

ANNEX 1

Travel Plan Framework

Travel Plan Framework (TPF)

Application: DA/2002/1365

Site: Dirft West Kilsby

Development:

Outline application for the expansion of dirft to provide 180,741 sq.m. (1,945,500 Sq ft) of warehouse and distribution and manufacturing buildings, extension of private rail sidings, construction and extension of bridges, highway realignment, parking, landscaping and demolition of 6 dwellings.

Introduction

The application has been referred to the Office of the Deputy Prime Minister (ODPM) as a departure from the Local Plan, which Daventry District Council has indicated that it is minded to approve the application.

The ODPM has confirmed that he is satisfied for the application to be determined by the Council.

Sustainable Development Benefit Associated With Dirft

Transfer of HGV Traffic from Road to Rail

- DIRFT is one of the UK's leading intermodal freight interchanges and handles rail freight traffic from France, Belgium and Italy via the Channel Tunnel, as well as domestic traffic to and from Scotland and the UK's deep sea ports;
- The Railport currently handles in excess of 60 trains per week and is projecting the intermodal transfer of 20,000 containers/swap bodies and 2,000 conventional VGA wagons for the current year;
- The DIRFT expansion proposals are predominantly rail connected and it has been estimated that if approved, the proposals for expansion of DIRFT would remove some 56,000 HGV movements from the regions trunk routes each year;

- The growth in UK rail freight since 1997, when the DIRFT Rail Port became operational has resulted in the saving of 31.5 million HGV movements on the UK roads. This has also resulted in a reduction of 644 deaths and serious injuries – people who would have died or been very seriously injured if these HGV movements were retained on the road network during this period. The DIRFT expansion proposals will add to this important benefit of modal shift to rail freight;
- The encouragement of rail for the movement of freight brings substantial environmental benefits from the reduction in CO2 emissions.

Travel Plans

As the application is outline and end users are not known at this stage, it is proposed that this matter is secured by way of a legal agreement (Section 106).

Objectives

A Travel Plan is a general term for a package of measures tailored to the needs of individual sites and aimed at promoting greener, cleaner travel choices and reducing the reliance on the car. It involves the development of a set of mechanisms, initiatives and targets on the environment, whilst also bringing a number of other benefits to the organisation as an employer and to staff. They evolve over time in

accordance with changing circumstances and the environment within which it is implemented.

Broadly, the objective of a Travel Plan is to reduce the number of car borne trips to and from the development and to encourage increased usage of car sharing, public transport, walking and cycling. The aim of this Travel Plan Framework (TPF) is therefore to identify sustainable transport objectives that can form the basis of the specific Travel Plans to be implemented by each occupier.

Each development unit or occupier will be required to submit a Travel Plan, within 3 months of the unit opening for business, in line with principles set out in this TPF.

Although this TPF sets out the context for preparation of Travel Plans by each occupier, the level of detail to be provided and objectives to be met by each occupier will vary depending on a number of factors, such as the size of each development unit, number of employees and the nature of business.

This TPF has been compiled with reference to the document entitled “A Travel Plan Resource Pack for Employers”, issued as part of the Government’s Energy Efficiency Best Practice Programme.

Travel Plan Administration

The Travel Plan Co-ordinator

Each of the occupiers will be required to designate an employee as their Travel Plan Co-ordinator (TPC). These TPCs will be responsible for the implementation of the Travel Plan for their respective employers.

Each of the occupiers of the development will provide their respective TPC with a copy of the document entitled, “A Travel Plan Resource Pack for Employers”, issued as

part of the Government’s Energy Efficiency Best Practice Program.

TPC Duties and Responsibilities

The TPCs will set up and maintain a filing system for all correspondence relating to the Travel Plan.

The TPCs will also set up and maintain the employee travel databases, following the initial staff surveys, which it is envisaged will be undertaken within three months after occupation of the relevant unit on the site. Information contained within the databases and statistics derived from the data will be made available to Northamptonshire County Council (NCC), on request. In the interests of security, only partial postcodes of employees will have their details removed from the database.

The TPCs will issue promotional material to each employee and ensure that further promotional material relating to the Travel Plan and its benefits is available in employee rest areas. This promotional material will identify the TPC (along with contact information) to ensure that any queries or suggestions relating to the Travel Plan can be addressed efficiently.

TPCs will attend regular cross-site meetings to share best practice and agree common action in problem areas.

Travel Plan Details

The following section of this framework document outlines the measures to be introduced by the TPCs in devising and maintaining their Travel Plans.

- Provide staff notice boards in public areas within the Site with up to date public transport timetables relevant to travel to and from the Site and to maintain a database with regard to means of transport to and from the Site

updated not less frequently than once a year;

- Supply to Employees at their request information upon bus services to and from the Site which will be useful to them;
- To seek to negotiate discounted fares from Employees on public transport to and from the Site;
- To negotiate fixed prices for Employees on taxi trips within specific distances to be approved by the TPC from the Site;
- To encourage Employees to travel to and from the Site by means other than the motor car, or in default of that to share cars with other Employees when travelling to and from the Site;
- To set up and administer a database of information relevant to and useful to those Employees willing to participate in car sharing
- To establish contact with those officers of the Council with relevant responsibilities to review the way that use of cycle transport to and from the Site may be encouraged and to seek the implementation of any resulting strategy.

To encourage the provision of the following in order to promote the use of cycles and of walking in preference to privately owned cars for travel to and from the Site:-

- The provision of secure and weather protected cycle park facilities for Employees;
- The provision of showers and lockers for Employees walking or cycling to and from the Site;
- The provision on the Site of service and maintenance facilities for cycles used by Employees or alternatively a collection service to take the cycles of Employees to and from a local cycle shop for servicing and maintenance;

- The provision of training and riding and traffic skills for Employees travelling to and from the Site by cycle;
- The provision of maps and advice useful to Employees who travel to and from the Site on foot or by cycle;
- The provision of repair services and price discounts at one or more cycle shops in the area of the Site for Employees travelling to and from the Site by cycle.

To provide free transport to and from the Site in circumstances of emergency for those who habitually participate in car sharing schemes or habitually travel to and from the Site by non-car means when their normal means of transport is unavailable.

Plan Monitoring And Assessment

To enable the success of the Travel Plan to be established, the TPCs will be responsible for ongoing monitoring and regular staff surveys of their unit, to an agreed timetable.

Monitoring

Monitoring will be undertaken on an annual basis for the first 5 years of the implementation of the various Travel Plans and then at suitable intervals as agreed by NCC. This will be undertaken to ensure that NCC can see that the aims and objectives of the Travel Plans are being achieved.

The staff travel survey database will be reviewed annually with the travel database being updated accordingly.

The monitoring could include items such as:-

- Census of travel modes utilised;
- Level of usage of cycle stands by both staff and customers to determine demand;

- Car park surveys organised through the occupiers' TPC to establish effective comparisons from earlier surveys, for example on mode of travel to the development.

The monitoring programme will be developed in conjunction with NCC to ensure that the monitoring procedures are appropriate.

Information on mode split will be made available to NCC as part of the continuous monitoring process, subject to the provision of the Data Protection Act.

Review and Targets

An annual review of the Travel Plans will be undertaken and arranged by the respective TPCs in conjunction with NCC. This review will be important in assessing the effectiveness of the measures implemented and to identify areas where modification may be necessary. In particular the following will be reviewed:

- Mode share for staff travel against previous targets set
- Car and cycle parking occupancy for staff; and
- Comments received from staff.

When the mode share statistics, obtained from the annual monitoring, are compared to the previous targets, it may be necessary to set revised targets for modal shifts to non-car modes for employees, should the previous targets have not been met or to build on the success previously achieved.

It is envisaged that each occupier will aim to reduce staff single occupancy vehicles by (10%) within the first 5 years of the operation of the Travel Plan. This is a

national guidance target to be used as a guide by the occupiers. Individual targets will be set within each Travel Plan, in discussions with NCC.

The views provided by both staff and employers will be reviewed by the TPCs who will then liaise with NCC to adapt the Travel Plans to enable the agreed targets to be achieved.

TPCs will give consideration to suggestions by NCC in respect of future strategies for further delivering Travel Plan objectives.

The TPC under the stewardship of the County Council's representative on Travel Plans would assist and works towards establishing a Local Travel Club, incorporating the major employment locations such as:-

- DIRFT
- Crick Motorway Estate
- Posthouse Hotel
- Baker Brothers

The intention of a Local Transport Club would be to maximise and integrate where appropriate non-single car occupancy car trips and utilisation and integration of bus services.

In addition to the major employment centres, the Local Transport Club and the DIRFT TPC would work with the Daventry and Rugby Area Rural Transport Partnerships to assist in the mutual overall benefit to enhance rural transport services to secure a long term improvement in:-

- Rural people's access to jobs, services and social activities;
- Visitor sustainable access to the countryside.