

**Holchem Laboratories,
Pilsworth, Bury**

TRAVEL PLAN

Report prepared for
Holchem Laboratories Ltd

November 2023

Report Reference 1858/2/B



ASHLEY HELME
ASSOCIATES



Travel Plan

Holchem Laboratories, Pilsworth, Bury

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Ashley Helme Associates Ltd

76 Washway Road
SALE, Manchester
M33 7RE

Telephone
0161 972 0552

aha@ashleyhelme.co.uk
www.ashleyhelme.co.uk

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Travel Plan

Holchem Laboratories, Pilsworth, Bury

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1 Introduction

- 1.1 Ashley Helme Associates Ltd (AHA) are appointed by Holchem Laboratories Ltd to prepare a Travel Plan (TP) report in support of a planning application for an extension to the existing Holchem Laboratories building in Pilsworth, Bury (henceforth referred to as the Site). The location of the Site is indicated on Figure 1.1.

1.2 Existing Situation

- 1.2.1 There is an existing building occupying the application Site. The existing building has a floor area of 99,502sf (9,244sm). The existing building is referred to as **Gateway House**.
- 1.2.2 There are currently 146 employees based at the Site. The Site is operational Monday to Friday. About 15% of employees work on Saturday.

1.3 Proposed Development

- 1.3.1 The proposal is to add an extension to the existing Gateway House that will provide an additional 42,949sf (3,990sm) of floorspace.
- 1.3.2 It is anticipated that the proposed extension could lead to a requirement for an additional 20 staff to be based at the Site.

1.4 Travel Plan Objectives

- 1.4.1 The key objectives of the TP are to:
- Contribute to traffic reduction and other sustainable transport objectives set out in national and local policies,
 - Improve accessibility of the Site by sustainable modes of transport and address traffic and parking issues,
 - Widen choice of travel mode for all those travelling to/from the Site.
- 1.4.2 It is imperative that the TP measures are effective and efficient.
- 1.4.3 The 2014 Planning Practice Guidance (PPG) 'Travel Plans, transport assessments and statements in decision taking' provides the most up-to-date national guidance.



- 1.4.4 PPG states that Travel Plans are a way of “mitigating the negative impacts of development in order to promote sustainable development. They are required for all developments which generate significant amounts of movements.” (Reference ID: 42-002-20140306)

1.5 Scope of the Travel Plan

- 1.5.1 It is established and acknowledged that there are two broad types of TP:

- Destination: designed to increase sustainable travel to a particular location, and
- Origin: residential Travel Plans where journeys are made to varied locations.

The development comprises employment use, and hence this TP is a **destination** TP.

- 1.5.2 The underlying purpose of a TP is to reduce car travel and encourage alternative modal choices that are more sustainable, such as walk, cycle and public transport, as well as the use of low and ultra-low emission cars and car share.



2 Existing Conditions

- 2.1 The location of the Site is indicated on Figure 1.1 in the context of the local highway network.

2.2 Walk

- 2.2.1 It is established and acknowledged that walking is the most important mode of travel at the local level, and offers the greatest potential to replace short car trips, particularly under 2km.

- 2.2.2 The National Travel Survey of 2019 (NTS 2019) confirms that 26% of all trips are undertaken on foot. For trips up to 1 mile (1.6km), over three-quarters of journeys are carried out on foot. The NTS also sets out that, on average, people:

- (i) undertake 250 walk trips per year,
- (ii) walk a total of 205 miles per year,
- (iii) spend 17 minutes walking per trip.

Based on the total walk distance of 205 miles and 250 trips per year, this means that the average walk trip is about 0.82 miles (circa 1.3km).

2.2.3 Walk Isochrones

- 2.2.3.1 The CIHT provides guidance about journeys on foot. It does not provide a definitive view of distances, but does suggest a preferred maximum distance of 2000m for walk commuting trips. A 400m distance corresponds to a walk time of 5 minutes, based on upon a typical normal walking speed. Figure 2.1 presents the development 400m, 800m, 1200m, 1600m & 2000m walk isochrones, (ie reflecting 5, 10, 15, 20 and 25 minute walk journeys), and taking account of the pedestrian infrastructure.
- 2.2.3.2 Walk isochrones for the Site are prepared, using Basemap TRACC GIS software, reflecting and based on existing pedestrian provision/infrastructure and the development pedestrian access arrangements.
- 2.2.3.3 Review of Figure 2.1 shows that there is a sizeable residential area (and hence population) within a 25-minute walk (2000m) of the Site. This encompasses the residential areas of Gigg and Hollins. Hence, there is opportunity for employees of the proposed development to live nearby and walk to work.



2.2.4 Existing Pedestrian Infrastructure

- 2.2.4.1 There are 2.0m wide footways along both sides of Pilsworth Road, which benefit from street lighting. There is a continuous sealed footway along the south side of the access road that provides a pedestrian link between the Gateway House entrance and Pilsworth Road. The Site access road benefits from lighting.

2.2.5 Promoting Walk Measures

- 2.2.5.1 Measures to promote walking as part of the development are outlined in Chapter 7.

2.3 Cycle

- 2.3.1 It is recognised that cycling also has potential to substitute for short car trips, particularly those under 5km, and to form part of a longer journey by public transport.

- 2.3.2 *Gear Change, A Bold Vision for Cycling and Walking* (DfT, 2020) states:

"58% of car journeys in 2018 were under 5 miles. And in urban areas, more than 40% of journeys were under 2 miles in 2017-18. For many people, these journeys are perfectly suited to cycling and walking." (Page 11)

2.3.3 National Travel Survey

- 2.3.3.1 The NTS 2019 sets out that, on average, people:

- (i) undertake 16 cycle trips per year,
- (ii) cycle a total of 54 miles per year,
- (iii) spend 23 minutes cycling per trip.

Based on the total cycle distance of 58 miles and 17 trips per year, this means that the average cycle trip is 3.4 miles, which is just over 5km

2.3.4 Cycle Isochrones

- 2.3.4.1 The cycle isochrones presented in Figure 2.2 were created using Basemap TRACC software.

- 2.3.4.2 Figure 2.2 indicates the 2km and 5km cycle isochrones for the Site. This comprises a substantial residential area, that includes much of Bury, Darn Hill, Barlow Fold and Whitefield. This provides a good context for employees to travel to work at the Site by cycle.



2.3.5 Proposed Cycle Measures

2.3.5.1 Measures to promote cycling as part of the development are outlined in Chapter 6.

2.4 Mobility Impaired

2.4.1 Good accessibility of the development is especially important for those with mobility impairment. The development includes designated parking spaces for disabled users. The disabled spaces are shown on the development masterplan and are located close to building entrances.

2.5 Bus

2.5.1 Existing Bus Stops

2.5.1.1 Pilsworth Road is on a bus route. There are bus stops on Pilsworth Road as follows:

- (i) Flag and pole: south side about 100m south-east of the Site access, and
- (ii) Flag and pole: south side at the junction of Aviation Road.

2.5.2 Bus Services & Frequencies

2.5.2.1 There is an existing bus service that operates along Pilsworth Road. This service is summarised in Table 2.1.

2.5.2.2 Service No 94 operates every 60 minutes in both directions along Pilsworth Road. Service 94 provides a connection between Pilsworth and Bury Interchange, Prestwich and Cheetham Hill. Metrolink tram services call at Bury Interchange.

2.5.2.3 The times of operation of Service No 94 (Monday to Friday) are:

LOCATION TO SITE	FIRST BUS TO SITE	LAST BUS FROM SITE	FIRST BUS FROM SITE	LAST BUS
Bury	0534	2034	0711	2212
Prestwich	0652	2147	0650	2048
Cheetham Hill	0643	2155	0650	2048

2.5.2.4 It is concluded that there are existing bus services operating near to the Site that offer travel that covers typical workplace start and finish times.



2.5.3 Bus Journey Times

2.5.3.1 The typical approximate journey times to destinations are:

LOCATION	JOURNEY TIME (MINS)
Cheetham Hill	26
Prestwich	19
Unsworth	6
Fishpool	11
Bury	16.

2.6 Summary

2.6.1 Transport sustainability is a principle underlying the development. Encouraging walk, cycle and public transport journeys is recognised as important, and the existing walk, cycle and public transport infrastructure assists such journeys to be undertaken in a safe and convenient manner.



3 Objectives & Outcomes

3.1 The underlying objectives of the TP are to:

- Contribute to traffic reduction and other sustainable transport objectives set out in national and local policies,
- Promote accessibility to the development by sustainable modes of transport.

3.2 A key objective is that the TP measures are effective and efficient.

3.3 Specific outcomes sought from the development TP are to:

- Achieve the minimum number of car traffic movements to/from the development,
- Address the access needs of Site users, by supporting walking, cycling and public transport and other sustainable transport options,

These outcomes are consistent with the underlying objectives of the TP (refer para 3.1).

3.4 It is important that, as far as possible, measures are in place that provide good active encouragement for sustainable transport choices, from the commencement of occupation at the Site.

3.5 The TP seeks to influence the choices made by people travelling to/from the Site, to favour selection of sustainable travel modes for journeys. Emphasis is to be placed on promoting all sustainable modes of travel.



4 Targets & Indicators

4.1 The term 'targets' is used in relation to a TP to cover any measurable aim that will be monitored and is agreed with local authority to be an important indicator to the TP's effectiveness.

4.2 The TP is a tool identified by the local authority to be employed to assist in supporting and promoting identified policies to reduce car travel. Similarly, at national level the TP is an identified instrument for pursuing sustainable transport policies. A general target for what such sustainable transport policies must achieve is represented by the SMART criteria. The SMART criteria adopted for this TP are:

Specific	there must be no ambiguity in the output,
Measurable	the policy target(s) can be set against directly observable output(s),
Achievable	the policy must be feasible,
Realistic	target should be within reasonable bounds and not too optimistic,
Time bound	the output of the policy should be observable over a pre-determined time frame.

The TP provides a mechanism for implementing the above SMART criteria.

4.3 Benchmarking: Survey

4.3.1 A survey of the existing staff was undertaken in September 2023 to establish mode of travel to the Site.

4.3.2 The results of the survey are as follows:

MODE	STAFF %
Walk	4.0
Cycle	1.0
Public Bus	0.0
Car (single occupancy)	85.0
Car (multi-occupancy)	15.0
Taxi	0.0
Other	0.0
TOTAL	100



4.4 TP Target Approach

- 4.4.1 Benchmarking information has been investigated and analysed, to assist in informing the setting of targets and indicators for the TP. The survey data provides information about journeys to work, and is thus confirmed as a suitable data source to inform the TP target setting.
- 4.4.2 The methodology adopted for target setting for the TP is to set a **numerical percentage car driver target**. This represents a reduction in the number of employees driving to work than would otherwise be the case in the absence of a TP.
- 4.4.3 The chosen TP target has advantages, including:
- Simple easy to understand target, which assists in 'getting the message across' to the employees and management of the occupying companies,
 - Self-evidently, all journeys to work by modes other than car driver are by sustainable travel choices, and each of these options is as valuable as any other in terms of achieving the TP car driver reduction target. Therefore, there is no need to set specific individual modal split targets for the sustainable modes, rather there is in effect a 'group' sustainable travel modes target (which is the balance of trips not made by all other modes except car driver).
- 4.4.4 The approach/philosophy adopted for the TP target setting is to:
- Set the TP target in terms of 'percentage of employees driving to work will not exceed X' taking account of the benchmarking information and the SMART criteria (refer para 5.2),
 - Explicitly set out that, as part of the Monitoring & Review regime (refer Chapter 9), the TP target for percentage of employee trips will be reviewed in the light of development-specific modal split data becoming available, to ensure that the target is appropriately challenging.

4.5 TP Target

- 4.5.1 The TP target is set as **a 10% transfer in employees driving to work to sustainable travel modes**.
- 4.5.2 This is to be achieved over a five-year period from first occupation. This represents a target that complies with **all** of the SMART criteria, being specific, measurable, achievable, realistic and time bound.



4.6 Timescale

- 4.6.1 A specified timescale is required to provide the context for aiming to achieve the TP target. This is in accordance with the SMART criterion of 'time bound'.
- 4.6.2 It is proposed that the TP sets a timescale of 5 years from first occupation, for achievement of the TP target. This can be kept under review with the Council on an ongoing basis as part of the TP monitoring and review regime (refer Chapter 8).

4.7 Indicators

- 4.7.1 TP indicators will also be recorded through the monitoring process (refer para 8.11), including, but not necessarily exclusively:
- Pedestrian movements to/from the development,
 - Cycle movements to/from the development,
 - Staff using bus services,
 - Staff travelling to/from the development in low or ultra-low emissions vehicles,
 - Staff car sharing.



5 Management Strategy

5.1 Pre-Occupation

5.1.1 PPG highlights that:

"Travel Plans should where possible, be considered in parallel to development proposals and readily integrated into the design and occupation of the new Site rather than retrofitted after occupation." (Reference ID: 42-003-20140306)

5.2 Travel Plan Coordinator

5.2.1 It is a good practice requirement that a TP Coordinator (TPC) is appointed and in-post prior to first occupation. The appointed TPC is named below.

5.2.2 A TPC is appointed. The contact details to be provided for the TPC are:

- Name,
- Position,
- Telephone contact number,
- Email contact details,
- Date of taking up post.

5.2.3 It is necessary to appoint a TPC early on so that there is someone responsible for undertaking tasks prior to first occupation, to ensure that sustainable travel choices and information are available and people made aware of this.

5.2.4 The TPC acts as the promoter of the TP to the employees and provides a key point of contact.

5.2.5 Prior to first occupation, the TPC will work in partnership with the local authority and others to undertake the following:

- Establish contact with employees, and setting up processes for cascade of information to employees,
- Oversee the production and provision of information for staff about how to travel to the Site by sustainable modes,



- Collect data and other information relevant to the implementation and future monitoring of the TP,
- Manage and monitor staff and visitor car parking,
- Making contact with the local authority.

5.2.6 In general terms, the duties of the TPC include:

- Identifying transport initiatives, including information and marketing, (refer Chapter 7),
- Arranging questionnaire Travel Surveys and statistical analysis of findings (if deemed necessary),
- Arranging other travel/monitoring surveys,
- Monitoring and review of TP,
- Preparation of annual report,
- Liaison with other occupying companies, local authority and other key stakeholders.

5.2.7 More specifically, the TPC responsibilities include inter alia:

- Day to day operation of the TP,
- Maintaining all public transport and database records up-to-date,
- Promotion of car sharing & ongoing promotion of the car share scheme,
- Liaison with local public transport operators,
- Promotion of bus and train travel,
- Promotion of walking and cycling to work,
- Provision of Personalised Travel Planning (PTP) for all employees on request,
- Liaison with the local authority,
- Liaison with employees of the development, including for example promotional activities,
- Liaison with other companies located in the vicinity of the Site,
- Undertaking and analysing questionnaire Travel Surveys,
- Monitoring car and cycle usage,
- Preparing and maintaining information/promotional material for the TP,
- Undertaking annual Monitoring and Review of the TP and preparing the annual Monitoring & Review report for submission to the Council, including review of the TP targets,
- Inclusion of the Travel Plan as an agenda item on any employee forum/staff meeting/equivalent at least twice per year.



- 5.2.8 As part of the ongoing management of the TP, the TPC will maintain a dialogue with the Council, and monitor emerging best practice information, to provide the most efficient platform for maximising the effectiveness of the TP.

5.3 Financial Arrangements

- 5.3.1 Holchem Laboratories Ltd are responsible for the appointment of the TPC.
- 5.3.2 The TPC will be in post for a period of 5 years after first occupation of the development. Holchem Laboratories Ltd will take financial responsibility for the TPC and all ongoing associated TP costs for the period of 5 years after first occupation of the development. This is on a sufficient basis to cover employment costs of the TPC as well as to introduce and manage the TP initiatives, and thereafter as required to manage the initiatives, finance the measures identified in this and subsequent TP Monitoring and Review reports, and enable the TPC postholder to carry out the duties identified above.



6 Measures to Encourage Sustainable Travel

6.1 Walk

- 6.1.1 There is a good network of existing walking routes and the roundabout near the Site includes crossing assistance in the form of dropped kerbs at the splitter islands. The local highway network benefits from lighting providing a safe and convenient walking environment. The TPC will promote opportunities to walk to the Site from nearby residential areas through the Travel Induction Pack.
- 6.1.2 The new building will include shower and changing facilities.
- 6.1.3 Promotional events and literature will be arranged by the TPC, to encourage walking, and emphasising the health benefits.
- 6.1.4 The TPC will prepare and arrange for distribution of maps showing safe local walking routes and include information from BC/TfGM about walking in the area.

6.2 Cycle

- 6.2.1 Information about the existing cycle infrastructure and opportunities is provided in Chapter 2.
- 6.2.2 Encouragement of cycling is one of the tasks to be undertaken through the TP. This requires a multi-strand approach, encompassing practical measures such as cycle-friendly infrastructure, cycle parking, availability of a bicycle, behavioural attitudes to cycling, and promotional measures.
- 6.2.3 The travel survey identifies that, at present, only 1% of existing staff cycle to the Site. There are currently 5 Sheffield cycle spaces on Site that are covered. These allow 10 cycles to be securely stored. The proposed development includes the provision of a new cycle shelter offering parking for an additional 10 cycles. This means that there will be capacity on Site to securely store **20** cycles. This is in excess of BC cycle parking standards.
- 6.2.4 The new building will include shower and changing facilities.
- 6.2.5 The TPC will establish a cycling action plan that identifies a range of measures to be explored/pursued.



- 6.2.6 Promotional events and literature will be arranged by the TPC, to encourage cycling, and emphasising the health benefits.

6.3 Bus

- 6.3.1 Information about the existing public transport infrastructure and opportunities is provided in Chapter 2.
- 6.3.2 A contribution towards bus 'taster' tickets is secured through a financial contribution via S106 agreement. Bus 'taster' tickets will be made available to all employees and will be valid for four weeks of commuter trips. Employees will need to apply to the TPC for their 'taster' ticket. The offering of 'taster' tickets to employees at the Site will provide positive encouragement for employees at the Site to travel to/from work by bus.
- 6.3.3 The information and marketing aspects of the opportunity to make journeys by public transport to/from the development are important, and are discussed in Chapter 7. The Staff Travel Induction Pack prepared by the TPC, and issued to all new employees will include information on the bus services that are available. This includes bus stop locations, routes & destinations, and frequency of services.

6.4 Electric Vehicle Charging

- 6.4.1 There are currently no EV charging spaces at the Site. The applicant proposes to provide EV charging as part of the development. EV charging spaces are shown on the revised masterplan layout.
- 6.4.2 It is proposed that **20%** of **existing and new** parking spaces include fast EV charging points. It is proposed that **30** spaces offer EV charging points.



7 Marketing Strategy

- 7.1 The information and marketing aspects of the TP are crucial to its success. It is of little use having TP initiatives if people are not adequately informed of them and persuaded to try them. The marketing strategy for the TP aims to:
- Raise awareness of sustainable travel options,
 - Promote individual measures and initiatives,
 - Disseminate travel information from the outset of first occupation, and indeed in advance of occupation and on an ongoing basis.
- 7.2 The first step is to ensure that good quality information is readily available and well disseminated, and this will be administered by the TPC. Information will be provided by a variety of means including:
- Employee Induction Travel Pack,
 - In staff areas of the development (notice boards etc),
 - Staff Induction,
 - Occasional promotional initiatives.
- 7.3 It is the responsibility of the TPC to set up and oversee arrangements to ensure that an Employee Induction Travel Pack is provided to each employee prior to their starting work at the Site. A copy of the Employee Induction Travel Pack will be submitted to Bury Council (BC)/Transport for Greater Manchester (TfGM) for comment and approval prior to first issue.
- 7.4 The Induction packs will be prepared and kept up-to-date by the TPC, who will maintain a stock. These can be available in hard copy and/or electronic format.
- 7.5 The objective of the Induction pack is twofold: to inform and to promote. The latter aspects of the Induction pack are aimed at promoting and achieving sustainable travel choices for trips to/from the development. It is anticipated that the TP Induction Pack includes items such as (but not limited to):
- TP objectives,
 - TPC: description of role and contact details,
 - Walk: health benefits of walking,
 - Cycle: health benefits of cycling, information about secure cycle parking, cycle maps for the local area. Information sources for other useful cycle related websites will be included such as;



- www.sustrans.org for details about the National Cycle Network,
 - www.lovetoride.net for cycling rewards and incentives,
 - <https://cyclinguk.org> for details of National Bike Week
-
- Public Transport: information about bus services and bus stops (<https://tfgm.com/public-transport/bus/routes>).
 - Car share: information about 'KINTO Join' (<https://info.kinto-join.co.uk>), information about financial benefits/incentives, and the environmental benefits. Details of registering.
 - Journey planning tools such as www.traveline.info,
 - Information sources: eg websites, etc.

7.6 The occupier will ensure that the TP is promoted to all employees through the Induction process, for the life time of the TP (5 years).

7.7 Targeted promotional events and literature will be arranged by the TPC, to promote sustainable travel initiatives and options. This will include, inter alia, encouraging walking and cycling, and emphasising the health benefits, taking advantage of the platform of national and local initiatives, such as National Walking Month and National Bike Week, as well as arranging development specific events. Similarly, events/promotional activities will be aimed at promoting public transport and car sharing. Information will be distributed to staff via staff intranet, if available or via a dedicated travel page/s on Holchem Laboratories' website.



8 Monitoring & Review

- 8.1 Implementation of the TP must be monitored and reviewed if the intended and optimum benefits are to be secured.
- 8.2 Key points about the TP monitoring and review regime are that this:
- Is essential to ensure that the TP objectives are being met,
 - Assesses the effectiveness of the TP measures and provides opportunity for review,
 - Must be done over time, and hence requires action and resources.
- 8.3 The monitoring and review process needs to be systematic and planned. The role of the TPC in leading this is crucial.
- 8.4 The monitoring and review process provides the mechanism for identifying amendments to the TP that are agreed with the Council. The optimal approach for the effectiveness of the TP, in achieving the agreed TP outcomes, is that the ongoing management process (throughout the year) led by the TPC, includes liaison with the relevant local authority officer.
- 8.5 The key objective of the monitoring of the TP is to measure the effectiveness and to ensure that it remains relevant over time. It is also important that flexibility is retained to amend the TP to respond to changing/emerging circumstances, and that the monitoring and review process provides the mechanism for this.
- 8.6 Monitoring of the TP is to employ two types of survey:
- Traffic count surveys: recording the cars entering and leaving the development,
 - Questionnaire survey: recording travel mode choices and exploring factors that may influence employees to make more sustainable travel choices.
- 8.7 The questionnaire travel surveys will be undertaken:
- First survey within 3 months of first occupation of the development
 - Subsequently, annually on the anniversary of the initial survey, until 5 years after first occupation.
- 8.8 The initial traffic count survey will be undertaken within 9 months of first occupation of the development.
- 8.9 Subsequent traffic count surveys will then be undertaken annually for 5 years. This will allow the review of how the TP target is being met.



- 8.10 A draft of the Employee Travel Survey will be submitted to BC/TfGM for comment and approval prior to first issue. The travel survey may include questions such as:
- An employees work journey distance and/or location,
 - Travel mode choice,
 - Time taken for journey,
 - Any barriers (perceived/real) to particular modes of travel,
 - Factors influencing willingness to consider/change of travel mode choices.
- 8.11 TP indicators will also be recorded through the monitoring process, including, but not necessarily exclusively:
- Pedestrian movements to/from the development,
 - Cycle movements to/from the development,
 - Electric vehicle use.
- 8.12 Data collected from all the surveys will comply with the Data Protection Act. Employees will be identified only by numbers in the database, and data will not be used or disclosed except for the purpose it was collected.
- 8.13 The travel surveys will not only provide information about employees' travel choices and habits, but also, and importantly, about attitudes to change in choice of travel mode. This is vital information for optimising the effectiveness of the targeting of the TP marketing strategy. This will also be helpful in exploring, in liaison with the local authority as part of the monitoring and review process, whether/what further measures need to be considered, agreed and implemented, if the TP target is to be met.
- 8.14 The monitoring process is not something that is done at a single point in time annually, albeit there is a requirement for a single formal report (refer para 9.16). TP monitoring is a dynamic process led by the TPC, that must be undertaken on an ongoing manner throughout the year. This is so that the effectiveness of the TP measures and financial resources can be optimised. The ongoing monitoring process throughout the year includes elements such as the promotional activities and mechanisms - if a particular form of promotion is not yielding benefits, then alternatives should be considered and employed. The key to all this is that the TP measures, be it promotion and/or services/facilities, are not an end in themselves, they are only the means to reach the TP target, and if a measure/activity is not yielding positive results, then the reasons for this should be examined and changes to the strategy and measures implemented to address this, in agreement with the local authority.
- 8.15 An annual 'Monitoring & Review' report will be prepared by the TPC and submitted to the local authority. This will set out the way in which the TP has been operated throughout the year, providing, inter alia:



- A record of key information collected throughout the year, including results of monitoring surveys (refer para 8.6) and analysis (if applicable),
- A schedule of meetings held throughout the year, and other key contact information,
- A record of TP initiatives introduced/operated during the year, and information about initiatives considered but not implemented (if applicable),
- A record of promotional activities,
- Assess efficacy of TP measures that have been pursued throughout the year and, on the basis of this, reach conclusions about measures to be taken forward for the coming year. This may reflect positive results and/or the need to revise the TP measures/strategy in pursuit of the TP target.

8.16 The first annual monitoring and review report will be submitted following the first repeat traffic count survey.



9 Action Plan & Budget

- 9.1 It is essential that key tasks in connection with the TP are commenced (and some completed) prior to first occupation. This is so that TP measures are in place prior to the travel habits of the employees being set. It is also important that there is ongoing TP activity that seeks to influence the modal choice of employees to achieve the TP target of a **10% transfer in employees driving to work to sustainable travel modes** to be achieved over a 5-year period.

9.2 Action Plan

- 9.2.1 Key elements of the Action Plan for the development's TP are set out below, as well as some examples of specific measures to be pursued. This is not an exhaustive list, but is intended to confirm that the intention is for the TP to deploy a variety of measures and strategies:

Prior to occupation:

- TPC appointed by the occupier 3 months prior to first occupation. TPC contact information to be provided to local authority 3 months prior to first occupation **(by issue of this report)**,
- TPC establishes contact with relevant Council officer **(by issue of this report)**,
- Staff Induction Travel Pack prepared by TPC and stock readied for distribution to each employee upon commencement of work at the Site,
- Provisional date for monitoring surveys,
- Car share scheme arrangements, and in particular promotional strategy, to be established by TPC **(reported in this TP)**.

Upon occupation and subsequently:

- Each new employee to have been provided with an Induction pack prior to starting work at the Site,
- Promotional activities to employees, by a variety of means (and ongoing),
- TPC to pursue and promote employee cycle incentives to staff, bike buddy scheme, etc.

Within 3 months of first occupation:

- Questionnaire Travel Survey to be undertaken and subsequently analysed,

Within 1 month of first year's anniversary of first occupation:

- TPC to prepare and submit Annual Monitoring & Review report to Council.

Within 9 months of first occupation:

- Traffic count survey to be undertaken and subsequently analysed,
- Ongoing monitoring, by a variety of means, of TP indicators,
- Ongoing promotional activities arranged by the TPC.



Thereafter the operation of the TP will continue in a similar manner, guided by the evidence that accrues through operation of the TP and the contributions of the local authority. The timing of subsequent monitoring surveys is as set out in paras 9.8-9.10. An annual Monitoring & Review report is to be prepared by the TPC and submitted to the local authority.



10 Conclusions

- 10.1 A Travel Plan (TP) promotes sustainable travel awareness and encourages sustainable travel choices. This TP is prepared taking account of currently available best practice guidance and evolving experience.

10.2 Existing Situation

- 10.2.1 There is an existing building occupying the application Site. The existing building has a floor area of 99,502sf (9,244sm). The existing building is referred to as **Gateway House**.

10.3 Proposed Development

- 10.3.1 The proposal is to add an extension to the existing Gateway House that will provide an additional 42,949sf (3,990sm) of floorspace.

10.4 Travel Plan Coordinator

- 10.4.1 The TP will be managed and operated by the Travel Plan Coordinator.

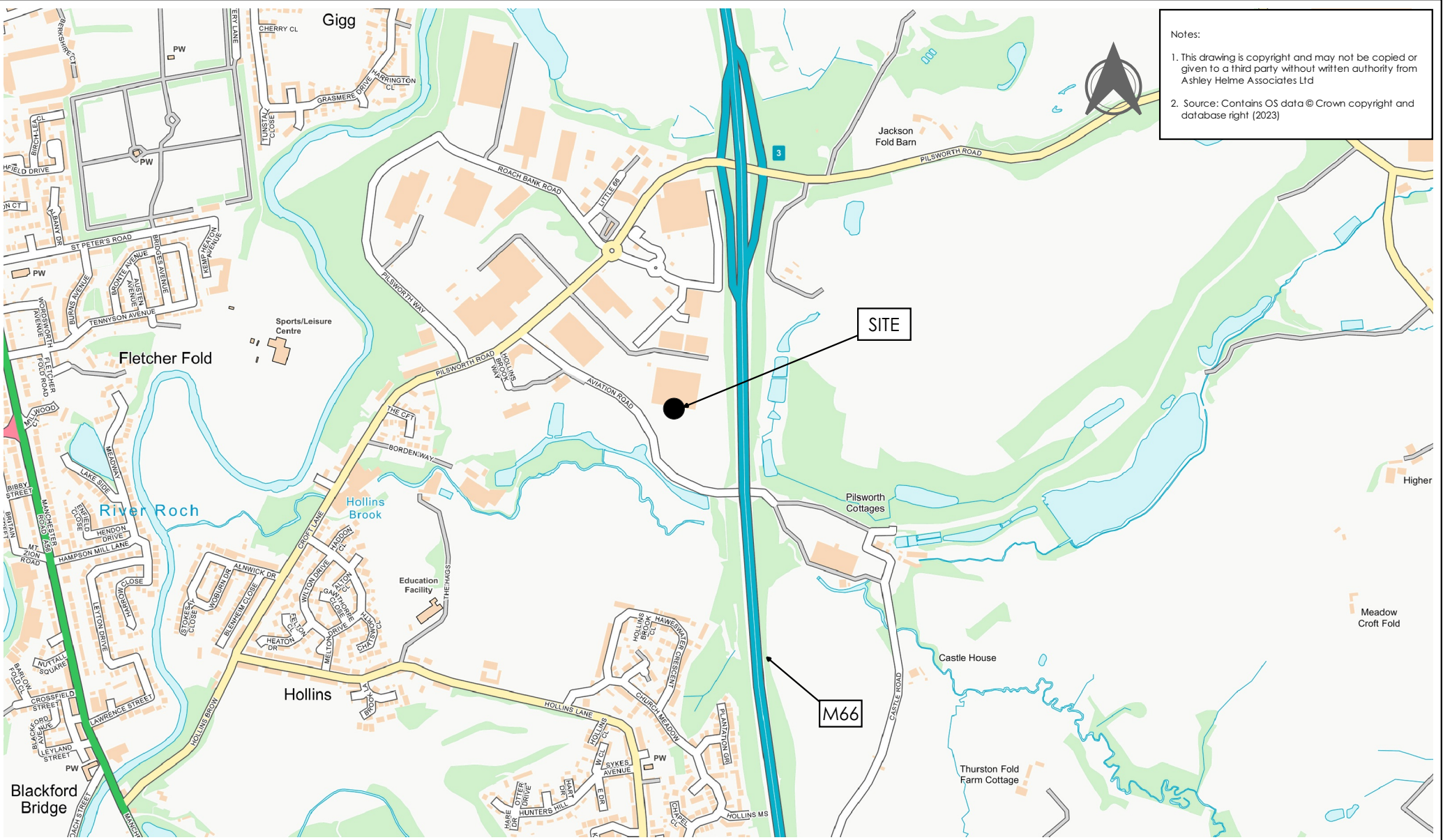
10.5 Travel Plan Target

- 10.5.1 The outcomes approach is adopted for the TP.
- 10.5.2 The Interim TP target is for a **10% transfer in employees driving to work to sustainable travel modes** to be achieved over a 5-year period. The actual figure will be informed by the results of the baseline staff travel survey.

10.6 Action Plan

- 10.6.1 Chapter 9 sets out the Action Plan and Funding/Budget arrangements for the TP. This summarises identified measures that are proposed, and indicates the timing for the measures. This illustrates the holistic approach adopted for the TP, aimed at encouraging from the outset a positive sustainable transport awareness and culture for the development. The TP measures will be reviewed and amended as appropriate, in consultation with the local authority, as part of the ongoing dynamic monitoring and review process for the TP.

Figures



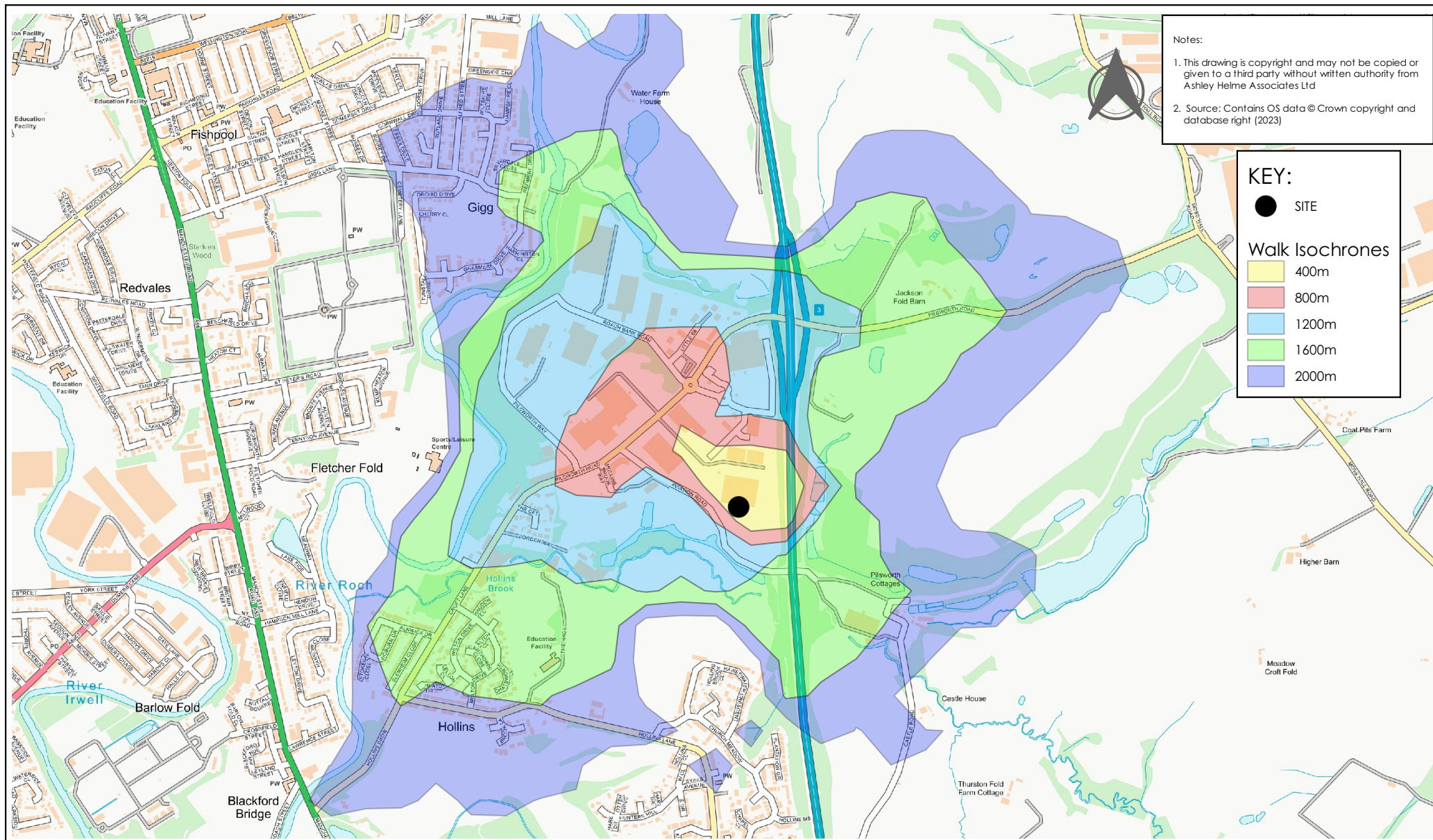
Project: HOLCHEM LABORATORIES, PILSWORTH
Client: HOLCHEM LABORATORIES

Title: LOCATION PLAN

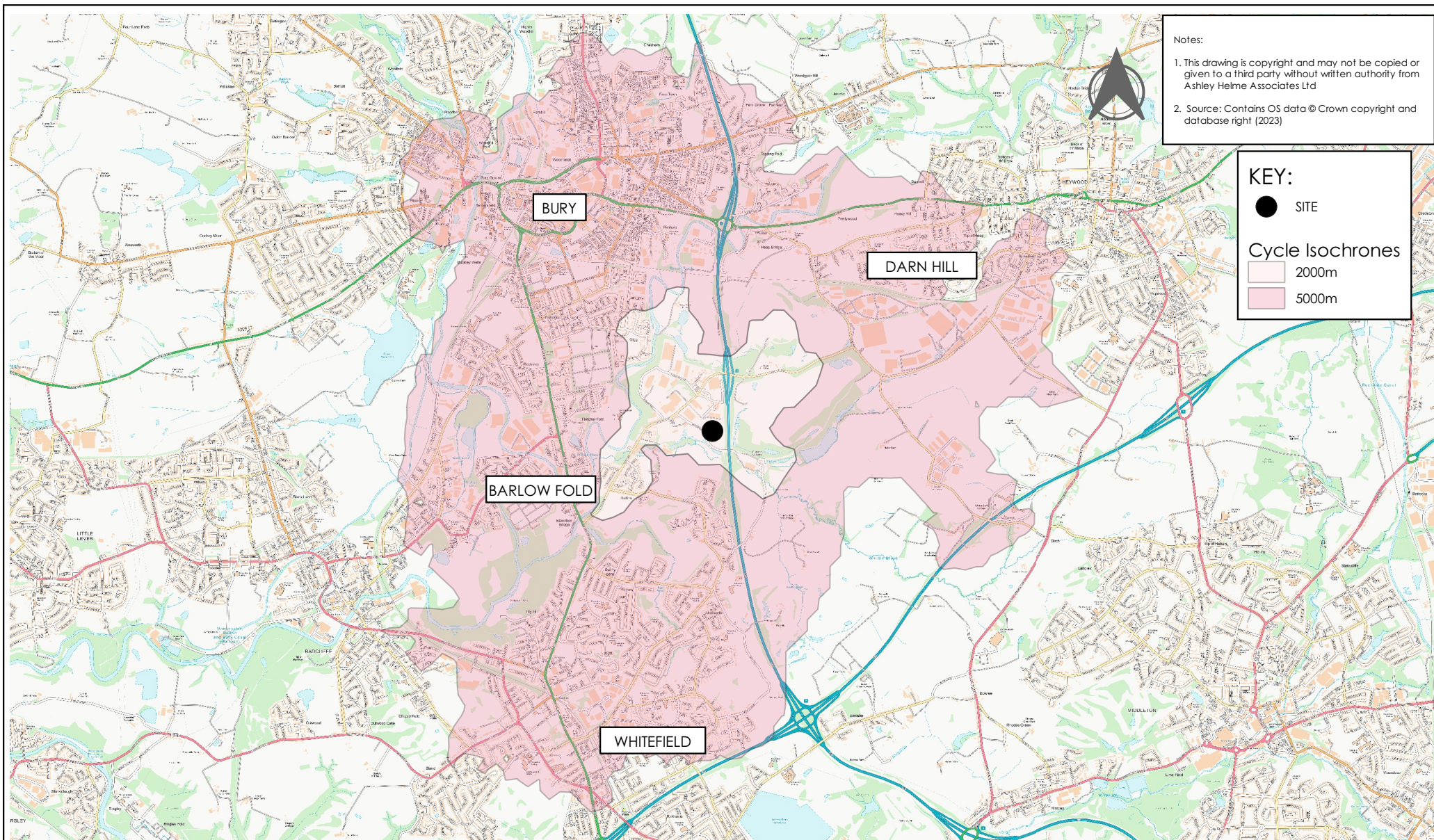
FIGURE 1.1	
Date: MARCH 2023	Scale: NTS



ASHLEY HELME
ASSOCIATES



Project: HOLCHEM LABORATORIES, PILSWORTH	Title: WALK ISOCHRONES	FIGURE 5.1		
Client: HOLCHEM LABORATORIES		Date: MARCH 2023	Scale: NTS	



Notes:

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2. Source: Contains OS data © Crown copyright and database right (2023)

KEY:

● SITE

Cycle Isochrones

2000m

5000m

Project: HOLCHEM LABORATORIES, PILSWORTH	Title: CYCLE ISOCHRONES	FIGURE 5.2		 ASHLEY HELME ASSOCIATES
Client: HOLCHEM LABORATORIES		Date: MARCH 2023	Scale: NTS	

Tables

BUS NUMBER	ROUTE	FREQUENCY			OPERATOR
		MONDAY-FRIDAY		SUN	
		DAY	EVE		

Services calling on Pilsworth Road					
94	Bury Interchange ¹ – Pilsworth – Prestwich – Cheetham Hill – North Manchester General Hospital	60 mins	60mins ¹	120mins	VB

Notes:

1. Bury Interchange provides a number of services to locations around Greater Manchester, notably Rochdale, Salford and Bolton as well as calling at areas close to the site, such as Unsworth, Heywood and Prestwich.
2. The service operates until 20:48
3. Wyvern Service operates in the morning and afternoon only.

Key:

VB Vision Buses

Source:

<https://www.visionbus.co.uk>

Table 6.1 Bus Services & Frequencies