

Grange Road, Cwmbran

Travel Plan

For Archtech Partnership LLP

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Appendices

Appendix A Indicative Site Layout

1. INTRODUCTION

1.1 Overview

- 1.1.1 Hydrock Consultants Ltd has prepared a Travel Plan (TP) on behalf of Archtech Partnership LLP in support of a planning application at the former Alfa Laval site located off Grange Road, Cwmbran, Torfaen.
- 1.1.2 The proposals include the erection of a new factory and office space, and ancillary works to the access, car parks and drainage. The applicant (end occupier) is relocating operations from the neighbouring site to the north which is also accessed off Grange Road.

1.2 Aims of the Plan

- 1.2.1 This TP is a long-term management strategy which includes a package of measures that will be used to enable the site to promote more sustainable travel choices and reduce reliance on the private car. Focus will be on future staff commuter travel to and from their place of work.
- 1.2.2 One of the main aims of the TP is to reduce the number of private cars travelling to and from the site by providing a platform for increased information about the availability of alternative modes of transport such as walking, cycling and public transport.
- 1.2.3 The TP provides a firm commitment to delivering the measures and initiatives outlined within this document.

1.3 Benefits

- 1.3.1 This TP will assist employees in making an informed decision on how they travel to and from the site and encourage them to use sustainable transport; this will reduce reliance on single occupancy vehicle trips and encourage a reduction in car trips to the site. The reduction in car trips will assist in benefits in the wider area such as reduced congestion, increased road safety and environmental improvements as well as benefitting the personal health and fitness of staff.

1.4 Objectives

- 1.4.1 The main objectives of the TP are:
- To increase awareness of the advantages and potential for travel by more environmentally-friendly methods of travel
 - To reduce private car mileage in favour of more sustainable modes of travel, reflecting current Government policy objectives in respect of transport
 - To introduce measures that will encourage travel by other modes
 - To reduce the number of trips by single occupancy vehicles (SOV) to and from the site.

2. SITE DESCRIPTION AND EXISTING CONDITIONS

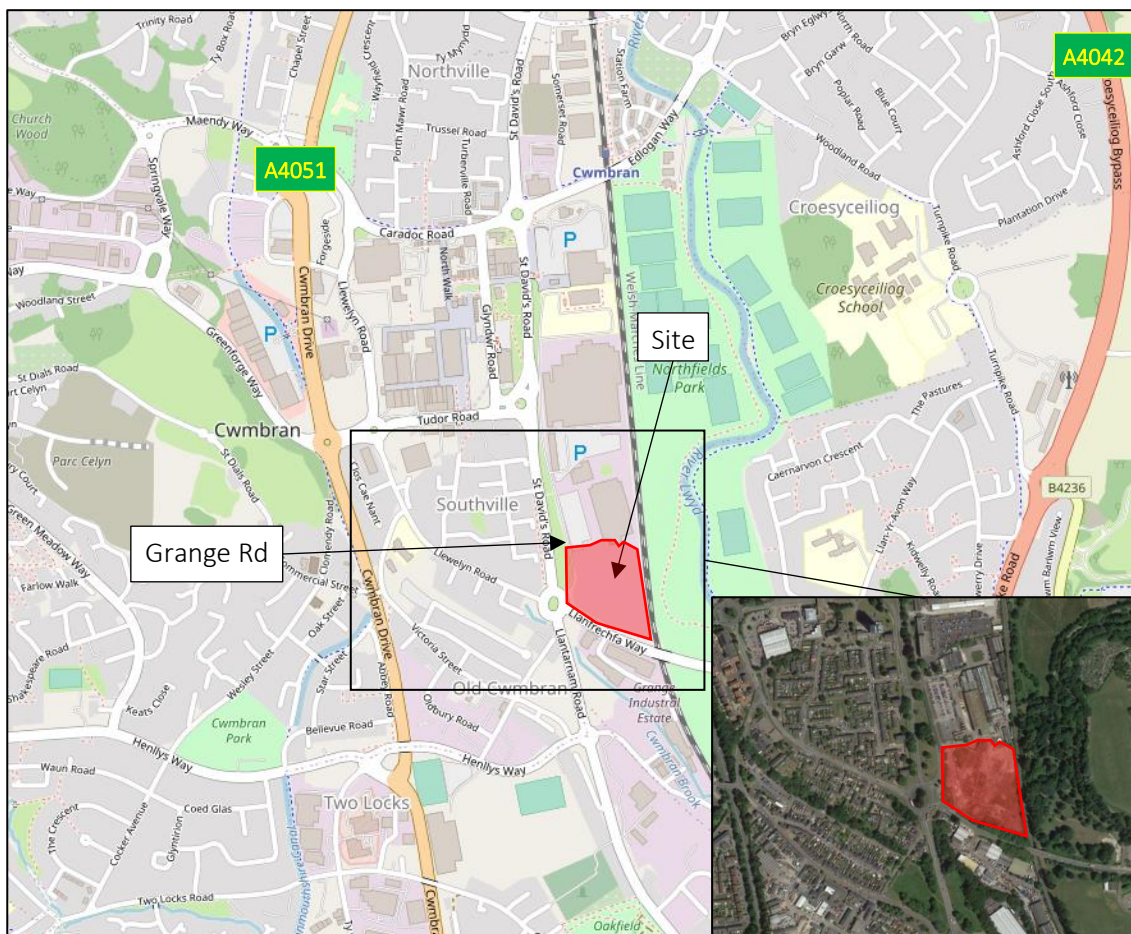
2.1 Site Location and Use

2.1.1 The site is situated near Cwmbran centre and is accessed from an existing access road which forms a junction with Grange Road. The site is located approximately 700m to the south east of Cwmbran town centre. The site is currently vacant having previously been occupied for industrial uses.

2.1.2 The site is located within the designated the 'Urban Boundary' and on this basis the principle of an industrial development is considered acceptable in accordance with the LDP.

2.1.3 The indicative location of the site in its local context is shown in Figure 2-1.

Figure 2-1: Indicative Site Location Plan



2.1.4 The site is bound by Grange Road and residential areas to the west, employment/industrial units to the north, Llanfrechfa Way to the south, and residential areas to the south, and the train track to the east.

2.2 Local Highway Network

Grange Road

2.2.1 Grange Road forms a junction with the access road to the site. Grange Road is a two-way single carriageway that solely provides access to the site and the industrial units north of the site, including the existing factory which is to be relocated to the proposed site. The carriageway forms an arm of the

5-arm roundabout junction, adjacent to the site, at its southern extent and terminates at its northern extent with a turning head.

2.2.2 There is a 2 metre footway present along the eastern side of the carriageway which provides a connection to the site from the south via Grange Road roundabout. The footway is well lit from the street lighting present along Grange Road. On the western side of the carriageway, a 2 metre footway extends north past the site for approximately 120m from Grange Road roundabout where it continues across the grass verge connecting to St David's Road adjacent Goldcliff House bus stop. Dropped kerbs and tactile paving are present at Grange Road roundabout arms providing good quality crossing points for pedestrians.

2.2.3 Parking restrictions are present with double yellow lines along both sides of the carriageway for the entirety of Grange Road.

Llanfrechfa Way

2.2.4 Llanfrechfa Way runs along the southern extent of the site and provides direct access to and from the A4042. It is a two-way single carriageway subject to a 30mph speed limit.

2.2.5 Llanfrechfa Way forms a junction with the five-arm Grange Road roundabout at its north western extent and the A4042 at its southern extent. Within the vicinity of the site, footways and street lighting are present along both sides of the carriageway.

Llantarnam Road

2.2.6 Llantarnam Road forms the southern arm of the roundabout junction. It is a two-way single carriageway road. The road provides access to the surrounding residential areas of Oakfield and Llantarnam. Footways and street lighting are present along the carriageway.

Llywelyn Road

2.2.7 Llywelyn Road forms the western arm of Grange Road roundabout, providing a route into the centre of Cwmbran and forms an arm of the Tudor Road / Llywelyn Road at its northern extent. There are numerous junctions on the section of road which provide access to the residential dwellings.

St David's Road

2.2.8 St David's Road forms the northern arm of Grange Road roundabout and is a two-way single carriageway. The road provides an additional route into Cwmbran centre and the train station and serves as a bus route. The road is provided with street lighting and footways on both sides, which is well provide connections into Cwmbran.

Turnpike Road A4042

2.2.9 The A4042 is a trunk road that runs from Abergavenny to Newport in South Wales. Starting at the junction of the A40 and A465 south of Abergavenny, the A4042 travels south towards Little Mill north of Pontypool and is a single carriageway for this section; south of this, the A4024 is a dual carriageway which forms a junction with junction 25A M5, east of the Brynglas Tunnels, and continues south into Newport where a junction is formed with the A48 at its southern extent.

3. CONNECTIVITY BY SUSTAINABLE MODES

3.1 Introduction

3.1.1 The importance of the location of a site in relation to encouraging sustainable travel is set out within TAN18: Transport (March 2007). Paragraph 3.8 states “Locations that are highly accessible by a variety of travel modes offer significant opportunities to make travel patterns more sustainable.” As such it is recognised by TAN18 that the sustainable location of a site can assist in facilitating sustainable travel habits.

3.1.2 This chapter sets out the connectivity of the site to the surrounding area by sustainable modes of travel and demonstrates its proximity to public transport, services and residential areas. The site location is considered consistent with the aims of TAN18.

3.2 Walking and Cycling Introduction

3.2.1 The importance of walking and cycling in contributing towards sustainable travel patterns is detailed in TAN18. The guidance emphasises not only the role walking and cycling can have as main modes of transport for local journeys but also the considerable contribution they play in forming parts of longer journeys by public transport. Paragraph 6.2 of TAN18 states that Local Authorities should promote walking as the main mode of transport for shorter trips.

3.2.2 This section of the TA sets out both the walking and cycling infrastructure and key routes to and from the site to key facilities and existing residential areas in the locality. The routes to the surrounding facilities and services have been considered in the context of the Welsh Government Active Travel Act Design Guidance (ATADG) (2013).

3.3 Walking Infrastructure and Routes

3.3.1 The site benefits from good links to the surrounding area via existing pedestrian infrastructure, as would be expected for a site in a suburban area such as this.

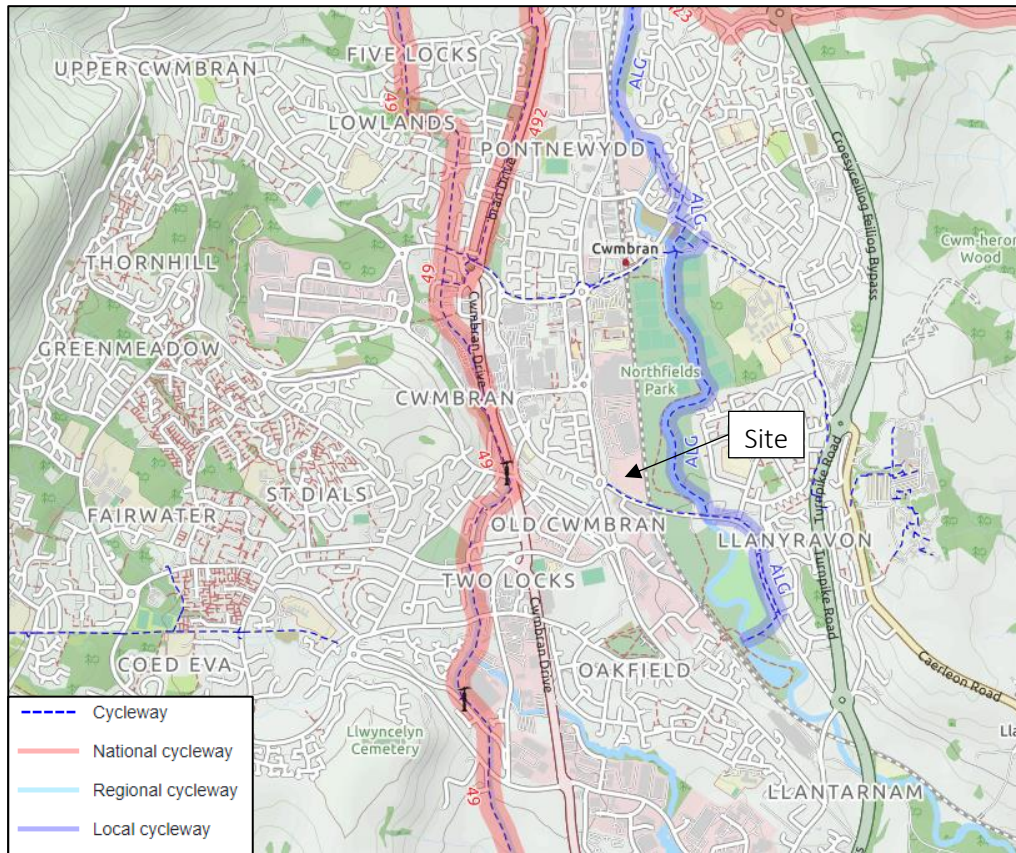
3.3.2 The routes to key facilities are mainly flat and well-lit and the majority of streets surrounding the site have footways on both sides which provide suitable access to local facilities.

3.3.3 The site connects to footways on the eastern side of Grange Road, both north and south of the site access road. The footways are accessed by the dropped kerbs and tactile paving on each of the roundabout’s arms. The site is connected to an extensive network of footways to the north of the site which route into the centre of Cwmbran, allowing access to local facilities and services including public transport and shops.

3.4 Cycling Infrastructure and Routes

3.4.1 The local cycle network is shown in Figure 3-1.

Figure 3-1: Local Cycle Network



- 3.4.2 The site is located within close proximity to cycleways, local cycleways and National Cycle Network (NCN) routes.
- 3.4.3 The closest cycleway is adjacent to the site, running along Llanfrechfa Way which can be accessed via the Llanfrechfa Way arm; this connects to a local cycleway which routes north into Cwmbran additionally connecting to National Cycle Network 423. NCN Route 423 provides a connection between Cwmbran and Ross via Monmouth.
- 3.4.4 Additionally, NCN 49 is also within close proximity to the site which can be accessed via Cwmbran Drive. The route runs through Monmouthshire from Abergavenny to Newport.

3.5 Walking and Cycling Distances

- 3.5.1 There are a number of publications which suggest guidance for appropriate walking and cycling distances to facilities. For reference, these have been summarised as follows.
- Welsh Government - Active Travel (Wales) Act 2013: Within the Active Travel Act Design Guidance (ATADG) it is stated within paragraph 4.1.4 that “walking as a mode of travel predominates for journeys of less than two miles whilst cycling is more convenient for longer journeys, typically of up to five miles for regular journeys”. This equates to walking distances of up to 3.2km and cycling distances of up to 8km.
 - DfT - TA91/05 Provision for Non-Motorised Users - Paragraph 2.2 states that 2 miles is ‘a distance that could easily be walked by the majority of people’. Paragraph 2.3 also continues by stating that ‘Walking is used to access a wide variety of destinations including educational facilities, shops, and

places of work, normally within a range of up to 2 miles’ (3.2km). This is consistent with the Welsh Government ATADG guidance.

- Department for Transport (DfT) – Manual for Streets (2007): The ATADG references MfS guidance. MfS states that ‘walkable neighbourhoods’ are typically characterised by having a range of facilities within 10 minutes walking distance (c. 800 metres).
- CIHT (2015) – Planning for Walking: In relation to shorter trips in particular, (section 2.1) states that across Britain about ‘80% of journeys shorter than 1 mile (1.6km) are made wholly on foot’.
- DfT - Local Transport Note (LTN) 2/08: Further guidance as set out in the now superseded LTN2/08, suggests that the average distance that cyclists will generally travel is approximately 5km (16 minutes based on a cycling speed of 19.2km/h as set out in LTN2/08).

3.5.2 As such, it is considered that suitable walking distances could be up to 3.2km. This equates to around a 40-minute walk travelling at 3mph (4.8kph). In addition, a site with a variety of facilities within 800 metres is considered to be situated within a ‘walkable neighbourhood’.

3.5.3 It has been assumed that journeys of up to 8km are within an acceptable cycling distance. A cycling journey of 8km would equate to approximately a 25-minute trip.

3.5.4 Facilities and residential areas which are accessible via established routes and within appropriate walking and cycling distances, have been summarised in Table 3-1.

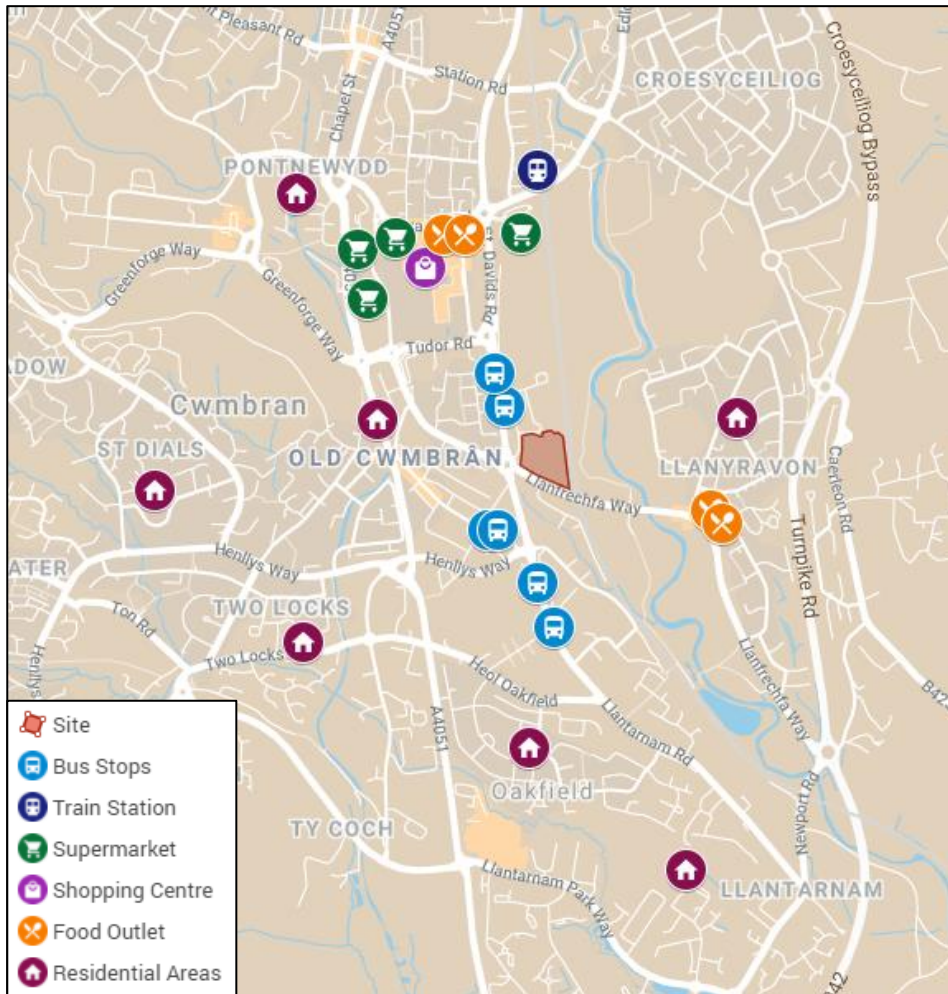
3.5.5 These have been summarised based on approximate distances travelled via walking routes from the centre of the site. The location of these facilities are shown in Figure 3-2.

Table 3-1: Proximity of the site to local facilities, services and residential areas

Facility / Residential Areas	Walking and Cycling Distance from centre of site (metres)	Travel Time (minutes) from Site	
		Walking	Cycling
Facilities			
Goldcliff House Bus Stop	260	4	1
Redbrook House Bus Stop	390	5	1
Cwmbran Shopping Centre	950	12	3
Sainsbury’s	950	12	3
Morrisons	1100	14	4
Lidl	1100	14	4
Asda	1100	14	4
McDonalds	1100	14	4
Cwmbran Train Station	1100	14	4
Residential Areas			
Old Cwmbran	650	8	2
Llanyravon	950	12	3
Oakfield	1400	18	5
Two Locks	1400	18	5
Pontnewydd	1600	20	5
St Dials	1700	21	6
Llantarnam	2000	25	7

* Based on walking speeds of 80 metres per minute and Cycling Speeds of 320 metres per minute

Figure 3-2: Local Facilities and Amenities Plan



3.5.6 Table 3-1 and Figure 3-2 demonstrate that there are a number of local facilities and residential areas within acceptable walking and cycling distance of the proposed employment site such as supermarkets, shops and the residential areas surrounding the site.

3.5.7 All facilities in Table 3-1 are well within the ATADG upper walking distance thresholds and can be accessed via suitable walking routes in accordance with the ATADG.

3.5.8 The site therefore has good accessibility to services and facilities within walking and cycling distance via appropriate routes which will encourage walking and cycling for the existing and future employees and help reduce the reliance on the private car. The site is situated in an accessible location and the routes linking to the site are considered to be fully compliant with the Active Travel Act.

3.6 Accessibility by Public Transport

3.6.1 The following section provides a summary of the local bus and rail services available within proximity to the site, updated to reflect the level of service at the time of writing.

3.6.2 Some services have been altered as part of the response to the COVID-19 pandemic and to comply with the government’s guidelines on social distancing. As the government strategy develops, it is acknowledged that there will be further changes.

Bus

- 3.6.3 The closest bus stop to the site is Goldcliff House (southbound service), located on St David's Road, approximately 260 metres (or 4 minute walk) north (taken from the centre of the site). The northbound service is located further north, approximately 390m from the centre of the site (or 5 minute walk). Both stops are served via dedicated bus lay-bys and benefit from a bus stop flags with service information and accessible kerbs.
- 3.6.4 Both stops are served by services 3, X24 and 29B operated by Phil Anslow Coaches and Stagecoach South Wales, which offer a regular combined service to Cwmbran Town Centre in approximately 2mins from the northbound stop.
- 3.6.5 A summary of the local bus services is provided in Table 3-2.

Table 3-2: Bus Service Provision into Cwmbran

Service	Bus Stop	Route	First / Last	Number of Services Mon – Fri				Saturday	Sunday
				AM Peak	Interpeak	PM Peak	Evening		
X24	Northbound RedBrook House, St David's Road	Newport - Blaenavon	0721 / 2045	5 Per hour	5 Per hour	5 Per hour	2 per hour	5 per hour (2 per hour after 1900)	-
	Southbound Goldcliff House, St David's Road	Blaenavon - Newport	0651 / 2015	5 Per hour	5 Per hour	3-4 per hour	2 per hour	5 per hour (2 per hour after 1800)	-
29B	Northbound RedBrook House, St David's Road	Newport – Cwmbran	0812 / 1712	Hourly	Hourly	Hourly	-	Hourly (0812-1822)	-
	Southbound Goldcliff House, St David's Road	Cwmbran - Newport	0821 / 1721	Hourly	Hourly	-	-	Hourly (0821-1831)	-
3	Northbound RedBrook House, St David's Road	Llanyafon - Cwmbran	0940 / 1740	Hourly	Hourly	Hourly	-	Hourly (0940-1740)	-
	Southbound Goldcliff House, St David's Road	Cwmbran - Llanyafon	0926 / 1726	Hourly	Hourly	-	-	Hourly (0928 / 1726)	-
Approximate Daily Services				165				163	0

3.6.6 Table 3-2 demonstrates that the site is served by regular local bus services between Monday to Saturday from nearby bus stops on St David's Road. This provides sustainable access to the surrounding areas including, Cwmbran Town Centre, residential areas as well as destinations further afield such as Blaenavon and Newport. In addition, the bus services provide connections to key transport hubs such as Cwmbran bus and rail station as well as larger hubs such as Newport which offers regional and national sustainable transport options. As such, travelling by bus would offer a realistic choice of transport for potential future residents and employees of the sites.

Rail

- 3.6.7 The closest rail station to the site is Cwmbran Rail Station, located approximately 1.1 km to the north of the site, which represents a 15-minute walk or 4-minute cycle.
- 3.6.8 Cwmbran station is managed by Transport for Wales and lies on the Welsh Marshes Line from Newport to Hereford and serves as a local commuter route to Abergavenny, Newport and Cardiff.
- 3.6.9 The station benefits from a number of facilities including; ticket office, refreshment facilities, parking, toilets, ATM machine and WIFI.
- 3.6.10 The station car park has 76 car parking spaces including 10 for accessible users and six sheltered cycle stands located near the entrance. A pick-up / drop-off facility for visitors and taxi's is located outside the main entrance as well as a large bus / coach lay-by.
- 3.6.11 The proximity of the rail station and supporting infrastructure between the station and the site makes it widely accessible by walking, cycling or by bus or taxi, thereby facilitating access to local and regional destinations by rail. This offers an attractive and realistic option for trips to and from the site to be made via rail as part of a multi-modal trip.

3.7 Summary

- 3.7.1 The site is situated in a sustainable location, as would be expected for a site located in a suburban area surrounded by established residential and employment areas such as this. The site benefits from good quality walking, cycling and public transport connections.
- 3.7.2 A good number and range of local facilities are situated within acceptable walking and cycling distances. A review of the key walking routes demonstrates that pedestrians benefit from a good standard of infrastructure provision, which offers a realistic and attractive option for travel to and from the local area.
- 3.7.3 The choice of travel options within the vicinity of the site offers a realistic potential for trips to and from the site to be made via non-car modes. The location of the station and presence of good connections provides an opportunity for multi-modal trips to be made within the region and further afield.
- 3.7.4 The sustainable connectivity credentials of the site will encourage and promote sustainable travel behaviour in accordance with the aims of TAN18 and the Active Travel Act.

4. DEVELOPMENT

4.1 Overview

4.1.1 The proposals seek consent for a new 9,689sq.m (GFA) industrial unit and 1,838sq.m of office space (GFA), in addition to ancillary works to the access, car parks and drainage on a currently vacant site located off Grange Road, Cwmbran. The applicant and end are relocating all operations from the neighbouring site to the north, which is also accessed off Grange Road.

4.1.2 The proposed site masterplan can be seen at Appendix A.

4.1 Vehicular Access

4.1.1 Vehicular access is proposed from Grange Road, using the existing priority junction which served the site's former industrial uses. Once upgraded, the access road will serve the site entrance and new car park via a crossover access arrangement located to the south, approximately 35 metres from Grange Road. The access road continues east providing access to the proposed goods / service yard and HGV turning area. These areas will be secured with granted access only for vehicles.

4.1.2 The access road is to be re-surfaced to a suitable standard to accommodate the proposed vehicles.

4.2 Pedestrian and Cycling Accessibility

4.2.1 In addition to vehicles, the site access will provide access to both pedestrians and cyclists.

4.2.2 Pedestrians will be able to access to site from Grange Road footway provision, using the proposed 2 metre footway to be located along the south of the access road. This facility will link to the proposed internal site and car park entrance and further into the site up until the goods / service yard (a distance of approximately 60m from Grange Road). Cyclists will be able to access the site using this access road, providing access to the main site entrance where cycle parking is to be provided.

4.3 Parking

4.3.1 The current masterplan includes 178 car parking spaces, located either side of the access road to the south and west of the proposed units. The proposed parking area would also include provision for 9 disabled spaces within this figure in addition to 9 motorcycle spaces. Therefore, this level of parking is above the number of spaces prescribed by the standards, with an excess of approximately 22 spaces.

4.3.2 In addition, the site includes a large goods yard which measures approximately 1,100m² (located outside the loading bays and excluding the turning area) for operational requirements. This area is shown to be compliant with the standards which require a minimum of 10% for operational requirements.

4.3.3 Although the proposed level of car parking is shown to be in excess of that prescribed in the standards, this level of parking is in line with the applicant's current requirements. Furthermore, it is acknowledged that the application of the parking standards must allow for some flexibility in their application due to the individual circumstances related to industrial units.

5. REVIEW OF BASELINE TRAVEL DATA

5.1 Introduction

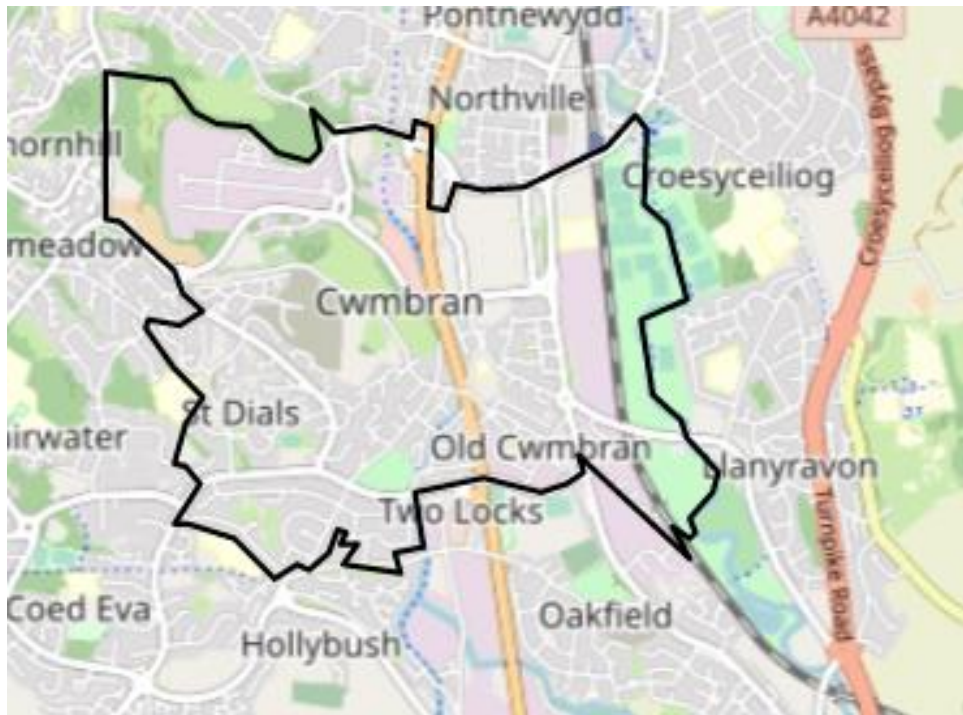
5.1.1 In order to identify realistic targets for modal shift, there must be an awareness of the current modal choice of travel to the area, against which targets can be set and the success of the TP can be measured.

5.2 Travel Modal Share – Employment Trips

5.2.1 Reference has been made to the 2011 census ‘Method of Travel to Work’ data for Middle Super Output Area (MSOA) Torfaen 010, to determine the method of travel to work to the area and establish the likely method of travel to work for the future employees of the site.

5.2.2 Figure 5-1 shows the extent of the MSOA – Torfaen 010.

Figure 5-1: MSOA Torfaen 010



5.3 Method of Travel to Work Trips (MSOA Torfaen 010)

5.3.1 Based on the Method of Travel to Work 2011 Census Data for MSOA Torfaen 010, the modal splits that will be used for the proposed development are shown below in Table 5-1.

Table 5-1: Method of Travel to Work %

Method Of Travel To Work	Modal Split %
Train	2%
Bus	9%
Car	69%
Car Sharing	9%
Cycle	1%
Walk	10%

- 5.3.2 Table 5-1 demonstrates that it is expected that the majority of staff will travel to work by car (69%).
- 5.3.3 As the applicant (end occupier) is relocating operations from the neighbouring site to the north, also accessed off Grange Road, there will be no change in vehicle movements on the local highway network. Additionally, to provide a more site-specific baseline position, employees of the site will be subject to an employee travel survey at the earliest opportunity and targets will be adjusted accordingly.

5.4 Summary of Travel to Work Modal Split

- 5.4.1 The MSOA Torfaen 010 figures provide a baseline from which this TP has set measures and targets to encourage sustainable travel. Travel to work surveys undertaken as part of the monitoring process will provide site specific details of employees' travel patterns at the site and therefore specific measures and actions can be considered and implemented based on survey results.

6. TRAVEL PLAN APPROACH

6.1 Introduction

6.1.1 This TP presents a long-term strategy for reducing dependence of employees on travel by private car and in this regard this TP itself will be an ever-evolving document, amended as required once the development is undertaken, completed, occupied and surveys have been completed. The TP will then naturally evolve and change as subsequent travel surveys are undertaken.

6.1.2 This document is intended to demonstrate that the proposed site can operate in a manner that makes the best use of the site's location, existing infrastructure and best practice to operate in as sustainable way as possible.

6.2 Approach

6.2.1 In order for a TP to be successful, it must influence behaviour as opposed to dictate a specific modal use. In order for this to be achieved, the TP must successfully alter an individual's perception in the following ways:

- The individual must be able to appreciate that a change in behaviour will benefit them;
- He / she is enabled to change his / her behaviour; and
- An individual must be encouraged to take action, by experimenting with transport modes.

6.2.2 Measures should focus on the areas that need most development in order to ensure that all of the above factors are covered. A TP should therefore consider as a minimum the following three points:

- Raise awareness of the TP and its benefits, the sustainable transport infrastructure and incentives to encourage use;
- Improve accessibility and encourage alternatives to single occupancy vehicle use as a primary mode of travel; and
- Measures should be developed and provided to encourage a behavioural shift and adoption of sustainable modes of transport.

6.3 Identifying Effective Measures and Realistic Targets

6.3.1 A TP can contain a mix of measures aimed at influencing different audiences and / or making best use of existing or proposed infrastructure.

7. MANAGEMENT

7.1 Implementing a Travel Plan

7.1.1 A Travel Plan Coordinator (TPC) will be appointed at the earliest opportunity and will manage the Travel Plan.

7.1.2 The TPC role will be appointed at least three months prior to the occupation of the new building so that the TPC can be fully briefed on their role. This will allow the TPC to have sufficient time to gather information and prepare this in an appropriate format (induction pack, notice boards etc) ready to be disseminated to staff from day one of occupying the new building.

7.2 The TPC Role

7.2.1 The TPC will promote the benefits of travel planning as a positive step towards a healthy and more sustainable lifestyle.

7.2.2 The TPC will be the first point of contact for matters regarding travel to the site.

7.2.3 The main responsibilities of the TPC will be:

- Overseeing the development and implementation of the TP;
- Promoting and marketing the objectives and benefits of Travel Planning;
- Provide every employee with a Travel Information Pack (TIP) as well as up-to-date travel and transport information;
- Act as point of contact for employees requiring information;
- Potentially organise the formation of an employee travel forum;
- Undertake travel surveys to monitor the effectiveness of Travel Plan measures;
- Liaise with officers at TCBC;
- Provide annual reports giving updates on the Travel Plan, its measures and its effectiveness.

7.2.4 A key component to a successful TP will be the requirement to raise awareness, this will be achieved via on site visual displays and marketing. The TPC will ensure that the TP and other information relating to sustainable travel are conveyed to employees through a variety of media.

8. MEASURES AND INITIATIVES

8.1 Introduction

- 8.1.1 A wide range of measures and actions will be implemented to encourage walking, cycling, public transport use and car sharing in accordance with national and local policies.
- 8.1.2 This TP demonstrates the commitment of the application site to sustainable travel. The design principle for this site is to provide a sustainable environment that promotes the ethos of sustainability through encouraging the use of walking, cycling and local public transport as an alternative to SOV trips.
- 8.1.3 Measures that will be introduced as part of this TP to achieve its aims and objectives are provided in this section. The list of measures is not exhaustive, if required, further potential measures and initiatives may be investigated by the TPC.
- 8.1.4 The measures outlined below are intended to be reviewed and monitored following completion of subsequent travel surveys.

8.2 Measures / Initiatives to Promote Sustainable Transport and Travel

- 8.2.1 It is essential that the design incorporates good quality, safe and comfortable walking and cycling routes, and that the layout is 'permeable' to those on foot or bicycle.
- 8.2.2 Travel initiatives used to encourage journeys by non-car modes must be suitable for review and monitoring and need to be practicable for implementation by those involved.

Travel Information Board

- 8.2.3 A travel information board within the employee area at the site.
- 8.2.4 The board will promote travel by alternative modes of transport and display the following information:
- Details of pedestrian and cycle routes in the local area;
 - Information regarding general pedestrian and cycle safety;
 - Details of car sharing and sign-up sheet; and
 - Promotion of national travel events such as Cycle to Work Day (www.cycletoworkday.org) and 'Bike Week' (www.bikeweek.org.uk).
- 8.2.5 The travel information board will provide a point of reference for all staff members in all respects of the TP. The board will be used for information, relevant travel promotion and advertising.

Travel Information Pack (TIP)

- 8.2.6 A Travel Information Pack (TIP) will be produced and provided to all employees to outline the benefits of sustainable travel i.e. health and the environment and to give employees maximum choice in choosing how to travel.
- 8.2.7 The TIP will contain information on the alternatives to single-occupancy car use available to employees and include various information for different modes of travel outlined below.
- 8.2.8 This Travel Pack will include the following information, with illustrated route maps for the relevant public transportation information:

- Timetables and route maps for public transport. This should include isochrone maps showing schedules journey times and timetable information;
- Cycling and walking maps for the local area and the contact details of local and national cycling organisations, such as Sustrans;
- Details of car sharing schemes;
- Details for any community travel sites and community forum sites.

Walking

- 8.2.9 Well documented evidence suggests that people who are physically active in their daily lives are more productive and take less time off sick. The C3 Collaborating for Health 'Choosing Health: Making healthy choices easier' (2012) document, recognised the health benefits of walking and / or cycling. Active travel as part of a Travel Plan enables people to enjoy these health benefits as part of their daily routine as well as reducing environmental impacts and saving money.
- 8.2.10 Walking advice and local pedestrian routes will be provided within the TIP and on the travel information board.

Cycling

- 8.2.11 The development will provide cycle parking in accordance with the standards of 29 long stay cycle spaces and 12 short stay cycle spaces. The use of these stands will be monitored by the TPC and if demand dictates, the potential for increasing provision will be considered if this is possible.
- 8.2.12 Cycle information and guidance will be contained within the TIP and on the travel information board to support and encourage cycling.
- 8.2.13 National cycle events will be promoted through the travel information board.

Public Transport

- 8.2.14 The TIP and travel notice board will include up to date information on public transport services and the location and details of the closest bus stops to the site.
- 8.2.15 The most practical pedestrian and cycle routes to and from the application site to public transport stops will be identified within the TIP and on the travel information board.

Car-sharing

- 8.2.16 Car sharing is a key way in which to constrain single occupancy car travel to the site.
- 8.2.17 By increasing the number of occupants for any given car trip, the sustainability of that trip can increase above that of public transport. Potential benefits to be gained from an effective car sharing scheme are considerable.
- 8.2.18 Employees will be made aware of websites administered by the Local Authority and car share / club schemes in the area. It is hoped that a higher car share trip rate can be encouraged for employees, if not on a daily basis at least once or twice a week on a regular basis.
- 8.2.19 The TPC will encourage registration on the Liftshare website www.liftshare.com and to increase the options for employees to car share.

Table 8-1: Transport Information Websites

Website Address	Content of Website
www.traveline.cymru	<p>Travel line is a service that provides impartial journey planning information about all public transport services – buses, coaches, trains - throughout Wales. The website offers a 'journey planner' to enable journeys to be planned from an address or postcode, including all non-car modes of travel</p>
www.trainline.com	<p>Provides the full mainline rail timetable and will provide journey times and will plan your mainline rail journey from origin to destination.</p>
www.nationalrail.co.uk	<p>Provides the full mainline rail timetable and will provide journey times and will plan your mainline rail journey from origin to destination.</p>
https://liftshare.com	<p>Liftshare is a social enterprise that helps individuals to travel more sustainably by sharing their journeys. Liftshare funds itself by helping businesses and organisations in the UK and around the world set up their own online journey matching tools to encourage local car-sharing and more sustainable mobility.</p>
www.sustrans.org.uk	<p>Sustrans provides creative, innovative and practical solutions to the transport challenges affecting us all. By working with communities, local authorities and many other organisations, Sustrans creates change by putting people at the heart of activities, enabling many more people to travel in ways that benefit their health and the environment.</p>

9. TARGETS AND ACTIONS

9.1 Introduction

9.1.1 To maximise the effectiveness of this TP targets have been set which are Specific, Measurable, Achievable, Realistic and with time scales fixed, i.e. SMART. To be measurable, indicative baseline modal split figures have been identified as a starting point based on the Census data. However, to provide a more site-specific baseline position, employees of the site will be subject to an employee travel survey at the earliest opportunity and targets will be adjusted accordingly.

9.2 Indicative Modal Share Targets

9.2.1 As TP measures often require resourcing with cost implications, it is preferable to maximise the TP's effectiveness by concentrating resources where they achieve most benefit.

9.2.2 Table 9-1 presents expected and proposed SMART modal share targets for employment trips to/ from the site. Modal share targets should, however, be re-entered following the results of employee travel surveys and based on this information, future achievable targets are to be devised in liaison with the Local Authority. Nevertheless, based on data derived from the 2011 Census data for the MSOA - Torfaen O10, indicative minimum targets are proposed in the first instance as shown in Table 9-1.

Table 9-1: Provisional Plan Targets

Mode of Travel	2011 Census Data	Annual Targets			
		Year 0 (%)	Year 1 (%)	Year 2 (%)	Year 3 (%)
Train	2%	2%	2%	2%	2%
Bus	9%	9%	9%	9%	9.5%
Car	69%	69%	68%	66%	65%
Car Sharing	9%	9%	10%	10.5%	10.5%
Cycle	1%	1%	1%	1.5%	2%
Walk	10%	10%	10%	11%	11%
Total	100%	100%	100%	100%	100%

9.2.3 The above targets will be reviewed and amended as survey information becomes available from the baseline surveys which will be undertaken within 3 months of meaningful occupation. Within 6 months of meaningful occupation of the building, the Full Travel Plan will be finalised and targets will be agreed with TCBC. The indicative targets are considered to provide a good basis for daily travel targets because the journeys to work occur at the highway network's peak times of operation.

10. MONITORING AND REVIEW

10.1 Introduction

- 10.1.1 The Travel Plan and staff travel will be monitored annually for at least three years on the anniversaries of the initial baseline travel survey, which will be undertaken within three months of occupation of the site. The baseline survey undertaken represents the start of the travel plan for monitoring purposes and is known as Year 0.
- 10.1.2 Regular monitoring and reviewing will help to gauge progress towards targets and objectives, and, if necessary, enable the TP to be refined and adapted in order to improve its progression. Monitoring and review will be the responsibility of the TPC.
- 10.1.3 The stages to monitoring a TP include:
- Collection of base data and resultant setting of travel mode targets;
 - Measures implemented over a period of time are recorded;
 - Collection of future data at defined point;
 - Comparison of data collected; and review of mode share against target and resultant implementation of new measures or setting of revised targets.
- 10.1.4 To understand the extent to which the initiatives are contributing towards achieving the Objectives and targets of this TP, a Monitoring structure has been specified as follows which will be in place for at least three years following first occupation of the development.

10.2 Monitoring

- 10.2.1 The monitoring period will be between the first occupation of the site and at least three years thereafter. Monitoring will include the issue of travel surveys, which will be issued to all employees, initially at a time to be agreed between TCBC.
- 10.2.2 These travel surveys will be repeated on an annual basis (years one, two and three) to show the trends in travel behaviour and to allow for targets to be appropriately refined. This review process will identify the most effective measures and key motivators influencing people's travel choices. This will enable the TPC to keep track of the progress that the TP is making against its targets. If targets have/ have not been met, measures and monitoring would need to be reviewed.
- 10.2.3 The TPC will be responsible for coordinating the monitoring activities.

10.3 Scheme Administration

- 10.3.1 The TPC will be required to keep up to date records associated with the day to day operation of the TP. These will include:
- a. Details of Travel Patterns: This information will be derived from the employee travel surveys and will be retained for input into the review procedure;
 - b. Monitoring Records: Feedback from the monitoring procedure will be maintained for input into a TP review process;
 - c. Review Reports: Copies of historic review reports will be retained for reference purposes and for analysis of the longer-term effectiveness of the plan.

10.4 Consultation

10.4.1 The success of the TP will rely on the support of the employees, and the TPC will retain close contact to ensure that the principles and initiatives within the TP are understood.

10.4.2 The TPC will also retain responsibility for liaison with outside bodies, including with officers for TCBC.

10.5 Travel Plan Review

10.5.1 Review - On an annual basis (years one, two and three), the TPC will undertake a review of the TP. The objective will be to measure its success and to identify the potential for improvements to the travel initiatives. The second stage involves the TPC undertaking a full comprehensive review of the Travel Plan at Year 3. This review will involve completely updating the Travel Plan document to take into account changes to transport availability, staff changes, changes in travel patterns, and revisions to targets and measures.

10.5.2 Re-issue of Travel Survey - An element of the review will involve re-issuing the employee travel surveys on an annual basis (years one, two and three). The TPC will review the results and adjust any measures if necessary.

10.5.3 Monitoring Report - The developer will produce an annual monitoring report to coincide with the annual travel surveys. The Monitoring Report will be submitted to the TCBC for approval and retained for record. The report shall demonstrate to TCBC how the TP has been implemented during the previous years and include:

- Site information;
- Measures introduced and actions taken to promote the travel plan;
- A statistical summary of the modal split of employees / residents / users disclosed by the monitoring surveys;
- The progress of the travel plan in achieving targets and identifying any amendments; and
- A plan for future actions to be implemented.

10.5.4 Updating the Travel Plan - The TP will be updated following the results of the travel surveys to determine whether the proposed objectives and targets have been met. Results will be provided to TCBC within three months of the surveys taking place and, if required, revised targets and new measures will be agreed with TCBC.

11. ACTION PLAN AND BUDGET

- 11.1.1 This section draws together the proposed measures, monitoring and review proposals into an Action Plan that identifies who will be responsible for the delivery of each element.
- 11.1.2 This Action Plan will be updated to reflect the outcome of the monitoring and review process and any impact on this Action Plan will need to be agreed with the TCBC.

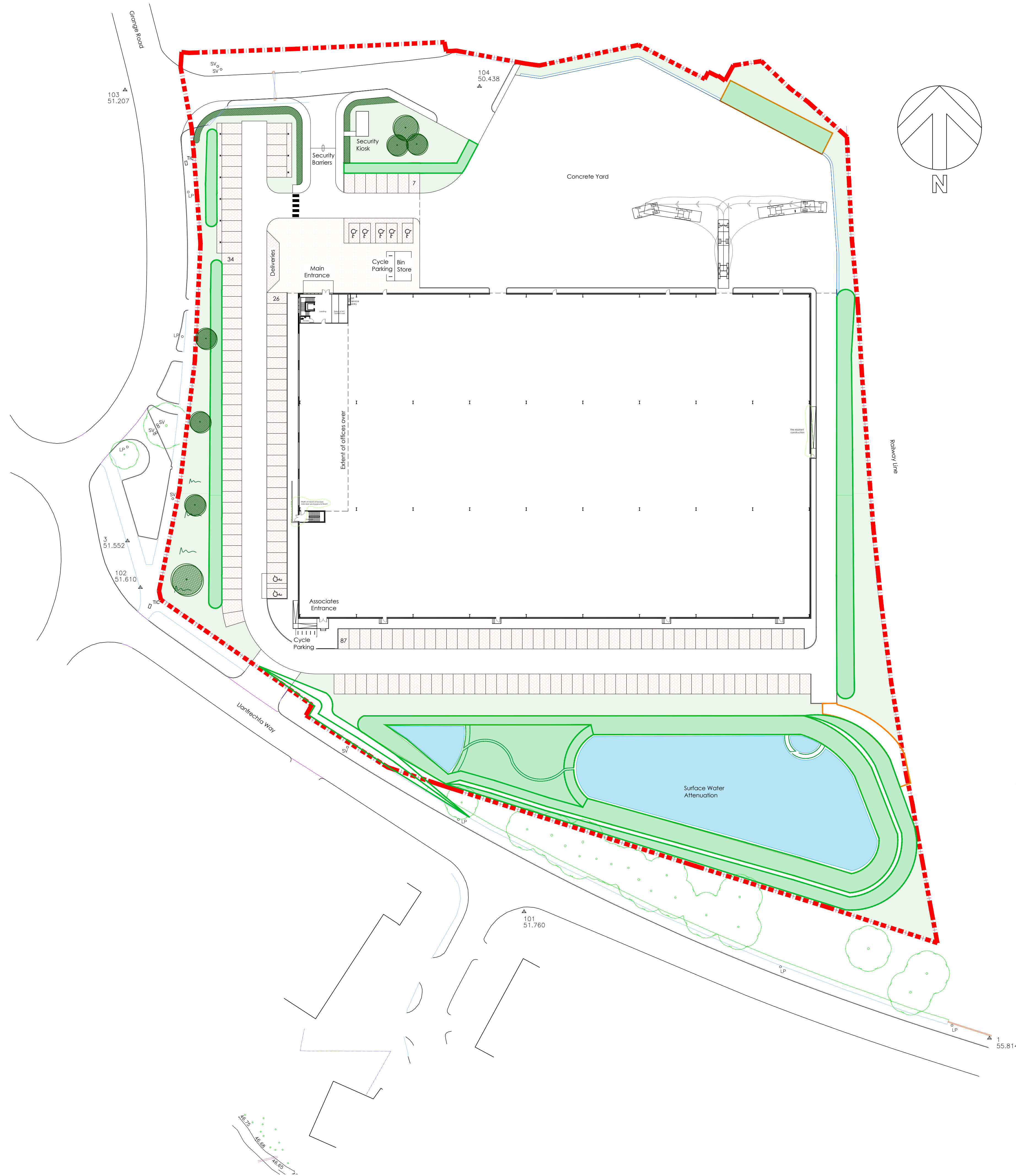
Table 11-1: Action Plan of Proposed Measures

Informational Measures			
Measures to be Implemented	Implemented by Date	Person(s) Responsible	Duration / Period of Repetition
Nominate TPC	First occupation	Developer	For duration of occupation
Undertake Initial Travel Survey	Within 3 months of first occupation	TPC	After 1, 2 and 3 years
Prepare TIP	Prior to first occupation	TPC	For duration of occupation
Travel Information Boards	Prior to first occupation	TPC	For duration of occupation
Promotional Measures			
Measures to be implemented	Implemented by date	Person(s) responsible	Duration / Period of Repetition
Encourage Employees to Walk, Cycle, Use Public Transport or Car Share	First occupation	TPC	To be included in Travel Information Pack and on Travel Information Boards
Promotion of National Travel Awareness Days	No later than 4 weeks preceding each day	TPC	Annually for each event as long as the development is occupied
Encourage safer cycling	First occupation	TPC	For duration of occupation
Promotion of Liftsharing / Car Clubs	First occupation	TPC	To be included in Travel Information Pack and on Travel Information Boards
Contact local retailers of cycle and outdoor equipment to enquire about discounts	First occupation	TPC	N/A
Promotion of cycle to work scheme	First occupation	TPC	For duration of occupation
Design Measures			
Measures to be Implemented	Implemented by Date	Person(s) Responsible	Duration / Period of Repetition
Secure Cycle Parking	Prior to first occupation	Developer	For duration of occupation

11.2 Budget

- 11.2.1 A budget will be available to the TPC to implement the TP. The amount of funding that will be required for the TP is anticipated to vary year on year based on the surveys undertaken and needs of the TP. Throughout the TP, the business case will be reviewed and will be an agenda item at management meetings, as appropriate to discuss matters. Management will liaise with the TPC prior to meetings to discuss matters and the TP progression.

Appendix A Indicative Site Layout



Car parking:
 7 no. accessible spaces
 17 no. ULEV
 178 Total

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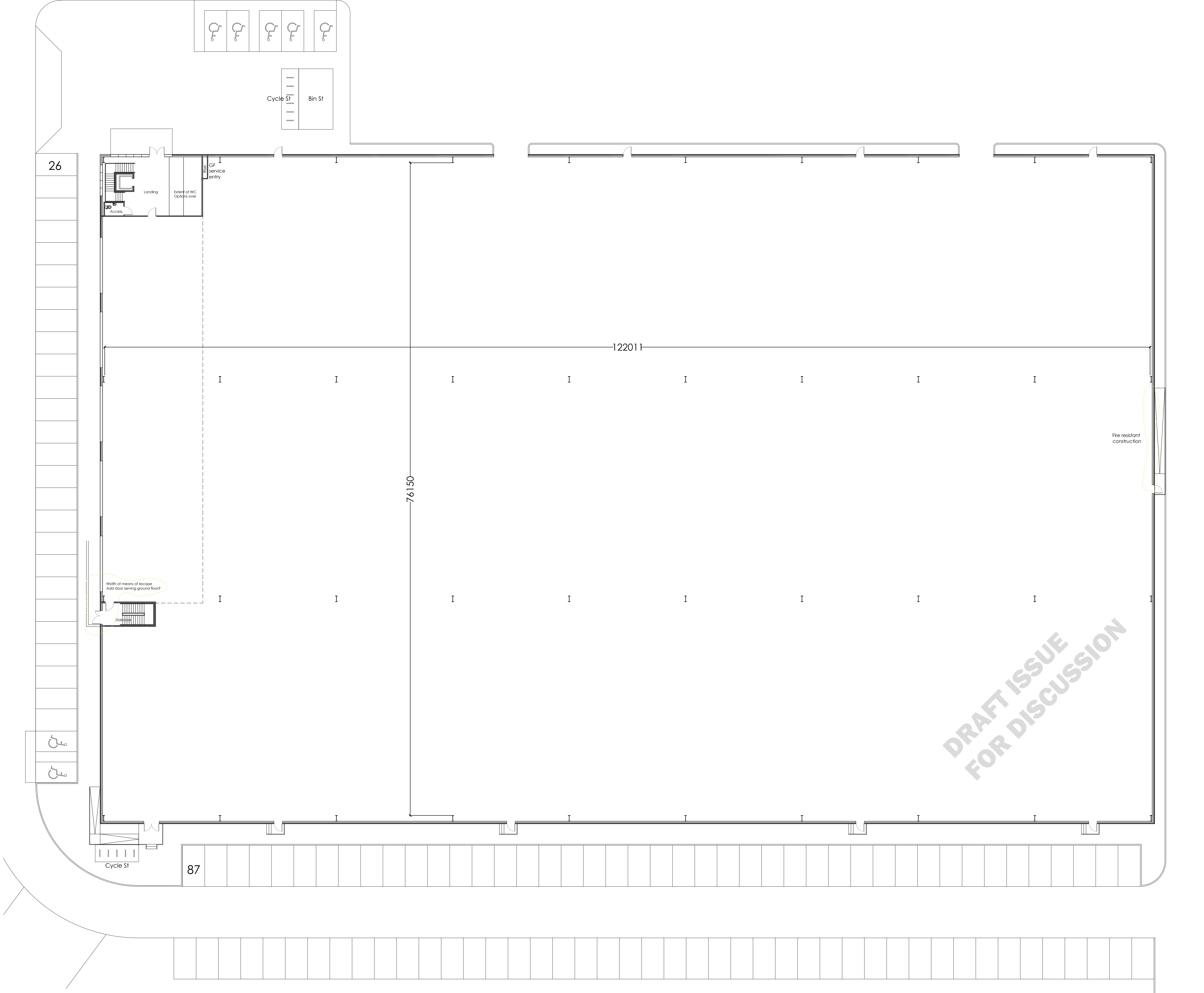
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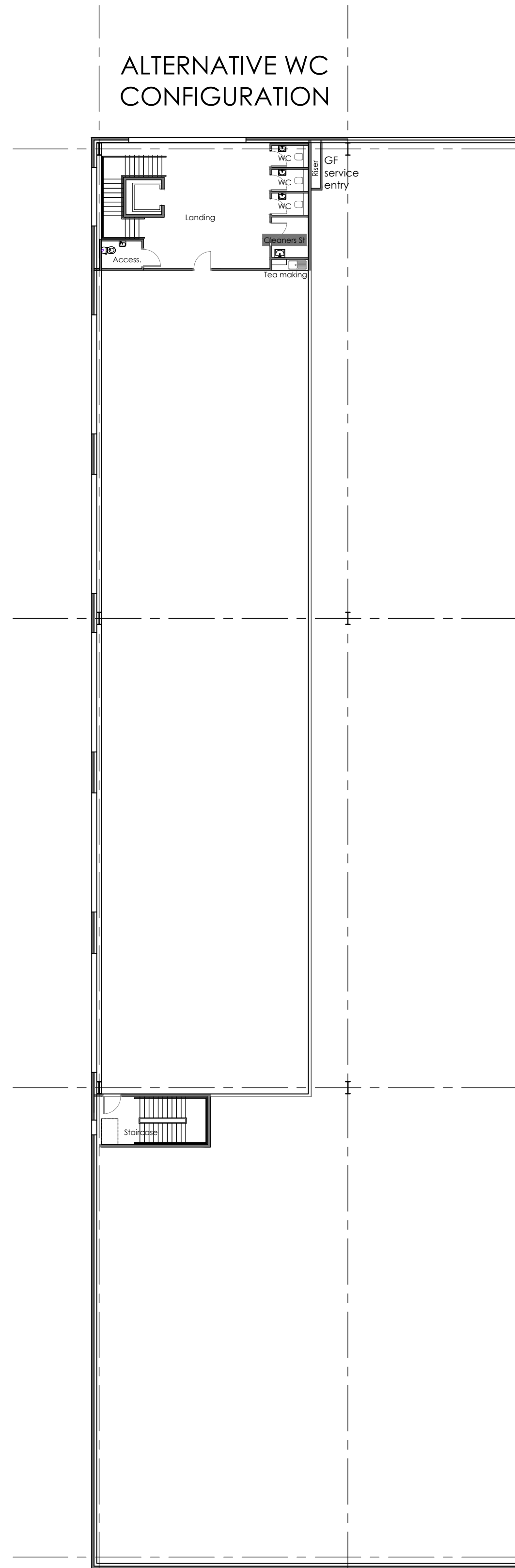
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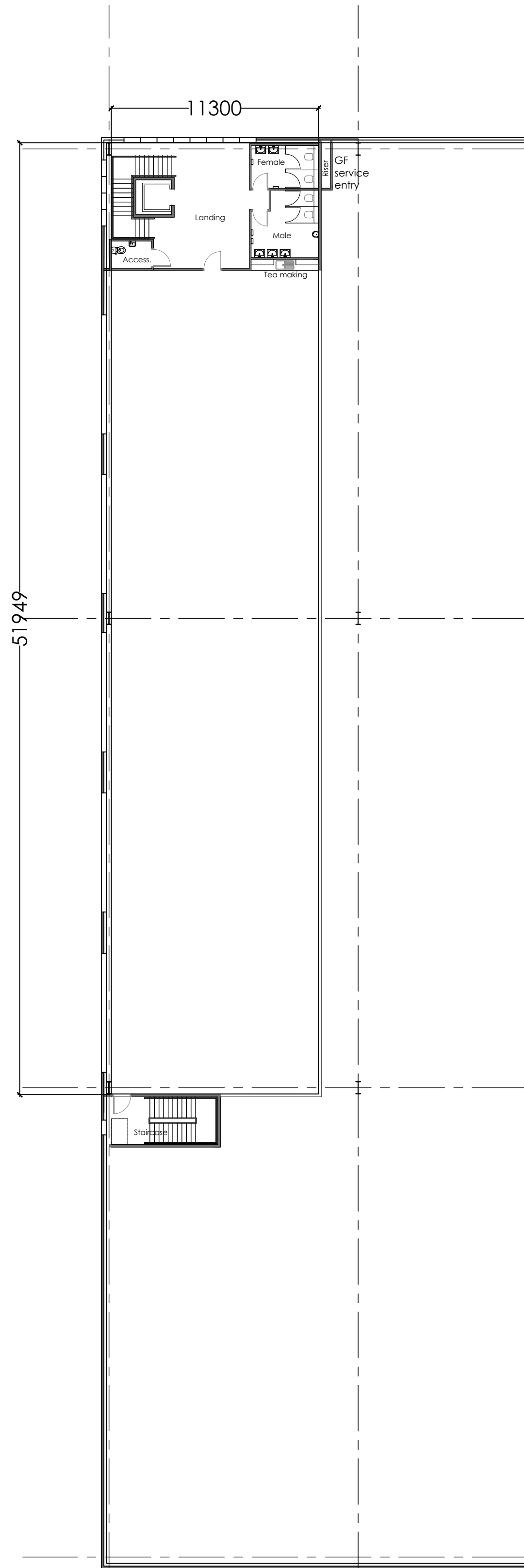
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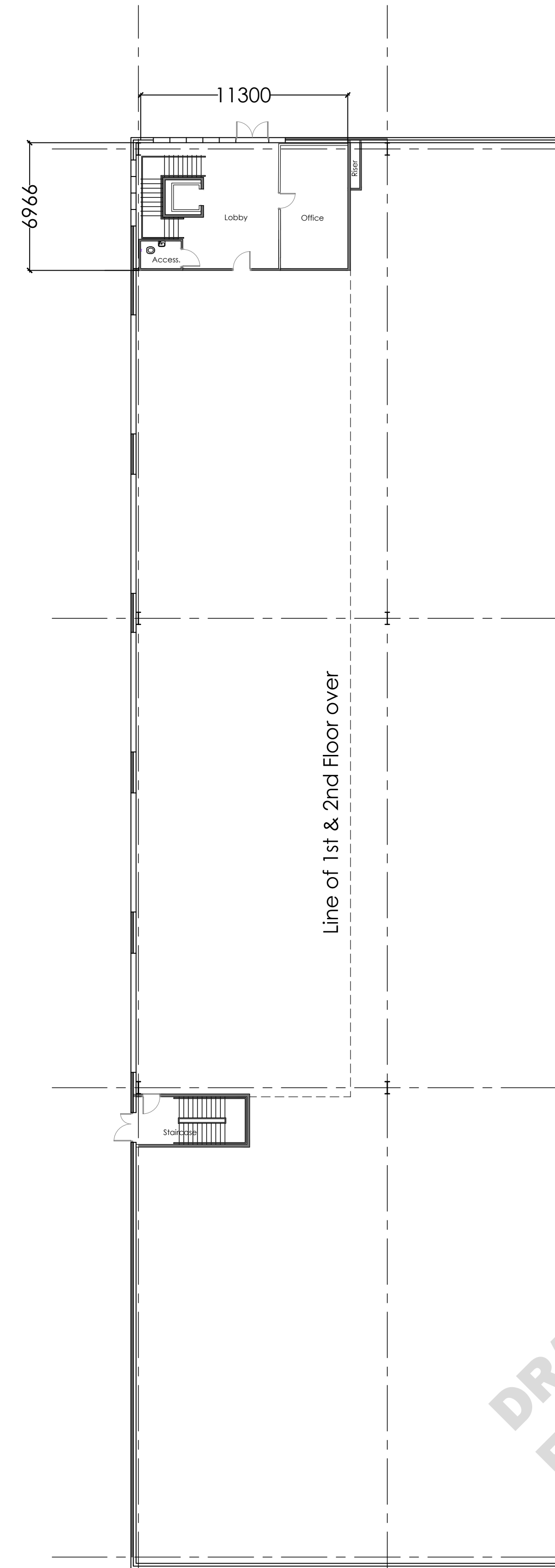
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SECOND FLOOR PLAN



FIRST FLOOR PLAN



GROUND FLOOR PLAN

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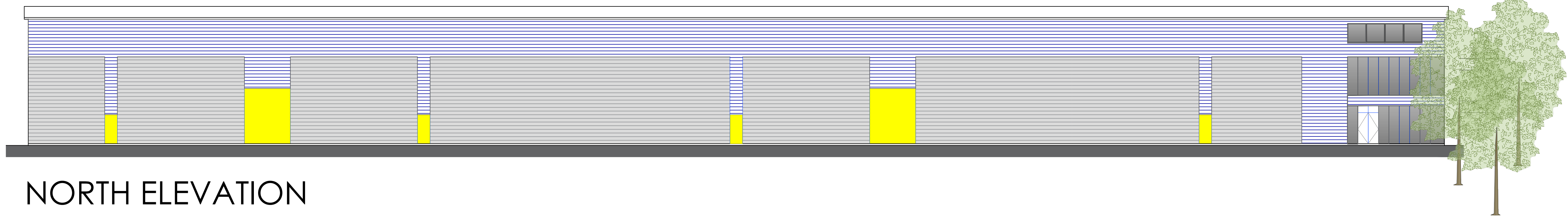
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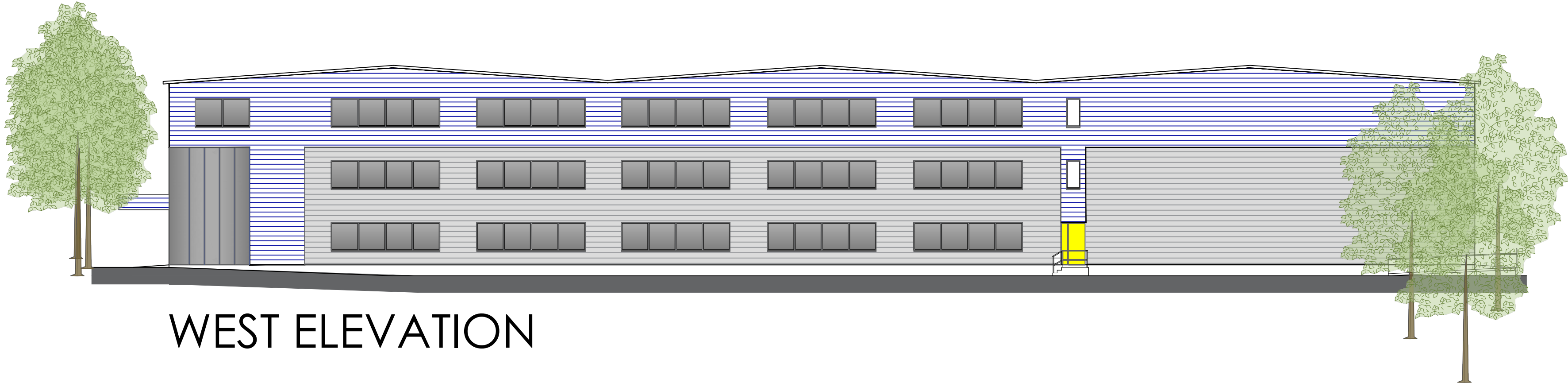
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NORTH ELEVATION



WEST ELEVATION

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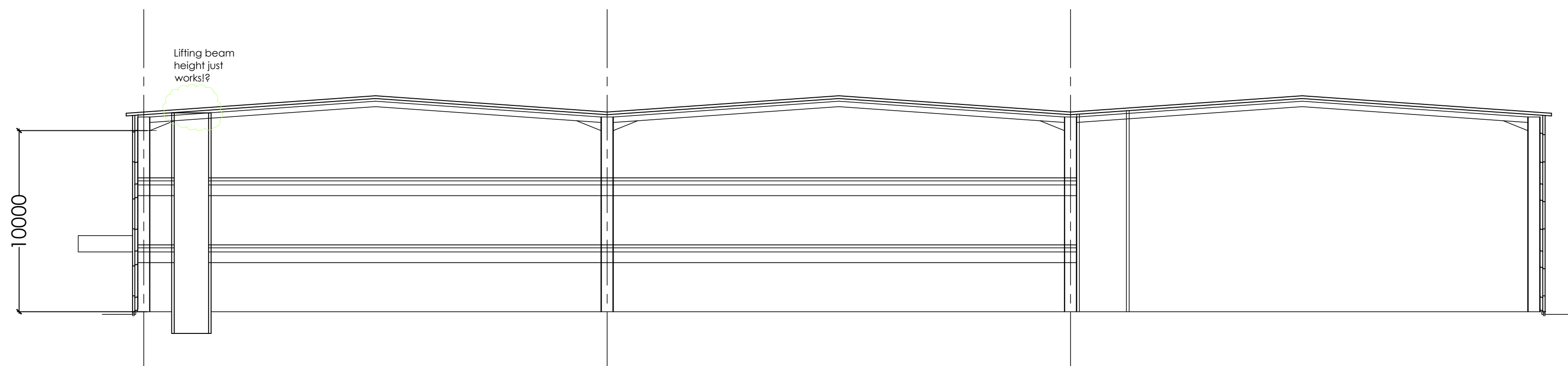
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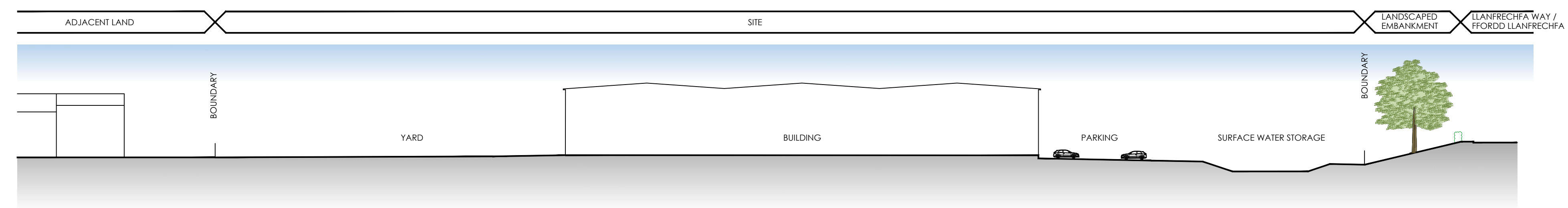
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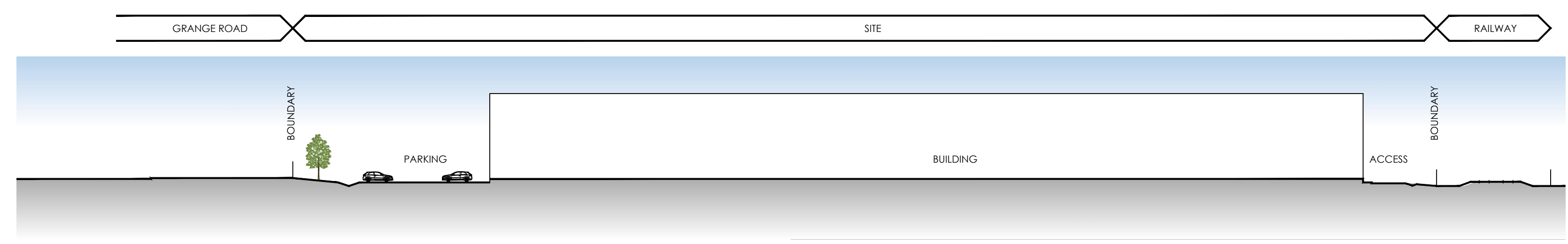


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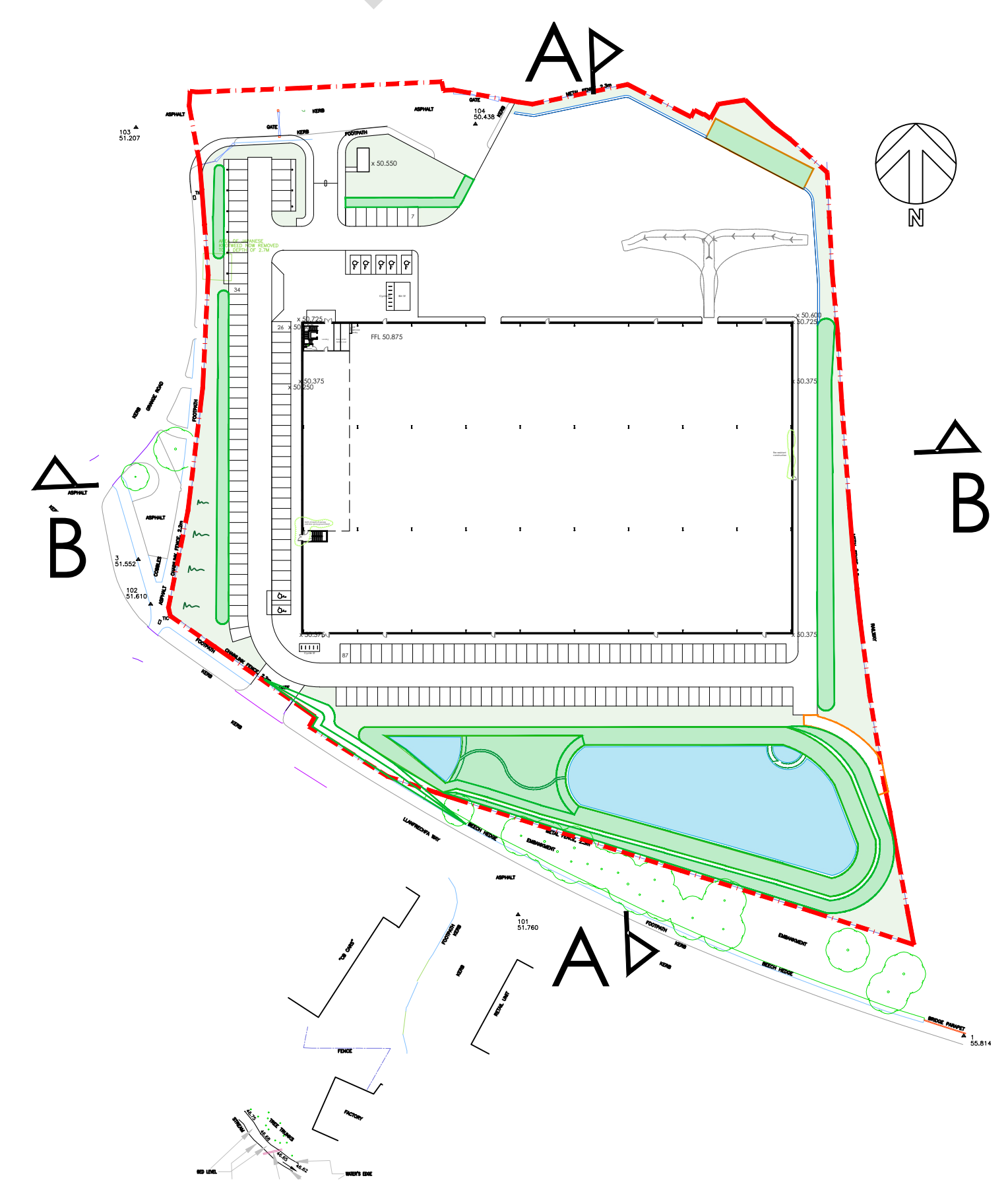
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