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REDWOOD PARTNERSHIP
Consulting Engineers
Transportation Planners



**BROADFIELDS INNOVATION & BUSINESS PARK
TILBURY ROAD
EAST HORNDON
BRENTWOOD
ESSEX
CM13 3LS**

FRAMEWORK TRAVEL PLAN

on behalf of
MM PROPERTIES (LONDON) LIMITED

PMcL/3386d6/September 2022



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Drg.No. 0503-A20-007 – Planning: Indicative Site Layout (NWA plc Architects)



1.0 INTRODUCTION

- 1.1 The Redwood Partnership has been appointed by MM Properties (London) Limited to prepare a Framework Travel Plan (FTP) to accompany proposals for a new Development named the Broadfields Innovation & Business Park. The proposal includes a mix of Use Classes E(g)(iii), B2 and B8; a single dedicated site access; on-site vehicle parking, service loading/unloading areas, motorcycle and cycle parking and external highway works together with associated infrastructure on land at Broadfields, Old Tilbury Road, Brentwood, Essex.
- 1.2 The site is located on the west side of Old Tilbury Road, East Horndon, Brentwood, Essex, CM13 3LS and is located approximately 5km east of the M25, junction 29 immediately south-west of the junction of the A127 Southend Arterial Road and the A128 Tilbury Road off the east side of Tilbury Road (**Figure A1**).
- 1.3 The Government's White Paper on the future of transport, entitled 'The Future of Transport – a network for 2030' published in July 2004, sets out the Government's commitment to sustainable transport. In respect of promoting sustainable choices of transport, this Framework Travel Plan should be read in conjunction with 'A Travel plan Resource Pack for Employers' (January 2000); 'Making Travel plans Work' (Department for Transport, July 2002) and Essex County Council's 'Helping You Create a Business Travel Plan'.
- 1.4 The FTP details the overall Travel Plan strategy for the multiple businesses that will be established on the site. The success of the FTP will depend upon the co-operation and enthusiasm of staff and customers as much as on the measures defined herein. The primary aims are:
 - i) to increase staff and customer's awareness of the potential for travel by more environmentally friendly modes other than the car, if practical to do so, and
 - ii) to introduce a package of measures that will assist and encourage travel to the Site by modes of transport other than the car
- 1.5 The Framework Travel Plan will be inherited by each business when occupying the site and will commence with a review of the existing travel patterns of new staff undertaken



when the site is 80% occupied. The review will focus both on staff travel arrangements and on existing available transport infrastructure and systems (e.g. pedestrian, cycle, bus and rail networks). This information defines a baseline against which the detailed Travel Plan's success will be measured and will be part of an on-going review process for a period of five years commencing after 80% occupation.

- 1.6 When fully occupied the site is expected to generate approximately 800 employment opportunities in the local area. Clearly, local recruitment will influence employee travel behaviour and this will undoubtedly make a significant contribution towards limiting unnecessary car journeys. Future plans for significant residential development within a 2-mile radius will maximise the opportunity to recruit locally.



2.0 SITE & ACCESSIBILITY

- 2.1 The site is located off the east side of Tilbury Road, East Horndon, Brentwood, Essex, CM13 3LR and has the benefit of access from both ends of Tilbury Road; from the north from the A127 Southend Arterial Road slip road providing southbound entry only and from the south via an all-movements simple priority junction with the A128 Tilbury Road (**Figure A1** and **Drg.No. 0503-A20-007**).
- 2.2 Pedestrians have dedicated footway access to the site from the north adjacent to the westbound slip lane entry onto the A127 Southend Arterial Road via a narrow footway as far as the entrance shared with East Horndon Hall commercial entrance (**Figure A2**). A surfaced footway route is located from bus stop BS4 (**Figure A2**) on the A128 Tilbury Road, however this footway terminates at the Tilbury Road junction. The development proposals will provide a new dedicated surfaced footway/cycleway along Tilbury Road from the A128 Tilbury Road junction and bus stop BS4 to the new site entrance and beyond to the north-east corner of the site.

Public Transport - Bus Accessibility

- 2.3 The nearest bus stops are located on the A128 Tilbury Road near to its junction with the A127 Southend Arterial Road (**BS1** and **BS2** – **Figure A2**) where passengers can alight walking adjacent to the A127 Southend Arterial Road westbound on-slip road then to the site from the northern end of Old Tilbury Road. Passengers travelling on northbound bus services can alight at **BS1** directly onto the nearside footway which links to the northern end of the A128 Tilbury Road, however after alighting from southbound services at **BS2** just south of the interchange there is no safe route to cross the A128 Tilbury Road to access the site, therefore this bus stop will not be promoted as a safe alighting point for the Development. Bus stop **BS3** would be promoted as a safer bus stop for southbound bus services.
- 2.4 Alternatively, passengers can alight on the A128 Tilbury Road south of the site (**BS3** and **BS4** – **Figure A2**) walking north along Old Tilbury Road to the site. The walk distance from the southbound bus stop to the site entrance is 375 metres (5-minutes), marginally longer to the northbound bus stop of approximately 450 metres (6-minutes). The majority



of bus passengers travelling to the site will alight at the southbound bus stop which is closer to the site. A new surfaced shared footpath/cyclepath adjacent to Old Tilbury Road leading to the site is included in the proposals and will provide a surfaced route from the nearest bus stops to the site entrance.

- 2.5 Bus service 565 is the single general passenger service passing near to the site providing 6no journeys Monday to Friday and 6no journeys on Saturday. The service links Brentwood, Ingrave, Herongate, East Horndon, West Horndon and Bulphan. **Figure A3** shows the available bus service routing around the site. The first service from Brentwood Station arrives at 07:30hrs; the last service departs to Brentwood Station at 18:00hrs, providing a realistic bus service for work trips. **Table 3.2** shows the frequency and route of this local bus service:

Table 3.2 - Local bus services and frequencies (Plan – REDW-3386-400)

Service Number	General Frequency (mins)			Route
	Mon-Fri	Saturday	Sunday	
565	6 services	6 services	-	Brentwood, Ingrave, Herongate, East Horndon, West Horndon and Bulphan

Public Transport - Rail Accessibility

- 2.4 West Horndon Railway Station is located approximately 1.7 kilometres' south-west of the site providing over ground rail services (**Figure A2**). Rail transport will provide a good mode of transport for staff working on the site via a completely surfaced pedestrian route. Other proposed future residential developments accessing the highway from Station Road may provide an opportunity to enhance street lighting further on Station Road. Business trips using the local taxi service as a link from the site to the station is a realistic possibility due to the short travel distance.
- 2.5 Train services are primarily provided by c2c. The typical off-peak service frequency is 2 trains per hour to London Fenchurch Street and 2 trains per hour to Shoeburyness via Basildon. Services are spread throughout the day from approximately 05:30hrs to midnight providing a regular service during all working daytime hours.



Cycle Routes & Cycle Parking Provision

- 2.6 The highway adjacent to the site does not have dedicated cycle routes and cyclists are required to cycle on the carriageway, however the local topography is reasonably level and the carriageway sufficiently wide to encourage cycling as a realistic mode of travel. Cycle journeys of up to 5 miles (8km) can replace carborne trips and adequate cycle storage will be provided for each business unit to encourage cycling as a sustainable mode of transport. New cycle routes adjacent to the site will be included as part of the Development.
- 2.7 **Figure A4** shows the 5-mile cycle isochrone to the site. Should staff and visitors wish to use cycling as a mode of transport the site is accessible to residential areas such as the majority of Brentwood including south-west parts of Billericay to the north; West Horndon, Langdon Hills and Laindon to the south, west and east and potentially further west towards Cranham. The cycle isochrone encompasses future residential areas such as West Horndon re-development and Dunton Hills Garden Village near to the site.
- 2.8 The site includes a single bespoke and covered cycle parking structure capable of storing 10no cycles per building unit. Each individual business unit or groups of business units can be provided with a single secure and covered cycle storage facility providing a total of 140no cycles distributed around the Development in separate locations.
- 2.9 Cycle parking provision will be subject to monitoring and potential enhancement if subsequent Travel Plan surveys show a greater need for cycle storage space.



3.0 TRAVEL PLAN ADMINISTRATION

3.1 A Travel Plan Coordinator (TPC) will be employed by the Landlord to oversee all Travel Plan actions associated with the site. The TPC is likely to be part of the management company handling site management duties on behalf of the Landlord and will be the main point of contact with the Council and outside bodies with regards Travel Plan actions.

3.2 The Travel Plan Coordinator's name and contact details is not known at the present time, but will be confirmed prior to the first units being occupied. The Travel Plan Coordinator's role and responsibilities will be:

- i) to oversee the development of the Travel Plan and its operation on the whole site
- ii) to coordinate with businesses and ensure staff surveys are completed and submitted at the appropriate time
- iii) to manage and promote the Travel Plan initiatives to businesses on the site
- iv) to act as a liaison between the Council and businesses on the site

3.3 A Travel Plan Co-ordinator will not be appointed until after planning permission but in advance of the first occupation within the development. Until that time the contact for Travel Plan matters is:

Mr Daniel McAllister
MM Properties (London) Limited
No 1 Railshead Road
St Margarets
Old Isleworth
Middlesex TW7 7EP



Administration

3.4 A filing system for recording all correspondence will be established and maintained upon implementation of the Travel Plan. In the interests of confidentiality, the TPC will hold relevant data and be responsible for the release of information to the Council on request.



In the interests of security, only partial postcode details will be supplied and no information will be released which is deemed to be protected under the Data Protection Act or the duty of confidentiality which each business has to its staff.

- 3.5 Data relating to the travel patterns of new staff shall be collected during travel surveys and information relating to staff leaving employment will be removed from the database.

Consultation

- 3.6 The success of the Travel Plan will rely on the feedback from staff of each individual business which will be overseen by the TPC. The Travel Plan Coordinator shall be responsible for all liaison between businesses on the site and outside bodies, including Essex County Council. The TPC will liaise with these groups as necessary.

Promotion

- 3.7 All staff within each business will be made aware of the details of the Travel Plan, its objectives in enhancing the environment and the role of individuals in achieving its objectives at its launch. Job applicants will also be made aware of the Travel Plan during their selection process.
- 3.8 Other promotional material shall take a variety of forms and shall be issued by the TPC to individual businesses for forwarding to their own staff members; displayed in a prominent location at the main entrances or provided in the form of 'one off' marketing initiatives.
- 3.9 The main website for the Innovation and Business Park will contain a prominent feature box directing viewers towards smarter travel information. Travel information will also be included on the website of each business with a link to the main travel webpage for the site.

Updating

- 3.10 The Travel Plan is a strategy for the whole site that will evolve over time. The objective to persuade staff to consider travel by sustainable modes will not change, however it may be possible over time to define or re-define specific objectives. A review of Travel Plan



targets will provide an important focus for reviewing strategies. The Travel Plan will be administered, reviewed and monitored for a period of five years commencing at 80% occupancy of the development.



4.0 TRAVEL PLAN OBJECTIVES & MEASURES

- 4.1 Following the analysis of the initial staff travel survey information, a review of travel targets and objectives for the Travel Plan shall be undertaken by the TPC and agreed with the Council and businesses on site. In order to meet the targets and objectives a set of physical and management measures shall be designed and target dates for their implementation put into place.
- 4.2 At this stage, the objectives, targets and measures outlined below are presented as a guide to the likely development of the Travel Plan. However, the list is not exhaustive and the Travel Plan Coordinator shall be free to investigate other potential initiatives, particularly those identified by staff members.

Travel Plan objectives

- 4.3 The following objectives of the Travel Plan are aimed to complement and enhance the corporate and commercial objectives of the business:

Objective 1: To aim to reduce the number of commuter cars arriving on site by promotion, enhancement and provision of information on walking, cycling, bus and rail travel. Encouraging car sharing with a view to increasing the modal share of these alternative modes of transport

Objective 2: To aim to reduce the amount of 'drive-alone' commuter car journeys associated with business travel by staff and visitors

Objective 3: To encourage and inform staff of sustainable and safe travel options

Objective 4: To monitor and review the progress of the Travel Plan strategy for a period of five years commencing at 80% occupancy of the development



Travel Plan Measures

- 4.4 A number of physical and management measures shall be implemented in order to meet the objectives of the Travel Plan. These measures include the following:

General marketing and promotion

- 4.5 The Travel Plan will only be a success if it has the support of staff within each business. Explaining the benefits and promoting the sustainable alternatives will encourage staff to adopt more sustainable modes of travel. At an early stage the TPC will make businesses aware of the Travel Plan and that the measures being introduced are to inform and encourage people of ways to use cars more wisely. In addition to raising general awareness any success achieved will be fully publicised to staff. The following specific measures have been identified to promote the Travel Plan:
- a) A local launch of the Travel Plan shall be organised by the TPC to coincide with the introduction of the first visible measures that will benefit staff (e.g. cycle parking; the Travel Information Centres and the Travel Plan Information Pack). An individual business launch shall take place within three months of each business opening for trading;
 - b) The TPC will arrange to have a Travel Plan Information Pack available to be distributed by each business to each new staff member upon employment;
 - c) Two Travel Information Centres in the form of notice boards shall be provided at each business premise; one notice located at the front entrance used by visitors and one in the staff rest room. These Travel Information Centres shall provide customers and staff with relevant transport and travel information including details of available public transport and taxis together with information on pedestrian and cycle routes near to the site;
 - d) Specific events throughout the lifetime of the Travel Plan shall be promoted by the TPC. The events will be publicised and supported to coincide with national campaigns such as, but not restricted to, the National Car Free Day, National Bike Week and Walk to Work Week.



Encouraging walking

- 4.6 To encourage staff to consider walking as a viable mode of travel to work, the following measures are included in this Travel Plan:
- a) At the launch of each business Travel Plan, staff shall be provided with available information regarding recommended routes for walking to the site;
 - b) At the launch of each business Travel Plan, the provision of a 'Help you get home!' scheme will be investigated by each business to offer their staff who walk to work for assistance with getting home in an emergency;
 - c) The Travel Plan Information Pack will promote the health benefits of walking as West Horndon Station is 1.7km from the site; a 20-minute walk distance.

Encouraging cycling

- 4.7 To encourage staff to consider cycling as a viable mode of travel to work, the following measures are included in this Travel Plan:
- a) At the launch of the Travel Plan, staff shall be provided with available information regarding cycle routes to the site;
 - b) The TPC shall investigate discount schemes available for the site as a whole for the purchase of cycling equipment at local cycle shops together with potential staff benefits through government tax benefits via the Cycle to Work scheme. The TPC shall inform businesses of any discounts possible;
 - c) Those staff members who cycle to work shall be encouraged to report individually to their management then to the TPC on issues relating to the provision of on-site cycling facilities and the maintenance of off-site cycle routes;
 - d) Based upon a maximum development scenario space for 140 cycles can be provided in various key locations around the site. During the first year of the Travel Plan the adequacy of this provision will be kept under review by the TPC;
 - e) At the launch of the Travel Plan the provision of a 'Help you get home!' scheme will be investigated by each business to offer their staff who cycle to work for assistance with getting home in an emergency;



- f) The Travel Plan Information Pack will promote the health benefits of cycling as West Horndon Station is 1.7km from the site; a 5-minute cycle distance.

Encouraging the use of bus and rail services

- 4.8 To encourage staff members to consider the use of bus and rail services, the following measures are included in the Travel Plan:
 - a) Staff shall be provided with details of available local bus and rail services within their Travel Information Pack; in the Travel Information Centres and on the business website;
 - b) At the launch of the Travel Plan the provision of a 'Help you get home!' scheme will be investigated by each business to offer staff who use bus and rail services to travel to work for assistance with getting home in an emergency.

Encouraging car sharing

- 4.9 To encourage staff members to consider car-sharing, the following measures shall be implemented as part of the Travel Plan:
 - a) The benefits of car sharing (particularly the financial benefits) and the intention to inform staff of other potential car sharers shall be communicated to staff by the TPC via each business and staff networking events. The TPC shall review with businesses the practicality of reserving some car parking spaces on the site for the exclusive use of car-sharers;
 - b) The TPC shall promote car sharing amongst businesses on the site and shall promote local car share schemes, such as gocarshare.com and liftshare.com/UK/community/Essex;
 - c) The Travel Plan will promote a 'Change 1 Journey' campaign, emphasising to staff that if all those who normally drive alone to work chose another form of transport just once-a-week this would reduce car usage by 20%. This modal shift is more likely to occur through car sharing
 - d) The provision of a 'Help you get home!' scheme will be investigated by each business to offer staff who car share their journey to work with



assistance with getting home in an emergency or if stranded by their car share partner.

Business related travel and business visitors

4.10 To encourage the use of sustainable alternatives by staff travelling on business and business visitors, the following measures are included in the Travel Plan:

- a) Where practical, staff shall be encouraged by each business to explore the use of public transport for business travel or to share a car when travelling to meetings;
- b) The benefits of car sharing between the different businesses on the site shall be communicated to each business by the TPC via the Travel Plan Information Pack, regular updates and business networking events;
- c) Information providing directions for travelling to and from the site by public transport, walking and cycling for business purposes, shall be provided;
- d) The TPC shall endeavour to secure a site-wide discounted rate for taxi journeys for visitors and staff travelling on business or for staff who find that their journey is outside public transport availability.

New Staff

4.11 To encourage new staff to use alternative means of travel to the site the following measures shall be implemented as part of the Travel Plan:

- a) Each business will endeavour to promote, where possible, and subject to the requirements of Employment legislation, the recruitment of staff from the local area. Clearly, local recruitment will influence travel behaviour and will undoubtedly make a significant contribution towards limiting unnecessary car usage;
- b) At the interview stage, potential staff members shall be made aware of the Travel Plan and during the induction process, new staff members shall be issued with details of the Travel Plan by the business;
- c) A Travel Information Pack will be distributed to new staff members by each



business at the time of their recruitment and induction and prior to the opening of the business. Aimed at staff members, the Travel Information Pack will be a pack of leaflets and other information containing travel options and information on all modes of travel. The Travel Information Pack will include but not be restricted to the following information:

- An overview of the adopted Travel Plan and the business's commitment to encouraging sustainable travel patterns by staff and customers
- MAP - A single integrated map showing the local pedestrian and cycle network; safe route to public transport services; location of on-site car, cycle and motorcycle parking and access routes onto the site
- INFORMATION SHEET - Public transport services with simplified timetables and frequencies and information on taking bicycles on trains; car sharing options; cycle safety and maintenance checklist; local taxi companies contact details and where to find other information
- Contact details of the TPC and business Travel Plan contact.

Staff travel patterns

4.12 In order to identify the travel patterns of staff, the business will carry out a staff travel survey in accordance with the Action Plan and submit to the TPC. This data will be compiled and submitted to Essex County Council for their agreement. A travel questionnaire (**Appendix B**) will be used to establish the following information:

- Staff home post codes;
- Normal working hours;
- The modal split for the journey to work by both usual and occasional modes;
- The journey time to work by both usual and occasional modes;
- The primary reasons why staff who drive to work choose to do so;
- The proportion of staff who would be prepared to (or already) car share, use public transport, walk or cycle to work
- The level of awareness of bus, rail, cycle and pedestrian routes to the site;
- What measures would encourage staff to car share.



Specific national sustainable travel campaigns

- 4.13 Specific events throughout the lifetime of the Travel Plan shall be issued by the TPC to each business and supported on Travel information Centres to coincide with national campaigns such as, but not limited to, the national car free day, green transport week, national bike week, bike2work days and walk to work week.



5.0 TRAVEL PLAN MONITORING & REVIEW

- 5.1 Travel Plan initiatives will help to target appropriate travel information to all those travelling to the site and in this regard the Travel Plan will be promoted by the TPC to all individual businesses.
- 5.2 Targets for assessing the success of achieving a more sustainable alternative to the private car relates to a reduction in the number of 'drive-alone' commuting vehicles arriving on site. Targets shall be established and agreed with Essex County Council after the results of the first staff baseline travel survey are known.
- 5.3 The targets will have a five-year timeframe with formal monitoring undertaken in Year 1 (Baseline Report) produced within 6 months of 80% occupancy of the industrial park; in Year 3 (Interim Monitoring Report) and in Year 5 (Final Monitoring Report). Both the Interim Monitoring Report and the Final Monitoring Report are to be undertaken within 3 months of the relevant anniversary of the Baseline Report. Specific targets will be agreed with Essex County Council after completion of the Year 1 Baseline Report.

Targets

- 5.4 Targets would be 'SMART' – i.e. Specific, Measurable, Achievable, Realistic and Time Bound and would be agreed with Essex County Council. Without the benefit of travel survey data from the first travel survey carried out on site any targets can only remain provisional.
- 5.5 Targeting a reduction in 'drive-alone' commuting will be focussed on staff as more encouragement can be given to this group. Whilst targets for random visitors or customers can be considered, the ability to impact on customer driving behaviour is limited to providing cycle parking facilities and by publication of travel information to inform and encourage customers to consider alternative modes of transport other than the car.



5.6 Notwithstanding the above, the provisional aim-type target for the Travel Plan is as follows:

- **Within 5 years of 80% occupation, the site's daily 'drive-alone' commuting traffic attraction figure for a typical weekday (0700-1900hrs) will be at least 5% lower than that estimated within the Transport Assessment**

This target will be subject to review following the undertaking of the first baseline travel survey following site occupation. All businesses on the site will be required to meet the agreed target.

Monitoring of Travel Plan

5.7 To encourage a high staff response to the travel questionnaire submitted as part of the monitoring process, the TPC will offer a prize draw for respondents to the staff travel survey. Travel Plan monitoring will include:

- Reporting on the maintenance of cycle parking and usage, motorcycle parking, car share issues and a copy of any travel comments received
- A multi-modal count of all trips to and from site during nominated survey periods
- A parking counts (all vehicles including cycles and lorries) during nominated survey periods
- Issue of a staff travel questionnaire during nominated survey periods
- Preparation of a report on whether targets have been achieved

5.8 Within 6 months of 80% occupancy of the industrial park the TPC will arrange for a multi-modal traffic survey and parking count of the whole business park. During the same period businesses will arrange for completion of staff questionnaires of their individual staff members and submit their results to the TPC. The TPC will collate the data and prepare a Year 1 Baseline Report for submission to Essex County Council.

5.9 Thereafter the TPC will produce Interim and Final Travel Plan Monitoring Reports in Year 3 and Year 5 respectively of a 5-year cycle of monitoring which will be forwarded to Essex County Council. No additional surveys or reporting will be undertaken post Year 5; however, other Travel Plan measures will continue to operate.



- 5.10 The Travel Plan Monitoring Reports will include results from the staff and customer travel surveys; results of the traffic surveys; progress towards Travel Plan targets; a summary of activities that have been undertaken during the previous year as well as any recorded progress towards achieving the targets of the Travel Plan. The Travel Plan Monitoring Reports will be submitted within three months of completion of the surveys.
- 5.11 Upon receipt of a planning permission and prior to first occupation the appointment of a TPC will be confirmed and a series of actions will be commenced to deliver an effective Travel Plan. A basic Action Plan of the process is enclosed in the following tables. The actions included within the Action Plan are based upon the date of the industrial park opening and at 80% occupation:



Action Plan 1

Actions required by the business Relative to Industrial Park Opening Date

Physical Measures

Measures to be implemented	Implemented by date	Person(s) Responsible	Duration/period of repetition
Provide permanent car, motorcycle and cycle parking spaces	Prior to industrial park opening	Construction manager	Single event in accordance with planning permission

Action Plan 2

Actions required by the business Relative to Industrial Park Opening Date

Informational Measures

Measures to be implemented	Implemented by date	Person(s) Responsible	Duration/period of repetition
Travel Information Website (1)	Prior to industrial park opening	TPC	Ongoing
Travel Information Pack	Prior to opening and as new businesses start trading	TPC Individual business	Provided in electronic form to all new businesses prior to trading
Staff Travel Plan Briefing (2)	Prior to the commencement of trading of each business	Individual business	Provided in print form to all staff prior to business opening
Travel Plan Information Notice Boards Internal	Prior to the commencement of trading of each business	Individual business	2No. internal travel boards will be provided on business premises; one for staff located in the staff rest room; one for customers located at the business entrance

Notes:

1. The travel information website will be embedded within the main park website and a prominent feature box will be contained within the home page of the website directing viewers towards smarter travel information. Individual business websites should reflect the travel information contained in the main industrial park website or provide a link to the main industrial park website.
2. Briefings for staff will be prepared highlighting the role of the Travel Plan, the relevance of the Travel Plan to them and the rewards that will be arising.



Action Plan 3 - Actions required by the business Relative to Industrial Park Opening Date Promotional Measures

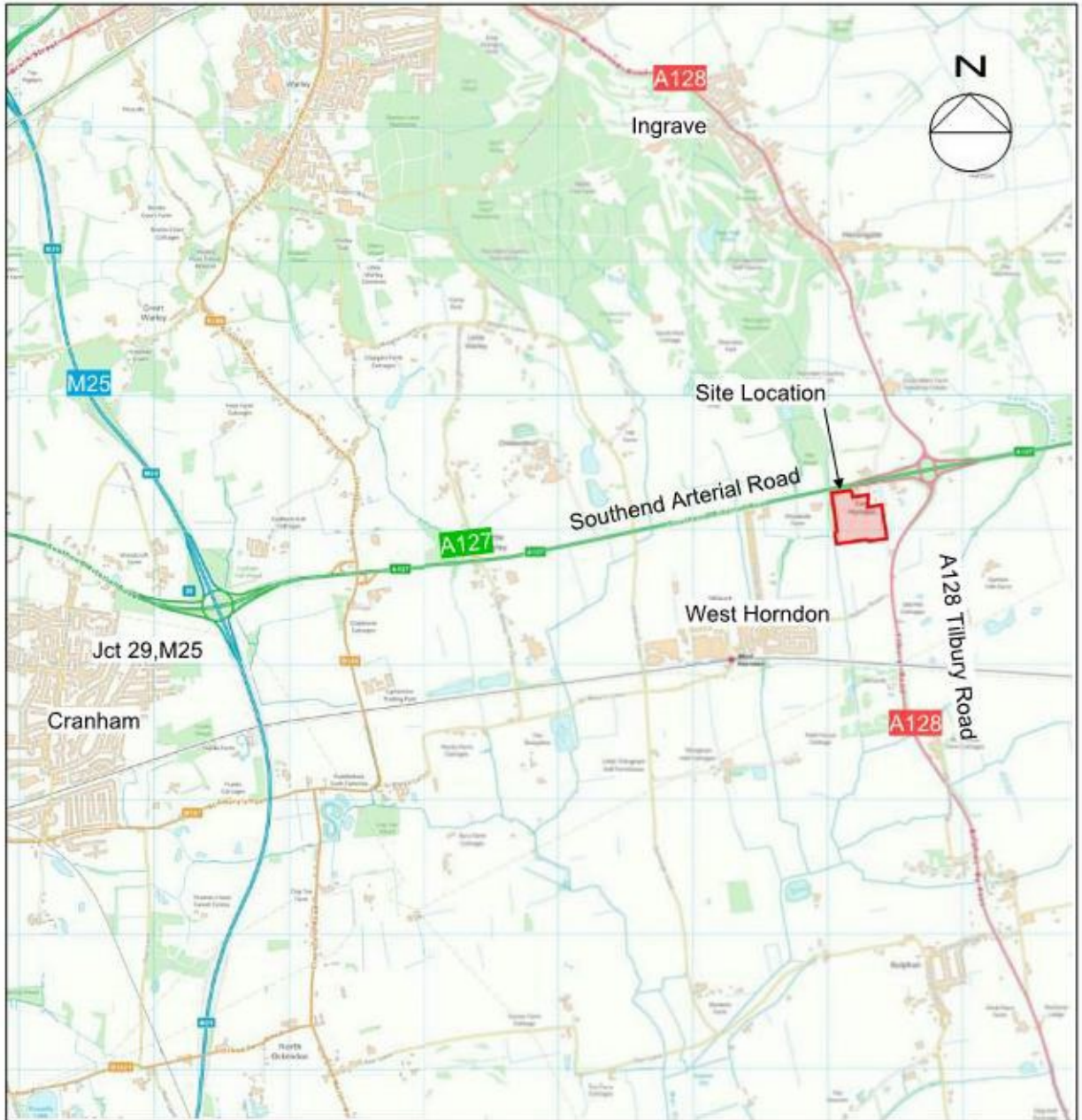
Measures to be implemented	Implemented by date	Person(s) Responsible	Duration/period of repetition
Promotion of national travel awareness days (1)	One month preceding each event on website and Travel Boards	TPC	Annually

Notes:

- Each business will promote travel awareness days within their internal newsletters. The days promoted will include, but shall not be limited to, Walk to Work Week, Ride to Work Day, World Environment Day, Green Transport Week and Bike Week, European Mobility Week, Liftshare Week and Commute Smart Week

Action Plan 4 - Actions required by the business Relative to 80% occupancy (Baseline date) Survey Measures

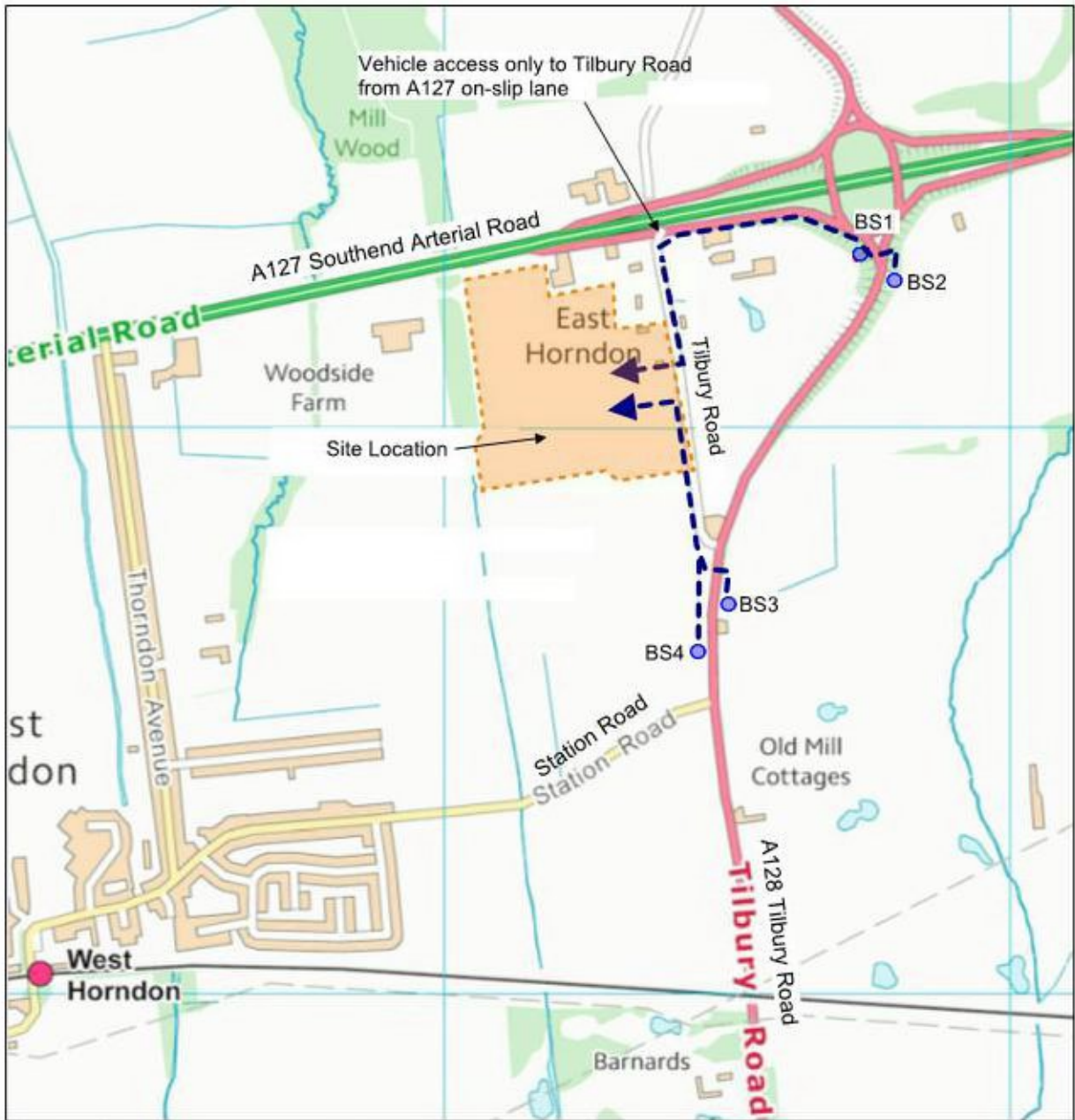
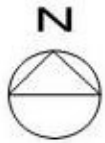
Measures to be implemented	Implemented by date	Involved Parties
Staff questionnaire survey and multi-modal traffic counts	<p>Year 1 Baseline – to be undertaken within 6 months of 80% occupancy</p> <p>Year 3 – within 3 months of the 2nd year anniversary of the Year 1 survey</p> <p>Year 5 – within 3 months of the 2nd year anniversary of Year 3 survey</p>	<p>Staff travel surveys to be undertaken by each business with results forwarded to TPC for submission to ECC within Baseline Report and Monitoring Reports</p> <p>TPC to arrange site-wide multi modal traffic counts and car park occupancy counts</p>
Reporting of Monitoring to Essex County Council and Travel Plan target review	<p>Year 1 – within 3 months of traffic surveys and questionnaire survey submit Baseline Report to ECC. Targets reviewed as soon as possible thereafter</p> <p>Year 3 – within 3 months of the 2nd year anniversary of the Year 1 traffic surveys and questionnaire survey submit Year 3 Interim Monitoring Report to ECC. Targets reviewed as soon as possible thereafter</p> <p>Year 5 – within 3 months of the 2nd year anniversary of the Year 3 traffic surveys and questionnaire survey submit Year 5 Final Monitoring Report to ECC</p>	<p>TPC to submit Baseline Report and Monitoring Reports</p> <p>TPC/Landlord/ECC to review and agree targets</p>



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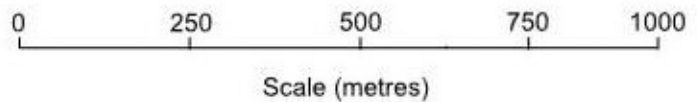
Scale (kilometres)



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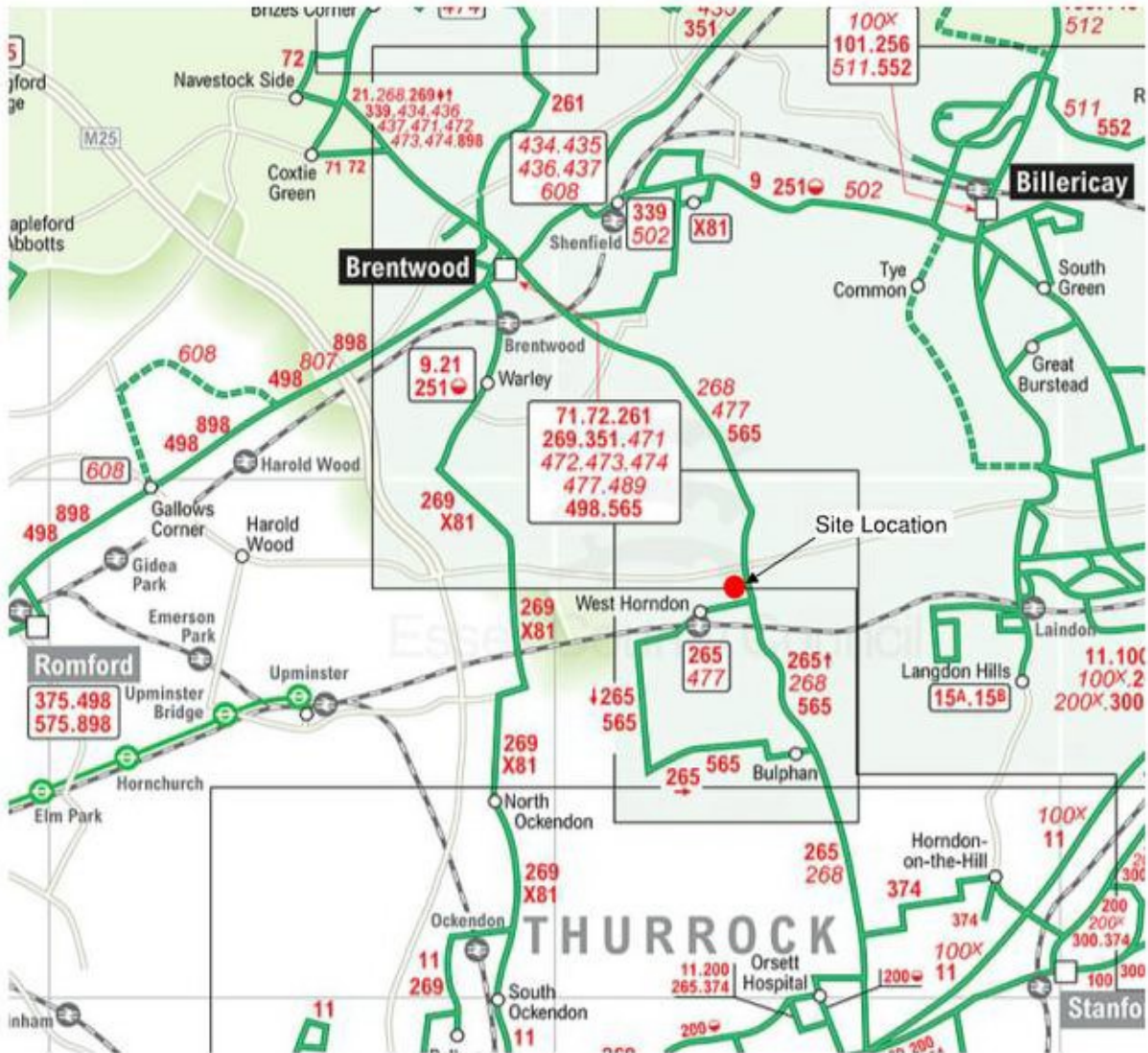
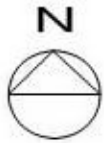
KEY

- Pedestrian route to site
- BS4 Bus stop (no.4)
- Railway Station



3386 Mixed Use Development, Tilbury Road, East Horndon
Junction Location Plan

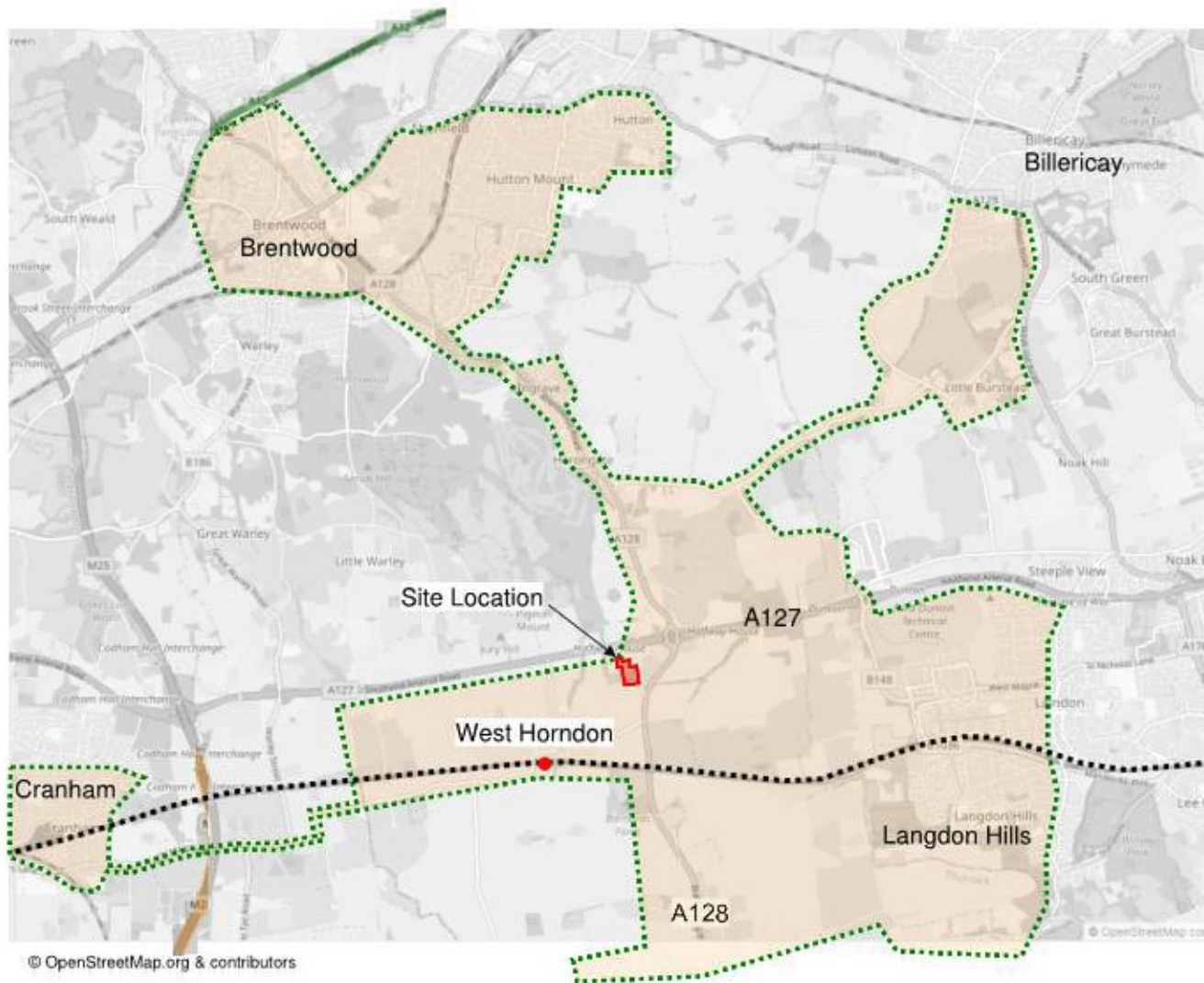
FIGURE A2



Source: http://www.cartogold.co.uk/Essex_Public_Transport/

3386 Mixed Use Development, Tilbury Road, East Horndon
Bus Transport Plan

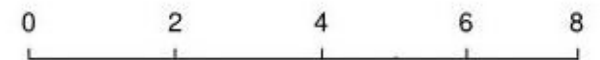
FIGURE A3



KEY



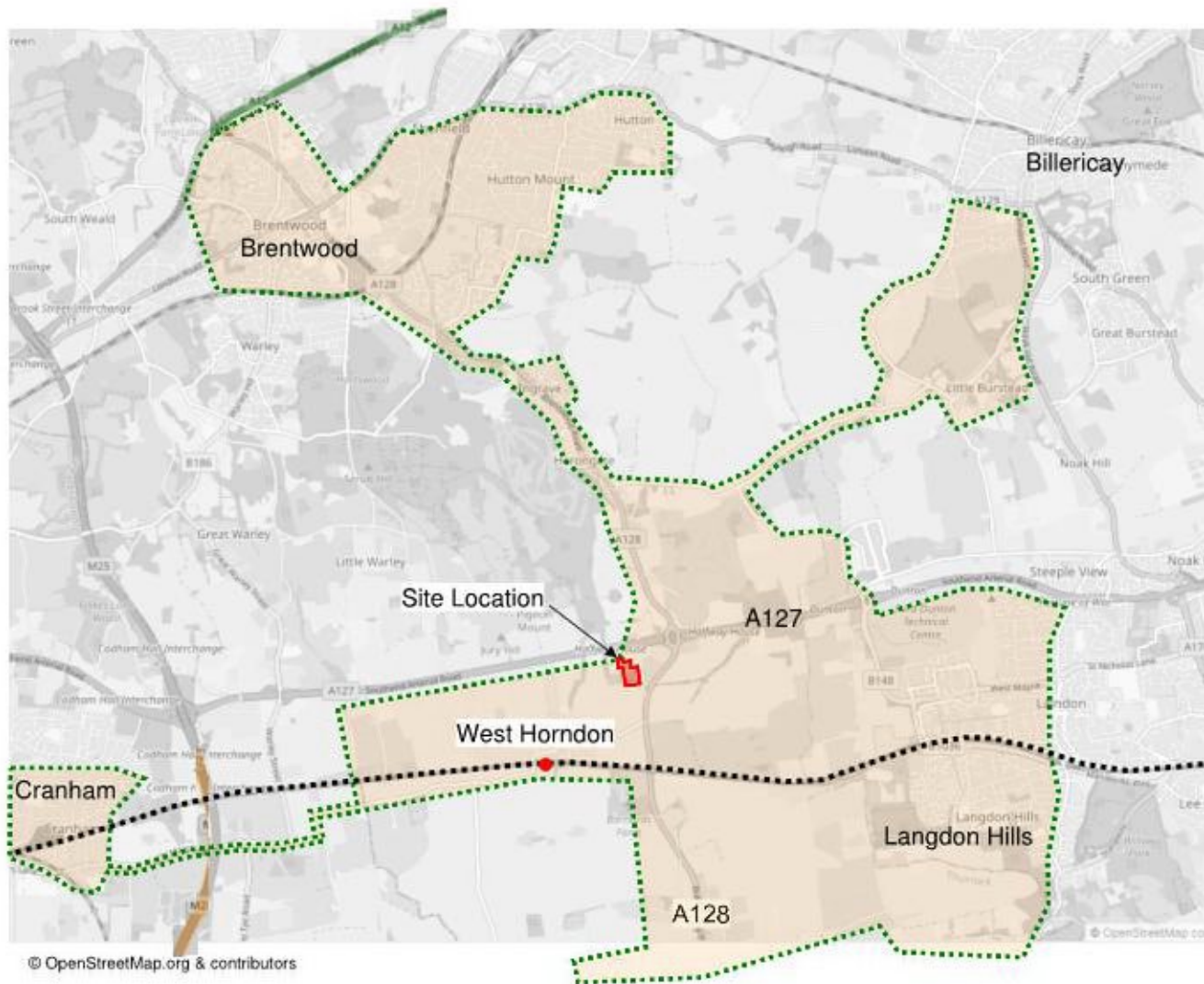
5 mile (8km) cycle
catchment isochrone



Scale (metres)

**3386 Mixed Use Development, Tilbury Road, East Horndon
Cycle Catchment Isochrone Plan**

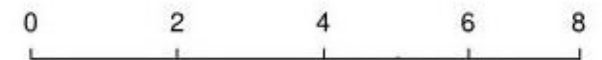
FIGURE A4



KEY



5 mile (8km) cycle
catchment isochrone



Scale (metres)

3386 Mixed Use Development, Tilbury Road, East Horndon
Cycle Catchment Isochrone Plan

FIGURE A4

STAFF TRAVEL QUESTIONNAIRE DRAFT

We are looking at ways of identifying the transport arrangements of staff who work here. We are interested to know how our staff travel to work so please let us know how you normally travel to work by completing this brief questionnaire:

Q1 Male ? _____ Female ? _____ Please tick

Q2 What is your home postcode _____

Q3 How do you normally travel to and from the work?

To work	Please tick one only	From work	Please tick one only
Car (driver)	_____	Car (driver)	_____
Car (driver with passenger)	_____	Car (driver with passenger)	_____
Car (as passenger)	_____	Car (as passenger)	_____
Motorcycle	_____	Motorcycle	_____
Bus	_____	Bus	_____
Train	_____	Train	_____
Cycle	_____	Cycle	_____
Walk	_____	Walk	_____
Taxi	_____	Taxi	_____
Other, please state	_____	Other, please state	_____
.....		
.....		
.....		

Q4 If you travel to work by car, please indicate your alternative travel mode and journey time if the car is not available :

My alternative travel mode to work if a car is not available is:

Walk _____ Please tick **one** only
 Cycle _____
 Bus _____
 Train _____

Q5 What is your journey time using this alternative travel mode if the car is not available would be:

Under 15 minutes _____ Please tick **one** only
 15 mins to 30 mins _____
 30 mins to 1 hour _____
 1 hour to 2 hours _____
 Over 2 hours _____

Q6 If you drive to work by car, do you car share ?

Yes _____ Please tick **one** only
No _____

Q7 As the car driver, if you car share, who else do you take in the car ?

Family _____ Please tick **one** only
Friends _____
Colleagues _____

Usual number of passengers (excluding driver)

1 passenger _____ Please tick **one** only
2 passengers _____
3 passengers _____
4 passengers _____

Q8 As a driver, if you do not car share, please tick two main reasons why you don't:

I do not have time _____ Please tick **two** only
There is no room in my car _____
I do not want the responsibility _____
Do not know anyone to share with _____
I do not feel comfortable transporting others _____

Other –Please explain

.....
.....

Q9 If you drive to work would you be interested in joining a car share club?

Yes _____ Please tick **one** only
No _____

Q10 If you are not interested in joining a car share club, please tell us why ?

.....
.....

Q11 How long does your normal journey take to work door to door using transport identified in question 3

Under 15 minutes _____ Please tick **one** only
15 mins to 30 mins _____
30 mins to 1 hour _____
1 hour to 2 hours _____
Over 2 hours _____

Q12 Travelling on your normal route, how far is it to travel to work from your home?

Less than a mile _____ Please tick **one** only
Between 1 mile and 2 miles _____
Between 2 miles and 5 miles _____
Between 5 miles and 10 miles _____
Over 10 miles _____

Q13 If you drive would you consider walking to work?

Yes _____ Please tick **one** only
No _____

Q14 If not, please tell us why ?

.....
.....

Q15 If you drive would you consider cycling to work?

Yes _____ Please tick **one** only
No _____

Q16 If not, please tell us why ?

.....
.....

Q17 If you drive would you consider taking the bus to work?

Yes _____ Please tick **one** only
No _____

Q18 If not, please tell us why ?

.....
.....

Q19 If you drive would you consider taking the train to work?

Yes _____ Please tick **one** only
No _____

Q20 If not, please tell us why ?

.....
.....

Q21 Do you work:

Full time? (Please tick)
Part time?

Q22 What are your normal working hours:

(Please specify)

.....

Q23 How would you like to travel to work if you had the choice ?

To work	Please tick one only	From work	Please tick one only
Walk	_____	Walk	_____
Car	_____	Car	_____
Bus	_____	Bus	_____
Train	_____	Train	_____
Cycle	_____	Cycle	_____
Other, please state		Other, please state	
.....		
.....		
.....		

Q24 Are you satisfied with the amount of travel information that is provided?

Yes _____
No _____

Please tick **one** only

If you have any comments concerning travel to work please include them in the box below:

**THANK YOU FOR YOUR TIME
PLEASE RETURN FORM TO THE BOX IN THE STAFF ROOM**



BUILDING AREA TABLE

Building	BH	GF	FF	SF / mezz	TOTAL GIA (including Office space in m ²)	Office Area
B1	6	900	0	0	900	194
B2	9	900	300	0	1200	400
B3	9	1200	300	200	1700	600
B4	12	3080	300	440	3820	600
B5	9	424	160	0	584	320
B6	9	830	110	0	940	220
B7	12	2280	200	300	2780	450
B8	12	4576	436	656	5668	872
B9	12	4600	432	772	5804	864
B10	12	3240	340	663	4243	680
SUBTOTAL					27678	5350

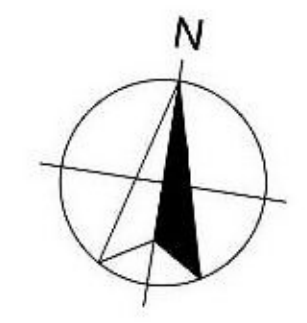
Small businesses buildings

Building	BH	GF	FF	SF / mezz	TOTAL GIA (including Office space in m ²)	Office Area
B11	5	52	0	0	52	12
B12	5	52	0	0	52	12
B13	5	52	0	0	52	12
B14	5	52	0	0	52	12
B15	5	52	0	0	52	12
B16	5	52	0	0	52	12
B17	5	52	0	0	52	12
B18	5	52	0	0	52	12
B19	5	52	0	0	52	12
B20	5	52	0	0	52	12
B21	5	52	0	0	52	12
B22	5	52	0	0	52	12
B23	5	52	0	0	52	12
B24	5	52	0	0	52	12
B25	5	52	0	0	52	12
B26	5	52	0	0	52	12
B27	5	52	0	0	52	12
B28	5	52	0	0	52	12
B29	5	52	0	0	52	12
B30	5	52	0	0	52	12
B31	5	52	0	0	52	12
B32	5	52	0	0	52	12
B33	5	52	0	0	52	12
B34	5	52	0	0	52	12
B35	5	52	0	0	52	12
B36	5	52	0	0	52	12
B37	5	52	0	0	52	12
B38	5	52	0	0	52	12
B39	5	52	0	0	52	12
B40	5	52	0	0	52	12
B41	5	52	0	0	52	12
B42	5	52	0	0	52	12
B43	5	52	0	0	52	12
B44	5	52	0	0	52	12
B45	5	52	0	0	52	12
B46	5	52	0	0	52	12
B47	5	52	0	0	52	12
B48	5	52	0	0	52	12
B49	5	52	0	0	52	12
B50	5	52	0	0	52	12
B51	5	52	0	0	52	12
B52	5	52	0	0	52	12
B53	5	52	0	0	52	12
B54	5	52	0	0	52	12
B55	5	52	0	0	52	12
B56	5	52	0	0	52	12
B57	5	52	0	0	52	12
B58	5	52	0	0	52	12
B59	5	52	0	0	52	12
B60	5	52	0	0	52	12
B61	5	52	0	0	52	12
B62	5	52	0	0	52	12
B63	5	52	0	0	52	12
B64	5	52	0	0	52	12
B65	5	52	0	0	52	12
B66	5	52	0	0	52	12
B67	5	52	0	0	52	12
B68	5	52	0	0	52	12
B69	5	52	0	0	52	12
B70	5	52	0	0	52	12
B71	5	52	0	0	52	12
B72	5	52	0	0	52	12
B73	5	52	0	0	52	12
B74	5	52	0	0	52	12
B75	5	52	0	0	52	12
B76	5	52	0	0	52	12
B77	5	52	0	0	52	12
B78	5	52	0	0	52	12
B79	5	52	0	0	52	12
B80	5	52	0	0	52	12
B81	5	52	0	0	52	12
B82	5	52	0	0	52	12
B83	5	52	0	0	52	12
B84	5	52	0	0	52	12
B85	5	52	0	0	52	12
B86	5	52	0	0	52	12
B87	5	52	0	0	52	12
B88	5	52	0	0	52	12
B89	5	52	0	0	52	12
B90	5	52	0	0	52	12
B91	5	52	0	0	52	12
B92	5	52	0	0	52	12
B93	5	52	0	0	52	12
B94	5	52	0	0	52	12
B95	5	52	0	0	52	12
B96	5	52	0	0	52	12
B97	5	52	0	0	52	12
B98	5	52	0	0	52	12
B99	5	52	0	0	52	12
B100	5	52	0	0	52	12
SUBTOTAL					4344	1680
TOTAL SITE GIA					32023	

Indicative Site Layout scale 1:1250 @ A1

Revision	Notes	Date	Drawn By	Checked By
-	Issued for review	09.09.2022	AS	NW

Notes:
 All setting out of work to be checked before work commences.
 Any errors to be reported to Nicholas Webb Architects before any further work is carried out.
 Work only to measured dimension, do not scale.



Project:	Broadfields Innovation and Business Park	Client:	MM Properties (London) Ltd.
Date:	09.09.2022	Title:	Indicative Site Layout
Drawn:	AS	Status:	Feasibility
Checked:	NW	Drawing:	0503-A20-007
Scale:	1:1250 @ A1	Rev:	-

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