

TRANSPORT STATEMENT AND TRAVEL PLAN

PROPOSED CARE HOME FOR OLDER PEOPLE

**LAND WEST OF MENDALGIEF ROAD
NEWPORT
SOUTH WALES**

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CONTENTS

PART ONE – TRANSPORT STATEMENT

1.0 Introduction

- Background

2.0 Local and National Transport Planning Policy

- Planning Policy Wales
- Technical Advice Notes
- Newport Local Development Plan
- Sustainable Travel SPG

3.0 Site and Surroundings

- The Site

4.0 Access and Accessibility

- Site Use and Access
- Walking
- Cycling
- Bus
- Rail

5.0 Proposed Development

- Site Use and Access
- Traffic Generation

6.0 Conclusion

PART TWO – TRAVEL PLAN

1.0 Introduction

2.0 Objectives of the Travel Plan

3.0 Benefits of Travel Planning

4.0 Transport Policy

5.0 The Plan and Strategy

6.0 Timescale and Targets

7.0 Summary

APPENDIX 1 – Aerial View of the Site

APPENDIX 2 – Indicative Staff / Shift Patterns

PART ONE – TRANSPORT STATEMENT

1.0 INTRODUCTION

Background

- 1.1** This Transport Statement is submitted on behalf of LNT Care Developments (the Applicant) in support of proposals to develop land to the west of Mendalgief Road, formerly the Whiteheads Steelworks site, Newport (the Site). The site forms part of the residential led redevelopment of the former Steelworks site.
- 1.2** The proposed development is for a 66 bedroom Residential Care Home for older people (Use Class C2) and associated infrastructure including access, parking, landscaping and ancillary buildings. The site will sit on the north eastern corner of the wider development site, within the site identified as a mixed use area, as shown on the approved masterplan.
- 1.3** The Sustainable Travel SPG 2020 supports place makers in making them aware of existing sustainable transport routes available and how new developments can integrate with the wider network. The Sustainable Travel SPG supports the overall aims of the Newport Local Development Plan 2015 to adapt or mitigate against the causes and impact of climate change through incorporating sustainable principles, such as changes to travel behaviour.
- 1.4** In accordance with Technical Advice Note (TAN) 18 development proposals which are likely to result in significant trip generation in accordance with the suggested thresholds are required to be supported by a Transport Assessment.
- 1.5** In this case, given the nature of the use and extensive experience of the operator, the development is likely to generate relatively low numbers of transport movements to and from the Site.
- 1.6** A 'Transport Statement' and 'Travel Plan' is therefore sufficient to accompany the proposals.

2.0 LOCAL AND NATIONAL TRANSPORT PLANNING POLICY

PLANNING POLICY WALES (FEBRUARY 2024)

- 2.1 Planning Policy Wales (PPW) Edition 12 provides a framework for land use planning policies of the Welsh Government. It is supported by Technical Advice Notes (TANs), Welsh Government Circulars and policy clarification letters, which together provide the national planning policy framework for Wales.
- 2.2 The Welsh Government are committed to reducing the reliance on the private car and supporting the modal shift to walking, cycling and public transport. In line with this commitment, the sustainable transport hierarchy should be used in relation to all new development, which prioritises walking, cycling and public transport ahead of private motor vehicles.

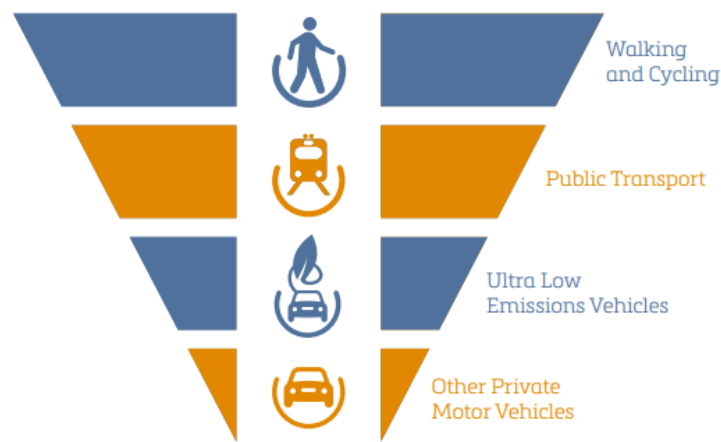


Figure 1. The sustainable Transport Hierarchy for Planning

TECHNICAL ADVICE NOTE (TAN) 18: TRANSPORT

- 2.3 TAN18 provides guidelines on undertaking Transport Assessment and Statements and states that they should aim to:
- Understand the transport impacts of the development;
 - Clearly communicate the impacts to assist the decision making process;
 - Demonstrate the development is sited in a location that will produced a desired and predicted output;
 - Mitigate negative transport impacts through the design process and secured through planning conditions and obligations;
 - Maximise the accessibility of the development by non-car modes;
 - Contribute to relevant development plan and RTP objectives relating to accessibility of services and modal share.
- 2.4 This Transport Statement will aim to address the above to demonstrate the proposals suitability for the site.

NEWPORT LOCAL DEVELOPMENT PLAN 2015

- 2.5 The following policies are taken from the Newport Local Development Plan, which was adopted in 2015 and are relevant to this Transport Statement.

GP4 – General Development Principles – Highways and Accessibility

- 2.6 This policy sets out general highway and transport considerations for new development, the relevant requirements in relation to the proposed care home scheme are summarised as:

- Providing appropriate access for pedestrians, cyclists and public transport in accordance with national guidance;
- Be accessible by a choice of means of transport;
- Be designed to avoid or reduce transport severance, noise and air pollution;
- Make adequate provision for car parking and cycle storage;
- Provide suitable and safe access arrangements;
- Ensure that development would not be detrimental to highway or pedestrian safety or result in traffic generation exceeding the capacity of the highway network.

T4 - Parking

- 2.7 Development will be required to provide appropriate levels of parking, within defined parking zones, in accordance with adopted parking standards.

SUSTAINABLE TRAVEL SPG (JULY 2020)

- 2.8 The Supplementary Planning Guidance (SPG) supplements policies in the adopted Newport LDP relating to sustainable travel within new development and surrounding links. Guidance provided in this document on how new development can integrate sustainable travel initiatives and incorporate infrastructure that will increase walking, cycling and public transport usage.

SITE AND SURROUNDINGS

The Site

- 2.1 The application site is situated in Newport, to the south of the city centre within the built-up area; approx. 1km from the city centre.
- 2.2 Newport is located in South Wales, approx. 10.2 miles to the north east of Cardiff and 14 miles west of Chepstow.
- 2.3 The site forms part of a wider residential development, which is allocated for development under policy H1(51). Uses within the immediate locality include residential dwellings, primary school, hospital and a large formal park. The site sits close to the road junction of Cardiff Road and Mendalgief road and form the main routes in and around Newport. As such, the surrounding road network is more than suitable to accommodate a development of this type/nature.
- 2.4 Vehicle and pedestrian access is to be taken from Walker Point Way, which is a private estate road formed by the residential developers. The access will be in the form of a simple bell mouth junction and will reflect similar access designs across the development site.
- 2.5 Bus stops are located on Mendalgief Road and provide regular bus services within Newport and surrounding area.

3.0 ACCESS AND ACCESSIBILITY

Site Use and Access

- 3.1 The site is well located in the context of the wider settlement, and is easily accessible by foot, bike, car and public transport.
- 3.2 The site will be accessed from Walker Point Way, leading directly from Mendalgief Road.

Transport Accessibility Non-Car Mode

Walking

- 3.3 Footway facilities in the immediate area are of more than adequate width and in a good state of repair for safe use, making walking to and from the site (and access to public transport services) the most convenient option for all visitors and staff.
- 3.4 The proposed development will provide high quality pedestrian footways and crossing facilities within the internal site layout and will provide new connections at the site access to the existing footway provision. The footpaths along the western side of Mendalgief road have been upgraded and widened to form a shared footway and cycle way as a result of the residential development.
- 3.5 The Chartered Institution of Highways and Transportation document 'Providing for Journeys on Foot' (IHT 2000) states in paragraph 1.12 that 'walking accounts for over a quarter of all journeys and for four fifths of journeys of less than one mile.' The table below provides suggested acceptable walking distances to common facilities.

	Town centres (m)	Commuting/school/sightseeing (m)	Elsewhere (m)
Desirable	200	500	400
Acceptable	400	1000	800
Preferred maximum	800	2000	1200

Figure 2. 'Guidelines for Providing Journeys on Foot' Table 3.2

- 3.6 The guidelines state that approximately 80% of walking journeys in urban areas are less than one mile with the average length of a walk journey being 1km. Figure 2 below shows the 1km radius from the centre of the application site.

- 3.7 There is a good range of key facilities within this radius, including pubs, cafes, parks, hospitals, shops and sustainable transport infrastructure. This distance also covers a number of significant residential areas within an acceptable walking distance, making this an acceptable sustainable alternative form of transport to the car.



Figure 3 – 1km radius - the average suitable walking distance

Cycling

- 3.8 Cycling is considered an important mode of transport at local level and has the potential to replace short car journeys, especially those journeys 5km and under. Figure 3 below shows the 5km radius from the application site.



Figure 4 – 5km radius – the average cycle distance

- 3.9** The 5km radius covers most of the City of Newport including some of the residential areas on the outer city limits. This radius covers many residential properties and so it is predicted that any staff members who live in these areas can make their journeys to and from the site by cycle.
- 3.10** The site benefits from a safe, shared pedestrian and cycleway routes along Mendalgief Road, providing connectivity to the site and surrounding areas.
- 3.11** Cycle parking provision within the site would consist of 4no. Sheffield hoops in a secure and undercover structure, providing parking for up to 8 bicycles. The cycle stores would be located within direct line of sight of the building frontages and entrance, allowing for identification and surveillance.
- 3.12** Cycle parking numbers are based on the experience of both the developer on similar schemes and to meet Newport City Council's current cycle parking standards. The applicant regularly monitors and reviews their site operations, should demand increase and the facilities require adaptation, this can be provided.

Buses

- 3.13** The site is served by public transport services, with the closest stops being located on Mendalgief Road, adjacent to the site. Buses serving these stops are summarised in the below table.

Service No.	Destinations	Time	Frequency
31A	Newport – Newport via Docks Way, Asda	Mon – Fri 13:32, 14:52, 16:49, 18:20 Saturdays 14:37 & 16:37	Times as set out
31C	Newport – Newport via Docks Way, Asda	Mon – Fri 07:17, 09:32, 12:02 Saturdays 08:17, 10:32, 12:32	Times as set out
32	Docks Way (opp 28 East Retail Park)- Newport	Mon – Fri 06:37 – 19:07 Saturdays 06:52 – 19:12 Sundays 09:26 & 16:31	Every half hour on average Hourly Times as set out

Figure 5 – Bus services

- 3.14** Alternative bus stops are located on Cardiff Road (B4237) to the north of the site and approximately 309m walking distance. A number of regular services operate from this stop and the routes and days of operation are detailed in the below table.

Service No.	Route	Days of Operation
30	Newport City Centre - Cardiff	7 days
33	Newport – Duffryn – Newport	Mondays – Saturdays
37	Newport - Rhiwderin	Mondays – Saturdays
41	Newport Bus Station – NBS via Pillgwenlly	Mondays – Saturdays
50A	Newport - Bargoed	Mondays – Saturdays
X15	Newport - Brynmawr	7 days

Figure 6 – Bus services

- 3.15 In terms of public transport there are more than sufficient prospects for visitors and staff to travel to the site.

Rail

- 3.16 The nearest accessible train station is Newport, which is located 1.33km north of the site. given that staff and residents are expected to originate from within 3 miles of the site, it is not anticipated that this would be a popular method of travelling to and from the care home. however, the train station and site are connected via bus routes, meaning it could be viable for users to travel using trains.

4.0 PROPOSED DEVELOPMENT

Site Use and Access

- 4.1 The proposal is for a 66-bed care home for older people with associated access, car parking and landscaping.
- 4.2 Vehicle access will be gained via Walker Point Way, which connects to Mendalgief Road and the wider road infrastructure. A new access will be created on the southern boundary of the application site.
- 4.3 The care home requires an ambulance and occasional resident drop-off, this and accessible spaces are proposed adjacent to the main entrance for ease of access. The main car parking areas will be located to the west of the building.
- 4.4 Pedestrian access to the site is gained from Walker Point Way via the existing pedestrian footpath that extends to Mendalgief Road and beyond. This segregates pedestrians and vehicles when entering the site.

Traffic Generation and Car Parking

- 4.5 The care home, whilst, residential in nature, falls within Use Class C2 (Residential Institutions). From the experience of operating other homes, the level of traffic generation and parking demand is generally low at any one time.

Traffic Generation

- 4.6 It is estimated that the care home will provide for approximately 50-60 jobs. This represents the total employment generation and not the number of staff present on-site at any one time.
- 4.7 Due to the shift patterns operated in the home, it would be anticipated that the maximum number of staff on-site at any one time would be 24 between the hours of 10.00 and 13.00, this number reduces to 14 staff from 15.00 and 9 staff after 17.00.
- 4.8 Tables 1 to 3 (Appendix 2) provide an indicative breakdown of the staffing and the shift patterns to demonstrate this more clearly. Staff generally work on a basis of 3 days on and 3 days off.
- 4.9 This information can be used to assess the impact of the proposed development on the surrounding road network at peak times. As the main shift starts at 08:00, the majority of the staff will have arrived at the home before peak hours traffic movements commence.
- 4.10 During the evening peak hours at 17:00 there will be 5 members of staff leaving the site. This will also have negligible impact on the surrounding highway network. The majority of departures (12) will occur after 20:00 when there will be no conflict with peak movements.
- 4.11 In addition to staff movements the visitors to the home are sporadic, having limited adverse impact on the surrounding highway network. There are no restrictions to visiting hours at the home which enables visits to be appropriately spaced and reduce any possibility of peak movements being created. If there are any increased concentrations in the visiting hours, they tend to be at the weekend and evening between 18:00 and 20:00. This would also, however, not conflict with general peak hours.
- 4.12 Generally none of the residents have a car due to their age and abilities.
- 4.13 The care home also promotes and operates Travel Plans across their homes. From the experience of operating other homes (which are targeted and developed in sustainable

locations), a majority of staff members more often travel by public transport. In this location it is considered that the majority of staff from within the surrounding area will walk or cycle to work.

- 4.14 A traffic survey has not been undertaken at the site in relation to this application, the care home use is a low traffic generator, as such the vehicle movements and impact are considered to be acceptable in principle.
- 4.15 Given the public transport, cycle and walking connectivity, and proposed travel plan measures (see Part 2); there is expected to be a negligible impact in the surrounding road network.
- 4.16 In summary, given the proposed staff levels, shift patterns and resulting travel movements identified together with the accessible nature of this site, the proposal will not have any significant traffic impact.

Car Parking

- 4.17 A total of 25 no. car parking spaces are proposed (with six electric vehicle charging bays and two disabled/accessible bays), a drop off area (for deliveries and ambulances) and a cycle store. This level of provision is tried and tested by the Applicant.
- 4.18 Newport City Council's current parking standards set out a recommended level for Care Homes (Use Class C2). The parking standards set out in the Parking Standards SPG (adopted 2015) requires 1 space per 3 non-resident staff¹ and 1 space per 4 beds for visitors. This would equate to 24.5 spaces, or 25 spaces as a rounded figure to meet the parking standards. This has been taken into account and the proposed parking spaces for the care home will be 25 spaces.
- 4.19 As stated above, the home would operate a policy of unrestricted visiting times. Friends and family of the residents are permitted to visit at any time on any day, which reduces the probability of significant peaks, not only in traffic flow but also parking demand. Whilst there may be relative peaks in visiting during early evening and at weekends, these peaks are likely to be relatively low occurrence.
- 4.20 Finally, in terms of servicing requirements, the frequency and size of vehicle is relatively low. On average the proposed home would generally receive only one delivery vehicle per day in the form of one 7.5 tonne vehicle delivering foodstuffs and perishables. This is negligible and will not affect the function of the home's parking or the wider highways network.

¹ The staffing structure has no resident staff, instead there will be a shift pattern of day time and night time staff. The staffing number has been taken from the maximum number of staff on site as one time, this is between the hours of 10:00 and 13:00. Therefore 24 staff as the maximum number, would equal 8.

5.0 CONCLUSION

- 5.1** The proposal, identified staffing levels and shift pattern, car parking levels and excellent accessibility, will result in low level trip generation and no unacceptable regular peak flows. Consequently, there will be negligible to no traffic impact on the surrounding highway network.
- 5.2** The low travel occurrence of the care home and the proposed main access and turning areas within the sites will maintain highways and pedestrian safety by reducing the risk of conflict.
- 5.3** The proposed level of on-site parking is based on the applicant and operator's extensive experience and the evidence gathered over time. The proposed parking is appropriate, complementary to the site's sustainable location and will prioritise the use of sustainable modes of transport, whilst safeguarding the site's functionality.
- 5.4** The stated improvements, level of car parking and availability of alternative transport modes to the site, supplemented by the submitted Travel Plan, should ensure that the level of vehicular activity and impact on the local highway network is negligible.

PART TWO – TRAVEL PLAN

1.0 INTRODUCTION TO THE TRAVEL PLAN

- 1.1 This Travel Plan has been prepared to promote *sustainable travel* to and from the proposed care home.
- 1.2 Guidance states that major applications must be accompanied by a Travel Plan to help in the delivery of sustainable transport objectives, including reductions in car usage (particularly single occupancy car journeys) and increased use of public transport, walking and cycling.
- 1.3 This Travel Plan has been prepared in recognition of the importance of Government Policy aimed at *promoting sustainable development, travel patterns and modes of transport and reducing reliance upon the private car*.
- 1.4 The overall aims of the Travel Plan are to:
- Minimise the total travel distance associated with trips to and from the site, and the frequency of trips.
 - Systematically reduce the use of the private car as a mode of transport to and from the site by staff and visitors.
- 1.5 The Travel Plan has been designed to raise awareness of the opportunities for reducing car usage through the promotion of walking, cycling, public transport and car sharing, and to facilitate behavioural change in this regard.
- 1.6 The Travel Plan will be promoted amongst all staff and visitors to the site in order to achieve the above.

2.0 OBJECTIVES OF THE TRAVEL PLAN

Key Objectives

2.1 The key objectives of this Travel Plan are to:

- Minimise the total number of car journeys to and from the site – in particular single occupancy car trips.
- Reduce the reliance upon the private car and improve awareness and usage of alternative modes of travel.
- Promote walking, cycling, public transport and car sharing as alternative modes of travel to and from the site.
- Achieve a modal shift in the manner of travel to the site to more sustainable modes and patterns of travel.

3.0 THE BENEFITS OF TRAVEL PLANNING

3.1 The applicants believe travel planning provides a range of benefits to individuals, the organisation, the local community and the environment.

Benefits to individuals

3.2 Individuals can enjoy improved health, less stress, a better quality of life, cost and time savings and greater travel choice.

Benefits to the organisation

3.3 The company will benefit from increased productivity with a healthier workforce, save on operational costs, reduced demand for car parking and less local congestion. Staff, visitors and deliveries will have easier and more efficient access.

3.4 Travel Plans also improve the environmental performance and image of a company.

Benefits to the community

3.5 The local community will benefit from reduced traffic generation, reduced congestion and travel delays, improved road safety and increased opportunities to improve health and quality of life.

3.6 Public transport is also a cost effective, efficient and inclusive way to travel locally and further afield.

Benefits to the environment

3.7 The environment will benefit from improved air quality, less noise and dirt/dust/particulates at the roadside and reductions in carbon emissions.

3.8 Travel Plans also help to contribute to continual improvement and reduced impact on wider environmental problems, notably climate change.

4.0 TRANSPORT POLICY

- 4.1** Guidance states that the Government wants to help raise awareness of the impacts of travel decisions.
- 4.2** Planning applications with significant number of movements should be accompanied by a Transport Assessment/Statement and a Travel Plan (TAN 18 – Transport).
- 4.3** In this instance, a Travel Plan is not necessary as there will be no significant generation of transport movements. However, the Applicant recognises the benefits of Travel Plans and has prepared one in parallel to the development proposals to fully integrate it with the design and operation of the building.

5.0 THE PLAN AND STRATEGY

Proposed measures, actions and commitments

- 5.1 This Travel Plan confirms the commitment of the operators of the new development to the principles of sustainable development and transport.
- 5.2 It provides a strategy intended to encourage staff and visitors to consider and take-up alternative modes of transport, to achieve a modal shift in the means of travel to and from the site and reduce private car journeys.
- 5.3 This Travel Plan is intended to be a flexible working document that will be reviewed and updated on a regular basis, to reflect changing transport needs and trends.
- 5.4 Below are details of the facilities / strategy that will be provided and implemented to achieve the planned objectives.

General

- 5.5 A Travel Plan Co-ordinator (TPC) will be appointed to act as a liaison point for the Travel Plan and he/she will be responsible for both implementing and monitoring the plan.
- 5.6 The TPC is likely to be the care home manager appointed by the operator. Once appointed their name and contact details will be provided to the Council as a requirement of the Travel Plan.
- 5.7 As noted, the Travel Plan is intended to be a flexible working strategy that will be regularly reviewed and updated based on the working experience and knowledge of staff and visitors to the site.
- 5.8 From experience of the operation of other care homes, it is anticipated that over 90% of those employed in the home are likely to be resident within the immediate locality (3km). In this respect, significant travel times and commuting distances by staff are unlikely.
- 5.9 In terms of the scheme design / layout: -
- Car parking will be provided on the site at a level which, based on experience, is the maximum necessary for the proposed use.
 - Mobility space parking will be provided at a level of 8% (two spaces).
 - 8 secure cycle parking spaces are to be provided.
- 5.10 In pursuit of positively affecting staff travel choices and overcoming natural resistance by some to measures that discourage car use; it is essential that the staff of the home and at least one visitor representative are involved in implementing the Travel Plan.
- 5.11 Consultation will be essential for the success and maintenance of the Travel Plan. The Travel Plan will be shared and explained to all staff at an early stage in order to obtain staff support from the start. Staff will be issued with a copy of the Travel Plan and updated plans following regular reviews.

Initial Action Plan

- 5.12 On appointment, the TPC will have a duty to distribute the Travel Plan and its objectives to both families/visitors and staff.
- 5.13 As highlighted above, in order to maximise the value of the Travel Plan, it is essential that its objectives are fully explained to help raise awareness of the benefits of reducing car use. This is important as the Travel Plan is about promoting choices of alternative travel and is not an anti-car campaign.

Action Plan Measures

Family / Visitor Specific Measures

- 5.14 The Travel Plan Co-ordinator will present visitors and families of residents with a travel pack at the commencement of residency, including information on alternative modes of travel to the site. The pack will include a copy of the Travel Plan with current bus timetables; details of cycle facilities provided on-site and within the area; details of local taxi operators; and information on pedestrian and cycling routes within close proximity to the site.
- 5.15 A notice board will be displayed in the main entrance foyer promoting the benefits of public transport and of alternative modes of transport and travel to the site.
- 5.16 Up-to-date bus timetables will be displayed on this notice board to raise awareness of the availability of bus services in close proximity to the site and thereafter to continue to keep visitors fully informed with up-to-date timetables and other service information.
- 5.17 Timetables in relation to local services will be made available in the foyer of the home for visitors to take away and use. This should also raise awareness and enable visitors to plan trips to and from the site.
- 5.18 Information will be provided within the entrance foyer area on concessionary fares and schemes provided by the local bus operators, e.g. people over 60's or people with disabilities.
- 5.19 A facility to phone local taxi operators will also be made available in the reception area of the home for use by visitors.
- 5.20 Secure cycle parking for staff and visitors is provided on-site.

Staff Specific Measures:

- 5.21 A statement will be incorporated in the Company's policies and procedures documentation indicating a preference for staff to consider alternative modes of transport/travel to the site other than by car.
- 5.22 The Travel Plan does accept that for some journeys there is no alternative to using the car and will seek to promote ways in which this can be achieved in a sustainable manner, such as car-sharing.
- 5.23 All staff will have a travel planning session as part of their induction. They will be presented with a travel pack providing information on alternative modes of transport to the site and identifying the facilities provided for staff on-site that render walking and cycling viable travel options.
- 5.24 A notice board will be provided and information on bus and rail timetables displayed in the staff room to raise awareness of bus and train travel options to the site and to provide up-to-date accurate information at all times. The Co-ordinator will make staff aware that timetables can be downloaded from <https://www.traveline.info/>. Staff will also be given the

option to access the real time information from the internet at reception so they can find out the location of their bus before leaving the premises.

- 5.25 A phone will be made available for use by staff in the reception area of the home with phone numbers of local taxi firms displayed alongside.
- 5.26 Staff shower and changing facilities will be provided on-site and will be available for those who choose to cycle/walk/run to work.
- 5.27 Secure cycle parking is provided on-site in order to raise awareness and facilitate cycling as a viable travel option.
- 5.28 A voluntary rota will be organised to enable car/taxi sharing for the journey to and from work for those staff for who a car is not essential to carry out their work.
- 5.29 The potential for a scheme enabling staff to purchase bus season tickets at a more advantageous cost i.e. a subsidised purchase of season ticket or for purchase of a suitable cycle will be examined.

6.0 TIMESCALES AND TARGETS

6.1 Following the initial distribution of the Travel Packs and Travel Plans, it will be the TPC's responsibility to initiate a Travel Plan Survey to determine how visitors and staff travel to the home and from where. The TPC will undertake and analyse the Travel Plan's first survey within six months of first occupation of the new facility.

6.2 The TP Survey will be a comprehensive data collection exercise to determine precise travel patterns which can be assessed against future changes in travel. Using the results of the staff and visitor travel surveys, it will be possible to assess the modal split and travel behaviour of employees and visitors at the outset of operation and thereafter.

6.3 The Travel Plan Survey will provide information on staff and visitors places of residence; current travel modes; car ownership, etc. Once analysed and targets set, the data will form the basis for an annual review.

The review will include the following headline updates:

- Undertake new travel survey;
- Monitor staff travel patterns through new surveys;
- Undertake a Travel Plan Audit and modify where appropriate;
- Liaise with the Council's Travel Plan contact and other groups where appropriate; and
- Update Travel Plan targets and issue progress update to all staff.

6.4 The staff travel survey will be particularly important to assist in evaluating options to achieve a staff modal shift. It will also help in raise awareness of the Travel Plan, identify staff preferences to join particular mode group, i.e. potential car sharers and provide suggestions from staff. Following each survey, an Action Plan will be prepared to agree on specific measures to be implemented to assist in reducing overall travel and minimise car use.

6.5 The TPC will prepare and distribute the questionnaire to each member of staff to collect the following details:

- Staff profile, including age, gender, etc.
- Normal working hours.
- Mode of travel to work.
- Car ownership/usage.
- Reasons for not using public transport and other modes.
- The anticipated take-up of a car sharing scheme for work journeys as well as use of public transport or other non car modes of travel to work.
- Information relating to potential areas for sustainable travel improvement, upon which the TPC could act and draw up measures to improve the Travel Plan.

6.6 All data collected from the travel survey in connection with the TP will be subject to the provisions of data protection legislation. In the interest of confidentiality, the TPC alone will hold the database and be responsible for the release of information, with all data being held solely for the purpose of the TP.

Modal Targets

- 6.7 The aim of the Travel Plan is to achieve an overall shift of 15% away from the use of private cars by staff and visitors, to use of public transport and other means of travel to the site within the first two years of operation. The annual monitoring and review process will gauge the effectiveness of the Travel Plan.
- 6.8 With regard to specific modal targets, it is important to emphasise that a main objective of the Travel Plan is to achieve a *shift away from single occupancy vehicles* and consequently the share between alternative modes of transport is less critical so long as the overall shift is achieved.
- 6.9 Given the site's good accessibility in terms of walking, cycling and public transport the opportunity exists for all these modes to contribute to the proposed reduction in singular occupancy vehicular trips.
- 6.10 Examining the processes outlined above, the initial stages and timetable for the implementation of the Travel Plan may be summarised as follows:

One month prior to occupation

- Confirm TPC appointment and exchange contact details with relevant officers
- Set up TP working file
- Research travel information
- Obtain up to date public transport timetables and literature
- Review walking and cycling routes within the area
- Prepare welcome packs for all new staff and residents

Within 3 months of occupation

- Distribute TP survey to all staff
- Collect TP surveys and analyse results

Within 6 months of occupation

- Set-up travel database
- Submit survey report to LPA
- Analyse against year 1 target (ward modal split)

Annually

- Undertake new travel survey
- Monitor staff travel patterns through new surveys
- Undertake TP audit and modify where appropriate
- Liaise with Travel Plan Officer and other groups where appropriate
- Update TP targets and issue progress update to all staff

7.0 SUMMARY

- 7.1** LNT Care Developments in the presentation of this Travel Plan is making a clear commitment to the promotion of sustainable transport options for staff and visitors to the proposed care facility.
- 7.2** The main aims of this Travel Plan are to minimise total travel distance through the reduction of journey lengths and frequency, particularly single occupancy car trips, and to achieve a shift away from the use of single occupancy vehicles.
- 7.3** It is promoted to assist in reducing the reliance upon the private car and improve awareness and usage of alternative modes of travel, including: walking, cycling, public transport and car sharing; and to realise the economic, social and environmental benefits available from this.
- 7.4** The aim the Travel Plans is to achieve a 15% shift away from the use of private cars by staff and visitors to use public transport and other means of travel to the site.
- 7.5** The effectiveness of the Travel Plan will be monitored as part of a continuous annual review.

APPENDICES

APPENDIX 1 – AERIAL VIEW OF THE SITE



(Source: Google earth)

APPENDIX TWO – INDICATIVE STAFF / SHIFT PATTERNS

Day shifts (08:00 – 20:00)	No. of staff in total	No. of staff per shift	Shift pattern
Manager	1	1	08.00 – 17.00
Care Manager	1	1	08.00 – 17.00
Front of House Manager	1	1	09.00 – 17.00
Lifestyle Manager	1	1	09.00 – 17.00
Activities Coordinator	2	1	10.00 – 15.00
Deputy	2	1	08.00 – 20.00
Senior Care Assistant	8	4	08.00 – 20.00
Care Assistant	8	4	08.00 – 20.00
Part time care assistant	6	3	07.00 – 14.30
Caretaker	1	1	10.00 – 14.00
Kitchen Manager/Cook	2	1	08.00 – 17.00
Kitchen assistant	2	1	09.00 – 15.00
Domestic staff	3	2	08.00 – 13.00
Head of Housekeeping	1	1	08.00 – 13.00
Laundry Staff	2	1	08.00 – 13.00
Total Day shift	41	24	
Evening shift (14.30 – 22.00)			
Part time care assistant	6	3	14.30 – 22.00
Night shifts (20.00 – 08.00)			
Night care manager	1	1	20.00 – 08.00
Senior Care Assistant	4	2	20.00 – 08.00
Care Assistant	6	3	20.00 – 08.00
Total Night shift	12	6	
Total Day & Night shift	58	33	
Total Week	58	33	

Table 1: Employment Table

Table 2: Staff Arrivals

07.00 arrivals
Part time care assistant (3)
08.00 arrivals
Manager (1)
Care Manager (1)
Deputy (1)
Senior Care Assistant (4)
Care Assistant (4)
Kitchen manager/Cook (1)
Laundry/Domestic staff (3)
Head of Housekeeping (1)
Total staff arriving @ 08.00 =16
09.00 arrivals
Front of House Manager (1)
Lifestyle Manager (1)
Kitchen Assistant (1)
Total staff arriving @ 09.00 = 3
10.00 arrivals
Activities Co-ordinator (1)
Caretaker (1)
14.30 arrivals
Part time care assistants (3)
20.00 arrivals
Night Care Manager (1)
Senior Care Assistant (2)
Care Assistant (3)
Total staff arriving @ 20.00 = 6

Table 3: Staff Departures

13.00 departures
Domestic Staff (2)
Head of Housekeeping (1)
Laundry Staff (1)
14.00 departures
Caretaker (1)
Part time care worker (1)
14.30 departures
Part time care assistant (3)
15.00 departures
Kitchen assistant (1)
Activities Co-ordinator (1)
17.00 departures
Manager (1)
Care Manager (1)
Front of House Manager (1)
Lifestyle Manager (1)
Kitchen Manager (1)
Total staff departing @ 17.00 = 5
20.00 departures
Deputy Manager (1)
Senior Care Assistant (4)
Care Assistant (4)
Total staff departing @ 20.00 = 9
22.00 departures
Part time care assistant (3)
08.00 departures
Night Care Manager (1)
Senior Care Assistant (2)
Care Assistant (3)
Total staff departing @ 08.00 = 6