

# **Travel Plan**

---

---

## FRAMEWORK TRAVEL PLAN: Mixed Use Development

SITE: MONARCHS QUAY, WAPPING WAY, LIVERPOOL

CLIENT: YPG Developments Ltd

DATE: 20<sup>th</sup> October 2017

REFERENCE: VC0090 R6.0

PREPARED BY: **Matt Cleggett BEng (Hons) FCILT MCIHT**

APPROVED BY: **Leah Cleggett BA (Hons)**

  
.....

---

This report has been produced on behalf of YPG Developments Limited. No responsibility is accepted to any Third Party for all or any part. This report may be relied upon or transferred to any other parties only with the express written authorisation of Vectio Consulting Limited, such consent not to be unreasonably withheld or delayed. If any unauthorised Third Party comes into possession of this report, they rely on it at their own risk and the authors owe them no duty of care or skill.

## Contents

1	Introduction.....	3
1.1	Introduction .....	3
1.2	Travel Plan Definition .....	4
1.3	What is a Travel Plan? .....	4
1.4	Purpose of the Travel Plan .....	5
1.5	Travel Plan Key Motivators .....	5
1.6	Report Structure .....	6
2	Policy Context.....	7
2.1	National Policy .....	7
2.2	Local Policy.....	7
3	Benefits of a Travel Plan .....	8
3.1	Health Benefits.....	8
3.2	Environmental Benefits.....	8
3.3	Social Benefits .....	9
3.4	Other Benefits .....	9
4	Development Proposals.....	10
4.1	Development Composition .....	10
5	Travel Plan Administration .....	17
5.1	Introduction .....	17
5.2	Travel Plan Process.....	17
5.3	Liverpool City Council Travel Co-ordinator .....	17
5.4	Travel Plan Co-ordinators.....	17
5.5	Role of the Plot Occupiers .....	18
6	Mode Share Targets.....	20
6.1	Introduction .....	20
7	Sustainability Credentials .....	22
7.1	Introduction .....	22
7.2	Objectives .....	22
7.3	Means of Access for Pedestrians.....	22
7.4	Means of Access for Cyclists.....	23
7.5	Public Transport .....	26
7.6	Citybike Scheme .....	28
7.7	Encouraging Journey Planning .....	29
7.8	Encouraging Car Sharing .....	29
7.9	Staff Travel Modes and Encouraging against Single Occupancy Mode Choice .....	30
7.10	Promotion/Marketing .....	30
8	Travel Plan Measures and Actions .....	32
8.1	Measures.....	32
8.2	Actions .....	33
9	Travel Plan Monitoring and Indicative Finance Plan .....	36
9.1	Introduction .....	36
9.2	Monitoring .....	36
9.3	Management.....	37
9.4	Indicative Finance Plan.....	38
10	Contacts.....	39

11	Summary.....	40
11.1	Summary .....	40

## Figures

Figure 1:	Site Location Plan .....	3
Figure 2:	3D Perspective of Proposed Development .....	10
Figure 3:	Phase 1a & 1b Phasing Plan .....	11
Figure 4:	Proposed Alterations to Road Layout .....	12
Figure 5:	Residential Plot Ground Floor Car Park Layout .....	14
Figure 6:	Multi Storey Car Park Ground Floor Layout .....	15
Figure 7:	Walking Isochrone .....	23
Figure 8:	Cycling Isochrone.....	24
Figure 9:	Area Wide Cycling Network (Sustrans) .....	25
Figure 10:	Local Cycle Routes .....	25
Figure 11:	Example Extract from Cycle Streets Website .....	25
Figure 12:	Existing Bus Stop Locations.....	27
Figure 13:	Location of Existing Citybike Stations Adjacent to the Site .....	29

## Tables

Table 1:	National Statistics 2011 Travel to Work Data – Table: CT0015 .....	20
Table 2:	Proposed Modal Share Targets .....	21
Table 3:	Extract from IHT ‘Guidelines for Providing for Journeys on Foot, 2000’ .....	22
Table 4:	Summary of Existing Bus Services .....	26
Table 5:	Walking Measures (best suited to journeys under 2 miles) .....	34
Table 6:	Cycling Measures (best suited to journeys under 5 miles).....	34
Table 7:	Public Transport Measures .....	34
Table 8:	Car Sharing (provides a sustainable alternative when the car is the only option) .....	35
Table 9:	General Measures.....	35
Table 10:	Monitoring Schedule .....	37
Table 11:	Indicative Finance Plan .....	38
Table 12:	Key Contacts .....	39

## Appendix

Appendix A:	MASTERPLAN
Appendix B:	HIGHWAY LAYOUTDRAWING
Appendix C:	SIGNAGE ALTERATIONS DRAWING
Appendix D:	EXAMPLE STAFF TRAVEL SURVEY
Appendix E:	TRAVEL PACK INFORMATION LIST (EXAMPLE)

# 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.

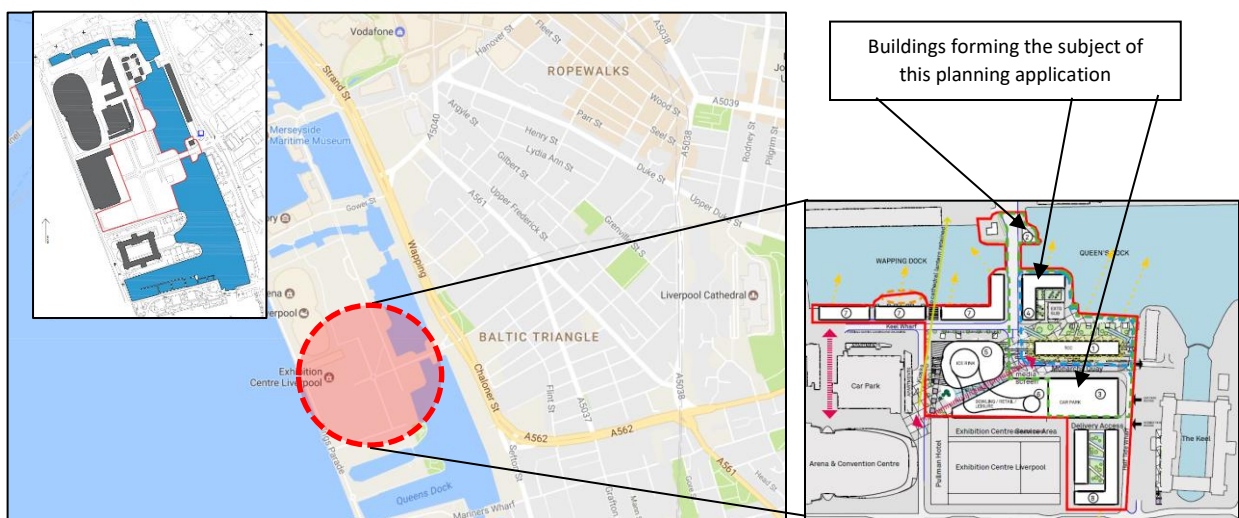
## 1.1 Introduction

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 is to comprise of the following land uses:

- Building 2 – Interpretation / Office, 2 Storey: 1000 m<sup>2</sup>;
- Building 3 – Ground Floor: Retail: 2,500 m<sup>2</sup>;  
First Floor and Above: Multi Storey Carpark – 701 spaces;
- Building 4 – Ground Floor: 2 no. Commercial units<sup>2</sup>;  
Ground Floor: 33 car parking spaces;  
First Floor and Above: Apartments: 102 units;

The site is located within the Kings Dock area of Liverpool adjacent to the Arena Convention Centre (ACC) 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 R5.0" and has been prepared in accordance with industry best practice.

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 solely comprise an office unit, a site specific 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 to maximise mode shift benefits.

Typically, the occupier will provide an internal member of staff who will take responsibility for sustainability and Travel Planning issues for the business and their Travel Plan will be finalised before they take occupation.

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;
- Section 7 presents the measures and initiatives recommended for inclusion within this Framework Travel Plan;
- Section 8 provides information regarding the Travel Plan Monitoring Schedule;
- Contact Details are listed in Section 9; and,
- Section 10 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 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-ordinator will enable individuals to be reunited and allow a more vibrant working environment to be formed – this could be extended to other land uses surrounding the site, in addition to the future occupiers of the overall masterplan. An item on the meeting agendas could be sustainable travel for example.

### 3.4 Other Benefits

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

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

## 4 DEVELOPMENT PROPOSALS

This sections presents an overview of the proposed development associated with Phases 1b of site masterplan, detailing the development composition, and illustrating the phased changes to the adjacent highway layout, parking arrangements, servicing proposals.

### 4.1 Development Composition

Phase 1b of the proposed development comprises of:

- Building 2 – Interpretation / Office, 2 Storey: 1000 m<sup>2</sup>;
- Building 3 – Ground Floor: Retail: 2,500 m<sup>2</sup>;  
First Floor and Above: Multi Storey Carpark – 701 spaces;
- Building 4 – Ground Floor: 2 no. Commercial units<sup>2</sup>;  
Ground Floor: 33 car parking spaces; and,  
First Floor and Above: Apartments: 102 units;

A 3D perspective of the proposed overall development is illustrated in Figure 4 showing the massing of the development site in context with the surrounding buildings. The detailed composition of the site is detailed in Section 1.

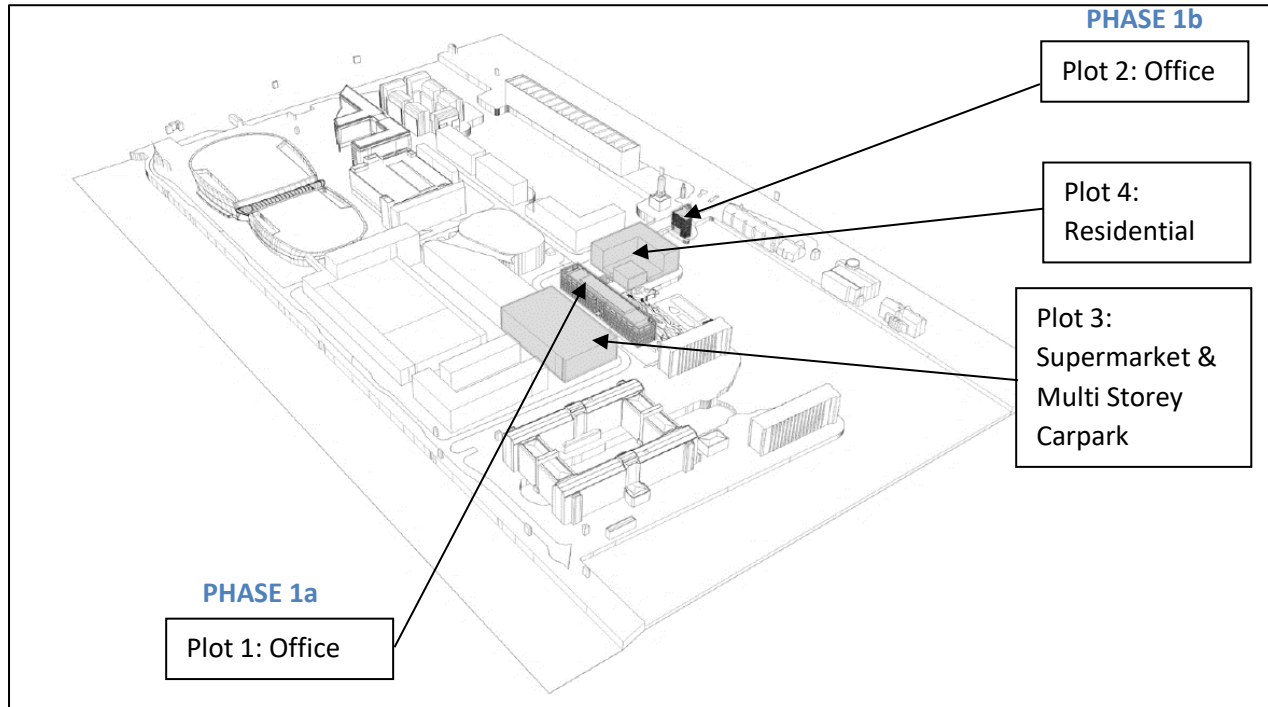


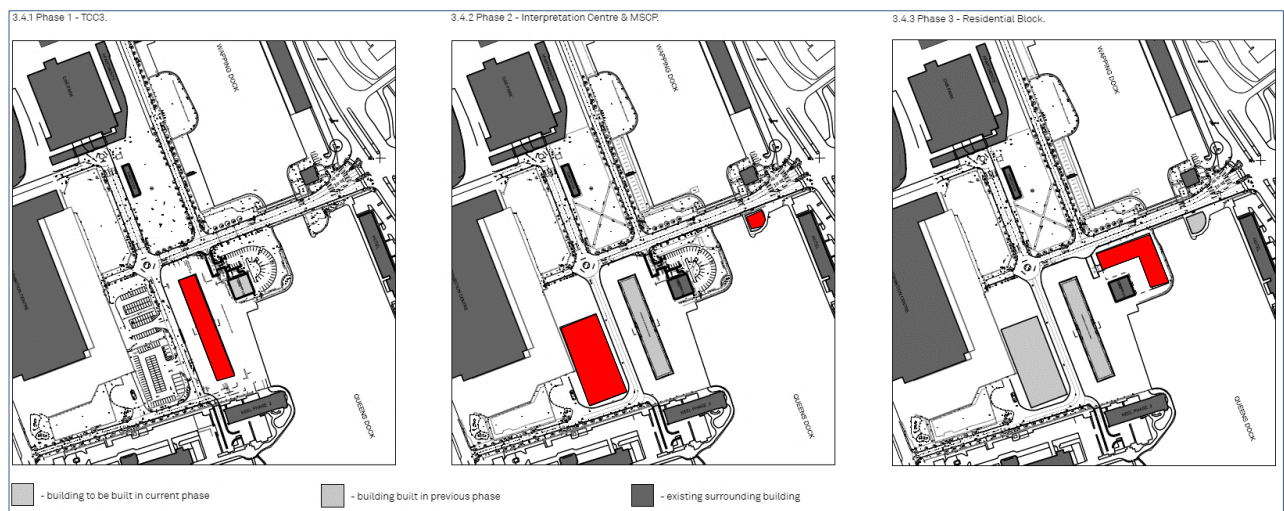
Figure 2: 3D Perspective of Proposed Development

#### 4.1.1 Development Phasing

Phase 1 of the proposed development will be constructed in the following order:

- TCC Office building (Phase 1a planning application and associated road and landscape works);
- Phase 1b Supermarket and multi-storey carpark along with small office to the east of the site and associated road works; and,
- Phase 1b Residential plot.

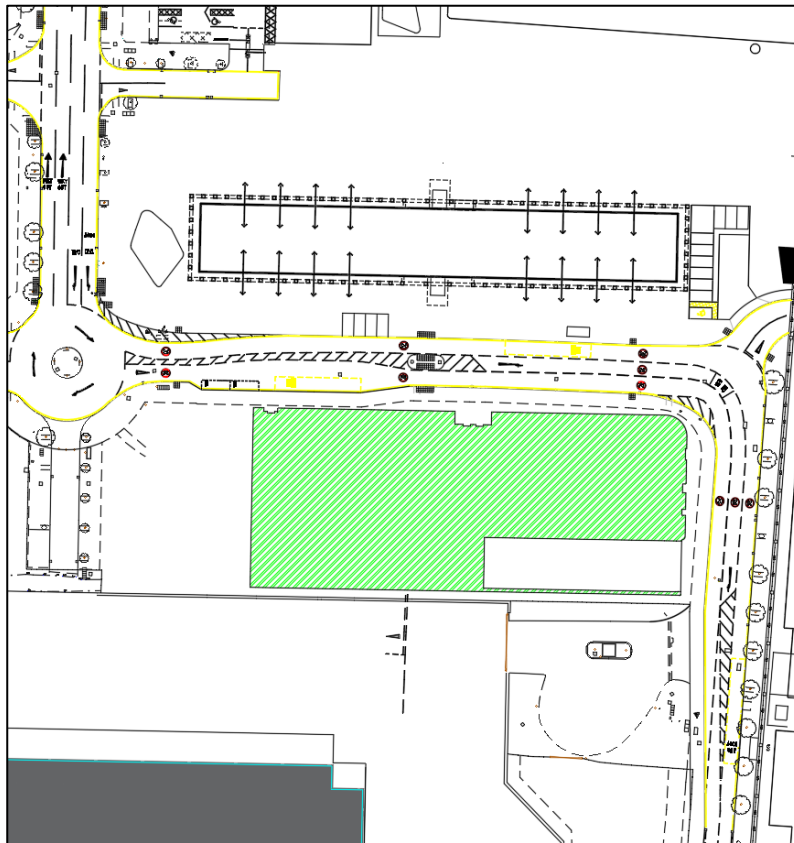
The phasing plan is presented in Figure 3. It is recommended that a construction stage traffic management plan is conditioned as part of any granted permission associated with the proposed development so as to ensure access is maintained to neighbouring plots.



**Figure 3: Phase 1a & 1b Phasing Plan**

#### 4.1.2 Road Layout

Alterations to the existing road network are proposed adjacent to the development site including widening of Monarchs Quay and Half Tide Wharf, to the south of Queens Wharf. The proposed alterations are illustrated in the Highway Drawing presented in Appendix B, whilst an extract is provided in Figure 4.



**Figure 4: Proposed Alterations to Road Layout**

The proposed alterations illustrated in Figure 4 overlap with those proposed as part of the Phase 1a planning application and include:

- Widening of Monarchs Quay to 10.2m to facilitate future overall masterplan traffic and potential queuing demand from the proposed multi-story car park;
- Alterations to the committed Keel Phase 2 access arrangements to integrate with the proposed scheme, whilst maintaining a safe road environment and pedestrian facilities;
- Introduction of 20 mph speed roundels to reinforce the speed environment;
- Alterations to the location of existing pedestrian crossing points and widening of key desire line points to facilitate the projected demand, along with the installation of a crossing island;
- Installation of a bus stop with cage pavement markings, shelter with seating, lighting, timetable, pole with flag and level access kerbing on the eastern side of Monarchs Quay;
- Introduction of a half sunken layby bus stop with cage markings, shelter with seating, lighting, timetable, pole with flag and level access kerbing on the western side of Monarchs Quay along with two drop off / pick up points to serve the supermarket;
- Removal of existing car park access points to the east and west of Monarchs Quay;
- Provision of a footway crossover arrangement along the length of Halftide Wharf serving the ACC and multi-story car park vehicular entrance points;

- Provision of an informal shared off carriageway pedestrian / cycle link along the northern footway of Halftide Wharf so as to provide a link from the cycle store access located on the ground floor of the supermarket building, accessed from Halftide Wharf, to Kings Parade; and,
- Alternations to the western arm of the Queens Wharf / Monarchs Quay roundabout, by means of making the western arm informal, with levels raised, kerbing and pavement markings revised to suite so as to give priority to pedestrians.

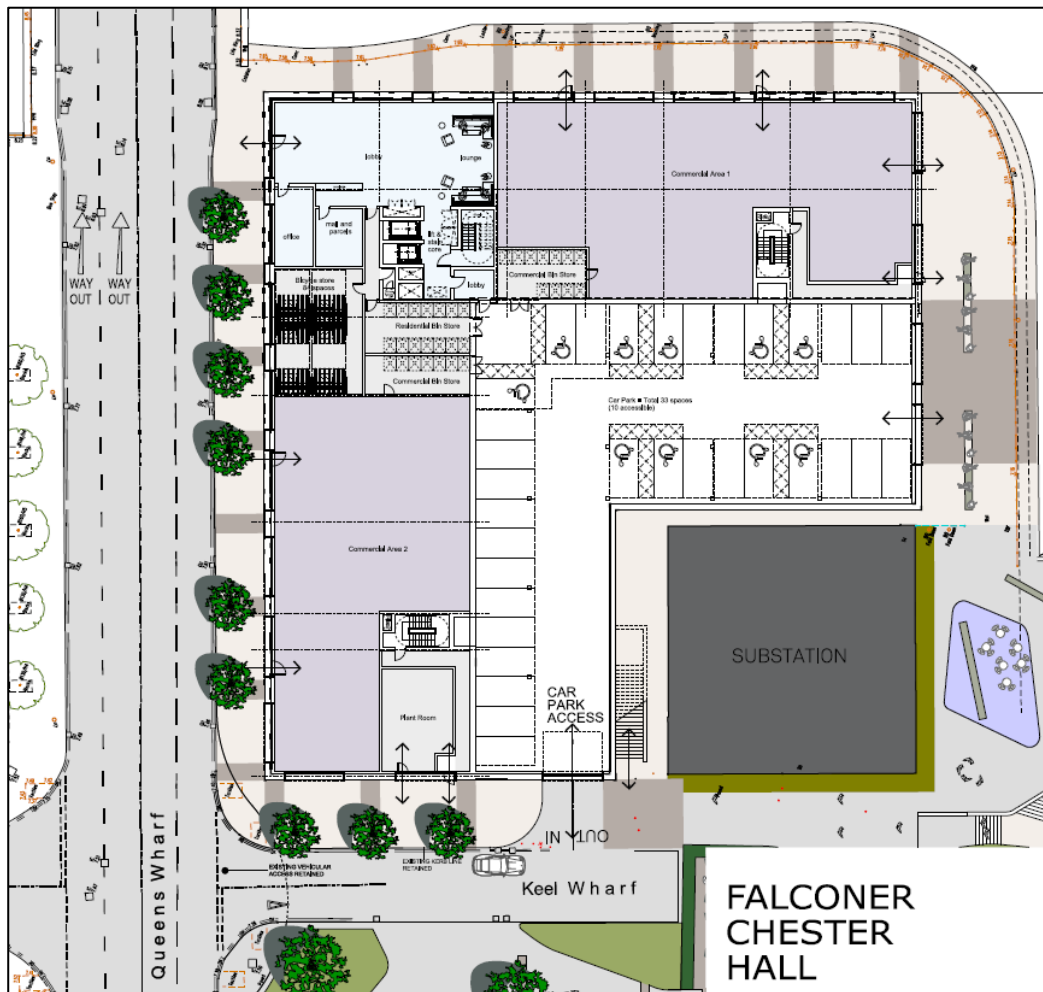
#### **4.1.3 Parking Arrangements**

Two of the existing private surface car parks to the west of Monarchs Quay are to be constructed on as part of the proposals, equating to a loss of 134 car parking spaces and 4 motorcycle parking areas, along with a loss of 47 car parking spaces and 2 motorcycle parking areas associated with the existing private surface car park to the south of Queens Wharf.

Phase 1b of the proposed development, being the subject of this report, is to provide a ground floor car park serving the residential plot, along with a multi storey car park, located above the proposed supermarket, accessed via Halftide Wharf.

##### **4.1.3.1 Residential Plot Parking Facilities**

The proposed ground floor car park is to be access from a similar location to that of the existing private car park as illustrated in Figure 5. The car park will be private to residents only, with access being controlled by electric roller shutters. Thirty three parking spaces are proposed with ten to disabled standards.

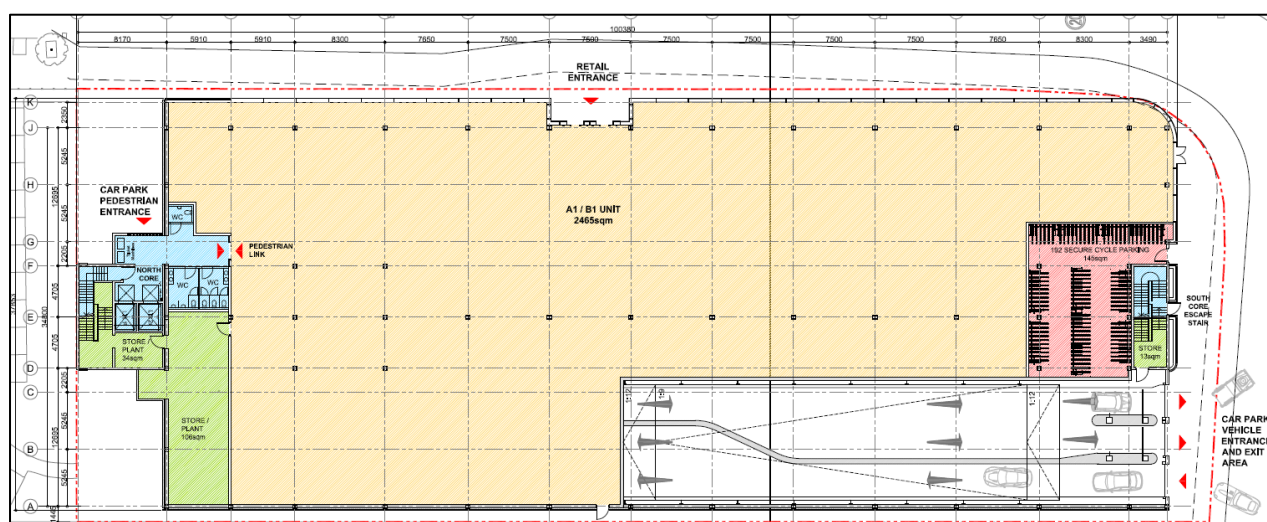


**Figure 5: Residential Plot Ground Floor Car Park Layout**

A turning head has been proposed on the access road to as to enable misguided drivers to turn without the need to reverse back onto Queens Wharf.

#### **4.1.3.2 Multi Storey Car Park Parking Facilities**

The proposed multi-storey carpark is proposed to facilitate parking demand across the whole masterplan site. Vehicular access to the proposed carpark will be via Halftide Wharf. Two exit lanes and one entry lane is proposed. Direct access from Halftide Wharf into and out of the carpark will be over a dropped kerb footway crossover arrangement, with demarcated kerb lines so as to made pedestrians and cyclists aware of the access point. The entry lane running into the carpark will split into two lanes so as to enable two barriers to be provided for entry into the carpark. An indication of the carpark ground and first floor layout is shown in Figure 6, whilst a full set of the multi storey carpark plans have been submitted in support of the respective planning application.



**Figure 6: Multi Storey Car Park Ground Floor Layout**

Egress from the two exit lanes will be controlled by barriers within the carpark. The provision of two barriers will increase the number of vehicles that can exit the carpark at peak periods, along with catering for vehicles stopping at the barriers, blocking exit manoeuvres, who have forgotten to pay for their ticket, whilst still allowing other vehicles to exit the carpark. The proposed carpark has been designed to accommodate 691 parking spaces, including parent and child, disabled and electric charging bays, along with motorcycle parking spaces.

Types and quantum of parking spaces, parking standards, and stacking capacity of the carparks barriered entry and exit system, are discussed later in this report.

#### 4.1.4 Servicing

With regard to deliveries and servicing arrangements associated with the proposed land uses, it is recommended that a servicing and delivery management plan is conditioned for each land use as part of any granted planning permission, to be agreed with the planning authority prior to any occupation of the sites respective land uses.

##### 4.1.4.1 Office

The small office is proposed to be serviced directly from Queens Wharf.

##### 4.1.4.2 Residential plot

The residential plot is proposed to be serviced directly from Queens Wharf.

##### 4.1.4.3 Supermarket

The supermarket is proposed to be serviced directly from Monarchs Quay and Halftide Wharf.

#### 4.1.5 Wayfinding Amendments

Appreciating that the proposals include the construction of buildings on existing private parking areas, the local vehicular directional signage will require amendments. A high-level review of the existing road signage in the Kings Dock and Albert Docks road network has been undertaken so as to identify signs requiring

alternations. A drawing illustrating the location of existing signage impacted, and the proposed alterations to the signage is presented in Appendix C.

It is noted that the proposed alterations are of a high-level feasibility nature, and as such a condition should be applied to any granted planning permission for the amendments to be designed in detail and agreed with the planning authority.

## 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 overall masterplan 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 and bus services to local residential conurbations.

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 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 who's 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 users 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;
- 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 Plan. 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 Plan and they should be encouraged to make the Travel Plan their own. If the Travel Plan 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 Plan.

Copies of the Travel Plan 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 Travel Plan, 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 Plan 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 has 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 SUSTIANABILITY 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 users 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

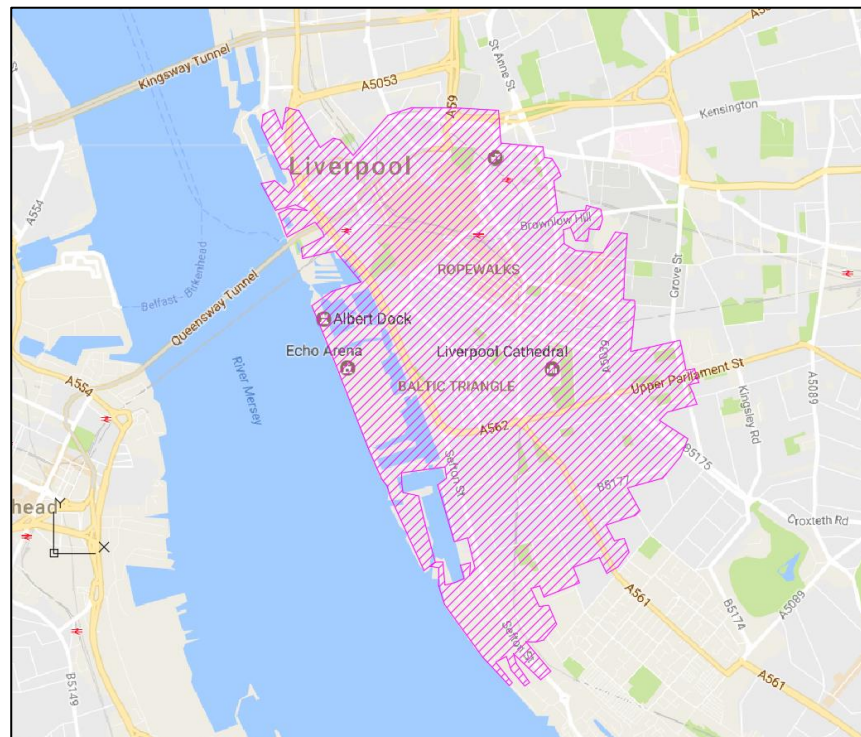
The Chartered Institution of Highways and Transportation (CIHT) in their document 'Guidelines for Providing for Journeys on Foot, 2000' state that "walking accounts for over a quarter of all journeys and four fifths of journeys less than one mile". It is generally considered that people are prepared 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 7 illustrates the 2000 m walking distance measurement taken from the centre of the site.



**Figure 7: Walking Isochrone**

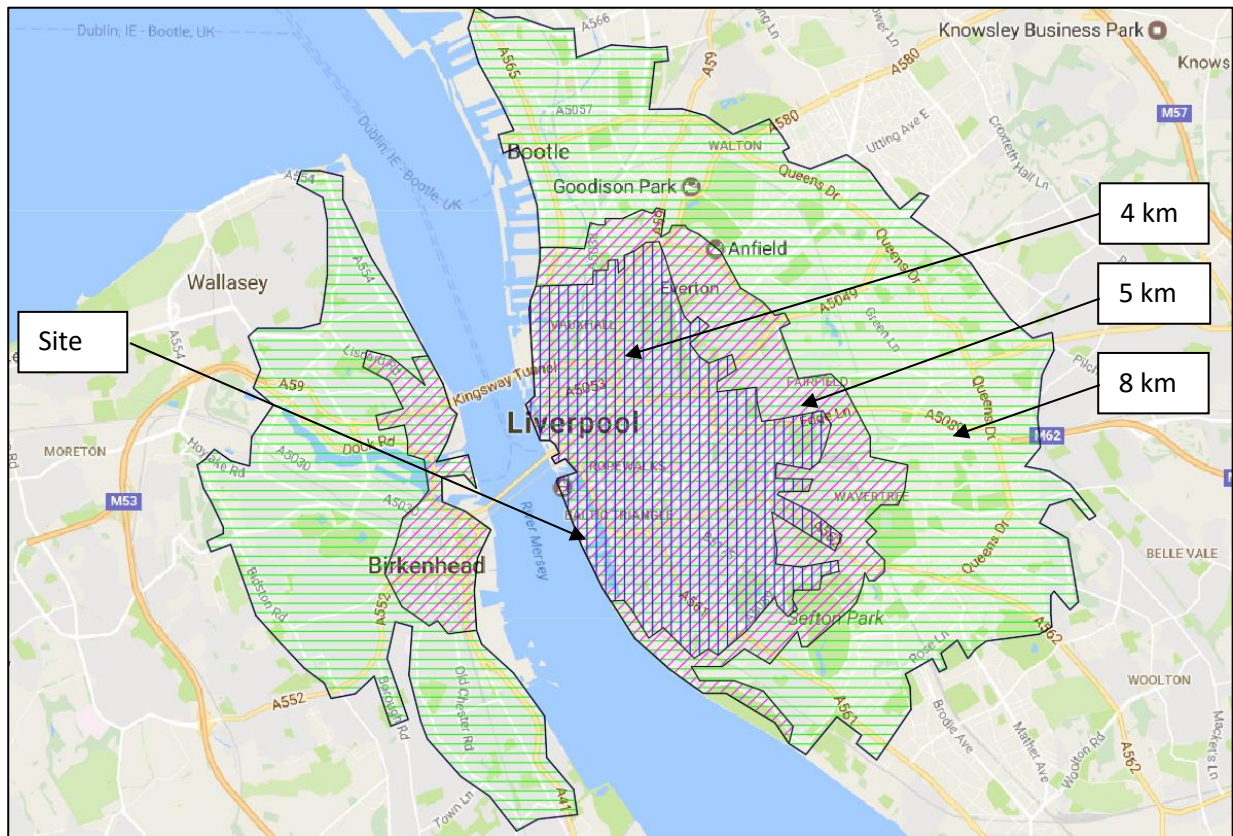
Based on the isochrone shown in Figure 7, it can be seen that the following key features lie within 2km of the site:

- 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 8 illustrates cycling isochrones measured from the centre of the site.



**Figure 8: Cycling Isochrone**

As with walking, the topography of the local area should prove conducive to cycle journeys.

Based on the isochrone in Figure 8, it can be seen that, for example, the following key features lie within 5km of the site:

- Liverpool Central Station;
- Liverpool Lime Street Station;
- Royal Liverpool University Hospital;
- Liverpool One Bus Station;
- Restaurants and shopping facilities in central Liverpool;
- Sefton Park;
- Liverpool John Moores University; and,
- Liverpool University

An extract from the Sustrans website along with local cycle route map data is presented in Figures 9 and 10 which illustrates Liverpool's cycling routes.

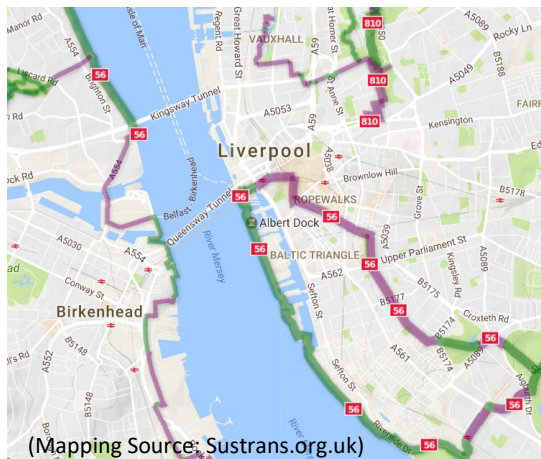


Figure 9: Area Wide Cycling Network (Sustrans)

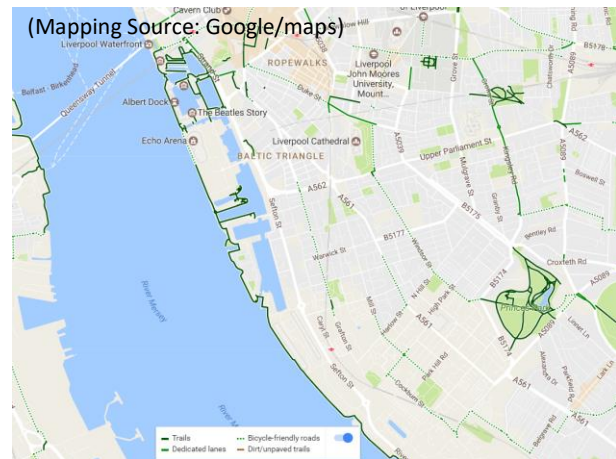


Figure 10: Local Cycle Routes

The thin purple coloured routes shown in Figure 12 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 11.

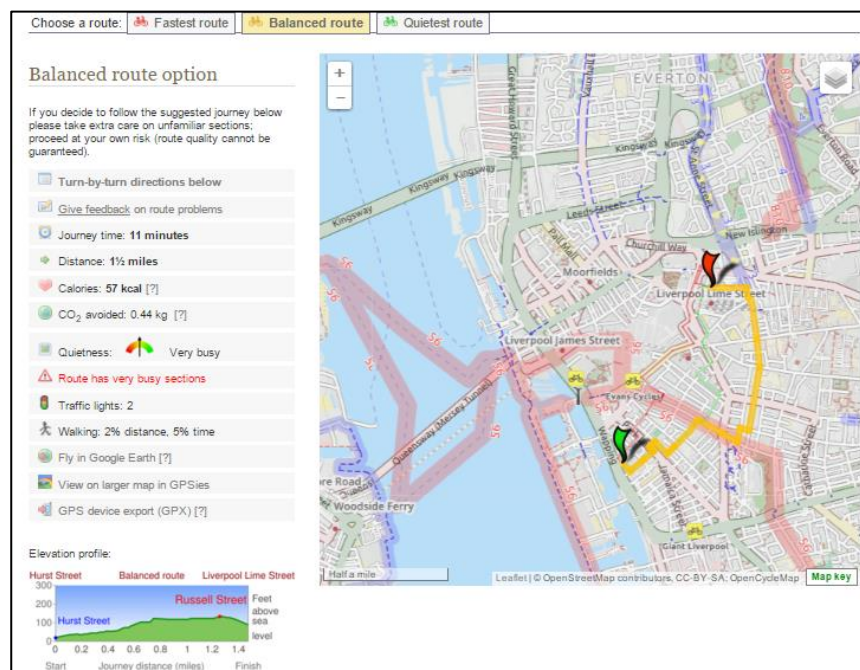


Figure 11: Example Extract from Cycle Streets Website

## 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.

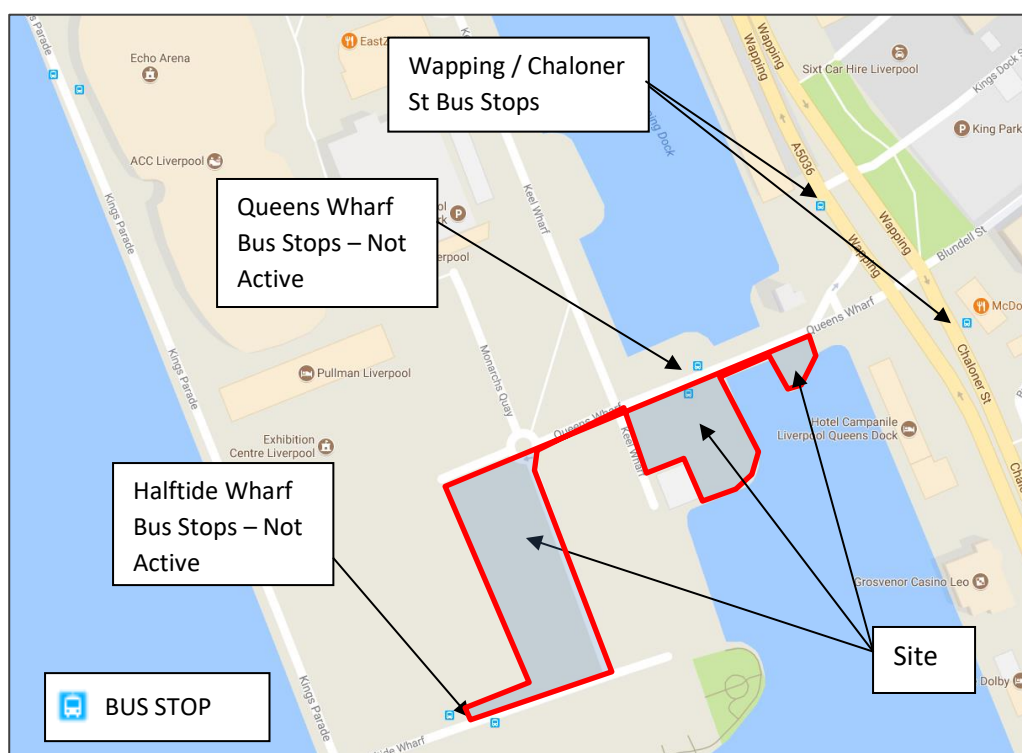
The C5 routes still operates although travels along Kings Parade with only one service per day. It is understood that a separate service '4' also runs along Kings Parade with similar headways to the previous C4 and C5 services on a 30 minute frequency Mondays to Saturdays.

Two additional bus stops are within 400 m walk from the site, located on Wapping and Chaloner Street, as illustrated in Figure 12. The current routes, frequencies, and headways serving these stops are listed in Table 4.

**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 12: Existing Bus Stop Locations**

Given the size of the overall masterplan it is considered that the critical mass for a bus service to be economically viable will be reached, with the mixed use type of development reducing the 'irregular' demand created by the Arena leisure land uses alone.

As such, given the masterplan layout, bus stops on either side of Monarchs Quay have been proposed so as to become active once the proposed development reaches a critical mass which would enable an existing bus service to be diverted, or for a new service to be provided.

It is understood that as a rule of thumb 13 patrons are required per mile to enable a bus service to be economically viable, and that it costs in the order of £120,000 to fund a new bus serve for six days a week (usually a short circular route for example between the site, and the city centre).

Calculations undertaken in the Transport Assessment include multi modal forecasts, including estimates as to the likely weekday public transport journeys that would be created by both Phase 1 and Phase 2 of the masterplan.

Bus travel is forecast to make up 48% of all public transport trips which would equate to 630 weekday trips associated with Phase 1 and 1,425 trips associated with Phase 2, excluding any demand created by the arenas or surrounding land uses such as The Keel.

Assuming a circular route from the site and the city centre is approximately 3 miles. Which would mean 39 passengers would need to use the service each frequency of the service. Assuming a 30 minute frequency, operating 12 hours per day (24 daily services) this would imply that there would need to be in the order of 1,000 passengers on a weekday to make the service economically viable.

Considering this, the Phase 1b development is still forecast to generate in the order of 630 patrons per weekday, and as such this level of demand is likely to make it viable to extend or divert an existing service through the development site once Phase 1b becomes fully operational. When Phase 2 becomes operational a new bus service may be viable with increased frequencies during peak periods.

It is appreciated that the viability of funding a new or diverted bus service initially through the site will not be economical. However, there are existing bus stops within a 400 m walking distance of the site, and therefore it is not necessary to initially re-route a service through the development.

As part of the development proposals, new bus stop infrastructure is proposed on either side of Monarchs Quay. This infrastructure is predicted to become operational once a critical demand in public transport patronage is reached.

As part of the Travel Plan Co-ordinators role, undertaken by the occupiers of the 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.

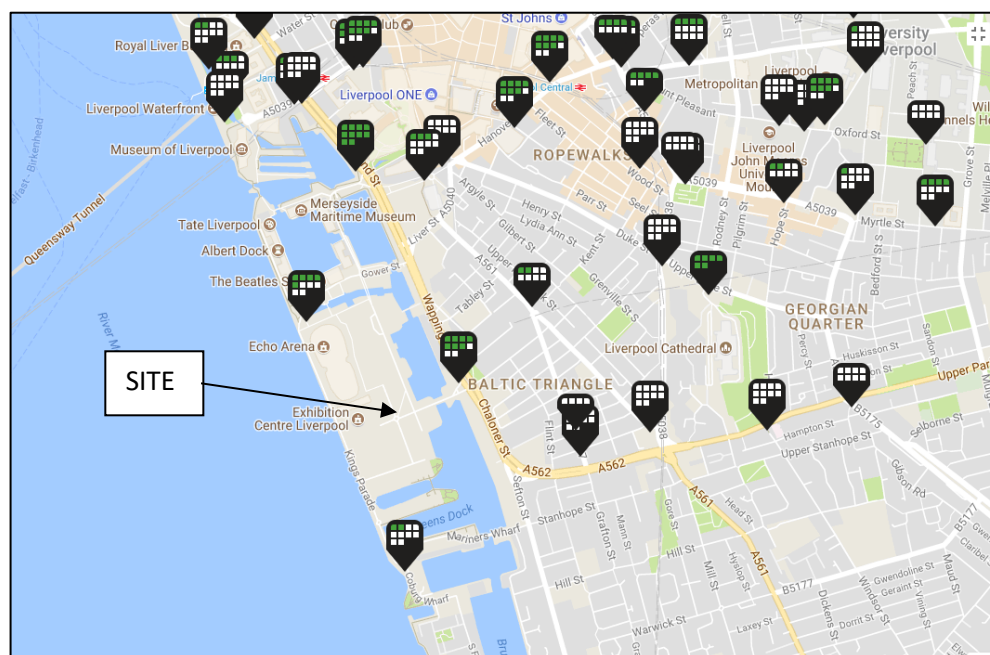
#### **7.5.2 Means of access for Public Transport – Train**

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 13.



**Figure 13: 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 will undertake car sharing, albeit in an informal manner as they commute with colleagues. As staff start to establish relationships with other colleagues, it is unlikely that a significant number of single occupancy vehicles (SOV) trips will be generated by the development.

The Travel Plan Co-ordinator will introduce the idea of car sharing to staff 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.

Effective management of the proposed parking facilities, that will be available to staff, could involve the introduction of stricter methods of enforcement by the developments management in an attempt to encourage staff to use alternative modes of transport. This will be by means of setting the staff parking areas as far away as possible from the office entrances, although personal safety for access to the site will be a priority. The use of the parking area will be enforced through the operators of the site and periodic parking inspections undertaken by the TPC highlighting inappropriate.

The size of the parking provision for carshare allocations will be very much dependent upon the level of uptake, it is proposed that carshare spaces will be provided close to the entrance of the building.

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. The websites would 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 staff 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 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 Plan will be marketed by the 'business operator (both managers and staff) 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 staff.

The end users will promote the sustainable travel and car sharing by providing links on their websites to the following sites:

[www.acttravelwise.org/home](http://www.acttravelwise.org/home)

[www.sustrans.org.uk](http://www.sustrans.org.uk)

<http://www.fuel-economy.co.uk/calc.shtml>

<http://www.livingstreets.org.uk/walk-with-us/events/walk-to-work-week>

<http://www.liftshare.com/business/liftshareweek.asp>

Informal Travel Packs will be made available by the developer, via the TPC, 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 staff on noticeboards and where relevant through emails and intranet systems. The Developer and unit occupants 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 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 employees.
- 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. showers, lockers, drying facilities for wet clothes 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 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 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. showers, lockers, drying facilities for wet clothes 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 a new bus stop adjacent to the development site;
  - » Provision of suitable pedestrian routes to bus stops;
  - » Provision of personal alarms upon request for employees who use the bus to travel to or from the site; and,
  - » Monitoring of Bus patronage and liaison with the City Council should a trigger be met for an existing service to be diverted / extended into 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-ordinator receives 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.
Monitoring of bus patronage and feedback patronage numbers to the Planning Authority on an annual basis so as to inform the possibility for existing bus services to be diverted / extended through the site.	The Occupier / TPC	Ongoing associated with the monitoring reports

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

Measure	Responsibility for Implementation	Approx. Timescale for Implementation
Provide car parking acceptable to LCC standards / agreements.	Developer / The Occupier / TPC	Agree with LCC at detailed design stage.
Set up, promote and maintain an informal site wide car share scheme	The Occupier / TPC	Available prior to 50% of Phase 1b 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 D.

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 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 Peter Norton**.

The TPC 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 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 Peter Norton	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.

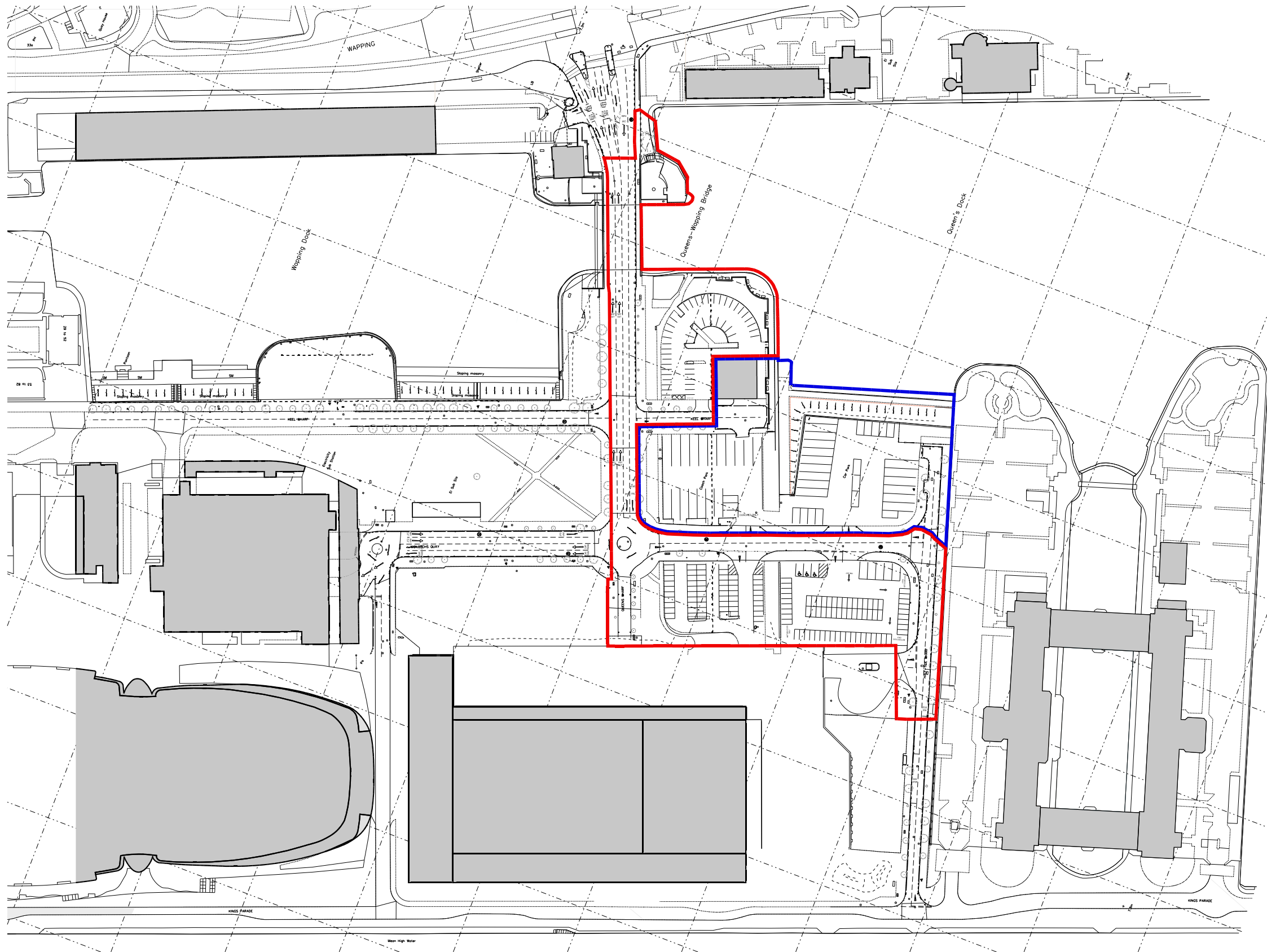
A combination of measures, initiatives and actions have been set to promote more sustainable modes of transport and aid in achieving modal shift away from single occupancy private car trips.

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 E;
- Off-site improvements, including the upgrade of existing and provision of new uncontrolled pedestrian crossings and provision of new bus infrastructure is detailed in the accompanying Transport Assessment;
- Monitoring of bus patronage specifically relating to the potential for nearby bus routes to be diverted / extended through the site once patronage reaches a critical mass;
- Provision of Citybike taster tickets;
- Provision of an informal car share club on site; and,
- Ongoing monitoring of the Travel Plan by means of annual monitoring surveys and reports.

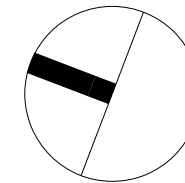
## Appendix A: MASTERPLAN





## KEY

- APPLICATION SITE  
15667 sq.m / 3.87 Acres / 1.57 Hectares
- PREVIOUS APPLICATION  
ALREADY SUBMITTED



# FALCONER CHESTER HALL



London | Liverpool | Kuala Lumpur | Telephone +44(0)151 243 5800

rev b 27.09.17 - application site updated  
rev a 31.08.17 - north arrow added

Project Title  
Monarch's Quay

Drawing Title  
Site Plan - Application 1b

Client  
YPG Developments

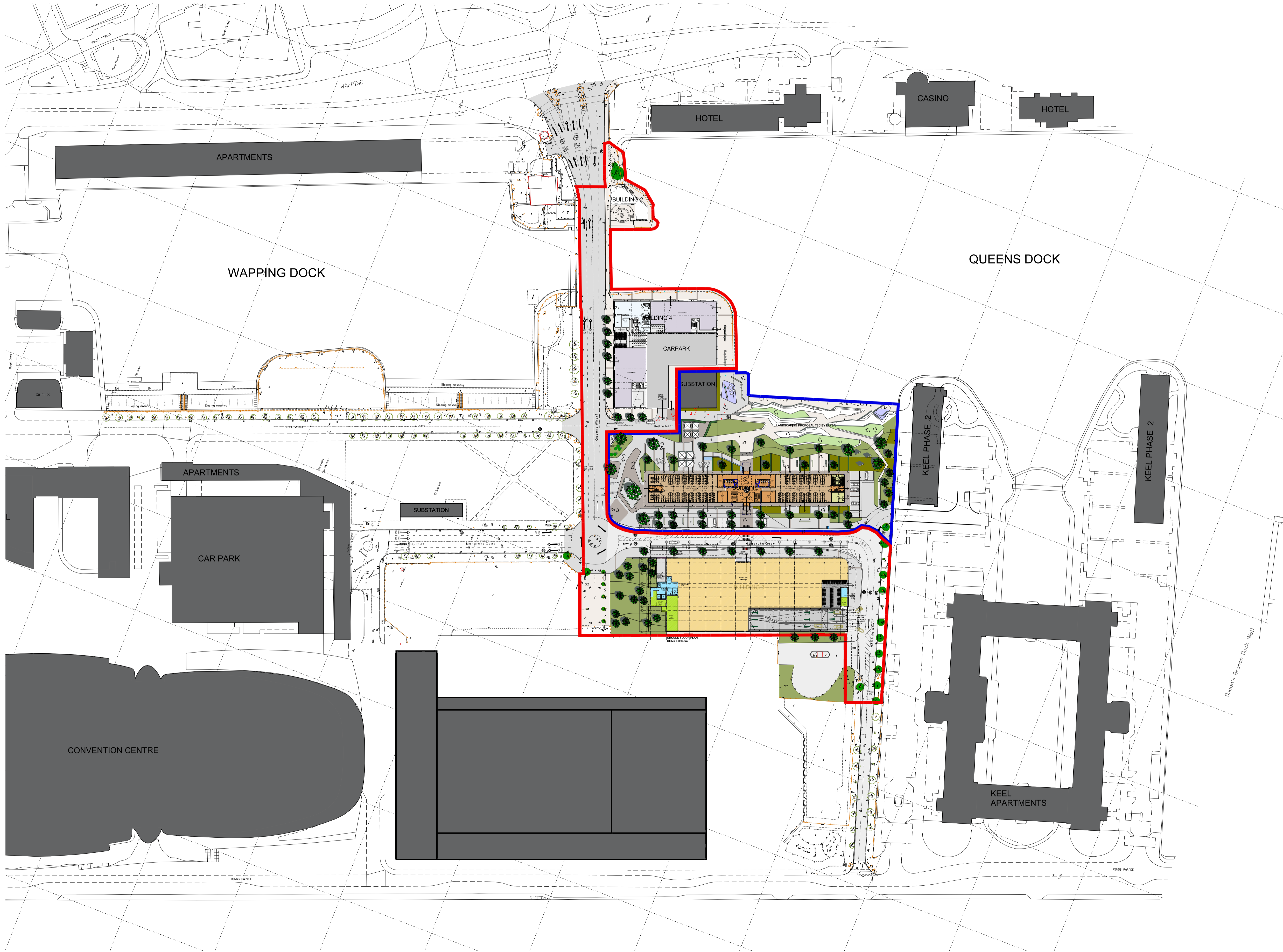
Drawn By Date  
SLF 18.01.2017

Scale  
1:2000@A3

Project No.  
P16-144

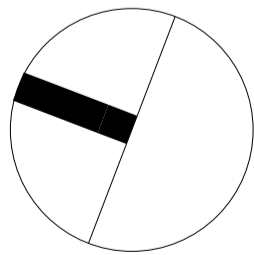
Drawing No.  
01-01-005B

www.fcharchitects.com  
© F.C.H.



KEY  
APPLICATION SITE  
15667 sq.m / 3.87 Acres / 1.57 Hectares

PREVIOUS APPLICATION  
ALREADY SUBMITTED



FALCONER  
CHESTER  
HALL

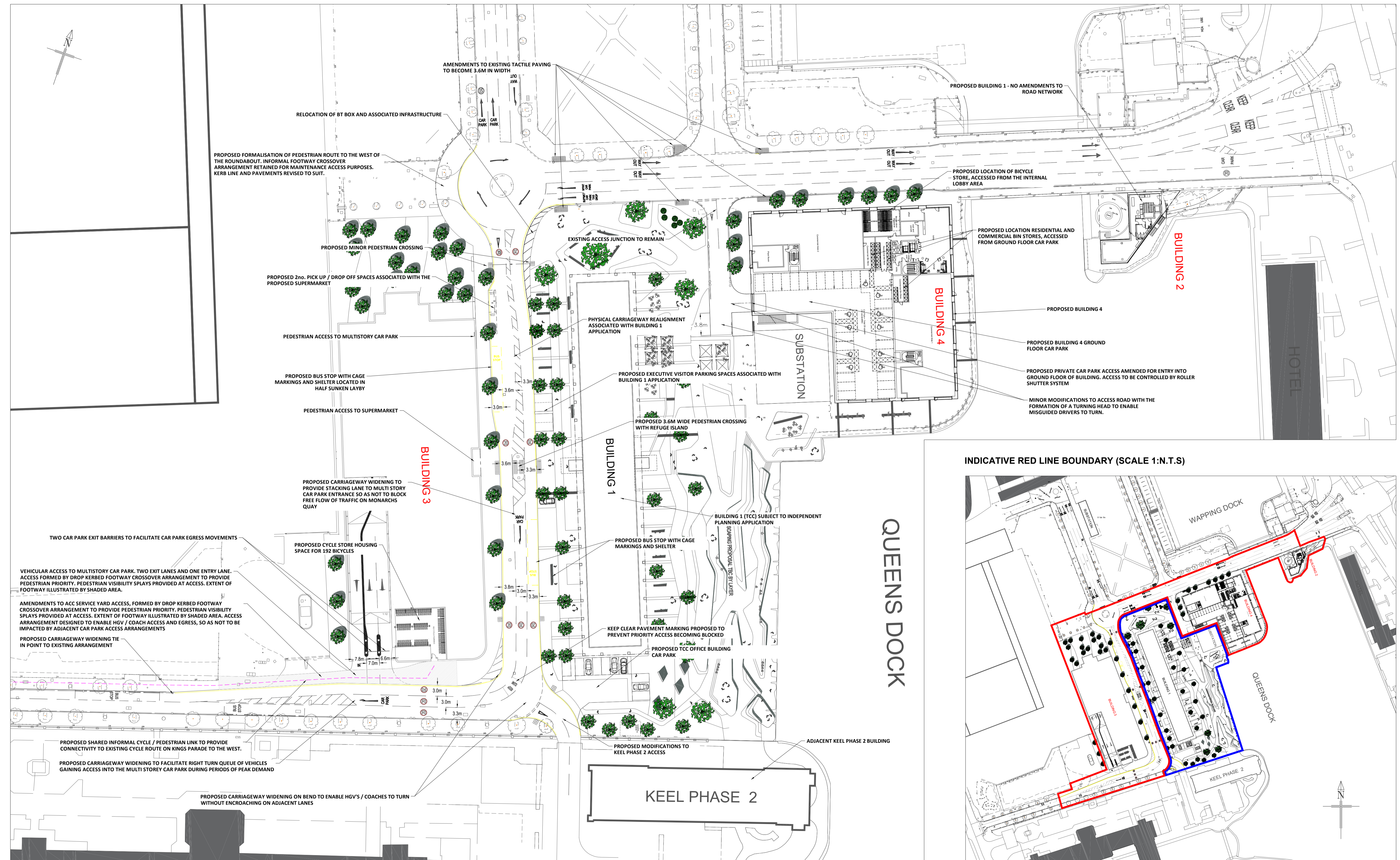



Rev B - 06.10.17 Building 3 and landscaping updated  
Rev A - 02.10.17 Building 4 note added  
Project Title  
Kings Dock  
Drawing Title  
Proposed site plan - Application 1b  
Client  
YPS Developments  
Drawn By  
SLF  
Date  
02.10.17  
Scale  
1:1250 @ A1  
Project No.  
P16-144  
Drawing No.  
02-02-007B  
www.fcharchitects.com  
© FCH


London | Liverpool | Kuala Lumpur | Telephone +44(0)151 243 5800

## Appendix B: HIGHWAY LAYOUTDRAWING



[illegible]

 **INDICATIVE SITE BOUNDARY**

 **LAND IN APPLICANTS CONTROL**  
(Indicative Phase 1 Boundary)



Drawn MC	Designed MC	Approved LC	Drawing Date 17/10/2017
Project No. VC0090		Scale 1:200@A1	

Project	PROPOSED REDEVELOPMENT OF MONARCHS QUAY - PHASE 2
---------	--

Sheet

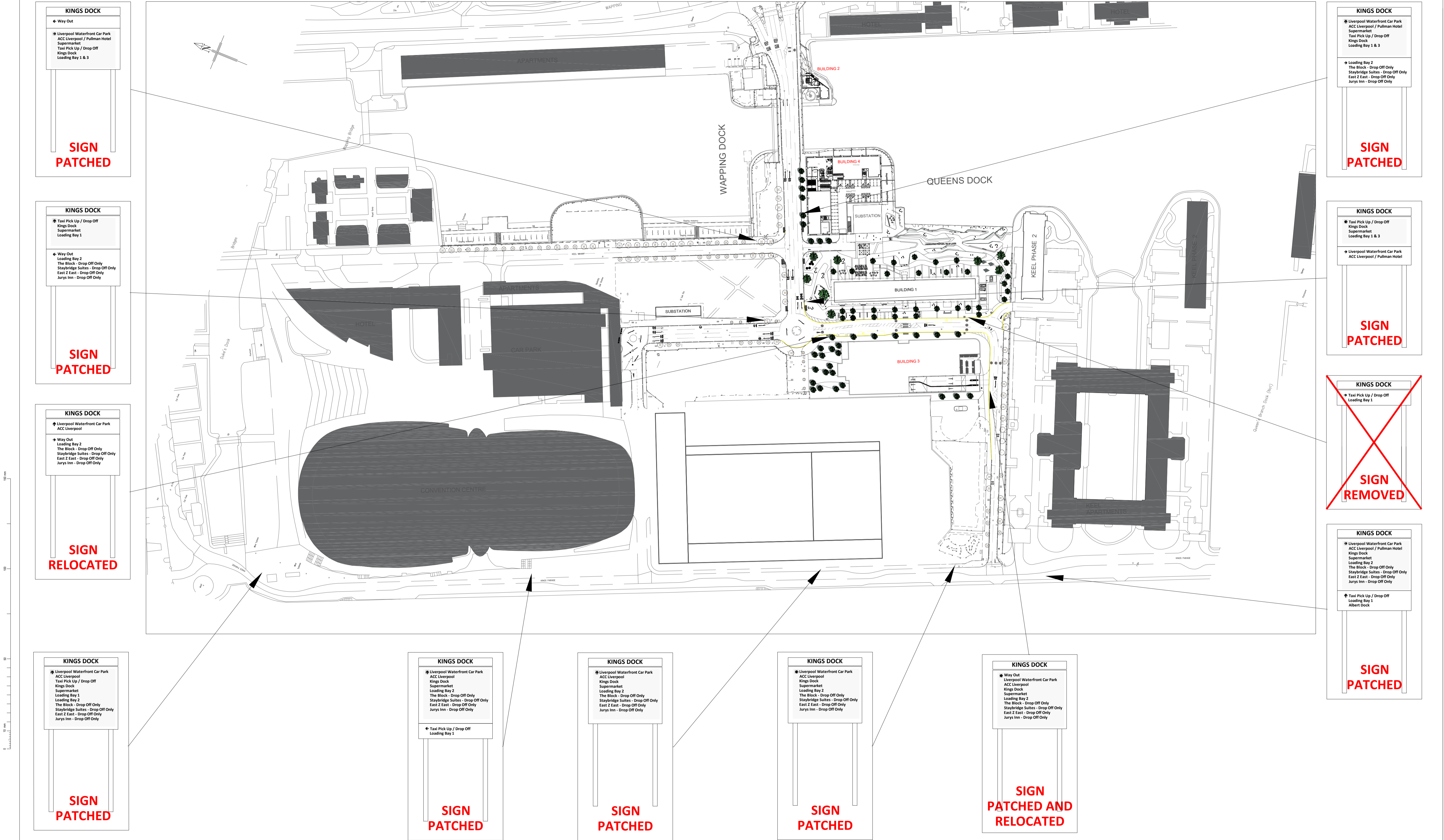
PROPOSED ACCESS ARRANGEMENTS AND ROAD LAYOUT ALTERATIONS (FEASIBILITY LAYOUT)

Drawing No. VC0090	Sheet No. 101	Revision -
-----------------------	------------------	---------------

## Appendix C: SIGNAGE ALTERATIONS DRAWING



SITE PLAN (SCALE: NTS)



Revision	Amendment	Approved	Revision Date
-	-	-	-



Drawn	Designed	Approved	Drawing Date
MC	MC	LC	17/10/2017
Project No.	Scale		
VC0090	NTS		

Project  
PROPOSED REDEVELOPMENT OF MONARCHS QUAY - PHASE 2

Sheet  
PROPOSED SIGNAGE ALTERATIONS STRATEGY

Drawing No.	Sheet No.	Revision
VC0090	105	-

## **Appendix D: 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 E: 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