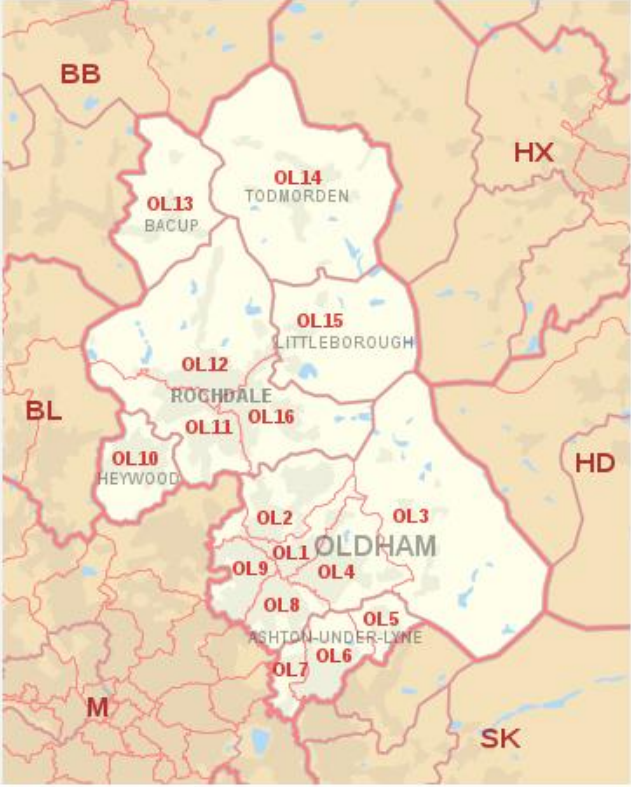
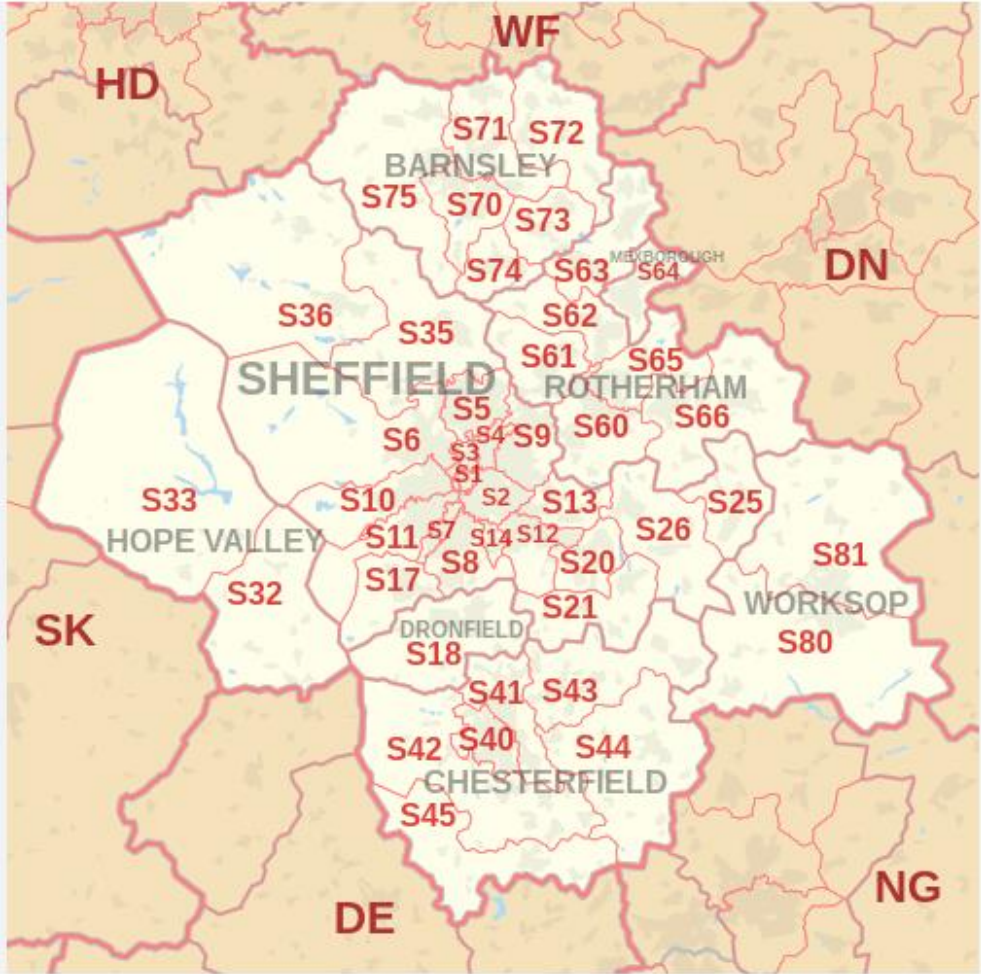
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[illegible]

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BD9	1	
DN14	1	
DN17	2	
DN6	1	

HD1	10	
HD2	5	
HD3	6	
HD4	15	
HD5	10	
HD7	1	
HD8	14	
HD9	6	
HD9	6	
HU15	2	

HX3	4	
HX4	1	
HX5	3	
LS7	1	
LS12	1	
LS25	2	
LS26	1	
LS27	1	

OL9	1	
S35	1	
S5	1	
S70	5	
S71	3	
S75	2	
S8	1	
S9	1	

WF1	6	
WF10	1	
WF12	5	
WF13	2	
WF14	4	
WF15	2	
WF16	1	
WF17	3	
WF2	3	
WF3	2	
WF4	11	
WF5	6	
WF6	1	
WF7	1	
WF8	2	
WF9	2	
Not given	3	
Total	159	



Appendix C

Staff Travel Survey Responses 2025

[illegible]



Appendix D

Staff Travel Survey Questionnaire

PC Specialist Employee Travel Survey

Travel Plan Survey Questionnaire

Following the previous travel survey, the planning application for the new site is progressing. As such, an updated travel survey is required to capture changes in staffing and shift patterns at the existing site.

PC Specialist is undertaking this survey as part of their Travel Plan requirements. The Travel Plan is an evolving strategy that seeks to encourage sustainable travel and the use of alternative modes of transport to the single occupied car.

This Travel Survey will be used to establish existing travel patterns, from which it may be possible to identify measures that could be introduced to assist employees with sustainable methods of travel.

Sanderson Associates have been appointed to act as Travel Plan Co-ordinator for the site and are responsible for implementing and monitoring the effectiveness of the Travel Plan.

To assist with this task, it would be appreciated if you could take the time to complete this travel survey.

Please note that all information is to be strictly used for Travel Planning purposes only and will be treated as confidential and will not be shared with third parties. The only information that will become public is a summary of the survey results, which may be provided to the Local Planning Authority as part of the annual review of the Travel Plan.

Should you require any assistance in completing this questionnaire, please contact the Travel Plan Coordinator on 01924 844080 or at tpc@sandersonassociates.co.uk. By completing this survey you agree with the storage and handling of your data by our Company in accordance with the appropriate [Privacy Policy](#).

This survey uses cookies: Find out more [here](#).

There are 11 questions in this survey.

Employee Information

Employee Information

How would you describe your employment at PC Specialist? If part time, please specify how many days you work in a normal week

Choose one of the following answers

Please choose **only one** of the following:

- ☐ Full time
- ☐ Part time

Make a comment on your choice here:

Do you work in Office or Production?

Choose one of the following answers

Please choose **only one** of the following:

- ☐ Office
- ☐ Production

Please indicate your **normal** hours of work by day of the week below.

Please use 24 hour time format e.g. for 9am to 5:30pm input would be 09:00-17:30.

Only answer this question if the following conditions are met:

Answer was 'Office' at question ' [OfficeProduction]' (Do you work in Office or Production?)

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Please provide your home postcode (to identify area only).

Please write your answer here:

Do you have any mobility difficulty which affects your transport choices?

Choose one of the following answers

Please choose **only one** of the following:

☐ Yes

☐ No

Travel Information

How do you ***normally*** travel between home and PC Specialist? If your journey involves using multiple modes, please select the option that you consider as the ***main*** mode.

Choose one of the following answers

Please choose **only one** of the following:

☐ Car driver alone

☐ Car share as driver

☐ Car share as passenger

☐ Bus

☐ Train

☐ Cycle

☐ Walk

☐ Taxi

☐ Motorcycle

☐ Other

How do you travel between home and PC Specialist ***if your normal choice of transport is not available?*** If your journey involves using multiple modes, please select the option that you consider as the ***main*** mode.

Choose one of the following answers

Please choose **only one** of the following:

- ☐ Car driver alone
- ☐ Car share as driver
- ☐ Car share as passenger
- ☐ Bus
- ☐ Train
- ☐ Cycle
- ☐ Walk
- ☐ Taxi
- ☐ Motorcycle
- ☐ Other

As you normally drive to work on your own, would you be willing to try more environmentally-friendly options (such as walking, cycling, public transport or car sharing) some of the time?

Only answer this question if the following conditions are met:

Answer was 'Car driver alone' at question ' [FirstChoiceTravel]' (How do you normally travel between home and PC Specialist? If your journey involves using multiple modes, please select the option that you consider as the main mode.)

Choose one of the following answers

Please choose **only one** of the following:

- ☐ Yes
- ☐ No

If there are any particular barriers which make it difficult for you to use these more environmentally-friendly options, please indicate what these are.

Only answer this question if the following conditions are met:

Answer was 'Car driver alone' at question ' [FirstChoiceTravel]' (How do you normally travel between home and PC Specialist? If your journey involves using multiple modes, please select the option that you consider as the main mode.)

Please write your answer here:

How easy or difficult do you think it would be to travel by the following means, as an alternative to driving alone?

Only answer this question if the following conditions are met:

Answer was 'Car driver alone' at question ' [FirstChoiceTravel]' (How do you normally travel between home and PC Specialist? If your journey involves using multiple modes, please select the option that you consider as the main mode.)

Please choose the appropriate response for each item:

	Walking	Cycling	Bus	Train	Car Share
Very easy	☐	☐	☐	☐	☐
Quite easy	☐	☐	☐	☐	☐
Quite difficult	☐	☐	☐	☐	☐
Very difficult	☐	☐	☐	☐	☐
Not possible	☐	☐	☐	☐	☐

If you have any further comments to make on your travel to work experience please provide these below.

Please write your answer here:

Thank you for taking the time to complete this survey.

24/04/2025 – 21:00

Submit your survey.

Thank you for completing this survey.



Appendix E

Action Plan

Action Plan of Measures

Measure	Objective(s)	Timescale	Responsibility
Improvements to Grange Moor roundabout including speed limit reductions from 50 to 40mph on all approaches and on the site frontage, shared use cycle/footways around the perimeter of the roundabout connecting to the site's northern access and improved pedestrian/cyclist crossing points.	A, B	Prior to occupation	Developer
Provision of shower, locker, changing and drying facilities for staff and visitors.	B	Prior to occupation	Developer/occupier
Provision of secure covered cycle stores for 72 cycles.	B	Prior to occupation	Developer/occupier
Join the West Yorkshire Travel Plan Network	B, E	Prior to occupation	Occupier
Provide 24 preferential car share parking spaces.	A, B, E	Prior to occupation	Developer/occupier
Provide 24 motorcycle spaces.	A, B, E	Prior to occupation	Developer/occupier
Provide 50 spaces with electric vehicle charging facilities.	E	Prior to occupation	Developer/occupier
Appoint a Travel Plan Co-ordinator (TPC)	C	3 months prior to occupation	Occupier
Provide budget for travel plan measures	C	From outset and ongoing	Occupier
Explore the possibility of home working being possible for some members of staff	D	From outset and ongoing	Occupier
Use public transport for off-site visits where practicable. If not, car share and use an electric vehicle where possible. Car share to the airport for overseas visits.	B, D, E	From outset and ongoing	Occupier
All company cars to be provided as electric vehicles.	E	From outset and ongoing	Occupier
Consolidate inbound and outbound goods as far as practicable.	D	From outset and ongoing	Occupier
Provide electronic Travel Information Pack to staff	A, B, C, D, E	Upon occupation/employment	TPC
Display Travel Information Pack in communal areas	A, B, C, D, E	Upon occupation and whenever updated	TPC/occupier
Provide personalised travel planning.	B	From outset and ongoing	TPC
Promote the benefits of walking and cycling to health and wellbeing within Travel Information Pack	A, B, C, D, E	From the outset and ongoing	TPC
Promote nationwide events such as Walk to Work Day & Cycle to Work Day.	A, B, C, D, E	1 month prior to each event	TPC
Provide details of journey planners and websites with further information within Travel Information Pack.	A, B, D, E	From the outset and ongoing	TPC
Provide details of local cycle shops and investigate the possibility of these shops providing offers or discounts.	A, B, D, E	From the outset and ongoing	TPC
Investigate provision of basic bike maintenance equipment	A, B, D, E	From the outset and ongoing	TPC
Provide bus taster tickets	A, B, D, E	Upon occupation	TPC/Occupier
Provide details of local taxi firms within Travel Information Pack.	A, B	From the outset and ongoing	TPC
Develop and administer a car sharing scheme, organise permits and assist members of staff in finding a car share partner.	A, B, D, E	Upon occupation/following baseline survey	TPC/Occupier
Monitor usage of car share spaces.	A, B	From outset and ongoing	Occupier
If more car share spaces are required, mark out further spaces.	A, B, E	As required	Developer/occupier
Provide guaranteed lift home for car sharers in an emergency.	A, B	From outset and ongoing	Occupier
Monitor usage of cycle, motorcycle and EV spaces	A, B	From outset and ongoing	TPC
Investigate possibility of providing 'salary sacrifice' schemes for cycles and public transport tickets	A, B, D	From outset and ongoing	TPC
Update Travel Information Pack	B	Annually or whenever any changes occur	TPC
Undertake baseline staff travel survey, minimum 50% response rate targeted	C	Within 3 months of occupation	TPC
Undertake peak hour traffic count at site access	C	Within 1 month of issue of travel survey	TPC
Collate travel survey responses	C	Within 1 month of issue of travel survey	TPC
Provide Monitoring Report and draft Action Plan to the Council	C	Within 3 months of travel survey response collation	TPC
Undertake annual staff travel survey, minimum 50% response rate targeted	C	Annually for 5 years following the baseline survey	TPC
Undertake peak hour traffic count at site access	C	Within 1 month of issue of travel survey	TPC
Collate travel survey responses	C	Within 1 month of issue of travel survey	TPC
Provide Monitoring Report and draft Action Plan to the Council	C	Within 3 months of travel survey response collation	TPC

Objectives	
A	To maximise the accessibility of the site by means other than the private car/single person car journey.
B	To encourage all staff and visitors to travel to and from the site via alternative means other than the private car/single person car journey.
C	To make staff aware of the benefits to be derived from the Travel Plan.
D	To minimise the level of vehicular traffic generated by the site.
E	To enable the development to protect and enhance the environment



FAIRHURST



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