

Client:
Caddick Developments Limited

Project:
**Land at Junction 22 of the M1
Cliffe Hill Farm**

Project No:
T22578
Report Title:
Framework Travel Plan

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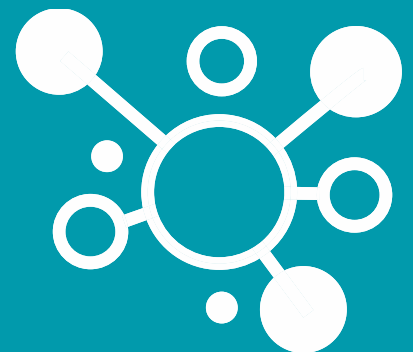


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1.0 Introduction

Background

- 1.1 Hub Transport Planning Ltd has been commissioned by Caddick Developments Limited to provide transport advice for a proposed commercial development on land at Junction 22 of the M1, Cliffe Hill Farm; the land is being promoted for the upcoming Hinckley & Bosworth Local Plan Review 2024 to 2045. The site location is shown in **Figure 1.1**.
- 1.2 The planning application currently proposes just over 64,000sqm of B2/B8 land uses; however for robustness the accompanying Transport Assessment (TA) assesses the impact for up to 65,000 sqm of B2/B8 land uses, with 80% of the site proposed for B8 use (52,000sqm) and the remaining 20% for B2 use (13,000sqm).
- 1.3 Caddick Developments Limited propose that the development be Building Research Establishment Environmental Assessment Methodology (BREEAM) rated.

Structure of the Report

- 1.4 This Framework Travel Plan (FTP) provides an audit of available facilities typically used by employees on a day-to-day basis and an audit of existing active and sustainable travel opportunities. The FTP also sets out a series of measures designed to promote active and sustainable travel behaviour by employees and visitors to the proposed development.
- 1.5 Following this introduction, the report is set out as follows:
 - Section 2.0 – Background Information;
 - Section 3.0 – Policy Review and Travel Plan Objectives;
 - Section 4.0 – Local Facilities and Sustainable Travel;
 - Section 5.0 – Targets;
 - Section 6.0 – Travel Plan Measures and Initiatives;
 - Section 7.0 – Monitoring;
 - Section 8.0 – Summary.

Limitations of the Report

- 1.6 This report has been compiled using data from several external sources (such as public transport operators and local authority websites); these sources are considered reliable and therefore the data provided is considered accurate and relevant at the time of preparing this report.

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2.0 Background Information

Site Location

- 2.1 The site is located immediately east of M1 Junction 22 to the north-west of Markfield, Leicestershire.
- 2.2 The site currently comprises agricultural land and is bounded by Old House Lane to the north, Whitwick Road to the east, the A50 to the south and the M1 to the west.

Existing Highway Network

- 2.3 The A50 comprises a dual carriageway, which is approximately 7.0m wide in each direction. The speed limit changes from 50mph to the national speed limit at the proposed point of access to the site from the A50.
- 2.4 The A50 is a key strategic route that connects the proposed development with the M1 located immediately west of the site, Coalville, Swadlincote and Burton upon Trent via the A511 to the west and Leicester to the east.
- 2.5 There is also an existing layby on the A50 eastbound link that serves a bus stop and provides a parking area for two Heavy Goods Vehicles (HGVs) approximately 110 metres east of M1 Junction 22.
- 2.6 Whitwick Road is a single carriageway, which is approximately 7.3m wide and subject to the national speed limit. Whitwick Road runs north/south and provides connections between eastern Coalville via Abbots Oak and Copt Oak to Markfield.

3.0 Policy Review and Travel Plan Objectives

BREEAM UK New Construction Version 6.1 Technical Manual

- 3.1 The BREEAM UK New Construction Version 6.1 Technical Manual sets out the environmental performance standard against which new, non-domestic buildings in the UK can be assessed and achieve a BREEAM new construction rating. Transport is core to environmental and sustainability performance so is included as its own category in the manual. The transport section in the manual encourages provision of and improved access to local amenities and to sustainable means of transport, i.e. public transport and other alternative transport solutions for building users. The aim is to reward locations and solutions that support reductions in car journeys and, therefore, congestion and CO₂ emissions over the life of the building.
- 3.2 Tra 01 Transport assessment and travel plan sets out the assessment criteria and methodology for achieving a BREEAM new construction transport rating. It states that a site-specific transport assessment (or travel statement) and draft travel plan are required. The transport assessment (or statement) and travel plan are worth two credits against the wider BREEAM assessment.
- 3.3 A site-specific travel plan should be developed that provides a long-term management strategy which encourages more sustainable travel. The travel plan should include measures to increase or improve more sustainable modes of transport and movement of people and goods during the building's operation.
- 3.4 If the occupier is known, they should be involved in the development of the travel plan.
- 3.5 It should be demonstrated that the travel plan will be implemented and supported by the building's management in operation.
- 3.6 The travel plan, as a minimum, should consider the following measures:
- Negotiation with local bus, train or tram companies an increase in the local service provision for the development
 - Provision of a public transport information system in a publicly accessible area
 - Provision of electric recharging stations
 - Provision of parking priority spaces for car sharers (a total of 37 dedicated car share spaces are proposed)
 - Consultation with the local authority on the state of the local cycling network and on improvements
 - Provision of dedicated and convenient cycle storage
 - Provision of cyclists' facilities
 - Lighting, landscaping and shelter to create pleasant pedestrian and public transport waiting areas
 - Restrictions or charging for car parking
 - Pedestrian and cyclist friendly (for all types of users regardless of the level of mobility or visual impairment) with the provision of cycle lanes, safe crossing points, direct routes, appropriate tactile surfaces, good lighting and signposting to other amenities, public transport nodes and adjoining off-site pedestrian and cycle routes
 - Provision of suitable taxi drop-off or waiting areas

- Ensure rural buildings have appropriate access to transport to serve the local community adequately (where procured to do so, e.g. community centre).

National Policy and Guidance

- 3.7 The National Planning Policy Framework (NPPF) was last updated in December 2024. It sets out the government's planning policies for England and provides a framework for delivering housing and other development in a sustainable manner.
- 3.8 The most relevant paragraphs to the proposed development are 108, 111, 114, 115, 116 and 117, which are detailed in **Table 1**.

Table 1 – Relevant paragraphs from the NPPF relating to the proposed development

Paragraph Ref	Description
108	<i>"Transport issues should be considered from the earliest stages of plan-making and development proposals, so that:</i> <i>the potential impacts of development on transport networks can be addressed;</i> <i>opportunities from existing or proposed transport infrastructure, and changing transport technology and usage, are realised – for example in relation to the scale, location or density of development that can be accommodated;</i> <i>opportunities to promote walking, cycling and public transport use are identified and pursued;</i> <i>the environmental impacts of traffic and transport infrastructure can be identified, assessed and taken into account – including appropriate opportunities for avoiding and mitigating any adverse effects, and for net environmental gains; and</i> <i>patterns of movement, streets, parking and other transport considerations are integral to the design of schemes and contribute to making high quality places."</i>
111	<i>"If setting local parking standards for residential and non-residential development, policies should consider:</i> <i>the accessibility of the development;</i> <i>the type, mix and use of development;</i> <i>the availability of and opportunities for public transport;</i> <i>local car ownership levels; and</i> <i>the need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles."</i>
114	<i>"In assessing sites that may be allocated for development in plans, or specific applications for development, it should be ensured that:</i> <i>appropriate opportunities to promote sustainable transport modes can be – or have been – taken up, given the type of development and its location;</i> <i>safe and suitable access to the site can be achieved for all users;</i> <i>the design of streets, parking areas, other transport elements and the content of associated standards reflects current national guidance, including the National Design Guide and the National Model Design Code; and</i> <i>any significant impacts from the development on the transport network (in terms of capacity and congestion), or on highway safety, can be cost effectively mitigated to an acceptable degree."</i>
115	<i>"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 would be severe."</i>
116	<i>"Within this context [related to paragraph 115], applications for development should:</i> <i>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;</i>

Paragraph Ref	Description
	- address the needs of people with disabilities and reduced mobility in relation to all modes of transport; - 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; - allow for the efficient delivery of goods, and access by service and emergency vehicles; and - be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations.”
117	“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 transport statement or transport assessment so that the likely impacts of the proposal can be assessed.”

Strategic Road Network and the Delivery of Sustainable Development (Department for Transport Circular 01/2022)

- 3.9 The Department for Transport (DfT) Circular 01/2022 was last updated in December 2022 and sets out how National Highways engages in plan-making and decision-taking to support the delivery of sustainable development.
- 3.10 The proposed development is located adjacent to M1 Junction 22, which forms part of the Strategic Road Network (SRN). As a result, DfT Circular 01/2022 needs to be considered and the relevant paragraphs are included in **Table 2**.

Table 2 – Relevant paragraphs from the DfT Circular 01/2022 relating to the proposed development

Paragraph Ref	Description
12	“New development should be facilitating a reduction in the need to travel by private car and focused on locations that are or can be made sustainable.”
17	“The company [National Highways] will support development promoters and local authorities in applying the principles of Manual for Streets, the National Design Guide on Movement, inclusive mobility and local transport note 1/20 to ensure priority is given to pedestrian and cycle movements, and that well-considered parking, servicing and utilities infrastructure for all users is incorporated into development proposals.”
42	“Local planning authorities and development promoters are encouraged to identify any potential impacts on the SRN that may result from development proposals and discuss them with the company [National Highways] at the earliest opportunity. - In the first instance, new developments should give priority to walking, wheeling and cycle movements and facilitate access to high-quality public transport where possible.”
43	“The company [National Highways] expects development promoters to enable a reduction in the need to travel by private car and prioritise sustainable transport opportunities ahead of capacity enhancements and new connections on the SRN.”
44	“Travel plans are an effective means of incentivising the use of sustainable modes of transport. Where these are required, development promoters must put forward clear targets and commitments to manage down the traffic impact of development and maximise the accessibility of and within sites by walking, wheeling, cycling, public transport and shared travel. - Targets for achieving a modal shift to sustainable transport will need to be subject to sustained monitoring and management by an appointed travel plan coordinator.”
46	Development proposals for new or expanded goods distribution centres should make sufficient provision for HGV drivers, which should include overnight parking and an adequate level of welfare facilities.

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Paragraph Ref	Description
48	“Where development has not been identified in an up-to-date development plan (or an emerging plan that is at an advanced stage), developers should demonstrate that the development would be located in an area of high accessibility by sustainable transport modes and would not create a significant constraint to the delivery of any planned improvements to the transport network or allocated sites.”
49	- A transport assessment must consider existing and forecasting levels of traffic on the SRN, alongside any additional trips from committed developments that would impact on the same sections (link or junction) as the proposed development. “Assumptions underpinning projected levels of traffic should be clearly stated to avoid the default factoring up of baseline traffic.” “Planned improvements to the SRN or local road network should also be considered in any assessment where there is a high degree of certainty that this will be delivered.”
50	“An opening year assessment to include trips generated by the proposed development, forecasted growth and committed development shall be carried out to establish the residual transport impacts of a proposed development.”
51	“Where a transport assessment indicates that a development would have an unacceptable safety impact or the residual cumulative impacts on the SRN would be severe, the developer must identify when, in relation to the occupation of the development, transport improvements become necessary.”
52	“The scope and phasing of necessary transport improvements will normally be defined by the company [National Highways] in planning conditions that seek to manage development in line with the completion of these works. In such circumstances, modifications to the SRN must have regard to the need to future-proof the network, while its delivery may require a funding agreement between the development promoter and the company [National Highways].”
53	“As a result of investigations undertaken by the company, development promoter and/or local highway authority, it may become apparent that a different form of intervention would better address cumulative development impacts than the option(s) already identified through the plan-making process. In this situation, the company will work with the local planning authority and development promoter(s) to explore a cost sharing mechanism or the phased delivery of a more comprehensive scheme.”
55	“Environmental assessments must be comprehensive enough to establish the likely impacts on air quality, light pollution and noise arising from traffic generated by a development, along with the impacts from any proposed works to the SRN and identify measures to mitigate these impacts.”

Leicestershire Local Transport Plan 4 (LTP4)

- 3.11 LCC has started to prepare its next Local Transport Plan 4 (LTP4), which sets out the vision for transport to 2050. A core document was adopted on 22nd November 2024 for Phase 1 (up to 2030).
- 3.12 The LTP4 sets out a vision across Leicestershire to deliver ‘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.’
- 3.13 The LTP4 sets out several core themes which form the structure and direction of the LTP4, as listed below:
- Enabling Health and Wellbeing⁽¹⁾
 - Protecting the Environment⁽²⁾
 - Delivering Economic Growth⁽³⁾
 - Enhancing Our Transport Network’s Resilience⁽⁴⁾

- Embracing Innovation⁽⁵⁾

3.14 **Table 3** below outlines each core policy along with the proposed strategic outcomes that are relevant to the proposed development.

Table 3 –Core Policies and Strategic Outcomes in the LTP4 that are relevant to the proposed development

Core Policy	Strategic Outcomes
Delivering the Vision	1: Facilitate a transport network which benefits the health and wellbeing of our communities from transport solutions.
	2: Enable a transport network which minimises the impact, and where possible, provides benefit to the environment
	3: Facilitate a transport network which delivers transport solutions that are viable and enable economic growth and deliver best value for money.
	4: Provide a transport network which ensures the delivery of transport solutions which minimise delay, enable travel choice and positive user experiences.
	5: Actively enable the transport network to trial and implement innovation which provides betterment to our communities and resilience to its operation.
Managing Demand	1: Deliver an accessible transport network that meets the requirements of users and provides them with the ability to access employment, education and social amenities which reduces inequality and isolation within our communities.
	2: Provide a transport network which minimises the impact on the environment and, where feasible, enable enhancement and recovery towards a reliable transport network
	3: Provide a transport network which enables the ability of people and goods to move with ease across the county to support and benefit the economy and our communities.
	4: Provide a transport network which is safe, reliable and resilient which minimises the delay of people and goods across and through the county
	5: Provide a transport network which responds to new technology, ways to travel and innovation which provides greater resilience in meeting the transport demands of our communities.
Enabling Travel Choice	1: Enable travel choice which proactively encourages and allows users to make travel choices which meet their needs and requirements and benefits their and the wider communities health and wellbeing.
	2: Facilitate an integrated transport network to enable travel choices which meet users needs and requirements whilst reducing carbon production, lowering emissions and provide benefit to the environment.
	3: Provide an integrated transport network which supports the delivery of new homes and jobs across the county in a sustainable approach by ensuring the provision of transport connectivity to enable travel choice.
	4: Have a well managed transport network which enables travel choice by ensuring viable transport alternatives to car-based journeys that are safe, reliable and resilient to better our communities.
	5: Enable the transport network to support the development of viable low carbon transport alternatives and fuels which provide benefit to the health and wellbeing of communities and the environment.

Core Policy	Strategic Outcomes
Delivering Solutions	1: Identify and deliver transport solutions across the transport network which supports and benefits the health and wellbeing of our communities.
	2: Develop and deliver transport solutions across the transport network fully consider and, where feasible, provide betterment to the environment.
	3: Identify and implement viable transport solutions which support economic growth and sustainable development and deliver best value for money
	4: Implement integrated transport solutions which minimise delays and enable a well-managed and resilient transport network to the benefit of our community.
	5: Actively seek to implement innovation which provides betterment to our communities' health & wellbeing, protects the environment and supports economic prosperity.
Embracing Innovation	1: Work with our communities, key partners and transport infrastructure providers to embrace innovation which seeks to minimise the impact the transport network has on the health and wellbeing of our communities.
	2: In collaboration with our communities, key partners and transport infrastructure providers innovation will be embraced which minimises the impact, and where feasible provide benefit to the environment.
	3: Ensure that through maintenance, renewal and improvement identify innovation and activities which support the decarbonisation of the transport network and provide good value for money.
	4: Working collaboratively with our communities, key partners and transport infrastructure providers to embrace innovation which proactively supports decarbonisation and adapts to climate change.
	5: Work with our communities, key partners and transport infrastructure providers to embrace innovation that provides betterment to the operation of the transport network and reduces its carbon impacts.
Evaluating Progress	1: Work with key partners to identify and monitor the impacts which transport solutions are having on the health & wellbeing of our communities.
	2: Work with key partners to identify and monitor the impacts of transport solutions are having on the environment across the county.
	3: Work with partners to understand the potential benefits which have been released through transport solutions to the economy, job creation, and housing delivery.
	4: Work with partners and transport infrastructure providers to monitor and manage the transport network to ensure it operates in a safe, efficient, reliable and resilient manner.
	5: Actively monitor innovations and trials which have been implemented to support new ways of working and operating the transport network whilst ensuring best value for money.

LCC Cycling and Walking Strategy

- 3.15 LCC published their cycle and walking strategy in July 2021. The strategy sets out a vision for Leicestershire to become a county where walking and cycling is safe, accessible and obvious choices for short journeys and a natural part of longer journeys, helping to deliver healthier, greener communities by reducing congestion and improving air quality, health and wellbeing.

3.16 The strategy sets out three main objectives:

- To enhance the infrastructure that supports cycling and walking in Leicestershire by upgrading existing and providing high quality new segregated infrastructure, cycle parking, pedestrian crossings and traffic reduction measures to create health streets and spaces;
- To enable people to cycle and walk in Leicestershire by providing cycle training, working with schools and workplaces to provide people with the required skills and information; and
- To inspire a step change in cycling and walking in Leicestershire by targeted promotion, engagement and encouragement to instil confidence so that people from all backgrounds choose to walk and cycle more.

3.17 The Cycling and Walking Strategy sets out 11 policies to help achieve the objectives above. Those relating to the proposed development are shown in **Table 4**.

Table 4 – LCC Cycling and Walking Strategy policies relevant to the proposed development

Policy Reference	Policy
Policy 2	To influence planning approvals to ensure that new residential and employment developments are built in line with current cycling and walking guidance and commit land developers to provide funding for behavioural change revenue measures.
Policy 3	To improve existing and deliver new infrastructure to support cycling and walking, including the provision of segregated cycle routes and prioritisation of active modes in accordance with Gear Change and Local Transport Note 1/20 (LTN1/20)
Policy 4	To maximise opportunities for people to undertake cycling and walking as part of journeys linking with passenger transport (bus and rail).
Policy 8	To maximise opportunities to improve road safety for people walking and cycling in line with wider road safety aims.

Leicestershire Highway Design Guide

3.18 Following a recent consultation, the design guide was updated in December 2024¹.

3.19 **Table 5** below summarises the content covered on the website which will be considered throughout this report.

Table 5 – Leicestershire Highway Design Guide Content

Topic	Content
Highway Development Management	• Highway development management policies • Preparing development proposals • Transport assessments, statements and travel plans • Highway development management survey requirements • Transport modelling • Road Safety Audit Policy

¹ Leicestershire Highway Design Guide, LCC (2024). URL: <https://www.leicestershirehighwaydesignguide.uk/>. Last Accessed: 28/05/25.

Topic	Content
Highway Layouts and Design	- Road layouts and design - Active Travel - Passenger Transport - Design and approval of highway structures - Parking and making provision for service vehicles - Electric vehicle charging points

Parking Provision

3.20 **Table 6** below outlines the off-street parking standards, the parking standards are the normal minimum requirements.

3.21 Overall, the LCC HDG has a more onerous set of parking requirements than BREEAM

Table 6 - Parking Standards based on Leicestershire Highway Design Guide

Land Use Class	Threshold for applying the standard	Minimum Number of Parking Spaces		Minimum Number of Operational/Lorry Spaces
B2 – General Industry	Above 2,500 sqm	1/130sqm	Urban town centre, edge of town centre	One lorry space (articulated vehicle) for every 400sqm
		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	Above 2,500 sqm	1/300sqm	Urban town centre, edge of town centre	One lorry space (articulated vehicle) for every 400sqm
		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	

3.22 Additionally, the Highway Design Guide sets out the following standards for cycling and motorcycles:

- Cycle Parking:
 - One long stay space per 500m² GFA for staff and operational use, parking to be secure and under cover.
 - One short stay space per 1,000m² GFA for customer use to be in the form as shown in Figure 51, parking to be located in a prominent and convenient location.

- Motorcycle and Moped Parking:
 - o One space, plus an additional space for every 10 car parking spaces.

3.23 All cycle parking must be secure and normally with weather protection provided at least for long stay parking (for example, employees); conveniently located at entrances to buildings; enjoy good natural observation; well-lit and located so it does not obstruct pedestrian and cycle routes.

3.24 Design considerations for cycle parking have also been considered in the LCC Cycling and Walking Strategy.

Electric Vehicle Charging Points

3.25 All new non-residential buildings with more than 10 parking spaces must have a minimum of one charge point and cable routes for one in five (20%) of the total number of spaces.

Hinckley and Bosworth Local Plan (2006-2026)

3.26 The plan is made up of a series of documents and supporting maps, including the four key development plan documents (DPD):

- Core Strategy DPD;
- Site Allocations and Development Management Policies DPD;
- Hinckley Town Centre Area Action Plan (AAP) DPD; and
- Earl Shilton & Barwell (AAP) DPD.

3.27 This section reviews the Core Strategy DPD since this applies to the proposed site and its location.

Core Strategy DPD

3.28 The Core Strategy was adopted in December 2009 and sets out a vision that the borough will be thriving and successful which exemplifies green sustainable development across the East Midlands. It also states that more residents will be choosing to work locally as higher paid jobs are provided through the successful diversification of the economy and identifies key rural centres, such as Markfield, as providing the necessary day-to-day services to ensure rural communities have the choice to shop, work and play close to where they live.

3.29 The Core Strategy sets out 13 strategic objectives to achieve its vision for the borough. Those relevant to the proposed development in transport terms are:

- Spatial Objective 3 – Strong and Vibrant Rural Communities:
 - o To ensure rural communities have access to a range of shops, education, community, leisure facilities and employment opportunities in the Key Rural Centres to support, enhance and improve the sustainability, vibrancy and vitality of our rural areas.
- Spatial Objective 6 – Infrastructure Provision:
 - o To ensure that development contributes to the necessary infrastructure required by new development, through provision of new, or where appropriate, enhancement of existing infrastructure (for example through appropriate developer contributions).
- Spatial Objective 13 – Transportation and Need to Travel:

- o To reduce the high reliance on car travel in the borough and to increase the opportunities for other forms of transport by focusing the majority of development in the Hinckley urban area where there is a range of transport options available and through securing improvement to public transport infrastructure and facilities that promote walking and cycling and through the use of travel plans.

3.30 The policies relating to transport and the proposed development are provided in **Table 7** below.

Table 7 – Core Strategy Policies relating to the proposed development

Policy	Description
Policy 7: Key Rural Centres	To support the Key Rural Centres and ensure they can provide key services to their rural hinterland, the council will: • Ensure there is a range of employment opportunities within the Key Rural Centres. To support this, the enhancement of allocated employment sites in the Key Rural Centres will be supported, as will the development of employment uses including home working within the settlement boundary. • Require transport improvements in line with Policy 14.
Policy 8: Key Rural Centres Relating to Leicester	To support the local services in Markfield and ensure local people have access to a range of housing the council will: • Support additional employment provision to meet local needs in line with Policy 7. • Deliver safe cycle routes as detailed in Policy 14, in particular from Markfield to South Charnwood High School and between Markfield and Bardon Industrial Estate.
Policy 14: Rural Areas: Transport	To support accessibility within the rural areas, the council will: • Support the delivery of a viable, high quality public transport network between the Key Rural Centres and their nearest urban centre and between the Rural Villages and their nearest Key Rural Centre or urban centre • Support the provision of accessible transport services for mobility impaired and rurally isolated residents • Support further development of quality and reach of accessible transport services, including expansion of Shop Mobility • Support the continuation of the Leicestershire hourly services network (this network provides access within 800 metres to a service of at least hourly daytime frequency for 95% of Leicestershire people) and improving access at other times of the day • Deliver safe cycle paths as detailed in the Hinckley & Bosworth Council's Rural Parishes Cycling Network Plan. This will deliver safe routes to school, to residential and employment areas, Key Rural Centres/urban areas, community and leisure facilities and into the countryside. Developers will be required to contribute towards these initiatives through developer contributions and/or land where they meet the tests set out in national guidance. New development that would prejudice their implementation will not be permitted.

Hinckley and Bosworth Local Plan Review (2024 to 2045)

- 3.31 Hinckley and Bosworth are currently working on a new Local Plan which will set out land allocations and planning policies for 2024 to 2045.
- 3.32 The Local Plan is estimated for adoption in November 2027. As the new Local Plan is not adopted, the proposed development should be determined against the policies set out in the Core Strategy DPD and the Site Allocations and Development Management Policies DPD.

Travel Plan Aims

- 3.33 A Travel Plan is defined as a package of measures intended to encourage sustainable travel choices and reduce the reliance on the private car; this effectively requires identifying and implemented a set of interconnected measures and initiatives which will reduce the environmental impact of the travel associated with a development, particularly through a switch of use of public transport, walking, and cycling and, indeed, increased home working.
- 3.34 Generally, a Travel Plan should incorporate the following:
- A site audit to identify all existing transport links to the site and any initiatives already in place;
 - Identification of the primary objectives of the plan, through which the scope of the plan can be development and against which the performance of the plan can be measured;
 - Identification of measures and initiatives to achieve these objectives;
 - A methodology for formulating the plan, incorporating implementation process and the roles/responsibilities of all parties involved;
 - A monitoring programme, entailing an assessment of the aims and objectives, measures, targets, and communication strategy.
 - The specific aim of a Travel Plan is to promote and facilitate sustainable travel choices, particularly to reduce single-occupancy car use. In turn, this links to the principal transport aim for the site. This is to make it, within reason, as sustainable as possible in terms of people's movements to and from the site.

Travel Plan Objectives

- 3.35 This FTP seeks to promote active and sustainable travel and to reduce the need to travel. Where travel is necessary, it seeks to promote travel in an active and sustainable way. In doing so the FTP will seek to minimise any adverse impacts on climate change and promote better health through active travel.
- 3.36 Specific objectives include:
- Reduce the number of single-occupancy car movements to/from the site.
 - Consider the needs of employees of the site by promoting and supporting their use of active and sustainable travel modes.
 - Encourage employees to consider the health benefits of active travel.
 - Provide sufficient information to allow employees to make informed travel choices.

Methodology for Formulating the Travel Plan

- 3.37 A detailed timetable is provided in **Section 7.0**, however the implementation process for the Travel Plan, once the individual building occupiers have been identified, is likely to be as follows:
- Each unit/building to appoint a Travel Plan Co-ordinator (TPC) and prepare a unit specific Travel Plan;
 - Each unit/building to implement initial measures and initiatives;
 - Each unit/building to derive potential travel patterns to/from the site and investigate incentives for employees and visitors to use more sustainable modes of travel.

4.0 Local Facilities and Sustainable Travel

Local Facilities

- 4.1 The main facilities that are likely to be in demand by workers and visitors are cafes or supermarkets to purchase food and drink. Each unit within the proposed development is likely to provide staff welfare facilities to reduce the number of trips made from the southern parcel (e.g., during lunch breaks); however, the layout of each unit will be subject to a reserved matters application.
- 4.2 The surrounding local facilities in the area are shown in **Figure 4.1** and are listed in **Table 8**, with the distances measured from the centre of the site (allowing 350m for workers/visitors travelling from the centre of the site).

Table 8 – Distance to Local Facilities

Local Facility (Figure Reference)	Distance
Retail	
Co-op Village Store (R1)	2.0km
Markfield Village Store and Post Office (R2)	2.4km
Healthcare	
Markfield Medical Centre and Chemist (H1)	2.4km

- 4.3 **Table 8** demonstrates that there are local facilities in Markfield within walking distance of the site, some falling within the 2km upper limit outlined within the former PPG13 guidance, which have the potential to be utilised by employees during breaks or before/after shifts.

Sustainable Travel

- 4.4 The audit below considers existing opportunities for active and sustainable travel.

Pedestrian Accessibility

- 4.5 Currently, there is a street-lit footway that runs along the northern side of the A511 and A50 between the 'Services' eastbound bus stop on the A511 and the existing layby along the site frontage on the A50. Between these two locations, the footway provides access to some residential dwellings on Little Shaw Lane and the bus stops.
- 4.6 On the southern side of the A50, there is a footway bordering the layby for the westbound bus stop. Bus users can access the bus stop from Altar Stones Lane through a gap in the fence that continues to Markfield Town Centre; the route along Altar Stones Lane is not street-lit. Altar Stones Lane does not have footways, but is a low trafficked street where all users share the carriageway. There is no other footway provision along the A50 in the vicinity of the site.
- 4.7 There are no formal crossing points on the A50 within the vicinity of the site.
- 4.8 Along the eastern boundary on Whitwick Road, there is a street-lit footway that runs along the eastern side of the carriageway; dropped kerbs are provided across both A50 off-slip roads. The footway continues along Ashby Road and provides access to bus stops and Markfield Town Centre via Main Street.

- 4.9 There is also a network of Public Rights of Way (PRoWs) which provide connections within Markfield and to leisure routes into Poultny Wood and Beacon Hills.
- 4.10 **Figure 4.2** shows the PRoW network and the 800m, 1.2km and 2.0km walking distance from the site (taking account of the fact that employees/visitors would have a 350m walk from the centre of the site).

Cycling Accessibility

- 4.11 All cycling within the vicinity of the site is on-road. The A511 and A50 is likely to be intimidating for all but experienced cyclists, given that there are high traffic volumes, and the road is subject to the national speed limit for most of the route.
- 4.12 However, it is possible for cyclists to travel to/from Markfield Town Centre via Altar Stones Lane and Whitwick Road – providing a lighter trafficked route. Both routes are also relatively direct and join at the Whitwick Road/Ashby Road junction near Hill Lane.
- 4.13 National Cycle Network (NCN) Route 52, which provides a route to Coalville, can be accessed c.10km to the north-west of the site via some low trafficked routes, experienced cyclists could alternatively use the A511 to access NCN Route 52 which is a more direct and faster route.
- 4.14 Additionally, NCN Route 63, can be accessed c.7.0km to the south of the proposed site via a number of low trafficked routes which provides a route into Leicester. From here, employees can also join onto NCN Routes 6 and 63 providing an extensive network for employees.
- 4.15 A plan of the local area showing a 5.0km cycling distance, 8.0km cycling distance and NCN Routes is shown in **Figure 4.3**.

Bus Accessibility

- 4.16 The closest bus stops to the site are the 'Cliffe Hill Farm' bus stops located within the existing layby on the A50 c.350m south of the centre of the site. The eastbound stop is accessible via the existing footway, however, there are currently no crossing points along the A50 which means there are currently no links between the site and the westbound bus stop.
- 4.17 Both bus stops are in laybys and take the form of a flagpole and timetable information.
- 4.18 The development proposal will divert the existing eastbound bus service into the site and then out onto Whitwick Road. This will include removing the existing bus stop from the A50 eastbound layby and relocating to a location (to be agreed in detail in due course) within the proposed development, as part of the access junction proposals. The proposal to divert these bus services into the site has been agreed in principle with Arriva and will be finalised in due course.
- 4.19 The existing bus service provision is set out in **Table 9**.

Table 9 – Local Bus Service

Service No.	Stop Direction	Operator	Route	Frequency (approx.)		
				Monday – Friday	Saturday	Sunday
29	Eastbound	Arriva Midlands	Swadlincote - Leicester	Hourly First Service: 05:22 Last Service: 22:46	Hourly First Service: 05:22 Last Service: 22:46	Every One to Two Hours First Service: 05:52 Last Service: 21:46
29	Westbound	Arriva Midlands	Leicester - Swadlincote	Hourly First Service: 07:03 Last Service: 23:47	Hourly First Service: 07:03 Last Service: 23:47	Every One to Two Hours First Service: 07:07 Last Service: 22:49
29A	Eastbound	Arriva Midlands	Leicester - Swadlincote	Hourly First Service: 05:50 Last Service: 18:52	Hourly First Service: 05:50 Last Service: 18:52	N/A
29A	Westbound	Arriva Midlands	Leicester - Swadlincote	Hourly First Service: 08:20 Last Service: 18:36	Hourly First Service: 08:21 Last Service: 18:37	N/A
29B	Eastbound	Arriva Midlands	Swadlincote - Leicester	N/A	N/A	Every Two Hours First Service: 11:44 Last Service: 17:39
29B	Westbound	Arriva Midlands	Leicester - Swadlincote	N/A	N/A	Every Two Hours First Service: 10:03 Last Service: 16:03

- 4.20 **Table 9** demonstrates that the existing bus service provision provides the opportunity for employees to travel by bus to access facilities and employment purposes.
- 4.21 The 29 and 29A bus services are generally offset and provide a composite frequency during the day of every 30 minutes. They also start early and run into the evening, which makes buses a viable option for commuting.
- 4.22 Journey times for employees travelling to the following key destinations by bus (including a 10-minute walk from the centre of the site) are:
- Markfield – 17 minutes;
 - Coalville – 50 minutes; and
 - Leicester – 52 minutes.
- 4.23 As well as commuting purposes, the bus can also be used to access retail/healthcare facilities in Markfield. The current £3 cap on single fares also makes buses very competitive with other modes of transport.

Rail Accessibility

- 4.24 The nearest railway stations to the proposed development are Leicester and Loughborough Railway Stations and further information on service provision and facilities for both stations are summarised in this section.

Leicester Railway Station

- 4.25 Leicester Railway Station is located c.15km south-east of the site and is operated by East Midlands Railway (EMR). It can be accessed by:
- A multi-modal trip, comprising a 38-minute bus journey and a 20-minute walk from the bus stops in Leicester; or

- A c.25-minute car journey.
 - 58-minute bus (inc.20-minute walk from bus stop to station)
- 4.26 It has provision for 498 car parking spaces, including 24 accessible spaces. The car parking spaces are split between two car parks; Station Car Park (including 488 spaces and 20 accessible spaces) and the short stay car park (10 spaces and four accessible spaces). The station provides 222 cycle parking spaces, which are sheltered and monitored by CCTV and take the form of compound and stands. The cycle spaces are split between the cycle hub and main car park and station.
- 4.27 The direct local and regional services are summarised in **Table 10**.

Table 10 – Rail Services from Leicester Railway Station

Destination	Approx. Frequency	Approx. Journey Time	First and Last Services					
			Monday to Friday		Saturday		Sunday	
			Departures	Arrivals	Departures	Arrivals	Departures	Arrivals
Nuneaton (via Hinckley)	2 every hour	29 mins	First service: 06:18 Last service: 22:56	First service: 05:49 Last service: 22:51	First service: 05:48 Last service: 22:20	First service: 05:51 Last service: 22:51	First service: 10:20 Last service: 22:20	First service: 10:21 Last service: 22:21
Nottingham	3 every hour	54 mins	First service: 06:38 Last service: 23:47	First service: 05:14 Last service: 23:20	First service: 06:43 Last service: 23:47	First service: 05:26 Last service: 23:18	First service: 10:25 Last service: 23:59	First service: 08:21 Last service: 21:50
Birmingham New Street	2 every hour	57 mins	First service: 06:18 Last service: 22:56	First service: 05:19 Last service: 22:22	First service: 05:48 Last service: 22:20	First service: 05:22 Last service: 22:22	First service: 10:20 Last service: 22:20	First service: 09:52 Last service: 21:52
Sheffield (via Derby)	2 every hour	1 hr 2 mins	First service: 05:48 Last service: 23:37	First service: 04:58 Last service: 21:45	First service: 06:39 Last service: 22:36	First service: 05:56 Last service: 21:00	First service: 10:15 Last service: 23:12	First service: 08:23 Last service: 20:28

Loughborough Railway Station

- 4.28 Loughborough Railway Station is located c.11km north-east of the site and is operated by East Midlands Railway (EMR). It can be accessed by:
- A 40-minute cycle; or
 - A 20-minute car journey.
- 4.29 It has provision for 256 car parking spaces, including 10 accessible spaces. The station provides 130 cycle parking spaces, which is sheltered and monitored by CCTV which takes the form of compounds. The cycle hub is open 24 hours.
- 4.30 The direct local and regional services are summarised in **Table 11**.

T22578**Land at Junction 22 of the M1, Cliffe Hill Farm****Table 11 – Rail Services from Loughborough Railway Station**

Destination	Approx. Frequency	Approx. Journey Time	First and Last Services					
			Monday to Friday		Saturday		Sunday	
			Departures	Arrivals	Departures	Arrivals	Departures	Arrivals
Leicester	3 every hour	24 mins	First service: 05:00	First service: 05:48	First service: 05:08	First service: 05:50	First service: 08:25	First service: 10:15
			Last service: 23:41	Last service: 23:46	Last service: 23:40	Last service: 23:45	Last service: 22:10	Last service: 23:59
Nottingham	2 every hour	29 mins	First service: 06:53	First service: 04:56	First service: 06:54	First service: 05:00	First service: 10:35	First service: 09:26
			Last service: 23:10	Last service: 23:20	Last service: 23:44	Last service: 23:18	Last service: 23:06	Last service: 21:50
Sheffield (via Derby)	1 every hour	56 mins	First service: 06:00	First service: 04:58	First service: 06:00	First service: 05:56	First service: 10:25	First service: 08:23
			Last service: 23:53	Last service: 21:45	Last service: 22:46	Last service: 21:00	Last service: 22:18	Last service: 20:23

BREEAM Assessment

- 4.31 For the purposes of the BREEAM assessment, key facilities within 500m of the proposed development have been highlighted and an Accessibility Index score calculated, which for this site is 1.65. As part of the development there is a proposed diversion of an existing bus route into the site. As a result, the Accessibility Index score will improve to 1.91.

5.0 Targets

Method of Travel to Work

- 5.1 A key measure to determine the success of the Travel Plan will be the level of reduction in single occupancy car journeys in favour of other active or sustainable modes of transport.
- 5.2 Targets will be used to assess the effectiveness of the Travel Plan initiatives and measures which are outlined in **Section 6.0**, with the overall goal of meeting the Travel Plan objectives which are stated in **Section 2.0**.
- 5.3 The modal split for travel to/from the site has been derived from local Census data which has been used to set the baseline modal share against which targets have been set. The baseline targets will be replaced once surveys have been completed following occupation of each unit on the site.
- 5.4 Journey to Work (JTW) data from the 2011 Census provides a baseline modal split for JTW trips to/from the Hinckley and Bosworth 001 MSOA. This is presented in **Table 12**.

Table 12 – Method of Travel to Work (2011 Census)

Method of Travel to Work	Hinckley and Bosworth 001
Car/Van Driver	77%
Car/Van Passenger	5%
Taxi	0%
Train	1%
Bus, Minibus or Coach	3%
Underground, Metro, Light Rail, or Tram	0%
Motorcycle, Scooter or Moped	1%
Bicycle	1%
Walk	6%
Working from Home (mainly)	6%

- 5.5 This shows that approximately 77% of the population travel to work by car. Travel for commuting purposes by rail and bus is low, although this is likely to be because the nearest railway stations are located in Leicester and Loughborough and the bus services in Markfield do not serve them.
- 5.6 Only 7% of trips are made by walking or cycling, which could be attributed to the lack of direct and segregated infrastructure and the rural nature of Markfield, where more residents are likely to travel longer distances to work (promoting car use where there are not attractive alternative modes of transport).

Targets

- 5.7 To ensure that the Travel Plan targets are both realistic and achievable, it is proposed that the targets are reviewed following the first set of mode share travel surveys.
- 5.8 We would suggest that each unit seeks to deliver a reduction of 10% in single occupancy car journeys within five years of full occupation.

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-
- 5.9 This is likely to provide a challenging, but achievable, target for the proposed development; with car-sharing and improving access to existing bus services (through the delivery of diverted bus service provision into the site) in particular expected to assist in achieving the modal shift.

6.0 Travel Plan Measures and Initiatives

Introduction

- 6.1 The precise nature of each unit is unknown and the associated hours of operation, shift system, number of employees and where employees live is not yet known. Therefore, this FTP sets out a range of measures which the occupier may ultimately call upon to meet the sustainability objectives of the proposed development.
- 6.2 Travel Plans provide a package of measures to encourage site users to choose alternative travel options in preference to single-occupancy car use. There are also further, equally important, reasons for promoting sustainable travel at workplace sites, such as health and environmental benefits.

Potential Measures and Initiatives

- 6.3 To meet the objectives stated in **Section 2.0**, the operator of the proposed development will seek to minimise travel impacts, where possible, through a selection of relevant active and sustainable travel initiatives.
- 6.4 The 'menu' of Travel Plan measures and initiatives is set out in full below:
- Encouraging sustainable car journeys to/from the site by:
 - o Making employees aware of car share and car club schemes such as liftshare.com, as well as providing two dedicated priority car share spaces located closest to the building entrance.
 - o Raising awareness of car ownership costs through Travel Information Packs.
 - o Travel Information Packs will also reference www.choosehowyoumove.co.uk that provides walking, cycling and public transport information, such as available routes, local walking and cycling groups, timetables and journey planning.
 - o Provide emergency lifts home by taxi for those car-sharing that may be let down by their car-share partner or where the need to get home in an emergency arises.
 - o Providing information regarding the location of electric vehicle charging points in the vicinity of the site (136 electric vehicle charging points are proposed).
 - o Restrictions on the number of staff and visitor car parking.
 - o Get involved in travel campaigns such as walk to work week and car-free days which promote the benefits of active and sustainable travel including; health benefits, environmental benefits, etc.
 - o Keep a small stock of umbrellas and wet weather protection on site for use of staff of the drive-through restaurant and retail units.
 - o Provision of suitable taxi drop-off (Space will be provided in the form of pick-up points)
 - Encouraging cycling (whether as a whole journey or as part of a multi-modal commute) to/from the site by:
 - o Publishing and providing details of the local cycle network, routes, and suppliers.
 - o Promoting cycling information such as:
 - https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/845725/cycle-to-work-guidance.pdf

- <https://www.bikeradar.com/advice/buyers-guides/cycle-to-work-scheme-everything-you-need-to-know>
- o Providing a total of 202 secure cycle parking spaces.
- o Providing facilities for staff at the site to make cycling to work more comfortable such as lockers, changing facilities and showers.
- o Provision of a permanent stock of cycling supplies that may be of use for employees e.g. repair kits, lights, etc.
- o Promoting Bike 2 Work schemes; and
- o Consultation with the local authority on the state of the local cycling network and on improvements
- Promoting the use of public transport through:
 - o Provision of detailed public transport information to be provided to all new employees at the proposed development and for this information to be displayed on information boards within staff break-time areas, including appropriate bus services, fares, and journey planning services;
 - o Providing employees with the option to salary-sacrifice for bus tickets:
 - Arriva Adult Network 'East Midlands' pass at £111.00 per month per employee (this would be applicable to the bus services that stop on the A50).
 - o Encouraging employees to sign up to, or access website and app services such as:
 - arrivabus.co.uk
 - traveline.info
 - nationalrail.co.uk
 - o Provision of a public transport information system in a publicly accessible area
 - o Provision of voucher equivalent to the cost of a six-month period bus pass for each employee to use towards a public transport season ticket, for those not eligible for a Disabled Person's Free Travel Pass.
 - o Provide information on relevant journey planning Apps such as the National Rail Enquiries App and the Arriva Bus App that act as a journey planners, give status updates, alerts and notifications. Traveline provide online journey planning tools but seemingly not an App.
 - o Provision of a bus taster ticket for each employee.
 - o Negotiation with Arriva to re-route and increase the local service provision of the 29, 29A, and 29B for the development – the relocated bus stop will be equipped with a pole, flag, timetable case, raised kerb and appropriate road marking to define the new layby.
- Encouraging walking to/from the development by:
 - o Providing a map of local walking routes to the proposed development from key locations such as local residential areas, nearest bus stops and local facilities;
 - o Provision of high-visibility vests to all employees that wish to walk to work;
 - o Providing further appropriate pedestrian linkages to/from the proposed development access points to/from the existing pedestrian network;
 - o Promoting the health benefits of walking and cycling.

- o Promoting websites such as <https://www.leicestershire.gov.uk/roads-and-travel/cycling-and-walking> and www.livingstreets.org.uk ;
- o Ensure the provision of appropriate well lit, safe footpaths on approach to the development and connecting to bus stops;
- o The provision of pedestrian and cyclist friendly safe crossing points, direct routes, appropriate tactile surfaces, good lighting and signposting to other amenities, public transport nodes and adjoining off-site pedestrian and cycle routes; and
- o Providing appropriate pedestrian linkages from the site with landscaping and shelter to create a pleasant environment.
- Promoting the Travel Plan and its measures by:
 - o Publicising the Travel Plan on the development website;
 - o Providing updates of any ongoing measures and initiatives to the website;
 - o Including the Travel Plan, complete with features and benefits in the induction process for all new employees at each unit;
 - o Providing personalised travel planning for all employees on request, including the Travel Plan as an agenda item on any employee forum/staff meeting or equivalent for each employment unit at least twice per year.
 - o Publicising the Travel Plan and public transport information on a notice board on site, visible to employees and visitors.
 - o Ensure that employees are provided with information on sustainable travel campaigns.
- Monitoring and Targets
 - o Provide staff with an annual travel questionnaire regarding mode of transport to work, and
 - o Seek to achieve a 10% reduction on initially recorded single-occupancy car journeys.

Travel Plan Information Packs

- 6.5 A key aspect in achieving the Travel Plan measures and initiatives will be the distribution of travel information to employees once the development is completed.
- 6.6 When the site is built, each employee (prior to starting) will be provided with a Travel Plan Information Pack which will contain information about the modes of transport which are available for journeys to and from the site. The information packs will include public transport and sustainable travel information about services and routes within the local area.
- 6.7 The packs will make employees aware of transport provision which is available to Markfield village centre, local shops, schools, health and leisure facilities, bus stops, rail station and nearby residential areas for those applicable.
- 6.8 The packs will also include maps giving details of safe pedestrian and cycle routes from the site, together with fare, contact and timetable information for public transport services.
- 6.9 A simple statement outlining the benefits of sustainable transport versus the use of private car will also be set out in the information pack, as well as the aims of the Travel Plan and the Action Plan. This and all the information

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contained within the pack will be researched and published prior to occupation and will be reviewed and updated annually as necessary.

A50 Improvements

- 6.10 As set out in the TA report, significant improvements are proposed on the A50 to the east of M1 Junction 22.
- 6.11 A new toucan crossing will be provided over the A50, which will create a safe and secure pedestrian and cycle connection from the development site to the westbound bus stop. It also connects with Altar Stones Lane, which provides a walking and cycling route into Markfield.

7.0 Monitoring

Travel Surveys and Monitoring

- 7.1 It will be important to understand the base travel patterns of employees at the proposed development, and to that end, a travel survey will be undertaken within three months occupation of each unit and reported upon within six months of occupation. A travel questionnaire is included as **Appendix A**, which could be used as a template for this survey.
- 7.2 The results of the questionnaire will help the TPC for each unit to direct resources to the implementation of appropriate measures to reduce single-occupancy car travel to site but improving or otherwise adjusting accessibility for public transport and walking & cycling commuters.
- 7.3 Surveys will be undertaken on an annual basis for a further five years, with the results of each survey informing the most appropriate next steps and measures for the evolving travel plan. An updated plan (or a survey report) will be prepared each year and submitted to the local authority within three months of the surveys being carried out.
- 7.4 Travel Plan measures and targets will be subject to review following collation and analysis of each set of survey results, but initial targets will be a 10% reduction in single-occupancy car use.

Timetable

- 7.5 The TPC will be in post at occupation of the premises. **Table 13** sets out the plan for the delivery of the measures and initiatives.

Table 13 – Action Plan

Travel Mode	Initiative	Target Date	Person Responsible	Other Delivery Partners
Sustainable Car Journeys	Making employees aware of car share and car club schemes such as liftshare.com	Occupation	TPC	
	Provide details of all local taxi firms and ranks	Occupation	TPC	
	Raise awareness of car ownership costs through Travel Information Packs	Occupation	TPC	
Cycling	Publishing and providing details of the local cycle network	Occupation	TPC	
	Provision of secure cycle parking	Construction	Developer	
	Promoting cycling information websites such as https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/845725/cycle-to-work-guidance.pdf	Occupation	TPC	

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	and https://www.bikeradar.com/advice/buyers-guides/cycle-to-work-scheme-everything-you-need-to-know			
	Providing facilities for staff at the site to make cycling to work more comfortable such as lockers, changing facilities and showers.	Construction	Developer	
Public Transport	Publishing and providing detailed public transport information packs to employees.	Occupation	TPC	local public transport providers
	Provide information for elderly and/or disabled employees with details of how to obtain an elderly/disabled pass for public transport use in the local area.	Occupation	TPC	local public transport providers
	Provision of voucher towards the cost of public transport passes to cover a 3-month period for each employee to use who is not eligible for a Disabled or Older Person's Free Travel Pass.	Occupation	TPC	local public transport providers
Walking	Providing a map of local walking routes to all employees	Occupation	TPC	LCC
	Promoting websites such as https://www.leicestershire.gov.uk/roads-and-travel/cycling-and-walking and www.livingstreets.org.uk ;	Occupation	TPC	
	Ensure the provision of appropriate well lit, safe footpaths on approach to the development and connecting to bus stops	Occupation	Developer	
Reduce the Need to Travel	Provide information on broadband speeds in the local area and the benefits of working from home	Occupation	TPC	
Promoting the Travel Plan	Providing all employees with a Travel Plan Information Pack and copy of the Action Plan	Occupation	TPC	
	Publicising the Travel Plan and public transport information on a notice board on site, visible to employees and visitors	Prior to Occupation	TPC	
Surveys and Monitoring	Content of survey questionnaire to be agreed with highway/planning authority	Prior to Occupation	TPC	LCC
	Surveys to be undertaken	Within 3 months of full occupation and annually thereafter	TPC	LCC

8.0 Implementation and Resource

Travel Plan Coordinator

- 8.1 A fundamental aspect of the implementation of any Travel Plan is the identification and appointing of a Travel Plan Coordinator (TPC).
- 8.2 It will be the responsibility of each unit, once occupied, to identify a TPC; this is likely to be a senior member of the management or administration team at the site.
- 8.3 It is essential that the TPC can dedicate sufficient time to developing initiatives and implementing an overall strategy for the development.
- 8.4 The TPC should preferably have sound knowledge of the local transport in the area and should wholeheartedly believe in the strategy implemented for the site. They should be approachable, amenable to suggestions and possess a high level of interpersonal skills, as they will be required to converse with outside bodies such as public transport operators and the local authority.
- 8.5 It is envisaged that the TPC will be responsible for the setting up, promoting and monitoring the following schemes:
 - TP promotion and awareness, including the oversees of publications through the development website, as well as information provided directly to staff members;
 - Consultation with local transport operators and the local authority, to provide up-to-date information on services and facilities;
 - Promoting car share schemes for employees at the site to arrange suitable car shares to/from the site; and,
 - Providing Personalised Travel Planning to users of the site.
- 8.6 The TPC will ensure that as the unit is occupied, that the Full TP is publicised on the business website and that employees are aware of the aims and objectives of the TP at an early stage, and are made aware of the sustainable travel options available to access the site.

Travel Plan Management Strategy

- 8.7 The TPC will be an enthusiastic supporter of sustainable travel and work closely with the senior management team on the site. This will ensure that measures and initiatives are well supported and that any necessary corrective measures actioned efficiently.

9.0 Summary

- 9.1 This FTP report is a global document setting out a potential package of measures for each unit of the proposed development to take forward to:
- Promote active and sustainable travel;
 - Reduce the need to travel; and
 - Reduce reliance on single-occupancy vehicle trips.
- 9.2 The proposed improvements to pedestrian and cycle connectivity will improve accessibility to westbound bus services and also to Markfield for local walking and cycling trips. This will be achieved through an upgraded 2.0m footway connecting from the site access into Markfield.
- 9.3 The measures and initiatives addressed within the Travel Plan will be agreed with the highway authority and implemented within each unit/building prior to or at occupation stage.

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Figures



Legend

- Site Location
- 🚌 Bus Stops

**Figure 1.1 - Site Location
T22523 Markfield B8**

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0 350 700 m





Legend

- Site Location
- Healthcare
- Retail

**Figure 4.1 - Local Facilities
T22523 Markfield B8**

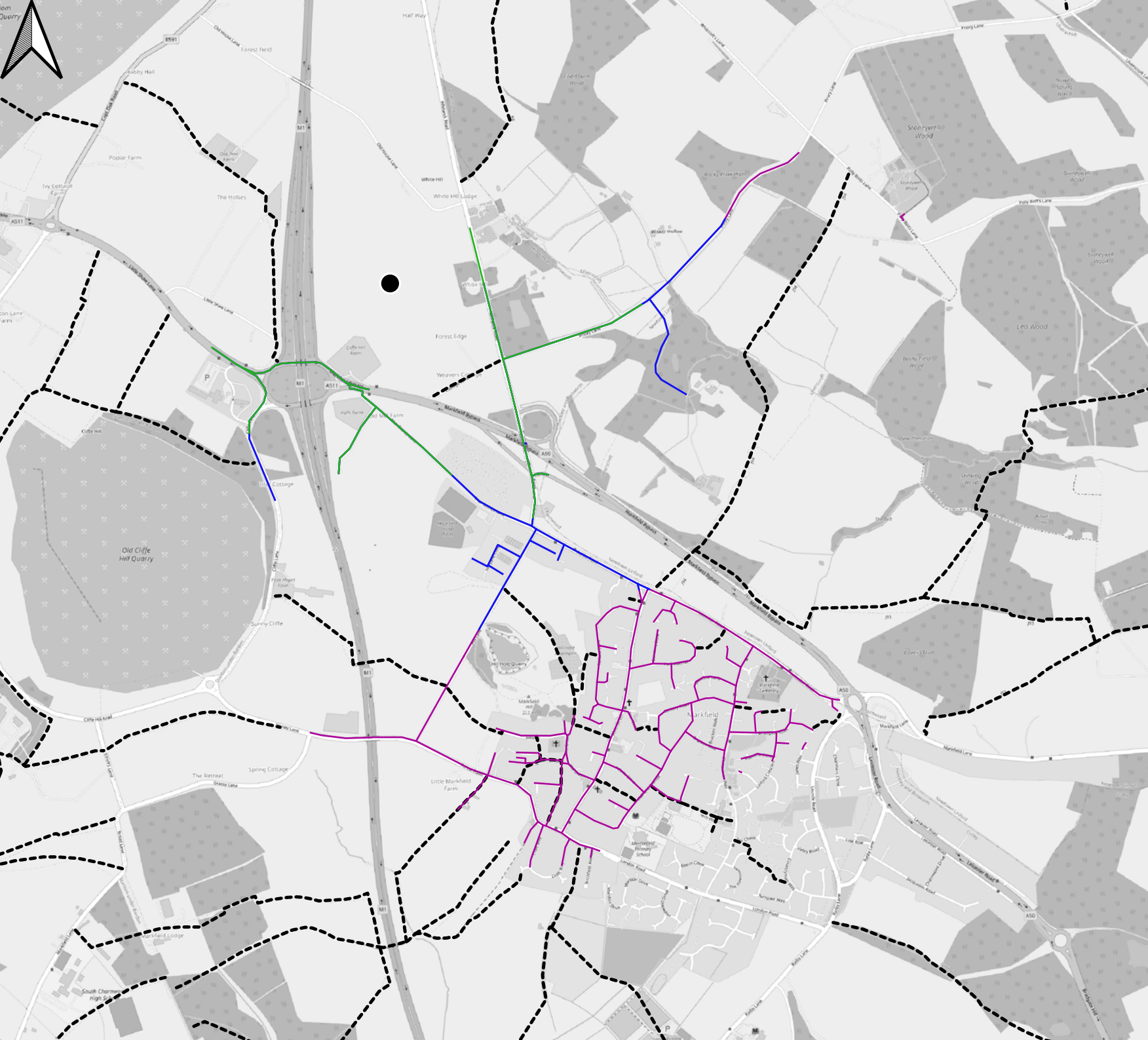
Caddick Developments Limited



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0 250 500 m





Legend

- Site Location
- 800m
- 1.2km
- 2.0km
- Public Footpath

**Figure 4.2 Walking Distances
T22523 Markfield B8**

Caddick Developments Limited

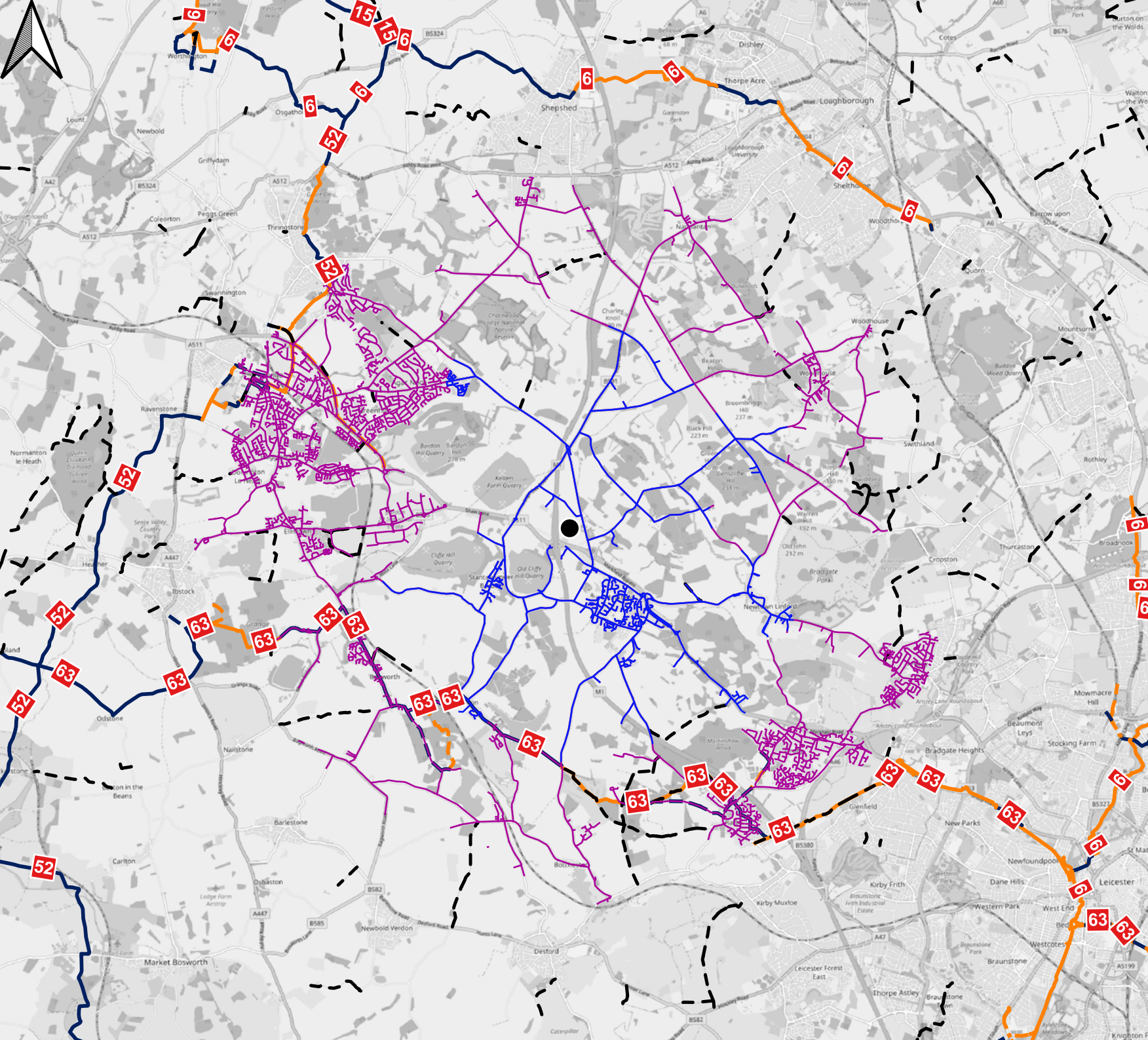


hub
TRANSPORT PLANNING LTD

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0 250 500 m





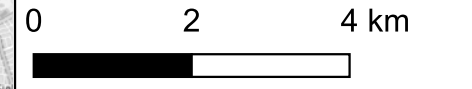
- ### Legend
- Site Location
 - 5km
 - 8km
 - - Public Bridleway
 - + + Byway open to all traffic
 - Restricted Byway
 - On-Road Route not on NCN
 - On-Road Route on NCN
 - Traffic-Free Route not on NCN
 - Traffic-Free Route on NCN

**Figure 4.3 - Cycling Distances
T22523 Markfield B8**

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Appendix A

Travel Plan Questionnaire

Travel to Work Questionnaire

Thank you for answering this questionnaire. Your feedback will help your appointed Travel Plan Coordinator understand the commuting and transport patterns to and from your place of work. This helps give them a footing on how to improve the sustainability of travel to and from the site, reducing single occupancy vehicle trips (car journeys with no passengers).

1. What times do you usually start and finish work?

a. Start : _____ : _____

b. Finish: _____ : _____

2. On a normal trip to work, which forms of transport do you regularly use?

a. Tick **all** that apply:

- | | |
|---|--------------------------|
| Car (driving alone) | ☐ |
| Car (either as a driver with passengers, or as a passenger) | ☐ |
| Bus | ☐ |
| Train | ☐ |
| Motorbike | ☐ |
| Bicycle | ☐ |
| Walk | ☐ |

3. How far do you normally travel to work?

a. Tick **one** that applies:

- | | |
|--------------------|--------------------------|
| Less than 1 mile | ☐ |
| 1-2 miles | ☐ |
| 2-5 miles | ☐ |
| 5-10 miles | ☐ |
| More than 10 miles | ☐ |
| Bicycle | ☐ |

4. How long does it usually take you to travel to work?

a. Tick **one** that applies:

- | | |
|----------------------|--------------------------|
| 0-10 minutes | ☐ |
| 11-30 minutes | ☐ |
| 31-45 minutes | ☐ |
| 46-60 minutes | ☐ |
| More than 60 minutes | ☐ |

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5. If you chose a 'car driver' option;

a. What is your reason for choosing your option? Tick **all** that apply, or use 'Other':

- | | |
|----------------------|--------------------------|
| Necessary for my job | ☐ |
| Giving others a lift | ☐ |
| Health reasons | ☐ |
| Other | ☐ |

b. Would you consider car sharing? Tick **one** that applies:

- | | |
|---------------------------------|--------------------------|
| Not at all | ☐ |
| Yes (occasionally) | ☐ |
| Yes (regularly) | ☐ |
| Yes, if incentives were offered | ☐ |

c. If you specifically drive alone, would you consider switching to any of the following methods of transport? Tick **all** that apply:

- | | |
|----------------------|--------------------------|
| Car (As a passenger) | ☐ |
| Bus | ☐ |
| Train | ☐ |
| Motorbike | ☐ |
| Bicycle | ☐ |
| Walk | ☐ |

6. Which of the following changes would most encourage you to use public transport to travel to work? If you already travel via public transport, which would you most like to see? Tick **three** that apply the most, or use 'Other':

- | | |
|---|--------------------------|
| Flexible working hours | ☐ |
| Closer/more accessible bus stops | ☐ |
| More/more frequent bus services | ☐ |
| Reduced price rail/bus fares | ☐ |
| Personalised journey planning assistance | ☐ |
| I not consider switching to public transport in the near future | ☐ |
| Other | ☐ |

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7. We value your ideas and opinions. If you have any suggestions or feedback for your employer or the developer regarding transport, roads, or pedestrian and cycle infrastructure, write them below:
