



Proposed 103 Homes
Amberley & Harrogate St
Hendon
Sunderland

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DOCUMENT QUALITY CONTROL		DOCUMENT REF: 1042 -TP	
	Revision	3	Digitally signed
	Originated	SW	
	Authorised	AW	
	29 April 2022		

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Development Proposals

Summary

Action Plan



Step 01

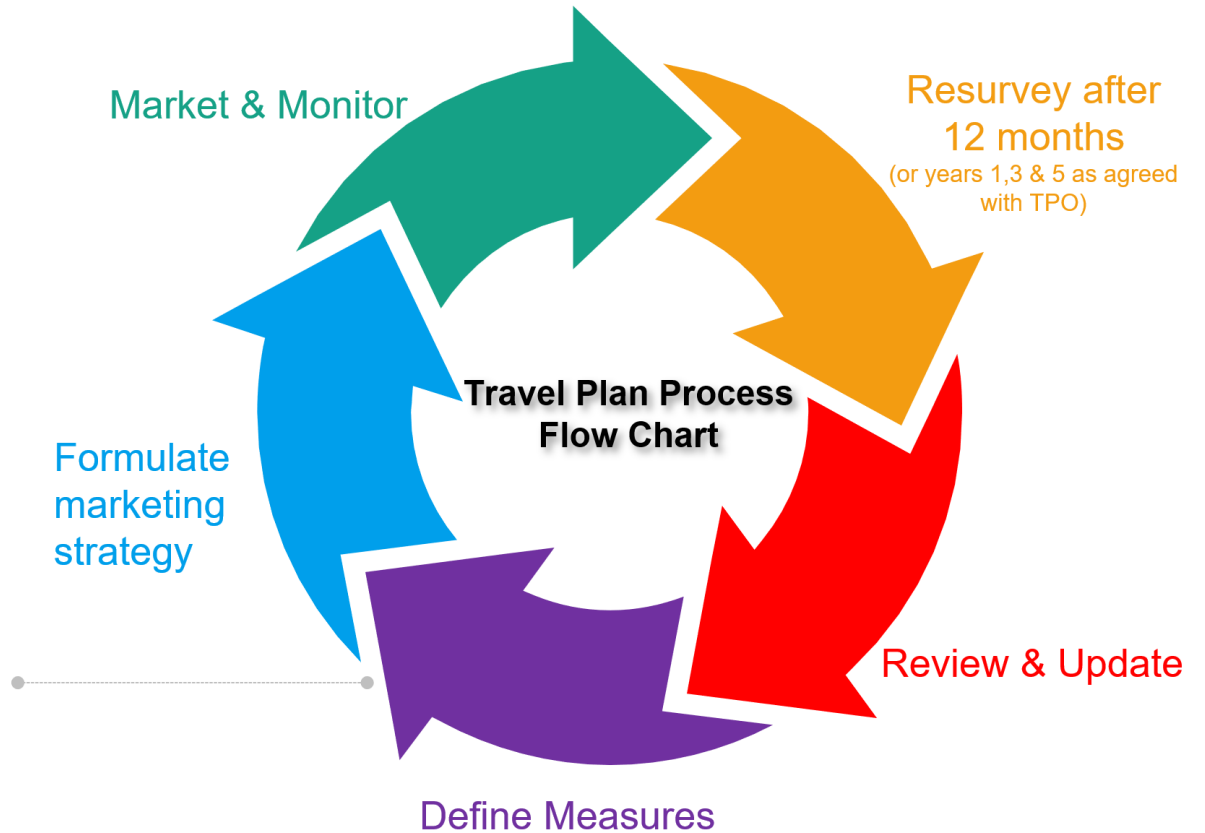
Define the purpose

Step 02

Obtain Management & allies support

Step 03

Survey and analyse the data



A.1 iTransport Planning, a specialist member of iPRT Group of companies, has been commissioned by the Applicant to provide a preliminary Travel Plan for the proposed 103 homes on the land adjoining Amberley Street and Harrogate Street, Hendon, Sunderland, google maps link <https://bit.ly/3DsFDDX>.

SITE LOCATION

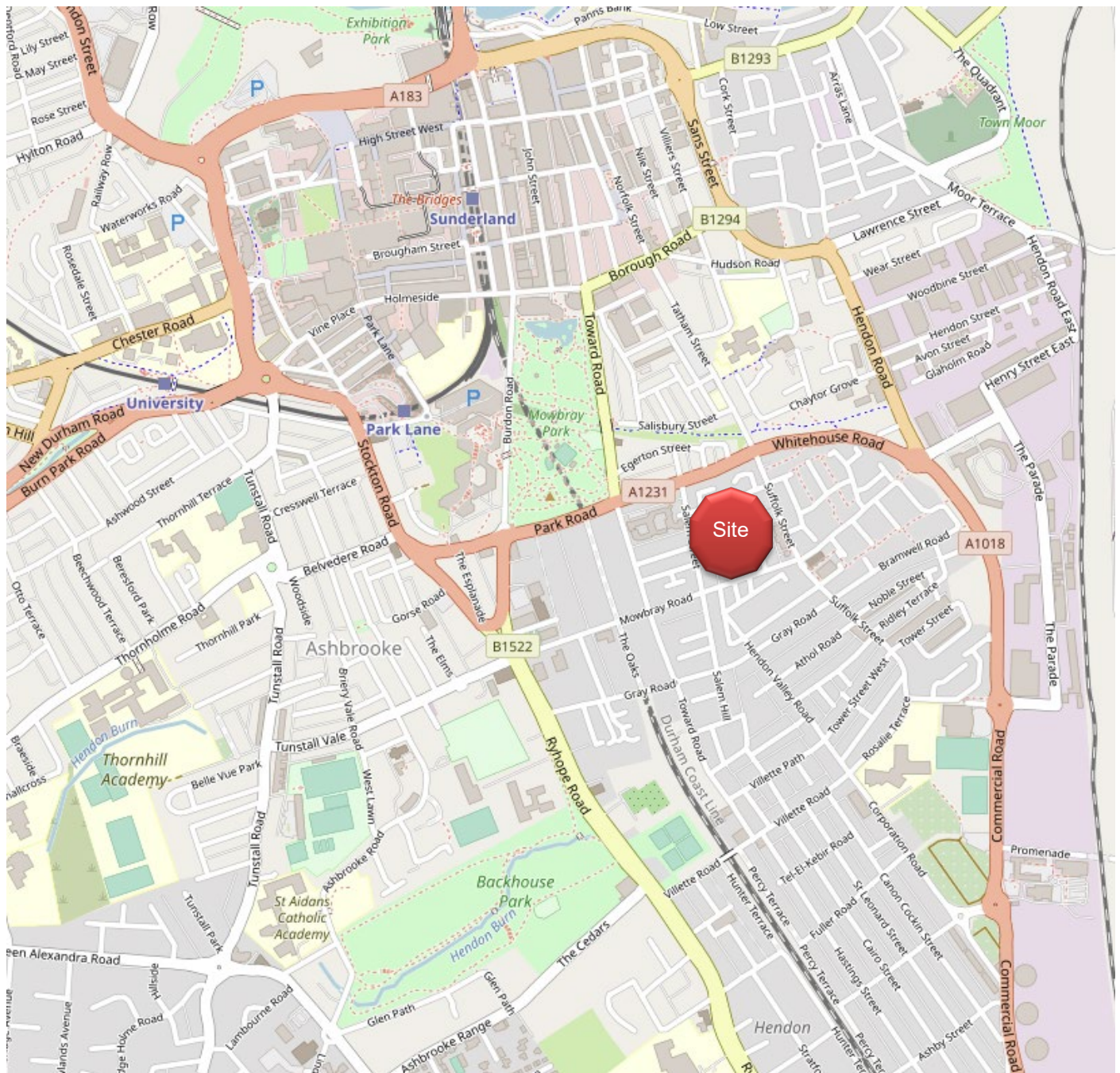


Figure A.1
Illustrative Layout



- It costs UK motorists upwards of £6,000 a year to own and run an average car (Source: The AA). So, it makes sense to think carefully about whether a vehicle is needed.
- The RAC says that around three million cars in the UK are used less than once a week.
- Should Cyclists be put off by steep terrain on their route, there is always the option of purchasing an electric bike. Starting at around £500, they have a range of 20–25 miles and also offer both speed and fitness benefits.
- Motorbikes and scooters cost considerably less to run than a car. For example, 125cc bikes and scooters will do more than 100 miles per gallon, which means a 20-mile daily work commute could cost as little as £5 a week in petrol. Electric scooters are particularly cheap to run – as little as 1p a day with a range up to 40 miles.
- Even working from home just one day a week would help reduce car parking congestion.

- i A Travel Plan (TP) promotes sustainable travel awareness and encourages sustainable travel choices. An effective and efficient TP is the mechanism for achieving a sustainable transport access strategy to the site. This document provides the framework for operating the TP. The TP is prepared taking account of currently available best practice guidance and experience.
- ii The overall responsibility for the TP will be managed and operated by the Travel Plan Coordinator (TPC)
- iii Figure B.1 presents the TP Summary that forms the basis of operating the TP. This summarises identified measures that are proposed and indicates the timing for the start of the measures. It creates positive sustainable transport awareness and culture for the development. This Summary will be reviewed and amended as appropriate as part of the monitoring and review process of the TP.

FUNDING

- iv Appropriate funding will be allocated at the start of the Travel Plan process to cover the costs involved in administering the Travel Plan for the five years. The funding will cover all costs relating to the TPC, implementation of measures and initiatives, marketing of the travel plan and annual monitoring.



1. **Three months prior to occupation**
2. **Annually**
3. **Within 3 months of occupation – to be agreed with LPA**
4. **Ongoing – also included in Welcome Pack**
5. **Design Stage**

Figure B.1
TP Summary

C. ACTION PLAN



All of the following Actions will form part of the TPC role/responsibility to promote and publicise. The role is funded by the Applicant.

As part of the future full travel plan, the action table will include start and end or review dates for all actions and a named representative who will be responsible for ensuring that they are carried out. These cannot be specified at this stage but will be reviewed and updated once this is possible.

ITEM	CODE	ACTION	PUBLICITY METHOD	TARGET	TARGET DATE	COMMENTS
Appoint TPC	TP1	Three months prior to first occupation	N/A	TPC	3 months prior to first occupation	
Production of Welcome Pack	TP2	Three months prior to first occupation	N/A	Residents	3 months prior to first occupation	Distributed through sales or letting team
Travel Plan Group	TP3	The TPC will set up a TP group to discuss travel-related issues and to provide a means of disseminating information concerning the Travel Plan.	Welcome Pack	Residents	Within 3 months of occupation	Hold quarterly on a weekday evening to encourage attendance.
TP Target	TP4	To increase the number /percentage of those walking, cycling, car-sharing and using public transport by 2% year on year subject to initial survey findings	Welcome Pack	Residents		

REDUCING UNNECESSARY TRAVEL						
Cycling / Walking						
Tax incentives for cycling	TP5	Raise awareness of this initiative and promote to all through social media, Welcome Pack and as part of personalised travel planning	Welcome Pack	Residents	3 months prior to first occupation	
Cycling & Walking promotion as part of healthy living	TP6	<p>Ongoing promotion of cycling and walking by making good use of social media</p> <p>Promote cycling on special days e.g., bike2work day, Car Free Day, at Work Without My Car Day; Car-free challenge day; sponsored walks; race for life; sports relief, national Walk to Work Week, National Bike Week...etc</p> <p>In social media, Welcome Pack, etc include a map of the local area with walking routes and 5 or 10-minute walking distance boundaries.</p> <p>In social media, Welcome Pack, etc include a map of the local area with cycling routes and 10 or 20-minute walking distance boundaries.</p>	<p>Welcome Pack</p> <p>Social media</p> <p>Website</p>	Residents	Starting 3 months prior to first occupation & Ongoing	Provide small rewards for those who cycle/car share (e.g., pen, a box of chocolate, etc.)
Bicycle User Group (BUG)	TP7	<p>Set up BUG to hold meetings at least once every 6 months</p> <p>Offer cycle maintenance classes and cycle training.</p> <p>Organise a cycle buddy scheme (BikeBUDI)</p>	<p>Welcome Pack</p> <p>Social media</p> <p>Website</p>	Residents	Within 3 months of occupation	BUG to help cyclists to devise a cycle route to the site

<p>Encourage walking and cycling</p>	<p>TP8</p>	<p>Promote walking and cycling as healthy lifestyle choices.</p> <p>Participate in sponsored walks and events such as Race for Life, Sports Relief, national Walk to Work week...etc</p> <p>Organise a cycle buddy scheme (BikeBUDI) to encourage less experienced cyclists to develop their confidence whilst riding with the more confident. Cycle buddies may cycle to work together or ride at lunchtime.</p> <p>Negotiate discounts on bikes and accessories with local retailers.</p> <p>Provide opportunities for security marking of bikes</p>	<p>Welcome Pack</p> <p>Social media</p> <p>Website</p>	<p>Residents</p>	<p>Starting 3 months prior to first occupation & Ongoing</p>	
<p>PUBLIC TRANSPORT</p>						
<p>Public Transport* Publicity</p> <p>* Includes bus, Metro, Tram, Rail (etc)</p>	<p>TP9</p>	<p>Publicise the proximity of the site to local amenities</p> <p>Publicise the route / connectivity that public transport would provide; timetables, travel information lines etc include in Welcome Pack newsletter and social media.</p> <p>Publicise the financial benefits public transport would achieve.</p> <p>If relevant, arrange for 'Transport providers'* to send additional information to provide guidance on personal travel requirements to and from the Site.</p> <p>Display and update public transport timetables on the development site's website</p> <p>Promote Traveline 0871 200 2233 to help with personal travel requirements</p>	<p>Welcome Pack</p> <p>Social media</p> <p>Website</p>	<p>Residents</p>	<p>Starting 3 months prior to first occupation & Ongoing</p>	<p>If and when services are improved over time, these will be heavily publicised to encourage maximum take-up.</p>
<p>Encourage use of public transport</p>	<p>TP10</p>	<p>Promote 'Buddy' scheme if needed</p> <p>Promote the health and financial benefits and make good use of social media</p>	<p>Welcome Pack</p> <p>Social media</p> <p>Website</p>	<p>Residents</p>	<p>Starting 3 months before occupation & Ongoing</p>	

AWARENESS RAISING						
Inform	TP11	<p>Induction handbook / Welcome Pack to include Travel Plan information, provided to all</p> <p>Include details of public transport, timetables, cycle and walking links, how and where to buy tickets, etc</p> <p>Travel to the site information on the development's website and social media</p> <p>Important to publicise success and keep everyone informed</p>	<p>Welcome Pack</p> <p>Social media</p> <p>Website</p>	Residents	Starting 3 months prior to first occupation & Ongoing	Make good use of social media & website
Travel Awareness & Information	TP12	<p>Travel Awareness targeting all. Identify suitable communications media through:</p> <ul style="list-style-type: none"> • Social media • Development's website • Newsletters; & • Travel Plan Groups 		Residents	Starting 3 months prior to first occupation & Ongoing	Website links and information should include details of sustainable modes of travel to the site
Personalised Travel Planning	TP13	<p>Provide personalised travel planning. The 'core service' involves offering free tailored information and support "over the doorstep", enabling them to walk, cycle and use public transport more often.</p> <p>Publicise the frequent and reliable service public transport would provide.</p> <p>Publicise the route / connectivity and financial benefits public transport would provide.</p> <p>Brief all involved in respect of the Travel Plan, such that they can pass on appropriate information to potential residents.</p> <p>For successive occupants / residents, the TPC or their representative will offer to meet them on an individual basis.</p>	<p>Welcome Pack</p> <p>Social media</p> <p>Website</p>	Residents	At the viewing stage and again at the key handover	<p>Provide personalised travel plans before "first occupation" to ensure that everyone is 'captured' from the very early stages before they are 'set in their own way.'</p> <p>Measures will be identified to facilitate information being disseminated effectively.</p>

CAR USE							
Reduce car use	TP14	Endeavour to reduce car use in line with the discussion in Chapter 5			Residents	ongoing	TPC to encourage cycling/walking / car-sharing to work, schools, commuting, leisure and shopping trips
Car sharing	TP16	Develop a system to encourage commuters to travel together Develop a car share scheme, to match up those employees who live near each other. Hold a car share and cake / coffee / biscuit morning to introduce potential car sharers to each other.	Welcome Pack Social media Website		Residents	Starting 3 months prior to first occupation & Ongoing	Mapping work/study/place of residence postcodes to encourage car sharing and provide details on car share schemes (within the limitations of GDPR)
Car-sharing, Guaranteed Ride Home and BikeBUDI promotion	TP17	Promotional publicity to be put on the development website, newsletters and social media. Promote Lift Share Week and Car Free Day.	Welcome Pack Social media Website		Residents	Starting 3 months prior to first occupation & Ongoing	TPC to join a car-share platform(s).
REDUCING THE NEED TO TRAVEL							
		Promote home working, remote working and flexible working (if possible). Encourage staff to check e-mails first thing in the morning at home, and then travel to work later in the day when public transport and the roads are quieter. If staff have a meeting close to home, encourage them to travel straight to the meeting, rather than going into the office first.	Welcome Pack Social media		Residents	On first occupation and Ongoing	

D. POTENTIAL FORUM TOPICS

The following table sets out provisional topics for initial forum / Travel Plan Group meetings. Additional meetings may be appropriate if initiatives become available and require promotion to the Travel Plan Forum (such as through Smarter Choices Smarter Places scheme or other funding streams).

MONTH	TOPICS	
<i>April / May</i>	<p>Travel survey planning</p>	<p>Planning and preparation for survey in May (or the survey anniversary date) and how this will be promoted to maximise response.</p>
	<p>Bike Week</p>	<p>Discuss what activities will be provided as part of Bike Week (for example June / July) and how this will be promoted to maximise participation.</p>
	<p>Public Transport Corporate offer(s)</p>	<p>highlight any offers to forum members by getting Rail, Bus, Metro / Tram and other public transport operators to speak with Forum reps directly.</p>
	<p>Walk to Work Week</p>	<p>Discuss how to promote this to maximise participation.</p>
<i>June / July</i>	<p>Travel survey feedback</p>	<p>Provide an overview of travel survey results obtained from the survey conducted in May (or whatever the survey month was).</p>
	<p>Bicycle User Group</p>	<p>Discuss any support available from local cycling charities / organisations / clubs, local authorities, etc and invite them to attend forum meetings (if possible).</p>
	<p>Energy Saving Trust</p>	<p>Discuss any support available from Energy Saving Trust e.g., employer grants and fleet reviews. Invite Energy Saving Trust to attend forum meetings if possible.</p>

<p><i>August / Sept</i></p>	<p>Liftshare Promotion: Discuss what activities will be provided as part of National Liftshare Week and how this will be promoted to organisations to maximise participation and boost car share membership. Invite Liftshare (or any other car-share organisation) to attend Forum meeting if possible.</p> <p>'Bike to Work' Day Discuss what activities will be provided as part of Bike Day and how this will be promoted to organisations to maximise participation.</p> <p>Travel Plan Poster Discuss required content, format and funding of information poster for public areas.</p>
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EVENT	
<p>Commuter Events</p>	<p>The TPC team should be available to visit residents to promote sustainable travel options supported by events either as formal presentations or informal information stands.</p> <p>The TPC should be armed with a wealth of information and possibly freebies to provide advice and guidance to residents interested in trying out alternative methods of travelling to work or other general commute. Along with the Welcome Pack, consider having a bicycle, perhaps an Electric Bikes for residents / students to try out and an iPad for residents to register websites such as LiftShare (or similar), an on-line matching service for residents interested in car sharing.</p>
<p>Staff / Residents / Students induction</p>	<p>When new occupants take possession, provide a Sustainable Travel Welcome Pack as part of the induction process. Why not extend that to how they will get to work, commute to other destinations for education, retail or leisure where the TPC can attend and deliver personalised journey planning, hints and tips on how to plan the commute and information on other services that the TPC can also provide.</p>
<p>Cycle To Work Scheme</p>	<p>The TPC should bring to the attention of residents the cycle to work scheme that employers can set up for their staff. Employers of all sizes can get involved and employees can benefit real savings on the cost of commuting by bike. The scheme enables employees to hire cycles and cycle equipment from their employer as a tax-free benefit. At the end of the hire term, usually between 12 and 24 months, an employer can choose to sell the cycle on to the employee at market value. If this happens an employee can save over 30% on the cost of the bike and the employer will pay less National Insurance Contributions for the employee during the hire term.</p> <p>Guidance on how to implement the scheme can be found at Cycle to work scheme implementation guidance for employers - GOV.UK (www.gov.uk)</p> <p>There is also a guide on how to calculate the market value of a bicycle from HMRC EIM21667A - Employment Income Manual - HMRC internal manual - GOV.UK (www.gov.uk)</p>



TravelChoice

Fitter, Greener, Smarter

Key Public Transport Information	www.liftshare.com/uk www.traveline.info www.nationalrail.co.uk	Liftshare opportunities Public Transport information and journey Planning National Rail information & Enquiries	01
Promotion of Cycling	www.sustrans.org.uk www.bikeweek.org.uk www.cyclinguk.org	National Cycle Network Events to encourage cycling Training & Mentoring opportunities for cyclists	02
Promotion of Walking	www.walkit.com www.livingstreets.org.uk www.cyclinguk.org	Planning of walking routes, app also available Events to encourage walking - National Walking Month Training & Mentoring opportunities for cyclists	03
Miscellaneous	www.cyclestreets.net www.letsride.co.uk www.cyclescheme.co.uk/get-a-bike/how-it-works www.atob.org.uk/rail-ferry-zone/ www.rac.co.uk www.betterpoints.uk www.bikemap.net www.bikehub.co.uk www.theaa.com/route-planner	Cycle routes planning British cycling – to organise events Cycle to work scheme Taking bicycles on train / ferry Journey Planning Active Travel Incentives	04
Personalised Travel Planning, Promotion of and information on...	<ul style="list-style-type: none"> • Producing Personalised local travel arrangements, highlighting the travel options available to them by walking, cycling and public transport and the benefits thereof; • Travelling to the development by sustainable means of transport; • Local website(s) which includes links to cycle maps and facilities and links to local cycling groups • Local website(s) for Public Rights of Way maps; • Local website(s) which includes links to local walking groups; • Investigate discounted fares offered by public transport operators; and • Telephone numbers to local taxi companies 	https://www.nexus.org.uk/bus/timetables Local Public transport	05

Live links are available at

<https://www.iprtgroup.com/Links/>



Scan the QR Code



Introduction

Purpose

Site Audit

Co-ordination

Objectives & Targets

Public Transport

Car Use

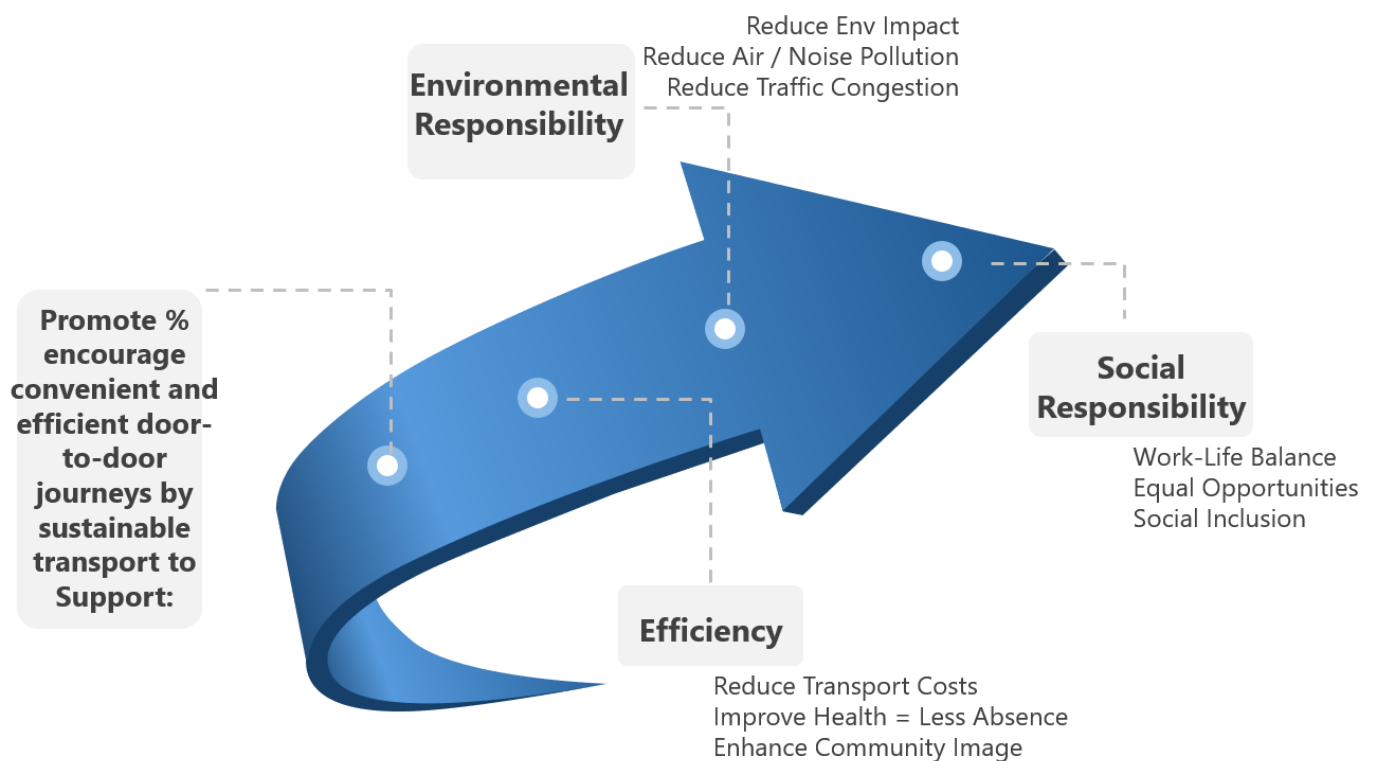
Walking & Cycling

Equality Act

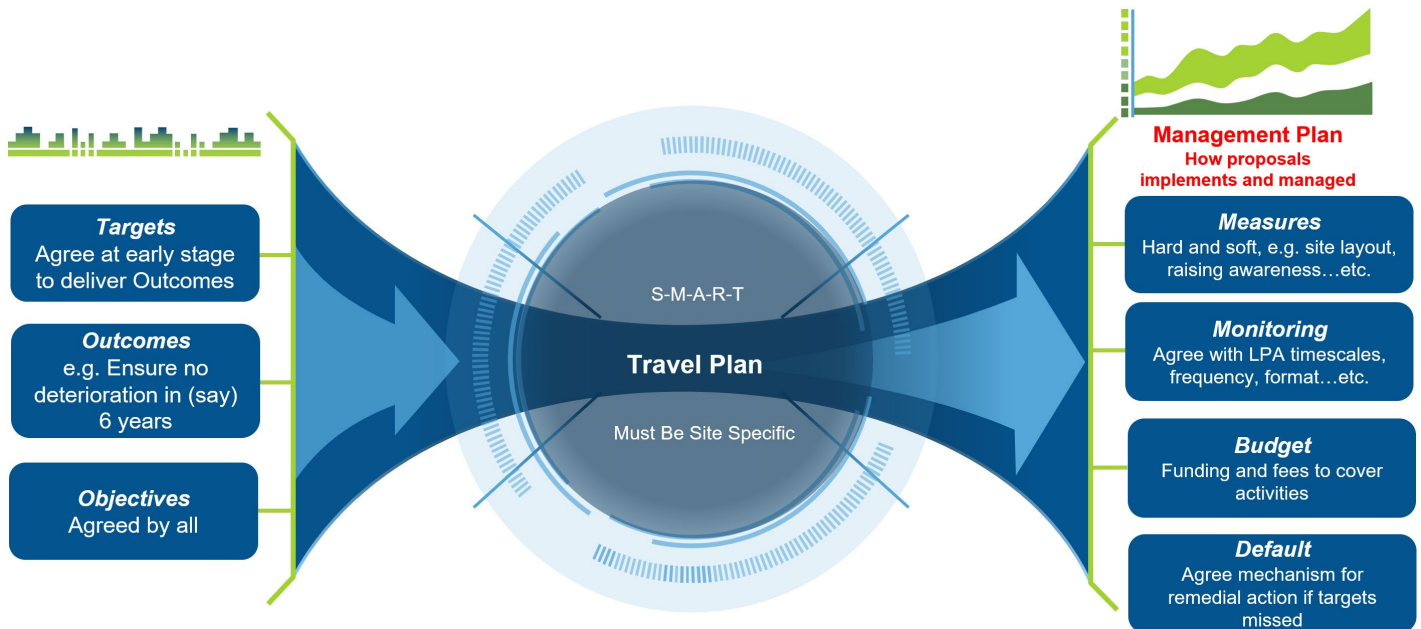
Monitoring & Review

**Information, Marketing &
Promotion**

- 1.1 Travel Plans are the Government's recommended way forward to widen travel choice and to reduce reliance on the car. The TPC must work closely with everyone concerned for sustainable transport to become more attractive to use not just for part of the journey, but the entire door-to-door journey; It must be as convenient and straightforward to make a door-to-door journey by public transport, carshare, by bike or on foot, or by combining these different means, as by private transport.
- 1.2 So, to encourage and enable more people to choose sustainable transport for the whole journey we need to focus on improving the entire door-to-door journey. That way, we can increase the use of sustainable transport – so reducing congestion – and encourage healthier travel choices.



1.3 In producing the Travel Plan, we will ensure that all effective elements of the TP are included:

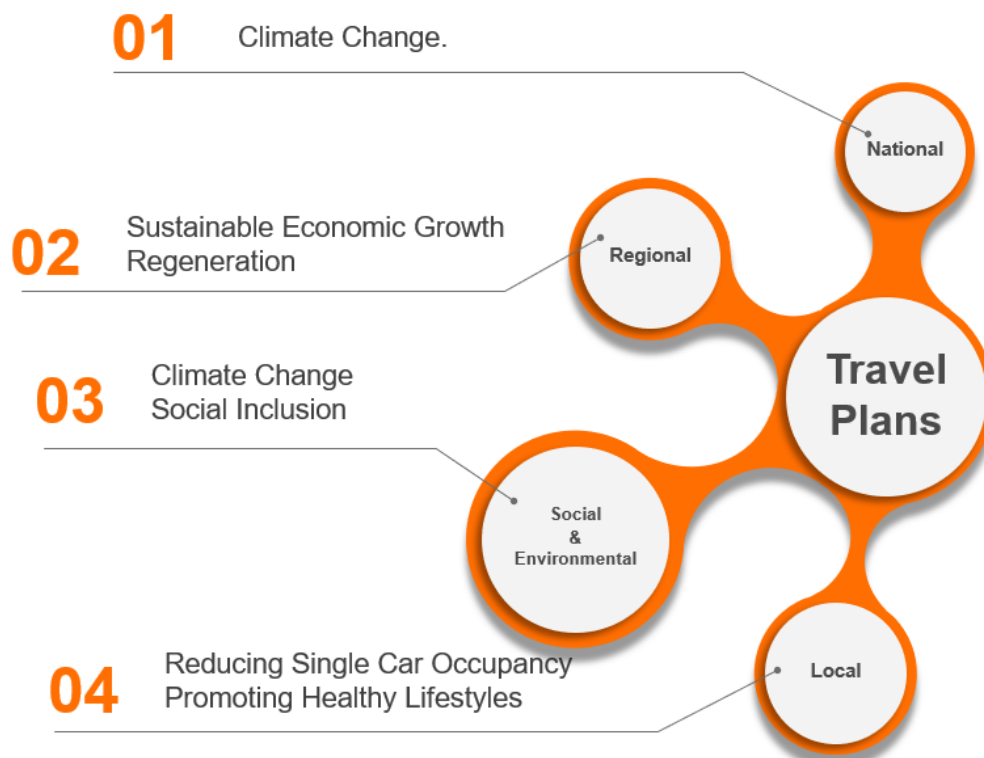


CAR & CYCLE PARKING

- 1.4 The site is highly accessible and would attract 1 parking space per dwelling and where possible, 2 spaces per 4 bedrooms house. The car parking schedule is demonstrated on the architectural plans in Appendix 2. 5% of properties will be equipped with an EV charging point.
- 1.5 Each house will be provided with a cycle shed in the rear garden as identified on the architectural layout drawings.

WHY ARE WE PRODUCING A TRAVEL PLAN?

2.1 Reducing the need to travel is a crucial aspect of a Travel Plan and is a key objective. The development of a Travel Plan will further support Environmental and Social Responsibility.



THE OVERALL BENEFITS OF THE TRAVEL PLAN

2.2 The TP enables the development to contribute to:

- 'Community' responsibility
- Positive Publicity
- Increased travel choice
- Health Benefits
- A more accessible development
- Financial efficiency
- Saving Time

2.3 The key to the success and implementation of this TP is to involve stakeholder at all stages.

LOCAL AREA

- 3.1 The local area surrounding Amberley and Harrogate Street is predominantly residential with paved footways and street lighting.
- 3.2 The application site was previously occupied by residential dwellings and demolished in or about 2000 as part of application ref: 00/01451/LAD

Director Of Environment
 F.A.O. Chief Building Control Officer
 Civic Centre
 Sunderland

TOWN AND COUNTRY PLANNING ACT 1990
TOWN AND COUNTRY PLANNING (GENERAL DEVELOPMENT PROCEDURE) ORDER 1995

In pursuance of its powers under the above mentioned Acts and Orders, the City of Sunderland, as local planning authority, confirms that prior approval is not required for the demolition of the development outlined below:-

Demolition of residential properties.

at 25-27, 48-50, 52-54, 56-72 Mowbray Road, 1-3 and 5-10 Amberley Street South and 26 Salem Street, Hendon, Sunderland.

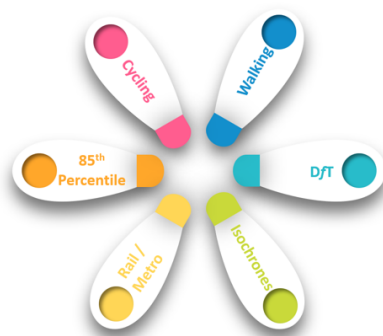
SUSTAINABLE MODES OF TRAVEL

NTS, CIHT & Sustrans

Cycling substitute for short car trips, particularly under 5km Ref: 6 & forms part of a longer journey by public transport

Bus	810 m	Ref: 4
Walking	1.95 km	Ref: 5
Cycling	7.25 km	Ref: 6
Rail	1.61 km	Ref: 4

Reasonable walking distances to **"Rail"** is 1000m with 85th percentile **1.61km**



NTS & CIHT

Walking is a viable travel choice up to 2000 m (25 mins) where short journeys are required Ref: 4 & 5

Cycling & walking to become the norm by 2040 Ref: 6

400m, 800m, 2km & 5km isochrones attached in Appendices 3 & 4

Bus Services

3.3 There are several bus services the nearest of which are along Suffolk Street with additional services along Towards Rd all of which are within 400m from the middle of the site (additional services within 560m)

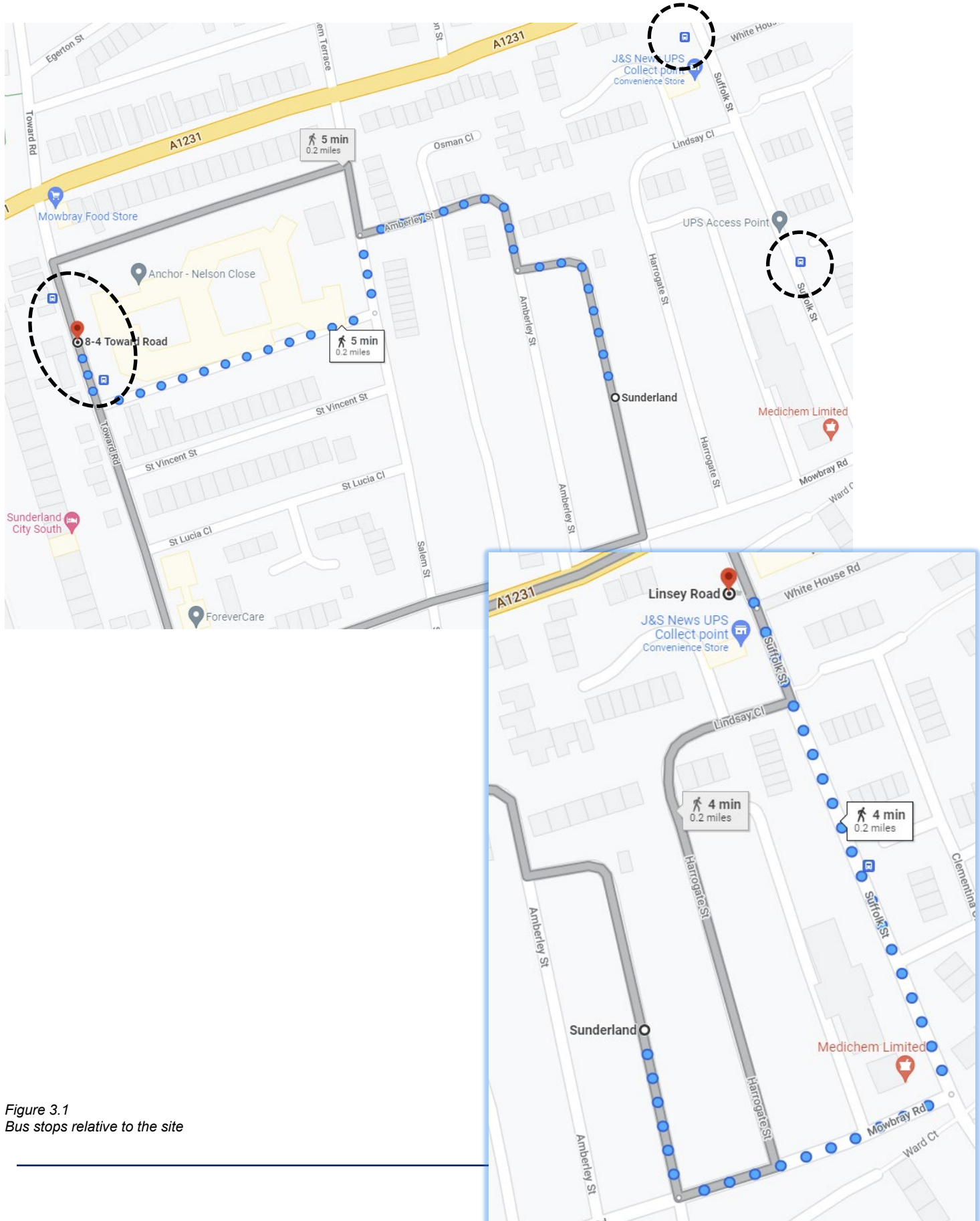


Figure 3.1
Bus stops relative to the site

3.4 A summary of the bus services is included in Figure 3.2 with full timetables found at <https://www.nexus.org.uk/bus/timetables>

BUS SERVICE	ROUTE	*DAYTIME FREQUENCY (MINS)		
		M-F	SAT	SUN
10	Pennywell - Royal Hospital - Sunderland - Vilette Road - Grangetown	15		30
11	Pennywell - Pallion - Sunderland - Vilette Road - Grangetown	15		30
2	Washington - Sunderland - Vicarage Farm Estate	30		20
2A	Washington - Sunderland - Silksworth	30		60
39	Pennywell - Sunderland - Doxford International	30		60
39A	Pennywell - Sunderland - Doxford International	30		60
Within 560m – Ryhope Rd				
22	Sunderland - Peterlee – Durham	30		60
23	Hartlepool - Peterlee - New Seaham - Sunderland	30		-
60	Sunderland - New Seaham - Parkside	12		20
61	Sunderland - Murton	20		30
62	Sunderland - Seaham - Murton - Easington Village - Peterlee	60		-
62A	Peterlee - Horden - Easington Village	60		-
451	Sunderland - St Robert of Newminster Catholic School	Scholar	-	-

Figure 3.2
Summary bus timetables

Park Lane Metro

3.5 The closest metro station is Park Lane Metro Station (13 mins walk / 1km) which is on a direct link to Newcastle City Centre, Gateshead town centre, North and South Tyneside and all stations in between. These destinations are significant in terms of providing access to residential catchment areas, leisure and retail. The metro frequency is **every 12** minutes in the daytime and 15 minutes in the evening. The route map is illustrated in Figure 3.4.

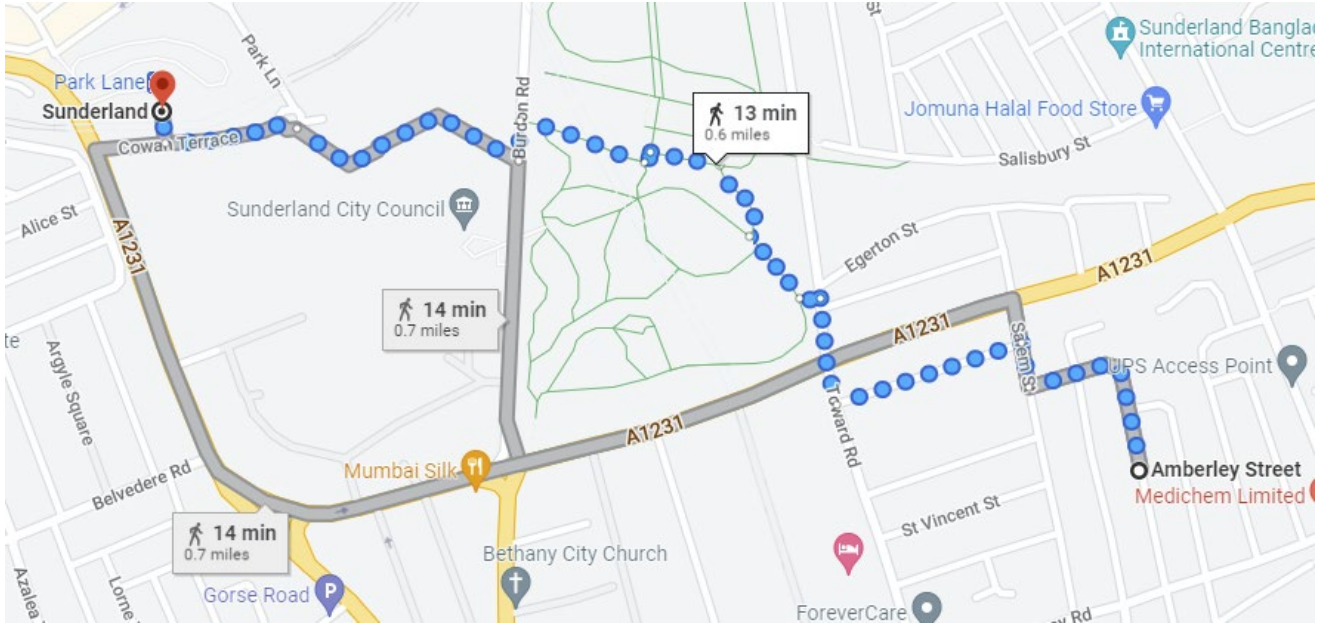


Figure 3.3
Metro station relative to the site

- 3.6 There is a drive within Nexus to encourage cycling and have provided a substantial number of ‘smart cycle lockers’ at numerous Metro stations. This would provide integrated opportunities for cycle / metro use particularly folding cycles which are allowed on Metro at any time.
- 3.7 To support the above, Park Lane has 6 cycle pods providing 12 cycle spaces which will provide staff and residents with sustainable access by using a multi-modal method of travel <https://www.nexus.org.uk/cycle/list>

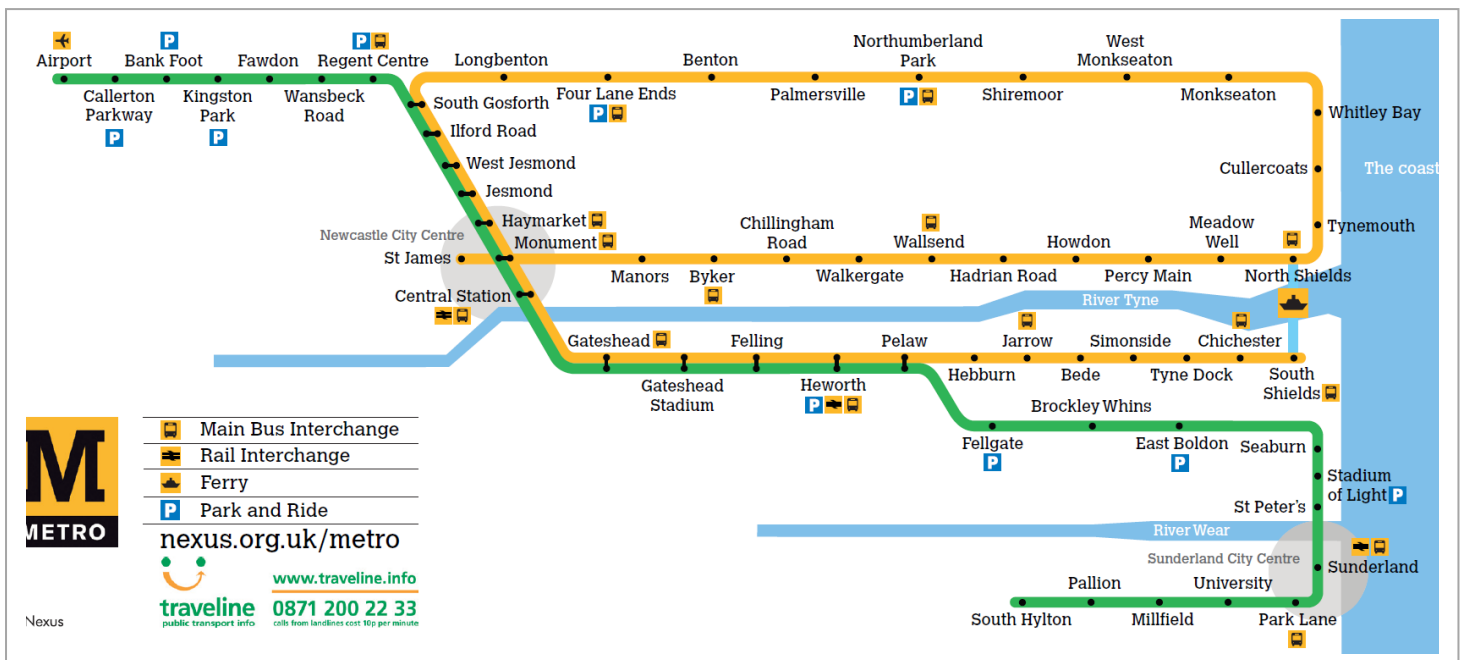


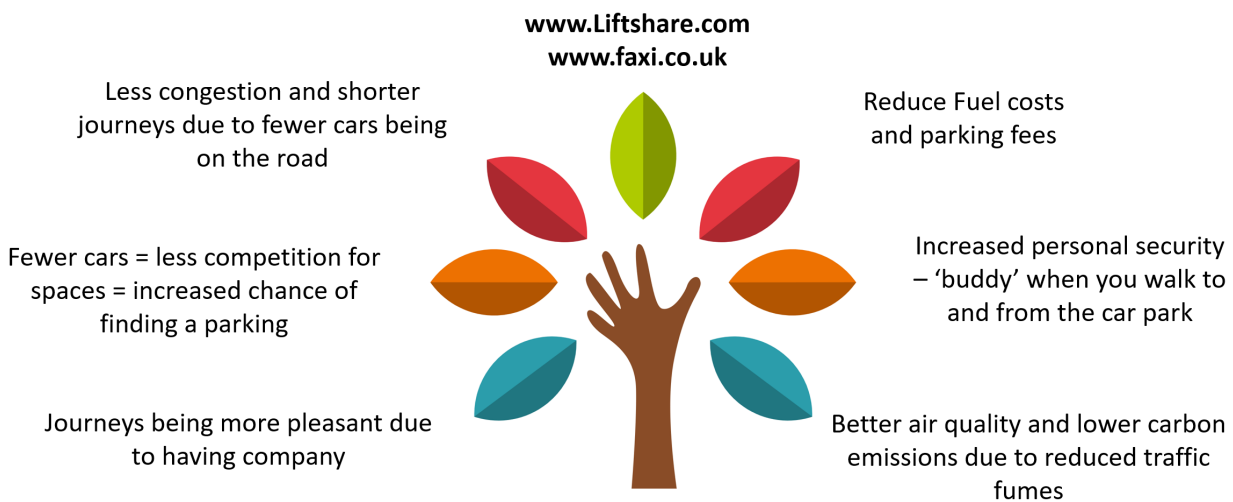
Figure 3.4
Metro route map

Sunderland Railway Station

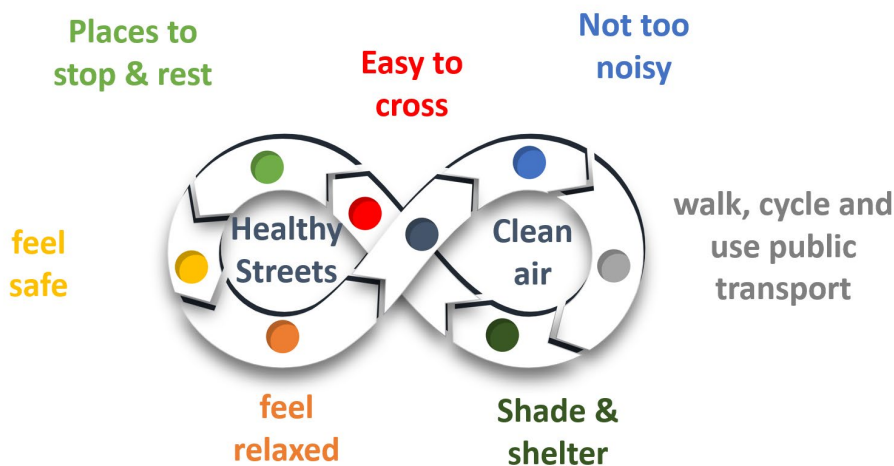
3.8 Similarly, Sunderland Railway / Metro Station is 13 minutes' walk / 1km walking distance from the Application site. the station is served by an hourly service between Newcastle and Middlesbrough. Most trains continue to Hexham (or Carlisle on Sunday) and Nunthorpe. Two trains per day (three on Sunday) continue to Whitby.

Car Sharing

3.9 Liftshare.com and faxi.co.uk are examples of many car sharing platforms operating throughout the UK. The programmes allow residents to sign up and view any car-sharing opportunities and allow commuters travelling by car to potentially car share with others.



NON-MOTORISED ACCESSIBILITY



Walking & Cycling

- 3.10 The local area is predominantly residential and the application site itself was occupied by residential dwellings. As such, footways are generally provided throughout the adjoining roads network and has been serving the local community for decades.
- 3.11 Further, there are local and national cycle routes nearby including Route 1, 7, 70 and 11 as illustrated in Figure 3.5. During a site visit, several cyclists were observed using the adjoining roads network and drivers are accustomed to their presence and courteous towards them.
- 3.12 Full cycle maps can be found at [Sunderland North.pdf](#)

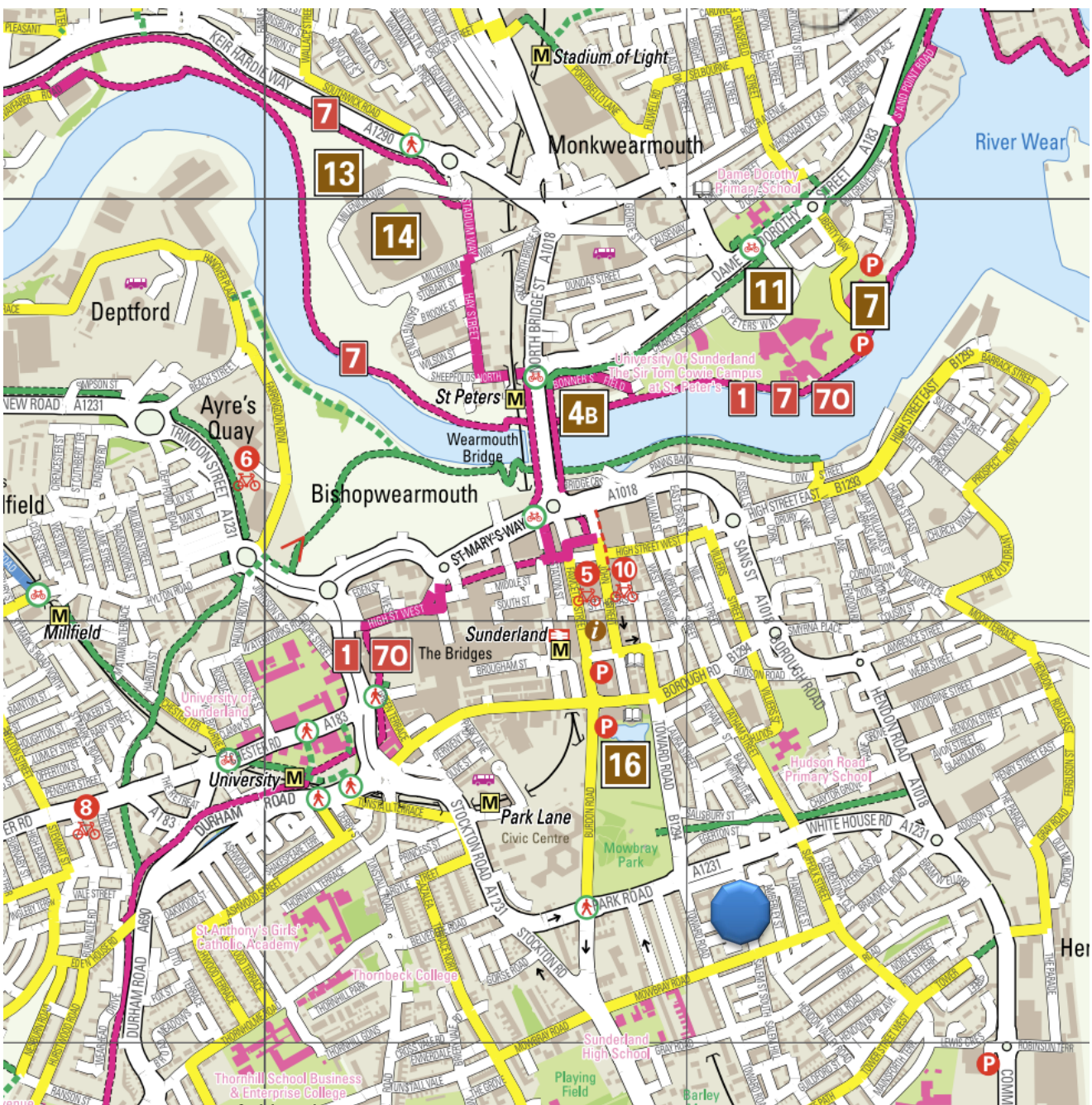


Figure 3.5
Cycle routes relative to the site

Local Amenities

3.13 The July 2021 NPPF continues to introduce the presumption in favour of sustainable development. Ref: 5
 is the National Travel Survey (Table 0403) that outlines the average distances people will travel to undertake activities such as employment, shopping leisure, education and other key activities.

3.14 As such, to assess the sustainability of the site in relation to local amenities and employment opportunities, reference is made to the Government’s index of multiple deprivation statistics which comprise four indicators of “Transport Inclusion”. These indicators are defined as four essential types of facilities in which access is required and comprise:

- Schools.
- Health Centres.
- Convenience Stores; and
- Post Offices

3.15 With the NTS findings in mind:

- | | | |
|--|--|---------------------|
| • Hudson Rd Primary & Valley Rd Academy | | 600m / 8 mins walk |
| • Sunderland High School | Gray Rd | 560m / 7 mins walk. |
| • Deerness Park Medical Centre, Pharmacy | Suffolk St | 240m / 3 mins walk |
| • Mowbray Food Stores | Peel Street | 400m / 5 mins walk |
| • Sunderland City Centre
restaurants, university, etc | Numerous food and non-food retail, leisure, employment,
13mins walk / 1km | |

Accessibility Summary

3.16 Given the connectivity, accessibility, public transport, local amenities and employment areas within 2-5km from the site, it is considered that the site is accessible by walking, cycling and public transport and offers significant opportunities for access by sustainable modes of travel other than a car.

DELIVERIES

3.17 The site access points would provide full and comprehensive access to the site for use by refuse collection, service vehicles and deliveries. Turning manoeuvres will be undertaken within the site where vehicles will be able to enter and egress in a forward gear.

3.18 The TPC will:

- Promote the benefits of arranging deliveries outside the peak hours.

- Recommend the use of companies that can co-ordinate deliveries to make fewer trips; and
- Encourage the use of local suppliers.

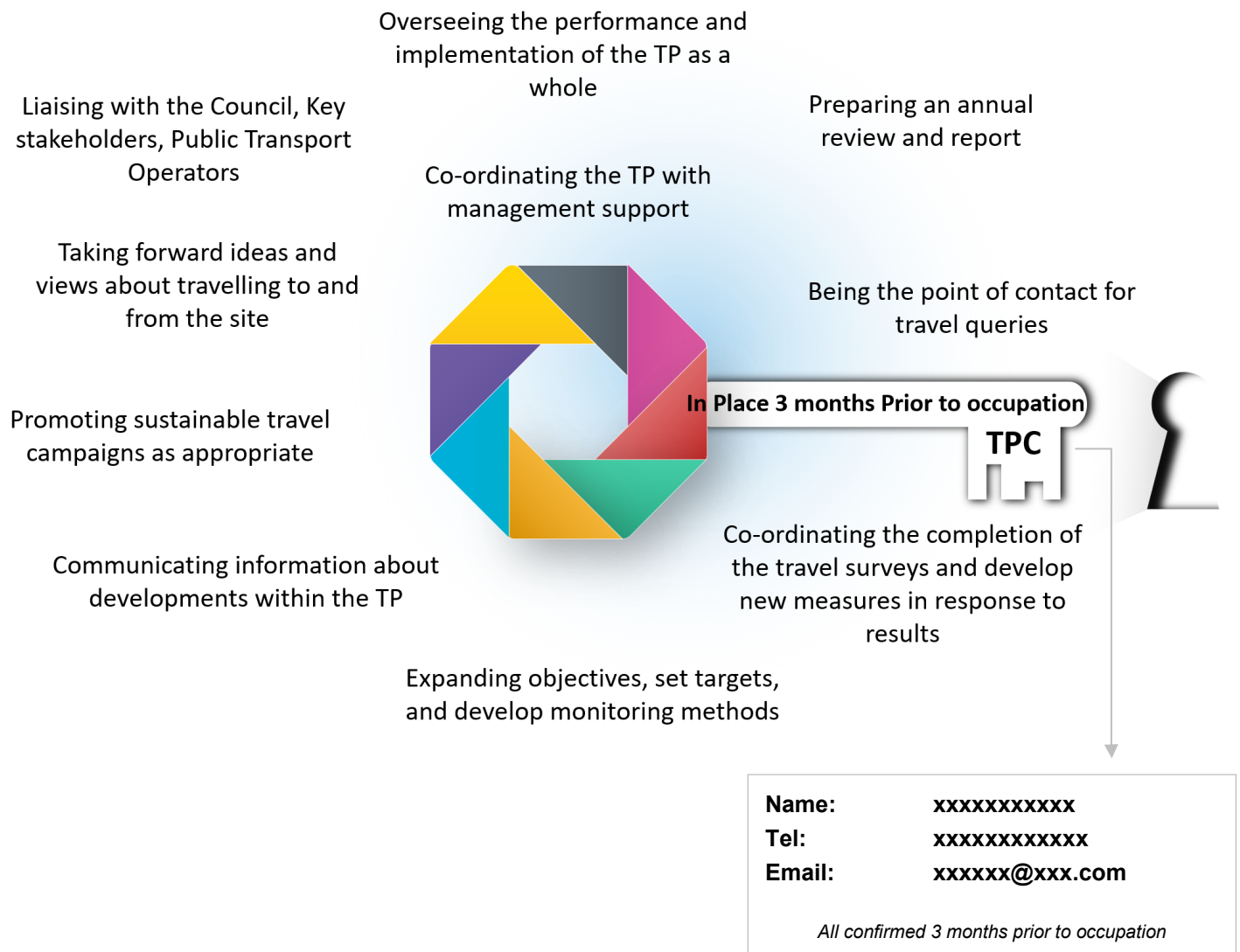
3.19 The above would assist in ensuring that delivery times are more accurate, sustainable and have less environmental and congestion impact on the adjoining roads network where they work.

TRAVEL INFORMATION TO ALL

3.20 The TPC will:



4.1 The key to the success and implementation of this TP is to involve Users at potentially all stages. This would be achieved by the allocation for the role of the TPC who has the overall responsibility for the TP. The TPC responsibilities would include (but not limited to):



4.2 As part of the ongoing management of the TP, the TPC will maintain a dialogue with the LPA Travel Plan Officer (TPO) and monitor emerging best practice information, to provide the most efficient platform for maximising the effectiveness of the TP.

4.3 The TPCs will be in place for a minimum of 5 years to ensure that the TP initiatives and targets are maintained [as specified in Chapter 5 – a minimum of 2% year on year for 5 years, i.e., 10% from the initial target] and were possible, improved.

4.4 The TPC role will be funded by the Applicant. The TPC will set up a working group(s) and will collectively work closely to ensure targets are met. In the unlikely scenario that targets are not met, the group(s) will undertake intensive publicity campaigns to ensure that targets are achieved.

5.1 The purpose of this Travel Plan is to reduce car travel and encourage alternative modal choices that are more sustainable, such as walk, cycle and public transport.

5.2 The objectives of the TP are therefore to:

Reduce the need to travel (particularly by single occupancy Vehicle) and reduce any transport impacts of the development on the local community

Promote accessibility to the site by sustainable modes of transport and address traffic and parking issues

Promote healthy lifestyles and sustainable vibrant communities, through the promotion and improvement of sustainable travel choices

Obtain robust travel information and conduct surveys in order to monitor the travel plan against targets



Build upon good urban design principles that open up the permeability of the development, encouraging walking and cycling as a preference for local trips

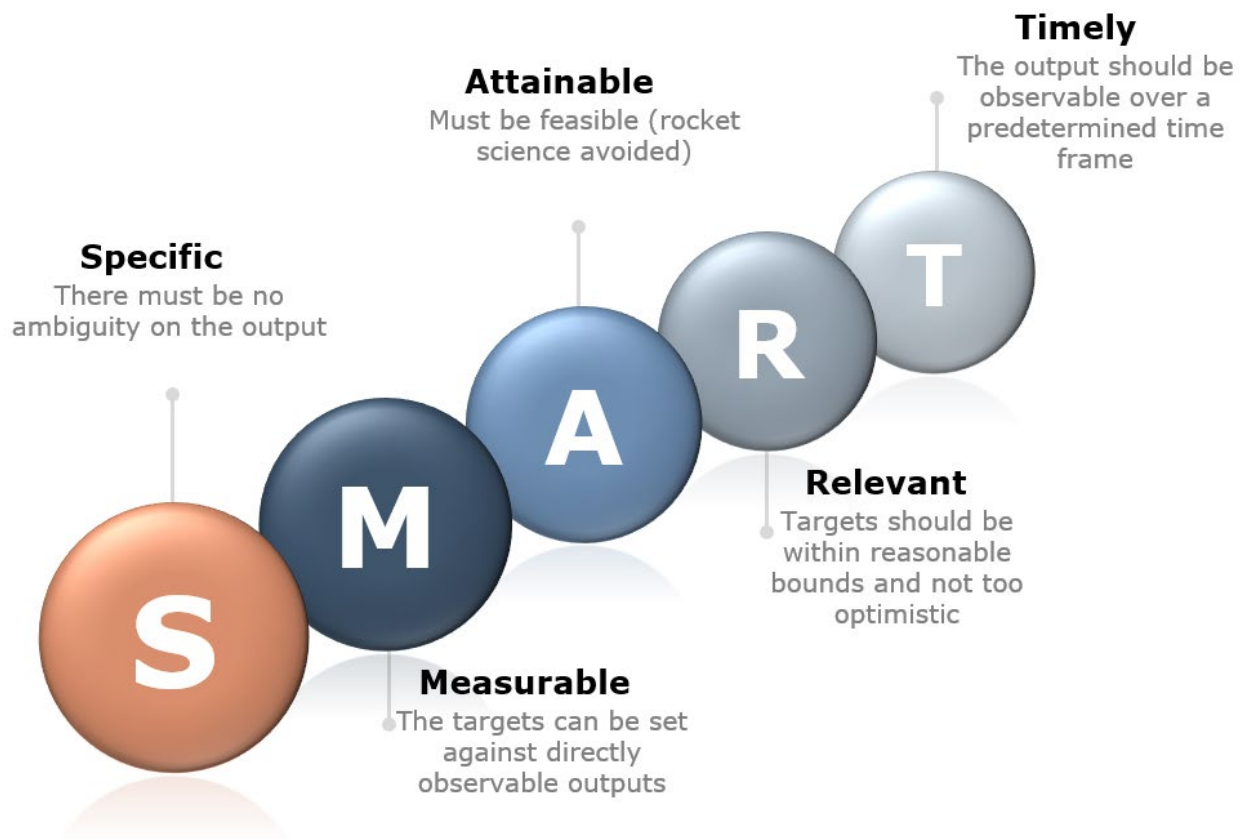
Promote alternatives to driving using a range of applicable mediums

Contribute towards the development's 'Green' credentials

Provide a Framework and promote the implementation of the transport infrastructure, public transport services and other sustainable transport measures to provide a viable alternative to the car, and to accommodate and mitigate the nature and progress of development

5.3 The term 'targets' is used with Travel Plans to cover any measurable aim that will be monitored and is agreed with the local authority to be an important indicator of the TP's effectiveness.

5.4 The TP is a tool identified by the LPA to be employed to assist in supporting and promoting identified policies to reduce car travel. Similarly, at a national level, the TP is an identified instrument for pursuing sustainable transport policies. A general target for what such sustainable transport policies must achieve is represented by the SMART criteria (as defined for example by the DfT, 2004). The SMART criteria adopted for this TP that are consistent with the criteria identified by the DfT are:



This TP provides a mechanism for implementing the above SMART transport policies.

- 5.5 This TP includes targets that need to be agreed with the local highway authority. The performance of the TP is monitored by reference to the achievement of the targets. It is preferable that targets be based on and reflects current actual travel choices. The TPC will work with the Users and set up a working group, meeting quarterly to ensure the drive and target of the TP are met, and remedial measures are undertaken if targets are not met.
- 5.6 *The TPC will put in place measures to ensure that a Travel Survey is undertaken 3 months after substantial occupation – the level of occupation is to be agreed with the TPO/LPA. The TPC would aim to have the initial SOV reduced by an average of 2% by year 1 and for each of the following 4 years [i.e., average 2% year on year = up to 10% in five years]. These targets would be reviewed after the completion of the initial travel survey.*
- 5.7 A potential initial target modal split could be [subject to initial survey findings and bearing in mind the Census Data, Figure 5.2]:

MODE	BASELINE (SUBJECT TO INITIAL SURVEY)	MEASURING PROGRESS	5-YEAR TARGET*	ACTUAL		
				2023	2024	...2028
Walking	18.5%	survey number of residents walking, cycling, car-sharing and using public transport	Increase by a minimum of 4%	% (Actual)	% (Actual)	% (Actual)
Cycling / motorcycle	2.3%		Increase by a minimum of 1%	% (Actual)	% (Actual)	% (Actual)
Public Transport + other	20.5%		Increase by a minimum of 4%	% (Actual)	% (Actual)	% (Actual)
Car Share	7.8%		Increase by a minimum of 1%	% (Actual)	% (Actual)	% (Actual)
Car	50.9%		Reduce by 10%	% (Actual)	% (Actual)	% (Actual)
*Modal split may vary from the indicative targets listed for walking, cycling, public transport and car share						

Figure 5.1
Potential initial modal split targets

MULTI-MODAL MODES OF TRAVEL

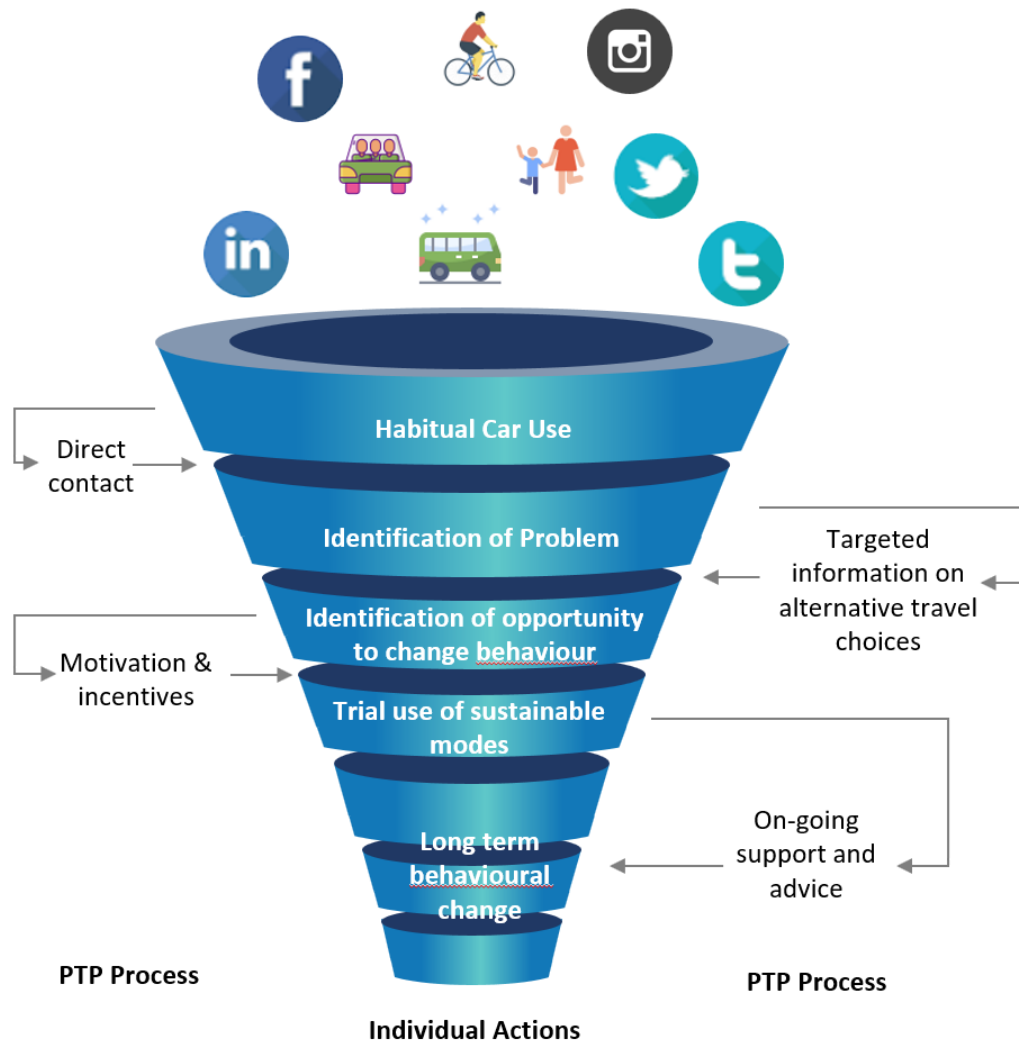
- 5.8 To estimate the likely modal split associated with travel to/from the proposed development, Census Data was provided by the Office of National Statistics relating to the existing travel characteristics of local residents [employed and not working from home] for Sunderland Lower Layer Super Output Area 016B&C which were recorded during the 2011 Census.
- 5.9 The Census Data indicates that on average only 50.9% of residents travel by single-occupancy vehicle (SOV) followed by walking, public transport and car-sharing.

<i>Database QS701EW</i>				<i>Two-way Trips</i>	
<i>Mode of Travel</i>	<i>016B</i>	<i>016C</i>	<i>Average Percentage</i>	<i>AM Peak</i>	<i>PM Peak</i>
<i>Tram / Metro</i>	6.0%	2.6%	4.3%	3	4
<i>Train</i>	1.5%	0.2%	0.9%	1	1
<i>Bus</i>	9.7%	17.4%	13.5%	9	13
<i>Taxi</i>	1.1%	1.2%	1.2%	1	1
<i>Motorcycle</i>	0.6%	0.2%	0.4%	0	0
<i>Car</i>	53.7%	48.0%	50.9%	34	50
<i>Passenger</i>	7.0%	8.6%	7.8%	5	8
<i>Cycle</i>	2.5%	1.2%	1.9%	1	2
<i>Walking</i>	17.0%	20.0%	18.5%	12	18
<i>Other</i>	0.8%	0.5%	0.6%		
<i>Total</i>	100.0%	100.0%	100.0%	67	98

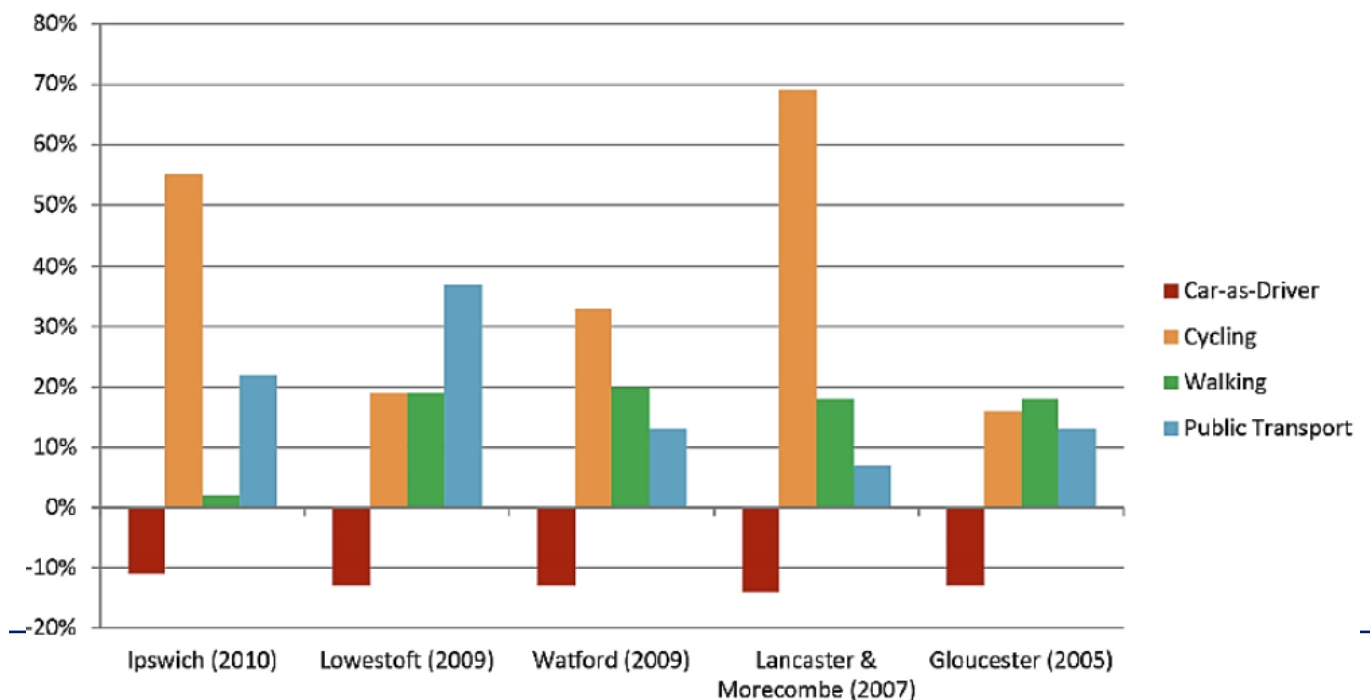
Figure 5.2
2011 Census Data – Method of Travel to Work
Person Trips by Mode

PERSONALISED TRAVEL PLANNING [PTP]

- 5.10 PTP is a proven technique that delivers measurable and sustained reductions in car use, increasing levels of physical activity, reducing traffic congestion and helping to tackle climate change. Previous project examples have achieved an average reduction in car driver trips of at least 10%, with corresponding increases in active travel and the use of public transport.
- 5.11 It does this by addressing the subjective barriers to greater use of sustainable travel, for example by raising awareness of alternative travel options and responding to misperceptions of journey time and length.
- 5.12 The ‘core service’ involves offering Users free tailored information and support, enabling them to walk, cycle and use public transport more often. Research has shown that four out of five trips either start or finish at home, so there is huge potential for reducing car driver trips and achieving a modal shift by closely working with Users.



5.13 It should be noted that Sustrans has reported the results of implementing personalised travel planning schemes to households in several locations. The results are summarised in the following chart:

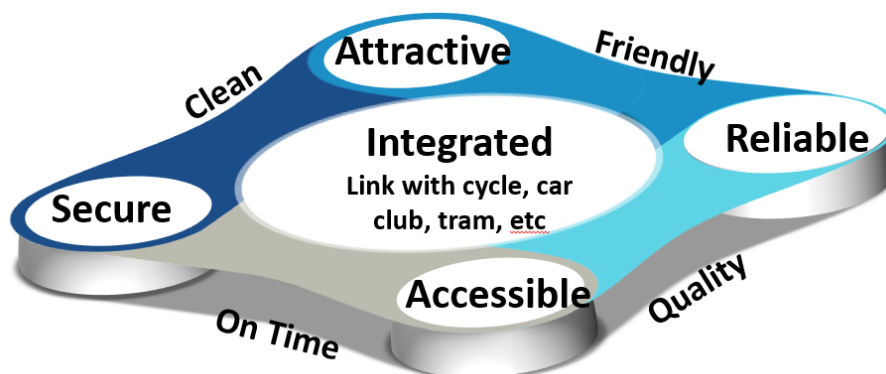


6.0 PUBLIC TRANSPORT

- 6.1 A key objective of the TP is to ensure adequate public transport services are available for travel to/from the site and to promote this to all Users.
- 6.2 The induction / Welcome packs will include information on public transport & local services including stops, routes, destinations and frequency of services. This is aimed at creating a public transport 'culture', highlighting the options available and the commitment to providing practical assistance to those wishing to travel by public transport.
- 6.3 The TPC will endeavour to support the LPA / TPO and work with transport operators to maximise future opportunities to access the site by public transport.

INCENTIVISATION

- 6.4 When comparing costs, remember that with a car you need to include any car running costs, depreciation of the vehicle over the year, as well as fuel. So, it's well worth anyone considering buying a weekly or monthly season ticket for bus, train, tube or tram instead.
- 6.5 For longer distances by train or bus, big savings can be made by booking saver tickets in advance or by purchasing a number of separate journeys with a ticket for each leg of the route. See more at www.trainsplit.com
- 6.6 It is therefore imperative that everyone is accustomed to the availability and benefits of public transport from initial occupation to ensure users are accustomed to its use before being affected by 'car use habit'.
- 6.7 To achieve that, the TPC will promote public transport as:



- 7.1 The objective of the TP is to provide a framework that manages car use effectively and efficiently that is compatible with the TP objective of contributing to traffic reduction. Further, the approach to car use must be complementary to other TP measures aimed at promoting and achieving sustainable travel patterns for the site.

HOW TO DRIVE SUSTAINABLY

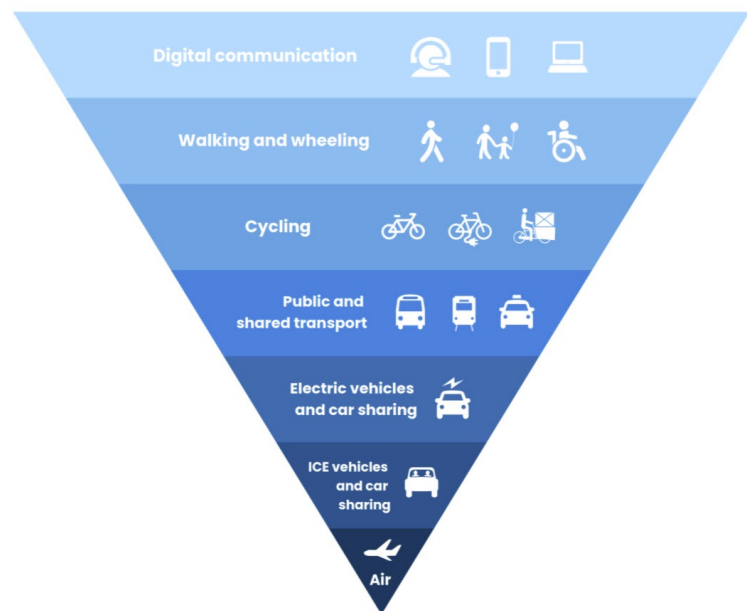
- 7.2 If you must drive, there are methods to drive in a more environmentally friendly way:
- **keep your tyres properly inflated:** they're safer, they'll last longer, and can improve your petrol mileage by >3%
 - **plan ahead** for the shortest, most petrol-saving itinerary
 - **stay below 70mph:** travelling above this speed can use up 25% more fuel, making driving considerably more expensive
 - **try to avoid road rage:** aggressive driving wastes petrol, lowers petrol mileage and doesn't help your stress levels
 - **use cruise control** while on the motorway, as this can save petrol
 - **get your car serviced regularly** to maintain engine efficiency
 - **make sure you're using the right specification of engine oil**
 - **travel light and remove excess weight:** do you really need all that stuff in the boot?
 - **cold starts use more fuel:** combine journeys to aid fuel efficiency
 - **drive smoothly,** accelerate gently and look ahead to try and prevent unnecessary braking
 - **change up the gears earlier** when the engine speed is at ~2000rpm in a diesel car and ~2500rpm in a petrol car
 - **take off roof racks** to reduce drag
 - **don't idle:** an idle vehicle gives off 80% more pollution than one that's moving – turning the engine off and then back on again uses less fuel than idling longer than 30 seconds

Car Share

- 7.3 For some commuters the only available travel choice is a car. Encouraging car-sharing can make best use of existing vehicles, save commuters' money, reduce congestion and protect our environment. Car Sharing is also an effective tool in managing parking demand by reducing the number of vehicles parking at a given site.
- 7.4 The benefits of car sharing will be promoted by the TPC. All Users will be given details of car-sharing schemes such as www.liftshare.com, www.gocarshare.com, www.faxi.co.uk, www.liftshare.org,

www.2plustravel.com , <http://www.carplus.org.uk/car-sharing-clubs/list-ofcar-clubs/> in the 'induction / Welcome' pack and encouraged to sign up. Car-sharing:

- Reduces the number of cars on the road, reducing pollution, congestion and parking problems
- Reduces stress if you don't do all the driving yourself
- It's sociable



7.5 The above will provide the opportunity to safely search for car-sharing partners who undertake similar journeys at similar times of the day. The more Users who register with GoCarShare, Liftshare or 2plustravel, the more likely they will find a match for their journey.

Therefore, periodic promotion of this service by the TPC is likely to be beneficial.

7.6 The TPC would further encourage everyone to car share by establishing formal or informal car-sharing schemes.

Guaranteed Ride Home

7.7 To get the best benefits of a car share scheme, it is highly recommended to set-up a Guaranteed Ride Home (GRH) service with the employer; If a car sharer is forced to use an alternative mode of transport to get to or from work due to their normal car sharing option not being available, then their employer's GRH scheme covers the cost e.g. a taxi fare.

HOME WORKING (*viable option for some roles*)

7.8 Many employers now offer flexible working, so, depending on the type of work carried out by employees it might be viable to work from home. Even working from home just one day a week would further reduce any car parking congestion.

7.9 Flexible hours and home working can also reduce peak-time travel and the overall amount of travel respectively. Evidence that travel plans can improve staff retention, staff health and company image has been largely anecdotal although there is now increasing evidence that 'active travel' – cycling and walking – and flexible hours and home working can bring HR benefits.

- 8.1 Cycling is one of the easiest ways to fit exercise into daily routines, plus it saves money and is environmentally friendly. Cycling is an easy way to introduce physical activity into everyday life. Regular exercise reduces stress and heart disease and can improve general health, reducing sickness levels. These benefits should be promoted as part of the Health and Wellbeing agenda; *An 80kg person will burn more than 650 calories riding a bike for an hour.*



Remember

- ✓ Wearing a helmet is important
- ✓ Remember to obey traffic lights and road signals
- ✓ Don't ride on the pavement unless a sign says you can
- ✓ Use lights and reflectors so you are clearly visible
- ✓ Don't use headphones or a mobile while cycling

- 8.1 If the journey is only a mile or two, it's better to walk instead; It takes roughly 15 – 20mins to walk a mile depending on how quickly one walks. Whether walking to work or taking the kids to school, not only does it not cost anything, but it also cuts down on pollution and congestion. Walking:

- for just one mile can burn off 100 calories.
- Reduces the risk of chronic illness (such as heart disease, type 2 diabetes, asthma, stroke and some cancers).
- At three mph for 30 minutes, a 60kg person will burn 99 calories.
- The 10,000 steps a day advised by the NHS will significantly improve your health.



Remember

- ✓ Wear a good pair of shoes
- ✓ Encourage a neighbour to walk with you
- ✓ Carry a personal alarm for safety
- ✓ Use well-lit routes
- ✓ Avoid walking on the road

WalkIt

- 8.2 Available as an iPhone or Android app, WalkIt is an urban walking route planner telling you the:

- best route to your destination
- amount of steps taken
- length of the journey
- calories burnt
- CO₂ saved

BikeBUDI

8.3 Set up a BikeBUDI scheme, a simple, free to use facility that matches up experienced cyclists with those willing to give cycling a try.

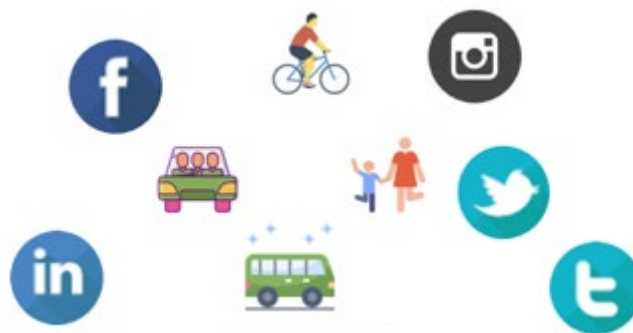
8.4 It is essential that:

- Information about the opportunities available for walking is highlighted in the Induction / Welcome Pack that will be provided to all Users (existing & new). Users should be advised to regularly consult www.walkit.com which would provide them with a detailed route, both in text and map formats [new town and cities are added regularly].
- Further, www.cyclestreets.net provides algorithmically detailed routes based on accessibility, lay of the land and ease/speed/congestion of the route and this would be a useful tool to assess the ease and speed of home to work route.
- The TPC set up a Bicycle User Group [BUG] who would work with Users to promote the health and financial benefits of cycling and assist them in devising Travel Routes to and from their place of work. www.sustrans.org.uk
- The TPC highlight the health and financial benefits of walking and cycling through social media, website, posters, etc.
- Other websites to be promoted includes but not limited to:

www.livingstreets.org.uk

www.walk4life.info

<https://www.verywellfit.com/walking-4157093>



- 9.1 Whilst the accessible design of buildings is regulated by the Building Regulations Part M: Access to and use of buildings, the Equality Act does require "reasonable adjustments" to be made when providing access to goods, facilities, services and premises. The duty to make reasonable adjustments is set out in paragraph 2 of both Schedule 2 (in relation to public authorities and service providers); Schedule 8 (in relation to employers) and Schedule 15 (in relation to associations) <http://www.legislation.gov.uk/ukpga/2010/15/contents>
- 9.2 The relationship between the Act and the Building Regulations is set out in CLG Divisional circular letter about the Building Regulations 2010: Equality Act clarification (9 December 2011) which states:
- 'Part M sets out minimum requirements to ensure that a broad range of people is able to access and use facilities within buildings. The Equality Act 2010 brings together and replaces existing equalities legislation including the Disability Discrimination Act 1995 (DDA). The Equality Act requires reasonable adjustments to be made in relation to accessibility. In practice, this means that due regard must be given to any specific needs of likely building users that might be reasonably met. Compliance with the requirements of Part M does not, therefore, signify compliance with the much broader obligations and duties set out in the Equality Act. This is a source of frequent misunderstanding.'

SPECIAL NEEDS

- 9.3 Awareness of the Equality Act 2010 and accessibility requirements of those with special needs is an integral part of the design's accessibility principles; inclusive design will be observed based on the best guidance available such as BS8300, The Sign Design Guide, BB102, Inclusive Mobility, Accessible Sports Facilities, to name but a few.
- 9.4 Where relevant, dropped kerbs, tactile paving and addressing the needs to users with Sensory impairments (e.g. visual and/or hearing); Mental illnesses (e.g. depression, stress, anxiety, phobias, bipolar disorder, schizophrenia, etc); Learning disabilities (e.g. autistic impairments, dyslexia, down syndrome, etc); Mobility and dexterity impairments; Communication impairments; Physical coordination impairments and Memory/concentration impairments will be provided within the site boundary.



SOCIAL EXCLUSION

- 9.5 The accessibility of the site by sustainable transport modes promotes social inclusion, by providing affordable means of getting to and from a place of residence and reducing the potential for exclusion of non-car owners. The TP further perpetuates this by promoting sustainable transport options.

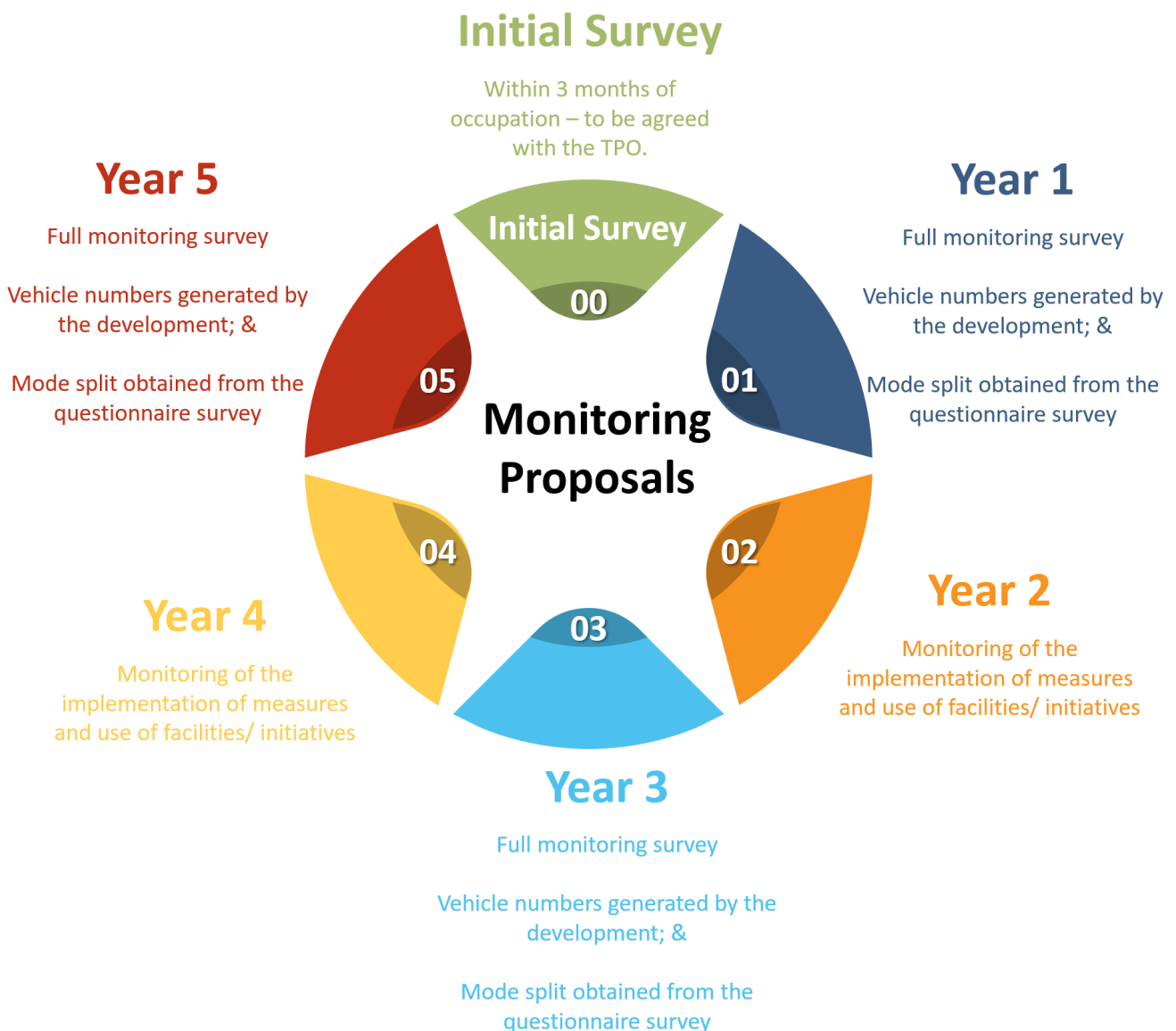
- 10.1 Implementation of the TP must be monitored and reviewed if the intended and optimum benefits are to be secured. It is important that flexibility is retained to amend the TP according to circumstances and the monitoring and review process provides the mechanism for this. The key objective of the monitoring of the TP is to measure the effectiveness and to ensure that it remains relevant over time.
- 10.2 An initial Travel Survey will be undertaken within 3 months after the occupation of a representative number of Users which will be agreed with the TPO. The first annual survey will be undertaken one year after the initial survey and repeated annually in years 2-5 inclusive.
- 10.3 The results of the Travel Survey would be reported in the Monitoring and Review report and submitted to the TPO within one month to provide a factual basis for reappraising the TP targets, in the context of the SMART criteria.
- 10.4 The annual 'Monitoring & Review' report would set out how the TP has been operated throughout the year, providing a record of key information. The report will assess the efficiency of TP measures that have been pursued throughout the year and based on this, reach conclusions about the measure to be taken forward for the coming year, as well as the targets to be adopted.
- 10.5 Upon completion of the 5th year review, and provided that targets are met, the TP will be handed over to a 'Users Group' who would continue to drive forward the ethos and Actions of the TP.



SURVEYS

- 10.6 The Travel Surveys could be iTrace compliant, STARS, use the illustrative example in Appendix 1 or any specific LPA template and should include as a minimum:
- Background questions such as home location, work location, age.
 - Journey related questions such as time of day and mode; and
 - Stated and revealed preference questions to identify potential measures that would be effective in changing travel behaviour.
- 10.7 The TPC will be responsible for overseeing the completion of the surveys and results will be submitted to the TPO within one month of survey completion.
- 10.8 The surveys will enable a review of this TP and a validation of the provisional modal share targets. The surveys will be used to establish appropriate mode share indicators on which the proposed targets and Travel Plan measures can be developed and reviewed.

- 10.9 Therefore, the aim is that the results of the surveys will aid the TPC in ensuring that progress is being made. If deemed appropriate, and in line with the objectives of this TP, measures may be modified or intensified to ensure targets are met. Any modifications to the measures or targets set out in this TP will be made in agreement with the LPA Travel Plan Officer.
- 10.10 The surveys will enable a review of this TP and a validation of the provisional modal share targets. The surveys will be used to establish appropriate mode share indicators on which the proposed targets and Travel Plan measures can be developed and reviewed.



- 10.11 If targets are achieved, no further monitoring is required. If targets are not achieved by Year 5, monitoring to continue.

Supporting Initiatives

Policies and Procedures

- PP1: Create a Travel Policy for the development
- PP2: Nominate Sustainable Travel Champions to enhance stakeholder communications
- PP3: Work with other / adjoining organisation / developments, e.g., share resources, compete in a competition

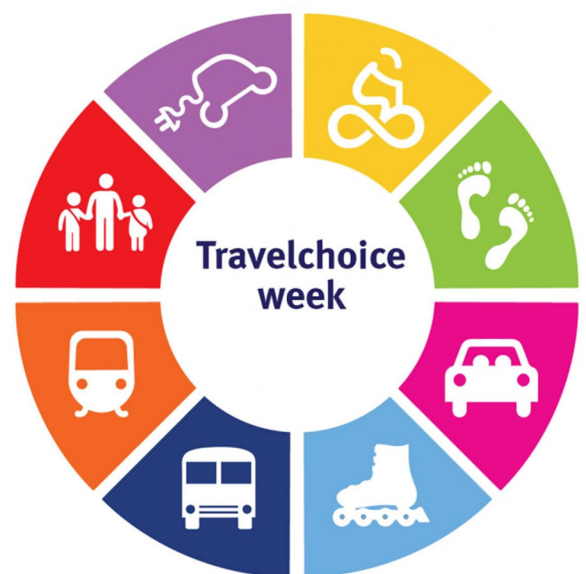
Monitoring Activities

- M1: Keep records of participation levels in sustainable travel schemes and initiatives
- M2: Monitor usage of car parks (if applicable)
- M3: Monitor number of car sharers (if possible)
- M4: Monitor number of bicycles parked on-site (if possible)



- 11.1 The information and marketing aspects of the TP are crucial to its success. It is of little use having a range of TP initiatives if stakeholders are not adequately informed of them and persuaded to try them.
- 11.2 The TPC would work with the LPA / TPO transport initiatives and where possible, take part in regional and national travel plan initiatives, such as Bike Week, At Work Without My Car Day, Cycle2Work or Walk2Work, etc.

- 11.3 The TPC would ensure that high-quality information is readily available and well disseminated, and this is administered by the TPC. Information should be provided by a variety of means including:
- Marketing events could be organised for the site such as a free ‘cyclists’ breakfast’ or a ‘car share coffee morning’.
 - Newsletter, Leaflets, social media and email.
 - Information, promotions, special offers, discounts, key sustainable transport initiatives, etc.
 - Occasional promotional initiatives; and
 - Users ‘Induction / Welcome Travel Pack’



- 11.4 The TPC sets up and oversees arrangements for every User to receive an ‘Induction Travel Pack’ upon joining. The Induction Travel Packs will be prepared and maintained by the TPC who maintains a stock. Arrangements will be made by the TPC for the distribution of the Induction Travel Packs.
- 11.5 The objective of the Induction pack is twofold: to inform and to promote. The latter aspects of the Induction pack are aimed at promoting and achieving sustainable travel choices for trips to/from the site. The TP Induction Pack includes items such as [but not limited to]:
- TP objectives.
 - TPC - description of role and contact details.
 - Public transport and demand-responsive bus - information about the range of services, contact sources, internet sources.
 - Walk - plans showing the location of amenities within walking distance.
 - Cycle - information about local routes, internet information sources.
 - Car share / Car Clubs - information about the benefits of car sharing/car clubs; and
 - Information sources/platforms: e.g., computer access, social media etc.

- 11.6 The information listed above to be made available to and brought to the attention of all new and existing stakeholders.
- 11.7 The TPC will continue to seek and invite feedback/suggestions from stakeholders for improvements / modifications to the TP. The Travel Survey will provide an opportunity for this, and other mechanisms / opportunities for receiving feedback should be sought/identified by the TPC. Information about this will be included in the annual Monitoring and Review report prepared by the TPC and submitted to the council TPO.

PROMOTE “TRY IT CHALLENGE”

- Is your journey to work getting you down?
- Are you tired of waiting in traffic day after day?
- Do you want to get fitter and healthier?
- Do you think there must be a better way of commuting but don't know what the options are or where to start?



- 11.8 If you answered "yes" to any of these questions, then we have an initiative just for you.
- 11.9 The “Try It Challenge” will provide you with your very own free home-to-office Personalised Travel Plan. The plan will highlight recommended sustainable transport modes and routes along with time, cost savings and possible calories burned. All we need from you is some basic details about yourself and your current journey to work.
- 11.10 Don't worry, we won't be suggesting you cycle 25 miles, walk 10 miles or change buses three times - our advice will be both practical and realistic. However, we might challenge you to try a longer journey say once or twice per week.
- 11.11 We recognise that people like you live busy and hectic lives and some days you may need to use your car to do the weekly shop or visit an elderly parent or pick the kids up after school. In addition, we appreciate that you might not want to cycle if the rain is horizontal and blowing a gale.
- 11.12 The aim of this initiative is to highlight the options and to encourage you to adopt them when it suits you - just imagine the impact on traffic and congestion if for just one day per week we all adopted a more sustainable transport option.
- 11.13 You never know you might even get to like the suggested alternative and be encouraged to adopt it on a more regular basis.
- 11.14 If you are ready for the challenge, please email XXX@xxxx.com and we'll typically get back to you within one working day and shortly after you'll be on your way with a range of sustainable travel options.

POTENTIAL TRAVEL INITIATIVES PROMOTIONAL IDEAS (all need NOT apply)

Walking

- W1: Improved pedestrian signage on-site (if relevant)
- W2: Improved pedestrian access to site
- W3: Encourage public transport users to get off a stop earlier
- W4: Promote walking route websites and apps, e.g., <https://walkit.com/>
- W5: Offer led lunchtime/after work walks
- W6: Provide pool umbrellas for use
- W7: Provide walking maps
- W8: Run or participate in a pedometer challenge
- W9: Walk to work week promoted
- W10: Walking promoted between work sites
- W11: Other

Cycling

- C1: Bike Security Marking takes place
- C2: CCTV installed for cycle security
- C3: Corporate membership of cycle loan scheme (where applicable)
- C4: Cycle Hire/Bike Loan scheme in place (where possible)
- C5: Cycle maintenance sessions
- C6: Cycle parking/storage installed
- C7: Cycle to University/College week
- C8: Cycle to workday / week
- C9: Cycle training available for residents
- C10: Cycling club established
- C11: Cycling maps
- C12: Cycling promoted
- C13: Invite retailer to provide discounted cycle / cycle accessories event

- C14: Dr Bike sessions delivered
- C15: Hire to Buyer scheme (relevant in some areas, e.g., London)
- C16: Improved cycle access to site
- C17: Lockers installed for storage of equipment e.g., cycle helmets (workplace initiative)
- C18: Offer lunchtime/after work cycle rides (workplace initiative)
- C19: Provision of bike vouchers for new residents
- C20: Provision of pool bikes (if possible)
- C21: Secure discounts with local bike shops
- C22: Set up Bike User Group (BUG)
- C23: Showers available for use by cyclists (workplace initiative)
- C24: Sign up to the Department for Transport's Cycle to Work guarantee (workplace initiative)

Public Transport

- PT1: Membership of bus company's corporate travel scheme (workplace initiative)
- PT2: Negotiate bus travel discount
- PT3: Promotion of Park & Ride schemes (where relevant and as part of PTP)
- PT4: Providing public transport tickets for staff business journeys (workplace initiative)
- PT5: Run a 'travel by bus' day/week
- PT6: Season ticket purchase scheme for buses (workplace initiative)
- PT7: Season ticket purchase scheme for rail (workplace initiative)
- PT8: Promotion of public transport smart cards
- PT9: Provision of timetables/maps/information
- PT10: Participate in Catch the Bus Week
- PT13: Improve on-site infrastructure for buses and bus users (where relevant, e.g., major regeneration schemes)
- PT14: Subsidised single/return tickets with staff ID pass on key routes (workplace initiative)
- PT15: Free shuttle service from staff car park/between sites (workplace initiative)

Disincentives to Car Travel

- CT1: Car Free Day
- CT2: Charge for on-site car parking, and use revenue to subsidise Travel Plan measures (workplace initiative)

- CT3: Ensure parking permit system based on parking need (where relevant)
- CT4: Review business mileage policies (workplace initiative)
- CT5: Removal of car parking spaces (workplace initiative)
- CT6: Review employee parking entitlement (workplace initiative)
- CT7: Offer incentives for non-use of car
- CT8: Increased enforcement against unauthorised parking
- CT9: Parking charges increased (where relevant)

Smarter Driving

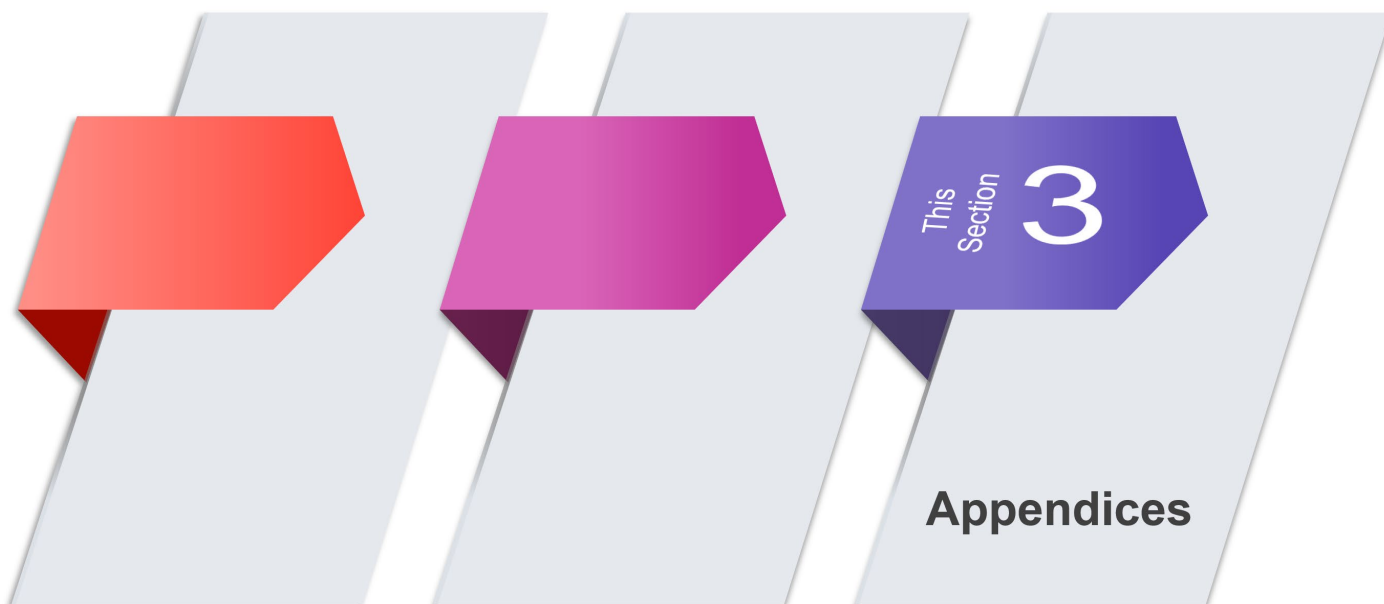
- SD1: Car Free Day
- SD2: Carpooling/sharing scheme established
- SD3: Eco driving promoted
- SD4: Installation of electric vehicle charging points
- SD5: Establishment of car club for site users (where relevant)
- SD6: Provision of car sharing spaces
- SD7: Provision of electric vehicles for staff as pool cars (workplace initiative)
- SD8: Review vehicle fleet for efficiency savings (workplace initiative)
- SD9: Use of FORS (Fleet Operators Recognition Scheme) accredited drivers/vehicles (workplace initiative)
- SD10: Provision of incentives for Car Sharers
- SD11: Installation of secure parking for motorised scooters/motorbikes
- SD12: Safe and fuel-efficient driver training delivered
- SD13: Provision of pool cars for staff (workplace initiative)

Smarter Working Practices

- RW1: Promote flexible working
- RW2: Promote home working
- RW3: Promote web and teleconferencing facilities to limit travel for meetings
- RW4: Promote cycle courier services
- RW5: Prioritise using local suppliers where possible and practical
- RW6: Other

Promotion, Communication and Events

- PC1: Information on travel options provided to new starters / residents (part of PTP)
- PC2: Information on travel options provided to visitors (if relevant – part of PTP)
- PC3: Launch day for sustainable and active travel
- PC4: Participation in Commuter Challenge
- PC5: Provide Personalised Travel Planning
- PC6: Provide relevant transport updates via social media
- PC7: Run sustainable travel competition
- PC8: Sustainable travel options promoted using social media, websites, posters, noticeboards, communal areas, newsletters, pay slips, etc
- PC9: Travel maps and notice board set up
- PC10: Working with the local authority to support sustainable travel in the community
- PC11: New residents / staff welcome pack with travel information



Illustrative TP Questionnaire(s)

Development Proposals

Walk Isochrones

Cycle Isochrones

Bus Timetables

Residential

Residential Travel Survey

The survey will take approximately 9 minutes to complete.

* Required

1. May we please have your name? *

2. Gender *

Male

Female

Prefer not to say

3. Age *

16 - 19

20 - 29

30 - 39

40 - 49

50 - 59

60 +

4. Home Postcode (preferably full postcode but only the first half is essential) *

5. Do you consider yourself to have a disability which affect the way in which you can travel to work?

Yes

No

6. Which of the following options best describes you working hours? *

- Full-time
- Part-time (less than 37 hours per week)
- Part-time (less then three days per week)
- Shiftwork
- School term time only
- Weekend working
- Night working

7. What is your main mode of travel to work? (If you use more than one of the below options indicate which mode you spend the most time/furthest distance on) *

- Walk
- Car alone
- Car share (as a passenger)
- Car share (as the driver)
- Cycle
- Bus

- Staff minibus
- Train all Metro
- Walk then train or Metro
- Cycle then train or Metro
- Lift then train or Metro
- Motorcycle
- Ferry
- Taxi
- Walk from home
- Other

8. How often do you travel this way? *

- Walk - daily
- Walk - occasionally
- Car alone – daily
- Car alone – occasionally
- Car share – daily

- Car share – occasionally
- Cycle – daily
- Cycle – occasionally
- Staff minibus – daily
- Staff minibus – occasionally
- Bus – daily
- Bus – occasionally
- Train or Metro – daily
- Train or Metro – occasionally
- Ferry – daily
- Ferry – occasionally
- Motorcycle – daily
- Motorcycle – occasionally
- Taxi – daily
- Taxi – occasionally
- Work from home – daily
- Work from home – occasionally

WORK FROM HOME – OCCASIONALLY

Other

9. What influences your travel choice? (Please enter an answer for each statement)

*

- Lack of alternatives – important
- Lack of alternatives – not important
- Cost – important
- Cost – not important
- Convenience and comfort – importance
- Convenience and comfort – not important
- Personal safety – important
- Personal safety – not important
- Environmental concerns – important
- Environmental concerns – not important
- Health and fitness – importance
- Health and fitness – not important
- Parking issues – importance

- Parking issues – not important
- Avoid congestion – important
- Avoid congestion – not important
- Need car for my work – important
- Need car for my work – not important
- Additional journey before/after work - important
- Additional journey before/after work – not important

10. How far is your place of work from home? *

- Less than a mile
- 1 – 2 miles
- 2 – 5 miles
- 5 – 10 miles
- 10 – 20 miles
- More than 20 miles

11. How long does your journey from home to your place of work usually take? *

Less than 15 minutes

15 – 30 minutes

30 – 45 minutes

45 – 60 minutes

Over an hour

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

Before 8 AM

8 AM – 9 AM

After 9 AM

Work from home

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

- Before 5 PM
- 5 PM – 6 PM
- After 6 PM
- Work from home

14. If you travel by car to your place of work, where do you usually park? *

- At your place of work
- Public car park
- On street (another location)
- Park and ride

15. If you were unable to drive to work on a given day, what would you do?

16. When you make a business journey (i.e. attending a meeting in another location or any journey for which you claim travel expenses) how do you usually travel? *

Bicycle

Bus

Train all Metro

Car (own car)

Car share

Company car

Motorcycle

Taxi

Walk

17. Please indicate the extent to which you have used each of the following?

Working from home – always

Working from home – occasionally

Flexitime – always

Flexitime – occasionally

Compressed hours (e.g nine day fortnight) – always

Compressed hours (e.g nine day fortnight) – occasionally

Video/teleconferencing – always

Video/teleconferencing – occasionally

18. Are you aware of any incentives or discounts offered through your employer to help with your travel to work? *

Yes

No

19. Do you use your car for work purposes throughout the working day? *

- Yes – nearly every day
- Yes – a couple of times a week
- Yes - a couple of times a month
- No – never

20. Which of the following would encourage you to travel here more by walking or cycling? (Tick all that apply) *

- Improved cycle parking/cycle storage
- Safer cycle routes/footways
- Assistance with purchase of a bike
- Better access to cycling/walking information
- Safer walking routes/footways
- Shower/changing facilities at work
- Pool car for business travel available at work
- Pool bikes

21. Which of the following would encourage you to travel to and from your workplace more by public transport? (Tick all that apply) *

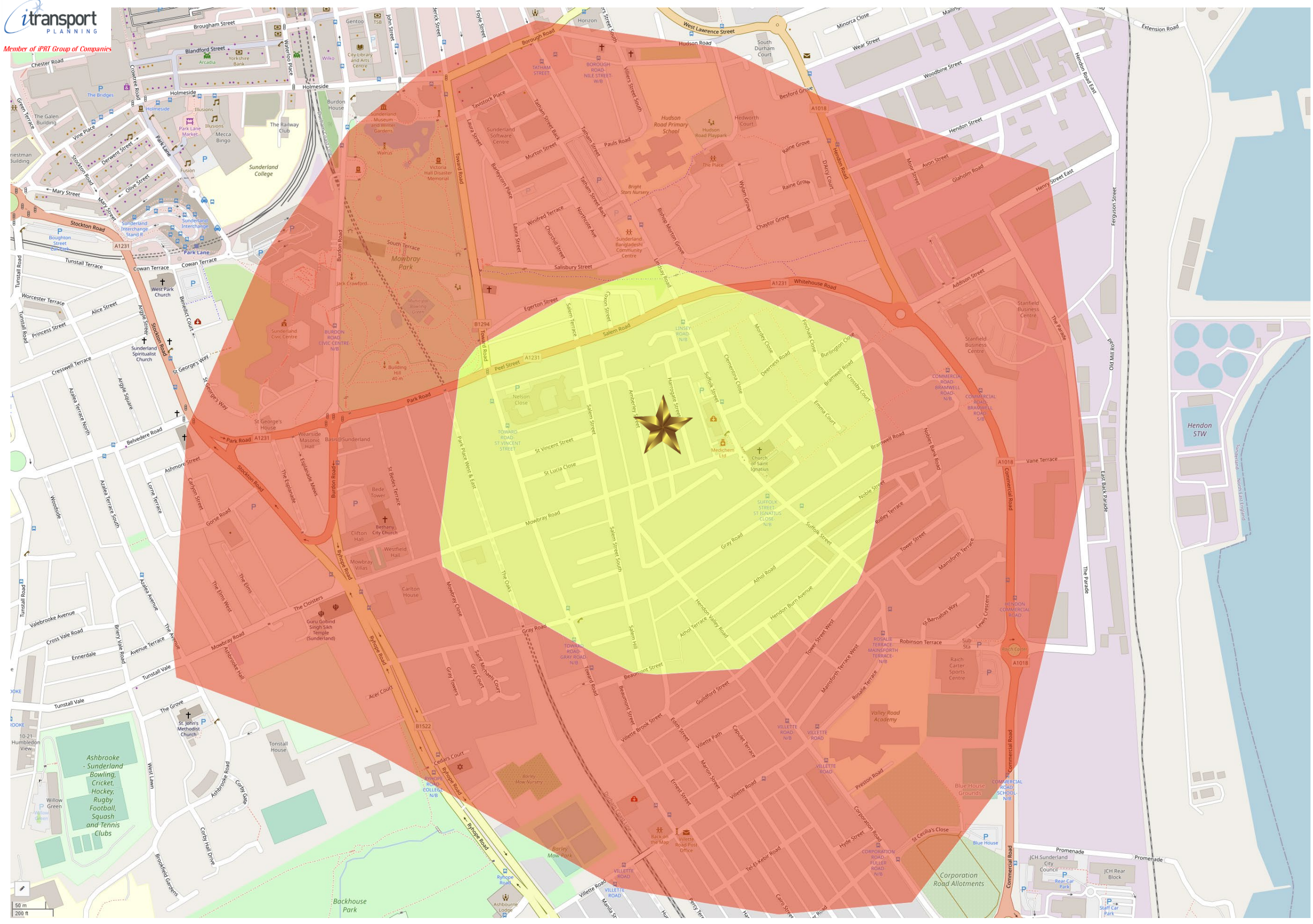
- Better access to public transport information
- Safer public transport
- Increased frequency of bus or rail / Metro services
- Discounts on public transport tickets/passes
- Cycle parking at rail/Metro stations
- Better links to railway / Metro stations
- Pool car for business travel available at work
- Flexible working hours/home working
- Real-time public transport information available at this site

22. How accessible is your workplace by the following? (tick all that apply) *

- Public transport – very accessible
- Public transport – somewhat accessible
- Public transport – not accessible
- Walking – very accessible
- Walking – somewhat accessible
- Walking – not accessible
- Cycling – very accessible
- Cycling – somewhat accessible
- Cycling – not accessible

23. What would make you consider car sharing on your journeys to work?

24. Do you have any further suggestions to improve your journey to work?



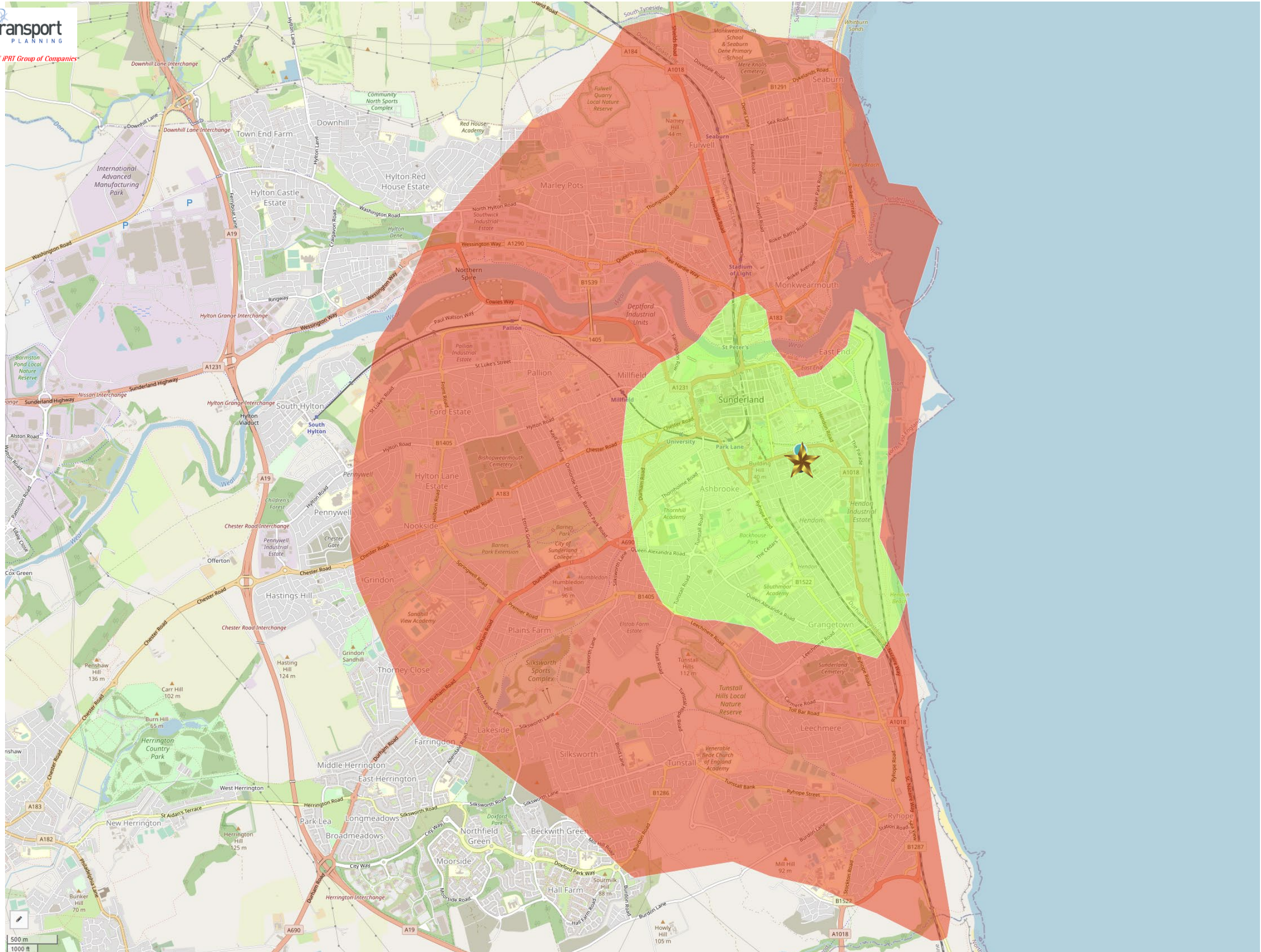
TITLE
Illustrative Walk Isochrones

NOTES: These isochrones are meant to provide an illustration of the potential extent of 400m and 800m isochrones and not intended to be precise distances

DESIGN
RAH

DRAWINGNO / REF
Illustrative

KEY
400m 800m



500 m
1000 ft

TITLE
Illustrative Cycle Isochrones

NOTES: These isochrones are meant to provide an illustration of the potential extent of 2km and 5km isochrones and not intended to be precise distances

DESIGN
RAH

DRAWING NO / REF
Illustrative

KEY
2km 5km

Will be included as part of the initial Travel Plan



Creative Minds, *Intelligent Thinking*

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Sites Appraisal & Feasibility Assessments

Transport Assessments Transport Statements Green Sustainable Travel Plans

