

RESIDENTIAL TRAVEL PLAN

Redrow (South Wales)

Land West of Windmill Lane (Bryn Melin)
Cowbridge

August 2022

Vale of Glamorgan Council

Residential Travel Plan

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1 Introduction

Overview

- 1.1 Vectos has been appointed by Redrow PLC to provide traffic and transportation advice in support of a new development of 105 residential homes and associated works on land to the west of St Athan Road, Cowbridge. This site forms part of land allocated for residential development (MG2 19) within the Vale of Glamorgan's (VoG) Local Development Plan (LDP) 2011-2026. The site allocation within the LDP is for 130 homes which comprises two parcels, east and west of St Athan Road. This Residential Travel Plan (TP) has been prepared to support the application associated with the land west of St Athan Road.
- 1.2 This TP sets out the specific aims and measures for the proposed residential development. TPs can play a key role in shaping travel choice at developments, managing future travel demand and reducing reliance on single occupancy private car use. It has been prepared in accordance with both local and national planning policy.
- 1.3 Redrow support the aims and objectives of this TP.

Introduction to the Travel Plan

- 1.4 Clean air and healthy living are priorities in the UK Government's policies and reducing transport related emissions of carbon dioxide and other greenhouse gases are key to tackling climate change. To do this, society must improve and encourage the use of sustainable (low carbon) transport and ensure that new development takes place in accessible locations which minimise the need for travel.
- 1.5 TPs encourage more sustainable journeys and seek to minimise the traffic effect of new developments.
- 1.6 The measures identified within this TP will assist in promoting healthy and sustainable travel to and from the proposed development.

Travel Plan Structure

- 1.7 This TP contains a review of the current and emerging accessibility of the site, it reviews its place within national and local policy and sets out objectives and targets for mode splits.
- 1.8 The report is structured as follows:
 - **Section 2: Accessibility Review** – provides a transport context description of the existing site;
 - **Section 3: Strategic Aspirations** – Sets the aims and objectives for the Travel Plan, it details the targets and provides a summary of the development site.
 - **Section 4: Travel Plan Strategy** – Details the management, Travel Plan Co-ordinator role and method of reporting.

- **Section 5: Sustainable Transport Measures** – Details the range of transport measures being promoted.
- **Section 6: Monitoring and Review** – sets out the strategy for promoting and implementing the Travel Plan to ensure its success;
- **Section 7: Action Plan** – sets out an Action Plan for the Travel Plan.

2 Accessibility Review

2.1 This section reviews the existing conditions at the site and its local surroundings including accessibility to sustainable modes of transport.

Site Location

2.2 The site is location approximately one kilometre south of the centre of Cowbridge, a market town located within the Vale of Glamorgan. It currently comprises open, agricultural land.

2.3 The site is bound by St Athan Road to the east, open fields to the south, residential development and Windmill Lane to the west, and residential development to the north.

2.4 The site in its local context is shown on **Figure 2.1**.

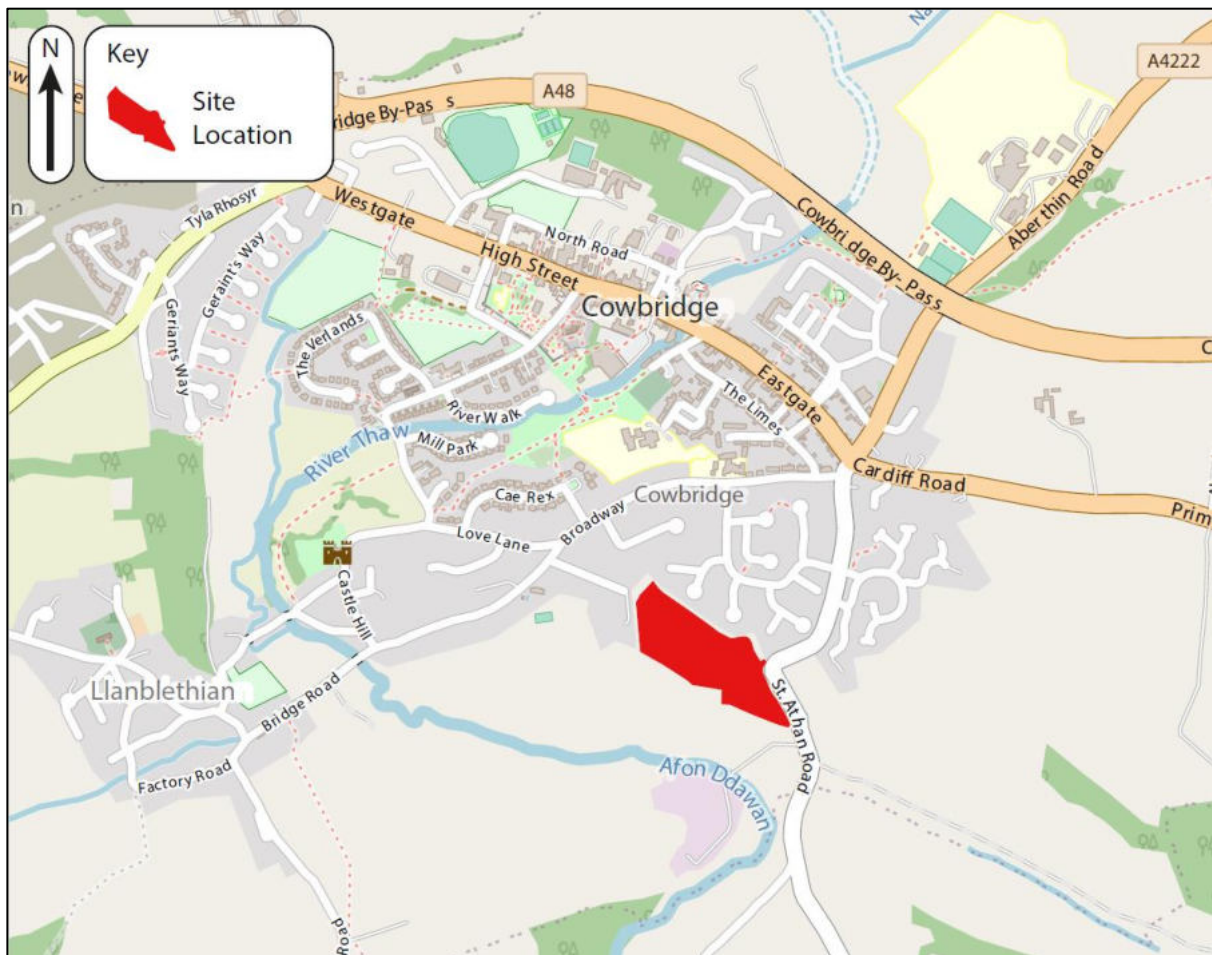


Figure 2.1 – Site Location

Local facilities

- 2.5 One of the primary factors to be considered when determining the suitability of a new development is its proximity, accessibility, and connectivity in relation to key local facilities by non-car modes.
- 2.6 A number of local facilities are located in the surrounding area of the site, some of which are highlighted in **Table 2.1**. This table includes walking distances from the centre of the site using the proposed sustainable connection via Llanquian Close, using surfaced and lit walking routes. Walking and cycling times are taken using Google Maps’ indicative travel times.

Table 2.1 – Local Facilities

Local Facility	Distance from the centre of the site (metres)	Cycling Time (mins)	Walking Time (mins)
Public Transport			
X2 Bus	650	3	8
132 Bus	1,025	4	12
Schools / Education			
Ysgol Iolo Morganwg	350	1	4
Y Bont Faen Primary School	500	2	6
Bijou Nursery & Creche	780	3	9
Cowbridge Comprehensive School	1,150	5	14
Old Boys Grammar School	1,150	5	14
Leisure / Sports			
St Quentin’s Castle	750	3	9
Cowbridge Town Hall	1,025	4	12
Cowbridge Squash Club	1,575	7	19
Cowbridge Leisure Centre	1,575	7	19
Pub / Restaurants / Food			
Edmondes Arms	575	2	7
Shampan Indian	875	4	10

The Horse & Groom	925	4	11
Cowbridge Fish Bar	975	4	12
Town Hall Square	1,025	4	12
Pub / Restaurants / Food			
Caffe Nero	1,025	4	12
Rocket and Rye	1,025	4	12
Duke of Wellington	1,075	4	13
Harry's Cowbridge	1,275	5	15
Local Shops			
Waitrose	1,075	4	13
Tesco Express	1,075	4	13
Medical Centres / Health			
Y Bont Faen Dental Surgery	825	3	10
Specsavers	975	4	12
Cowbridge Dental Care	1,025	4	12
Sylvia Williams Chemist	1,075	4	13
Cowbridge Health Centre	1,675	7	20
Cowbridge & Vale Medical Practice	1,775	7	21

2.7 **Table 2.1** demonstrates that the site is connected to various amenities by foot (15-30 minutes) or by bicycle (under 15 minutes) to a wide range of local amenities including local schools, food stores, health facilities and local high streets.

Walking

2.8 A public right of way (PRoW) crosses the site in an east to west alignment. It is currently access via St Athan Road to the southwest of the site and Windmill Lane to the east of the site. This is an unsurfaced route and has the potential to be used as a connection for pedestrians to the surrounding residential developments.

2.9 There are several PRoWs surrounding the site, as illustrated in **Figure 2.2**. Many provide connections to around the town, as well as providing attractive leisure use for residents to the wider area.

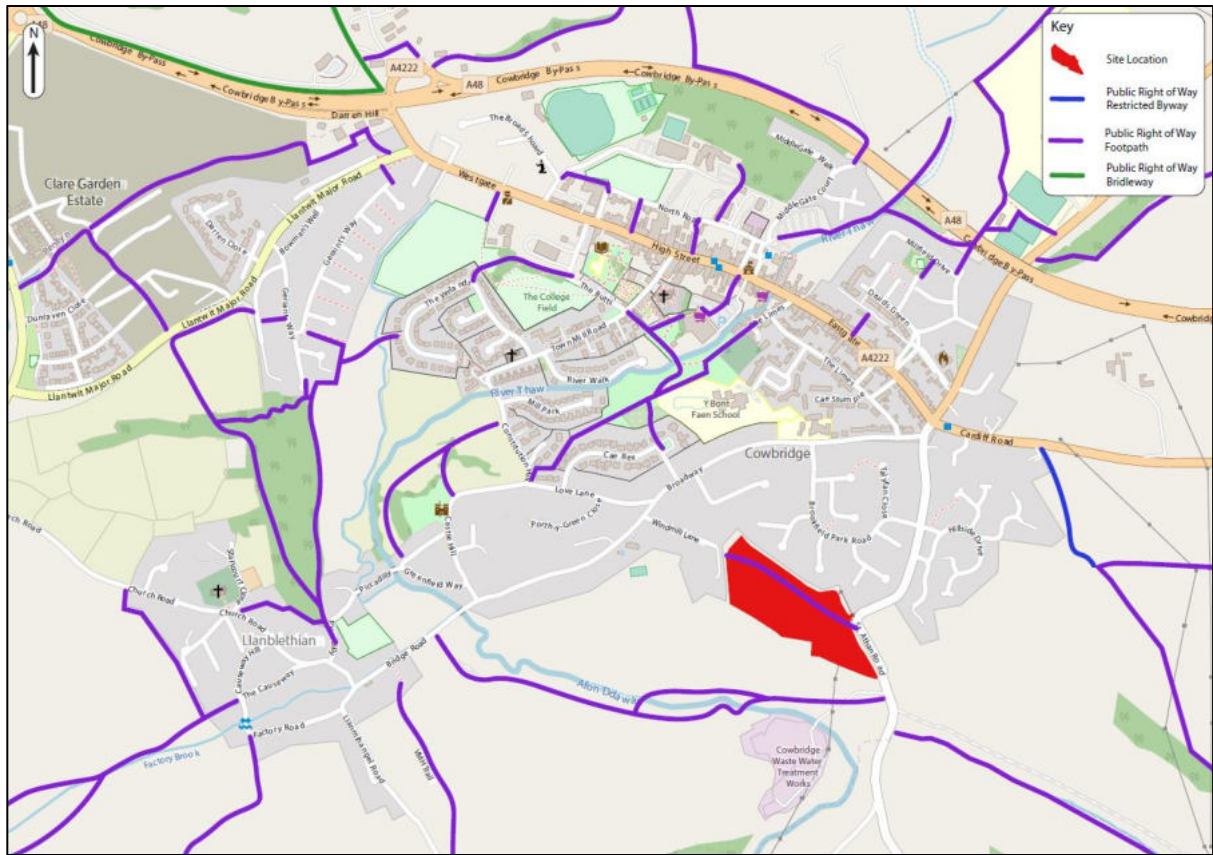


Figure 2.2 – Public Rights of Way

2.10 There are no footways provided on St Athan Road, within the vicinity of the site. Windmill Lane to the northwest of the site provides an existing pedestrian route. As part of the development proposals, there is the opportunity to improve the pedestrian access to the site, this is discussed further in **Section 4**.

2.11 It is reasonable to expect that typical able-bodied people are capable of walking at least 30 minutes for day-to-day activities. The thrust of sustainability policy is that there will be an increasing propensity for people to use non single car occupancy modes, of which walking is one. People will choose their mode based on their journey purpose, and it is reasonable to conclude that a proportion of journeys undertaken to and from the site will be on foot.

2.12 The thrust of land use and transport policy is to promote and encourage the choice of walking and cycling above all else where travel needs to occur. Therefore, it is both reasonable to assume that walking is a viable and growing means of travel, and that new development, such as this one, should be designed to promote and encourage it.

2.13 In practice, the distance that any individual is likely to choose to walk, depends on that individual and their circumstances, but it is fair to assume that over time, given current policies to encourage community, health and well-being, the propensity for individuals to walk, and to walk further, will increase.

Bus

2.14 The nearest bus stop to the site is located on Primrose Hill, approximately 550 metres to the north east of the site. Bus service number X2 serves the site and provides links to Cardiff in the east, and Porthcawl to the west. A summary of this service is set out in **Table 2.1** as follows. There are additional bus stops 1km to the north along High Street. This service runs Monday to Sunday.

2.15 **Figure 2.3** shows the buses operating in the local vicinity.



Figure 2.3 – Local Bus Routes

2.16 Service number 321 also serves the site and the nearest bus stop is approximately 800 metres to the north on Alberthin Road. This route provides connections to Llantrisant in the north, and Llantwit Major to the south. A regular service is provided with buses running Monday through to Saturday. A summary of this service is provided in **Table 2.2**.

Table 2.2 – Bus Services

Number	Route	First Bus (M-F)	Last Bus (M-F)	Frequency (mins)			Operator
				M-F	S	S	
From: 'Geoffrey Ash Court'							
X2	Porthcawl - Cardiff	06:38	22:18	30	30	60	First South & West Wales
	Cardiff - Porthcawl	08:00	23:35				
From: 'Comprehensive' (Monday - Saturday)							
321	Talbot Green – Llantwit Major	06:42	17:42	60	120	-	New Adventure Travel
	Talbot Green – Llantwit Major	08:08	19:40				

Community Transport

- 2.17 Greenlinks Community Transport offer demand responsive services dependant on vehicle availability and passenger demand, the volunteer driven vehicles can transport residents from their home to their destination.
- 2.18 Greenlinks has four accessible minibuses, two 9-seaters, two 12-seaters and two accessible cars.
- 2.19 A membership fee of £5 is payable and this allows users to request services for a small fee. The rate is dependent on zones, of which there are three; East Vale, West Vale and External. It is also possible to hire a minibus for a day or half day.

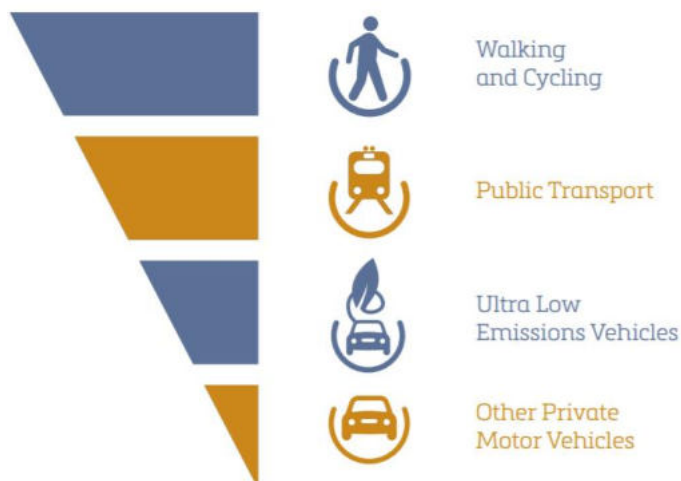
Summary

- 2.20 In summary, the site is suitably located close to local facilities and amenities that could be required on a regular basis. It provides the opportunity for future residents to walk or cycle to travel to and from education, health, employment and retail opportunities located in Cowbridge. It is therefore concluded that the location of the site provides the opportunity for residents to use non car modes as a travel alternative to the car.

3 Strategic Aspirations

Overview

- 3.1 The aims and targets of the TP are presented in this section. These aspirations set the direction of the TP and provide a focus for a package of measures.
- 3.2 The following transport modal hierarchy will be used in order to ensure that as much emphasis as possible is given to the most sustainable modes of transport, where this is possible and practical:
- Walking and cycling;
 - Bus and rail;
 - Taxi or car share; and
 - Motorcycle and single occupancy car.



Objectives

- 3.3 This TP is primarily aimed at reducing the dependence of car travel by residents. Therefore, the main aim objectives of this TP are to:
- Identify the modal split for residents;
 - Identify the barriers, both perceived and real, that affect modal choice.
 - Review and update the measures which are being implemented to encourage residents and visitors to travel by sustainable modes of travel.
- 3.4 The key benefits which can result following the implementation of a TP are outlined below:
- Economic – more sustainable travel modes can save money. Increasing the critical mass using public transport can make services more viable, and car sharing can significantly reduce travel costs.

- ii) Environmental – a reduction in car journeys made to and from the site reduces the level of air and noise pollution in and around the site.
- iii) Health – by adopting more sustainable modes of travel, such as walking or cycling, people’s physical and mental well-being improves, and they lead a healthier lifestyle.
- iv) Social – when not travelling by car, people have the opportunity to interact with other individuals on their journey to and from the site. Increased pedestrian and cycle activity can contribute towards an area feeling safer.

Benefits

3.5 The achievement of the objectives will bring about the following benefits for residents of the site:

- i) Health benefits associated with walking and cycling, including reduced levels of stress;
- ii) The opportunity to save money by using alternative modes of travel to the car; and,
- iii) Improved quality and reliability of journeys.

Targets

3.6 The success of the Travel Plan is measured by whether it achieves its objectives through set targets which will identified following the initial travel survey.

3.7 The targets, which are related to the objectives, can be ‘action’ targets or ‘aim’ targets. Action targets set out specific commitments to implement measures within certain timescales to ensure delivery. Aim targets provide numerical goals for modal shifts. All targets will be SMART (**S**pecific, **M**easurable, **A**chievable, **R**ealistic, **T**ime-bound).

3.8 Targets, or outcomes can be reviewed and once achieved will be maintained at no less than that level, subject to review as part of the annual monitoring programme.

Action Targets

3.9 The action targets are set out in the Action Plan (**Section 7**) and include the following key milestones;

- i) The Travel Plan will be formally launched as the first properties are occupied;
- ii) Provision of a ‘Travel Information Pack’ for each dwelling one month after occupation. Along with the TP launch information may be included about sustainable travel opportunities, discounted fares and cycle routes;
- iii) The baseline survey will be conducted after 24 months of first occupation;
- iv) Where required, an updated version of the TP will be produced with an updated Action Plan following the baseline surveys;

- v) A monitoring survey will be undertaken within one year of the baseline survey which will monitor the modal shifts of residents.

Aim Targets

- 3.10 The Travel Plan will be monitored for a period of five years following the majority occupation of the site. Once the baseline travel survey results have been analysed, specific targets will be set according to the monitoring programme set out in **Section 6** and details advised to VoGC.
- 3.11 The main target will be to reduce dependency on the private car whilst increasing the usage of sustainable modes of travel.
- 3.12 It is considered that a change in car sharing can be achieved through local promotion via the development website, welcome packs and using the Liftshare website (<https://liftshare.com/uk>).
- 3.13 An increase in active travel may be achieved through the awareness of active travel linkages and journey times to local amenities / facilities.
- 3.14 An increase in cycling may be achieved through the provision of internal pedestrian/cycle links which connect the site to local routes, the potential formation of a Bicycle User Group (BUG) and through the provision of cycle maps.
- 3.15 An increase in public transport will be achieved through the promotion of the existing bus services by the TPC and the provision of information including maps and timetables.

Mode Share Targets

- 3.16 The 'method of travel to work' Census 2011 data has been investigated for the residents of 'The Vale of Glamorgan 002' Middle Layer Super Output Area (MSOA) W02000238. This data is useful in providing an understanding of the existing travel behaviour of residents within Cowbridge.
- 3.17 **Table 3.1** shows the mode split from this area, taken from the 2011 census data.

Table 3.1 – Method of Travel to Work (2011 Census)

Travel Mode	Percentage (%)	Adjusted
Work mainly at or from home	7%	-
Train	1%	1%
Bus, minibus or coach	1%	2%
Taxi	0%	0%
Motorcycle, scooter or moped	0%	0%
Driving a car or van	46%	81%
Passenger in a car or van	2%	4%
Bicycle	1%	1%
On foot	5%	10%
Other	0%	1%
Not in Employment	37%	-
Total	100%	100%

- 3.18 The figures shown in **Table 3.1** have been adjusted to remove those residents who are either not in employment or work mainly at, or from home. This provides a more realistic modal split of those who a commute to work, away from home.
- 3.19 The data summarised in **Table 3.1** illustrates that 81% of existing residents in the area currently travel to work by driving a car or van. It is demonstrated that 1% of residents travel by train and 11% travel by cycle or foot.
- 3.20 Whilst this data represents only journeys to work, and travel patterns now some 10 years old, it is a useful proxy for development travel as a starting point. As demonstrated in **Table 3.1**, a relatively high proportion of existing residents travel to work by single occupancy private car (81%). A small proportion (3%) travel by public transport however, 11% of existing residents travel to work on foot or by bicycle.
- 3.21 It is expected that this number of people working from home will increase as the development comes forward due to the shift in attitudes to home working resultant from the Covid-19 pandemic, with many people having worked from home for the majority of 2020 and 2021, with this trend expecting to continue into 2022 and ultimately resulting in a greater proportion of people working from home in the future.
- 3.22 Furthermore, the data does not take into account multi-modal trips to work (the census asks for method of travel to work for the longest part of the journey) i.e. park and ride or cycle and ride. However, it does provide an indication of existing travel patterns in the area.
- 3.23 Based on these modal splits, the judgement is that this Interim Travel Plan starts with is that the baseline for travel to work is 81% by single occupancy private car.

3.24 **Table 3.2** demonstrates the target mode shift for the five-year TP period, with a shift from the base mode split shown in **Table 3.1** to more sustainable modes.

Table 3.2 – Proposed Mode Shift Targets

Mode Share	Mode Share			Change
	Base	Target (Year 1)	Target (Year 5)	
Train	1%	2	2	+1
Bus, minibus or coach	2%	3	4	+2
Taxi	0%	0	0	-
Motorcycle, scooter or moped	0%	0	0	-
Driving a car or van	81%	75	71	-10
Passenger in a car or van	4%	5	6	+2
Bicycle	1%	2	3	+2
On foot	10%	12	13	+3
Other	1%	1	1	-
Total	100.0%	100.0%	100.0%	

4 Development Proposals

Overview

- 4.1 The proposed development is for up to 90 residential homes and associated works on land to the west of St Athan Road, Cowbridge. The site forms part of land allocated for residential development (MG2 19) within the Vale of Glamorgan's (VoG) Local Development Plan (LDP) 2011-2026.
- 4.2 The site will be designed to connect and interact with existing transport networks to the north of the site, connecting to Cowbridge. The internal roads of the site will be conducive to cycling, providing permeability and connection for active travel.
- 4.3 An accommodation schedule for the proposed development is contained within **Table 4.1**.

Table 4.1 – Accommodation Schedule

Number of Bedrooms / Type	Total
1 Bed Flat	16
2 Bed Houses	19
3 Bed Houses	40
4 Bed Houses	24
5 Bed Houses	6
Total number of units	105

4.4 The illustrative Masterplan is shown in **Figure 4.1**.

Site off Windmill Lane, Cowbridge.



Figure 4.1 – Illustrative Masterplan

Access

- 4.5 A new pedestrian and cycle access is proposed along the northern boundary of the site, connecting to the existing residential development via Bessant Close and Llanquian Close and to the west of the site via the existing Public Right of Way (PRoW) alignment via Windmill Lane. These new links will provide easily accessible active travel links to the existing community and existing amenities. The existing PRoW will be retained along its current alignment.
- 4.6 The proposed means of vehicular access to the site is via a priority junction with St Athan Road as shown on **Figure 4.2**.



Figure 4.2 – Indicative site access arrangement via St Athan Road

- 4.7 The proposals include realigning St Athan Road to the west of its existing alignment to improve the forward visibility splays and the horizontal alignment of St Athan Road, thus reducing the curvature of the existing road and improving road safety at this location.

Car Parking

The proposed development will conform to VoG's 'maximum' car parking standards, providing the required spaces for each dwelling, together with the requisite number of on-street visitor parking spaces. Garages will represent a proportion of these spaces, designed to accommodate parking in a discreet manner and minimise visual intrusion.

Cycle Parking

- 4.8 Cycle parking will be available for all plots within sheds or garages, within the curtilage of properties, as part of the development.

5 Travel Plan Strategy

Management

- 5.1 The role of the Travel Plan Co-ordinator (TPC) for the TP is currently allocated to Vectos, until the allocation of a TPC from the site management company.
- 5.2 The allocated TPC, and the necessary costs for administering the Travel Plan, will be funded by the developer.

Travel Plan Co-ordinator

- 5.3 The TPC will remain in the post for five years following first meaningful occupation. The primary functions of the TPC will include;
- i) Liaison with the local community;
 - ii) Liaison with the local planning and highway authorities;
 - iii) Liaison with public transport operators;
 - iv) The incorporation of sustainable travel options into marketing material for the development;
 - v) Organisation of travel surveys;
 - vi) Promotion of sustainable transport measures to residents through a range of media, including for example, newsletters, emails and websites;
 - vii) Production, distribution and monitoring of residential Travel Information Packs;
 - viii) Providing residents of the development with details on how they can travel, including accessing their place of work, schools, shops and others in a sustainable manner; and
 - ix) Acting as a single point of contact for all transport, access and travel related issues for residential units within the development.
 - x) Increasing travel awareness so that people can make informed travel choices is a key role of the TPC. The TPC will work closely with officers at VoGC to promote initiatives the council may have.
- 5.4 The TPC will work with the developer to ensure that all residents receive sustainable travel information.

Reporting

- 5.5 The results of the monitoring will be reported in writing to VoGC within one month of the completion of the monitoring surveys. An annual Monitoring Report will be compiled which will outline the results of the monitoring survey and review. The report will also incorporate the results of on-going monitoring throughout the preceding period. The report will be issued to VoGC and retained for records. A revised Action Plan will be submitted on an annual basis as part of the annual monitoring program and reporting.
- 5.6 The monitoring report will include the following aspects:
- i) Site name and address;
 - ii) A summary of the TP;
 - iii) How and when monitoring information was gathered; and,
 - iv) Whether travel patterns are meeting objectives and targets.
- 5.7 A full summary report will be issued during the last year of the TP.

Marketing and Consultation

- 5.8 Prospective residents will, where possible, be encouraged to access the site via sustainable transport modes.

6 Sustainable Transport Measures

Overview

- 6.1 This section details the measures which the Travel Plan commits to.
- 6.2 The Travel Plan is a 'living document' which will be updated and reviewed as required.

Travel Information Pack

- 6.3 A 'Travel information Pack' will be provided to residents upon first occupation of the development. The Welcome Pack will detail the key elements of the Travel Plan, sustainable transport information and other relevant travel information.
- 6.4 A Travel Information Pack will include the following:
- i) An explanation of the purpose and benefits of the Travel Plan;
 - ii) Contact details for the TPC;
 - iii) Maps of walking and cycling routes to key destinations;
 - iv) Information on cycle training opportunities;
 - v) Information on walking buses or scoot to school;
 - vi) Timetables, route maps and ticketing information for public transport;
 - vii) Contact numbers and website details;
 - viii) Car Share schemes information;
 - ix) Contact details for local taxi companies and details of any arrangements brokered by the TPC (if available);
 - x) Information about working from home;
 - xi) Promotion of the benefits of home delivery.
- 6.5 This list is not exhaustive and, within reason, any additional information which the community and VoGC would like included can be accommodated if appropriate.

Walking and Cycling Facilities

- 6.6 In terms of layout and design within the site, a network of high-quality pedestrian and cycle routes will offer direct, safe and convenient access around and through the site by foot and bicycle.
- 6.7 The site will provide the necessary pedestrian and cycle infrastructure to encourage walking and cycling and the appropriate road widths and speed limits to support this.

- 6.8 The health benefits of walking will be promoted within the Travel Information Pack. Residents will be made aware of challenges (for varying abilities) such as the 10,000 steps a day or couch to 5k, and the wider benefits of walking and keeping active.

Cycle to Work

- 6.9 The Travel Information Packs will provide details of local bike shops and major employers who participate in the Cycle to Work scheme.

Walking Buses

- 6.10 A walking bus is a group of children, walking to or from school with at least two parent volunteers. Parents take it in turns, on a rota basis, to walk with the children. There is always a 'driver' who leads the bus, and a 'conductor' who walks at the back. The more children there are on the bus, the more adults walk with them.
- 6.11 A Walking Bus provides a way of making walkers (or their parents) feel more comfortable, whilst providing perceived safety in numbers, as well as making walking fun. It allows groups to organise and walk together, increasing visibility and reducing the feeling of vulnerability which some may otherwise feel.
- 6.12 Its greatest potential is for schoolchildren. It allows the supervision of children by a minimum number of adults, whilst providing a fun and perceptibly safer means of getting to and from school by the most sustainable means.
- 6.13 Information on how residents can set up walking buses will be included in the Travel Information Pack.

Scoot to School

- 6.14 Scoot to School is a Sustrans initiative aimed at encouraging children to use a scooter to get to school. The programme involves scooter training for children.

Bus Travel

- 6.15 A map showing all local bus stops and bus routes near the site will be included within the Travel Information Packs, information about concessionary travel will also be promoted.
- 6.16 Bus vouchers / discounts for local (First Bus) and community bus services (Greenlinks) will be investigated and ultimately offered to residents to encourage travel by public transport.

Broadband

- 6.17 Each dwelling within the site will be provided for the opportunity to connect to a high-speed broadband connection. This will provide residents with the opportunity to work from home, especially given the changing working habits in accordance with government advice during the COVID-19 pandemic.

Car Sharing

- 6.18 Car sharing aims to match commuting journeys allowing the individuals to benefit from the convenience of a car journey whilst reducing the cost of the journey and the number of vehicles on the network.
- 6.19 Liftshare is the UK's largest carpooling network and is available within VoG. Further information will be included within the Travel Information Pack.

Home Deliveries

- 6.20 The Travel Information Pack will promote and raise awareness of the potential time, cost and environmental savings of home deliveries, including supermarket deliveries. Three of the big four supermarkets, Sainsbury's, Asda and Tesco, offer home delivery services, as does Waitrose and Ocado. The nearest supermarket to the site is Waitrose. All of these businesses deliver to the CF71 postcode which is adjacent to the site. The majority of online retailers also now offer home delivery services.

Taxis

- 6.21 The Travel Information Packs will include contact details for local taxi companies.

7 Monitoring and Review

7.1 It is important a thorough Travel Plan monitoring system is put in place. The two main reasons for monitoring of the Travel Plan are:

- i) To provide feedback so the Travel Plan can be refined; and
- ii) To measure the level of success in meeting identified targets using key performance indicators.

7.2 A framework for the monitoring and review strategy is outlined in this section.

Monitoring Strategy

7.3 The Travel Plan will be a living document, allowing for continuous development and refinement which will ensure it remains relevant.

7.4 The monitoring programme will begin with the baseline survey, to be undertaken within 24 months of meaningful occupation of the development. Households and residents will be requested to complete a questionnaire in order to provide baseline travel data. The questionnaires will monitor the mode splits being achieved for single occupancy car trips, and those made by sustainable modes.

7.5 The initial development survey represents Year 0 in terms of the monitoring programme. A subsequent travel survey of the development and local community will be undertaken 12 months after the initial survey. The subsequent travel survey represents the first Monitoring Survey. It is proposed that the first Monitoring Survey will take place in Year 1 and then annually throughout the duration of travel plan monitoring. Monitoring will be undertaken for a period of five years. An example travel survey is included at **Appendix B**.

7.6 The survey timetable is as proposed in **Table 6.1**.

Table 6.1 – Survey Timetable

Description		Timeframe
Travel Survey	Initial Survey for Baseline	Year 0 (3 months of occupation)
Travel Survey	1st Monitoring Survey	Year 1
Travel Survey	Monitoring + Snapshot	Year 2
Travel Survey	Monitoring + Snapshot	Year 3
Travel Survey	Monitoring + Snapshot	Year 4
Travel Survey	Monitoring + Snapshot	Year 5

Reporting

- 7.7 The results of the monitoring will be reported in writing to VoGC within three months of the completion of the monitoring surveys. An annual Monitoring Report will be compiled which will outline the results of the monitoring survey and review. The report will also incorporate the results of on-going monitoring throughout the preceding period. The report will be issued to VoGC and retained for records. A revised Action Plan will be submitted on an annual basis as part of the annual monitoring program and reporting.
- 7.8 The monitoring report will include the following aspects:
- i) Site name and address;
 - ii) A summary of the Travel Plan;
 - iii) How and when monitoring information was gathered;
 - iv) Whether travel patterns are meeting objectives and targets; and
 - v) Proposals to further develop the Travel Plan and an update to the Action Plan.
- 7.9 A full report will be issued at the last year of the Travel Plan.

8 Action Plan

Action Type	Element	Responsibility	Timeframe
Document Agreed	Agreement of Travel Plan	Developer	Prior to construction.
Appointment of a Travel Plan Coordinator		Developer	Upon Occupation
Baseline Travel Patterns	Baseline Travel Survey (Full Survey)	TPC / Developer	Completed after 24 months of meaningful occupation.
Implementation	Travel Plan Launch	TPC / Developer	Prior to first occupation.
	Implementation of measures	TPC / Developer	Includes the supply of a travel pack 1 month after occupation, householder travel survey
	Information Provision	TPC / Developer	Determined by survey and meeting at 1 month after occupation.
	Awareness raising of sustainable transport.	TPC / Developer	Ongoing as opportunities and information on walking and cycling routes change.
Monitoring and review of survey data	First Monitoring survey	TPC	Within 1 year of original baseline survey completion.
	Review and reporting year 1 (travel patterns against targets)	TPC	Within 3 months of completion of year 1 survey analyse results and provide to VoGC.

Action Type	Element	Responsibility	Timeframe
	Second Year Monitoring survey	TPC	At Year 2 - Includes new residents and those homes who haven't completed the survey previously. 12 months after survey for year 1.
	Review and reporting year 2 (travel patterns against targets)	TPC	Within 3 months of completion of year 2 survey analyse results and provide to VoGC.
	Third Year Monitoring survey	TPC	At Year 3 - Includes new residents and those homes who haven't completed the survey previously. 12 months after survey for year 2.
	Review and reporting year 3 (travel Patterns against targets) Review and Final report.	TPC	Within 3 months of completion of year 3 survey analyse results and provide to VoGC.

Appendix A

Example Travel Survey

Residents Travel Survey

Private and Confidential

Please return to
by

Section A - About You

Q1 Gender?
Female Male

Q2 What is your age?
 Under 25
 25 - 34
 35 - 44
 45 - 54
 55 or over

Q3 How many people in your household?
 1
 2
 3
 4+

Q4 How many cars in your household?
 1
 2
 3
 4+

Q5 What is your employment status?
 Employed
 Unemployed
 Student
 Retired

Section B - About Your Journey

Q6 What is your main travel mode?

	Usually	Sometimes
Car – as driver	<input type="checkbox"/>	<input type="checkbox"/>
Car – as passenger	<input type="checkbox"/>	<input type="checkbox"/>
Bus	<input type="checkbox"/>	<input type="checkbox"/>
Underground / Train	<input type="checkbox"/>	<input type="checkbox"/>
Cycle	<input type="checkbox"/>	<input type="checkbox"/>
Walk – whole journey	<input type="checkbox"/>	<input type="checkbox"/>
Motorcycle	<input type="checkbox"/>	<input type="checkbox"/>
Combination of above (please specify)	<input type="checkbox"/>	<input type="checkbox"/>

Q7 Where is your travel destination?
Town/Village:.....

Q8 How long does it usually takes you to travel to your destination?
Hours Mins

If you usually travel by car or motorcycle go to Section C otherwise please go to Section D

Section C - Please answer Questions 9 to 16 only if your Journey is usually by Car or Motorcycle

Q9 Please tick each of the following that apply to you:
 I have a company car
 I receive a car allowance
 The company pays for my fuel for business use
 The company pays for all my fuel
 None of the above
 I need the car for business travel during the day
 I have children to collect/deliver from school
 Other, (please specify)

Q10 For what reasons do you drive or get driven to your destination?
(Please select up to 3 responses and rank them from 1 to 3, where 1 is the most important).

- It is quicker
- It is more comfortable
- It is cheaper
- It provides greater personal security than other modes
- I have to carry heavy equipment
- Convenience
- Distance
- I am disabled / have restricted mobility

Q11 Could you make the journey by public transport?
(please tick)
 Yes No don't know
 If NO – (state why) No Service
 No Service at a convenient time
 Don't know where the buses run
 Other (please state)

.....Continued over page

Q12 Is there a bus stop within reasonable walking distance of your destination? Yes No

Q13 Which of the following measures would encourage you to travel by public transport for your journey?
(please select up to 3 responses and rank them from 1 to 3, where 1 is the most important)

- A direct bus service from home to your destination changing buses
- An interest free loan for a discounted season ticket
- Bus stops within 3 minutes of home and work
- Increased frequency
- Improved security
- More reliable service
- Better lighting at bus shelters and on walking routes
- Better information on services
- Faster journey time
- Discount tickets / passes available at work
- Better quality buses
- Easier interchange
- Parking charge
- Increasing traffic congestion
- None of these
- Other (Please specify)

Q14 (a) Would you consider cycling as a main mode of travel?
 Yes, Regularly Yes, Occasionally No, Never

- (b) Which of the following measures would encourage you to Cycle? (Please select up to 3 responses and rank them)
- More dedicated cycle paths in the surrounding area
 - Showers and changing facilities at destination
 - Improved cycle parking and security at destination
 - Interest-free cycle loan
 - Free taxi home in emergencies
 - None of the above
 - Other (Please specify)

Car sharing is a practical way to reduce the cost of getting to work. It also helps reduce peak hour traffic congestion and pollution. You would be helped to find a compatible car-share partner who also drives to a destination nearby. You would then agree whether to share you car or be a passenger in your car-share partner's car - most people take it in turns. You wouldn't have to commit to sharing every day and it will not affect your insurance.

Q15 Which of the following would most encourage you to car share?
(Please tick no more than two)

- Help in finding car share partners with similar work travel patterns
- Free taxi home if let down by car driver
- Reserved parking for car sharers
- Reduced parking charge for car sharers
- None of these
- Other (Please specify)

Q16 Would you be prepared to car share?
 Yes, Every Day Yes, Some Days No, Never
If Never, please say why.....
.....

Now go to Section E

Section D - Please answer Questions 17 to 21 only if your Journey is usually by Public Transport, Cycling or Walking

Q17 (a) Is a car available for your journey?
 Yes No

(b) Why do you normally travel as you have indicated?
(Please select up to 3 responses and rank them from 1 to 3, where 1 is the most important)

- I don't drive
- No car available
- Car available but too expensive to use
- For environmental reasons
- To avoid traffic congestion
- Health / fitness reasons
- More flexibility in the start time of journeys
- For increased comfort
- None of the above
- Other (please specify).....

Q18 If public transport is your main mode of transport, which measures would improve your journey?
(Please select up to 3 responses and rank them 1 to 3, where 1 is the most important)

- A direct bus service from home without changing Buses
- An interest free loan for a discounted season ticket
- Bus stops within 3 minutes of home and destination
- Increased frequency
- Improved security
- More reliable service
- Better lighting at bus shelters and on walking routes
- Better information on services
- Faster journey times
- Discount tickets / passes available
- Better quality buses
- Easier interchange
- None of the above
- Other (Please specify).....

.....Continued over page

Q19 If cycling is your main mode of travel, which measures would improve your journey? (Please select up to 3 responses and rank them from 1 to 3, where 1 is the most important)

- More dedicated cycle paths in the surrounding area
- Better cycle facilities, particularly at
- Showers and changing facilities at destination
- Improved cycle parking and security at destination
- None of the above
- Other (Please specify)

Q20 If walking is your main mode of travel, what measures would improve your journey? (Please select up to 3 responses and rank them from 1 to 3, where 1 is the most important)

- Better footpaths at(state where)
- Better pedestrian facilities particularly at
.....
- Improved lighting and security
- None of the above
- Other (Please specify)
.....

Q21 Prior to undertaking this survey were you aware of the Travel Plan and measures and targets?

- Yes No

Section E

Please use separate sheet for any comments or suggestions you would like to add. Thank you

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