

DRAFT Travel Plan for Rimor Limited

Proposed occupation of ex-Pfizer building, Stanbridge Road, Havant

Introduction

Rimor Limited specialises in precision engineering, technical fabrication and assembly & test of complex components and systems for the global Oil & Gas industry.

Our proposed occupation of the ex-Pfizer building on Stanbridge Road will see the business relocate into the Havant Borough Council area from a total of three sites in Denmead and Waterlooville.

Stanbridge Road forms part of the long established New Lane Industrial Estate. The subject property was built in the 1970's with subsequent extensions. Rimor's proposed occupation will see this vacant industrial/warehouse building re-used and occupied for the first time since its vacation by Pfizer in August 2011, subject to some building works which the applicant to the planning application, Fishbourne No.2 Limited, will undertake. The programme for occupation assuming planning permission is granted and the works completed is Q4 2013.

The business is not open to the public or the trade and visitors to site will be predominantly clients with an average of 5 clients and or suppliers max per week.

Number of employees

Rimor Limited currently employs 135 staff in total, of which 7 personnel are part-time. The overwhelming majority of these staff will be relocating to Stanbridge Road. Our business plan assumes this will increase to up to 250 staff in total over the next 5 years with the majority being employed full-time.

The business operates on a 24 hours/7 days a week basis.

The shift pattern is 1 x 8 hours plus 1 x 10 hours shifts plus overtime per 24 hours. The factory will run 24 hours per day. There will be c. 14-20 staff on permanent night shift, the balance will be on day shift hours which includes all other staff.

The maximum number of staff on site will be during the day time and will be 121 based on the current total headcount of 135.

Operating time

The business operates on a 24 hours/ 7 days a week basis.

Number of

Parking spaces: 74 plus 4 disabled spaces.

Cycling stands: 36.

Delivery bays: 11.

Onsite facilities

Changing room/s: 1x male; 1 x female.

Shower/s: Yes

Rest room/s: Rimor will provide rest room facilities.

Lockers: Rimor will provide locker facilities.

Promoting of alternative travel

By employing local people where possible who do not have to travel long distances, any job vacancies are advertised in local papers or using local agencies.

Rimor has Google mapped its pay roll and the journey times and environmental impact will be less by the relocation of the three current separate sites into one site. A large proportion of the direct labour staff live in Leigh Park so they could walk or cycle to the new site, or use existing public transport links. All of these directs have to individually drive to work at the moment.

By providing personal travel plans for any member of staff who requests one.
By having a limited number of parking spaces available for staff to park.
A Travel plan pack will be given to all new employees. This will contain details of public transport services, company car sharing arrangements and other measures to encourage non-single occupancy car travel to and from work.

Public Transport

Rimor will promote the use of public transport by ensuring local bus and train timetables are available for staff.

By providing interest free loans so the employees can purchase an annual or season ticket and pay for it over a pre-agreed period of months.

By providing a salary sacrifice scheme to purchase annual bus passes (tax free scheme)

By allowing for flexible working to allow employees to fit the travel around the working day.

By displaying the approximate distance from the nearest bus stops and train station.

Details of ticket prices will be available to staff and displayed prominently in an area to be confirmed.

Cycling

Rimor currently promotes cycling by providing a salary sacrifice scheme (tax free scheme) to purchase a cycle and cycling equipment, which has been in operational for over three years and is very popular.

Rimor will promote a bike buddy system to help the less confident cyclist to build up their confidence with the aid of a more confident cyclist.
Rimor will provide a pool bike available for any member of staff to hire.
Rimor will provide an area suitable for drying coats, boots etc.
Rimor will provide changing room and shower facilities.

Walking

Rimor will promote walking by having a walking buddy scheme and by having an area suitable for drying coats, umbrellas, boots etc.

Car sharing

Rimor will promote car sharing by having a number of parking spaces (to be determined) available to staff if they car share.
By being part of a company car share plan.
By having a notice board which staff can put their details if they wish to car share.

Deliveries

Where possible Rimor will try to reduce the individual number of deliveries made each week by combining any deliveries where possible.
The delivery vehicle is also used to transport any staff who need to attend a different site at the same time as a delivery may be used.

Travel Plan Coordinator

Rimor will appoint a Travel Plan Coordinator who will be responsible for keeping the travel plan up to date.

Targets

Rimor will aim to have % of staff travel to work by the measures mentioned above. (can be broken down into the various means of travel). The exact % will be determined.