

Hammonds Way, Hinckley

Framework Travel Plan

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Table of Contents

	Page
1.0 INTRODUCTION	1
2.0 NATIONAL AND LOCAL POLICY CONTEXT	2
2.1 National Planning Policy Framework (NPPF)	2
2.2 Hinckley and Bosworth Local Plan 2006-2026	3
2.3 Leicestershire County Council Local Transport Plan 4	6
2.4 Leicestershire Highway Design Guide	6
2.5 Leicestershire Cycling and Walking Strategy (CaWS)	6
2.6 Leicester & Leicestershire 2050: Our Vision for Growth	7
3.0 EXISTING CONDITIONS	8
3.1 Site Location	8
3.2 Local Highway Network	8
3.3 Public Transport	8
3.4 Walking and Cycling	9
4.0 TRAVEL PLAN OBJECTIVES AND TARGETS	10
4.1 Introduction	10
4.2 Targets	11
5.0 IMPLEMENTATION OF THE TRAVEL PLAN	13
5.1 Travel Plan Co-ordinator	13
5.2 Marketing	13
6.0 TRAVEL PLAN MEASURES	14
6.1 Introduction	14
6.2 Hard Measures	14
6.3 Soft Measures	16
7.0 MONITORING AND AUDIT	20
7.1 Staff and Visitor Surveys	20
8.0 ACTION PLAN	21

Appendices

Appendix A	Site Plans
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1.0 INTRODUCTION

- 1.1 DTA Transportation (DTA) have been commissioned by Hinckley Investment LLP to assess the transport implications of the development of an industrial unit for flexible B2/ B8 off Hammonds Way, Hinckley. The proposed site plan can be seen attached at **Appendix A**.
- 1.2 A Travel Plan is a term used for a package of measures aimed at promoting sustainable transport within an organisation, with the main aim of reducing travel by single occupancy vehicles. Travel plans are site specific and are dependent upon not only the location of the site, but the size and type of organisations located there. They also require continuous monitoring and refinement in order to be successful.
- 1.3 This FTP will provide the over-arching framework which will drive the production of Detailed Travel Plan for when the proposed unit has an occupier. The Detailed Travel Plan will outline specific measures and timescales for their implementation.
- 1.4 The FTP includes:
- A strategy for setting target modal share for access to the site.
 - A strategy for achieving the target.
 - A process for monitoring progress towards achieving the target.



2.0 NATIONAL AND LOCAL POLICY CONTEXT

2.1 National Planning Policy Framework (NPPF)

2.1.1 In December 2024 (amended in February 2025) the Government published a revised National Planning Policy Framework (NPPF). This report should therefore be read in the context of the new NPPF.

2.1.2 Paragraph 116 of the NPPF is clear that: *"Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network, following mitigation, would be severe, taking into account all reasonable future scenarios"*.

2.1.3 Within this context, the NPPF identifies in Paragraph 117 that applications for development should:

- a) give priority first to pedestrian and cycle movements, both within the scheme and with neighbouring areas; and second – so far as possible – to facilitating access to high quality public transport, with layouts that maximise the catchment area for bus or other public transport services, and appropriate facilities that encourage public transport use;*
- b) address the needs of people with disabilities and reduced mobility in relation to all modes of transport;*
- c) create places that are safe, secure and attractive – which minimise the scope for conflicts between pedestrians, cyclists and vehicles, avoid unnecessary street clutter, and respond to local character and design standards;*
- d) allow for the efficient delivery of goods, and access by service and emergency vehicles; and*
- e) be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations.*



2.1.4 Paragraph 118 of the NPPF goes on to state that: *"All developments that will generate significant amounts of movement should be required to provide a travel plan, and the application should be supported by a vision-led transport statement or transport assessment so that the likely impacts of the proposal can be assessed and monitored"*.

2.1.5 In reinforcing the principle of supporting sustainable development, paragraph 10 stipulates that at the heart of the Framework is *"...a presumption in favour of sustainable development"*.

2.2 Hinckley and Bosworth Local Plan 2006-2026

Core Strategy 2006-2026

2.2.1 A new local plan for Hinckley and Bosworth Borough Council is currently being worked on which will set out planning policies for the period 2024 to 2045. At the time of drafting this report, the 2006-2026 Core Strategy is the adopted plan.

2.2.2 The Core Strategy 2006-2026 provides the over-arching strategy and long-term vision for Hinckley and Bosworth Borough.

2.2.3 The relevant policy contained in the Core Strategy is 'Policy 5: Transport Infrastructure in the Sub-regional Centre' which is summarised below:

The following transport interventions (as detailed in the Hinckley Core Strategy Transport Review 2007) are proposed to support the additional development in and around the Hinckley sub-regional centre, particularly the urban extensions at Barwell and Earl Shilton, to promote sustainable development within the area:

- *Improvements to the A47/A5 'The Long Shoot' junction to provide for additional public transport priority measures*
- *Links to existing urban area for buses (particularly the railway station), walking, cycling, and local traffic. Cycle routes to be implemented are identified in the Hinckley & Bosworth Borough Council's Hinckley Cycle Network Plan. Priority will be given to those strategic routes which connect the Hinckley, Burbage, Barwell and Earl Shilton urban areas*



- *Improvements to the A47 (Hinckley Northern Perimeter Road and Earl Shilton bypass) and A447 to facilitate improved public transport movement along those corridors*
- *New public transport linkages from proposed developments to Barwell and Earl Shilton, and improved public transport linkages between Barwell, Earl Shilton, Hinckley town centre and Hinckley Northern Perimeter Road employment areas*
- *New pedestrian and cycle linkages from proposed developments into Barwell and Earl Shilton*
- *Traffic calming measures in Barwell and Earl Shilton, e.g. along the Common and routes through Earl Shilton/Barwell*
- *Improvements to the provision and management of car parking and public transport to support the increased use of Hinckley town centre*

Details of proposed schemes will be brought forward in the Barwell/Earl Shilton Area Action Plan and the Hinckley Town Centre Area Action Plan.

Developers will be required to contribute towards the implementation of these initiatives through developer contributions where they meet the tests set out in national guidance. New development that would prejudice their implementation will not be permitted.

In addition, to the measures identified above, the council will:

- *Support the use of the canal system for cyclists, walkers and other leisure uses. Where appropriate, developers will be expected to provide developer contributions to improve path surfacing*
- *Support canal freight loading and unloading points along the Ashby Canal to encourage the use of canal based transport for business*
- *Support the reopening of the Elvesthorpe passenger railway station to serve Earl Shilton and Barwell*

Site Allocations and Development Policies DPD (2016)

2.2.4 The Site Allocations and Development Policies Document includes development management policies which apply across the borough, and which will be used when determining planning applications. The relevant policies for this TA are summarised below.



2.2.5 Policy DM17 – Highways and Transportation

"Development proposals will be supported where they:

- a) Seek to make the best use of existing public transport services and, where appropriate, provide opportunities for improving and sustaining the viability of those services; and cycling to services and facilities; significant movement;*
- b) Seek to ensure that there is convenient and safe access for walking*
- c) Demonstrate that there is not a significant adverse impact upon highway safety; and in the case of development that generates*
- d) That the development is located where the need to travel will be minimised and the use of sustainable transport modes can be maximised; of development on the transport network are not severe.*
- e) Where it can be demonstrated that the residual cumulative impacts*

Where appropriate, improvements will be required to be undertaken to the highways and transportation network to limit any significant impacts arising from the development (taking into account cost effectiveness).

All proposals for new development and changes of use should reflect the highway design standards that are set out in the most up to date guidance adopted by the relevant highways authority."

2.2.6 Policy DM18 – Vehicle Parking Standards

"All proposals for new development will be required to provide an appropriate level of parking provision justified by an assessment of the site location, type of housing, other modes of transport available (e.g. public transport and cycle provision) and appropriate design. Any development will be expected to provide disabled parking provision. Developments within Hinckley Town Centre should demonstrate that they would not exacerbate existing problems in the vicinity with increased on-street parking."

2.2.7 The Site Allocations and Development Policies Document states that the parking standards are contained within the Leicestershire 6C's document, however, the standards are now contained within the Highway Design Guide.



2.3 Leicestershire County Council Local Transport Plan 4

2.3.1 The Leicestershire County Council (LCC) LTP4 was adopted in November 2024 and covers the period 2025-2040.

2.3.2 The long-term vision for the transport system over the course of LTP4 is for:

"Delivering a safe, connected and integrated transport network which is resilient and well managed to support the ambitions and health of our growing communities, safeguards the environment whilst delivering economic prosperity."

2.4 Leicestershire Highway Design Guide

2.4.1 The Leicestershire Highway Design Guide sets out LCC's development control policies in respect of transport issues.

2.4.2 The Highway Design Guide identifies that when supported by well-designed infrastructure, active travel has the opportunity to "offer real alternatives to car journeys and provide benefits for health and wellbeing, the environment and the effectiveness of the road network".

2.4.3 New active travel proposals should enhance existing provision, reflecting Active Travel England's position regarding provision; the council will consider adoption of active travel facilities (including those independent from the road network) that:

- Offer high quality design that accords with the council's guidance and that fully considers the local context including the existing local network and nearby services such as transport hubs, health centres/doctors' surgeries, schools and other care establishments;
- Deliver significant additional, strategic community benefit to that which already exists; and
- Considers ease and affordability of maintenance.

2.5 Leicestershire Cycling and Walking Strategy (CaWS)



2.5.1 The council's Cycling and Walking Strategy (CaWS) sets out the vision for "Leicestershire to become a county where walking and cycling are safe, accessible and obvious choices for short journeys and a natural part of longer journeys".

2.5.2 The three main objectives of the strategy are:

- To enhance the infrastructure that supports cycling and walking in Leicestershire
- To enable people to cycle and walk in Leicestershire
- To inspire a step change in cycling and walking in Leicestershire

2.6 Leicester & Leicestershire 2050: Our Vision for Growth

2.6.1 The Leicester & Leicestershire 2050: Our Vision for Growth (Leicester 2050) sets out the broad scales of Leicester and Leicestershire. It identifies the strengths and weaknesses of the county. Strengths include being at the centre of the country with significant road, rail and air services, thriving market towns and a range of employment opportunities.



3.0 EXISTING CONDITIONS

3.1 Site Location

- 3.1.1 The site is located to the north of Hammonds Way approximately 3km south-west of Hinckley Town Centre. It is bound by Nutts Lane to the north and west, industrial activities to the east and Hammonds Way to the south.

3.2 Local Highway Network

- 3.2.1 The site will be accessed off Hammonds Way. Hammonds Way is a single carriageway which measures approximately 8m in width. It is subject to a 30mph speed limit and has lit footways on both sides of the carriageway. It gives access to a number of industrial sites and units. Hammonds Way gives access to the A5 via a three-arm roundabout.
- 3.2.2 The A5 is part of the Strategic Road Network (SRN). In the locality of the site, the A5 Watling Street is a single carriageway road which measures approximately 7.5-9m in width. The road is subject to a 50mph speed limit and has a lit shared use footway/cycleway along the northern side of the carriageway. The A5 gives access to the M69 at junction 1 to the east and to the M42 at junction 10 to the west.
- 3.2.3 The M69 motorway runs between junction 21 of the M1 near Leicester and junction 2 of the M6 near Coventry.
- 3.2.4 The M42 motorway runs north-east from Bromsgrove in Worcestershire to just south-west of Ashby-de-la-Zouch in Leicestershire, passing Redditch, Solihull, the National Exhibition Centre and Tamworth.

3.3 Public Transport

Bus

- 3.3.1 The nearest bus stops to the site are located on the B4666 Coventry Road approximately 800m north of the proposed site access point. These bus stops are serviced by the numbers 148 and 158.



3.3.2 A summary of the timetables for the bus services accessible from the site can be seen in **Table 1** below.

Table 1 - Summary of Bus Services

No.	Route	Frequency		
		Monday-Friday	Saturday	Sunday
148	Leicester – Coventry	30mins (05:47-22:26)	30mins (05:48-22:26)	Hourly (07:56-19:26)
158	Leicester – Nuneaton	30mins (06:02-22:45)	30mins (07:03-22:45)	Hourly (08:26-18:25)

Rail

3.3.3 The nearest railway station to the site is Hinckley Railway Station which is located approximately 2.6km north-east off the B590 Hawley Road. There are 16 sheltered cycle stands which are covered by CCTV and 63 pay and display car parking spaces available at the station located at the station.

3.3.4 CrossCountry services regularly call at Hinckley as part of its Birmingham New Street to Leicester service with one train in each direction every hour. Additional services operate during peak times on weekdays. A few services are extended beyond Leicester to Cambridge/ Stanstead Airport.

3.4 Walking and Cycling

3.4.1 All the local roads have lit footways present with dropped kerbs and tactile paving present at crossing points. A public footway is also located along the western side of the Ashby de la Zouch Canal which can be accessed approximately 500m north of the proposed site access location.

3.4.2 A shared use footway/ cycleway is located along the northern side of the A5 which gives access to the southern side of Hinckley to the south and Nuneaton to the north.



4.0 TRAVEL PLAN OBJECTIVES AND TARGETS

4.1 Introduction

4.1.1 A Travel Plan is a living document that provides a strategy for managing travel demand involving a continuing process of monitoring and review. The underlying aim of any Travel Plan is to minimise the number of single occupancy vehicle trips generated by a development, business or organisation. This is achieved by encouraging a shift to more sustainable modes of transport and by reducing the need to travel.

4.1.2 Travel Plans have many benefits including:

Benefits for the Employer

- Increased productivity from a healthier, motivated workforce.
- Potential cost savings (mileage, car parking, lateness, lost time in travel).
- Reduced congestion.
- Reduced demand for parking and improved access.
- Improved punctuality.
- Positive company image.
- Improved employee morale.

Benefits for Employees/ Visitors

- Potential cost and time savings.
- Improved health and fitness.
- Better quality of life.

4.1.3 The main objectives are as follows:

- a) Reduce the need to travel to and from site.



- b) Promote the health and environmental benefits of cycling walking and using public transport.
- c) Provide clear information to all employees and visitors on the alternative modes of travel to and from site.
- d) Enhance the safety and security of people travelling to and from site.
- e) Effectively manage the demand for car parking.
- f) Reduce negative environmental impact of fleet vehicles; business travel; and deliveries.

4.2 Targets

4.2.1 Setting targets is essential in assessing whether or not the TP has been successful and where, if necessary, improvements / amendments could be made. These targets should be 'SMART'- Smart, Measurable, Achievable, Realistic and Timely.

4.2.2 There are two types of targets, namely: 'Action' and 'Aim' targets. Action targets set out specific commitments to implement measures to ensure delivery. Aim targets provide numerical goals for mode shift.

4.2.3 The key action targets are:

- To appoint a Travel Plan Co-ordinator prior to the opening of the site; and
- To conduct the first travel survey within 12 months of the first occupation, followed by annual surveys for 5 years thereafter.

4.2.4 The Travel Plan aims to facilitate a greater modal shift to non-car modes amongst staff. At this stage the recruitment process has not yet began, and therefore it is difficult to set targets for the site. The 2011 Census Journey to Work data for the Hinckley and Bosworth 011 MSOA suggests that 76.8% of people who work in the area travel by car and 7.1% are car passengers. This equates to a proportion of 69.7% as single occupancy (SO) car drivers. The modal split is summarised in **Table 2** below.

**Table 2** - 2011 Census Journey to Work Data

Mode of Transport	Baseline
Driving a car or van (SO)	76.8% (69.7%)
Passenger in a car or van	7.1%
Bicycle	6.3%
On foot	5.6%
Motorcycle, scooter or moped	2.1%
Bus, minibus or coach	1.6%
Taxi	0.2%
Other method of travel to work	0.2%
Train	0.1%
Underground, metro, light rail, tram	0.1%

- 4.2.5 A 10% reduction in single occupancy car driver trips is proposed for this application, to be achieved for at least 5 years following full occupation of the site.
- 4.2.6 The baseline modal split, and target proportions will be updated for the Detailed Travel Plan for the Unit when the baseline travel surveys are undertaken following occupation of the relevant unit.



5.0 IMPLEMENTATION OF THE TRAVEL PLAN

5.1 Travel Plan Co-ordinator

5.1.1 The Travel Plan is vital for raising and maintaining awareness and encouragement of sustainable travel. Key to the success of the Travel Plan is its continuous promotion and marketing. Therefore, it is important to ensure staff are kept informed of the progress of the Travel Plan and the reasoning behind it.

5.1.2 The first step towards developing the Travel Plan strategy is to ensure that there is an identified contact for any liaison. An Individual Travel Plan Co-ordinator will be appointed by the future occupier and the contact details will be provided to Leicestershire County Council a minimum of three months prior to first occupation of the first building on site.

5.1.3 The TPC will be responsible for:

- Overseeing the management and monitoring of the Travel Plan.
- Co-ordinate travel surveys, data collection and survey analysis.
- Implement existing and future programmes which are part of the plan.
- Address any comments/ suggestions from staff and visitors of the site.
- Implement marketing and awareness-raising campaigns and literature to promote the Plan.
- Implementing sustainable travel days.
- Liaise with Leicestershire County Council, where required.
- Explore funding opportunities for any infrastructure improvements to support walking and cycling.

5.2 Marketing

5.2.1 The TPC will promote travel options to staff of the site. This will involve providing travel information packs to staff, providing newsletters and organising events and keeping marketing material up to date.



6.0 TRAVEL PLAN MEASURES

6.1 Introduction

6.1.1 "Delivering Travel Plans through the Planning Process" refers to 'hard measures' as the *"provision of infrastructure and improvements to highways and public transport networks, including those to benefit pedestrians, cyclists and other road users"*, and 'soft measures' as the *"provision of services and information to encourage the use of sustainable transport. These include new public transport services, changes to working practices, provision of information and/or a travel plan co-ordinator to promote a travel plan for a particular use"*.

6.1.2 This section of the FTP details the 'hard' and 'soft' measures to be implemented for the site.

6.2 Hard Measures

Pedestrian and Cycle

6.2.1 Internal footways will be incorporated into the site which will link into the existing network on Hammonds Way.

6.2.2 Cycle parking will be covered and lit and located adjacent to building entrances.

6.2.3 To further support walking and cycling showers, changing facilities and lockers will be provided. A store of pool umbrellas will be kept on site for use by staff who walk to/ from work or for walking journeys during the day. A supply of basic cycle maintenance equipment on site e.g. pump, puncture repair kit, tools etc will be held at each unit.

Vehicular Access

6.2.4 The site will be accessed off Hammonds Way via an access which will measure 7m with radii of 16m. The proposed access can be seen in the site plans attached at **Appendix A**.



Car Parking Provision

6.2.5 The parking standards for the site are contained within Leicestershire Highway Design Guide. A summary of the relevant car parking standards are contained within **Table 3** below.

Table 3 - Summary of Car Parking Standards

Land Use Class	Threshold for applying the standard	Minimum Number of Parking Spaces		Requirements for Proposed Development
B2 General Industry	Up to 2,500sqm	1/50sqm		165 spaces
	Above 2,500sqm	1/130sqm	Urban town centre, edge of town centre	
		1/80sqm	Rest of urban town	
		1/90sqm	Rural town, edge of town centre	
		1/65sqm	Rest of rural town	
		1/55sqm	Out of town	
B8 Storage and Distribution	Up to 2,500sqm	1/100sqm		78 spaces
	Above 2,500sqm	1/300sqm	Urban town centre, edge of town centre	
		1/180sqm	Rest of urban town	
		1/200sqm	Rural town, edge of town centre	
		1/150sqm	Rest of rural town	
		1/120sqm	Out of town	

6.2.6 The parking standards for vehicles other than cars are contained within **Table 4** below.



Table 4 - Summary of Parking Standards

Parking Type	Standard	Requirements for Proposed Development
Accessible	Up to 200 spaces: A minimum number of accessible bays for each disabled employee that drives to work plus 5% of total parking spaces should be provided. A further 4% should consist of enlarged standard spaces. Over 200 spaces: Six accessible bays plus 2% of total parking spaces.	B2 – 8 spaces plus 6 enlarged spaces B8 – 4 spaces plus 3 enlarged spaces
Cycle	One long stay space per 500m ² GFA for staff and operational use, parking to be secure and under cover. One short stay space per 1,000m ² GFA for customer use to be in the form as shown in Figure 43, parking to be located in a prominent and convenient location.	Long stay – 18 spaces Short stay – 9 spaces
Motorcycles	One space, plus an additional space for every 10 car parking spaces.	B2 – 17 spaces B8 – 8 spaces
EVCP	All new non-residential buildings with more than 10 parking spaces must have a minimum of one chargepoint and cable routes for one in five (20%) of the total number of spaces.	B2 – 32 spaces B8 – 15 spaces
Lorry/Operational	One lorry space (articulated vehicle) for every 400sqm	22 spaces

6.2.7 Each site plan shows a different level of parking based on the land use class. The B2 plan shows a total of 150 car parking spaces of which 6 are accessible, 12 are car share, and 12 are EVCP. The B8 plan shows a total of 85 car parking spaces of which 6 are accessible, 12 are car share, and 12 are EVCP. Both site plans show a total of 24 cycle parking spaces.

6.3 Soft Measures

Travel Information Packs

6.3.1 In order to make the use of alternative modes as easy as possible for staff and visitors to the Site, the relevant information should be readily available. To achieve this, the following will be produced and offered to staff on day one. This information will also be prominently displayed in as many key locations within the units as possible and will include:

- Bus timetables.
- Map of bus stop locations.
- Rail Network Map and timetables.



- Pedestrian and cycle routes to the site indicating shared and dedicated facilities.
- Contact details of local cycling groups and cycle shops.
- Information of car sharing.
- Information on Smartphone apps for different journeys; and
- Contact details of the Travel Plan Co-ordinator.

6.3.2 This information will be kept up-to-date by the TPC with new bus and train timetables obtained and circulated as and when services change. In order to inform visitors to the Site, the Applicant will include a “how to find us” map on its website.

Walking and Cycling

6.3.3 Awareness of health benefits of walking and cycling will be highlighted through posters, leaflets and/or events with incentives, prizes, give-aways etc.

6.3.4 A potential bicycle user group (BUG) and bike buddy scheme will be launched to support less confident cyclists to cycle to work . In addition, events to promote cycling to work such as “bikers breakfasts” and “bike2work” events will be run.

6.3.5 Sessions will be provided for cycle training for employees.

6.3.6 The Occupier will be encouraged to sign up to ‘Cycle to Work’ schemes for employees. This is a tax-free way of purchasing a brand-new bike to use as transport to work. Furthermore, staff will be given the opportunity to apply for a voucher towards the purchase of a bike in lieu of free bus travel.

Car Sharing

6.3.7 Car sharing offers a significant potential alternative mode of travel than that of single occupancy car use. Examples of successful car sharing at employment sites that operate shift patterns have seen in excess of 20% of those staff opting to share their car journey rather than travel alone.



6.3.8 To encourage and promote car sharing, the site will sign up to an electronic database with employees being registered through discussions with the Travel Plan Coordinator. Staff will be encouraged to sign up to the development's car sharing community at liftshare.com. The website provides information on how to sign up and the benefits of the car sharing scheme. Information on how to sign up to the website will be included within the Travel Information Packs.

6.3.9 12 car parking spaces in prime locations will be reserved for use by car sharers.

Travel Information Notice Boards

6.3.10 A travel information notice board will be placed in a prominent area in the unit providing up to date information on public transport services, green driving tips, car sharing information and walking and cycling links.

General Measures

6.3.11 The COVID pandemic has shown how successful remote and home working can be. Therefore, the future occupier will encourage this way of working supported by available technology where the role of the staff member permits this.

6.3.12 Reduction in travel will also be facilitated by provision of high-speed broadband onsite enabling occupiers to host and attend meetings and conferences from the site.

6.3.13 Events to reward desired behaviours will be undertaken across the site in conjunction with operators/ end users (e.g. a points reward system or a free coffee for cycling in to work 2 or more days a week).

6.3.14 Promote the Travel Plan as a positive factor of the site and encourage buy in to the Travel Plan at senior management level across all occupiers.



General Promotion

6.3.15 Below is a list of initiatives specific to each travel mode. As well as these initiatives, the TPCs, will raise awareness of the environmental and health advantages connected with these Travel Plan measures. **Table 5** summarises a tool kit to be adopted by the TPCs.

Table 5 - Measures

Travel Plan Initiatives	Responsibility
Walking (best suited to journeys under 2 miles)	
Produce a map illustrating safe walking routes to common destinations. Include reference to crossing points and public transport facilities.	Occupier to provide through TPC
Keep a store of pool umbrellas on site for use by staff who walk to/from work or for walking journeys during the day.	
Raise awareness of health benefits of walking. Through posters, leaflets and/or events.	
Arrange events to promote walking, such as a walk to work day with incentives, prizes, give-aways etc.	
Cycling (best suited to journeys under 5 miles)	
Provide lockers for cyclist safety gear for the larger units.	Occupier to provide through TPC
Provide shower facilities.	
Raise awareness of health benefits of cycling through continual publicity.	
Provide cycle route maps.	
Keep a supply of basic cycle maintenance equipment on site e.g. pump, puncture repair kit, tools etc.	
Set up a bicycle user group (BUG) & bike buddy scheme.	
Arrange events to promote cycling to work such as "bikers breakfasts". Possibly correspond with national events such as "bike week" and "bike2work".	
Provide staff and employer cycle training sessions.	
Public Transport (provides a sustainable alternative for many commuter & business trips)	
Disseminate up-to-date public transport information on site. Including routes, timetables and fares for local services.	Occupier to provide through TPC
Promote benefits of public transport savings etc.	
Investigate buying tickets in bulk at a discount and sell on to staff on site.	
Car Sharing (provides a sustainable alternative when the car is the only option)	
Deliver a car sharing scheme to match employees with others living in a similar area or travelling the same route.	Occupier to provide through TPC
Provide preferential parking spaces for car sharers close to main entrances.	
Investigate coffee mornings or other events to allow potential car sharers to meet before committing to sharing with someone they previously did not know.	



7.0 MONITORING AND AUDIT

7.1 Staff and Visitor Surveys

7.1.1 The effectiveness of the TP at encouraging sustainable travel will be monitored from first occupation to at least 5 years following full occupation of the site.

7.1.2 Annual travel surveys will be undertaken for the five-year monitoring period. This will be undertaken by the TPC to ensure that any issues are flagged, and remedial measures implemented if required.

7.1.3 The surveys will also record the following:

- Level of usage of cycle stands.
- Uptake of car sharing.
- Car parking demand and any associated complaints.
- Bus Patronage; and
- Working practices to reduce car travel at peak times.

7.1.4 In addition, a survey of peak hour vehicle movements will be undertaken at the same time as the travel surveys to monitor the impact of the TP and to assess the targets. The survey will be undertaken using automatic traffic counters collecting one week's worth of data from which the five-day average flows will be taken.

7.1.5 The results of the travel surveys will be feed into a monitoring/ performance report and submitted to Leicestershire County Council within three months of the travel and traffic surveys being completed and this will continue for the duration of the TP.



8.0 ACTION PLAN

8.1.1 **Table 6** sets out the Travel Plan measures, timescales for implementing the measures and the responsibility for implement the measures.

Table 6 - Action Plan

Measures	Target	Responsible Party	Timescales
Walking and Cycling			
Provide secure cycle parking and provide lockers for cyclist safety gear and shower facilities.	To increase the percentage of walking and cycling	Developer	During construction
Keep a store of pool umbrellas on site for use by staff who walk to/from work or for walking journeys during the day.		TPC	On occupation of building and for the monitoring period of the Travel Plan (5 years)
Set up a bicycle user group (BUG) & bike buddy scheme.		TPC	
Explore adult cycle training sessions.		TPC	
Offer financial incentives such as interest free loans or seek discounted purchase prices for bicycles and equipment from local retailers		Developer	
Keep a supply of basic cycle maintenance equipment on site e.g. pump, puncture repair kit, tools etc.		TPC	
Arrange events to promote cycling to work such as "bikers breakfasts". Possibly correspond with national events such as "bike week" & "bike2work" in June.		TPC	
Provide cycle route maps.		TPC	
An internal network of footpaths will link to the existing network on Hammonds Way.		Developer	During construction
Public Transport			
Disseminate up-to-date public transport information on site. Including routes, timetables and fares for local services.	To increase the percentage of public transport	TPC	On occupation of building and for the monitoring period of the Travel Plan (5 years)
Promote benefits of public transport savings etc		TPC	
Investigate buying tickets in bulk at a discount and sell on to staff on site.		TPC	
Information Provision			
Provision of travel information packs	To increase of walking and cycling	TPC	On occupation of building and for the monitoring period of the Travel Plan (5 years)
Newsletters		TPC	
Notice Boards		TPC	



Car Sharing			
Investigate providing a car sharing scheme to match employees with others living in a similar area or travelling the same route.	To increase of the percentage car sharing	TPC	On occupation of building and for the monitoring period of the Travel Plan (5 years)
Investigate coffee mornings or other events to allow potential car sharers to meet before committing to sharing with someone they previously did not know.		TPC	
Provide preferential parking spaces for car sharers close to main entrances.		Developer	During construction
Management and Monitoring			
Travel Plan Co-ordinator	To reduce single occupancy car driver trips by 20%	TPC	On occupation of building and for the monitoring period of the Travel Plan (5 years)
Monitoring		TPC	

Appendix A

Site Layout

DETAILED SCHEDULE OF
ACCOMMODATION:

UNIT GIA: 7,721 SQM (Including GF Reception)
OFFICE: 1,104 SQM
TOTAL: 8,825 SQM

UNIT GEA: 7,928 SQM (Including GF Reception)
OFFICE: 1,182 SQM
TOTAL: 9,110 SQM

HAUNCH
HEIGHT: 12.5M U/S HAUNCH

MAX YARD
DEPTH: 51.5M

LEVEL ACCESS
DOORS: 2 No.

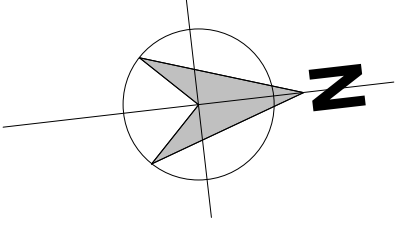
DOCK ACCESS
DOORS: 10 No.

SCHEDULE OF PARKING:

CAR PARKING: 150 spaces

CYCLE PARKING: 24 spaces

LORRY PARKING: 21 spaces



NOTES:

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The Contractor is to check and verify all building and site dimensions, levels and sewer invert levels at connection points before work starts. The Contractor is to comply in all respects with current Building Legislation, British Standard Specifications, Building Regulations, Construction Regulations, Party Wall Act, etc. whether or not specifically stated on this drawing. This drawing must be read with and checked against any structural, geotechnical or other specialist documentation provided.

This drawing is not intended to show details of foundations, ground conditions or ground contaminants. Each area of ground relied upon to support any structure depicted (including drainage) must be investigated by the Contractor. A suitable method of foundation should be provided allowing for existing ground conditions. Any suspect or fluid ground contaminants on or within the ground should be further investigated by a suitable expert. Any earthwork constructions shown indicate typical slopes for guidance only & should be further investigated by a suitable expert.

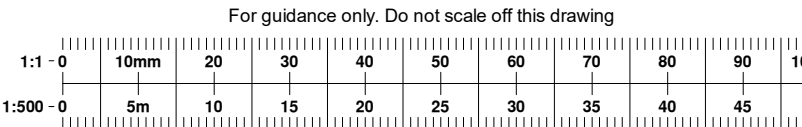
Where existing trees are to be retained they should be subject to a full Arboricultural inspection for safety. All trees are to be planted so as to ensure they are a minimum of 5 metres from buildings and 3 metres from drainage and services. A suitable method of foundation is to be provided to accommodate the proposed tree planting.

Sketch proposals are for illustrative purposes only & as such are subject to detailed site investigation including ground conditions / contaminants, drainage, design & planning / density negotiations. Sketch proposals may be based upon enlargements of OS sheets & visual estimations of existing site features, accuracy will therefore need to be verified by survey. Sketch proposals have not been considered in respect of CDM Regulations.

SCHEDULE OF MATERIALS

- ① - MACADAM SURFACING (CAR PARKING SPACES)
- THERMOPLASTIC PAINT LINING ETC.
- COLOUR - BLACK/GREY SELF COLOUR
WHITE LINING TO DEMARCAT BAYS
- ② - CONCRETE SURFACING
- COLOUR - LIGHT GREY SELF COLOUR
- ③ - MACADAM SURFACING (ROADWAY)
- THERMOPLASTIC PAINT LINING ETC.
- COLOUR - BLACK/GREY SELF COLOUR
- ④ - CONCRETE BLOCK PAVING
- MARSHALLS KEYBLOK PAVING
- COLOUR - ????
- ⑤ - CONCRETE BLOCK PAVING
- MARSHALLS KEYBLOK PAVING
- COLOUR - ????
- ⑥ - CONCRETE PAVING
- COLOUR - NATURAL
- ⑦ - STRUCTURED LANDSCAPING
- SCHEME TO BE APPROVED BY LOCAL AUTHORITY
- PRIOR TO IMPLEMENTATION
- ⑧ - PROPRIETARY FABRICATED STEEL CYCLE SHELTER
- SURFACE COATED IN PROPRIETARY FINISH
- SIZE 5000 (L) X 2140MM (W) X 2150 (H)
- CAPACITY - 2x12 CYCLES PER SHELTER
- COLOUR - ANTHRACITE GREY
- ⑨ - 2.4M HIGH PALADIN FENCE
- SURFACE COATED IN PROPRIETARY FINISH
- COLOUR - BLACK
- ⑩ - FABRICATED STEEL PEDESTRIAN/VEHICULAR
GATES/CONTROL BARRIER
- FULL SPECIFICATION PPC FINISH
- COLOUR - BLACK
- ⑪ - 2.550M VERTICAL TRESPA FENCE
WITH MAINTENANCE ACCESS GATES
- COLOUR - CASTED GREY
- ⑫ - 1.750M VERTICAL TRESPA FENCE
- COLOUR - CASTED GREY

PL04	RJF	30-10-2025	Service yard and Bin St Fence Details updated (Items 11 & 12).
PL03	RJF	27-10-2025	Updated to Quod Comments received 23-10-2025.
PL02	RJF	14-10-2025	Site Material Key and existing tree locations added.
PL01	RJF	06-10-2025	Planning Drawing Issue.
Rev:	By:	Date:	Description:



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CLIENT: HINCKLEY INVESTMENT LLP

GRAFTONGATE

PROJECT: PROPOSED DEVELOPMENT
HAMMONDS WAY
LE10 3EJ
HINCKLEY

TITLE: Proposed Site Plan (B2 Parking)

Drawing Status:	PLANNING DRG		
Job No :	24-078	Drg No :	PL-3010
Scale @ A1:	1 : 500	Date :	Nov 2024
Rev No:	PL04		
Drawn By:	RJF	Checked By:	DB
Orig:	A1		