

# **Travel Plan**

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## FRAMEWORK TRAVEL PLAN: Mixed Use Development

SITE: QUEENS WHARF, KINGS DOCK, LIVERPOOL  
CLIENT: YPG Developments Ltd  
DATE: 28<sup>th</sup> March 2018  
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# 1 INTRODUCTION

Vectio Consulting Limited have been commissioned by YPG Developments Limited to prepare a Framework Travel Plan to consider the redevelopment of part of the land located in the south of the Kings Dock area of Liverpool.

The purpose of this Framework Travel Plan is to set the strategy to be adopted by individual development parcels within the site associated with their own Travel Plans. This will ensure that a consistent approach is taken across the site and allow similar measures to be adopted by each future development parcel so as to maximise the chance of success. A copy of the proposed site masterplan is presented in Appendix A.

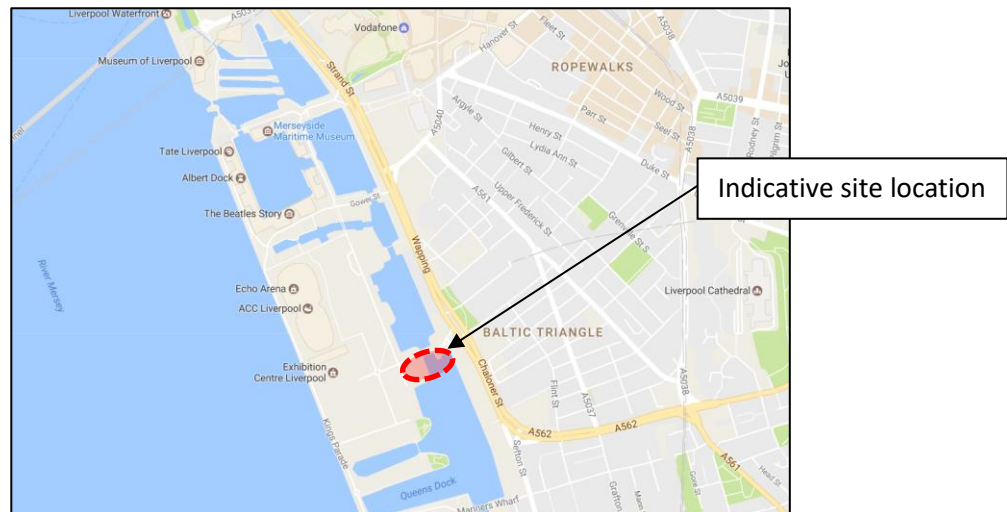
## 1.1 Introduction

The site has historically been progressed by the Homes and Communities Agency with Liverpool City Council, until more recently when the applicant has acquired the site for development.

The proposed development forming the subject of this report is to comprises:

- Building 2: 1,000 m<sup>2</sup> gross floor area (approximate) office;
- Building 4: 1000 m<sup>2</sup> gross floor area (approximate) Commercial use (assumed to be office); and,
- Building 4: 120 apartment units, with 33 ground floor parking spaces.

The site is located within the Kings Dock area of Liverpool adjacent to the Exhibition Centre Liverpool, BT Convention Centre and Echo Arena. and Exhibition Centre Liverpool (ECL). The location of the site is illustrated in Figure 1.



**Figure 1: Site Location Plan**

This Travel Plan has been produced in conjunction with a Transport Assessment, reference: “VC0090 R8.0” and has been prepared in accordance with industry best practice.

The Plan focuses on proposed Buildings 2 and 4, comprising residential and office / commercial land uses.

This report considers measures that are to be included in the strategy for positively influencing travel patterns to assist in the delivery of sustainable transport associated with the proposed mixed development.

It should be emphasised that the measures are being introduced to support and encourage people to use cars in a more sustainable manner and to promote other sustainable forms of travel. The Travel Plan is not an anti-car policy.

This report purely sets the high level strategy to be adopted by the overall site, in terms of maximising sustainable accessibility, and changing travel behaviours from the outset. Each individual plot within the overall development should use this strategy document when developing their own specific detailed travel plan, tailored to their demands and user's needs. It is likely that the plot specific detailed Travel Plans will need to be prepared prior to occupation of their respective plot, with travel surveys to be completed within three months of first occupation. This will ensure travel behaviour is monitored from the outset and allow achievable base line targets to be set.

## 1.2 Travel Plan Definition

The Government's definition of a Travel Plan is as follows:

"A package of initiatives to tackle different aspects of transport, including commuter journeys, business travel and fleet management".

Travel Plans are an important tool for delivering sustainable access to new development, whatever the use.

## 1.3 What is a Travel Plan?

A Travel Plan is a long-term site management strategy designed to promote access to/from a particular site or area by sustainable modes of transport and to facilitate travel choice. While a Travel Plan does not change the way people travel, it does facilitate opportunities for people to use other forms of travel and thus effect a reduction in single occupancy car use.

Where applicable, Travel Plans should be used to address issues that are highlighted in Transport Assessments tied to new developments. This forms a sustainable solution to reducing congestion and minimising impacts that a proposed development would have on the current transport infrastructure.

Travel Plans should also be regarded as a 'living document' that can be updated and changed as required. It is likely that the needs of a particular site and its users will change over time and as such the Travel Plan document should be able to change/ evolve with the site.

By keeping Travel Plans up-to-date they remain effective in enabling mode shift from single occupancy car use to sustainable forms of transport. The Travel Plan is an integrated 'tool' that seeks to address transport problems through reducing traffic congestion and encouraging alternative transport choices for future users. It sets objectives and tangible targets so that a 'real' change in transport behaviour can be achieved.

There are several key types of Travel Plan and although their basic aims, as highlighted above, are the same, they differ in the approach that they take. The main Travel Plans are:

- Site Specific Travel Plans, e.g. workplace or school travel plans;
- Zonal and Area-Wide Travel Plans; and,
- Residential Travel Plans.

As the proposed site is to comprise both office and residential land uses, a Framework Travel Plan is to be prepared, being the subject of this report. From Vectio's experience, a single point of contact, in the form of a Travel Plan Co-ordinator, will need to be assigned by the developer / occupier of both the residential apartment building, and individual office / commercial units, to maximise mode shift benefits.

Typically, the occupiers of the office and commercial units will provide an internal member of staff who will take responsibility for sustainability and Travel Planning issues associated with their respective unit, with a detailed unit specific Travel Plan being completed within three months of first occupation. Considering the residential apartment building, this role usually becomes the responsibility of a management company. The preparation and agreement of the detailed Travel Plans are usually conditioned.

Travel Plans are most effective when implemented early in the planning process as they can be used to assess and mitigate the impact of the expected travel to/from a site. However, a Travel Plan should be primarily designed for the people who use the site and who would benefit from improved travel options. This is an important aspect of Travel Planning and should be kept at the forefront during planning discussions.

#### **1.4 Purpose of the Travel Plan**

The purpose of the Travel Plan is to reduce dependence on the private car for journeys to and from the site, and also to widen the travel choices available, particularly by public transport, on foot and by bicycle. The Travel Plan is a site specific strategy with a goal to promote sustainable transport by increasing travel choice.

It is a continuous dynamic process for achieving travel behaviour change – not a one off event. It involves the development of initiatives for encouraging travel by alternatives to driving alone, which need to be constantly appraised, evaluated and adapted according to the changing circumstances of the site.

A Travel Plan pre-empts the development of subsequent plans, following monitoring reviews, and ensures that the necessary infrastructure is put in place from the beginning. It also provides a model to follow and clarifies responsibilities.

Putting in place the infrastructure needed to support behavioural change on the site is the responsibility of the developer, while encouraging behavioural change will be the responsibility of the Travel Plan coordinator, appointed by the 'end user'.

The Travel Plan covers both external and internal measures to be introduced in order to improve access to the site by other means than the single occupancy car user.

#### **1.5 Travel Plan Key Motivators**

Recent UK trends towards increasing car use on regular journeys are a cause of concern and have led to increased congestion, pollution and a consequential decline in the public's health and fitness.

Whilst there is no single solution to combat these problems, a combination of individual measures implemented in the form of updating the travel plan could have a very beneficial effect.

The key motivators for developing a Travel Plan include:

- Delays and personal stress caused by traffic jams;
- Parking problems;
- Congestion resulting in poor air quality; and,
- Increased noise pollution.

## **1.6 Report Structure**

This plan has been divided into several further sub sections as detailed below:

- An overview of local and national policies influencing this Framework Travel Plan is provided in Section 2;
- Benefits of a Travel Plan are discussed in Section 3;
- Section 4 outlines details of the development proposals;
- The administration of the Framework Travel Plan is described in Section 5;
- Potential targets and monitoring regimes are detailed in Section 6;
- The sustainability of the site is discussed in Section 7;
- Section 8 presents the measures and initiatives recommended for inclusion within this Framework Travel Plan;
- Section 9 provides information regarding the Travel Plan Monitoring Schedule and indicative finance plans;
- Contact details are listed in Section 10; and,
- Section 11 summarises the conclusions of the Framework Travel Plan.



## 2 POLICY CONTEXT

### 2.1 National Policy

The National Planning Policy Framework (NPPF) replaced PPG13 in March 2012 and covers the current national policy for promoting sustainable transport. Within this document, it is stated that *“developments should be located and designed where practical to”*:

- accommodate the efficient delivery of goods and supplies;
- give priority to pedestrian and cycle movements, and have access to high quality public transport facilities;
- create safe and secure layouts which minimise conflicts between traffic and cyclists or pedestrians, avoiding street clutter and where appropriate establishing home zones;
- incorporate facilities for charging plug-in and other ultra-low emission vehicles; and,
- consider the needs of people with disabilities by all modes of transport.”

The Travel Plan is recognised as a key tool in achieving these objectives.

### 2.2 Local Policy

Travel Plans should be developed through consultation with the Sustainable Travel Team at Liverpool City Council. This is discussed in further detail in Section 4.

The Merseyside current Local Travel Plan (LTP3) 2011-2026 outlines the transport related policies covering the 15-year period.

The vision of the Merseyside LTP3 is:

*“A city region committed to a low carbon future, which has a transport network and mobility culture that positively contributes to a thriving economy and the health and wellbeing of its citizens and where sustainable travel is the option of choice”.*

To achieve this the LTP3 has identified 6 goals:

- *Help create the right conditions for sustainable economic growth by supporting the priorities of the Liverpool City Region, the Local Enterprise Partnership and the Local Strategic Partnerships.*
- *Provide and promote a clean, low emission transport system which is resilient to changes to climate and oil availability.*
- *Ensure the transport system promotes and enables improved health and wellbeing and road safety.*
- *Ensure equality of travel opportunity for all, through a transport system that allows people to connect easily with employment, education, healthcare, other essential services and leisure and recreational opportunities.*
- *Ensure the transport network supports the economic success of the city region by the efficient movement of people and goods.*
- *Maintain our assets to a high standard.*

## **3 BENEFITS OF A TRAVEL PLAN**

### **3.1 Health Benefits**

The Travel Plan encourages the use of sustainable modes of transport and these include public transport, walking and cycling. The health benefits gained from walking and cycling to the destinations include increased activity resulting in regular exercise and ultimately a healthier lifestyle. Using public transport usually involves walking to and from the bus stops and along with the environmental benefits also results in regular exercise.

Car share schemes can also involve walking to an agreed meeting place or hub and therefore health benefits can also be gained via this method.

Walking is almost perfect exercise requiring no equipment or expense; it is the best way for people from all communities to become more active. Any walking is better than none. Gentle strolling is a good start for people who are not used to exercise. Brisk walking is the goal, because the heart reaches its natural 'training zone' when it has to work a little harder than normal.

### **3.2 Environmental Benefits**

#### **3.2.1 Noise**

The overall noise levels will be reduced if the level of car usage is reduced as a result of the Travel Plan. The proposed site is located adjacent to one of the primary routes to the west of the city centre.

#### **3.2.2 Air Pollution**

Carbon Dioxide (CO<sub>2</sub>) emissions produced by car usage will be minimised if the Travel Plan is successful in reducing the potential number of vehicular trips. The proposed site will be subject to a degree of CO<sub>2</sub> emissions, predominantly from the Wapping and Chaloner Street, and the impact as a result of the development should be minimised. This reduction in emissions will improve the air quality within the local vicinity of the site and assist in improving the environment and ultimately the earth.

#### **3.2.3 Traffic Impact**

The reduction in vehicular trips onto the local highway network, as a result of a successful Travel Plan, will ultimately reduce queue lengths and any potential congestion problems. Any decrease in congestion will reduce the level of emissions as vehicles are stationary in queues or at busy junctions. The Travel Plan will be beneficial to all road users, the general public and the environment as increased traffic impact levels are minimised and driver behaviour is also improved due to the reduced stress during peak periods. The potential reduction in the number of vehicular trips generated by the development will also reduce the risk of accidents and vehicle conflict at the site interfaces.

### 3.3 Social Benefits

Staff and resident involvement in the management, monitoring and general participation of a Travel Plan will assist significantly in improving the spirit amongst all the site occupants and also its interaction with the local community. Regular Travel Plan meetings, to be arranged by the Travel Plan Co-ordinators, will enable individuals to be reunited and allow a more vibrant working and living environment to be formed – this could be extended to integrate other land uses within and surrounding the site. An item on the meeting agendas could be walking groups for example.

### 3.4 Other Benefits

Beside the benefits identified above, other benefits that the Travel Plan can bring to the staff, residents, third parties and other groups/organisations are listed below;

- Better access to essential services and work places;
- Sustainable transport benefits awareness; and,
- Improved travel options / choice.

## 4 DEVELOPMENT PROPOSALS

### 4.1 Development Composition

The proposed development forming the subject of this report is to comprises:

- Building 2: 1,000 m<sup>2</sup> gross floor area (approximate) office;
- Building 4: 1000 m<sup>2</sup> gross floor area (approximate) Commercial use (assumed to be office); and,
- Building 4: 120 apartment units, with 33 ground floor parking spaces.

The red line boundary of the site, and location of each building is illustrated in Figure 2. Full detailed plans of the scheme have been submitted in support of the planning application, although a high level copy of the proposed layout is also presented in Appendix A.

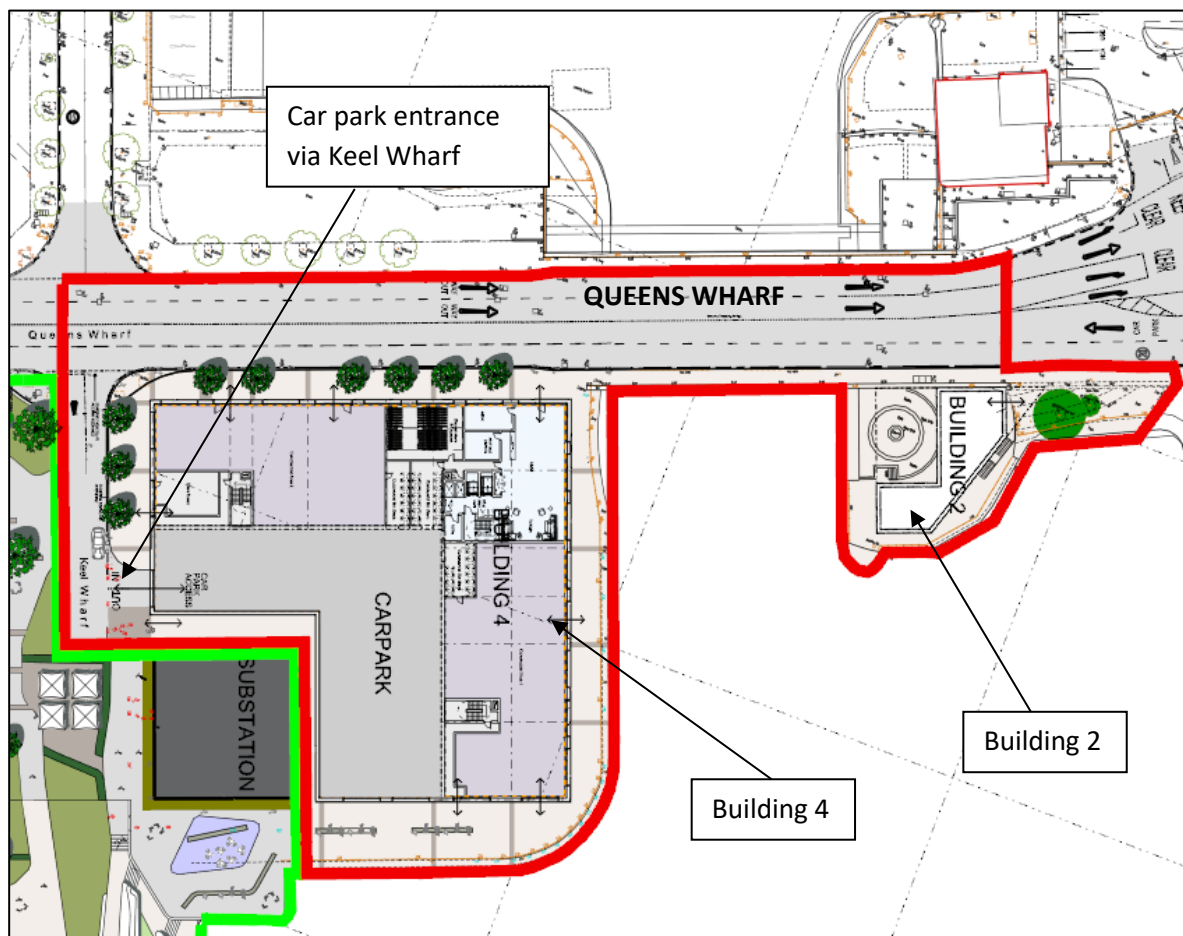


Figure 2: Proposed Development Layout

#### 4.1.1 Road Layout Alterations

The Kings Dock area contains a private road network that does not form part of the formal Adopted Highway Network.

No amendments to the local road network are proposed as part of the scheme. The scheme is to adopt the existing road layout in Kings Dock, and amendments associated with planning application reference: 17F/2490 (The Call Centre).

#### **4.1.2 Parking Arrangements**

##### **4.1.2.1 Car Parking**

No parking supply is to be provided for either of the office spaces. It is considered suitable for the staff and visitors of these units to use nearby public car parks.

With regard to the residential apartments, 33 car park spaces are proposed to be located on the ground floor of the building. Of the 33 spaces, 10 are to be to disability standards. The car park is to be accessed from the southern end of Keel Wharf (south of Queens Wharf). The car park will be of a private nature, with access controlled by electric roller shutters, or similar mechanisms.

The car park, accommodates refuse access associated with both the commercial and residential units, although the commercial units will also have access to their frontages for such collections.

##### **4.1.2.2 Cycle Parking**

A cycle store accessed internally will be provided associated with the residential units. This will house 84 cycle parking spaces.

With regard to the commercial units. Cycle parking facilities for staff will be provided internally.

#### **4.1.3 Servicing**

##### **4.1.3.1 Residential**

Servicing associated with the residential apartment building will be made from either Keel Wharf, via the ground floor carpark, or Queens Wharf.

##### **4.1.3.2 Commercial (Building 2)**

Servicing arrangements associated with the small office building will be made road side on Queens Wharf.

##### **4.1.3.3 Commercial (Building 4)**

Servicing associated with the residential apartment building will be made from either Keel Wharf, via the ground floor carpark, or Queens Wharf.

To ensure appropriate servicing is undertaken it is recommended that the provision of a servicing and delivery management plan is conditioned should the application be granted.

## 5 TRAVEL PLAN ADMINISTRATION

### 5.1 Introduction

The management of a Travel Plan represents an important element in pursuing the overall aims of the National Planning Policy Framework and wider national and local government policy. Good communication is a vital part of a Travel Plan and making members aware of the options available to them is critical.

### 5.2 Travel Plan Process

It is considered that the Framework Travel Plan, and subsequently the specific Travel Plans prepared and operated by the individual plots within the site, will include a range of measures which will be implemented at various stages of the process. Initially this starts with measures such as the location of the proposed development and its proximity to existing transport routes, facilities and services. This has already been undertaken by the choice of the development site's location, benefiting from its proximity within the Kings Dock area, with good road network links, cycle routes, bus services to local residential conurbations and employment areas.

The next tier would include such measures as facilities that reduce the need to travel by car, site design, suitable density and amenity. It is considered that this has partly been undertaken during the current planning process.

The following tier is the Travel Plan Co-ordinator (TPC), whose purpose is to progress further measures and continue with the ongoing management and development of the Travel Plans. It is proposed that the Travel Plan Co-ordinators associated with each plot will be assisted by a Travel Co-ordinator within Liverpool City Council.

### 5.3 Liverpool City Council Travel Co-ordinator

The LCC Travel Co-ordinator is a role carried out by a sustainable travel officer within Liverpool City Council to provide support to the Travel Plan Co-ordinator. The role will include the undertaking of periodic travel surveys to be fed into an annual monitoring report along with providing advice and promotional information to Travel Plan Co-ordinator.

It will be the responsibility of the Travel Plan Coordinator to obtain completed staff and resident surveys, as LCC will only provide the administration support to the surveys.

### 5.4 Travel Plan Co-ordinators

The Travel Plan Co-ordinators will form a key role educating and promoting sustainable travel on a local level along with the implementation of all site specific measures.

Each development plot will need to appoint a Travel Plan Co-ordinator whose responsibility will be to prepare a site specific detailed Travel Plan. This Travel Plan will be based on the principles and approaches detailed in this Framework Travel Plan and will be built upon and developed over a number of years, with the ultimate aim in promoting sustainable mode choice and user's lifestyles.

The role will include the following duties/objectives:

- Develop, maintain and update the travel plans;
- Seek firm commitment from residents, staff, visitors and / or users;
- Ensure all relevant measures within the Travel Plan are promoted and that all relevant parties are aware of the Travel Plan, including new occupiers;
- Ensure the health, wealth and environmental benefits of sustainable travel are publicised;
- Ensure an appropriate and up-to-date store of public transport information is kept on site and is freely available to all staff and customers;
- Negotiate discounts where applicable with LCC and the local bus operators where possible;
- Publicise any successes of the Travel Plan;
- Implement new and amend existing initiatives, if necessary; and,
- Provide possible solutions to user travel needs.

It will be critical to the success of the Travel Plan that the TPC's are seen as an enthusiastic exponent of the Travel Plan measures. This will include the ability to lead by example, the ability to approach issues with a practical and balanced perspective, and a flair for original and innovative thinking to raise awareness of the Travel Plan. An ability to establish relationships and encourage partnership working with other bodies, such as local authority officers, and public transport operators, as well as other organisations within the local area.

In addition to the above, the LCC Travel Co-ordinator will be integral to the process of reviewing the effectiveness of the Travel Plans. The TPC would be the first point of contact for all matters relating to the plan. They will maintain an up-to-date file containing all correspondence.

## 5.5 Role of the Plot Occupiers

Occupiers will be required to make every reasonable effort to reduce the number of car borne journeys and increase the use of public transport and sustainable modes of transport to and from the proposed development site.

Involvement by all site occupants is essential to the success of the Travel Plans and they should be encouraged to make the Travel Plans their own. If the Travel Plans and sustainable travel is discussed during regular meetings, a sub-group may be formed that could also include LCC staff, other businesses / residential blocks within the Docklands area, and other interested parties in managing and monitoring the Travel Plans.

Copies of the Travel Plans will be made available to all occupiers and any comments will be fed back to the Travel Plan Co-ordinators. The developer will endeavour to refine and implement any changes to the respective Travel Plans, as necessary, prior to hand over to the respective Travel Plan Co-ordinators.

Objectives should seek to:

- Promote health, wealth and environmental benefits by cycling, walking and using public transport;
- Convey clear information to visitors on the alternative modes of travel to and from site; and,
- Reduce the need to travel during peak hours.

A list of realistic incentives that the developer perceives as a minimum to encourage staff to use sustainable transport and reduce the number of car borne journeys is presented below. Many other sustainable travel incentives are provided in the marketing and the developer / occupiers support sections of this Travel Plan.

- Provide detailed public transport, pedestrian route, cycle route, car share, bus stop location information for occupiers, staff, visitors, etc. prior to and during the operation of the site;
- Introduce prize draws for occupiers who regularly use sustainable modes of transport and collectively contribute towards the provision of cycle shop vouchers, a new bicycle or similar; and,
- Work with LCC to encourage car sharing amongst occupiers, colleagues, and other local employees and offer free low cost gifts, reductions, etc. where possible.



## 6 MODE SHARE TARGETS

### 6.1 Introduction

In order to achieve measurable outputs from the Travel Plan process, it is important to establish targets from the outset, against which progress can be measured.

Modal share targets within the plot specific Travel Plans need to be SMART; that is: Specific, Measurable, Achievable, Realistic and Time-based. By setting provisional targets within the Interim Travel Plan, the facilities required to encourage and enable non-car travel can be determined.

#### 6.1.1 Mode Share Percentages

Information has been extracted from the National Statistics 2011 Census database, relating to Travel to Work data at district Level, to estimate a typical modal split for developments of this type in Liverpool. The following modal split percentages have been derived. It is noted that this is a broad approach, however it does provide a starting point prior to the collation of actual travel mode data.

**Table 1: National Statistics 2011 Travel to Work Data – Table: CT0015**

Method of Travel to Work	Liverpool: Local area	Liverpool	Regional: North west
Train	5.3%	8.4%	2.9%
Bus, minibus or coach	20.4%	9.3%	8.8%
Taxi	1.5%	1.5%	0.9%
Motorcycle, scooter / moped	0.4%	0.2%	0.7%
Driving a car or van	50.7%	39.8%	66.4%
Passenger in a car or van	6.2%	3.9%	6.5%
Bicycle	2.2%	1.3%	2.3%
On foot	13.3%	35.7%	11.6%

Given that Kings Dock is currently under development, and ultimately will form an expansion of the city centre, the lower car borne trips and higher walking trips associated with the general Liverpool census data is considered to be more applicable than the current statistics held for the Kings Dock area. As such the general Liverpool statistics are considered suitable for the basis of establishing targets in plot Travel Plans.

#### 6.1.2 Modal Share Targets (percentages)

The proposed modal share targets proposed in this Framework Travel Plan are summarised in Table 2. It should be noted that these targets relate to post occupation of the site. The focus of the Travel Plans will be to initially achieve the targets and then over the life of the development maintain if not better the aspired targets.

**Table 2: Proposed Modal Share Targets**

Mode of Travel	Liverpool	Proposed Target	Proposed mode share change
Train	8.4%	<b>9.8%</b>	↑ 1.4%
Bus, minibus or coach	9.3%	<b>10.8%</b>	↑ 1.5%
Taxi	1.5%	<b>1.7%</b>	↑ 0.2%
Motorcycle, scooter / moped	0.2%	<b>0.2%</b>	↑ 0.0%
Driving a car or van	39.8%	<b>30.0%</b>	↓ - 9.8%
Passenger in a car or van	3.9%	<b>4.5%</b>	↑ 0.6%
Bicycle	1.3%	<b>1.5%</b>	↑ 0.2%
On foot	35.7%	<b>41.4%</b>	↑ 5.7%

It should be noted that the targets detailed in Table 2 are indicative and only provide an indication of what would be expected by each plot within the development. The table will need to be updated as soon as the first travel surveys have been completed to ensure suitable targets are set.

Setting unrealistic targets generally have a counterproductive effect, therefore it will be important for the targets to be reset as soon as practically possible, to ensure the benefit of the Travel Plans are maximised.

## 7 SUSTAINABILITY CREDENTIALS

### 7.1 Introduction

The sites sustainability credentials are entailed in this section so as to provide useful mode share information to the further Travel Plan Co-ordinators. This will assist them in reviewing targets, actions and measures put in place to maximise sustainable modes of transport journeys and user's behaviour.

### 7.2 Objectives

Fundamentally the objectives of the Framework Travel Plan, and subsequent detailed plot specific Travel Plans are:

- ensure that initiatives to promote alternative modes of transport are in place prior to the occupation of the site;
- raise awareness of the alternative modes of transport available with end users, e.g. information included in the travel information packs etc; and,
- implement measures designed to minimise the need to travel.

### 7.3 Means of Access for Pedestrians

The Chartered Institution of Highways and Transportation (CIHT) in their document 'Guidelines for Providing for Journeys on Foot, 2000' state that "walking accounts for over a quarter of all journeys and four fifths of journeys less than one mile". It is generally considered that people are prepared to walk up to 2km (1.24 miles) to and from work, given suitable walking routes and facilities.

When assessing the accessibility of a site for pedestrians, and the proximity of local facilities, an average walking speed of 1.4 m/s can be assumed, which equates to approximately 400 metres in 5 minutes, or 3 mph. This document also contains a table of suggested walking distances for different purposes. Table 3 recreates this table.

**Table 3: Extract from IHT 'Guidelines for Providing for Journeys on Foot, 2000'**

	Town Centre (m)	Commuting School (m)	Elsewhere (m)
<b>Desirable</b>	200	500	400
<b>Acceptable</b>	400	1,000	800
<b>Maximum</b>	800	2000	1200

Figure 3 illustrates the 2000 m walking distance measurement taken from the centre of the site.



**Figure 3: Walking Isochrone**

Based on the isochrone shown in Figure 3, it can be seen that the following key features lie within 2km of the site:

- Albert Dock;
- Echo Arena;
- James Street Station;
- Liverpool One Bus Station;
- Liverpool John Moores University;
- Restaurants and shopping facilities in central Liverpool;
- Liverpool Central Station;
- Liverpool Lime Street Station; and,
- Liverpool Cathedral.

Occupiers and residents need encouragement and incentives to make journeys on foot, both in the form of suitable routes. Walking routes should feel safe, have good surfacing and be direct.

## 7.4 Means of Access for Cyclists

It is generally considered that a distance of 5km (3 miles) represents a reasonable cycling distance to and from origins and destinations, while 8km (5 miles) is a maximum realistic range for cycle trips. Figure 4 illustrates cycling isochrones measured from the centre of the site.





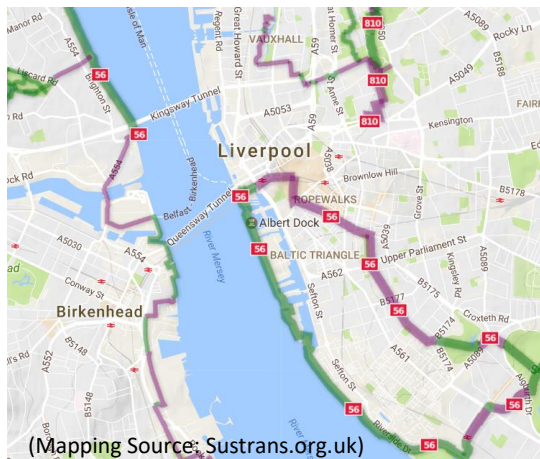


Figure 5: Area Wide Cycling Network (Sustrans)

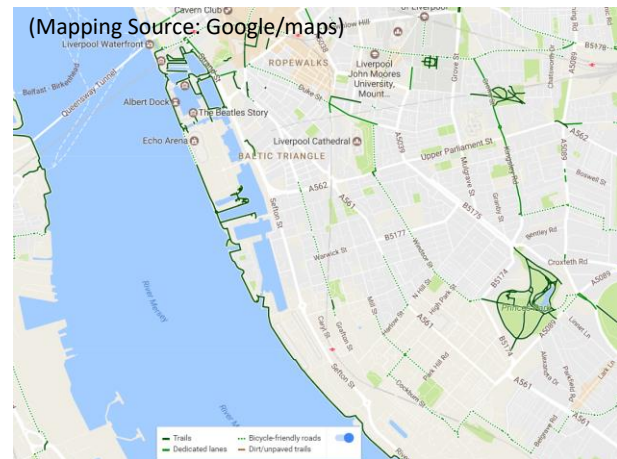


Figure 6: Local Cycle Routes

The thin purple coloured routes shown in Figures 5 and 6 are on road routes that are not part of the National Cycle Network. The thin green coloured routes are traffic free routes. The thick purple and green coloured routes are on and off road routes that form part of the National Cycle Network and also routes that are not part of the National Cycle Network within a close vicinity of the proposed development.

The Trans Pennine Trail (National Cycle Route 56) is displayed as the thick purple and thick green lines which are within close vicinity to the site, specifically running along Kings Parade to the west. This route runs between Chester Town Hall and Liverpool Town Hall and is approximately 44 miles in length.

As with walking, the topography of the local area should not provide a barrier to cycle journeys, by providing information about route gradients to residents it will allow them to make informed choices. This could be provided based on information within the Travel Information Packs including reference to the Cycle Streets web site ([www.cyclestreets.net](http://www.cyclestreets.net)) which provides this type of information for custom cycle routes. As illustrated in Figure 7.

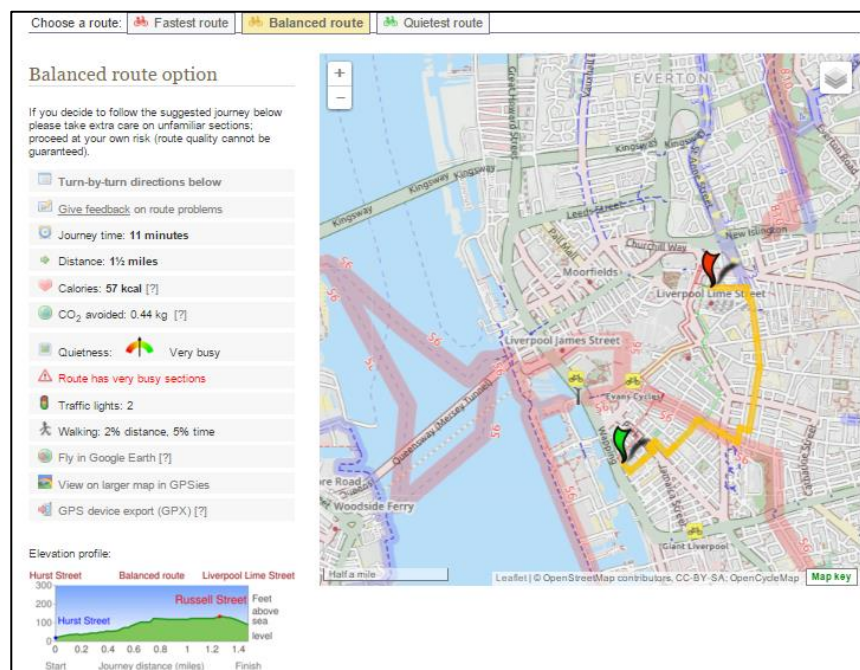


Figure 7: Example Extract from Cycle Streets Website

## 7.5 Public Transport

### 7.5.1 Means of access for Public Transport – Bus

The prime operator of buses in the Kings Dock area is Mersey Travel, whilst various other operators provide services from Wapping and the surrounding highway network.

More recently Services C4 and C5 which used to run through Monarchs Quay have been cut, and as such there are no existing bus routes travelling through the site. It is understood from liaising with Mersey Travel the routes were stopped due to lack of custom and funding as the frequency of bus journey demand was irregular associated with the Arenas land use.

The C4 and C5 services used to operate a Dingle Mount to City Centre circular route, operating on 30 minute frequency during the week and at weekends.

The C5 routes still operates although travels along Kings Parade with only one service per day. It is understood that a separate service '4' also runs along Kings Parade with similar headways to the previous C4 and C5 services on a 30 minute frequency Mondays to Saturdays.

Two additional bus stops are within 400 m walk from the site, located on Wapping and Chaloner Street, as illustrated in Figure 8. The current routes, frequencies, and headways serving these stops are listed in Table 3.

**Table 4: Summary of Existing Bus Services**

No.	Route	Areas served	Frequency (Mon-Sun, daytime)
82A	<b>Wapping:</b> City Centre to Holton Hospital	City Centre, Dingle, Aigburth Vale, Garston, Liverpool John Lennon Airport, Speke, Widnes, Runcorn, Holton Hospital.	<ul style="list-style-type: none"> <li>• Daytime – approx. every 30 mins</li> <li>• Saturday – approx. every 30 mins</li> <li>• Sunday – approx. every 30 mins</li> </ul>
500	<b>Wapping:</b> Liverpool One Bus Station to Liverpool John Lennon Airport	Liverpool One Bus Station, Liverpool South Parkway, Aigburth Vale, Estuary Business Park, Liverpool John Lennon Airport.	<ul style="list-style-type: none"> <li>• Daytime – approx. every 30 mins</li> <li>• Saturday – approx. every 30 mins</li> <li>• Sunday – approx. every 30 mins</li> </ul>
800	<b>Wapping:</b> Speke to Liverpool Freeport	Speke, Garston, Aigburth, Liverpool Freeport.	<ul style="list-style-type: none"> <li>• 1 Weekday AM Journey</li> </ul>

Significantly more bus services are available from Liverpool One Bus Station which is located approximately 850 m walking distance to the north of the site.



**Figure 8: Existing Bus Stop Locations**

Given the size of the development it is considered that the critical mass for a bus service to route through the site will not be economically viable.

Appreciating that the adjacent bus stops on Wapping and Chaloner Street are only up to 200m walking distance from the site, no enhancements to the existing service are considered necessary, especially when considering the forecast weekday demand for bus use, being 176 trips in a standard weekday.

In summary, the existing bus services and frequencies adjacent to the site provide a realistic choice to travel by Bus.

As part of the Travel Plan Co-ordinators role, undertaken by the occupiers of each site, it will be important for annual travel surveys to be collated and the number of bus transport mode trips monitored so as to become aware of when a service through the site will become viable.

### 7.5.2 Means of access for Public Transport – Train

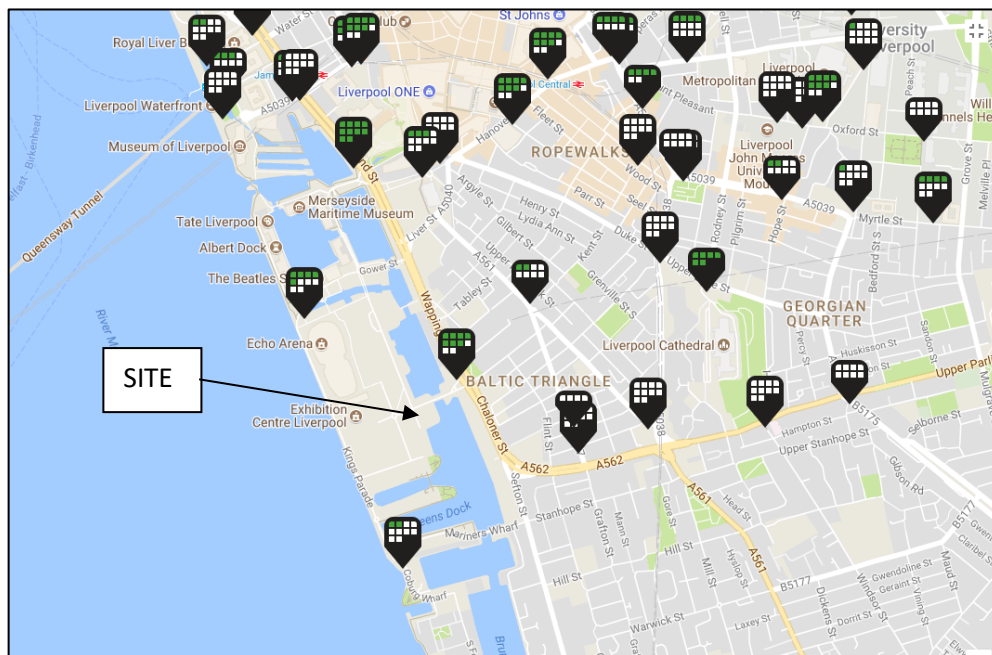
The closest railway stations to the site are St James Street and Liverpool Central railway stations, which lie 1.2 km to the north and 1.4 km to the north east respectively. The stations have services provided by East Midlands Trains, Northern, London Midland, TransPennine Express and Virgin Trains, providing routes throughout the UK.

## 7.6 Citybike Scheme

In May 2014, the Citybike hire scheme was launched in the city and was expanded in 2015. The scheme provides cycles that can be used by any person who signs up to the scheme. The system is fully on line and allows people to see bike availability at bike stations across the city in real time. Bikes can be hired through the <https://www.citybikeliverpool.co.uk/> web page.



An extract from the real time interactive map is shown in Figure 9.



**Figure 9: Location of Existing Citybike Stations Adjacent to the Site**

## 7.7 Encouraging Journey Planning

Personal journey planning is an essential process to be undertaken when visiting a new development, facility or area. Failure to plan journeys could result in significant time delays and late appointments, predominantly due to parking problems or congestion issues. By planning the journey to the development site any congested highways will be identified. Public transport, walking/cycling routes, distances and approximate times will also be provided via the journey planning websites. Free public transport journey planner websites include:

- AA route planner (for car journey planning);
- Cyclestreets (for cycle journey planning);
- Google maps (for public transport and car journey planning);
- National Rail enquiries (for train journey planning);
- Ordnance Survey (maps);
- RAC route planner (for car journey planning); and,
- Royal Mail (find a postcode or address).

## 7.8 Encouraging Car Sharing

As mentioned earlier it is likely that some of the staff and residents will undertake car sharing, albeit in an informal manner as they commute with colleagues and friends. As occupiers start to establish relationships with other users, single occupancy vehicles (SOV) trips will be reduced.

The Travel Plan Co-ordinators will introduce the idea of car sharing to occupiers at proposed meetings, by letter and using onsite notices. The TPC will assist in finding suitable partners by asking those interested to provide the relevant travel details and by giving information on local car share schemes.

Where staff car share, in the event of emergencies, the employer will provide a guaranteed ride home to encourage staff to both carshare and use other forms of sustainable transport.

## **7.9 Staff Travel Modes and Encouraging against Single Occupancy Mode Choice**

The developer's aspiration is for the occupier to employ local staff so as to reduce, in so far as possible, employees travel time to/from work and encourage them to use public transport.

## **7.10 Promotion/Marketing**

The Travel Plan Co-ordinator will endeavour to promote sustainable travel through the use of websites, notice boards and through HR protocols where applicable. Websites could be a key tool for promoting sustainable transport as it is available to everyone in the UK and the information is available with immediate effect.

The occupiers will endeavour to keep staff fully informed of the plan and subsequent changes or developments through the use of posters, leaflets and newsletters. The travel plan will be displayed in communal areas of high staff activity, where possible.

- Inform occupiers of the changes and liaise with LCC travel officers to ensure they provide information on travel options; and,
- Facilities will be made available in all available areas of high pedestrian activity to display and encourage the use of public transport information including bus timetables, deals, discounts and offers. The TPC's will liaise with the local bus companies, on a regular basis, to ensure that information is kept up to date particularly in respect of timetable changes.

The intention is that the Travel Plans will be marketed by the Travel Plan Co-ordinators, and their respective managers, via notice-boards that will be positioned in communal areas that are subject to levels of high pedestrian usage, and through the provision of sustainable maps, plans and public transport timetables. The sustainable maps and other relevant travel information will be made available to all occupiers.

Informal Travel Packs will be made available by the developer, via the TPCs, in the form of public transport timetables, pedestrian and cycle route maps, local taxi contact details and basic Travel Plan information including the main health benefits. This information, along with current initiatives will be made available to occupiers on noticeboards and where relevant through emails and intranet systems. The developer and ultimately the unit occupant's management bodies will commit to marketing and funding the travel plan throughout occupation for a minimum 5 year period. An indicative finance plan is discussed in Section 8.4.

## 8 TRAVEL PLAN MEASURES AND ACTIONS

### 8.1 Measures

The Travel Plan measures and initiatives set to encourage plot occupiers to make journeys on foot are summarised below. They are divided into the three key areas of Promotion, Awareness and Physical Improvements.

#### 8.1.1 Travel By Foot

Measures that should be considered by the developer, site specific future Travel Plan Co-ordinators and potential occupiers include the following:

- Promotion
  - » Provide details of walking routes on notice boards and /or the occupiers website/intranet;
  - » Provide route planner information in resident and staff induction packs including information regarding sustainable transport and alternative travel options; and,
  - » Walk to Work week will be promoted and used as a measure to promote walking to the site.
- Awareness
  - » Establish a walking group for occupiers.
- Physical Improvements
  - » Provision of safe means of access within the development site from its boundary to the main building entrance;
  - » Conformance to the Equality Act Requirements regarding accessibility – Formally DDA (including dropped kerbs and tactile surfaces where applicable);
  - » Provision of appropriate lighting to pedestrian routes within the site;
  - » Provision of facilities within workplaces to encourage journeys on foot, e.g. lockers, etc.; and,
  - » Provide umbrellas, personal alarms and local guidance for all staff.

#### 8.1.2 Travel By Bicycle

Measures that should be considered by the developer, site specific future Travel Plan Co-ordinators, and potential occupiers include the following:

- Promotion
  - » Provide details of cycle routes on notice boards and /or the occupier's website/intranet;
  - » Provide route planner information in residents / staff induction packs including information regarding sustainable transport and alternative travel options;
  - » Create posters highlighting the health and financial benefits of cycling;
  - » Promote the Cycle2Work tax incentive scheme;
  - » "Bike Week" will be promoted and used as a measure to promote cycling to the site; and,
  - » The Travel Plan Co-ordinator will seek to negotiate discounts with local cycle retailers to help staff to purchase bikes and equipment.

- Awareness
  - » Establish a local Bicycle User Group (BUG) for residents and employees. This will give cyclists a voice on the site and allow cyclists to meet up to share advice and encouragement;
  - » Undertake cycle proficiency and road safety awareness talks for employees on the site.
- Physical Improvements
  - » Inclusion of cycle facilities as part of the on-site infrastructure;
  - » Provision of secure cycle parking spaces, conveniently located for employees.
  - » Provision of facilities within the workplace to encourage cycle journeys, e.g. lockers etc.; and,
  - » Provision of personal alarms upon request for employees who cycle to or from the site along with the provision of reflective strips and cycle safety equipment.

### 8.1.3 Travel By Public Transport

As part of the development masterplan, the following measures are proposed relevant to Public Transport and / or recommended for future consideration:

- Promotion
  - » Provide details of bus routes in induction packs and on notice boards;
  - » The potential to provide salary sacrifice or interest free loans to staff toward the purchase of bus season tickets will be investigated by the occupiers of the site; and,
  - » The Travel Plan Co-ordinator will investigate the potential to provide taster tickets for staff who wish to try the bus service.
- Awareness
  - » Set up a Pedestrian or Alternative Transport User Group for the site.
- Physical Improvements
  - » Provision of suitable pedestrian routes to bus stops; and,
  - » Provision of personal alarms upon request for employees who use the bus to travel to or from the site.

## 8.2 Actions

The lists of actions that will need to be undertaken by the plot specific Travel Plan Co-ordinators, so as to ensure the benefits of the travel plans are maximised from the outset are shown in Tables 5 to 9.

These actions have been allocated time scales for their implementation to highlight the date they will be required, ongoing actions, responsibilities. They have been prepared broadly in accordance with the LCC Travel Plan Guidance and are deemed to be realistic and achievable for implementation by the future occupiers of each plot in the Kings Dock area. The lists may be subject to slight variation as the Travel Plan Co-ordinators receive raw travel survey data and through the progression of the Travel Plan.

**Table 5: Walking Measures (best suited to journeys under 2 miles)**

Measure	Responsibility for Implementation	Approx. Timescale for Implementation
Provide clear pedestrian routes, signage and safe crossing points within the site.	Developer / The Occupier / TPC	Agree with LCC at detailed design stage
Promotion of health benefits and maps and walking information in staff / occupiers induction packs and on site notice boards.	The Occupier / TPC	Prepared and agreed with LCC prior to operational commencement.
Provision of safe walking equipment to staff such as personal alarms, hi-visibility strips etc.	The Occupier / TPC	Available prior to staff employment commencement.

**Table 6: Cycling Measures (best suited to journeys under 5 miles)**

Measure	Responsibility for Implementation	Approx. Timescale for Implementation
Safe sheltered cycle parking to be provided in the building or nearby facilities.	Developer / The Occupier / TPC	Agree with LCC at detailed design stage (assume Mid 2018)
Promotion of health benefits and maps and walking information in staff / occupiers induction packs and on site notice boards.	The Occupier / TPC	Prepared and agreed with LCC prior to operational commencement.
Promote cycling through 'cycle to work' weeks, etc.	The Occupier / TPC	To be co-ordinated on an annual basis but agreed with LCC prior to the operation of the site.
Provision of safe cycling equipment to staff such as personal alarms, hi-visibility strips etc.	The Occupier / TPC	Available prior to staff employment commencement.

**Table 7: Public Transport Measures**

Measure	Responsibility for Implementation	Approx. Timescale for Implementation
Provision of public transport information (timetables, route planners, ticket deals), etc.) in areas of high pedestrian activity (reception/central areas) along with site notice boards.	The Occupier / TPC	Prepared and agreed with LCC prior to operational commencement.
Promote benefits of public transport via posters, ticket promotions/deals and website links.	The Occupier / TPC	Prepared and agreed with LCC prior to operational commencement.

**Table 8: Car Sharing (provides a sustainable alternative when the car is the only option)**

Measure	Responsibility for Implementation	Approx. Timescale for Implementation
Set up, promote and maintain an informal car share scheme	The Occupier / TPC	Within 3 months of occupation
Promote the use of local car share schemes	The Occupier / TPC	Prior to occupation, likely to be included in Travel Packs and refreshed frequently.

**Table 9: General Measures**

Measure	Responsibility for Implementation	Approx. Timescale for Implementation
Flexibility regarding staff shift patterns during busy event periods associated with the adjacent ACC operations (so as to reduce the level of traffic during periods of high demand).	The Occupier / TPC	Ongoing upon occupation

The measures above are not considered to be exhaustive and should be built upon by the Travel Plan Co-ordinators during the daily management of their respective Travel Plans.

## 9 TRAVEL PLAN MONITORING AND INDICATIVE FINANCE PLAN

### 9.1 Introduction

In order to ensure the effectiveness of a Travel Plan, it is essential that they are monitored. This will involve measuring the performance of the plan against the set targets.

### 9.2 Monitoring

The responsibility for monitoring the individual site Travel Plans will fall to the responsibility of the occupiers. Specific targets that should be monitored are likely to include:

- Total vehicle trips;
- Single occupancy vehicle trips;
- Modal share of bus, cycling and walking; and,
- Levels of car parking on-site.

Considering the site as a whole, each occupier will need to undertake their monitoring approach in the same manner so as to enable the findings to be easily aggregated.

In order to monitor these targets certain surveys will be required which could be undertaken by the developer or through an external body:

- A survey of overall vehicle trips, including single occupancy, should be carried out every year for a 5-year period;
- Monitoring of bus use will be undertaken at least every year, should be carried out every year for a 5-year period; and,
- Monitoring of the use of cycle and walking facilities will be undertaken every year, for a 5-year period.

An example staff travel survey is presented in Appendix B.

The yearly Monitoring Report will combine the survey data to quantify and illustrate any changes in how residents, occupiers and visitors travel to and from the site.

Ideally the different site occupiers will work together in collating the annual travel surveys, and preparation of the monitoring reports so as to maximise the benefit of the survey findings.

The report(s) will show to what extent the targets have been met. The preparation of the annual monitoring reports will be undertaken by each development plot for a 5 year period, commencing from full occupation. For clarity, it will be important for the initial occupier travel surveys to be undertaken within a few months of occupation. This is to ensure measures can be tailored from the outset to best cater for the users and maximise mode shift.

Revisions to the Travel Plans will take place at regular intervals on an annual basis from the sign off of the initial plans by the local authority, for a minimum of 5 years from their anniversary of this date. The responsibility of the Travel Plan will fall to the sites Travel Plan Co-ordinator, currently named to be **Mr C Bliss**.

The TPC's will take full responsibility for co-ordinating the monitoring and managing the performance of the Travel Plan.

Monitoring and surveys will be co-ordinated by the Travel Plan Co-ordinator, whilst Liverpool City Council, will review and agree the findings and actions to be taken, along with providing general support.

An indicative monitoring schedule is detailed in Table 10.

**Table 10: Monitoring Schedule**

Item	Description	Deadline Date
1	Collate Year 0 Staff / Resident / Customer Travel Surveys	3 months after first occupation / or 25% occupancy
2	Prepare Detailed Travel Plan and agree with LHA	3 months post Item 1.
3	Collate End of Year 1 Staff Travel Surveys	12 months post Item 1
4	Prepare End of Year 1 Monitoring Report and agree with LHA	3 months post Item 3
5	Collate End of Year 2 Staff Travel Surveys	12 months post Item 3
6	Prepare End of Year 2 Monitoring Report and agree with LHA	3 months post Item 5
7	Collate End of Year 3 Staff Travel Surveys	12 months post Item 5
8	Prepare End of Year 3 Monitoring Report and agree with LHA	3 months post Item 7
9	Collate End of Year 4 Staff Travel Surveys	12 months post Item 7
10	Prepare End of Year 4 Monitoring Report and agree with LHA	3 months post Item 9
11	Collate End of Year 5 Staff Travel Surveys	12 months post Item 9
12	Prepare End of Year 5 Monitoring Report and agree with LHA	3 months post Item 11

### 9.3 Management

The preparation and the management of the Travel Plans will be very important so as to help ensure that the plan is delivered, and that it meets the initial targets set out in Section 6 of this document.

The overall initial responsibility of the Travel Plans will fall to the developer during the development of the scheme and construction phase of the development. The developer, acting as interim TPC, will be supported by the Sustainable Travel Co-ordinator at Liverpool City Council. Following this the developer will be responsible for the compilation and issue of the annual monitoring reports for a five-year period post first occupancy until a manager / member of staff associated with each plot has been allocated the TPC role.



## 9.4 Indicative Finance Plan

To provide an indication of the level of funding the end occupiers are likely to invest into the Travel Plan, a broad annual finance plan is presented in Table 11.

**Table 11: Indicative Finance Plan**

Item	Description	Finance
1	Annual surveys and monitoring report (annually over a 5 year period)	£2,000 Budget for surveys
2	Travel Plan Co-ordinators – Time investment of in the order of 2 hour per week. Plus an annual budget of £20 per member of staff / resident.	Included in role, £20 per member of staff / number of residents per annum.
3	Provision of notice boards	Included within the fit out of the development
4	Development of posters and literature	£25 per annum
5	Lockers and changing facilities	Included within the fit out of the development
6	Provision of cycle storage facilities	Included within the fit out of the development
7	Staff/resident induction packs	Equivalent to £50 per new staff member /resident
8	Provision of personal alarms upon request for employees who cycle to or from the site along with the provision of reflective strips and cycle safety equipment. An annual budget of up to £20 per member of staff	£20 per member of staff per annum

- Total Financial Commitment for surveys: £2,000;
- Total Financial Commitment per annum: £40 per member of staff;
- Staff / resident induction packs: £50 per pack; and,
- Posters and literature per annum: £100.

## 10 CONTACTS

Table 12 details the key points of contact for the Travel Plan.

**Table 12: Key Contacts**

Person	Role/ Organisation	Contact Details
Mr Chris Bliss	Travel Plan Co-ordinator (TPC)	Prior to appointment the responsibility will fall to:  NAME: YPG Developments Ltd ADDRESS: TBC  Email: <a href="#">TBC</a>
TBC	Liverpool City Council: Travel Co-ordinator	TBC

## 11 SUMMARY

### 11.1 Summary

Vectio Consulting Limited have been commissioned by YPG Developments Limited to prepare a Framework Travel Plan to consider the redevelopment of part of the land located in the south of the Kings Dock area of Liverpool.

The purpose of this Framework Travel Plan is to set the strategy to be adopted by individual development parcels within the site associated with their own Travel Plans. This will ensure that a consistent approach is taken across the site, and allow similar measures to be adopted by each future development parcel so as to maximise the chance of success

Initial modal share targets have been established which should be used as the basis for setting of targets closer to the date of first occupation of each plot and when the initial travel surveys have been completed.

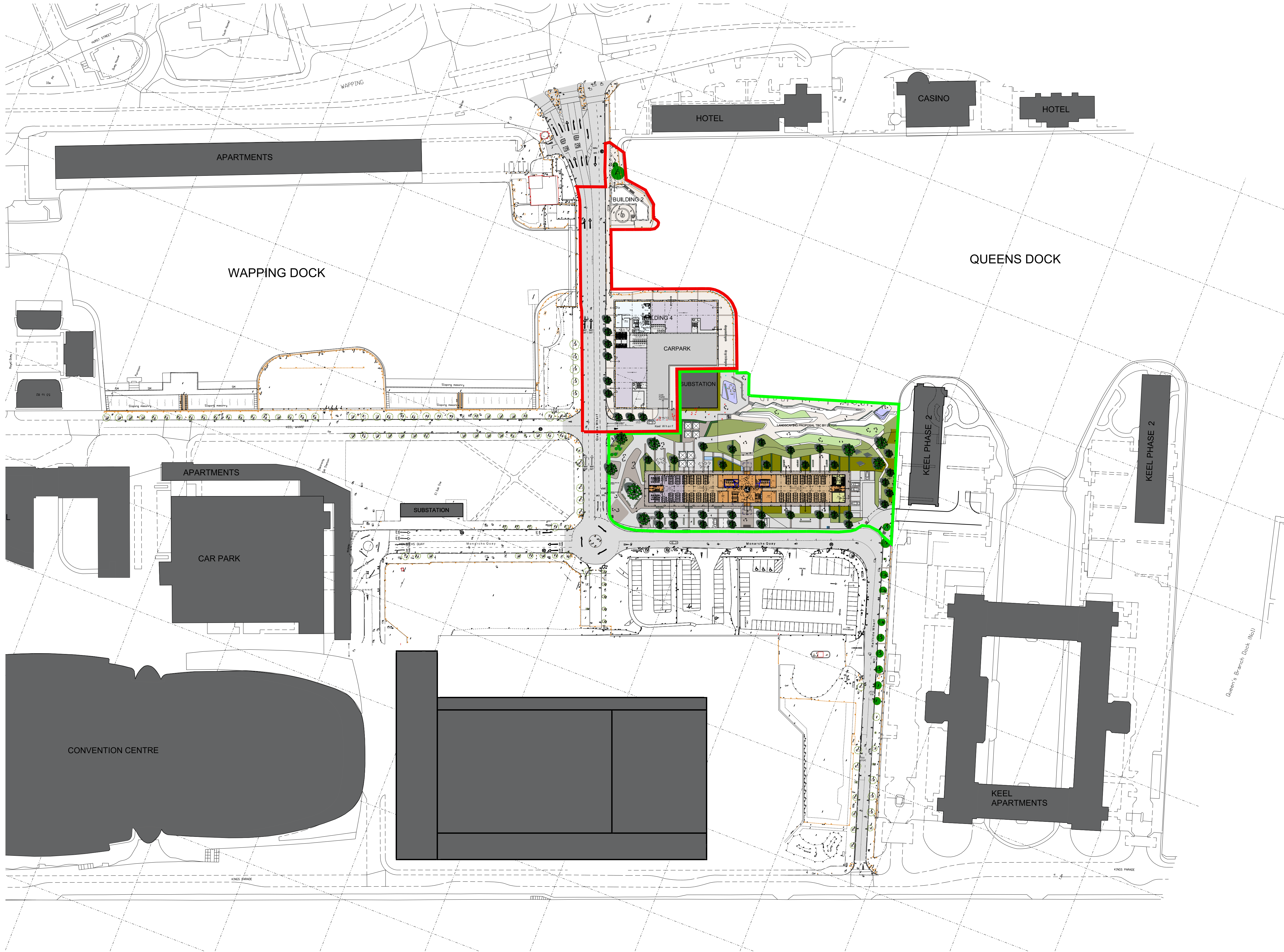
A combination of measures, initiatives and actions have been set to promote more sustainable modes of transport and aid in achieving modal shift away from single occupancy private car trips.

This Framework Travel Plan, along with the measures to improve the modal share, pledges:

- A Sustainable Travel Co-ordinator at Liverpool City Council will work alongside a Travel Plan Co-ordinator (TPC) to develop the Travel Plan up to first occupation, this will then be followed by compiling and issuing annual monitoring reports for a 5-year period (to be undertaken by the individual plot TPC's);
- Travel Information Packs will be produced and provided to all employees and residents. The packs will include information on the provision of personal travel planning and cycle/public transport information. A list for documents to be included in the Travel Information Packs is provided in Appendix C;
- Provision of an informal car share club on site; and,
- Ongoing monitoring of the Travel Plan by means of annual monitoring surveys and reports.

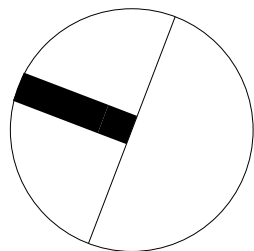
## Appendix A: MASTERPLAN





KEY  
APPLICATION SITE  
6,224 sq.m / 1.53 Acres / 0.62 Hectares

PREVIOUS APPLICATION  
ALREADY SUBMITTED



Rev D - 22.03.18 Car Park removed from drawing and  
Rev C - 04.03.18 Application site boundary updated  
Rev B - 14.03.18 Application site boundary updated  
Rev A - 06.10.17 Building 3 and landscaping updated  
Rev A - 02.10.17 Building 4 note added  
Project Title Kings Dock  
Drawing Title Proposed site plan - Application 1b  
Client YPS Developments  
Drawn By SLF Date 02.10.17  
Scale 1:1250 @ A1  
Project No. P16-144  
Drawing No. 02-02-007D  
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## Appendix B: EXAMPLE STAFF TRAVEL SURVEY





# EMPLOYEE TRAVEL SURVEY

XX is developing a Travel Plan for staff and visitors. This travel survey is designed to help us understand how you travel to work and your reasons for travelling in this way. This information can then be used to hopefully improve your journey to work or provide additional awareness of other travel choices.

The data that you provide will only be used for this travel survey. Data will only be published in a collaborative form; therefore, no individual will be identifiable. The data will not be kept for longer than is necessary for these purposes and no information will be passed onto third parties. The objectives are to improve your journey to and from XX at the XX site, and to ensure that facilities are available for sustainable travel such as secure cycle stands.

Please complete this travel survey and return within 2 weeks. The survey should take approximately 5 minutes to complete.

Thank you very much for your time in completing this survey.

1. Do you start and end your day at the XX?

Yes

☐

No

☐

2. Please indicate your age group

16 - 19

☐

20 - 29

☐

30 - 39

☐

40 - 49

☐

50 - 59

☐

Over 60

☐

3. Please provide you home postcode (for postcode plotting purposes only) .....

4. Which of the following options best describes your working hours?

Full time

☐

Part time (less than 3 days per week)

☐

Weekend working

☐

Shift work

☐

Other

.....

5. How do you usually travel to/from XX? (Please state one method used for the longest distance)

Walk

☐

Bus

Train/Tube

Taxi

Cycle

Motorcycle / Moped

Cycle/Train/Tube

Car Share (passenger)

☐

Car Share (driver)

Drive alone in own Car

Other (please state)

☐

.....

6. How often do you travel this way? (If every day only tick one mode)

	Everyday	2-3 times a week	At least once a week
Walk			
Cycle			
Car Share (driver)			
Car Share (passenger)			
Drive alone in own Car			
Motorcycle / Moped			
Train/Tube			
Cycle/Train/Tube			
Taxi			
Other			

7. What influences your travel choice? (please enter an answer for each statement)

	Very Important	Important	Not important
Lack of alternatives			
Cost			
Convenience and comfort			
Personal safety			
Environmental concerns			
Health and fitness			
Parking issues			
Avoiding congestion			
Need car for my work			
Additional journeys before/after work			

8. How far do you travel to XX? (please choose one answer only)

Less than a mile	<input type="checkbox"/>	1 – 2 miles	<input type="checkbox"/>	3 – 5 miles	<input type="checkbox"/>
6 – 10 miles	<input type="checkbox"/>	11 – 20 miles	<input type="checkbox"/>	More than 20 miles	<input type="checkbox"/>

9. How long does it usually take to travel to XX? (please choose one answer only)

Under 15 minutes	<input type="checkbox"/>	30 – 45 minutes	<input type="checkbox"/>	Over one hour	<input type="checkbox"/>
15 - 30 minutes	<input type="checkbox"/>	45 minutes – one hour	<input type="checkbox"/>		

10. What time do you usually arrive at your place of work?

Before 8 am	<input type="checkbox"/>	8 am – 9 am	<input type="checkbox"/>	After 9 am	<input type="checkbox"/>
-------------	--------------------------	-------------	--------------------------	------------	--------------------------

11. What time do you usually leave your place of work?

Before 5 pm	<input type="checkbox"/>	5 pm – 6 pm	<input type="checkbox"/>	After 6 pm	<input type="checkbox"/>
-------------	--------------------------	-------------	--------------------------	------------	--------------------------

12. If you travel to work by car, where do you usually park?

At the XXX	<input type="checkbox"/>	Public car park	<input type="checkbox"/>	On street	<input type="checkbox"/>
At another depot	<input type="checkbox"/>	Park and ride	<input type="checkbox"/>	Other (please specify)	<input type="checkbox"/>

.....

13. What alternative forms of transport would you consider if your usual mode wasn't available?

Walk	<input type="checkbox"/>	Cycle	<input type="checkbox"/>	Car Share (driver)	<input type="checkbox"/>
Bus	<input type="checkbox"/>	Motorcycle / Moped	<input type="checkbox"/>	Drive alone in own Car	<input type="checkbox"/>
Train/Tube	<input type="checkbox"/>	Cycle/Train/Tube	<input type="checkbox"/>	Other (please state)	
Taxi	<input type="checkbox"/>	Car Share (passenger)	<input type="checkbox"/>		

.....

14. If you travel by car which initiative would help encourage you the most to use an alternative form of transport to get to / from XX?

A more frequent bus service	<input type="checkbox"/>	Better Pedestrian/cycle routes	<input type="checkbox"/>
A bus service closer to home	<input type="checkbox"/>	Discounted public transport tickets	<input type="checkbox"/>
Cycle training	<input type="checkbox"/>	A friend to walk/cycle with you	<input type="checkbox"/>
A cleaner walking environment	<input type="checkbox"/>	Secure, appropriate cycle parking	<input type="checkbox"/>
A safer walking environment	<input type="checkbox"/>	Car sharing scheme	<input type="checkbox"/>
A shuttle bus to / from the local station	<input type="checkbox"/>	None	<input type="checkbox"/>
Better information on alternative transport	<input type="checkbox"/>		

Other (Please state).....



## Appendix C: TRAVEL PACK INFORMATION LIST (EXAMPLE)



## Typical Travel Pack Content:

- 1 Welcome
- 2 Personal Benefits and Carbon Footprint
- 3 Sustainable Transport Facts
- 4 Pedestrian Routes / Accessibility
- 5 Cycle Routes / Accessibility
- 6 Bus Facilities and Routes
- 7 Trains
- 8 Car Share Scheme
- 9 Citybike scheme
- 10 Journey Planner
- 11 Local Amenities
- 12 Useful National Contact Details



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