



Framework Travel Plan

Dunham Bush Site, Downley Road, Havant

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1.0 Introduction

- 1.1 SLR has been instructed by Canmoor Developments Limited to provide highways and transportation advice in relation to a planning application for a proposed industrial development on land to the east of Downley Road, Havant.
- 1.2 The site is situated in the northeast of Havant, a small town in the southeast corner of Hampshire. As such, it is within the jurisdiction of Havant Borough Council (HBC) and Hampshire County Council (HCC) who act as the local planning and highway authorities respectively. HCC will be responsible for monitoring this document.
- 1.3 At present, the site is occupied by a single building which comprises 9,933 sqm of B2 floorspace. A total of 81 car parking spaces are provided to the north of this building.
- 1.4 The development proposals comprise the demolition of the existing building and the construction of three buildings comprising a total of 9,424 sqm of flexible E(g)(iii)/B2/B8 use floorspace. The individual units will be split into 3,577sqm, 3,310sqm and 2,545sqm and supported by a total of 136 car parking spaces, of which 5% will be designated for disabled users.
- 1.5 It is proposed that a total of 60 cycle parking spaces be implemented on-site from the onset.
- 1.6 Space to park six motorcycles will be provided. An indicative Site layout plan is contained at **Appendix A**.

Travel Plan Scope

- 1.7 This Travel Plan (TP) contains a strategy which sets out a range of sustainable travel options and measures to encourage the use of these options by Site users.
- 1.8 This TP is a live document, and as such, will be updated once occupiers have been identified for the proposed units. A Travel Plan Co-ordinator (TPC) will be appointed to implement the measures outlined within this TP.
- 1.9 This TP is primarily aimed at all staff working on the Site, as they will be undertaking regular journeys to / from the development. However, the benefits of travelling by sustainable and active modes, will also be promoted to any visitors.
- 1.10 The benefits of having a TP include improved health associated with increased walking and cycling trips, better uptake of public transport services, reducing congestion on local highway network, and minimising traffic related pollution in the local area.

Travel Plan Aim

- 1.11 The aim of the TP is to support future staff to make informed decisions about their travel and provide them with the necessary tools to enable them to choose sustainable modes of travel to/from the Site. In doing so, the adverse impacts of travel on the environment and the local highway network will be mitigated. This is a framework TP.



- 1.12 The TP aim will be achieved by setting out a strategy for eliminating the barriers which prevent people from using sustainable travel modes, which in effect can self-manage single-occupancy vehicular use. Such a strategy needs to be long term, as changing travel behaviour takes time and is only likely to occur through a combination of incentives, improved facilities, government initiatives, as well as changes in individual attitudes.
- 1.13 Canmoor Developments Limited are committed to achieving the aim of the TP
- 1.14 As mentioned above, the TP is a live document and as such, will develop further with input from the Travel Plan Co-ordinator, the occupiers, as well as other necessary key stakeholders.

Report Structure

- 1.15 This TP has been written as a stand-alone document and contains all the relevant information needed to effectively implement and monitor the TP.
- 1.16 The remainder of this document has been structured as follows:
- **Section 2:** outlines policy guidance relevant to this report
 - **Section 3:** describes the baseline conditions and accessibility of the Site;
 - **Section 4:** explains the development proposals
 - **Section 5:** sets out the objectives and benefits of the Travel Plan;
 - **Section 6:** sets out the Travel Plan strategy;
 - **Section 7:** sets out the sustainability measures that could be implemented to help achieve the objectives and targets of the full Travel Plan;
 - **Section 8:** outlines how the monitoring and review programme will ensure the Travel Plan to continue to progress; and
 - **Section 9:** sets out the Action Plan for the Travel Plan.



2.0 Policy and Guidance

National Guidance

National Planning Policy Framework (December 2023)

- 2.1 Paragraph 117 of the NPPF states that *“All developments that will generate significant amounts of movement should be required to provide a travel plan...”*.

Planning Practice Guidance ‘Travel Plans, Transport Assessments and Statements’ 2014

- 2.2 The guidance states that *“Travel Plans are long-term management strategies for integrating proposals for sustainable travel into the planning process”* and requires Travel Plans to *“identify the specific required outcomes, targets and measures, and set out clear future monitoring and management arrangements.”*

Local Planning Policy

Havant Borough Council Adopted Local Plan (2011)

- 2.3 Policy DM12 of the Core Strategy requires *“the submission of a transport assessment and travel plan alongside any planning application on proposals for major development or where a proposal is likely to have significant transport implications”*.

Hampshire County Council Local Transport Plan 4 (2024)

- 2.4 This document plans how the transport system within the County should develop over the next 30 years. The vision of the LTP is:

“A carbon neutral, resilient and inclusive transport system designed around - and with - people, which: supports health, wellbeing and quality of life for all; supports a connected economy and creates successful and prosperous places; and respects and seeks to enhance Hampshire’s unique natural and built environment.”

- 2.5 Policy C6 is in relation to encouraging sustainable travel behaviour. The policy notes of the importance of working with local businesses to deliver travel planning and safety advice and other evidence-based interventions to encourage walking, cycling, scooting, use of public transport and care sharing.

Policy DM2 states that *“we will ensure that planning applications are supported by Transport Statements/ Assessments and Travel Plans in accordance with the County Council’s guidance”*.

Hampshire County Council A Guide to Development Related Travel Plans (2009)

- 2.6 HCC have developed guidance to ensure effective use of travel plans and assist in preparing high quality travel plans. The document notes that securing a travel plan has three main purposes:



Ensuring that development takes place in locations and in ways that minimise the impact of this additional demand;

Increasing accessibility and ensuring that opportunities are provided for people to travel to and from the site in a variety of ways;

Reducing dependence on the use of the car.

- 2.7 The guidance notes the principles of an effective travel plan, as replicated in **Figure 2-1** below.

Figure 2-1: HCC Travel Plan Pyramid



- 2.8 The document further explains what is required in a travel plan document, including explaining why a travel plan is required, what the main elements are of a travel plan and how to manage and monitor a travel plan.

Canmoor's ESG Approach

- 2.9 With regard to transport Canmoor Developments Limited ESG Approach to Sustainability in Developments is to provide:

- Active and passive EV charging points on site;
- Secure cycle parking and complimentary facilities (e.g. showers and changing rooms);
- Improvements to cycling infrastructure and walking routes to public transport where needed.

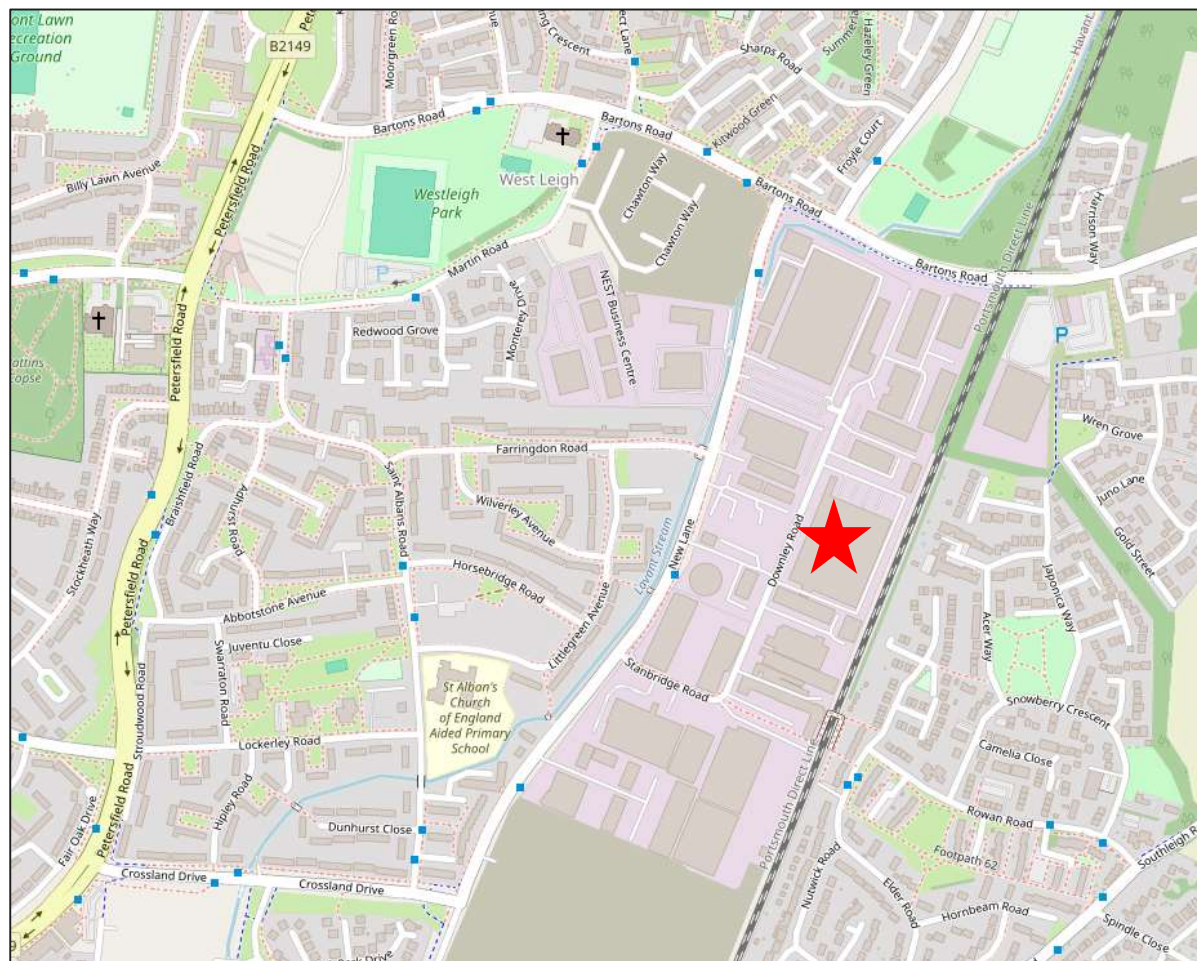


3.0 Baseline Conditions

Existing Site

- 3.1 The location of the Site is indicated by the red star in **Figure 3-1** below.

Figure 3-1 Site Location (Local Context) and Surrounding Highway Network



- 3.2 The site is located 2km northeast of Havant Town Centre, and approximately 12km northeast of the city of Portsmouth. It is bound by a railway line to the east, and numerous commercial / industrial developments to the north, south and west. It is accessed solely from Downley Road, which runs along its western boundary.

Accessibility on Foot

- 3.3 The Institution of Highways and Transportation (IHT) document 'Planning for Walking' (2015) states that most people will make journeys of less than 1 mile on foot and 26% will do the same of journeys for 1-2 miles.
- 3.4 An analysis of the pedestrian routes in the area has been completed to identify areas situated within a 2km catchment which is illustrated in **Appendix B**. The 2km walking catchment encompasses the majority of Havant including the outskirts of the Town Centre,



and it can be seen that there are a number of public rights of way (PRoW) within this catchment.

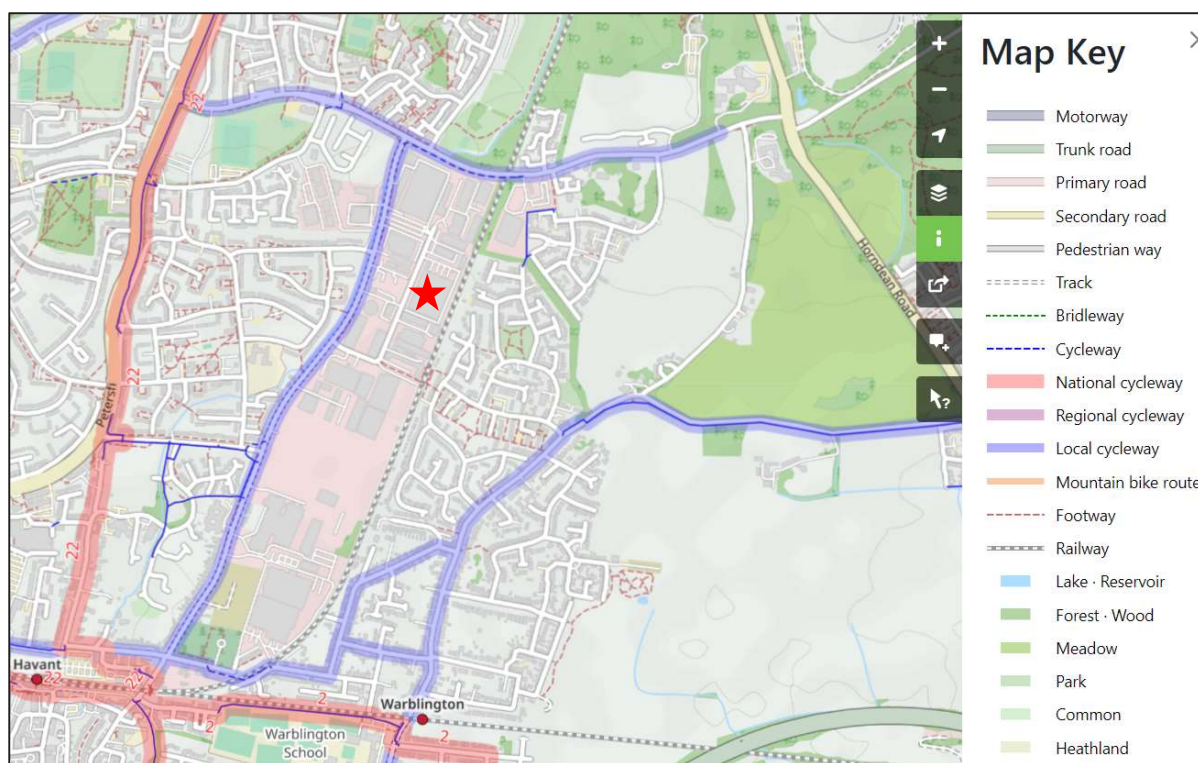
- 3.5 The site is embedded within an established urban area, and benefits from a highly accessible network of existing pedestrian infrastructure. To support pedestrian movements, there are street lit footways along both sides of all roads in the vicinity of the site, including both sides of Downley Road, Stanbridge Road and New Lane. Dropped kerbs and typically tactile paving is provided at junctions.
- 3.6 At the eastern end of Stanbridge Road, there is a PRoW which crosses over the railway line in the form of a footbridge. This route provides access to the eastern suburbs of Havant.
- 3.7 A walking and cycling assessment has been undertaken. The routes assessed walking and cycling route from the site to Havant Railway Station and to bus stops in Bartons Road and St Albans Road. This found that the bus stops at Bartons Road could be improved with a bus shelter, seating and live journey time updates. It also found that tactile paving could be installed at the crossing point on Littlegreen Avenue to help pedestrians reach the bus stop on St Albans Road. Wayfinding could also be improved along New Lane. A financial contribution has been offered to support these identified works, to be secured via a s.106 agreement.

Accessibility by Cycle

- 3.8 Cycling is an effective mode for short trips up to three to five miles (5-8km) and a catchment of 5km represents a journey time of 20 minutes using a leisurely cycle speed of 10mph (16kph).
- 3.9 **Appendix C** shows the 5km and 10km cycle catchment from the site. The 5km cycle catchment includes all of Havant as well as the town of Emsworth to the southeast, and the 10km encompasses the town of Waterlooville to the northwest, Hayling Island and the northern suburbs of Portsmouth.
- 3.10 The cycle infrastructure in the vicinity of the site is shown in **Figure 3-2** below, with the site location is again indicated by the red star.



Figure 3-2: Cycle Infrastructure



- 3.11 As illustrated in **Figure 3-2**, New Lane and Bartons Road are both designated local cycleways. On-road cycle lanes are provided along both sides of New Lane in the vicinity of its junction with Stanbridge Road. Further afield, National Cycle Network (NCN) routes 2 and 22 run through Havant and provide connections to local destinations such as Emsworth, Hayling Island and Portsmouth. NCN 22 can be most easily accessed via New Lane and a cycleway which is provided along Crosslands Drive.

Local Facilities

- 3.12 **Table 3-1** shows the walking and cycling times to key local facilities useful for employees within the area.

Table 3-1: Local Facilities

3.13	Amenity	3.14	Walking Time (mins)	3.15	Cycling Time (mins)
3.16	Supermarket: Co-operative	3.17	10mins	3.18	2mins
3.19	Bus Stops: St Albans Lane	3.20	11mins	3.21	2mins



3.13	Amenity	3.14	Walking Time (mins)	3.15	Cycling Time (mins)
3.22	Leisure: Havant and Waterlooville Football Club	3.23	11mins	3.24	2mins
3.25	Café: Dobbies Garden Centre Havant	3.26	13mins	3.27	4mins
3.28	Havant Railway Station	3.29	24mins	3.30	6mins

- 3.31 Key facilities for employees are in a close proximity to the site, with bus stops and food options within a suitable walking distance.

Accessibility by Bus

- 3.32 There are a number of bus stops situated within the pedestrian catchment of the site. The first of these are 900m to the southwest on St Albans Road, which runs parallel to New Lane and can be accessed from Crosslands Drive. These have recently been upgraded to include a shelter and seating. The second pair are on Southleigh Road approximately 950m to the southeast of the site, and can be accessed via the footbridge over the railway line. Both sets of bus stops comprise a flag post, with the St Albans Road stops also comprising bus box markings and the Southleigh Road stops comprising bus shelters with seating. A third set are located on Bartons Road which is 1km to the northeast of the Site. These are served by the same services as the stop on St Albans Road but maybe chosen by those heading in a
- 3.33 There are additional bus stops along Bartons Road to the north of the Site.
- 3.34 A summary of the bus services which serve the bus stops on St Albans Road and Southleigh Road is provided in **Table 3-2** below.



Table 3-2 Bus Services Summary

Service No.	Route	Frequency					
		Weekdays				Sat.	Sun.
		AM Peak	Day.	PM Peak	Eve.		
St Albans Road and Bartons Road							
20	Havant to Portsmouth, via Bedhampton and Cosham	2	2	2	0	2	0
21	Havant to Portsmouth, via Bedhampton and Farlington	6	6	6	2	6	3
621	Havant to Portsmouth College	1	-	1	-	-	-
Southleigh Road							
27	Rowlands Castle to Emsworth, via Havant	4 times a day every 3 hours, weekdays only					

- 3.35 It can be seen in **Table 3-2** that the bus stops on St Albans Road and Bartons Road are frequently served on all days of the week, which up to 8 services per hour heading towards Havant Town Centre on Portsmouth in both the AM and PM weekday peaks. Whilst the Southleigh Road bus stops are served less frequently, they do provide access to a service which directly connects to Rowlands Castle and Emsworth.

Accessibility by Rail

- 3.36 The closest railway station to the site is Havant, which is located approximately 1.8km to the south. This station is served by Southwestern Railway and Southern services, with frequent services to local destinations such as Portsmouth Harbour and destinations further afield such as Southampton Central, Brighton and London Victoria. The average travel time between Havant and Portsmouth Harbour on this service is 17 minutes. The station provides ramps for step-free access. There is a seating area to wait at the station.
- 3.37 Havant Railway Station benefits from being within a 2km cycling catchment, and it is situated approximately 450m to the north of Havant Bus Station which is served by all of the aforementioned bus services. As such, there are opportunities for multi-modal trips to the site by rail and walk / cycle / bus. To further support intermodal rail and cycling trips, 92 cycle parking spaces in the form of compounds and racks are provided at Havant Railway Station, and bikes can be stored on both Southwestern Railway and Southern services.
- 3.38 There are 492 car parking spaces at the station, including accessible spaces. Parking charges apply, and therefore private car use is discouraged.



4.0 Proposed Development

Overview

- 4.1 In summary, the development proposals comprise the demolition of the existing building and the construction of a new building providing 9,423 sqm of flexible E(g)(iii)/B2/B8 use floorspace.
- 4.2 The building will be split into three individual units comprising approximately 3,577sqm, 3,310sqm and 2,545sqm of floorspace respectively. The units will each provide both warehouse and ancillary office space.
- 4.3 An indicative site layout plan is contained within **Appendix A**.

Access Strategy

- 4.4 The proposed site will benefit from an upgrade to the existing vehicular access points situated in the northwestern and southwestern corners from Downley Road.
- 4.5 They will operate one way with vehicles entering using the northern access and exiting onto Downley Road via the southern egress.
- 4.6 The internal layout of the site contains three zebra crossings from the Downley Road side of the Site, leading to segregated pedestrian paved surfaces leading to unit entrances. This provides pedestrian priority and demonstrates sufficient segregated footway provision internal to the site, linking the access to the units proposed.
- 4.7 A walking and cycling assessment has been undertaken as part of the proposal to assess the routes from the site to Havant Railway Station and to bus stops in Bartons Road and St Albans Road. This has led to the recommendations that:
- Improvements be made to the bus stops at Bartons Road to include a bus shelter, seating and live journey time updates;
 - Tactile paving be installed at the crossing point on Littlegreen Avenue to help pedestrians reach the bus stop on St Albans Road; and
 - Improvements to wayfinding along New Lane.
- 4.8 A financial contribution has been offered to support these identified works, to be secured via a s.106 agreement.

Parking Provision

- 4.9 The car parking requirements are shown in **Table 4-1** below, as per HBC standards;



Table 4-1: Car Parking Standards

LAND USE	PARKING STANDARD	APPLICATION SITE AREA (TOTAL)	APPLICATION OF STANDARD
E(g)(iii) (formerly B1(c) Light Industry)	1 space per 45 sqm	9424 sqm	209 spaces
B2 General Industry	1 space per 45 sqm		209 spaces
B8 Warehouse	1 space per 90 sqm		105 spaces

- 4.10 The proposed development will be supported by a total of 136 car parking spaces for use by staff and visitors, of which 5% will be designated for disabled users. Electric vehicle charging facilities will be provided for 20% of the parking spaces with seven of the spaces also to be dedicated to those car sharing.
- 4.11 In terms of cycle parking, if all units were in E(g)(iii) use, 38 long stay spaces and 19 short stay spaces would need to be provided to meet the adopted HBC standards. If all units were in B8 use, 19 long stay and 10 short stay spaces would be needed to meet the HBC standards. It is proposed that 60 spaces will be provided for the Site which is above the 57 required by E(g)(iii) use.
- 4.12 Space to park six motorcycles will be provided which is above the five required by HBC standards.



5.0 Travel Plan Objectives and Targets

- 5.1 This chapter sets out the TP objectives and targets by which progress in meeting the aim of the TP will be measured against, with the success of the TP measured by whether the objectives and targets are met over the TP timeframe. The occupiers at the Site will make every effort to meet the objectives and targets within the timeframe covered by this TP.
- 5.2 The TP objectives are set out below, while the targets will be identified following a baseline travel survey and will account for any advice provided by HCC.
- 5.3 Until such a time as the occupiers of the units is known and baseline travel surveys are undertaken, interim targets will be identified later in this section. The interim targets will be reviewed and updated/confirmed as the TP targets once the units are occupied, and the results of the baseline surveys reviewed.

Objectives

- 5.4 The overriding TP objectives are to:
- Engage with and encourage staff to use sustainable travel modes to travel to / from the Site through effective promotion of sustainable transport; and
 - Reduce the amount of single occupied vehicles arriving and departing the Site.
- 5.5 These objectives will minimise the impact of the development on the surrounding road and public transport network during peak hours.
- 5.6 To help meet the overriding objectives, several sub-objectives have been identified, which are as follows:
- To maximise the accessibility of the Site by sustainable travel modes, including facilitating the use of non-car modes where reasonably practical;
 - To actively promote sustainable travel options for travel to/from the Site to enable Site users to make informed decisions about how to travel;
 - To raise awareness of the impacts of employees' travel choices on their health and the local environment etc;
 - To encourage staff to build active travel into their everyday routines to support and contribute to wider health initiatives; and
 - To increase the use of sustainable travel modes by staff, particularly for shorter trips.

Targets

- 5.7 All TP targets are SMART (Specific, Measurable, Achievable, Realistic, Time-bound).
- 5.8 The targets will either form Action Targets or Aim Targets:
- **Action Targets:** are non-quantifiable actions that need to be achieved by a certain time.
 - **Aim Targets:** are quantifiable and in the case of this TP relate to the degree of modal shift the plan is seeking to achieve.



Action Targets

5.9 The Action Targets for this TP are to:

- Appoint a TPC prior to occupation of the Site;
- Launch the TP on occupation of the Site;
- Undertake the baseline travel survey within six months of the first occupation; and
- Submit a full TP to HCC once the baseline travel survey has been undertaken.

Aim Targets

- 5.10 The aim targets of this TP are focused on staff travel to/from the Site with the objective of reducing single-occupancy car travel and increase travel by sustainable modes.
- 5.11 As the occupiers of the units are unknown, the mode split of staff travel at this Site is also unknown, therefore, in the absence of this data 2011 Census journey to work data has been used as a proxy for the Site to establish typical travel behaviour of workers in the local area. Data from the 2021 Census has not been used as this data is skewed by the Covid-19 pandemic, with a high proportion of people working from home on the day of the Census.
- 5.12 Existing 'journey to work' data taken from the 2011 Census has been reviewed for the Havant local authority, which contains the Site and the nearby surrounding area.
- 5.13 A summary of this data is set out in **Table 5-1**.

Table 5-1: 2011 Method of Travel to Work Census Data

Method of Travel to Work	Mode Split
Work mainly at or from home	0%
Underground, metro, light rail or tram	0%
Train	2%
Bus	5%
Taxi	1%
Motorcycle	1%
Driving a car or van	69%
Passenger in a car or van	7%
Bicycle	4%
On Foot	10%
Other	0%
Total	100%

- 5.14 **Table 5-1** shows the mode split for those working in the area for car driver is 69%.
- 5.15 For this Travel Plan, targets are set over a five-year period from the time of the initial baseline travel survey. The final target for this Travel Plan should be achieved by the fifth anniversary of this travel survey. There will be an interim review of the progress towards targets on the third anniversary of the initial baseline travel surveys.



5.16 The reduction of car driver mode share by 10% percentage points would lead to an increase in the use of non-car modes of transport.

5.17 **Table 5-2** below summarises the total target for employees.

Table 5-2: Travel Plan Aim Target

Mode	Baseline (Year 0)	Year 1	Year 3	Year 5
Train	2%	3%	3%	4%
Bus, minibus or coach	5%	6%	7%	8%
Taxi	1%	1%	0%	0%
Motorcycle, scooter or moped	1%	1%	1%	1%
Driving a car or van	69%	65%	63%	59%
Passenger in a car or van	7%	8%	9%	10%
Bicycle	4%	5%	6%	6%
On foot	10%	11%	11%	12%
Total	100%	100%	100%	100%

5.18 The target listed in **Table 5-2** is based on preliminary data and therefore may need to be adjusted once an accurate baseline modal share has been established from the baseline (Year 0) questionnaire surveys. An example survey can be found in **Appendix E**. Any adjustments to the targets will be discussed and agreed with HCC.

5.19 The targets are based on:

- Provision of cycle parking, showers and locker on site encouraging cycle use;
- Improvements made to walking facilities to the site as a result of the Walking and Cycling Audit, including wayfinding improvements;
- Encouraging the use free apps to track walking and cycling benefits as well as introducing a BUG;
- Promotion of use of public transport through travel planning measures i.e working with local providers to provide reduction in travel costs; and
- Car sharing initiative being provided on site.

5.20 Indicators are the elements which will be measured in order to assess progress towards meeting the final target. For the most part this will be the main mode listed by employees in the monitoring questionnaire surveys conducted annually up to and including year five. A minimum response rate of 35% will be guaranteed by the TPC.



6.0 Travel Plan Strategy

Management

6.1 A TPC will be appointed who will have responsibility for implementing the TP. Their contact details are:

- Name:
- Job title:
- Organisation:
- Email address
- Work address
- Phone number

6.2 The TPC is likely to be a staff member of the company responsible for managing the site once it is operational. The TPC will be appointed prior to first occupation and will be able to devote the time and resources needed to achieve the TP aim and target.

Travel Plan Co-ordinator Responsibilities

6.3 The TPC will administer the TP. . They will have overall responsibility for ensuring that measures are successfully delivered on time and to budget.

6.4 The TPC will liaise with stakeholders such as employees, staff associations (if applicable) and HCC regarding the implementation and progression of the TP.

6.5 The duties of the TPC will therefore include:

- Communicating information to staff regarding relevant national and local initiatives related to the promotion of sustainable travel;
- Taking responsibility for data collection and review of the TP;
- Designing and implementing effective marketing and awareness-raising campaigns to promote the TP;
- Liaising with external organisations;
- Co-ordinating the monitoring programme for the TP, including target setting and make necessary changes if the targets are not being met; and
- Establishing and maintain a filing system for recording all correspondence relating to the TP.

Reporting

6.6 The TPC will prepare a monitoring report on an annual basis on the progress of the TP for the first five years from the first occupation of the Site. The reports will include the following information:



- Progress updates regarding the implementation of measures and initiatives to provide sustainable transport use;
- Latest survey results; and
- Any revisions to targets and measures.

6.7 The report will be provided to HCC's Travel Plan officers within three months of completion of the survey.

6.8 The monitoring of the TP is set out in more detail in **Section 8**.

Marketing Strategy

6.9 Staff will be made aware of the existence of the TP upon commencement of their employment. The following methods may be used as a means of disseminating information to staff and promote events/campaigns/promotions:

- Staff notice boards;
- Staff newsletters;
- The company intranet; and
- E-groups and forums.



7.0 Measures

- 7.1 This section of the TP outlines the specific physical and management measures to be implemented at the Site. The implementation of these measures, which include awareness initiatives and infrastructure provision, is the core of the TP.

Travel Information Boards

- 7.2 Travel information boards will advertise travel information and will be provided on Site. These boards will share:

- Name and contact details of the TPC and their availability to speak with staff about travel queries;
- An overview of the TP, its purpose, and a summary document;
- Information about the health benefits of using active modes of transport;
- Public Transport information including bus route maps and timetables;
- Maps showing walking and cycling routes close to the Site;
- Any relevant company policies related to travel; and
- Details of any cycle discounts and local schemes.

Public Transport

- 7.3 Details of local bus and rail services will be made available to staff where possible via information boards located in prominent positions. This will include public transport operator, journey planner and sustainable transport websites and contact details being advertised through all relevant means.
- 7.4 The TPC will negotiate with local public transport providers to try to provide discounts and trial initiatives.
- 7.5 The TPC will investigate the viability of providing interest free loans to purchase season tickets (up to £5,000 can be provided without tax implications) for employees of the Site.

Walking and Cycling

- 7.6 The following measures are proposed to promote walking and cycling to and from the Site:
- Improvements to the walking network and wayfinding following the Walking and Cycling Audit;
 - All staff will be informed about the Travel Information Boards which will include maps of local walking and cycle routes and information;
 - High quality cycle parking will be provided at convenient and visible locations within the Site and uptake will be monitored;
 - Provision of shower and changing facilities on Site;
 - The TPC will investigate the viability of employers providing an interest free loan for the purchase of bicycles (up to £5,000 can be provided without tax implications)



- The TPC will raise awareness of the health benefits of walking and cycling;
- Health apps will be promoted by the TPC/ step challenges will be encouraged;
- A bicycle user group can be set up if there is enough demand; and
- Events such as cycle to work week will be promoted.

7.7 Access to each of the units will be designed to accommodate all users including those with visual and mobility impairments.

Cycle Parking

7.8 The TPC will monitor the use of cycle parking provided to ensure the supply is sufficient to meet demand.

7.9 In terms of cycle parking, if all units were in E(g)(iii) use, 38 long stay spaces and 19 short stay spaces would need to be provided to meet the adopted HBC standards. If all units were in B8 use, 19 long stay and 10 short stay spaces would be needed to meet the HBC standards.

7.10 It is proposed to provide 40 long stay and 20 short stay cycle parking spaces from the onset.

7.11 A bike repair station will be located within the Site to allow bike owners to perform basic maintenance and repairs on their bicycles. Showers and changing facilities will be provided on site.

Car Sharing

7.12 The TPC will work closely with HCC to promote lift share schemes. The TPC will also encourage staff to find car share partners/ and operate a car sharing scheme.

7.13 The TPC is to monitor the use of the staff car park and whether many staff are car sharing. Seven spaces are to be dedicated to car sharers. If deemed appropriate going forward additional spaces could be marked in the car park to further encourage car sharing.

Measures and Initiatives

7.14 Where possible, opportunities to work from home will be encouraged amongst staff and the TPC will ensure the necessary equipment can be made available to staff to permit working from home.

7.15 Measures to raise travel awareness will be promoted by the TPC, with these including national events such as those listed below:

- National Liftshare Week;
- Walk to Work Day; and
- National Bike Week.



8.0 Monitoring and Review

- 8.1 The TP is part of a continuous process for improvement, requiring monitoring, review and revision to ensure it remains relevant to the units and its occupiers. This chapter sets out the proposals for monitoring and review of the TP.
- 8.2 Monitoring surveys will be undertaken within six months of occupation, and after the first baseline travel survey. The baseline survey represents the start of the TP for monitoring purposes and is known as Year 0. The baseline and monitoring surveys will take the form of questionnaire surveys. A 35% response rate must be achieved; an incentive may be provided to help reach this target (such as a prize draw for staff). If the response rate is not met, the survey period will be extended.
- 8.3 The process of monitoring will be repeated on an annual basis for the first five years after first occupation at the Site.
- 8.4 The TPC will prepare a TP Monitoring Report after the completion of each annual travel survey. This will include an update on the travel measures in place, the results of the travel surveys and comparison against targets set. **Table 8-1** below sets out the monitoring reporting timetable up to year 5.

Table 8-1: Monitoring Timetable

Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Baseline surveys within 6 months of occupation – amend mode targets	Full updated surveys submitted one year after occupation, with mode targets/updates	Monitoring report	Full updated surveys submitted three years after occupation, with mode targets/updates	Monitoring report	Full updated surveys submitted five years after occupation, with mode targets/updates

- 8.5 The TPC will also continually monitor the use of the following, and liaise with management whether facilities can be added to as required, such as:
- Cycle parking;
 - Additional showers, lockers and changing facilities; and
 - Take up of cycle to work scheme if applicable.



9.0 Action Plan

- 9.1 The timetable of the measures proposed and the timescale for implementation is set out below:

Table 9-1: Action Plan

Measures	Timescale	Implemented By	How to Measure Success	Cost Estimate
Appoint a TPC	Prior to occupation	Asset Manager guided by SLR consultant	NA	nil
Cycle Parking	Prior to occupation	Developer	Monitoring proportion of cycle parking spaces used	Included in build costs
Travel Boards	Upon occupation & ongoing updates	TPC	Monitoring non private car travel to the site	Part of TPC costs
Annual Surveys (years 0, 1, 3 and 5)	Within 6 months occupation	TPC	Mode surveys meet targets	Part of TPC costs (£1,000 per year)
Review/update targets	Following initial survey	TPC	NA	Part of TPC costs
Travel Plan Monitoring Report	Following completion of staff travel survey in years 0, 1, 3 and 5.	TPC	Mode surveys meet targets	£1,500 per year
Additional Travel measures	Following Travel Surveys if needed	TPC	Depending on survey outcomes	Will depend on outcomes of surveys
Increase cycle parking	Annual Review	TPC/Occupier's Management	Monitoring proportion of cycle parking spaces used	Will depend on outcomes of surveys

- 9.2 The estimated travel plan delivery cost is £10,000. HCC monitoring costs are £15,000 and approval costs are £1,500 over the delivery of the travel plan period (5 years). £16,500 in total for the five year life span of the travel plan.
- 9.3 This TP is expected to come forward as S106 obligation, for a full TP. The developer is committed to paying HCCs monitoring and evaluation fees and a travel plan cash deposit. The Travel Plan Cash deposit plus 10% surety would be £11,550.



10.0 Conclusion

- 10.1 SLR has been instructed by Canmoor Developments Limited to provide highways and transportation advice in relation to a planning application for a proposed industrial development on land to the east of Downley Road, Havant.
- 10.2 The development proposals comprise the demolition of the existing building and the construction of three buildings comprising a total of 9,424 sqm of flexible E(g)(iii)/B2/B8 use floorspace. The individual units will be split into 3,577sqm, 3,310sqm and 2,545sqm and supported by a total of 136 car parking spaces, of which 5% will be designated for disabled users.
- 10.3 It is proposed that a total of 60 cycle parking spaces be implemented on-site from the onset.
- 10.4 This TP has been prepared to support future staff to make informed decisions about their travel and provide them with the necessary tools to enable them to choose sustainable modes of travel to/from the Site. In doing so, the adverse impacts of travel on the environment and the local highway network will be mitigated. This is a framework document and will come forward as a full document as a S106 obligation.
- 10.5 The following conclusions are made from this document;
- Section 2: a TP is a policy requirement, the development aligns with policy by encouraging sustainable travel use;
 - Section 3: explains that the site is located close to a number of key facilities for employees, which can be accessed by foot, cycle and using public transport;
 - Section 4: outlines the full development proposals including the provision of 60 cycle parking stands;
 - Section 5: sets out the objectives and benefits of the Travel Plan- a 10% mode shift away from private car use is targeted over a 5 year period;
 - Section 6: explains that a TPC will be allocated to the site to encourage sustainable travel use and ensure TP compliance;
 - Section 7: sets out the walking, cycling, public transport and car sharing measures that could be implemented to help achieve the mode share targets;
 - Section 8: explains that a baseline survey will be undertaken on 6 months of occupation to understand mode share; monitoring will take place yearly;
- 10.6 Section 9: summarises the TP measures through an action plan and outlines that the developer is committed to supporting sustainable travel.



Appendix A Site Layout

Framework Travel Plan

Dunham Bush Site, Downley Road, Havant

Canmoor Developments Limited

SLR Project No.: 425.065366.00001

15 October 2024





Disclaimer:
Subject to survey.

Notes:

KEY

- Ownership Boundary
- Site Boundary (16,970m² / 4.19acres / 1.70ha)

GENERAL KEY

- Unit Entrance
- Site Access Route
- 1 Cycle Stands
- 2 Car Share Spaces
- 3 EV Charging Bays
- R Refuse
- D Disabled Parking Bays
- SS Sub-Station
- Existing Steel Palisade Fence
- Proposed Steel Palisade Fence

AREA SCHEDULE (GIA)

UNIT 1 (GIA)	27,395ft²
Warehouse (Incl. office Undercroft)	23,725ft ²
Office (FF)	3,670ft ²
Car Parking (Including 2 accessible bays)	40
EV charging spaces	8
Car Share	2
Cycle parking spaces	20
Motor bike spaces	2
UNIT 2 (GIA)	35,535ft²
Warehouse (Incl. office Undercroft)	32,540ft ²
Office (FF)	2,995ft ²
Car Parking (Including 2 accessible bays)	45
EV charging spaces	10
Car Share	2
Cycle parking spaces	20
UNIT 3 (GIA)	38,500ft²
Warehouse (Incl. office Undercroft)	33,400ft ²
Office (FF)	5,100ft ²
Car Parking (Including 2 accessible bays)	51
EV charging spaces	10
Car Share	3
Cycle parking spaces	20
Motor bike spaces	3
TOTAL (GIA)	101,430ft²
Total Parking	136

J	Motorbike parking	15.10.24	HT	HA
K	Site access changed to one way north/south + refuse enclosures moved to adjoin units	14.10.24	HT	HA
J	Landscaping updated	04.0724	HT	HA
I	Car Sharing	26.08.24	HT	HA
A-H	See previous issues for notes	13.11.23	TM	HA
-	First Issue	10.11.23	TM	HA
Rev:	Notes:	Date:	Dwn:	Iss:
Suitability Code:				

PLANNING

Client:

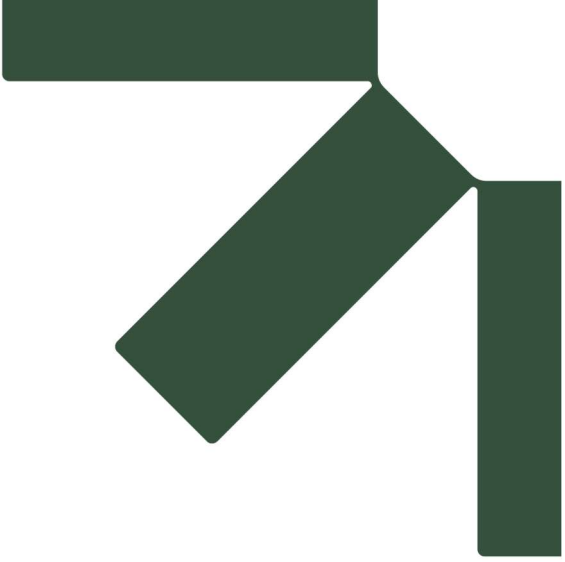
CANMOOR

hale
ARCHITECTURE
22c Leathermarket Street, London, SE1 3HP

Project:
Dunham Bush Site, Downley Road Havant

Drawing Title:
Proposed Site Plan

Project No: 23076	Scale @ A1 / A3 1:500 / 1:1000	Revision: L
Drawing No: PL004		



Appendix B Walking Catchment

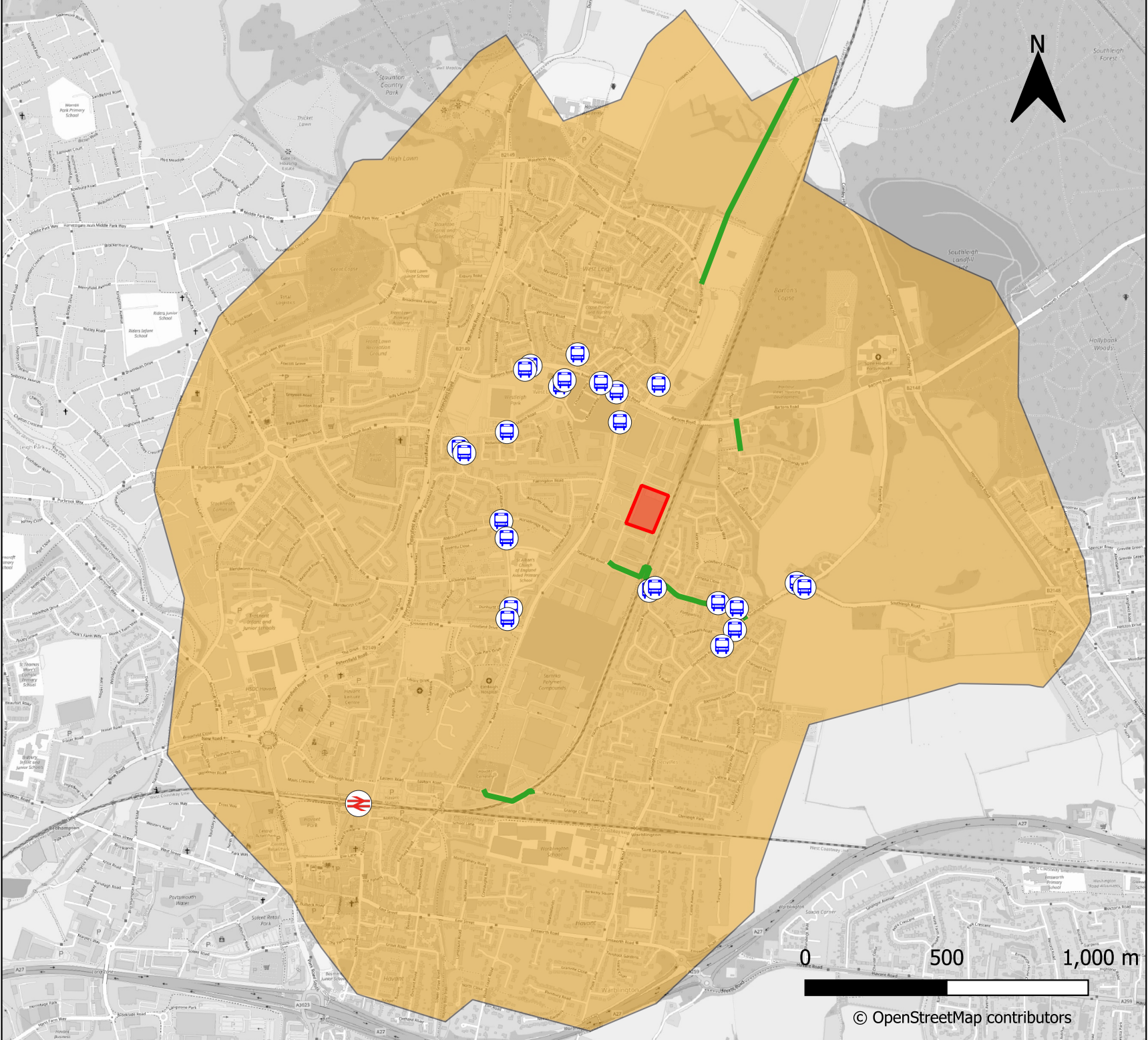
Framework Travel Plan

Dunham Bush Site, Downley Road, Havant

Canmoor Developments Limited

SLR Project No.: 425.065366.00001

15 October 2024



Key:

-  Site Location
-  Havant Station
-  Bus Stops
-  PROW
-  2km Walking Isochrone

Canmoor

Downley Road, Havant

2km Walking Catchment

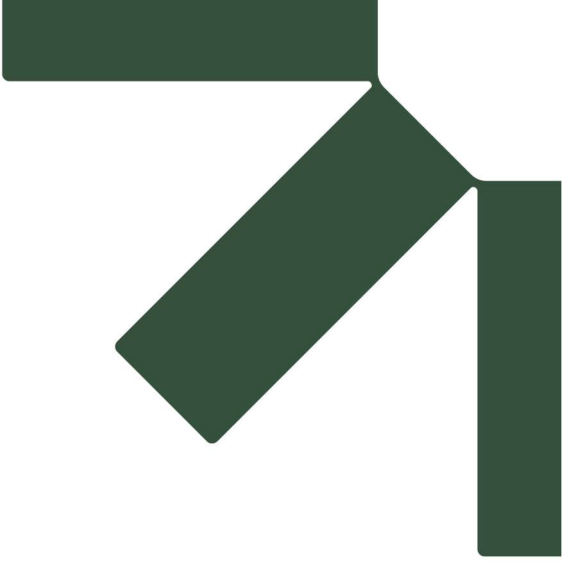


Drawn By: BW

Checked By: KL

05/07/2024

Figure 1



Appendix C Cycling Catchment

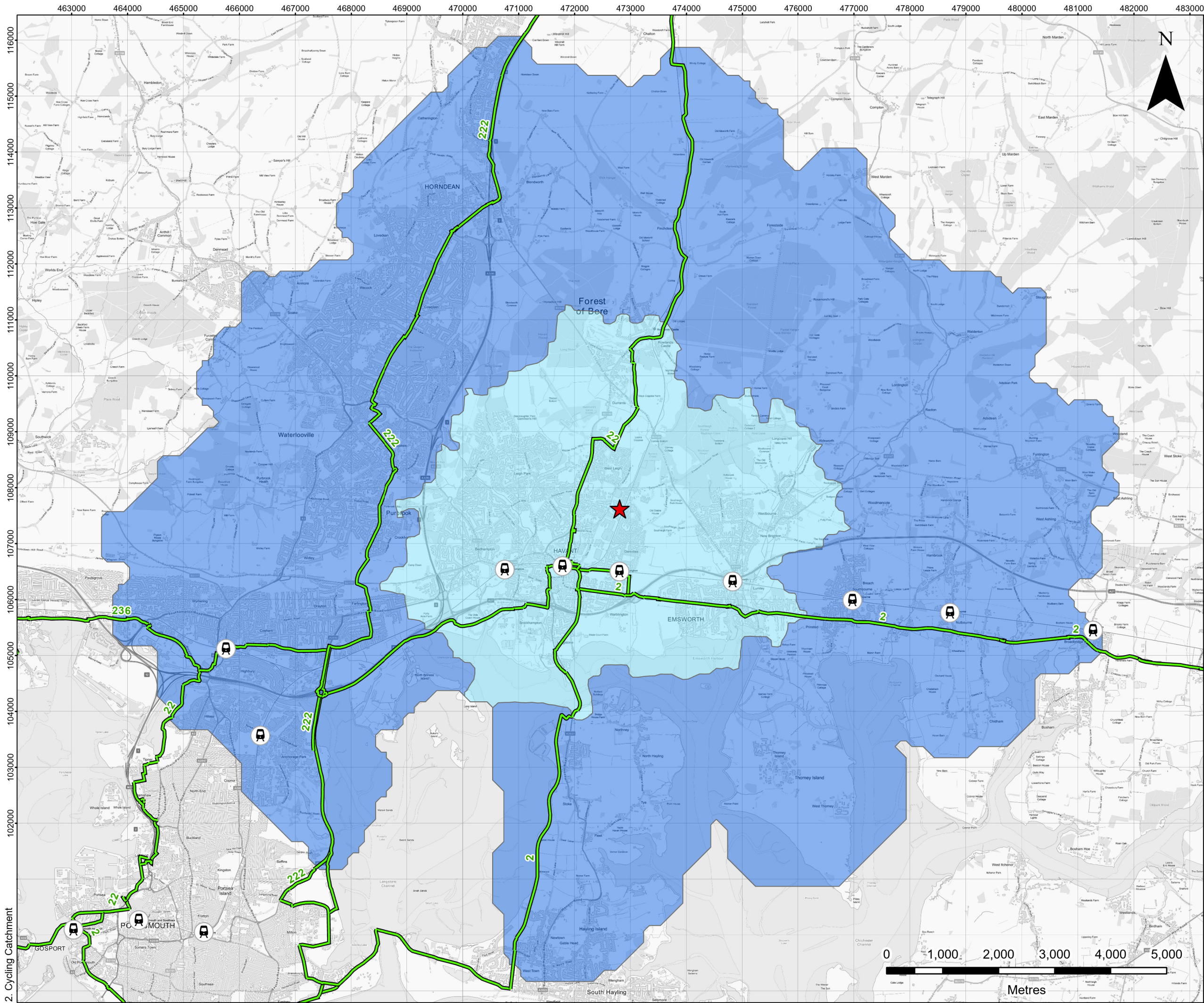
Framework Travel Plan

Dunham Bush Site, Downley Road, Havant

Canmoor Developments Limited

SLR Project No.: 425.065366.00001

15 October 2024



LEGEND

★ Site Location

🚂 Railway Station

— National Cycle Network (NCN)

Cycling Catchment

0 - 5km

5 - 10km

SLR

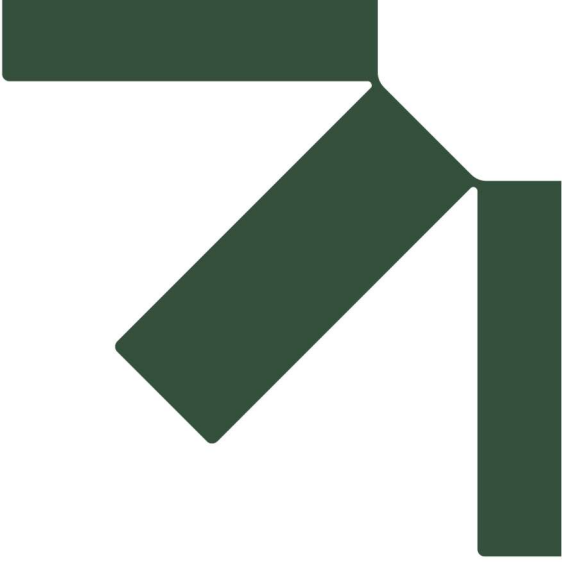
425.065366.00001

DOWNLEY ROAD, HAVANT

CYCLING CATCHMENT

PLAN 2

Scale 1:63,750 @ A3 Date JUNE 2024



Appendix D Walking and Cycling Audit

Framework Travel Plan

Dunham Bush Site, Downley Road, Havant

Canmoor Developments Limited

SLR Project No.: 425.065366.00001

15 October 2024

Canmoor Developments Limited

Walking and Cycling Assessment

SLR Project No.: 425.065366.00001

16 October 2024

Revision: 04

RE: DOWNLEY ROAD, HAVANT

1.0 Introduction

SLR has been instructed by Canmoor Developments Limited to provide highways and transportation advice in relation to a planning application for a proposed industrial development on land to the east of Downley Road, Havant.

The site is situated in the northeast of Havant, a small town in the southeast corner of Hampshire. As such, it is within the jurisdiction of Havant Borough Council (HBC) and Hampshire County Council (HCC) who act as the local planning and highway authorities respectively.

At present, the site is occupied by a single building which comprises 9,933 sqm of B2 floorspace. A total of 81 car parking spaces are provided to the north of this building. The development proposals comprise the demolition of the existing building and the construction of three new buildings totalling 9,423 sqm of flexible E(g)(iii)/B2/B8 use floorspace. A total of 136 car parking spaces will be provided, of which 5% will be designated for disabled users.

This Technical Note (TN) has been prepared to support the planning application at the Site, specifically to address HBC's request to undertake a walking and cycling audit of active travel routes to key destinations in the local area. This TN should be read in conjunction with the Transport Assessment, also prepared to support the planning application at the Site.

The remainder of the report will describe the scope / routes assessed as a part of the walking and cycling audit followed by detailing how people of all abilities will make key journeys within the established assessment area that are essential to supporting car free lifestyles.

2.0 Walking and Cycling Audit

A Walking and Cycling Audit assesses the accessibility of a Site to identified key locations in the local area when travelling by walking and cycling modes of travel. It is also used as a tool to identify potential infrastructure improvements to the local area which will further enhance the connectivity of the Site in terms of walking and cycling.

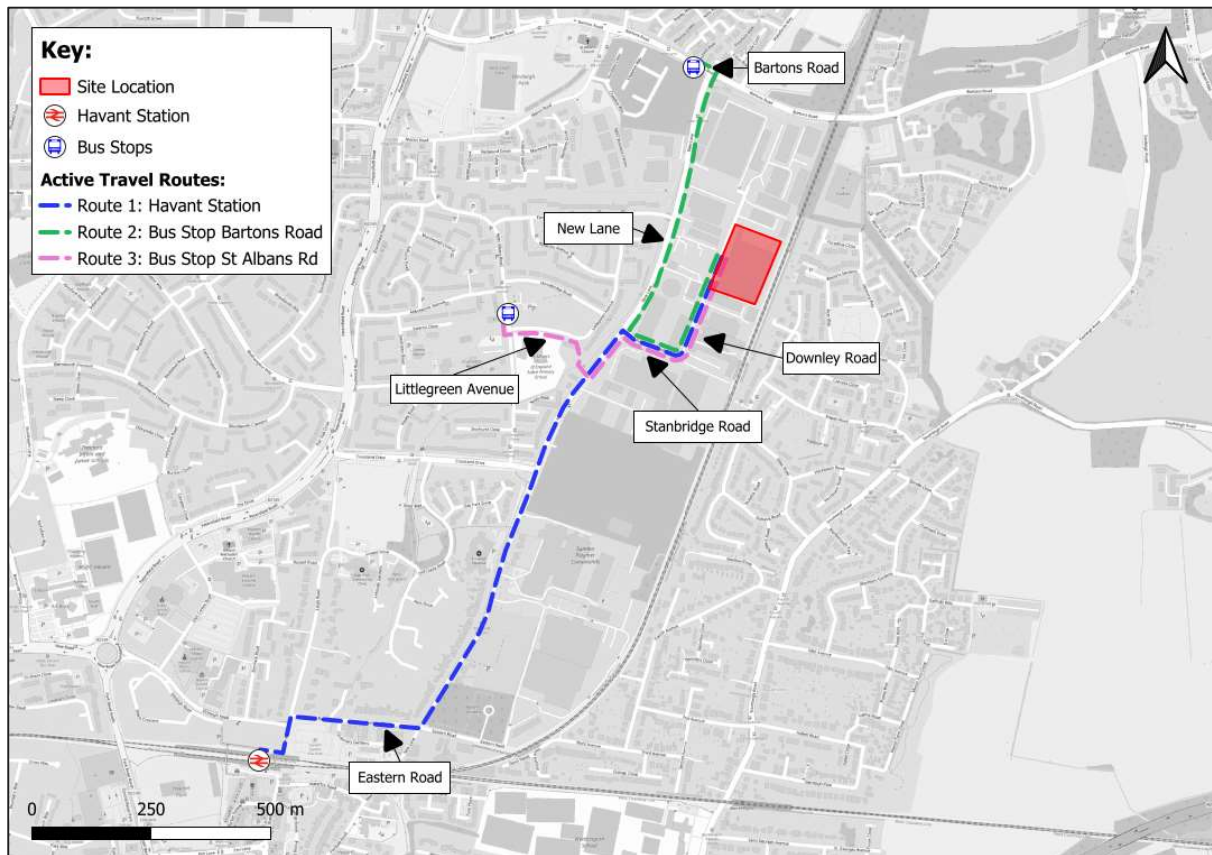
Assessment Scope

Three key active travel destinations, and the associated routes to each destination, were agreed with HBC prior to the undertaking of the Walking and Cycling Audit. The key active travel destinations are as follows:

- Havant Railway Station
- Bus Stop Bartons Road
- Bus Stop St Albans Road

The key routes and their proximity to the Site are illustrated below in **Figure 1**.

Figure 1: Active Travel Routes



A Site Visit was undertaken on the 17th of September 2024, where each of the routes was surveyed to understand their suitability to be undertaken by active travel modes and uncover any potential areas for improvement along each of the outlined routes.

A summary of each route along with any potential areas for improvement that were identified is provided below. Maps of the identified routes are also attached at **Appendix A** which include photographs at different points along the routes. It is noteworthy that all photographs were taken from the perspective of walking from the key destination to the Site. Overall it was noted that the quality of existing footway was of good width and quality without significant defaults.

Route 1: Havant Railway Station

Havant Railway Stations is approximately 1.7km (23-minute walk) south of the Site. To access the station pedestrians / cyclists would travel south along Downley Road, west along Stanbridge Road, south along New Lane, west along Eastern Road before routing south



along Leigh Road. Photos taken along this route is illustrated within figures 1-4 of **Appendix A**.

Downley Road and Stanbridge Road are the access roads to the industrial estate which the site falls within. Both roads are well lit and footways are allocated on both sides of the carriageway.

It is noted that the parking restrictions along each road is limited to single yellow lines. As such, there were occasional (two at the time of the Site visit) instances of on-street parking. It is important to note that this did not appear to be as a result of a lack of off-street parking at any unit, rather vehicles were parked on-street briefly when visiting the units within the estate. This assumption is based off the fact that the first vehicles was unoccupied but with its hazard lights on while the driver of the second vehicle was visiting the reception of the unit it was parked adjacent to. Therefore, it was assumed that both vehicles were briefly visiting the estate.

A crossing point is present directly adjacent to the alleyway connecting New Lane to Littlegreen Avenue, thus facilitating a safe and suitable place for active travellers to cross New Lane. This New Lane – Littlegreen Avenue connection is discussed within Route 3.

The majority of this route follows New Lane, at approximately 950m (13-minute walk). Active travel infrastructure is very good along New Lane as continued, uninterrupted cycleways are in place in both the northbound and southbound direction. Furthermore, it was highlighted that New Lane is largely lined with trees and is subject to a grass verge which separates pedestrians and vehicular traffic along the majority of the route. This makes New Lane an attractive option for both pedestrians and cyclists.

On the approach to the station itself, the existing provision of infrastructure was highlighted as conducive to active travel modes. A shared pedestrian / cyclists zebra crossing is in place on Leigh Road between Eastern Road and Elmleigh Road. This crossing is situated on the desire line for pedestrian's / cyclists routing to the station from the Site, therefore offering a suitably located and safe crossing point.

Additionally, the signage / wayfinding was identified as highly suitable for active travellers. Instead of simply showing street names on road name signs, both the road name and a key road which can be accessed from that road is displayed on the sign. For example, the sign on Eastern Road states 'Eastern Road, which leads to New Lane' rather than just the individual road name. This signage can be seen within the route map photos shown at **Appendix A**. It was noted, however, that this high-quality level of signage is only in place in the vicinity of Havant Station and Town Centre and does not continue to be in place throughout the route, particularly on the approach to the site.

Potential Improvement

The potential area for improvement identified along Route 1 was a lack of visibility at the New Lane / Eastern Road crossing, specifically for those routing from the Site towards the station (along New Lane) across Eastern Road at the junction intersection.

This area for improvement is shown below in **Photo 1**.



Photo 1: Lack of Visibility at the New Lane / Eastern Road Intersection



Photo 1 is taken from the perspective of a pedestrian walking south from the Site along New Lane at the crossing point which must be used in order to continue westbound along Eastern Road towards the station.

The photo illustrates the lack of available visibility of vehicles north of the intersection along New Lane. This poses a potential safety issues as pedestrians are unable to see vehicles approaching the intersection from the north.

This could be improved by cutting back the existing hedge to ensure that it is flush with the pavement line. This will maximise the visibility of vehicles north of the crossing point along New Lane, most importantly vehicles which are routing southbound.

An additional area for potential improvement was identified along Route 1. As previously outlined, there is a poor provision of wayfinding on the approach to the Site, specifically along New Lane. Therefore, a potential improvement could be to increase the quality of wayfinding along New Lane to be in line with the provision that is in place in the vicinity of Havant Station and Town Centre. Given that active travellers are required to route along New Lane in order to access all three of the identified active travel destinations, this potential improvement is applicable to all three active travel routes.



Route 2: Bus Stop Bartons Road

Route 2 comprises the journey from the Site to the bus stops on Bartons Road. The Bartons Road bus stop is circa 800m north of the Site and is approximately an 11-minute walk. Photos taken along the route are displayed within Figures 5-7 within **Appendix A**. Similar to Route 1, the majority of the route is undertaken on New Lane, albeit in the northbound direction. After routing northbound along New Lane for 800m, active travellers route between 50m and 100m westbound along St Albans Road depending on which bus stop is the final destination.

As aforementioned, the existing situation on New Lane regarding the provision of active travel infrastructure is of high quality. This is as a result of the use of a grass verge to separate the footway and vehicle carriageway and the continued, uninterrupted cycleway present in both the northbound and southbound direction.

Dropped kerbs and tactile paving are in place on Bartons Road adjacent to the bus stop providing a crossing point that is both suitably located and designed which allows pedestrians to access both the eastbound and westbound bus stop on Bartons Road.

Potential Improvement

The identified potential improvement along this route is to improve the existing bus stop infrastructure. This is applicable to both the eastbound and westbound stop.

As opposed level of infrastructure provided at Stop St Albans Road (discussed below in Route 3), the bus stop infrastructure provided at Stop Bartons Road is limited to a flag post and notice board. The existing bus stop infrastructure is shown below in **Photo 2**.



Photo 2: Bus Stop Bartons Road



Photo 2 shows the existing bus infrastructure at Bartons Road. A potential improvement could be to improve the bus stop to provide a shelter, seating and live journey time updates. This improvement would make both the route and destination itself more attractive to active travellers.

It is significant to note that the viability of this improvement is subject to the land ownership at each stop and the level of space which is needed to make the improvements. An initial review of the existing highway layout suggests that there is sufficient space to make this improvement.

Route 3: Bus Stop St Albans Road

Route 3 comprises the journey from the Site to the bus stops at St Albans Road. The stop is located circa 700m (9-minutes) west of the Site. The route mirrors Route 1 before existing New Lane after approximately 100m to route along the alleyway connecting New Lane and Littlegreen Avenue. Active travellers route west along Littlegreen Avenue for approximately 150m before turning north at the St Albans Road / Littlegreen Avenue simple priority



junction. Photos which were taken along this route during the Site visit are shown within Figures 8-11 of **Appendix A**.

Ample street lighting is present along the alleyway itself therefore mitigating the possibility of active travellers feeling unsafe along the alleyway at night. It is noted that there is no cycling infrastructure in place along Littlegreen Avenue although this is not uncommon for a low traffic, residential side road.

Both bus stops along St Albans Road were facilitated with seating (a place to stop a rest), a shelter and live journey time updates, therefore contributing to the attractiveness of the route and the use of public transport as a mode of travel to and from the Site.

Potential Improvement

One identified area for improvement was the lack tactile paving at the crossing point on Littlegreen Avenue, located adjacent to the Littlegreen Avenue / St Albans Road intersection. This is shown below in **Photo 3**.

Photo 3: Littlegreen Avenue Crossing Point



Photo 3 shows that although there are dropped kerbs at the crossing, no tactile paving is present. This may inhibit those with visual impairments for undertaking this route.

This could be improved through the addition of tactile paving at the crossing point, thus making the route more accessible to those from all walks of life.



3.0 Summary and Conclusions

This TN has summarised the findings of a walking and cycling audit for three identified routes to key destinations agreed with the HBC.

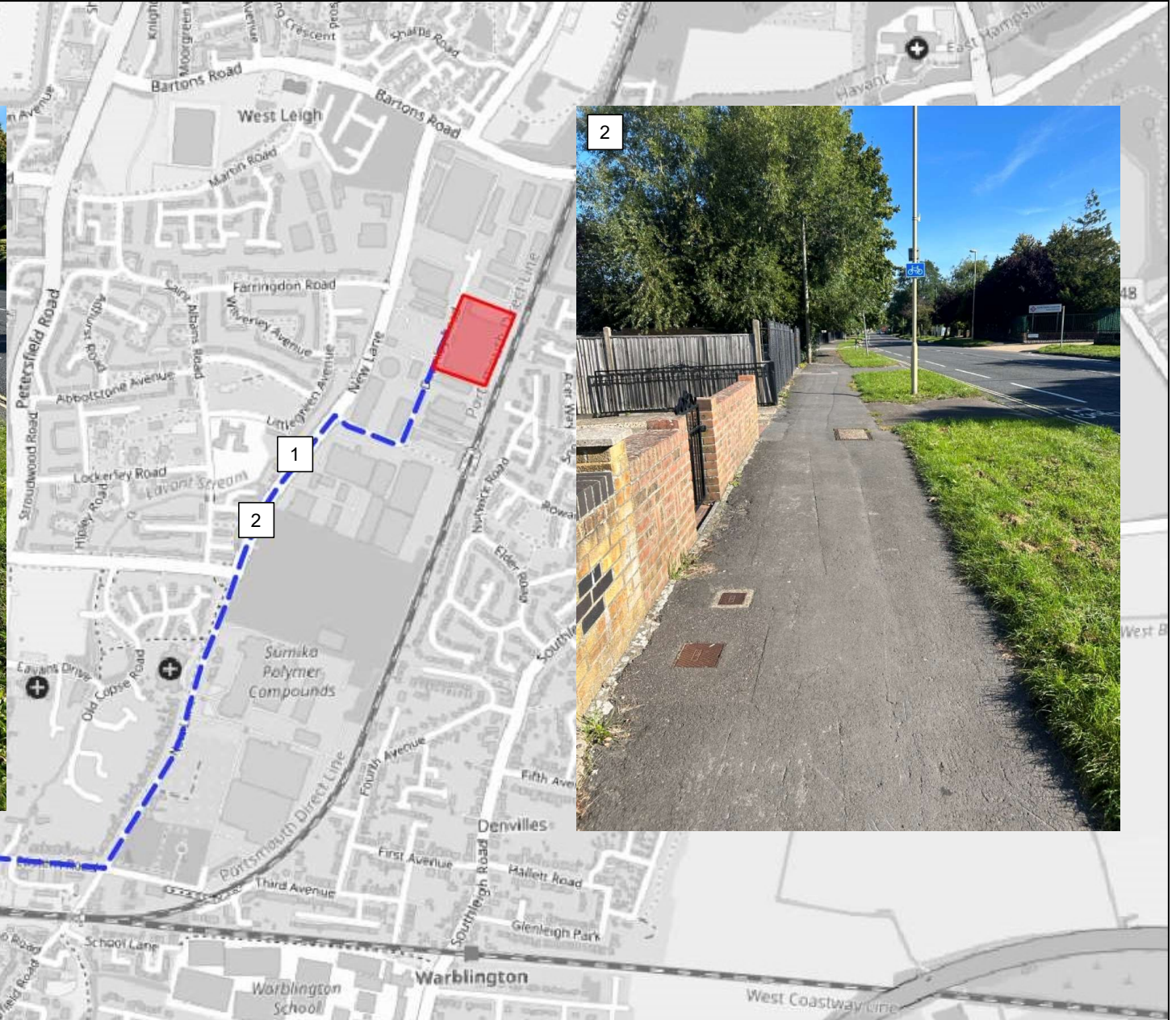
A potential improvement has been suggested at each route which could make the route more attractive to active travellers. The potential improvement suggested along each route is summarised below:

- **Route 1** – Improve the visibility at the New Lane / Eastern Road crossing by trimming back the existing hedge in line with the footway line.
- **Route 2** – Improve the level of infrastructure at Bus Stop Bartons Road to add shelter, seating and live journey time updates.
- **Route 3** – Add tactile paving at the crossing point on Littlegreen Avenue in order to increase the accessibility of Bus Stop St Albans Road to those from all walks of life, particularly those with visual impairments.
- **All Three Routes** – Improve the provision of wayfinding along New Lane to be in line with the wayfinding present in the vicinity of Havant Station and Town Centre.



Appendix A Route Maps and Site Visit Photos





Key:

— Route

10 Location of Google Street View photo

Downley Road Havant

Canmoor Developments Limited

Route 1 – Havant Station



DRAWN:

BW

CHECKED:

KL

DATE:

18/09/2024

SCALES:

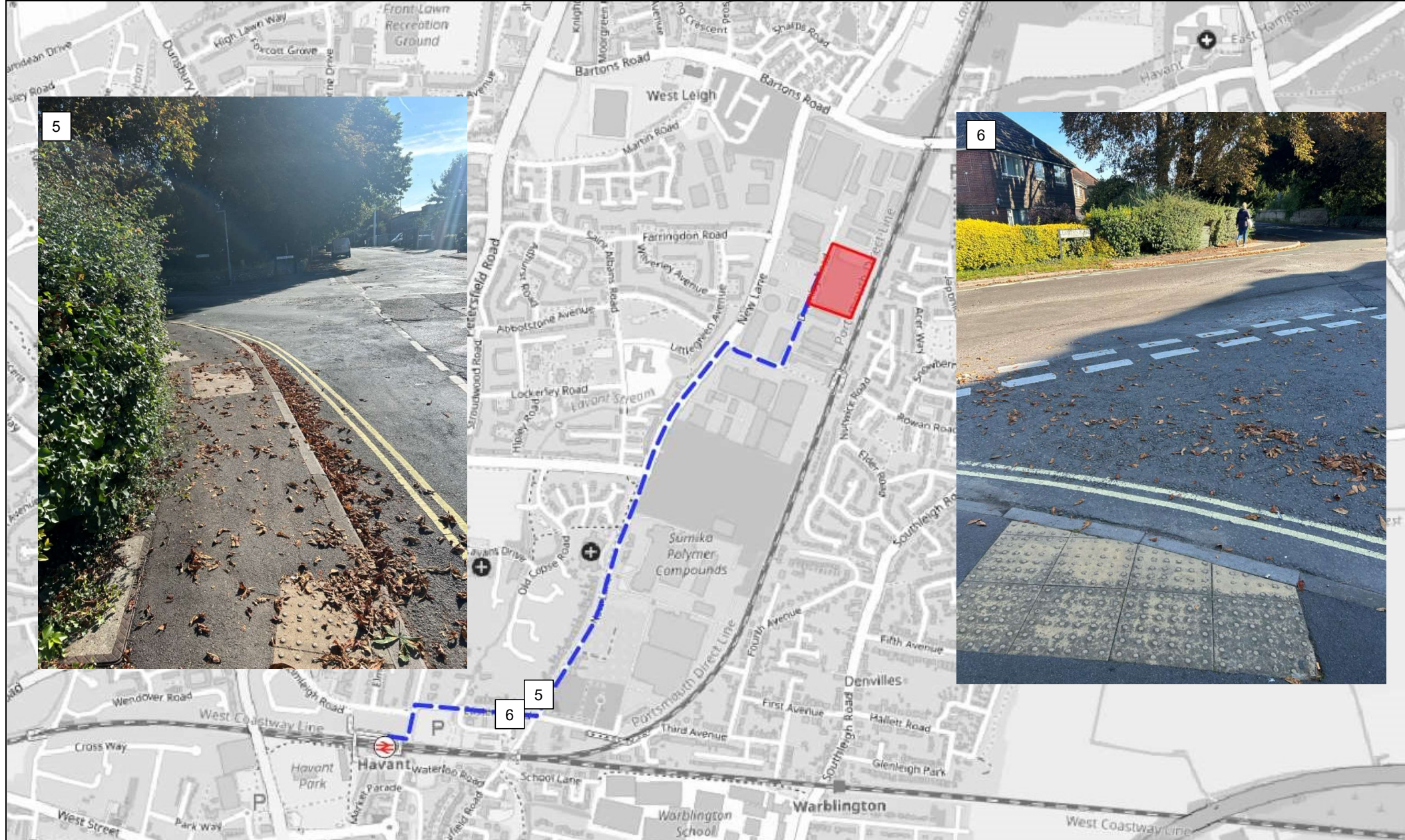
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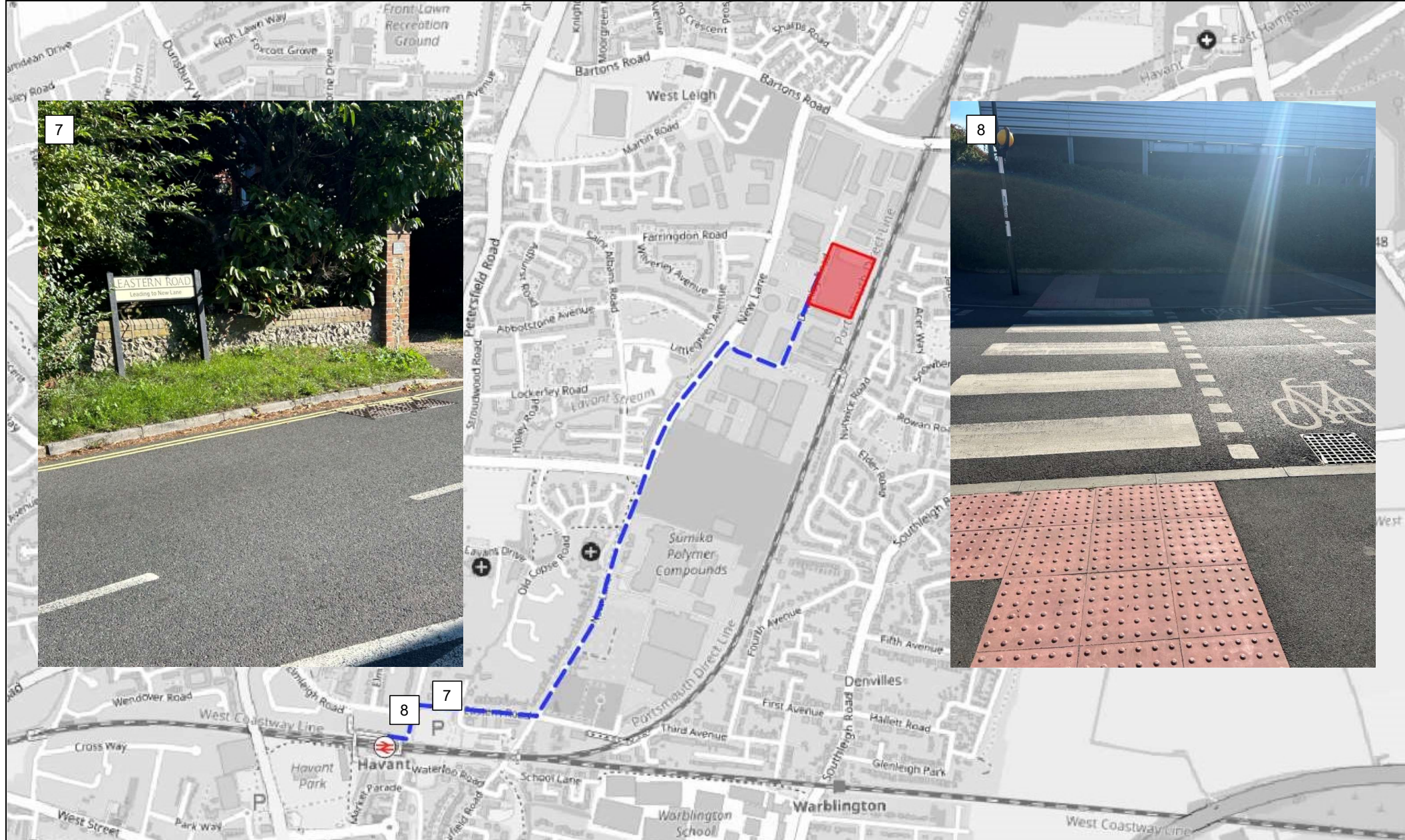
Figure 1



Key: Route 10 Location of Google Street View photo	Downley Road Havant				Canmoor Developments Limited	
	Route 1 – Havant Station					
	DRAWN:	CHECKED:	DATE:	SCALES:	DRAWING REFERENCE:	
BW	KL	18/09/2024	NTS	Figure 2		



Key: Route 10 Location of Google Street View photo	Downley Road Havant				Canmoor Developments Limited		
	Route 1 – Havant Station						
	DRAWN: BW		CHECKED: KL		DATE: 18/09/2024		SCALES: NTS
						DRAWING REFERENCE: Figure 3	



Key: Route 10 Location of Google Street View photo	Downley Road Havant				Canmoor Developments Limited		
	Route 1 – Havant Station						
	DRAWN: BW		CHECKED: KL		DATE: 18/09/2024		SCALES: NTS
						DRAWING REFERENCE: Figure 4	



Key:	Downley Road Havant		Canmoor Developments Limited	
 Route  Location of Google Street View photo	Route 2 – Stop Barton's Road			
DRAWN: BW	CHECKED: KL	DATE: 18/09/2024	SCALES: NTS	DRAWING REFERENCE: Figure 5



Key:

— — — Route

10

Location of Google Street View photo

Downley Road Havant

Canmoor Developments Limited

Route 2 – Stop Barton's Road



DRAWN:

BW

CHECKED:

KL

DATE:

18/09/2024

SCALES:

NTS

DRAWING REFERENCE:

Figure 6



Key:

— Route

10

Location of Google Street View photo

Downley Road Havant

Canmoor Developments Limited

Route 2 – Stop Barton's Road



DRAWN:

BW

CHECKED:

KL

DATE:

18/09/2024

SCALES:

NTS

DRAWING REFERENCE:

Figure 7



Key: — Route 10 Location of Google Street View photo	Downley Road Havant			Canmoor Developments Limited
	Route 3 – Stop St Albans Road			
	DRAWN: BW	CHECKED: KL	DATE: 18/09/2024	SCALES: NTS DRAWING REFERENCE: Figure 8



Key:  Route	Downley Road Havant			Canmoor Developments Limited	
 Location of Google Street View photo	Route 3 – Stop St Albans Road				
DRAWN: BW	CHECKED: KL	DATE: 18/09/2024	SCALES: NTS	DRAWING REFERENCE: Figure 9	



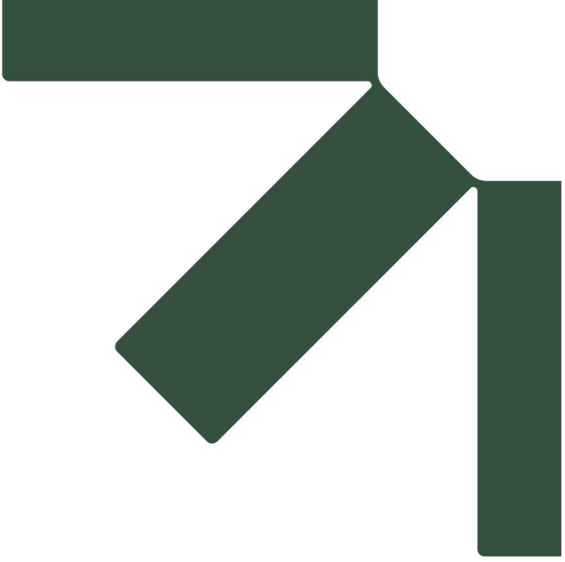
Key:  Route  Location of Google Street View photo	Downley Road Havant	Canmoor Developments Limited
	Route 3 – Stop St Albans Road	
DRAWN: BW	CHECKED: KL	DATE: 18/09/2024
SCALES: NTS	DRAWING REFERENCE: Figure 10	



Key: Route 10 Location of Google Street View photo	Downley Road Havant				Canmoor Developments Limited	
	Route 3 – Stop St Albans Road					
	DRAWN: BW		CHECKED: KL	DATE: 18/09/2024	SCALES: NTS	DRAWING REFERENCE: Figure 11



Making Sustainability Happen



Appendix E Example Survey

Framework Travel Plan

Dunham Bush Site, Downley Road, Havant

Canmoor Developments Limited

SLR Project No.: 425.065366.00001

15 October 2024

Employee Travel Survey

This travel survey is designed to help us understand how you travel to work and your reasons for travelling in this way. This information can then be used to hopefully improve your journey to work.

The data that you submit in the following sections will only be used for this travel survey. Data will only be published in aggregated form, therefore no individual will be identifiable. No data will be kept for longer than is necessary for these purposes and none will be passed to third parties.

Please remember to return the completed survey via email.

1. Which organisation do you work for?

2. Gender

- ☐ Male
- ☐ Female
- ☐ Non-binary
- ☐ Transgender
- ☐ Intersex
- ☐ Prefer not to say
- ☐ Let me type (box provided below)
- ☐

3. Age

- ☐ 16-19
- ☐ 20-29
- ☐ 30-39
- ☐ 40-49
- ☐ 50-59
- ☐ 60+

4. Home postcode - only the first half of your postcode is required

5. Do you consider yourself to have a disability which affects the way in which you can travel to work? (If yes please provide details in the box below)

☐ No

☐ Yes

☐

6. Which of the following options best describes your working hours?

☐ Full time

☐ Part time (less than 37 hours per week)

☐ Part time (less than 3 days per week)

☐ Shift Work

☐ School term time only

☐ Weekend working

☐ Night working

7. What is your main mode of travel to work? (If you use more than one of the below options indicate which mode you spend the most time / furthest distance on)

☐ Walk

☐ Car alone

☐ Car share (as a passenger)

☐ Car share (as the driver)

☐ Cycle

☐ Bus

☐ Staff minibus (if applicable)

☐ Train

☐ Walk then train

☐ Cycle then train

☐ Drive then train

☐ Lift then train

☐ Motorcycle

☐ Taxi

☐ Work from home

☐ Other (box provided below)

☐

8. How often do you travel this way? (If 'every day' only tick one mode)

	Every day	2-3 times a week	At least once a week
Walk	☐	☐	☐
Car alone	☐	☐	☐
Car share (as a passenger)	☐	☐	☐
Car share (as the driver)	☐	☐	☐
Cycle	☐	☐	☐
Bus	☐	☐	☐
Staff minibus (if applicable)	☐	☐	☐
Train	☐	☐	☐
Walk then train	☐	☐	☐
Cycle then train	☐	☐	☐
Drive then train	☐	☐	☐
Lift then train	☐	☐	☐
Motorcycle	☐	☐	☐
Taxi	☐	☐	☐
Work from home	☐	☐	☐
Other	☐	☐	☐

9. What influences your travel choice (please enter an answer for each statement)

	Very important	Important	Not important
Lack of alternatives	☐	☐	☐
Cost	☐	☐	☐
Convenience and comfort	☐	☐	☐
Personal safety	☐	☐	☐
Environmental concerns	☐	☐	☐
Health and fitness	☐	☐	☐
Parking issues	☐	☐	☐
Avoiding congestion	☐	☐	☐
Need car for my work	☐	☐	☐
Additional journeys before / after work	☐	☐	☐

10. How far is your place of work from your home?

- ☐ Less than a mile
- ☐ 1-2 miles
- ☐ 3-5 miles
- ☐ 6-10 miles
- ☐ 11-20 miles
- ☐ More than 20 miles

11. How long does your journey from home to your place of work usually take?

- ☐ Less than 15 minutes
- ☐ 15-30 minutes
- ☐ 30-45 minutes
- ☐ 45-60 minutes
- ☐ Over an hour

12. What time do you usually arrive at your place of work?

- ☐ Before 8am
- ☐ 8am-9am
- ☐ After 9am
- ☐ Work from home

13. What time do you usually leave your place of work?

- ☐ Before 5pm
☐ 5pm-6pm
☐ After 6pm
☐ Work from home

14. If you travel by car to your place of work, where do you usually park?

- ☐ At your place of work
☐ Public car park
☐ On street (another location)
☐ Park and ride
☐ Other (box provided below)
☐

15. If you were unable to drive to work on a given day, what would you do?

16. When you make a business journey (i.e. attending a meeting in another location or any journey for which you claim travel expenses) how do you usually travel? (If always only tick one mode)

	Always	Very Often	Occasionally
Bicycle	☐	☐	☐
Bus	☐	☐	☐
Train	☐	☐	☐
Car (own)	☐	☐	☐
Car (lease/hire)	☐	☐	☐
Car share	☐	☐	☐
Motorcycle	☐	☐	☐
Taxi	☐	☐	☐
Walk	☐	☐	☐
Other	☐	☐	☐

17. Please indicate the extent to which you have used each of the following

	Always	Sometimes	Never	Option not available to me
Working from home	☐	☐	☐	☐
Flexi time	☐	☐	☐	☐
Flexi leave	☐	☐	☐	☐
Compressed hours (e.g. 9 day fortnight)	☐	☐	☐	☐
Video/tele conferencing	☐	☐	☐	☐

18. Are you aware of any incentives or discounts offered through your employer to help with your travel to work?

☐ Yes

☐ No

19. If yes, do you make use of any of them?

☐ No

☐ Yes (please specify)

Please specify details

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