



# Smithy Court and Beecham Court Pemberton Business Park

## Final Travel Plan



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## Background

Gladman are very aware of the importance of a more sustainable approach to travel to work journeys and reducing single occupier car journeys. Just as important, in the context of sustainable transport, is the issue of distance travelled to get from home to work. Travel Plans are the Government's recommended way forward to widen travel choice and to reduce reliance on the car. Gladman are committed to those objectives.

The principle aim of the travel plan is to encourage and provide a sustainable travel strategy, influencing the mode of transportation and travel to and from the development as a place of work. The Travel Plan includes physical and other measures to promote non-car journeys. Complementary to this, single occupancy vehicle trips are to be discouraged, with behavioural incentives and other approaches being explored.

An Interim Travel Plan was submitted with planning application reference A/03/599947 and this Final Travel Plan has been prepared to discharge condition 19 which was attached to Planning permission. A contribution for the future provision of public transport to the land was made to Wigan MBC by way of a section 106 agreement to the value of £58,300.

The wording of condition 19 is as follows:

*“Prior to the commencement of the development hereby approved a detailed staff and customer Travel plan, including implementation methods and timescales, shall be submitted to, and approved in writing by, the Local Planning Authority. The approved plan shall be fully implemented in accordance with the approved timescales”*

This Final Travel Plan has been prepared on behalf of, and with the co-operation of the occupiers of Units 1 to 18 at Smithy Court and Beecham Court, Pemberton Business Park and follows current Dft Best Practice.

## Introduction

Smithy and Beecham Courts are situated on Pemberton Business Park, Wigan. It is a multi-occupied site which comprises office spaces that are either offered for short term lease or for sale, in sizes from 1011sq ft to 25.500sqft. The 18 office buildings total a gross internal floor area of 87,951sqft with car parking facility for 321 vehicles.

At present there are five occupants at Pemberton Business Park whose combined total employee number is 154, which is under half of the car parking available. The first company completed their lease in June 2007 however uptake of subsequent units has been slow. Although the agreed Interim Travel Plan requested staff surveys to be completed within three months of occupation, contact was made with Wigan Council for this date to be postponed due to the low baseline figures available. It was confirmed that updates would be issued to advise the situation, the last being made on the 29th July 2008 by email. The travel plan process had, at this stage, been started and this last email was to advise that progress had been made.

The table below provides updated details of occupiers on Pemberton Business Park.

<b>Name of employer</b>	<b>No of employees on site</b>	<b>No of parking spaces</b>	<b>Unit/Court</b>
Link Project Services	10	8	2,Smithy
Safestyle UK Ltd	10	8	3,Smithy
McInerney Homes	29	21	16,Beecham
Oltec Group	30	35	18,Beecham
Ashton,Leigh & Wigan PCT	75	37	17,Beecham

## Reasons for producing a travel plan

The production of this Travel Plan contributes to the DfT's regulatory standards of improving safety, accessibility, and environmental standards (Delivering Better Transport: A

Summary of Priorities 2003/2004). It complies with the National Transport Strategy and contributes to the Local Council's aims and objectives. This Plan therefore contributes to the following:

- Corporate responsibility – this Plan aims to make significant changes to the way people travel to the business park. This will result in a better local environment for pedestrians and cyclists and result in cleaner air and less congested local streets;
- Positive publicity – producing a Plan, and generating positive publicity, will improve the environmental image of the companies on the business park and raise the profile of sustainable travel;
- Increased travel choice – a wider range of travel options, savings and benefits will enhance the recruitment and retention of staff who work on the park. This Plan will lead to greater social inclusion, enabling those who do not have access to a car to work or visit the office more easily;
- Health benefits – many alternative forms of travel include an element of exercise that will lead to a healthier workforce, possibly leading to reduced rates of illness and a reduction in health related absences;
- A more accessible site – a decrease in the number of cars arriving at Pemberton Business Park will reduce congestion both at the offices and on the approach roads.
- Business efficiency – this Plan can reduce corporate transport overheads by minimising business mileage and the number of parking spaces needed;
- Saving time – the use of the car for business travel is not always the most cost effective or efficient option. Alternatives can be cheaper, faster (particularly for long journeys) and provide additional time in which to prepare for meetings or carry out work that would not be possible when at the wheel of a car.

## Transport Policy

The Travel Plan for Pemberton Business Park follows the DfT's "Using the planning process to secure travel plans: Best practice guide" (August 2002), recognises the Greater Manchester Second Local Transport Plan 2006/07 -2010/2011 (GMLTP2) and is prepared following guidance from the Wigan Local Development Framework 2007.

National Transport Policy - Building on the Government's commitment towards sustainable development, the Department for Transport (DfT) is actively working to deliver the sustainable development objectives by:

- Tackling congestion
- Reducing the environmental and health impacts of transport
- Reducing social exclusion related to transport and accessibility; and
- Integrating transport and land-use planning to produce more sustainable patterns of development.

Regional and Local Transport Policy - All local authorities must prepare a Local Transport Plan, to set out priorities and objectives for the development of transport. The GMLTP2 and Greater Manchester Integrated Transport Strategy (GMITS) provides a framework for its transport policies and investment programmes and is the transport strategy for the development of the transport network in Greater Manchester up to 2011. The Plan's priorities are:

- Tackling Congestion,
- Delivering
- Accessibility
- Safer Roads
- Better Air Quality (and Other Quality of Life Issues).

The Pemberton Business Park Travel Plan is a policy and action list, outlining how the occupants on Pemberton Business Park will work with Gladman and Wigan Metroborough Borough Council.

## Objectives & Targets

The overall objective of this Travel Plan is to seek to ensure that all users of this development use more sustainable forms of transport than single occupancy car travel and so contribute to the Government's sustainable development policy. The objectives of the TP are to:

- Contribute to traffic reduction and other sustainable transport objectives set out in national, regional and local policies.

- Promote accessibility to Pemberton Business Park by sustainable modes of transport and address traffic and parking issues.
- Encourage occupants to use a choice of sustainable travel modes when travelling to/from Pemberton Business Park
- To raise awareness of the health benefits involved with particular forms of sustainable travel.

Modal split is expressed as a percentage, and identifies the split of all trips between different transport modes (e.g. car driver, car passenger, public transport, cycling, walking). In order to achieve the overall objectives, various initiatives, based on findings from the staff survey, have been devised. These initiatives will be introduced within this Travel Plan and targets set to assess their success.

The approach adopted for the TP will be to set targets based on the local and mandatory indicators as detailed in the LTP2. The aim of this travel plan is to contribute to these targets.

Bus patronage	2.1% increase between 2008 and 2011
Rail patronage	12% increase between 2008 and 2011
Cycling	6% increase in the number of cycle trips by 2011
Walking	To stop the decline in walking trips after an initial 5% decrease
Reduce SOV's	5% reduction by 2011

However, due to the location and public transport provision to the park, it may be necessary for these targets to be reviewed following the next monitoring report. The survey results shown in appendix A have given baseline figures and the flexibility of the Travel Plan will allow for each occupant to develop within the process and contribute towards the common SMART travel plan targets as well as the above mentioned LTP2 targets.

## Monitoring and Review

Monitoring will be carried out as per the agreed Interim Travel Plan and will be the responsibility of the Travel Plan Co-ordinator. The staff travel survey will form part of the

monitoring process. The Travel Plan will be reviewed and targets revised according to the monitoring information received. The findings will be published and circulated to the occupants and a summary “Monitoring & Review” report will be prepared and submitted to the Local Authority in accordance with the agreed timescales.

- ❖ Follow-up: years 3 and 5 following submission of this report.

Changes to the Travel Plan will be implemented following each review. In addition the Travel Plan will be updated to ensure it remains up-to-date and consistently focussed on meeting targets for reducing motor vehicle traffic and reducing the need to travel.

## Travel Plan Administration

Michele Smedley has been appointed as Gladman Development’s Travel Plan Co-ordinator to maintain and operate the TP. The duties of the TP Co-ordinator will include:

- Working with the occupiers, providing guidance and information.
- Information and marketing initiatives
- Liaison with GMPTE

## Public Transport

There are bus stops on the A49 Warrington Road which are less than five minutes walk from Pemberton Business Park. A service is provided every 10 minutes to these stops by the 600 bus which routes from Leigh, Ashton, Golbourne and Wigan. Wigan is approximately 15 minutes by bus from the park. The bus stops on Warrington Road are located opposite the junction with St Paul’s Avenue for travel towards Wigan and from the bus stop near the junction with St Paul’s Avenue for travel towards Ashton, Golbourne and Leigh.

Pemberton Station is on the Rochdale/Kirkby line and is approximately 0.5 miles from the business park. Trains on this line are hourly and provide a direct route to Rochdale, Manchester, Salford, Up Holland and Orrell. Intercity rail facilities are available at Wigan North Western Rail Station which is less than 2 miles from the business park.

## Car Use

Parking is allocated to each business, on the basis of 1 space per 30m<sup>2</sup> which complies with those standards stipulated in PPG 13. There are a total of 321 spaces across Smithy Court and Beecham Court.

Car sharing will be promoted and staff will be encouraged to use the website [www.carsharegm.com](http://www.carsharegm.com) for more information or to register.

## Road Access

Pemberton Business Park is off the A49 (Warrington Road) which is Wigan's main arterial route. The development is 1.5 miles from the town centre and 2 miles from Junction 25 of the M6.

## Walk

Pemberton Business Park is situated within an urban development with pedestrian routes to the park from the estates of Pemberton, Worsley, Mesnes and Goose Green. All of these are within a 20 minute walk of the business park. PPG13 states that it is reasonable to walk to work if your home is within 2km which makes the above mentioned towns all accessible by foot. There are two combined vehicular pedestrian access points with the provision of pedestrian only access points to the north-east and south of the site. The North-East access allows the shortest route from the site to the nearest bus stops on the A49. There is a pedestrian crossing at the traffic light control junction on the A49. Pemberton Station is within a 15 minute walk from the business park and the two bus stops on the A49 are within 5 minutes walk.

The needs of pedestrians and cyclists are a key parameter for design of the on-site layout. Street lighting is provided along Smithy Brook Road and the Site layout addresses safety issues and is convenient and attractive for pedestrians and cyclists. These points increase the safety and ease of access by foot or bicycle to this site.

There are two good websites for information on the benefits on walking - [www.walkingworks.org.uk/index](http://www.walkingworks.org.uk/index) and [www.livingstreets.org.uk](http://www.livingstreets.org.uk)

## Cycle

Wigan has an existing Strategic Cycle Route which runs adjacent to the Park along Warrington Road. Secure cycle parking is provided at greater levels than prescribed within the local plan statement (1/400m<sup>2</sup>). The cycle parking is immediately adjacent to the buildings and therefore offers maximum natural surveillance. The website [www.gmroadsafety.co.uk](http://www.gmroadsafety.co.uk) offers advice on safety and provides links to other useful websites. PPG13 states that it is reasonable to cycle to work if your home is within 5km which would incorporate towns as far as Ashton in Makerfield, Billinge, Hindley, Standish Lower Ground and Up Holland.

## Information & Marketing

Good quality information will be readily available and well disseminated. This will be administered by the TP Co-ordinator. Information will be provided by a variety of means including notice boards, occasional promotional initiatives, employee Induction “Travel Pack”. It will be the responsibility of each employer to provide every new employee on GBP with an Induction “Travel Pack” for the first day’s employment.

## Company Profile Survey

These surveys were forwarded to each occupier to obtain information on their company’s working practices, number of staff etc and to confirm the details of their designated person.

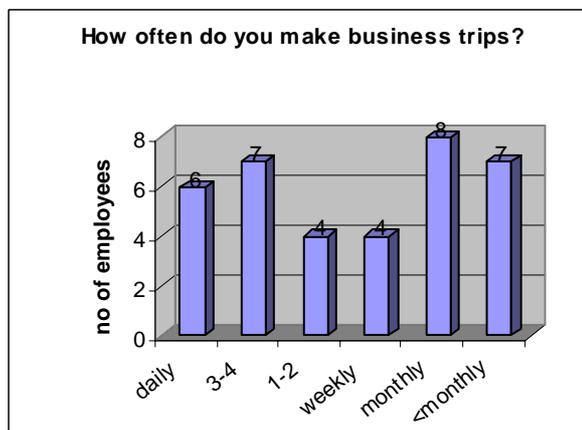
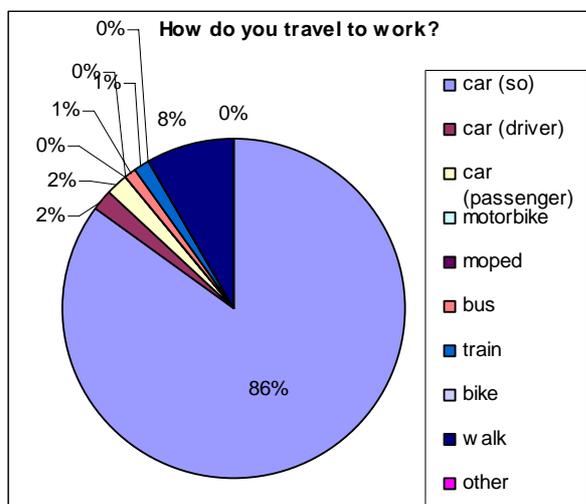
## Employee Survey

To further assist in the formulation of objectives and initiatives of this Plan, an employee survey was distributed to all staff members of Pemberton Business Park. A free prize draw for vouchers was offered as an incentive for the return of the completed surveys and a deadline was given. A return rate of 53% was established. Employees were asked to answer questions relating to their existing transport arrangements to and from work. A copy of the survey is attached to Appendix B.

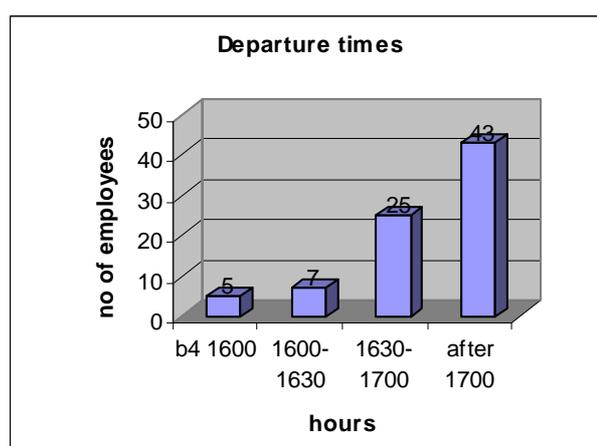
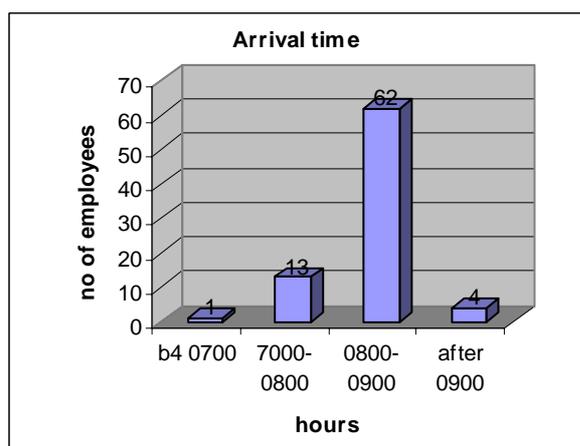
The survey asked several simple questions designed to ascertain such information as the time of arrival/departure, how each employee travelled to work at present, and the

likelihood of each staff member altering travel patterns for work purposes, if given assistance and information about more sustainable transport modes.

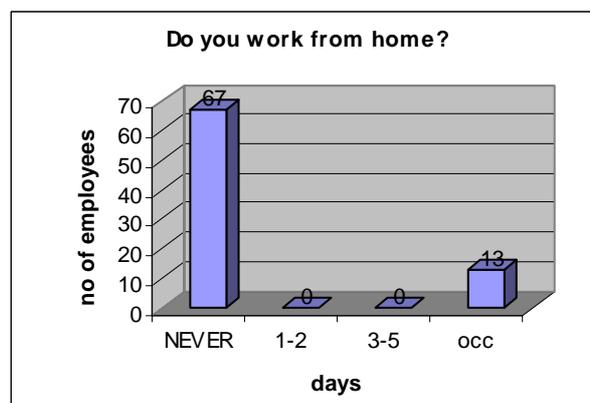
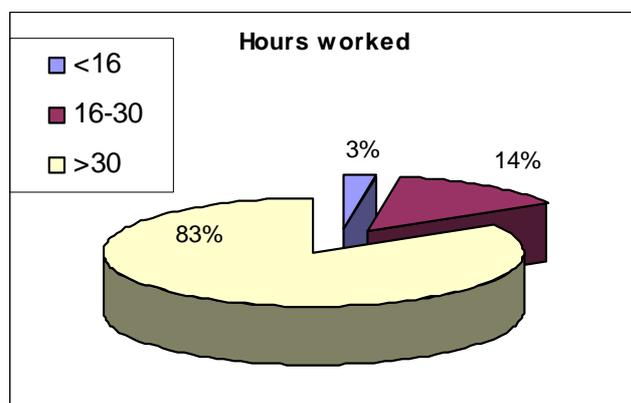
### Main mode of Transport to/from work at present:

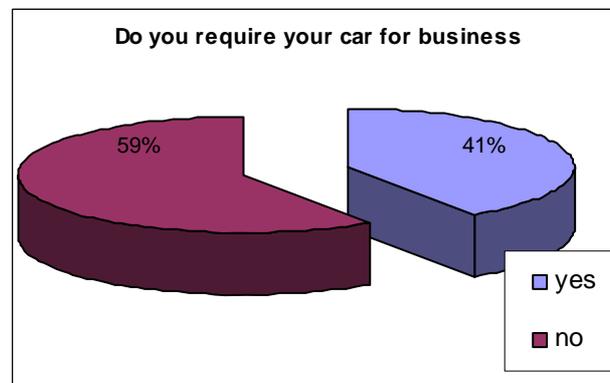
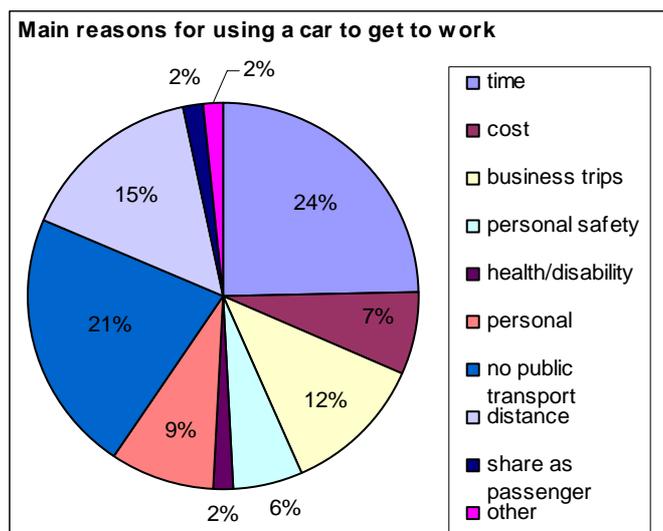


### Arrival and Departure times



The survey showed the following other results.





The survey asked whether staff would be willing to consider using public transport if any of the following were introduced/improved.

Answers fell into four categories, very likely, likely, unlikely or very unlikely. Results were recorded as follows for likely and very likely combined.

Buses to service the Business Park from you local area; 22%

More convenient bus stops/drop off points (including to/from Rail Station if appropriate); 20%

Easy to use and accessible bus timetable information; 20%

Good quality bus waiting facilities; 20%

Shuttle bus service into town centre at lunchtimes; 18%

Travel discount tickets/passes available at work; 24%

Advise/help using train timetables/planning routes (where applicable); 11%

26% of employees who lived less than 2 miles from the business park would consider walking to work.

42% of employees would be interested in home working.

7% already car share and a further 36% would be willing to car share.

15% would be willing to consider cycling to work.

Barriers to the travel Plan were noted, and comments were made as to the reasons employees chose their car as their main mode of transport to work. Most stated that they found public transport to be unreliable, expensive, not a viable option due to distance and no direct route thereby increasing journey times.

Personal commitments as well as the need for their car for business also featured.

## Details of Facilities and Measures

Following the survey results, this section of the Travel Plan contains the proposed measures for implementation in order to fulfil the objectives and targets outlined in this Travel Plan. These measures are for the whole of the Gladman Business Park. It includes measures that were implemented as part of the Interim Travel Plan.

The results have implied that employees are more likely to try means of travel that would have an impact on them either financially or health wise. The car parking on site is currently not a problem. It is therefore considered inappropriate to use this fact as the main reason for persuading staff to choose alternative methods of transport. The measures to be put in place concentrate on realistic and achievable actions to maximise a modal shift.

Measures already in place;

- Gladman have appointed a Travel Plan Coordinator, Michele Smedley, who will liaise with the occupants to achieve the aims of the travel plan.
- Each occupant has appointed a designated member of staff to be the contact who will liaise with Michele Smedley in respect of the travel plan.
- The physical infrastructure provides a high quality environment for pedestrians and cyclists.
- Cycle parking has been provided adjacent to the buildings as approved by the Local Planning Authority.
- Restriction of on-site car parking provision; car parking to comply with the standards for parking as stipulated in PPG 13 weighted in favour of disabled and car sharing vehicles.

Measures to be implemented;

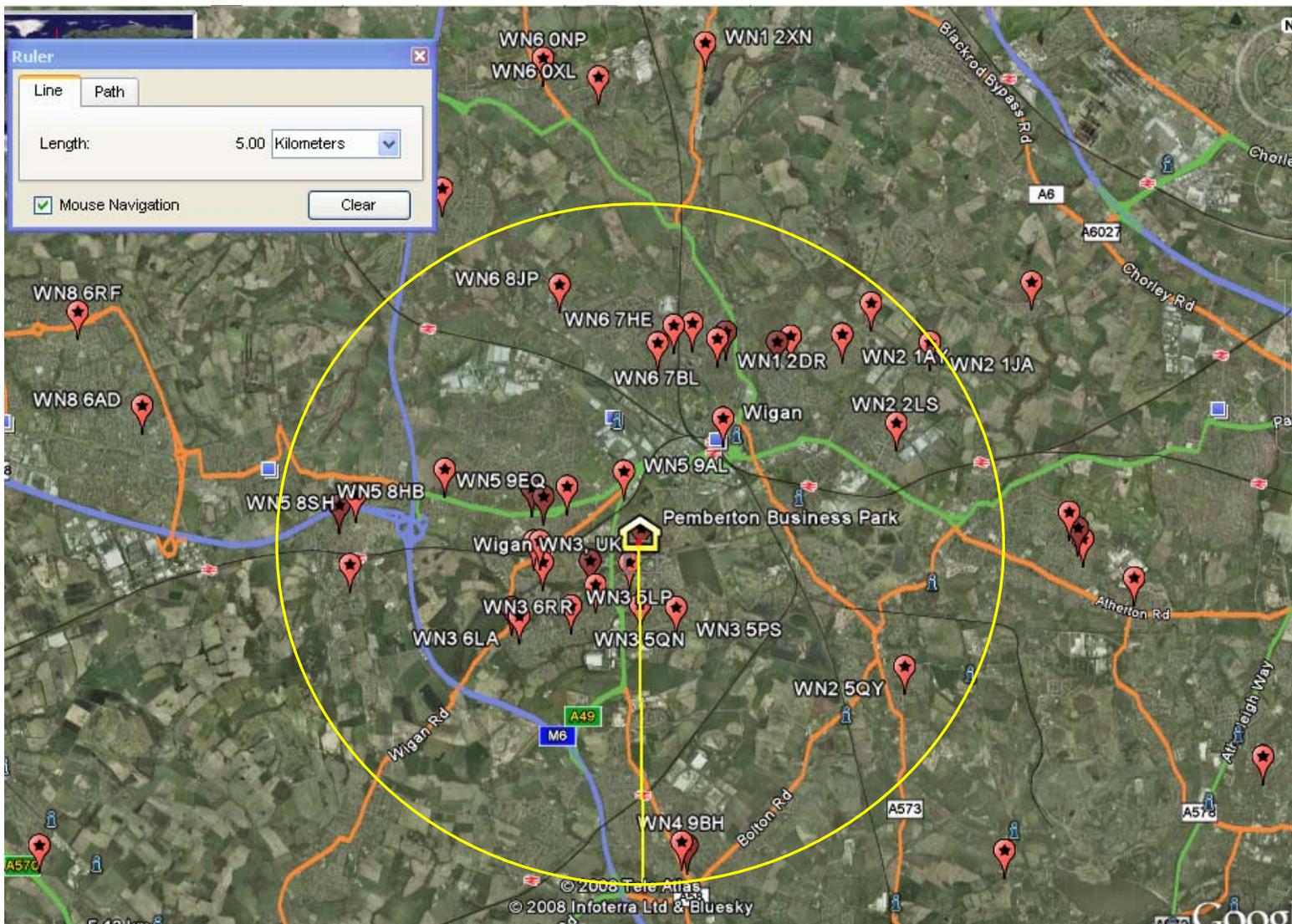
- Liaison with GMPTTE will continue to provide information on public transport routes and to promote personal journey planning. This will be disseminated to occupiers for display.
- Promotion will increase occupier's awareness of available sustainable transport modes and the associated benefits of sustainable transport.
- Cycle maps will be provided for display in prominent locations.
- Local bicycle shops will be contacted with regards to offering discounted equipment.
- Employee travel packs will be issued to each occupier to promote alternative modes of transport (attached under separate cover).
- Car-sharing will be encouraged and information about the financial benefits/incentives will be promoted. The Greater Manchester car sharing scheme will be promoted - [www.gmcarshare.com](http://www.gmcarshare.com)
- Dedicated car share spaces and parking management to be agreed with and fall within the aegis of each occupier's designated person.
- Promote and support travel awareness campaigns.
- Benefits of both walking and cycling will be given.
- Employers will be encouraged to consider other methods of working practice, for example flexible/compressed working hours, video/telephone conferencing, offsite business meetings.
- Maintain communication with Wigan Council in respect of up to date information/best practice.

Promotion and awareness of all the alternative modes aims to have a positive affect on employees when choosing their main mode of transport. The effectiveness of this will be monitored in the next report, whereby changes will be made if necessary to the travel plan and its' measures.

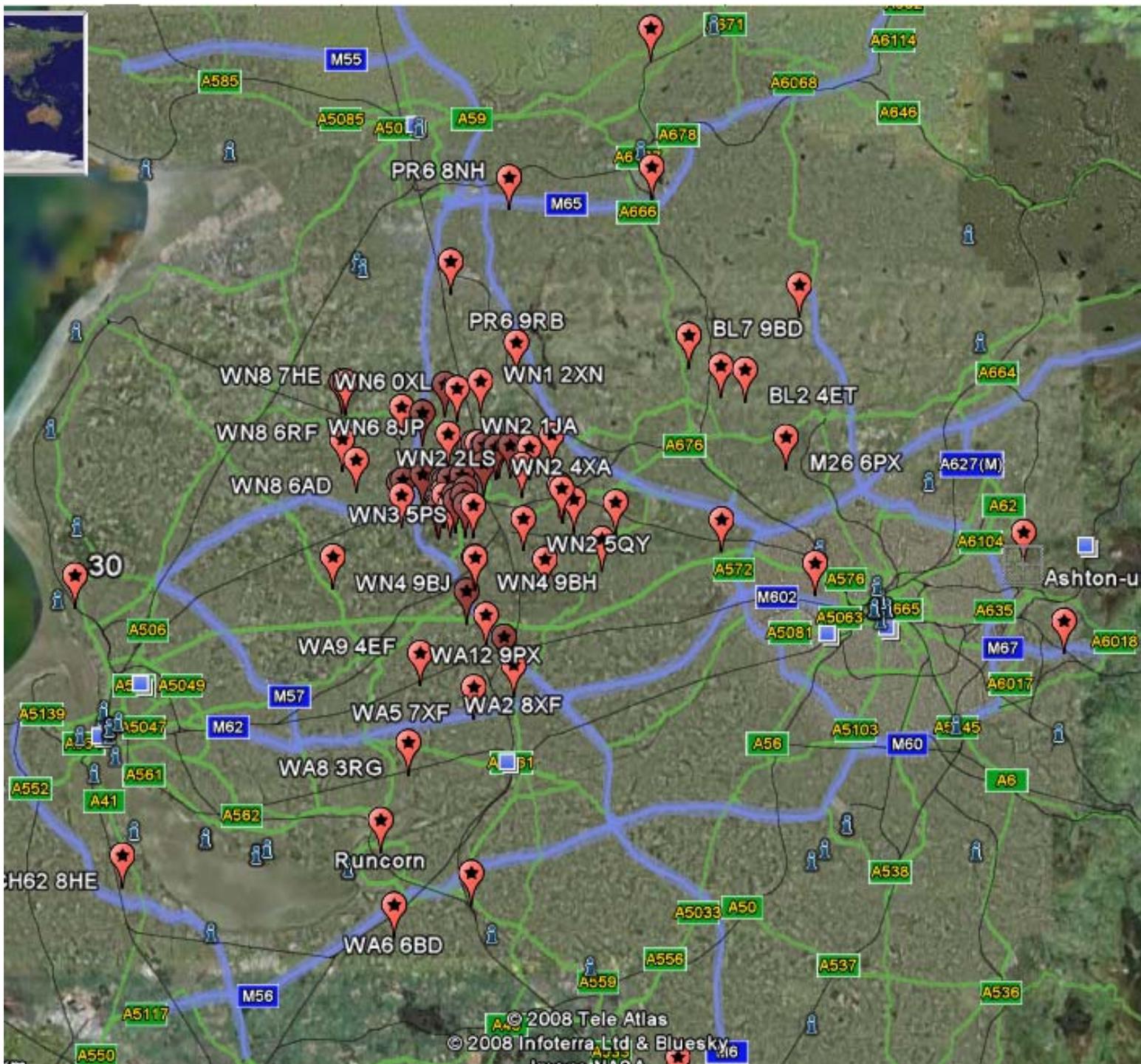
# Appendix A

## Employee postcode mapping

Map showing employee postcodes within a 5 kilometre radius from Pemberton Business Park

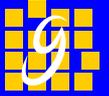


Map showing all employee postcodes for potential car sharing database



## Appendix B

# Company Profile Survey & Staff “Travel to Work” Survey



## Company Profile Questionnaire

Q1 Name of Company:

Q2 Address:

Q3 Name of Company Contact:

Telephone Number:

Fax Number:

Email address:

Q4 Describe core activities undertaken by the company:

Q5 What is the size of the workforce? Male:  Female:

Q6 Do you operate Flexible Hours? (If NO please go to Q7 )  
Yes:  No:

Q6a Please state hourly band widths for flexible working hours: (i.e 0700 hrs to 1800 hrs)  
Between  hrs and  hrs

Q6b Please state hourly band widths for shift working hours: (i.e 0700 hrs to 1800 hrs)  
Not applicable  (please mark with an X) **OR**  
Between  hrs and  hrs

**Q7 Days of the week worked:** (please mark with an X)

Mon - Fri  Mon - Sat  All week  Other - please specify

**Q7a** If weekends worked please indicate the number of employees on site:

**Q8** **How many car park spaces do you currently have/provide?**

**Q8a** How many of these are reserved for disabled users?

**Q8b** How many are reserved for visitors?

**Q8c** How many are reserved for directors/senior managers?

**Q9** **Are employees issued with parking permits for your car park?** Yes:  No:

**Q10** **How many employees have company cars?**

**Q11** **Does your company provide any of the following?**

Dedicated cycle parking? Yes:  No:  No of spaces?

Dedicated motorbike parking? Yes:  No:  No of spaces?

Showers/Changing facilities? Yes:  No:

Car Sharing scheme? Yes:  No:

Pool cars for business trips? Yes:  No:  No of cars provided?

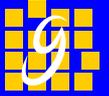
Video conferencing? Yes:  No:

Home working policy? Yes:  No:

Hot desking policy? Yes:  No:

**Q12** **On an average day please indicate:**

**Q12a** **How many staff may be off site for business travel?**



Q12b The number of visitors you may receive?

Q12c The number of deliveries made to your site?

**Q13 Do you have any expansion plans in the next five years?** Yes:  No:

If yes, will this involve:

Increased number of staff? Yes:  No:

Building work? Yes:  No:

Additional car parking? Yes:  No:

**Q14 Please indicate the key transport issues and concerns that impact your company's activities.**

----------

**Q15 Please indicate whether you would be interested in being part of the sites' Steering Group which will be responsible for implementing and monitoring the sites' Green Travel Plan.**

Yes:  No:

Thank you for completing this survey. Please return it either by email to [mSmedley@gladman.co.uk](mailto:mSmedley@gladman.co.uk) or by post to:  
Michele Smedley, Gladman Estate Management Ltd, Gladman House, Alexandria Way, Congleton, Cheshire CW12 3RQ  
(More information can be obtained by emailing [m.smedley@gladman.co.uk](mailto:m.smedley@gladman.co.uk))





# STAFF TRAVEL TO WORK SURVEY

## CONFIDENTIAL

Please fill in the answers or tick where appropriate

A. **About yourself** (all information will be treated in the strictest of confidence)

The following information will help us to interpret the survey more usefully and target future initiatives

- A1 Company Name .....
- A2 Your Name .....
- A3 Work Contact Telephone No. ....
- A4 Name of your Home Town or Village .....
- A5 Home Post Code (for survey use only) .....

### B. Your Working Pattern

B1 What time do you normally arrive at work? *Please tick one answer*

- |                                      |                                      |
|--------------------------------------|--------------------------------------|
| Before 0700 <input type="checkbox"/> | 0700 - 0800 <input type="checkbox"/> |
| 0800 - 0900 <input type="checkbox"/> | After 0900 <input type="checkbox"/>  |

B2 What time do you normally leave work? *Please tick one answer*

- |                                      |                                      |
|--------------------------------------|--------------------------------------|
| Before 1600 <input type="checkbox"/> | 1600 – 1630 <input type="checkbox"/> |
| 1630 – 1700 <input type="checkbox"/> | After 1700 <input type="checkbox"/>  |

B3 Do you work?

- Less than 16 hours     Between 16 and 30 hours     More than 30 hours

B4 Do you work Flexitime?(i.e. hours not fixed)

- Yes                       No

B5 Do you work from home in normal working hours? (08.30 – 17.30)

- |  |  |
|--|--|
| Never <input type="checkbox"/>             | 3-5 days per week <input type="checkbox"/> |
| 1-2 days per week <input type="checkbox"/> | Occasionally <input type="checkbox"/>      |

### C. Your Journey to Work

C1 How would you normally travel to work? Please tick each method of travel used regularly in an average week.

C2 Please enter the number of days that method is used in an average week.

- |                             | C1 Tick relevant boxes   | C2 Number of days per week |
|-----------------------------|--------------------------|----------------------------|
| Car (as single occupant)    | <input type="checkbox"/> |                            |
| Car (as driver with others) | <input type="checkbox"/> |                            |

Car (as passenger)	<input type="checkbox"/>	
Motorbike	<input type="checkbox"/>	
Scooter/Moped	<input type="checkbox"/>	
Bus	<input type="checkbox"/>	
Train	<input type="checkbox"/>	
Bicycle	<input type="checkbox"/>	
Walk	<input type="checkbox"/>	
Other – please specify .....	<input type="checkbox"/>	

(total to be no more than 7)

C3 How often do you experience traffic problems that add to your overall journey times?

Less than monthly	<input type="checkbox"/>	2 – 3 times per week	<input type="checkbox"/>
Less than weekly	<input type="checkbox"/>	3 or more times per week	<input type="checkbox"/>

**D PLEASE COMPLETE SECTION D IF YOU TRAVEL TO WORK BY CAR**

*If you do NOT travel to work by car please go to Section E*

D1 What are your main reasons for using a car to get to work? *Please tick all those that apply*

Time savings	<input type="checkbox"/>	Public transport alternatives are not available/ unrealistic	<input type="checkbox"/>
Cost savings	<input type="checkbox"/>	Long distance from home to work	<input type="checkbox"/>
Need car for business trips	<input type="checkbox"/>	Share car as a passenger	<input type="checkbox"/>
Personal safety	<input type="checkbox"/>	Other - please specify	<input type="checkbox"/>
Health or disability reasons	<input type="checkbox"/>	.....	
Personal responsibilities (e.g. school run)	<input type="checkbox"/>	.....	

D2 Do you require your own car for business use? (If No please go to section E)

Yes  No

D3 If yes how often do you make business trips?

Daily	<input type="checkbox"/>	At least weekly	<input type="checkbox"/>
3-4 days per week	<input type="checkbox"/>	At least monthly	<input type="checkbox"/>
1-2 days per week	<input type="checkbox"/>	Less than monthly	<input type="checkbox"/>

**E Alternatives to the Car**

E1 Would you be willing to consider using public transport if any of the following are introduced/improved?

**Please tick one box on every line**

	Very likely	Likely	Unlikely	Very unlikely
Buses to service the Business park from your local area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
More convenient bus stops/drop off points (including to/from Rail Station if appropriate)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Easy to use and accessible bus timetable information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Good quality bus waiting facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- Shuttle bus service into town centre at lunchtimes
- Travel discount tickets/passes available at work
- Advice/help using train timetables/planning routes (where applicable)

If you are unlikely or very unlikely to consider using public transport if any or all of the above are introduced please state your reasons

.....

E2 If you live less than 2 miles from the Business Park would you consider walking to work?

Yes  No  Not applicable

If No please give reasons.....

E3 If appropriate to your circumstances would you be interested in home working?

Yes  No  Not appropriate to my type of work

E4 If a car share scheme were introduced you be willing to consider car sharing?

Already car share  Yes  No

E5 Would you be willing to cycle to work?

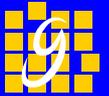
Already cycle  Yes  No

E6 Would any of the following encourage you to cycle to work (or if you already cycle what would you most like to see?) *Please tick no more than two*

- |  |                          |   |                          |
|--|--------------------------|---|--------------------------|
| Safer, better lit work/site cycle paths          | <input type="checkbox"/> | Improved cycle changing facilities & lockers    | <input type="checkbox"/> |
| Improved/more cycle paths on the journey to work | <input type="checkbox"/> | Introduction to a Bikebudi to share the journey | <input type="checkbox"/> |
| Arrangements to buy a bicycle at a discount      | <input type="checkbox"/> | Improved cycle parking at workplace             | <input type="checkbox"/> |
| Interest free loan to purchase a bicycle         | <input type="checkbox"/> | Other - Please specify                          | <input type="checkbox"/> |
| None of the above                                | <input type="checkbox"/> | .....   |                          |

F **Additional Comments:** Do you have any further comments about your travel to work patterns or suggestions on how the travel to work arrangements at the Business Park can be improved?

.....



## Appendix C

# Travel Plan Framework Summary

## TP FRAMEWORK SUMMARY

Item	Measure	Secured	Responsibility		Timetable
			Implementing	Cost	
Promotion/Marketing	○ TP Co-ordinator	V	O	O	I
	○ Employee Induction “travel pack”	V	O	O	I
	○ Information/database availability	V	O	O	I
Physical Measures	○ Cycle Parking	S	D	D	I&all
	○ Powered Two Wheel (PTW) parking	S	D	D	I&all
	○ Priority parking: disabled car share	S	D	D	I&all
	○ Number of car park spaces	S	D	D	F
Behavioural Incentives	○ Priority parking: ○ car share spaces most convenient location	S/V	D/O	D	F
	○ Car sharing “scheme”	V	D/O	O	F
Car parking Restraint	○ Number of car park spaces	S	D	D	I&all

### Key:

- V = Voluntary, as part of Travel Plan    S = On-site layout design  
D = Developer    O = Occupier (some costs recovered by developer through management charge)  
F = Dependent on Survey results  
I = Prior to/simultaneous with 1<sup>st</sup> occupation  
all = With subsequent phased occupation of development



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