

Hydrock 

Heath Primary School, Holmewood, Derbyshire

Framework Travel Plan

For ISG

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1. INTRODUCTION

1.1 Introduction

- 1.1.1 Hydrock have been instructed by ISG to produce a Framework Travel Plan [FTP] relating to proposals for improvements to Heath Primary School, Holmewood, Derbyshire.
- 1.1.2 This FTP is looking to discharge Condition 14 associated with Planning Application Ref: 20/00745/FL. The condition states the following:

"The proposed extension shall not be taken into use until a Travel Plan comprising immediate, continuing and long-term measures to promote and encourage alternatives to single-occupancy car use has been prepared, submitted to and been approved in writing by the Local Planning Authority. The approved Travel Plan shall then be implemented, monitored and reviewed in accordance with the agreed travel Plan Targets."

- 1.1.3 The proposals associated with Planning Application Ref: 20/00745/FL concerns the refurbishment of an existing block and a new build hall / kitchen extension in order to address an under provision in the current accommodation.
- 1.1.4 Funding has also been secured from the LA to provide an additional two classrooms. This accommodation would form part of the new extension and would add approximately 145sqm of space to the current proposed GIFA. The project layout implications result in the school having a total GIFA of 2,241sqm.
- 1.1.5 Due to the nursery that exists adjacent - the capacity/enrolment of the school has been 280 +50 from the nursery since 2014, this will not change as a result of the proposals. Furthermore, no additional staff will be employed as a consequence of this development.
- 1.1.6 This FTP document has been prepared in accordance with the existing Travel Plan prepared by Heath Primary School and is in line with the principles outlined in the existing Travel Plan. This FTP aims to complement the existing Travel Plan whilst also providing a framework by which the Full Travel Plan will be based.

1.2 Site Location

- 1.2.1 The development site is situated east of Holmewood village, in the county of Derbyshire. The site is approximately 5km south east of Chesterfield Town Centre and is in a predominately rural location.
- 1.2.2 The site is bounded by agricultural land to the east and south. To the west and north are residential dwellings. The site location is illustrated in Figure 1.1 below.

Figure 1.1: Site Location



Source: OpenStreetMaps©

1.3 Travel Plan Status

- 1.3.1 Although the scale and purpose of the site is known, the travel behaviour of employees, visitors and pupils, cannot be identified at this stage.
- 1.3.2 A full Travel Plan will be developed following occupation of the refurbishment and extension, once an initial travel survey has been undertaken and the travel behaviour of employees, visitors and pupils has been identified. This framework travel plan will form the basis of the full travel plan for the site. This FTP has been prepared in accordance with the existing Travel Plan prepared by Heath Primary School. A copy of the full Travel Plan will be provided to North East Derbyshire District council [NEDDC] following completion.
- 1.3.3 NEDDC also request that all TPs are submitted via Modeshift STARSfor online system. Modeshift STARSfor is the national scheme that recognises excellence in supporting cycling, walking and other forms of sustainable travel. It is understood that Heath Primary School has a travel plan co-ordinator in place, and the TPC will have the responsibility for the submission of the Full Travel Plan via Modeshift STARSfor online system.

1.4 Framework Travel Plan Objectives

- 1.4.1 The FTP is a long-term strategy for a site to reduce the dependence of employees and visitors on travel by private car. The FTP reflects the following objectives which are intended to achieve current Government and local policies in respect to transport:
 - Reduce reliance on single occupancy car journeys;
 - Promote alternative modes of travel to the car;
 - Advocate means of travel that are beneficial to the health of those working on or visiting the site;

- Minimise car travel in the area surrounding the site, therefore cutting down on associated costs (environmental, financial, health, etc.); and
- Contain car parking demand.

1.5 Scope

1.5.1 Following this introductory section:

- **Section 2** considers the transport policy and accessibility context;
- **Section 3** assesses the sustainability of the site;
- **Section 4** outlines the development proposals
- **Section 5** describes the package of measures designed to reduce reliance on the private car and encourage the use of alternatives;
- **Section 6** outlines how the TP will be managed;
- **Section 7** outlines the aim, objectives and targets of the travel plan; and
- **Section 8** provides an action plan and marketing strategy for the TP.

2. TRANSPORT POLICY CONTEXT

2.1 Preamble

- 2.1.1 In order to assess the proposals and develop a transport access strategy for the proposed development, it is necessary to review both local and national transport planning guidance.
- 2.1.2 The following sections outline the relevant policy and guidance documents in respect of the proposed development.

2.2 National Planning Policy Framework

- 2.2.1 The NPPF sets out the Government's policies for delivering sustainable development through the planning system. Local authorities are required to take these policies into account when formulating local development plans and when determining planning applications.
- 2.2.2 The most recent NPPF report was published in July 2021 and sets out the Government's planning policies for England and how these are expected to be applied at a local level. The NPPF is a significant material consideration in plan making and decision taking.
- 2.2.3 Paragraph 102 seeks to encourage opportunities to promote walking, cycling and public transport use. This is supplemented by paragraph 103 which states that development should be focused in sustainable locations and offer a genuine choice of transport modes.
- 2.2.4 Development proposals should also give priority to pedestrian and cycle movements and facilitate access to high quality public transport. The needs of people with disabilities and reduced mobility should also be addressed (paragraph 110).
- 2.2.5 Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe.
- 2.2.6 Priority should be given to walking, cycling and public transport movements; conflicts between vehicles and vulnerable road users should be minimised through effective layout design.
- 2.2.7 Having regard to the above objectives, the proposed site access strategy includes measures to connect the site with the adjacent communities and sustainable travel network, including existing public transport services. This TA considers the accessibility of the site by all modes and proposes a layout and access strategy that seeks to maximise the use of sustainable modes.

2.3 Planning Practice Guidance: Travel Plans, Transport Assessments and Statements in Decision-Making

- 2.3.1 In March 2014, the Department for Communities and Local Government [DCLG] in conjunction with the Department for Transport [DfT], released advice on when transport assessments and transport statements are required and what they should contain, which is intended to assist stakeholders in determining whether an assessment may be required. If an assessment is required, the level and scope of that assessment is then outlined within the document.

2.3.2 The advice reflects current Government policy, promoting a shift from the ‘predict and provide’ approach to transport planning to one more focused on sustainability. The document focuses on encouraging environmental sustainability, managing the existing network and mitigating the residual impacts of traffic from the development proposals.

2.4 Manual for Streets [MfS]

2.4.1 Manual for Streets (March 2007 and Sept 2010) supersedes Places Streets & Movement and Design Bulletin 32. Manual for Streets should now be used where 85th percentile monitored traffic speeds are less than 37mph.

2.4.2 The Manual deals with first principles in respect of what a street is for. It outlines five principle functions, namely:

- Place;
- Movement;
- Access;
- Parking; and
- Drainage and utilities.

2.4.3 A sense of place encompasses a number of characteristics, namely, local distinctiveness, visual quality and human interaction. Of the five functions, place and movement are the most important in determining the character of streets and should be considered together, as opposed to in isolation.

2.4.4 In new developments, Manual for Streets highlights those locations with a relatively high place function would be those where people are likely to gather and interact with each other, such as the town centre.

2.4.5 In section 3 of Mfs – the design process highlights that the design of a scheme should follow the user hierarchy shown in Table 2.1:

Table 2.1:User Hierarchy (taken from Table 3.2 of MfS, March 2007)

| | |
|-----------------------|---|
| Consider First | Pedestrians |
| | Cyclists |
| | Public Transport Users |
| | Specialist service vehicles (e.g. emergency services, waste etc.) |
| Consider Last | Other motor vehicles |

Source: MfS (2007)

2.5 Guidelines for Providing for Journeys on Foot

2.5.1 Various walking distances are quoted in the Chartered Institution of Highways and Transportation’s (CIHT’s) “Guidelines for Providing for Journeys on Foot”. Table 2.2 (taken from Table 3.2 of the document) sets out the acceptable walking distances in various contexts:

Table 2.2: Acceptable Walking Distances

| Criteria | Town Centre (m) | School/Commuters (m) | Elsewhere (m) |
|-------------------|-----------------|----------------------|---------------|
| Desirable | 200 | 500 | 400 |
| Acceptable | 400 | 1,000 | 800 |
| Preferred Maximum | 800 | 2,000 | 1,200 |

2.6 North East Derbyshire District Council Local Plan 2001-2011 & 2014-2034 (Draft)

2.6.1 The North East Derbyshire District Council Local Plan was adopted in November 2005 and sets out detailed guidance on where new developments can take place; and sets out the factors that will be taken into account by the Council when considering all proposals for development. This document is soon to be superseded by the updated local plan 2014-2034 which is currently being reviewed in draft format. The Council's Vision is as follows:

'To maintain and improve the quality of life and well-being of all our communities so that North East Derbyshire is a place that people choose to live, work and visit'.

2.6.2 With regards to transport, the Council will seek to ensure that proposals for development are assessed in the light of environmental impact and road safety implications of traffic generation, and will seek specialist advice from Derbyshire County Council, as Highway Authority, in this respect. Housing, retail, employment, leisure and recreation developments should be located in areas that are served by, or with the potential to be served by, frequent and reliable public transport services.

2.6.3 Where it is clear that the proposed development would be likely to worsen traffic problems on the highway network, planning permission will normally be refused unless the applicant or developer would be willing to provide the finances for the works necessary to alleviate the problem through a Section 106 Obligation.

2.6.4 Planning permission will only be granted for development which includes access by vehicles provided that:

- the development would be served by a safe access with appropriate gradient, width, alignment and visibility;
- the site is accessible to a road network of adequate standard to accommodate the anticipated traffic generated by the development safely and without detriment to the character of the road network;
- there is satisfactory provision within the site for access, manoeuvring and circulation;
- there is no significant adverse impact on the environment or amenity of local communities; and
- the needs of pedestrians, people with disabilities, cyclists and public transport users are also taken into account.

2.6.5 **Policy D8** - The Council will seek to maximise walking, cycling, and the use of public transport through the location and design of new development, with the aim of reducing congestion, and improving air quality and health.

2.6.6 **Policy T4**- states The Council will require applications for development to be supported by a travel in plan in the following circumstances:

- For all major developments comprising jobs, retail, leisure and services;
- For smaller developments comprising jobs, retail, leisure and services which would generate significant amounts of travel in locations where there are local initiatives or targets set out in the Local Transport Plan or Development Plan for the reduction of traffic or the promotion of public transport, walking and cycling;

- For new and expanded school facilities which should be accompanied by a school travel plan which promotes safe cycle and walking routes, restricts parking and car access at and around schools, and includes on site changing facilities and cycle storage facilities; and
- Where a travel plan would help address a particular traffic problem which would otherwise lead to a refusal of planning permission on local traffic grounds.

2.6.7 Derbyshire County Council is responsible for ensuring the adequate provision of primary and secondary school places. Each year, Derbyshire County Council produces pupil projection information based on the current pupil census data and information provided by the Local Health Authority. When analysing an individual school's pupil projections, no account is taken in the modelling of proposed housing development in the school's normal area (formerly catchment area of that school). Such information has to be considered separately for individual schools on a case-by-case basis.

2.7 Derbyshire County Council [DCC] Plan 2020-2021

- 2.7.1 DCC's Plan sets out the future direction of the council and what DCC will be working to achieve over the next 12 months and beyond.
- 2.7.2 The plan is reviewed and updated annually to ensure it continues to reflect our ambitions and priorities, and to report on our progress in delivering the commitments set out in the plan. Key changes have been made to the plan to reflect the vital community leadership role the council has played and will continue to play over the next 12 months,
- 2.7.3 As part of the County Council's Plan, the aim is for Derbyshire to be a great place to live, work and visit with vibrant schools, diverse cultural opportunities, transport connections that keep things moving and a healthy and sustainable environment for all.

2.8 Derbyshire County Council's Local Transport Plan Three (2026)

- 2.8.1 In April 2011, DCC published a new Local Transport Plan. It sets out a transport vision, goals, challenges to be tackled and a strategy covering the period to 2026.
- 2.8.2 The vision aims to achieve a transport system that is both fair and efficient, promotes healthier lifestyles, safer communities, safeguards and enhances the natural environment and provides better access to jobs and services. Whilst also improving choice and accessibility of transport and integrating economic, social and environmental needs.
- 2.8.3 The 5 transport goals are:
- Supporting a resilient local economy.
 - Tackling climate change.
 - Contributing to better safety, security and health.
 - Promoting equality of opportunity.
 - Improving quality of life and promoting a healthy natural environment
- 2.8.4 Some of the 'Smarter Choices to encourage a change in Travel Habits include:

- 2.8.5 **Travel planning and monitoring (business, schools, rail stations and new developments)** - most schools now have a Travel Plan to encourage more sustainable travel to school on the highway and PRoW network, but need continued help to implement and monitor them. A School Crossing Patrol service currently operates at over 200 locations throughout Derbyshire. Further requests are being received for the establishment of additional sites as schools begin to implement their Travel Plans.
- 2.8.6 The Council will target businesses, both voluntarily and through the planning process, and other local (District) Authorities, but especially to develop our own Travel Plan and lead by example. With restrictions on funding for larger schemes likely, the introduction of smarter choice measures will enable the Council to make better use of existing infrastructure at limited cost with a potential high value return.
- 2.8.7 **School Crossing Patrol Service**- The School Crossing Patrol service operates across the county, helping children to walk safely to school, which in turn benefits their health, helps them to learn about road safety as they move on to secondary school, and helps to reduce congestion caused by 'the school run.'

2.9 Parking Standards

- 2.9.1 The North East Derbyshire County Council's Parking standards are contained within the North East Derbyshire County Council Local Plan, Appendix 4 and are as follows:

Table 2.3: North East Derbyshire Parking Standards

| Use Class | Standards |
|--|--|
| Infant, Primary and Secondary Schools | 2 spaces per classroom or teaching area plus 15 spaces for use by sixth form students where appropriate. Sufficient additional hard standing should be provided on play areas, etc. for out of hours parking by parents and mature students. |
| NB Facilities should also be provided to enable pupils to enter and leave parked coaches and cars safely and clear of the highway, without vehicles reversing. | |

2.10 Summary

- 2.10.1 The above policy review summaries both local and national transport policies relevant to the proposed development site. As such it sets out the context in which the proposed development needs to be compliant.
- 2.10.2 The proposed development will be designed to satisfy the key objectives within NPPF by being able to promote more sustainable transport choices and reduce reliance on travel by private car. Access on foot, cycle and public transport is discussed in the following section of this report.

3. SUSTAINABLE ACCESSIBILITY

3.1 Introduction

3.1.1 The site is an existing working primary school and therefore makes use of the sustainable facilities in and around the locality.

3.1.2 The following sections will provide a summary of the location's sustainable infrastructure.

3.2 Choice of Transport modes

3.2.1 The accessibility of the proposed development by a range of transport modes has been considered in line with the Local Transport Plan and NPPF. The purpose of this section is to outline the accessibility of the site by sustainable modes of transport, including on foot, by bicycle and using public transport. By identifying the accessibility of the site by sustainable modes of transport, appropriate travel plan measures can be identified to promote these modes.

3.2.2 To assist the assessment of accessibility, the 2011 Census: Method of Travel to Work data for North East Derbyshire (E02004113) has been used to ascertain the current percentage of travel by each mode, as shown in Table 3.1.

Table 3.1: North East Derbyshire (009) 2011 Census, Method of Travel to Work

| Mode | Percentage |
|--------------------------------------|------------|
| Driving a car or van | 63% |
| Bus, minibus or coach | 11% |
| On foot | 8% |
| Passenger in a car or van | 7% |
| Work mainly at or from home | 7% |
| Bicycle | 1% |
| Motorcycle, scooter or moped | 1% |
| Train | 1% |
| Other method of travel to work | 0% |
| Taxi | 0% |
| Underground, metro, light rail, tram | 0% |
| Total | 100% |

3.3 Access on Foot

3.3.1 Walking is the most important mode of travel at the local level and offers the greatest potential to replace short car trips, particularly those under 2km. The guidance on the preferred maximum walking distances to amenities is given in the Chartered Institution of Highways and Transportation [CIHT] document "Providing for Journeys on Foot" (2000).

3.3.2 In terms of commuting journeys by foot, the desirable distance is 500m, the acceptable distance is 1km and the preferred maximum is 2km. However, the distance that people are prepared to walk depends upon many factors; there are obvious physical factors such as age, health and disabilities, along with factors concerning the quality of the route and the environment.

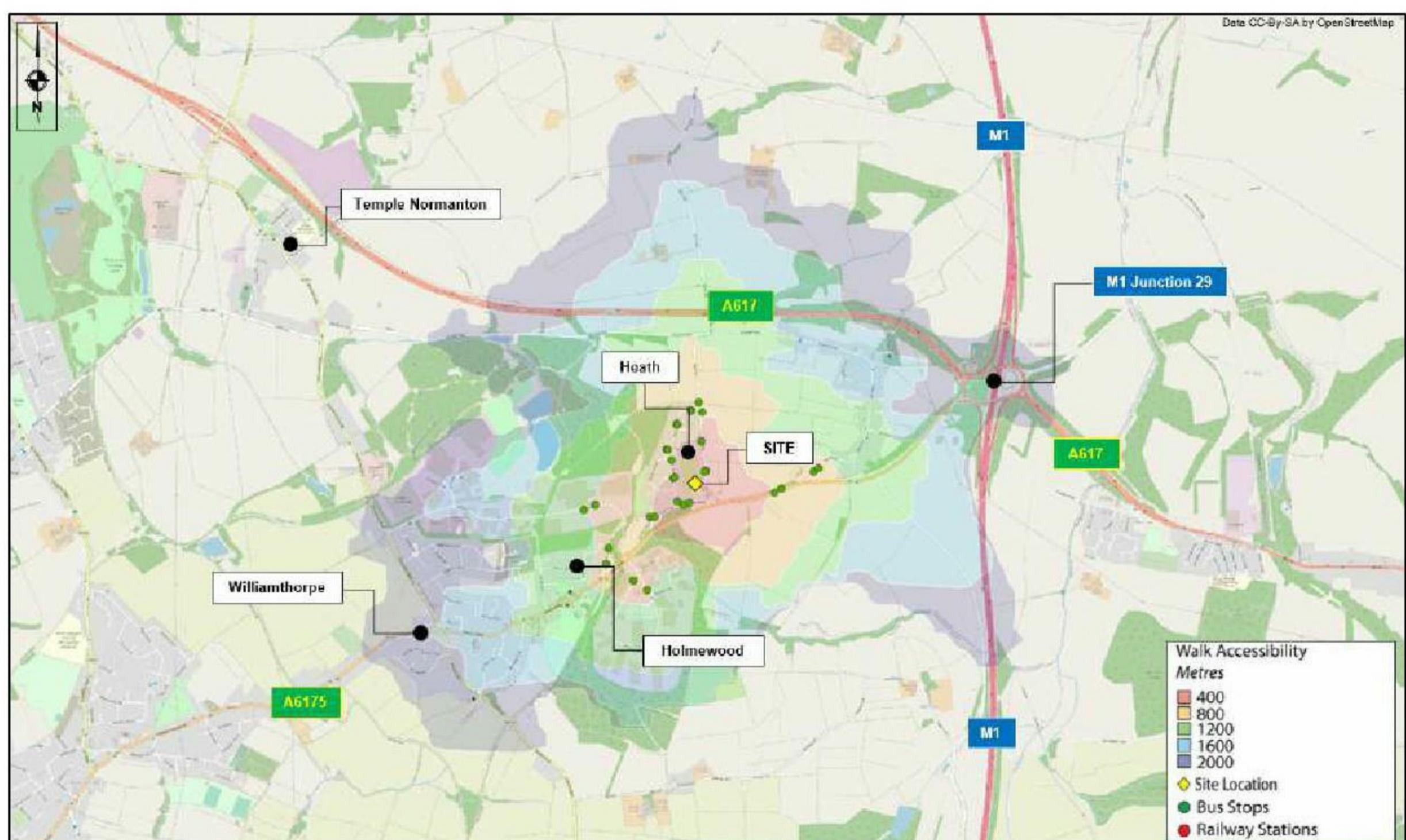
3.3.3 Manual for Streets [MfS] emphasises this advice, stating that "walkable neighbourhoods" should have a range of facilities available within 800m. However, this distance is not regarded as the upper limit for

walking journeys, and MfS uses the principle that walking offers the greatest potential to replace short car trips, particularly those under 2km in length.

3.4 Current Local Environment for Walkers

- 3.4.1 The location of development, within reach of the public transport network, is particularly important in terms of encouraging travel by this mode and supporting the viability of public transport services.
- 3.4.2 The local highway network provides a footway on the west side of the Slack Lane which links to the site access. Slack Lane ties into the footway provisions on Heath Road. These provide enhanced connectivity between the site and the surrounding areas.
- 3.4.3 **Figure 3.1** below provides an extract of the indicative 2km walk catchment plan using GIS Software - Basemap's Visography (TRACC) program which provides sustainable travel mapping. A copy of the full 2km walking catchment is provided within Figure 1 of Appendix A.

Figure 3.1: 2km Walking Catchment



Source: CC-BY-SA by openstreetmap

- 3.4.4 As can be seen from **Figure 3.1**, the site benefits from bus stops located within 2km, which is within the preferred maximum distance for commuters. The proximity of the site to the local bus network provides significant opportunities to travel further afield using linked trips. This enables access to be gained to a variety of local destinations.
- 3.4.5 In summary, the site is accessible on foot, which will reduce the requirement for staff, visitors and pupils to make short car journeys.

3.5 Access by Bicycle

3.5.1 It is widely recognised that cycling can act as a substitute for short car journeys, particularly those up to 5km in length. With regard to cycling, TA91/05 states (paragraph 2.11) that 'Cycling is used for accessing a variety of different destinations, including educational facilities shops and places of work, up to a range of around 5 miles. Cycling is also undertaken as a leisure activity, often over much longer distances.' At paragraph 2.9, TA91/05 states that 5 miles (8km) is a distance 'that could easily be cycled by the majority of people'.

3.5.2 This is consistent with the statement in LTN 1/20 Cycle Infrastructure Design (paragraph 2.2.2) that states:

"two out of every three personal trips are less than five miles in length – an achievable distance to cycle for most people, with many shorter journeys also suitable for walking."

3.5.3 A round trip on a waymarked leisure route could easily involve distances of 20 to 30 miles. Experienced cyclists will often be prepared to cycle longer distances for whatever journey purpose.

3.6 Current Local Environment for Cyclists

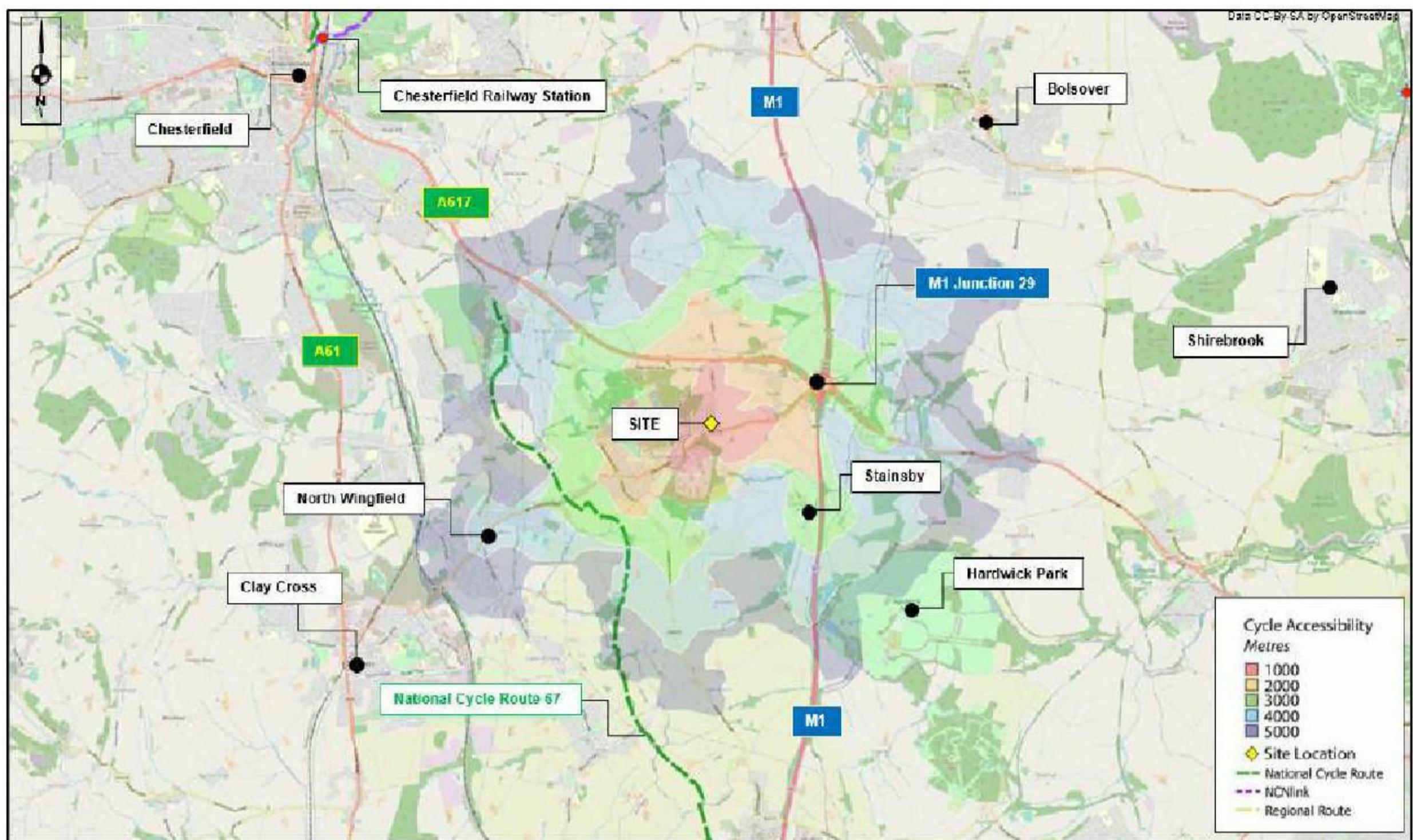
3.6.1 The general topography of the Holmewood area is reasonably flat which should assist in encouraging staff and visitors of the proposed development to travel by cycle.

3.6.2 While there are no dedicated bicycle facilities in the immediate vicinity of the site, given the relatively wide carriageways, the local highway network is generally conducive to encouraging cycling. This provides access for cyclists to connect the development site to the wider area.

3.6.3 The site also benefits from National Route 67 which passes within 5km. This cycle route runs from Long Whatton near Loughborough to join National Cycle Route 71 near Northallerton in Yorkshire. The stretch between Chesterfield and Leeds forms the main route of the Transpennine Trail (central).

3.6.4 **Figure 3.2** below provides an extract of the indicative 5km cycling catchment plan, again using GIS software - Basemap's Visography (TRACC) program, and is equivalent to a typical cycle time of 15-20 minutes. A copy of the full walking catchment is provided within Figure 2 of Appendix A.

Figure 3.2: 5km Cycling Catchment



Source: CC-BY-SA by openstreetmap

- 3.6.5 From the figure it is evident that a number of local areas including Stainsby, North Wingfield and Hardstoft are accessible within a 5km cycle. Cycle is a viable mode of transport for staff and visitors commuting to the school from these locations.

3.7 Access by Bus

- 3.7.1 This site is accessible by bus, with the nearest bus stops to the site located on Slack Lane, approximately 84m to the north of the site. This bus stop serves Bus no. 48 which travels from Brampton to Clay Cross and offers a school timetable where services arrive during peak hours. Alternatively the Bramble Close bus stop approximately 350m west provides the same service, more frequently.
- 3.7.2 The next available pair of bus stops are approximately 170m west of the site on Heath Road which serves bus service 49 from Clowne to Clay Cross and the Pronto bus from Chesterfield to Nottingham via Mansfield which offers very frequent services on weekdays and Saturdays.
- 3.7.3 Table 3.2 lists the services accessible from these stops and provides a summary of their routes and frequencies. For simplicity and to avoid double counting, the frequencies are taken at the nearest available stop for each service. The AM and PM peak for the Weekday are 08:00-09:00 and 17:00-18:00. On Saturday the peak is 12:00-13:00.

Table 3.2: Bus Timetable Summary

| Service Number | Route | Monday – Friday | | | | |
|----------------|----------------------------|-----------------|---------|---------|-------|---------|
| | | First | AM Peak | PM Peak | Last | Per Day |
| 48 | Brampton - Clay Cross | 10:22 | 0 | 1 | 17:45 | 4 |
| | Clay Cross - Brampton | 08:54 | 1 | 0 | 14:54 | 4 |
| 49 | Clay Cross - Clowne | 07:21 | 1 | 1 | 17:39 | 8 |
| | Clowne to Clay Cross | 09:51 | 0 | 1 | 18:11 | 7 |
| Pronto | Chesterfield to Nottingham | 07:15 | 2 | 2 | 20:51 | 27 |
| | Nottingham to Chesterfield | 06:29 | 3 | 2 | 19:54 | 27 |
| Totals | | - | 7 | 7 | - | 77 |

Source: [Bus Times.org](http://BusTimes.org)

- 3.7.4 Table 3.2 demonstrates that the site is accessible by bus, with over 70 buses passing the site on weekdays, providing convenient access to locations including Nottingham, Clay Cross and Clowne. The early start and later finish times are conducive to staff and visitors.
- 3.7.5 It is therefore concluded that the site benefits from good access by bus, offering an attractive mode of transport. Given the frequency of the services available and the proximity of bus stops (within 2km), this has the potential to provide a significant alternative to single occupancy car journeys.

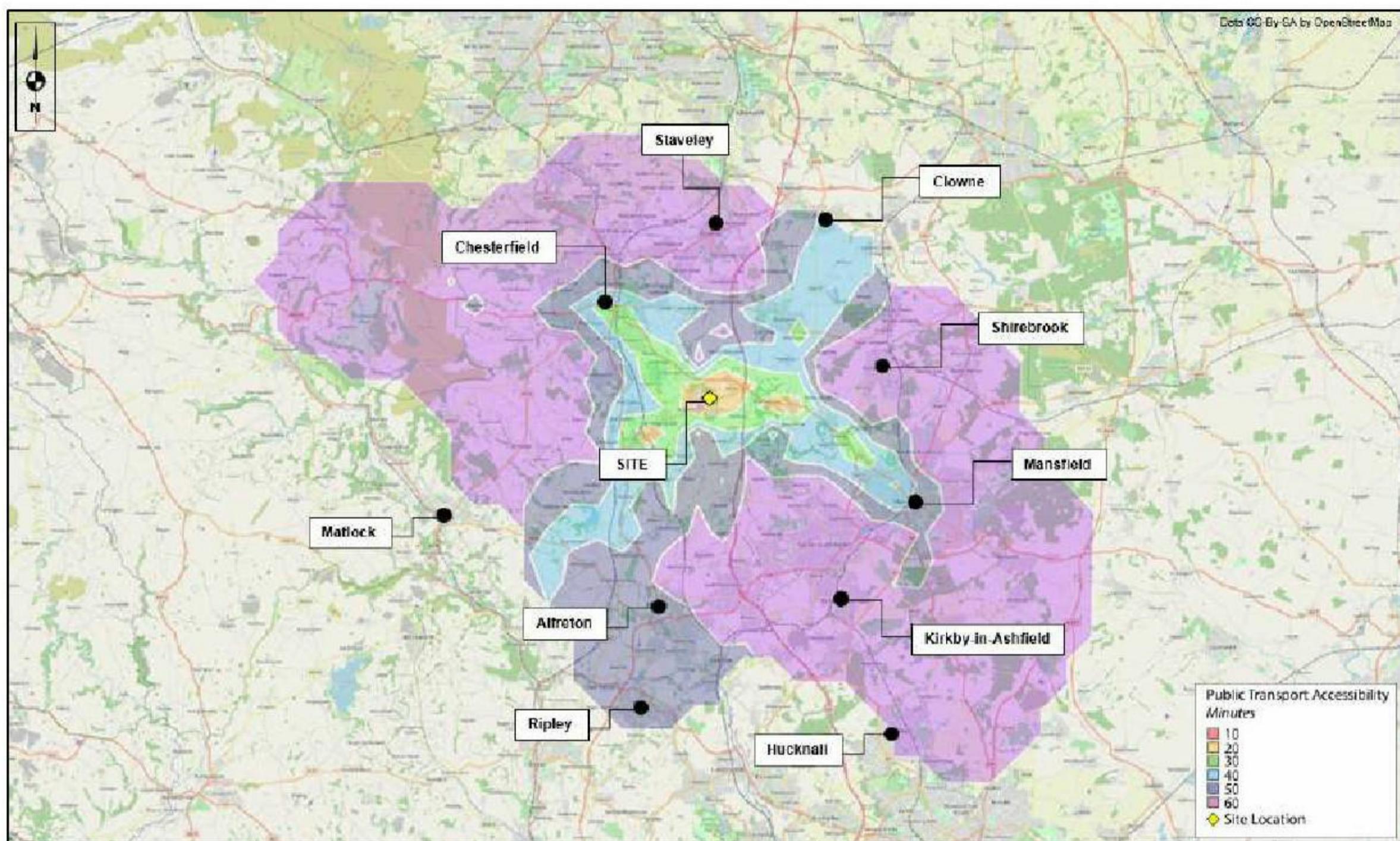
3.8 Access by Rail

- 3.8.1 The nearest rail station to the proposed development site is Chesterfield Railway Station located approximately 8.7km northwest of the site in the town of Chesterfield. Chesterfield Railway Station lies on the Midland Main Line and has three platforms. It is currently operated by East Midlands Railway. Services travel north to Sheffield, Manchester and Liverpool and southbound to Nottingham, Peterborough and Leicester. Services are very frequent, with up to 12 services per hour.

3.9 Journey Times by Public Transport

- 3.9.1 A calculation has been undertaken, using GIS software - Basemap's Visography (TRACC) program, to illustrate the distance that can be travelled within 60 minutes by public transport to and from the proposed development site. The time includes the walk to the bus stops or railway station and demonstrates that key areas such as Ripley, Chesterfield, Staveley and Mansfield are all within a 60-minute public transport journey. Figure 3.3 below provides an extract of the public transport 60-minute catchment area. A copy of the full plan is provided within Figure 3 of Appendix A.

Figure 3.3: 60-minute Public Transport Catchment



Source: CC-BY-SA by openstreetmap

3.10 Conclusions

- 3.10.1 In summary, Section 3 has revealed there that the proposed development site is located in an accessible area of Derbyshire to make use of the existing public transport links. The frequency of bus services makes for an integrated and accessible public transport network.
- 3.10.2 There are a number of local amenities within a 5km radius such as St Albans Church, Staffa Heath Centre, Holmewood Library and Holmewood Post Office. As such, this proposed development complies with both the local and national policies summarised in Section 2.

4. DEVELOPMENT PROPOSALS

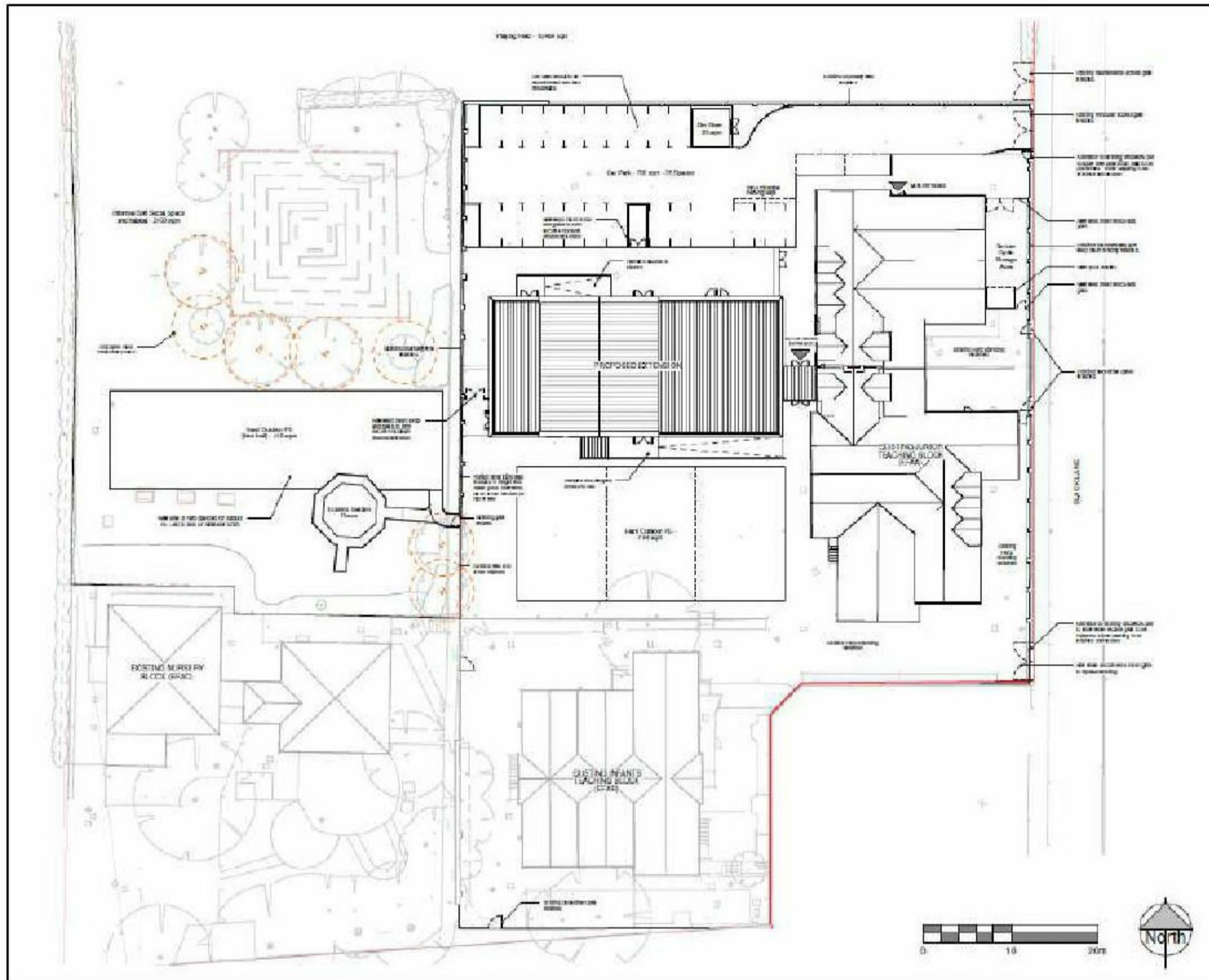
4.1 Introduction

- 4.1.1 This FTP is looking to discharge Condition 14 associated with Planning Application Ref: 20/00745/FL. The condition states the following:

"The proposed extension shall not be taken into use until a Travel Plan comprising immediate, continuing and long-term measures to promote and encourage alternatives to single-occupancy car use has been prepared, submitted to and been approved in writing by the Local Planning Authority. The approved Travel Plan shall then be implemented, monitored and reviewed in accordance with the agreed travel Plan Targets."

- 4.1.2 The proposals associated with Planning Application Ref: 20/00745/FL concerns the refurbishment of an existing block and a new build hall / kitchen extension in order to address an under provision in the current accommodation. The development will also involve the use of temporary classrooms during building works and the reinstatement of the soft outdoor PE area following the removal of the temporary car park facility.
- 4.1.3 Funding has also been secured from the LA to provide an additional two classrooms. This accommodation would form part of the new extension and would add approximately 145sqm of space to the current proposed GIFA. The project layout implications result in the school having a total GIFA of 2,241sqm. These two classrooms will ease over-crowding in the existing school and will ensure that the space per pupil standard ratio is satisfied, but with no increase in teaching staff.
- 4.1.4 Due to the nursery that exists adjacent - the capacity/enrolment of the school has been 280 +50 from the nursery since 2014, this will not change through the proposal. Furthermore, no additional staff will be employed on the site due to the improvements proposed on site.
- 4.1.5 An indicative site layout has been prepared by scheme architect Associated-Architects and is illustrated in **Figure 5.1** with a copy of the full layout provided in **Appendix B**.

Figure 4.1: Proposed Site Layout



Source: Associated-Architects

4.2 Site Vehicular Access Arrangement

- 4.2.1 The site access will be as per the existing arrangement via Slack Lane. All vehicular access will be taken via this route.
- 4.2.2 In addition, there are proposed improvements to the existing Slack Lane access by minor widening works to improve accessibility by larger vehicles / emergency vehicles and safety vehicles.

4.3 Pedestrian and Cycle Access

- 4.3.1 Pedestrian and cycle access to the site is segregated from vehicle movements. Staff/pupils enter the site via the existing building frontage and this will remain as per this arrangement following the development buildout.

4.4 Parking

- 4.4.1 It is proposed that the site will maintain the existing parking arrangements of 25 parking spaces.

Cycle

- 4.4.2 In terms of bicycle provision, the site proposes to include 20 bicycle spaces on site. These 20 bicycle spaces will also allow for the provision for children's micro-scooter parking.

Summary

- 4.4.3 Given this site is an existing primary school, with no history of parking issues, and the fact there will be no additional members of staff or pupils associated with the development proposals, it is Hydrock's view that this level of vehicle and bicycle parking is sufficient for this scale of development.

4.5 Servicing

- 4.5.1 The servicing arrangements will be as per the existing arrangements.

5. TRAVEL PLAN MEASURES

5.1 Introduction

- 5.1.1 An important aspect of a successful Travel Plan is the allocation of sufficient resources to enable initiatives to be implemented and sustainable travel to be promoted at the site.
- 5.1.2 The aim of Travel Plan measures is to maximise the accessibility of the proposed development site by alternative modes to the private car, although there is reasonable evidence to suggest that the location of the site and the current infrastructure in place is conducive to encouraging travel by non-car modes through the adequate provision of walking and cycling routes and the availability of regular bus services. The initiatives may benefit employees, visitors and pupils to the development by facilitating sustainable travel choices, resulting in the following:
- Cost savings associated with travelling on foot, cycling, using public transport or car sharing (when compared with single occupancy car use);
 - Health benefits from increased levels of walking and cycling, and fewer vehicular emissions in the immediate vicinity of the site; and
 - Improved site accessibility
 - Reduction in required car parking provision
 - A pedestrian / cycle friendly environment.

- 5.1.3 A combination of ‘carrots’ (those initiatives which encourage travel by non-car modes of transport) and ‘sticks’ (initiatives which discourage travel by car) will be implemented at the site to encourage travel by sustainable modes. ‘Carrots’ will be implemented before ‘sticks’ to ensure that support is gained from employees, visitors and pupils for the Travel Plan; any ‘sticks’ will be implemented later.

5.2 Marketing and Promotion

- 5.2.1 From the outset, sustainable travel will be promoted to employees, visitors and pupils of the school. The Travel Plan will be launched as soon as possible at the commencement of occupation and operation of the facility and will be continually marketed through the provision and updating of travel information, leaflets and communication sessions.
- 5.2.2 The Travel Plan and the reasons for implementing it will be communicated to ensure that employees and parents in particular are provided with information on the alternatives to car travel before they establish car-based travel habits.
- 5.2.3 The following describes the marketing tools and initiatives that may be used to convey the commitment of the developer to providing alternative travel choices. It is important that there is a central source of information for all queries relating to sustainable travel for employees and customers of the development. The Travel Plan Coordinator [TPC] is considered the most appropriate person to communicate the aims and objectives of the Travel Plan to everyone travelling to and from the site.

- 5.2.4 It is understood that Heath Primary School has a Travel Plan Co-ordinator in place.
- 5.2.5 The TPC has the responsibility for the submission of the Full Travel Plan via Modeshift STARSfor online system.
- 5.2.6 Travel notice boards will be set up in the sites' communal areas by the TPC, which will include:
- Public transport, pedestrian and cycle route maps and information on car sharing;
 - Information and contact details for local taxi services;
 - List of internet websites on sustainable transport and journey planning; and
 - Contact details for the TPC.
- 5.2.7 All employees will be provided with a 'sustainable travel information pack' (Welcome Pack) as part of their employment, which will include details of the public transport, walking and cycling routes between their homes, workplace and surrounding amenities.
- 5.2.8 In order to integrate the Travel Plan with the wider sustainable travel agenda, the Welcome Pack may be used to promote national and international initiatives such as 'Bike Week', 'Catch the Bus Week', 'European Mobility Week' and 'Walk to Work Week'. Details of these events will be provided on the notice boards and a travel calendar will be developed for inclusion within the welcome packs. The TPC will also be encouraged to organise social events which incorporate such initiatives, for example an organised cycle ride.
- 5.2.9 The TPC will also provide employees, visitors and pupils with information regarding the Travel Plan and specific initiatives contained within it and will be the main points of contact for travel-related queries. This will include information on journeys by public transport, cycle and on foot between the development site and local amenities, including schools, off-site retail outlets, health care and leisure facilities.

5.3 Initiatives to Promote Walking

- 5.3.1 The Welcome Pack will include a map, identifying pedestrian friendly routes surrounding the site, in order to ensure that employees, parents, and pupils are aware of the facilities available to them.
- 5.3.2 A pedestrian / cycle route map will be provided within the Welcome Pack.
- 5.3.3 Employees, pupils and parents will be encouraged to participate in national events, such as Walk to Work Week. These events will be promoted on the notice board and within the Welcome Packs.
- 5.3.4 Details of local walking shops will also be provided to employees.
- 5.3.5 It is important to recognise the potential reduction in car traffic by encouraging commuting journeys on foot. Any school and residential Travel Plan initiatives relevant to the site, such as walking buses, will be promoted and employees encouraged to participate.
- 5.3.6 To encourage the integration of Travel Plan measures with those of nearby school and residential sites, to encourage an increase in walking journeys to and from these destinations.

5.4 Initiatives to Promote Cycling

- 5.4.1 Cycle parking is provided at the site in line with the Council's guidance. The Welcome Pack will include information on cycle routes available between the development site and common destinations, including surrounding residential areas and local amenities.

- 5.4.2 Copies of local cycling maps will be provided within the Welcome Packs and notice board. Cycle route maps are also available online at www.sustrans.org.uk/ncn/map.
- 5.4.3 Details of local cycling shops and mobile cycle repairs will be provided to employees at the site using the travel board and within the Welcome Packs.

5.5 Initiatives to Promote Travel by Public Transport

- 5.5.1 Information on the cost, timetables and services available which could be used by employees, pupils and parents will be provided within the Welcome Pack and on the notice board for visitors. This will include details and links to online journey planning websites.
- 5.5.2 The availability of any public transport discount cards provided by the various local operators will be investigated and promoted at the site and employees will be encouraged to apply.
- 5.5.3 Following full operation of the site, the travel pattern and behaviour of employees and pupils will be identified.

5.6 Initiatives to Reduce the Need to Travel

- 5.6.1 Details of journey planning websites, such as Traveline, will be promoted at the site to make employees aware of alternative travel options and encourage them to use sustainable modes of transport to reduce single occupancy car use.

5.7 Initiatives to Promote Car Sharing

- 5.7.1 It is likely that a proportion of employees or pupils may reside at locations in close proximity to one another and, as such, would be making trips to and from a common destination in the morning and evening peaks. Therefore, there is potential for fellow employees to share a car, or pupils to share a journey with another pupil.
- 5.7.2 Additionally, the TPC will explore the potential of implementing a car sharing scheme through websites such as www.liftshare.co.uk.

6. TRAVEL PLAN MANAGEMENT

6.1 Introduction

6.1.1 Key to the success of the Travel Plan is the recognition from the outset of the roles and responsibilities of those who may be involved, particularly the site's TPC, the Council's Highway Development Management Team, the Council's Travel Plan Officer, and other sustainable travel groups.

6.2 Travel Plan Coordinator [TPC]

6.2.1 The responsibility for managing and implementing the Travel Plan lies with the TPC. The contact details for the TPC will be provided to the Local Authority. It is understood that Heath Primary School has a TPC in place.

6.2.2 The role and responsibilities of the TPC include:

- To implement and promote various Travel Plan initiatives at the site to promote sustainable travel.
- To promote the Travel Plan to employees, pupils and their parents.
- Monitoring the success of the Travel Plan initiatives, including undertaking and analysing travel surveys.
- Reviewing the Travel Plan's success and preparing action plans;
- Annual site audit to be undertaken within Modeshift Starsfor; and
- Implement a steering group and liaise with group every 6 months during the first 2 years, and annually thereafter.

6.3 Stakeholder Engagement

6.3.1 Stakeholders including the Council's Highway Development Management Team, the Council's Travel Plan Officer, and local transport operators also play an important role in the successful implementation of the Travel Plan at the site. The Council's Highway Development Management Team will be kept up-to-date with the progress of the Travel Plan through the annual monitoring reports. The Highway Development Management Team will also be approached to gain advice and support on the implementation of specific Travel Plan initiatives at the site.

7. AIM, OBJECTIVES AND TARGETS

7.1 Overview

7.1.1 A travel plan is a long-term strategy for a site to reduce the dependence of employees, visitors and pupils on travel by private car. The aim, objectives and targets are required to provide a focus for the travel plan and to enable its success to be measured and monitored. The purpose of this section is therefore to outline the aim, objectives and targets for this travel plan.

7.2 Travel Plan Aim

7.2.1 The aim provides the overarching focus and end goal for the travel plan. The aim enables the overall success of the travel plan to be assessed and, as such, all travel plan initiatives should contribute towards achieving the travel plan's aim.

7.2.2 The overall aim of this travel plan is:

- to achieve a reduction in the number of single occupancy vehicle journeys to the site.

7.2.3 This will be achieved by maximizing the accessibility of the proposed development site by alternative modes of transport to single-occupancy car and by implementing a range of travel plan initiatives.

7.3 Travel Plan Objectives

7.3.1 Objectives provide an overview of what the travel plan is trying to achieve. Each of the objectives outlined should contribute towards the travel plan's aim, whilst travel plan targets should help achieve the objectives of the travel plan.

7.3.2 As this stage, it is not possible to derive specific objectives for employees of the site which relate to its day-to-day operation, given the number of unknowns. Notwithstanding, the following generic objectives have been identified which are intended to achieve current Government and local policies in respect to transport in industrial and employment developments:

- Reduce reliance on single occupancy car journeys;
- Promote alternative modes of transport to the car;
- Advocate means of travel that are beneficial to the health of those working on or visiting the site;
- Minimise car travel in the area surrounding the site, therefore cutting down on associated costs (environmental, financial, health etc.); and
- Contain car parking demand.

7.3.3 Travel plan guidance recognizes that one or more of the above objectives may carry more weight than others, based on the individual characteristics of the site. As such, the relative importance of each of these objectives will be reviewed upon full occupation of the site.

7.4 Travel Plan Targets

7.4.1 Specific targets will be set for the site using the results of the initial travel survey, which will provide the baseline travel behaviour of employees and pupils. These will allow mode share targets to be established for the site. A summary of the findings of the initial travel survey will be available within three months of completion of the survey.

- 7.4.2 Targets should reflect the size and nature of the development, along with the existing sustainable transport infrastructure available close to the site. This information is provided earlier within this report, in sections 2 and 4.
- 7.4.3 Travel plan guidance recommends that 'SMART' targets are set that are:
- Specific;
 - Measurable;
 - Achievable;
 - Realistic; and
 - Time-bound.
- 7.4.4 Once the results of the travel survey are known, accurate targets can be set for the travel plan. These targets will be agreed with the Council as part of the full travel plan's development and will be inputted into the Council's database to ensure effective ongoing monitoring.
- 7.4.5 At this stage, indicative targets have been set to ensure that there is a commitment from the developer to achieve a reduction in the number of single occupancy car trips to and from the site. The targets will be revised once the results of the travel surveys are known. For the lifetime of the development, the aim is to achieve a reduction in the number of single occupancy vehicle journeys by implementing a range of initiatives.
- 7.4.6 **Table 7.1** presents the indicative travel mode targets for the site. These targets are consistent with the Travel Plan objectives and the 2011 travel to work census data and are provided below.

Table 7.1: Travel Plan Targets

| Mode | Percentage | Target |
|--------------------------------------|------------|--------|
| Driving a car or van | 63% | 58% |
| Bus, minibus or coach | 11% | 13% |
| On foot | 8% | 10% |
| Passenger in a car or van | 7% | 8% |
| Work mainly at or from home | 7% | 7% |
| Bicycle | 1% | 2% |
| Motorcycle, scooter or moped | 1% | 1% |
| Train | 1% | 1% |
| Other method of travel to work | 0% | 0% |
| Taxi | 0% | 0% |
| Underground, metro, light rail, tram | 0% | 0% |
| Total | 100% | 100% |

- 7.4.7 These targets aim to be achieved within the first five years of occupation of the full facility. Should the targets be achieved earlier than five years, the level of single occupancy car journeys to work may be maintained at this level or reduced further by an agreed percentage each year thereafter.

- 7.4.8 A Travel Plan is not a one-off event but it is a dynamic process that should evolve and develop over time. The success of the measures undertaken to change travel habits will be subject to a continuous and on-going process of monitoring and review, the outcomes of which will be reflected in the development and implementation of the Travel Plan. This monitoring process may include repeat surveys after one year of the initial survey being completed, and then every year during the same week each year for a maximum of five years. The surveys may be carried out by an independent survey company to ensure compatible and accurate data is gathered.
- 7.4.9 Following completion of the initial survey, unrealistic targets will be replaced with ones that are more realistic and encourage (rather than discourage) those responsible for trying to achieve targets.
- 7.4.10 Employees will be invited to participate in the annual snapshot travel survey to be undertaken each year to identify progress made and to determine what actions, if any, are necessary to ensure targets are met.

7.5 Monitoring

- 7.5.1 As previously identified, annual travel surveys of all users of the development will be carried out on an annual basis for at least 5 years. These surveys may include observation surveys to establish the usage of the parking and cycle facilities. These surveys may be carried out by an independent survey company. This may ensure compatible and accurate data is gathered relating to travel to and from the site.
- 7.5.2 All survey data will be submitted to the LPA within 3 months of the survey being completed for comparison against agreed targets. Following completion and analysis of the monitoring surveys, a monitoring report will be submitted to the LPA identifying whether the agreed targets have been met. If they haven't, the monitoring report will strive to identify what actions and additional Travel Plan initiatives are to be taken to rectify this situation.
- 7.5.3 The reports may also review the progress that has been achieved in implementing measures against modal shift targets over the preceding twelve-month period. Any progress made will be reported to the Council's Highway Development Management Team and public transport operators where applicable.
- 7.5.4 The Travel Plans will then be reviewed as appropriate and any further actions identified to progress and, if necessary, improve the action plan to meet objectives.

7.6 Travel Surveys

- 7.6.1 An initial travel survey questionnaire will be undertaken with employees and an appropriate exercise undertaken with pupils and their parents, following full occupation to allow for a sufficiently large sample size. This survey will be used to ascertain the current travel behaviour of at the site, as well as the reasons for modal choices and opinions towards alternative modes of transport.
- 7.6.2 Any travel surveys undertaken as part of the existing Travel Plan prepared by Heath Primary School will be analysed to feed into future surveys where necessary.
- 7.6.3 To maximise the response rate, the travel survey will be made available both in electronic and paper format. Paper copies of the survey will be sent to all employees, with a link provided to the electronic copy of the survey.

- 7.6.4 Having completed the initial survey, repeat annual surveys will be carried out at the same time of year as the initial survey. These will aim to gather information on any changes in mode choice since the previous survey was undertaken and the reason(s) for these changes.
- 7.6.5 To encourage participation in future year's surveys, it may be necessary to offer an incentive such as a prize draw to win shopping vouchers. Details of the prize draw will be provided to all employees to encourage participation in the survey.
- 7.6.6 Prior to undertaking the initial survey, a copy of the survey will be sent to the Council's Highway Development Management Team to gain agreement on the format and structure of the survey. Once agreed, this travel survey will provide a standardised approach to travel surveys at the site. The use of a standard travel survey will enable a like-for-like comparison to be made between consecutive years travel surveys.
- 7.6.7 The results of the workplace travel survey will be passed to the Council's Highway Development Management Team within 3 months of completion of the survey. This data could also be used to convert the green transport policies into an action plan, with set targets to achieve each year.

8. TRAVEL ACTION PLAN AND MARKETING STRATEGY

8.1 School Action Plans

- 8.1.1 The purpose of this document is to develop and deliver a School Travel Plan (STP) for submission to the Local Planning Authority. Thereafter, at every annual anniversary following completion of the initial survey, the Travel Plan will be reviewed in co-operation with the Council's Highway Development Management Team and an Annual Action Plan prepared and agreed.
- 8.1.2 The action plan will be developed based on the results of the travel survey. The most popular initiatives, as identified through the travel survey, will be implemented first at the site. This will ensure that maximum benefits are achieved through the implementation of the most popular initiatives at the site.
- 8.1.3 The Action Plan will contain an annual programme of measures designed to help achieve the Travel Plan targets on travel modal share. It sets out the tasks involved, the people responsible and dates by which the measures may be achieved over the next 12 months.

8.2 Marketing Strategy

- 8.2.1 Council's Travel Plan Teams are typically able to provide posters, leaflets and timetables for display on notice boards in communal areas. The TPC will contact NEDCC and their Travel Plan Teams in the first instance to investigate the opportunities to secure this information for use at the site. Should this information not be available, posters and other promotional materials will be developed in-house to promote the travel plan.
- 8.2.2 Employees, visitors and pupils to the development will be provided with information on how to access the site by public transport. Promotion of all modes of transport will initially be provided through the Welcome Pack and notice board for the site. Where possible, written materials (e.g., timetables and maps) will be gained from the Council.

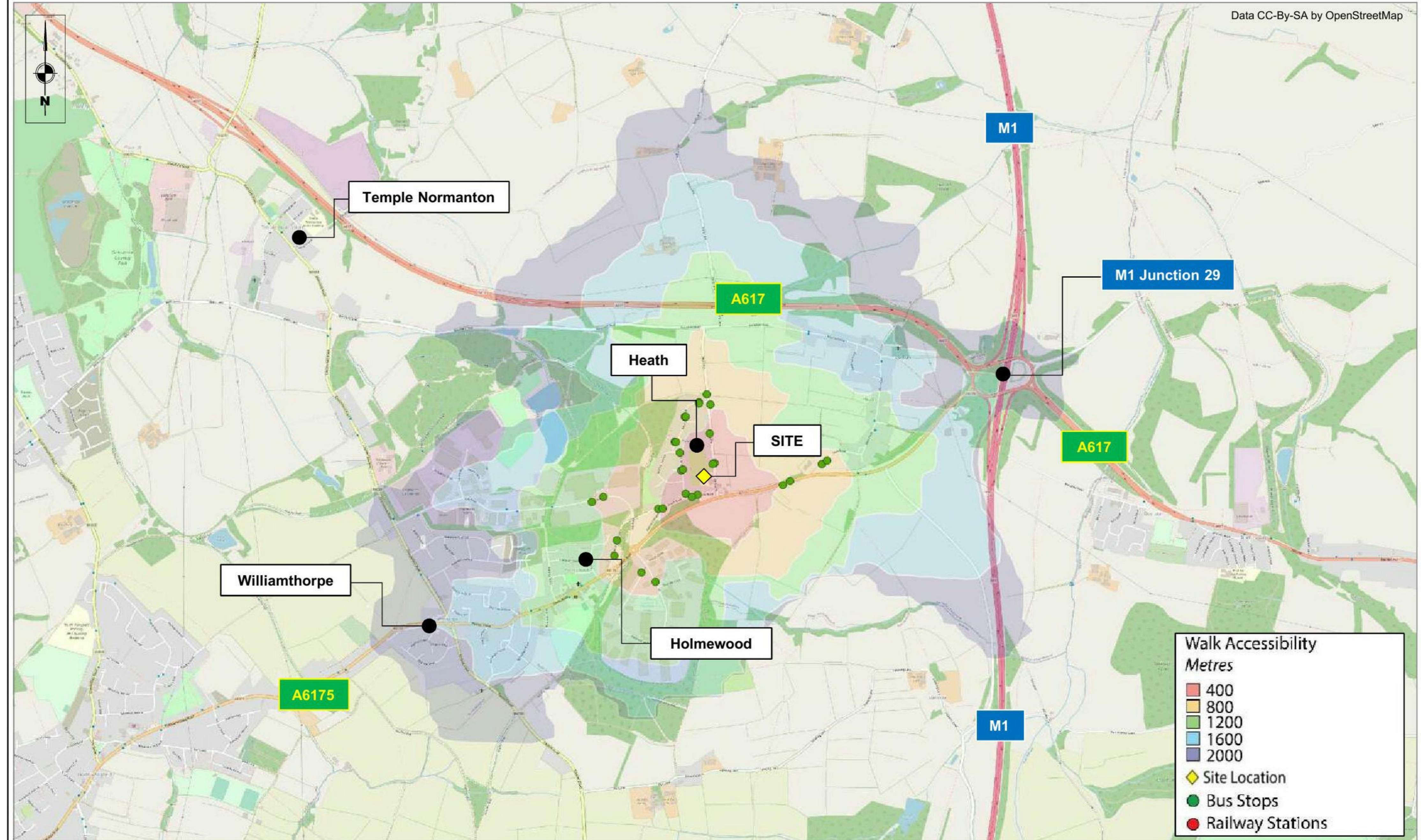
8.3 Evaluation and Review

- 8.3.1 This Travel Plan has been prepared in accordance with current guidance and transport policy. The objective of the Travel Plan is to identify and introduce a package of measures to promote sustainable travel choices and reduce reliance on the car.
- 8.3.2 The monitoring of the Travel Plan will be used to provide information on people's travel patterns and to identify the measures that would be the most effective in facilitating a reduction in car usage and an increase in the use of public transport, walking and cycling.
- 8.3.3 The Travel Plan is an active document which may be reviewed on a regular basis to ensure it reflects current opportunities and local circumstances. The review of the Travel Plan will take place annually following completion of the travel survey, in conjunction with the Council's Highway Development Management Team. A copy of the agreed, revised Travel Plan will be submitted to the Council.
- 8.3.4 An outline action plan for the production and ongoing monitoring and review of the Travel Plan has been produced, which details the key elements of the process and the approximate timescales which is shown in **Table 8.1**.

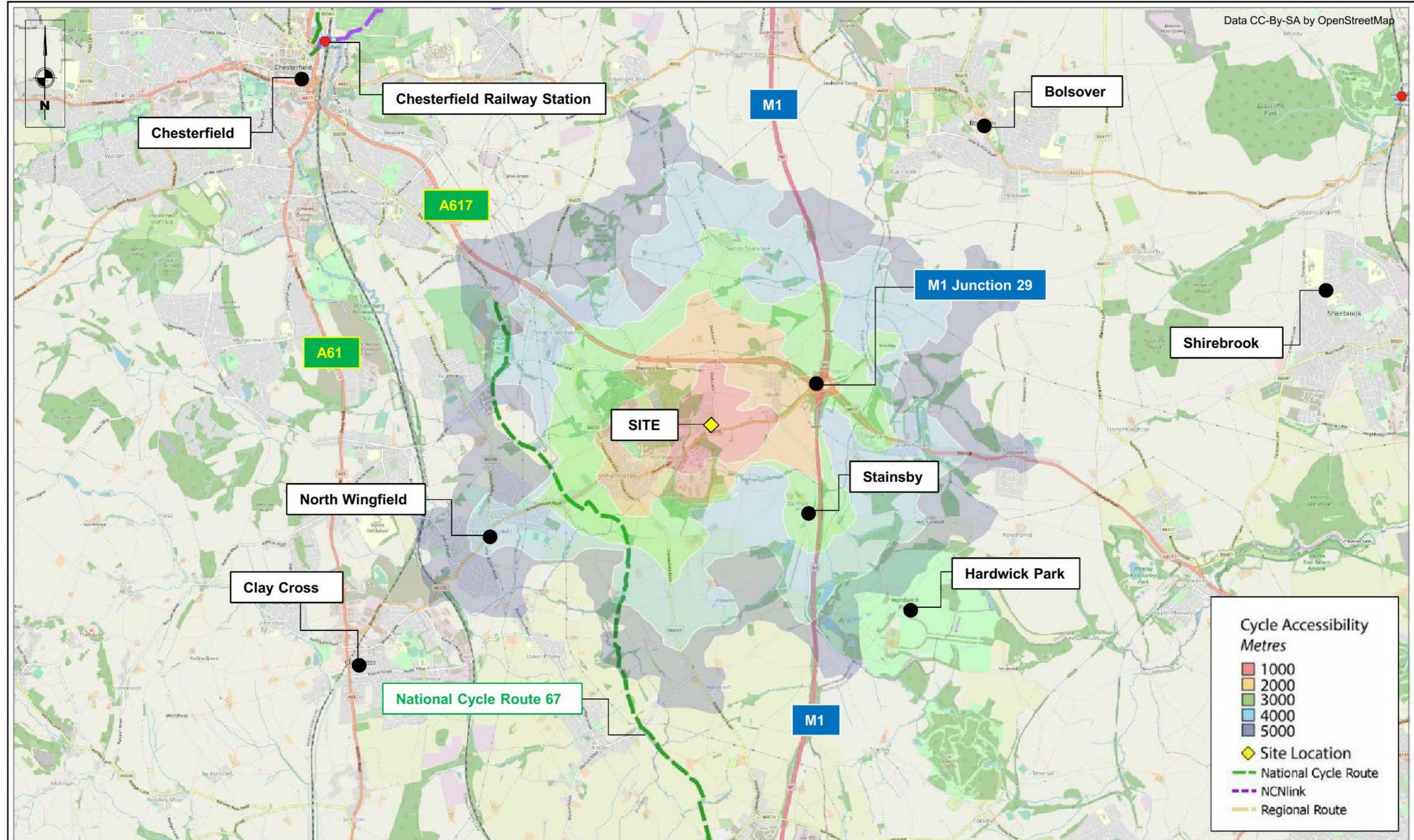
Table 8.1: Travel Plan Action Plan

| Action | Timescale |
|---|---|
| Implement travel notice boards in communal areas of the site | Prior to occupation of the full facility |
| Develop a travel Welcome Pack | Within 3 months of occupation of the full facility. Updated on a regular basis. |
| Undertake travel survey | During Term Time |
| Produce baseline travel information | 3 months after initial travel survey |
| Develop full Travel Plan in consultation with the Council | 4 months after initial travel survey |
| Finalise and adopt Travel Plan | 6 months after initial travel survey |
| Implement Travel Plan initiatives | On-going, following adoption of the Travel Plan |
| Monitor success of Travel Plan actions and progress towards targets. Amend Travel Plan, if necessary | On-going, following adoption of the Travel Plan |
| Undertake travel survey to measure the success of Travel Plan and discuss findings with the Council. Review Travel Plan and amend, if necessary | On-going, every 12 months following adoption of the Travel Plan after full occupation (up to a period of 5 years) |

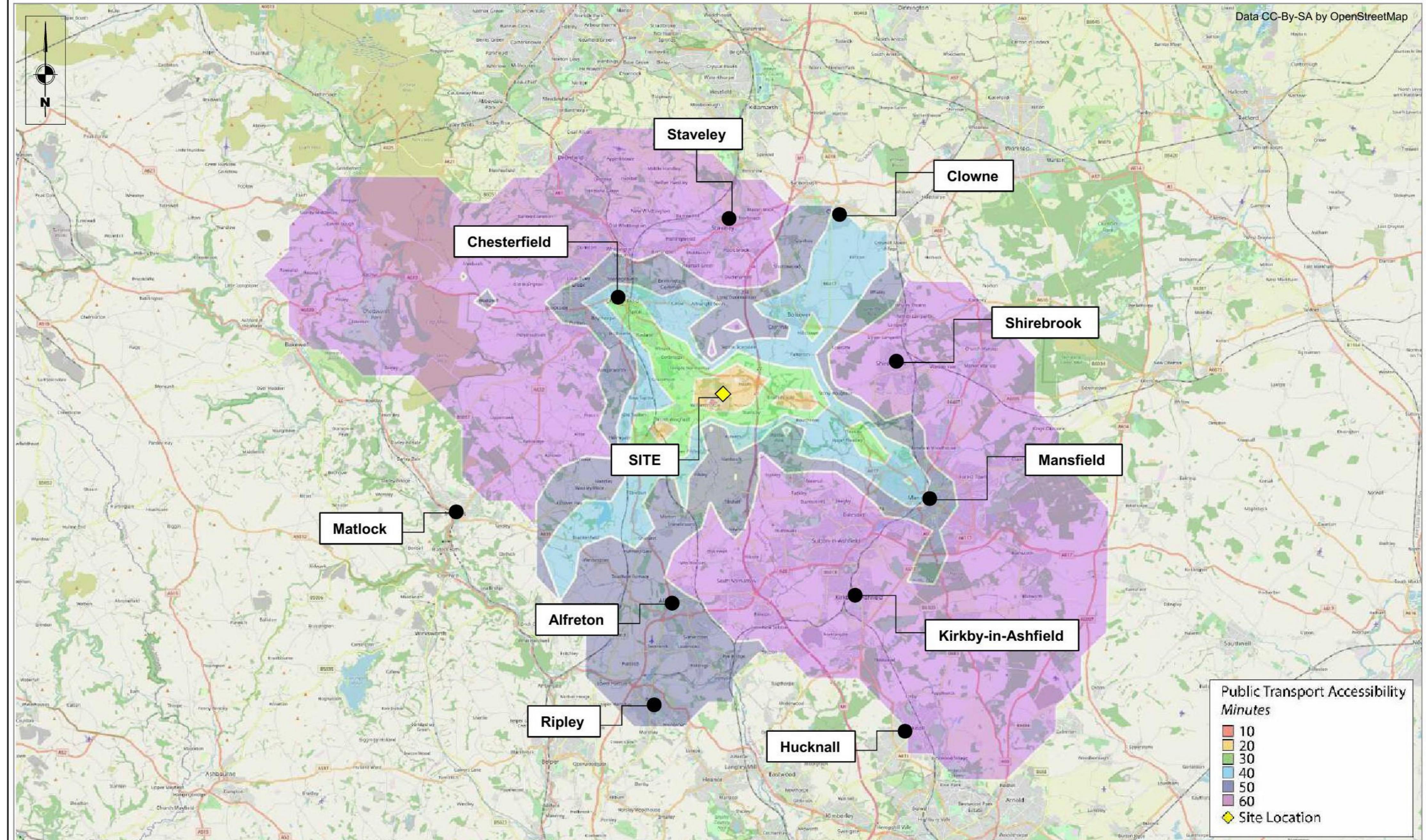
Appendix A - Accessibility Figures



| Project Title | Drawing Title | Job Number | By | Rev | Description | Date | By | Drawing No. |
|---------------|--------------------------------------|------------|---------|-----|-------------|------|----|-------------|
| Hydrock | Heath Primary School | C14895 | SG | - | | - | - | APPENDIX A |
| | Accessibility: 2km Walking Catchment | Date | Checked | - | | - | - | |
| | | 27.07.2020 | SD | - | | - | - | |
| | | Scale | Status | - | | - | - | Figure 1 |
| | | NTS | - | - | | - | - | |



| Project Title | Drawing Title | Job Number | By | Rev | Description | Date | By | Drawing No. |
|----------------------|--------------------------------------|------------|---------|-----|-------------|------|----|-------------|
| Heath Primary School | Accessibility: 5km Cycling Catchment | C14895 | SG | - | | - | - | APPENDIX A |
| | | Date | Checked | - | | - | - | |
| | | 27.07.2020 | SD | - | | - | - | |
| | | Scale | Status | - | | - | - | |
| | | NTS | - | - | | - | - | Figure 2 |



| Project Title | Drawing Title | Job Number | By | Rev | Description | Date | By | Drawing No. | |
|----------------------|--|------------|--------|-----|-------------|------|----|-------------|--|
| Heath Primary School | Accessibility: 60minute Public Transport Catchment | C14895 | SG | - | - | - | - | APPENDIX A | |
| | | 27.07.2020 | SD | - | - | - | - | Figure 3 | |
| | | | | - | - | - | - | | |
| Drawing Title | | Scale | Status | - | - | - | - | | |
| Heath Primary School | | NTS | - | - | - | - | - | | |

Appendix B - Proposed Site Layout

