

Interim Workplace Travel Plan.

Ford Halewood Transmissions – Car Park Expansion.

On behalf of Ford Halewood Transmissions Ltd.

Date: March 2024 | Pegasus Ref: P23-1502_R001vO_TR_Travel Plan



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1. Introduction

Background

- 1.1. This Interim Travel Plan (TP) has been prepared by Pegasus Group on behalf of Ford Halewood Transmissions Ltd, to discharge a planning condition associated with the planning approval granted on 3rd January 2024 (Ref: 23/O2377/FUL).
- 1.2. The planning permission relates to the following development description:
"Proposed car park (to the east of existing car park) to provide additional vehicle and cycle parking spaces and associated works."
- 1.3. The application submission included a Transport Statement prepared by Ford Halewood dated January 2023 and provided in **Appendix A**.
- 1.4. The purpose of the report is to discharge Planning Condition 2 which relates to the requirement of a Travel Plan and states the following:

Within 3 months of the date of this permission a Travel Plan shall be submitted to and approved in writing by the Council as Local Planning Authority. The Plan shall include immediate, continuing and long-term measures to promote and encourage alternative modes of transport to the single-occupancy car. For the avoidance of doubt, the Travel Plan shall include, but not be limited to:

- *Involvement of employees.*
- *Information on existing transport policies, services and facilities, travel behaviours and attitudes.*
- *Access for all modes of transport.*
- *Targets for mode share.*
- *Resource allocation including Travel Plan Co-ordinator and budget.*
- *A parking and management strategy.*
- *A marketing and communications strategy.*
- *Appropriate measures and actions to reduce car dependence and encourage sustainable travel.*
- *An action plan, including a timetable for the implementation of each of the above.*
- *Mechanisms for monitoring, reviewing, and implementing the Travel Plan.*

The approved Travel Plan shall be implemented in accordance with the timetable contained and shall continue to be implemented as long as any part of the development is occupied and in use. An annual report shall be submitted to the Council no later than 1 month following the anniversary of the first occupation of the development for a period of 5 years. The report shall include a review of the Travel Plan measures, monitoring data and updated action plan.

Reason: To maximise opportunities for travel by modes of transport other than the private car, and to ensure that the development is sustainable, having regard to

Policies T6 and T9 of the Knowsley Replacement Unitary Development Plan, adopted June 2006."

Report Purpose

- 1.5. The purpose of this Interim Travel Plan is to satisfy Condition 2 above.
- 1.6. It sets out the details of the sustainable travel measures in order to meet the targets and the associated responsibilities and deliverables, including timescales committed to in the Action Plan.
- 1.7. This TP has been prepared further to a site visit undertaken in January 2024.
- 1.8. The TP will be delivered, and the condition discharged with a three-stage approach proposed as follows:
 - *Immediately prepare and submit an Interim Travel Plan (this report) with indicative initial targets smart targets, deliverable measures and an action plan.*
 - *Year 1 – Undertake the staff travel surveys, establishing the baseline travel patterns and update the TP to the surveyed baseline. Examine the survey data to understand the opportunities and constraints for sustainable travel switch and update the measures/initiative in line with the survey results, removing any ineffective measures/initiatives.*
 - *Years 2–5 – Undertake annual travel surveys and prepare the Annual Travel Plan Monitoring Report, reviewing the progress towards the targets, effectiveness of the measures and updating the action plan.*
- 1.9. Upon completion of the five-year monitoring reports the condition will be fully discharged.
- 1.10. The document will be a recorded agreement between Knowsley Borough Council and the applicant to discharge planning condition number 2.

What is a Travel Plan

- 1.11. A Travel Plan (TP) is defined by the Department for Transport (DfT) and by the Department for Levelling Up, Housing and Communities (DLUHC) as:

"A long-term management strategy for an organisation or site that seeks to deliver sustainable transport objectives through positive action and is articulated in a document that is regularly reviewed"
- 1.12. Fundamentally, a Travel Plan is implemented in order to encourage people to use sustainable, alternative transport methods over single occupancy car use, in addition to where possible, reduce the need to travel at all. A range of measures will be designed in order to achieve this goal.

Travel Planning Policy and Guidance

- 1.13. This TP has been developed in consideration of the following documents, as appropriate:

¹ National Planning Policy Framework Published 2012, last updated 2023

- i. Good Practice Guidelines, Delivering Travel Plans through Planning Process, published by DfT (2009);
- ii. The Essential Guide to Travel Planning, published by DfT (2008);
- iii. National Planning Policy Framework (NPPF) (2023); and
- iv. Liverpool City Region Combined Authority's 4th Local Transport Plan: Developing a vision for local transport to 2040 (2022)
- v. Knowsley Local Plan Adopted Core Strategy (2016) – Predominately referring to Policy CS7 and saved UDP policies T6 and T9.

Report Structure

- 1.14. **Section 2**, which follows this Introductory section, provides background information on the benefits that a good travel plan can create and sets out the overall objectives and aims of the travel plan.
- 1.15. **Section 3** is a site audit, describing the existing situation and surrounding area, the local highway layout and the accessibility of the site by sustainable modes of transport.
- 1.16. **Section 4** describes the development proposals, including details on walking/cycling infrastructure.
- 1.17. **Section 5** outlines various initiatives that will be considered to encourage a modal shift away from single occupancy car travel
- 1.18. **Section 6** sets out the TP Management
- 1.19. **Section 7** provides the communication strategy for the TP.
- 1.20. **Section 8** sets out the initial SMART Travel Plan Targets, outlining the need to present targets which relate specifically to the site.
- 1.21. **Section 9** provides details on the monitoring and review process.
- 1.22. **Section 10** concludes the report by providing an Action Plan which sets out the TP implementation timetable.

2. Aims and Objectives

Introduction

- 2.1. This TP sets out the local context of the site and demonstrates the sustainable transport opportunities available to employees of the Ford Halewood site. It also sets out the development proposals including the proposed access arrangement, cycle parking provision and servicing arrangements.
- 2.2. It sets out the currently anticipated requirements for travel planning at the site, and preliminary targets for travel to and from the development by all modes of transport. It also sets out suggested initiatives and measures at this time, to support these targets.
- 2.3. Measures and initiatives will be continuously monitored and refined as part of the TP monitoring process annually. The continuous monitor and review process maximises the opportunity to influence new employee travel patterns before they have become established and to promote healthier alternative travel choices for existing employees.

Aims

- 2.4. The TP aims to provide a greater awareness to all employees of alternative sustainable modes of transport that are available, to encourage sustainable travel choice, thus reducing the impact of private car trips to and from the site.
- 2.5. This TP aims to positively influence the travel patterns and behaviours of employees through the encouragement of sustainable travel via walking, cycling, and public transport.
- 2.6. Furthermore, through the implementation of this TP it is envisaged additional benefits could include;
 - Reduced congestion and traffic locally;
 - Improved air quality;
 - An improved environment for pedestrians and cycles;
 - Reduced demand for parking spaces;
 - Increased use of public transport;
 - Individual cost savings; and
 - Improved quality of life – through improved physical fitness, reduced stress and time savings achieved as a result of less congestion.

Objectives

- 2.7. The key objectives of the TP are as follows:
 - Reduce single occupancy car usage for the Ford Halewood Transmissions Ltd plant as it grows through encouraging more sustainable travel modes.
 - Increase employee awareness of the advantages and potential for travel by more environmentally friendly modes of transport therefore reducing traffic.



- Set in place the foundations and culture for sustainable transport choices, which will develop and grow over time and in line with the growth of the plant to help reduce transport impact on the environment.
- Promote a healthier lifestyle for employees; and
- Complement other Travel Plans that operate in the local area, with the aim of promoting a community wide approach to sustainable travel.

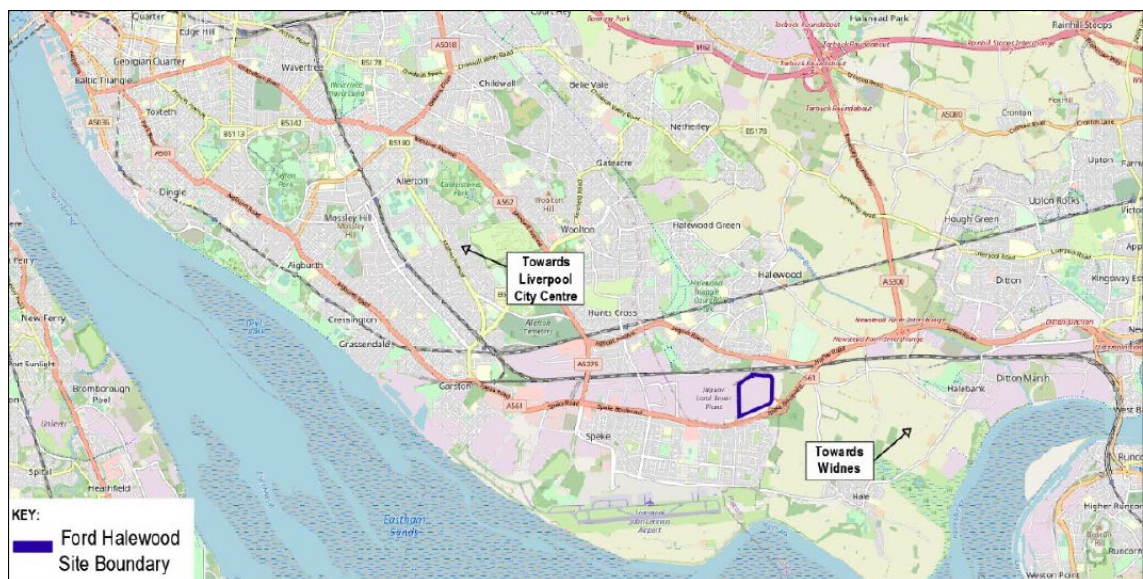
2.8. This TP contains a number of suggested deliverable initiatives and measures to ensure that the targets can be achieved, and the objectives listed above can be met.

3. Site Audit

Site Context

- 3.1. Ford Halewood is located approximately 9 miles to the southeast of Liverpool City Centre. The Ford site covers around 71 acres of land and is located in an industrial estate that is majority owned by Jaguar Land Rover. The two predominant sites within the estate are Jaguar Land Rover Halewood and Ford Halewood.
- 3.2. To the north of the estate, the West Coast Mainline track runs across the length of the perimeter, beyond this runs the A562 Higher Road. To the south of the estate runs the A561 Speke Boulevard and beyond that lies Liverpool John Lennon Airport (approximately 2 miles away). To the east of the estate, the A561 Speke Boulevard merges into the A562 Higher Road and carries on east towards the Newstead Farm Interchange in the direction of Widnes. To the west of the estate, adjacent to Jaguar Land Rover, runs a string of large industrial buildings on Renaissance Way, these industrial buildings run along both sides of Renaissance Way.
- 3.3. **Plate 3.1** below shows the location of Ford Halewood in the context of the surrounding area and local and strategic highway network.

Plate 3.1 – Site Location and Context Plan



- 3.4. There is a publicly accessible, privately owned two-way single carriageway site highway network that passes around the perimeter. The estate road comprises; North Road, East Road, South Road, Middle Road and Renaissance Way. The existing car park is accessed via a priority T-junction with South Road.
- 3.5. Ford Halewood currently employs approximately 465 employees who work across a three-shift pattern from Monday to Friday. From Monday to Thursday the average shifts change over times are: 7am, 3pm and 11pm. On Fridays, the employees will work a shorter shift with changeover times being: 7am, 12pm and 5pm with the 5pm shift finishing at 10pm. The current split of employees across the shifts is approximately: Days – 200, Lates – 130 and Nights – 130.

- 3.6. A day shift will have a larger distribution of employees on site when compared to other shifts; this is because office employees will all tend to work a day shift. However, leaving times are staggered so that office staff will most likely finish 30 minutes later than shop floor staff. Therefore, the majority of the employee traffic to and from the site is dispersed across a variety of different timings that do not fall during the busiest periods of rush hour traffic in the surrounding area.
- 3.7. The neighbouring factories on the estate, Ford Halewood and Jaguar Land Rover Halewood, coordinate their shift patterns to ensure the shift change overs do not fall at the same time. The purpose of this being to reduce the effect an overlap of the shift change over times would have on traffic within the internal site highway network, the surrounding external highway network, and residential areas.

Local Highway Network

- 3.8. The application site is located within the extents of Ford Halewood site perimeter. The site highway network which runs around the perimeter of the site provides direct access onto the A561 Speke Boulevard and the A562 Higher Road via Old Hutte Lane which are strategic routes managed by Knowsley Council.
- 3.9. The A561 and A562 provide access to Liverpool City Centre and the wider Liverpool area. They also provide onward connections to the M57 to north and east Liverpool, the M62 to Manchester; Huddersfield, Bradford and Leeds, and the M56 to Stockport and south of Manchester in the east and Ellesmere Port, Birkenhead and Chester in the west.
- 3.10. To the north of Ford Halewood on the opposite side of the railway line is a largely residential area which is accessible by Old Hutte Lane. To the south of Ford Halewood on the southern side of the A561 Speke Boulevard is a large residential area and retail park directly accessible from the A561.
- 3.11. As you travel to the West down the A561 Speke Boulevard, either of the two signalised crossroads Western Avenue and Speke Hall Avenue provide access to Liverpool John Lennon Airport, a business park and various commercial uses associated with the airport including hotels, airport parking and logistics businesses. The majority of other roads within the vicinity of Ford Halewood are local minor roads.

Ford Halewood Estate Internal Roads

- 3.12. Ford Halewood is served by a network of roads (North Road, East Road, South Road, Middle Road and Renaissance Way) which, with the exception of Renaissance Way in the west, do not form part of the adopted public highway and cumulatively create a ring road around the JLR and Ford facilities. These roads have provision of streetlighting throughout and are subject to a speed restriction of 20mph.
- 3.13. The lanes of these roads measure circa 3 – 3.5m, with a footway being provided predominantly on the side of the carriageway closest to the ford development, measuring circa 1.5m. Further to this, along Renaissance Way, there is a combined cycle path and footway that forms a public right of way a part of the National Cycle Route 62.

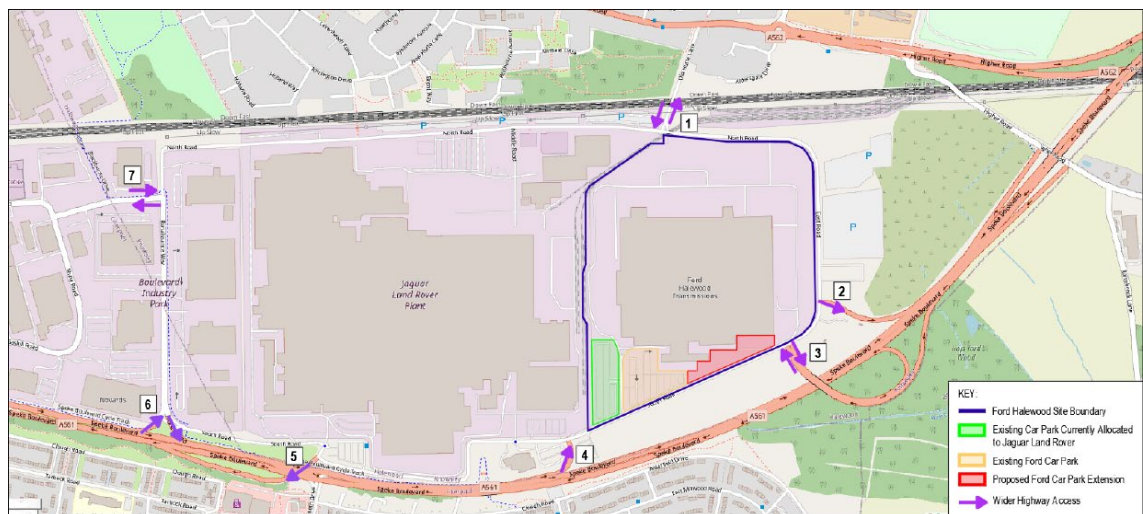
Vehicular Access

- 3.14. Ford Halewood is accessed/egressed from seven locations around its perimeter from the internal estate road described above. Five access points provide access and/or egress from the A561 Speke Boulevard. One access point connects to the A562 Higher Road via

Old Hutte Lane, and the remaining access point connects near to the northwest corner of Jaguar Land Rover Halewood at a junction with National Cycle Network 62 and North Road.

- 3.15. The majority of the site highway network is privately owned by Jaguar Land Rover and has gates on North Road, Old Hutte Lane, the slip roads between East Road and the A561 Speke Boulevard, and South Road which are closed only once per year on Christmas Day. At all other times the site highway network is accessible to the public without restriction. The western section of the site highway network, Renaissance Way is a public highway.
- 3.16. A plan of the existing access arrangements is shown in **Plate 3.2**.

Plate 3.2 – Existing Access



- 3.17. **Access 1:** Old Hutte Lane / North Road is a single carriageway access from the A562 Higher Road via Old Hutte Lane which bridges the West Coast Main Line railway. Old Hutte Lane is subject to a 20mph speed limit and has double yellow lines on both sides along its length and a narrow footway along its western side. Old Hutte Lane is public highway until south of the railway line close to where it forms a priority T-junction with North Road – which is part of the site highway network that runs around the perimeter of the Halewood site.
- 3.18. **Access 2:** East Road / A561 Speke Boulevard comprises a one way exit only link from East Road which forms the on-slip to the A561 Boulevard eastbound.
- 3.19. **Access 3:** East Road / A561 Speke Boulevard comprises a priority T-junction which provides access to and from the A561 Speke Boulevard westbound via slip roads which bridge the A561.
- 3.20. **Access 4:** South Road / A561 Speke Boulevard comprises of an off slip from the A561 Speke Road eastbound which provides inbound access only. The slip road meets South Road at a priority T-junction which provides access to the site highway network clockwise and anticlockwise.
- 3.21. **Access 5:** South Road / A561 Speke Boulevard comprises a roundabout on South Road which provides on-slip access to the A561 Speke Boulevard westbound only.
- 3.22. **Access 6:** Renaissance Way / A561 Speke Boulevard comprises a priority junction which connects on and off slip roads from the A561 Speke Boulevard eastbound with South Road and Renaissance Way.

- 3.23. **Access 7:** National Cycle Network 62 / North Road priority junction provides an additional access to Ford Halewood from Woodend Avenue via Shaw Road.

Speke Boulevard (A561)

- 3.24. Speke Boulevard (A561) is a two-lane dual carriageway with slip roads leading to both South Road and Renaissance Way and is located south of the site. Each lane of this road measures circa three metres and is subject to a 40mph speed restriction. There are streetlights provided on both sides of road at regular intervals.
- 3.25. There is also a segregated pedestrian footway and cycle path running in parallel to the eastbound side of the carriageway up to the Renaissance Way / Speke Boulevard slip road junction.
- 3.26. The cycle path, which is closest to the carriageway, has two lanes, one in each direction, which each measure circa 1.5m. Adjacent to the cycle lanes is a pedestrian footway which similarly measures circa 1.5m. Past the slip road junctions with Renaissance Way and North Road, the segregation between the cycle lane/footway and Speke Boulevard (A561) ceases.
- 3.27. Speke Boulevard (A561) leads to Liverpool city centre to the north-west and joins with the Higher Road (A562) to the east, heading towards Widnes.
- 3.28. South Road and Renaissance Way are both accessed via slips roads off Speke Boulevard (A561)'s main carriageway. South Road benefits from access to Speke Boulevard (A561) on both sides of the carriageway. Renaissance Way benefits from access to Speke Boulevard (A561) for east bound traffic only.

Higher Road (A562)

- 3.29. The A562 Higher Road is a two-way, 9m wide, carriageway located to the north of the site, comprising two 4.5m wide lanes. Higher Road forms a simple priority junction with Old Hutte Lane, which provides access to the site via a bridge over the railway lines to the north of the site. Old Hutte Lane is partially adopted as part of the industrial estate's private road network (at its southern end, before the road bridges over the railway lines).
- 3.30. To the west of the roundabout junction with Baileys Lane and Sandhurst Road, Higher Road (A562) is subject to a 30mph speed restriction. This is reduced from the 40mph speed restriction present to the east of the Higher Road (A562) / Baileys Lane / Sandhurst Road roundabout junction.
- 3.31. There are footways provided on both sides of the carriageway, measuring circa two metres in width on both sides of the carriageway within the vicinity of the Higher Road (A562) / Old Hutte Lane junction. Circa 95m west of this junction, the footway on the westbound side of the carriageway increases in width to circa four metres. Streetlighting is provided on both sides of the carriageway at regular intervals.

Woodend Avenue

- 3.32. Woodend Avenue is a single carriageway located circa 1.5km to the west of the site, consisting of a single lane heading in each direction and numerous ghost islands for turning into side roads.
- 3.33. The lanes measure circa four metres and streetlighting is provided on both sides of the carriageway. Segregated footways are also provided along both sides of the carriageway, with the footway on the northbound side of the carriageway running alongside a cycle path, with both measuring circa one metre in width.

- 3.34. On the eastbound side of the carriageway the footpaths measure circa 3.5m within the vicinity of the Woodend Avenue / Speke Boulevard (A561) junction which continues for circa 125m, past the simple priority junction with Gaskill Road. At this point, the footway becomes segregated from the carriageway via the implementation of a grass verge and reduces in width to circa two metres.
- 3.35. At the southern end of the road, Woodend Avenue forms a signalised crossroads junction with Speke Boulevard (A561) and Western Avenue, with a dedicated right turn lane being provided at the junction to allow vehicles to route onto Speke Boulevard (A561).

Sustainable Transport

- 3.36. The following paragraphs consider the availability of existing walking, cycling and public transport provision and infrastructure in the vicinity of the proposed development site.

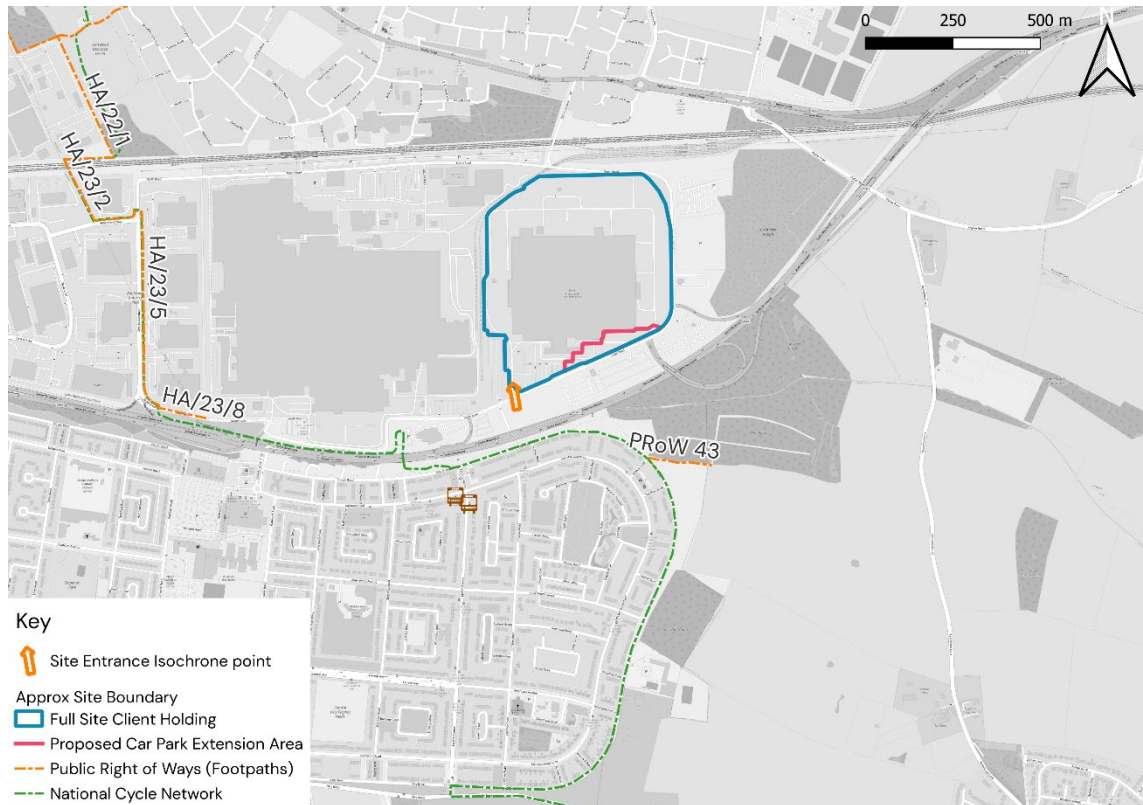
Walking

- 3.37. There are footways provided on all roads surrounding the site, with more details provided on these within the Local Highway Network section, as well as several Public Right of Way (PRoW) footpaths within the vicinity of the site.

PROW

- 3.38. PRoW 43 is located to the south of the site being under the jurisdiction of Liverpool Council, whilst the remaining PRoWs close to the site fall under the jurisdiction of Knowsley Council.
- 3.39. The closest of these PRoWs to the site are HA/23/8 which is accessible off of South Road, circa 1km from the site (as the crow flies) and, in conjunction with the other footpaths, routes towards Hunts Cross and subsequently provides access to Portway, a residential road off of Hillfoot Avenue (A562), which is circa 400m southeast of the Hunts Cross Railway Station.
- 3.40. The PRoW footpaths are illustrated in context to the site on **Plate 3.1** below.

Plate 3.1 – Walking and Cycling Routes Plan



- 3.41. IHT suggest in their 'Guidelines for Providing Journeys on Foot'² document that the preferred maximum acceptable walking distance for commuter trips is 2,000m (Table 3.2 of the document).
- 3.42. In order to illustrate the accessibility of the site on foot a two-kilometre isochrone is shown on **Plate 3.2** below, with the origin of the isochrone being taken as the site access.

Cycling

- 3.43. National Cycle Route (NCR) 62 runs to the south and west of the site, running along both dedicated cycle lanes and cycle paths. It routes between Hale to the southeast and Halewood to the north. This cycle route is illustrated as a green dashed line on **Plate 3.1** above.
- 3.44. DfT's LTN 1/20 document, Cycle Infrastructure Design, suggests that journeys that are less than five miles are an achievable distance to cycle for most people. This would equate to 8km.
- 3.45. CIHT's Planning for Cycling document (2014) supports this by stating the following on page 4:

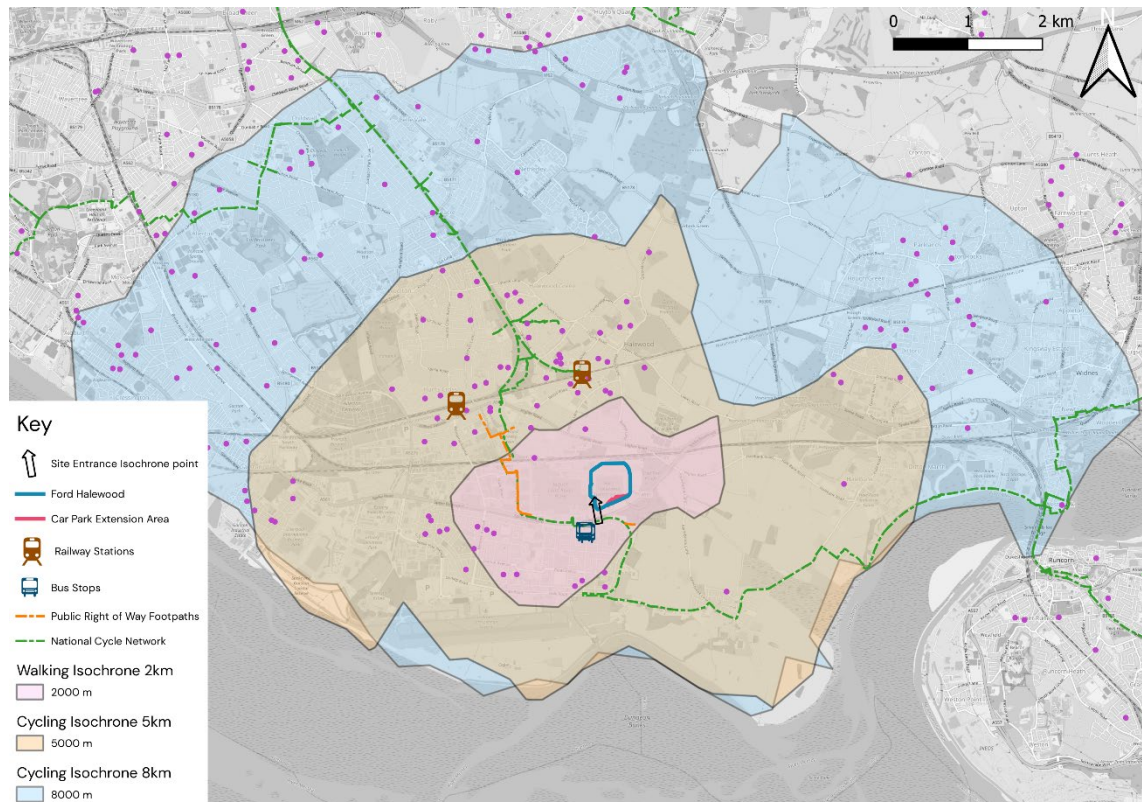
"The majority of cycling trips are for short distances, with 80% being less than five miles and with 40% being less than two miles. However, the majority of trips by all modes are also short distances (67% are less than five miles, and 38% are less than two miles);

² Institute of Highways & Transportation – Guidelines for Providing Journeys on Foot (2000)

therefore, the bicycle is a potential mode for many of these trips (DfT, 2014a). Electric bicycles extend the range that can be cycled comfortably, and combined cycle-rail or cycle-bus journeys offer an alternative to car travel for many longer trips."

- 3.46. This 80% of journeys by bicycle and that the majority of cycling trips undertaken (80%) are less than five miles (8km). Therefore, an isochrone showing an eight-kilometre cycling distance and a shorter 5km cycling distance isochrone is shown on **Plate 3.2** in context to the development site and with the employee origin points to illustrate cycle accessibility.

Plate 3.2 – Walking and Cycling Isochrone Plan



Public Transport

Bus

- 3.47. Nearest bus stops are located on Millwood Road (Stop ID: mertwmgp) and Eastern Avenue (Stop ID: mergmpmw), both are close to the junctions of Millwood Road, Eastern Avenue and East Millwood Road. The locations are shown on **Plate 3.2** above and the available bus services at these stops are summarised below at **Table 3.1**.
- 3.48. The Eastern Avenue bus stop is located on the westbound side of Milwood Road, circa 750m south-west of the site access and consists of a flag and pole bus stop, and timetable information.
- 3.49. A bus shelter with timetable information is provided for the East Mill Wood Road bus stop, which is located on southbound side of the Eastern Avenue carriageway, circa 328m south from the site access (as the crow flies). Both bus stops are served by the by the 80, 81, 82

and 201 bus services, with the East Mill Wood Road bus stop being additionally served by the 800-bus service.

- 3.50. Additional bus services are provided at the Morrisons Bus Terminal, circa 1000m south-west of the site access (as the crow flies). This bus terminal contains four bus shelters and serves the 3A, C45, 81, 90, 201, 82 and 800 bus services. Of these services, the 3A service provides access to and from the Halewood Railway Station, which is located circa 2.8km north of the site access.

Table 3.1 – Local Bus Services

No.	Route	First / Last Bus	Approximate Frequency Intervals (minutes)		
			Weekday	Saturday	Sunday
80	Liverpool ONE Bus Station – Speke	07:38/19:58	35	40	No Services
	Liverpool ONE Bus Station – Speke	05:46/17:52	35	40	No Services
81	Bootle Bus Station – Speke	06:33/23:51	30	30	30
	Speke – Bootle Bus Station	05:00/23:03	30	30	30
82	Liverpool ONE Bus Station – Speke	05:47/00:28	10	10	15
	Speke – Liverpool ONE Bus Station	04:17/22:59	10	10	15
201	Speke – Royal Liverpool Hospital	Three Services	13:01, 14:41 & 18:16		13:01, 14:36 & 17:51
	Royal Liverpool Hospital – Speke	Three Services	16:23, 18:06 & 20:45		16:12, 17:40 & 20:45
800	Speke – Liverpool Freeport	One Service only: 06:59		No Services	
3A	Fazakerley or Huyton – Liverpool John Lennon Airport	06:07 / 21:24	60	60	No Services
	Liverpool John Lennon Airport – Fazakerley or Huyton	04:36 / 20:35	60	60	No Services

Timetable information sourced from [MerseyTravel](#) on the 14 February 2024.

Rail

- 3.51. The closest Railway Station to the site is the Halewood Train Station. This station is located circa 2.8km away via Old Hutte Lane and the residential streets to the north, onto Leather Lane, Wood Lane and terminating at the station on Hollies Road.
- 3.52. Services from this station route to towards Liverpool Lime Street to the west via Platform 1 or Warrington Central to the east via Platform 2.
- 3.53. The 2.8km distance exceeds the maximum walking distance (2km) but could attract linked trips for cyclists and combined with a short bus ride.
- 3.54. The 3A, 76 and C44 bus services serve both Halewood Station Stop A, located on the southbound side of carriageway and adjacent to the northern entrance (Platform 1) to the station, and Stop B on the northbound side of the carriageway and south of the southern entrance (Platform 2) to the station.
- 3.55. Of these services and as mentioned above, the 3A bus service can be utilised to access the site via Halewood Station Stop B. This service stops Millward Road and Eastern Avenue,

circa 750m to the south and also at the nearby Morrisons, circa 1,000m south-west of the site access.

Summary of Accessibility

- 3.56. The development site benefits from its strategic location adjacent to two major A-roads, providing convenient access for both employees and visitors.
- 3.57. The local highway network and pedestrian/cycling infrastructure offer opportunities for walking and cycling in close proximity to the site, with multiple PRow footways as well as the national cycle route 62 being available nearby.
- 3.58. Public transport options are also available within proximity of the site, with the nearest bus stop being circa 750m south of the site and the nearest Railway Station being circa 2.8km north of the site. These sustainable transport options encourage and provide an alternative mode of transportation to single occupancy car trips.

4. Development Proposals

- 4.1. The proposed development comprises of an extension to the main car park to the East of its perimeter. This will increase overall Ford employee spaces within the main car park from 375 to 585 – an increase of 200 standard spaces and 10 EV charging spaces. Therefore, the net increase for spaces across the Ford Halewood site will be 210.
- 4.2. Whilst the proposal includes an initial addition of 10 EV charging spaces into the extended area with the provisions in place to increase the quantity of these spaces as the demand increases as Ford supports the use of low emission vehicles to improve air quality.
- 4.3. The number of disabled spaces will also be increased from two to 15 spaces. They will be in located outside the 3 entrances to (Main Entrance, East and West Locker Room Entrances) building with disabled access into the building already available.
- 4.4. The internal managers car park has 62 spaces and is for management only and the visitor's car park has 28 spaces, these areas remain unchanged.
- 4.5. The expansion of the car park is required to accommodate the increase in shop floor staff gradually over the next two years from 465 to 800. Ford operate over 24 hours a day Monday to Friday with the planned growth proposed to cover 24 hours over Saturday and Sunday, making Ford Halewood a 24/7 site. The shift patterns are shown in **Table 4.1**.

Table 4.1 – Typical Shift Patterns

Shift Pattern		Timings		Employees on Shift
Days		Mon- Thurs	07:00 – 15:30	Office Staff & Day Shift
		Friday	07:00 – 12:30	
3 Shift	Days	Mon- Thurs	06:30 – 15:00	Shop Floor Staff
		Tues – Thurs	07:00 – 15:00	
		Friday	07:00 – 12:00	
	Lates	Mon- Thurs	15:00 – 23:00	
		Friday	12:00 – 17:30	
	Nights	Mon- Thurs	23:00 – 07:00	
		Friday	17:30 – 23:00	
7 Day Continuous (4 shifts on/4 off) Multiple groups		2 Shifts	05:00 – 17:00	Security & Heat Treat
		2 Shifts	17:00 – 05:00	

- 4.6. New staff will be dispersed across the three- shop floor shifts, estimated to be an increase of 165 employees on a day shift, 85 employees on a late shift and 85 employees on a night shift.

Site Access

- 4.7. The existing site access is taken off of South Road and provides access to the Ford facility as well as car parking allocated to JLR, the existing ford car park and the proposed car park extension area.
- 4.8. The site access is not proposed to change as part of the development proposals.

Car Park Layout

- 4.9. As the proposed development is an extension to the current main car park, the boundary of the car park will be extended with it. The vehicle access into the car park will remain as access-controlled vehicle gates and the only access into the site from the car park is through access-controlled pedestrian turnstiles.
- 4.10. All average spaces will be 5m x 2.5 and any EV charging spaces will be 5m x 3.3m. The aisle widths will all be a minimum of 6m wide. The proposed layout for the main car park extension is shown on drawing CPE – Proposed Layout provided in **Appendix A**.
- 4.11. Security guards will continue to monitor the car park from the security gatehouse, as the CCTV network will be extended across the car park allowing for the whole area to be covered.

Cycle Parking

- 4.12. It is proposed for additional cycle parking to be implemented as part of the development proposals which includes the installation of a second cycle shelter on-site, creating an additional 64 cycle parking spaces to bring the total number of cycle parking spaces provided on site to 128 spaces. The proposed location of these cycle parking spaces can be seen on the plan at **Appendix A**, with the specification of these spaces being included at **Appendix C**.
- 4.13. In addition to the external cycle infrastructure Ford Halewood will be upgrading and expanding the facilities within the plant that accommodate the cyclists. This comprises the construction of an additional locker room as well as upgrading aspects of the current locker room. This will increase shower facilities available to the employees – a facility that is used regularly by any cyclists.
- 4.14. The drying room facilities across the plant will also see a major overhaul as this proves to be a valued amenity that is used heavily by cyclists. Therefore, as the current drying room is overcrowded, it will be doubled in size as well as three more drying rooms being added to each of the three new locker room spaces. These additions to the welfare facilities within the plant will provide all employees with the access to amenities that will facilitate and encourage an increase in number of people who choose to cycle to work.

5. Initiatives and Measures

Introduction

- 5.1. This section of the TP outlines the initial measures to be implemented to encourage employees to choose sustainable modes for their commute. Due to the nature of the development, these measures will focus on the employees of the site.
- 5.2. Considering the accessibility of the site as demonstrated in Section 4 of this document, and the origin location of the existing Ford employees it is envisaged that walking, cycling car share and linked-trip public transport will form the basis for the majority of measures.
- 5.3. Measures are provided for all existing and new employees of the site, however all new employees will receive an additional measure prior to arriving for their first day of work to introduce the Travel Plan and encourage their travel choice to be a sustainable one from their very first day.

Introductory Measure – Welcome/Travel Information Pack

- 5.4. 'Welcome Packs' can be critical in influencing travel patterns and therefore it is envisaged that they will be supplied to all new employees at the development. Existing employees will receive the same information as a Travel Information Pack.
- 5.5. The contents of the Welcome/Travel Information Packs will include:
- introduction to the TP concept detailing objectives and aspirations;
 - literature on the health benefits of walking, cycling and environmental benefits of sustainable modes of transport;
 - a plan of the shop floor identifying the sustainable transport facilities; changing rooms, notice board locations, charging stations (e-bikes), cycle parking and EV parking and car-share parking spaces;
 - maps showing local walking / cycling routes and inter-modal connection points such as bus stops and railway stations; and
 - details of public transport services, including timetables and routes.
- 5.6. Communal areas, such as the canteen and shop floor rest areas will also have selected information taken from the Welcome Packs displayed on notice boards.
- 5.7. These notice boards could also advertise the Travel Plan and associated events and related information such as the travel survey process when it is undertaken.

Measures for All Employees

- 5.8. The initiatives and measures proposed below will be implemented in order to maximise the opportunity to influence the emerging travel patterns of new starters and to encourage existing employees to review their travel habits and to make sustainable travel choices going forward.
- 5.9. These TP initiatives and measures may be subject to change as the TP evolves. The measures below have been subdivided into:

- Measures for Walking – Measures to encourage and facilitate employees to walk to and from the site as part of their commute.
- Measures for Cycling – Measures to encourage and facilitate employees to cycle to and from the site as part of their commute.
- Multi–Occupancy Vehicle Measures – Measures to encourage and facilitate employee car-share commute to and from the site.
- Public Transport Measures – Measures to encourage and facilitate employees to use public transport to and from the site as the major portion of their commute.

5.10. Within each of these sections, where relevant, the measures are further categorised into soft measures and physical measures, with these being defined as follows:

- Physical Measures – The 'Physical' Travel Plan measures largely consist of the transportation related infrastructure intended to be implemented on site in order to enhance travel options and support sustainable travel. All on-site transport facilities and infrastructure will be implemented according to the most recent guidelines, ensuring adequate provisions are made for pedestrians, cyclists, and public transport accessibility. Subsequent sections detail these measures based on user types and are connected to the previously provided information on development proposals, access, and movement.
- Soft measures- The 'Soft' Travel Plan measures refer to non-tangible actions or strategies aimed at influencing behaviours, promoting sustainability, enhancing experiences, or improving overall outcomes related to sustainable travel to and from the site. These measures focus on aspects such as education, awareness, and communication, as opposed physical infrastructure.

Measures for Walking

Physical Measures

Showers, Lockers, and Drying Facilities

- 5.11. It is also proposed that employees who are undertaking active commuting will be provided showers, lockers, and drying facilities to allow the staff to change into / out of work attire when arriving to / departing from the site.
- 5.12. Currently, there is already one facility towards the east of the site near to the site access, however, as part of the development proposals, a second facility is proposed to be implemented, north of the car park extension area and east of the existing facilities. Plans of these facilities have been included within **Appendix D**

Soft Measures

Mapping of Routes

- 5.13. It is proposed for a map of the local walking routes in and around the site to be produced, highlighting the footpaths and footways that can be utilised to route to and from the site.

National Walk to Work Week

- 5.14. National schemes and events such as Walk to Work Week will be promoted, allowing staff to sign up for these events and encouraging more people to walk to work.

Measures for Cycling

Physical Measures

Cycle Storage

- 5.15. As part of the development proposals, 'Easylift Premium Two Tier' cycle pods will be implemented on-site to allow for the parking and storage of an additional 64 bicycles as shown on the 'Car Park Extension' plan at **Appendix A**, with the specification of these cycle stands being provided in **Appendix C**. This will bring the total number of bicycle spaces to 128 spaces (64x2).

Showers, Lockers, and Drying Facilities

- 5.16. As mentioned above at paragraph 5.3 and 5.4, showers lockers and drying facilities are currently available on-site, with additional facilities proposed to be implemented to cater for the higher number of employees anticipated to frequent the site.

Soft Measures

Bike to Work and Cycle to Work Schemes

- 5.17. Ford Halewood currently promotes cycle initiatives to reduce the demand for travelling to work by the non-sustainable modes of travel. There are currently two schemes that are implemented to promote cycling to work within the company. The first being the Bike 2 Work scheme ³ and the second is the Cycle to Work scheme ⁴ from www.cyclesolutions.info/ford.
- 5.18. Both schemes provide the same service, and so the scheme an employee will use is simply determined by which of the companies were being utilised at the time of signing their contract.
- 5.19. The schemes are government backed initiatives that allows employees to obtain a bike and/or any cycling equipment which can then be paid back through salary sacrifice instalments. This will also result in tax and National Insurance savings as payments are taken from gross pay rather than net pay.

National Cycle to Work Day and Bike Week

- 5.20. National schemes and events such as Cycle to Work Day, and Bike Week will be promoted, allowing staff to sign up for these events and encouraging employees to try out cycling as a means of commuting.

³ [Bike to Work Scheme](#)

⁴ [Ford Cycle Solutions](#)

Multi-Occupancy Vehicle Measures

Physical Measures

Car Sharing Parking Spaces Allocation

- 5.21. To reduce the number of single occupancy vehicles (SOV) accessing the site, a Car Share Scheme is proposed to be implemented, with some prime-location parking spaces within the car park being reserved for employees who use Car-sharing to make their way to/from the site.

Soft Measures

Car Share Scheme

- 5.22. The plant will introduce a car sharing scheme whereby employees can sign up to the database to be matched with car share buddies in their home area who work on the same shift to enable them to travel together.

Public Transport Measures

Soft Measures

Bus and Rail Buddy Scheme

- 5.23. A buddy database will be set up to enable people who want to travel by bus or rail for the majority of their commute can be partnered with other employees travelling from their area to work on the same shift. Sharing a journey helps to establish healthy travel habits and also to build friendships and a support network.
- 5.24. Public transport journeys will be linked trips with a walk or cycle so sharing the remainder of the journey with others encourages people to be more active and helps them feel safe.

6. Travel Plan Management

- 6.1. A Travel Plan Coordinator (TPC) will be appointed by Ford. It is currently envisaged that Pegasus Group will undertake this role in liaison with Ford HR and Management to ensure effective delivery and management of the Travel Plan and future Monitoring Reports.

TPC Responsibilities

- 6.2. The TPC will be made responsible for implementing, monitoring, and reviewing the TP and collecting data at the site in accordance with this Travel Plan. The role includes:
- Provision of Travel Information to new employees on a visible and accessible noticeboard;
 - Coordination with Ford Travel Champions and other TPC in the area (if any) to identify any areas for joint working or “added value”;
 - Liaison with KMBC regarding the monitoring and review of the Travel Plan Measures;
 - Provision of personal travel advice where requested and appropriate;
 - Preparing and maintaining publicity for the plan through monitoring surveys annually for a period of five years, following implementation of the Travel Plan (See **Section 9**) and promotional events such as Walk to Work Week; and
 - Providing information on the noticeboard. The noticeboard will be updated, as appropriate, where significant changes to public transport services, or walking and cycling facilities / infrastructure occur. It will also be updated with upcoming sustainable travel events as appropriate.
- 6.3. In addition to the above, the TPC will be integral to the process of reviewing the effectiveness of the Travel Plan annually following the implementation of the Travel Plan for the five-year monitoring period.

7. Marketing and Promotion

Communication Strategy

- 7.1. The communication strategy sets out how the Ford TP will inform new and existing employees of the TP and the aims and objectives of the TP. Ford operate a very effective communications strategy throughout the plant to provide up-to-date information in the workplace of all Human Resource, Health and Safety, and operational matters.

TP Roll Out/Introduction

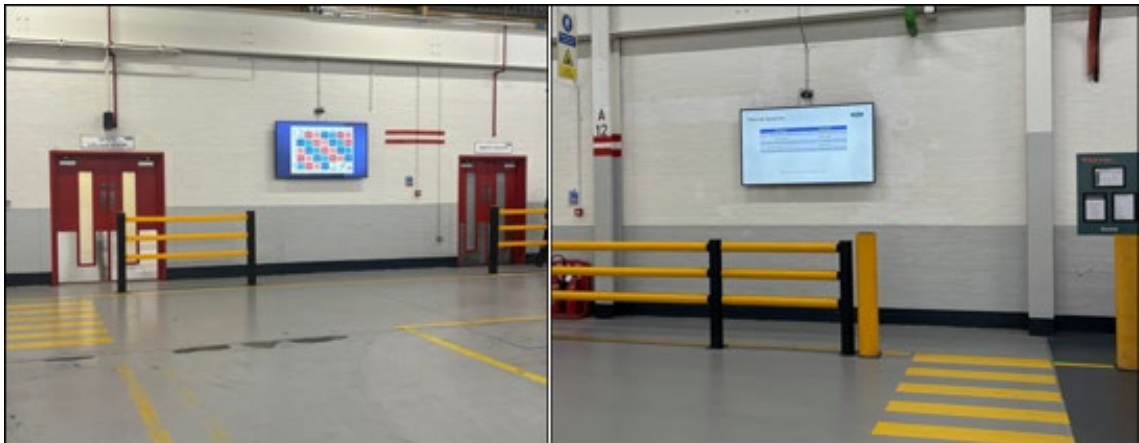
- 7.2. As identified in the previous chapter, one of the travel plan measures will be the production of a Travel Information Pack which will be provided as an Employee Welcome Pack. This will be included on the development website, or a sub website which will be maintained in the medium term from the start of marketing.
- 7.3. The TP will be communicated to new starters in their Welcome Pack and the information will be shared with all existing Employees as a Travel Plan Pack.

Continuous Marketing and Promotion

Bright Signs

- 7.4. There are large TV screens, known as Bright Signs, are located at strategic locations around the plant. Bright Signs are illustrated in Plate 7.1 below.

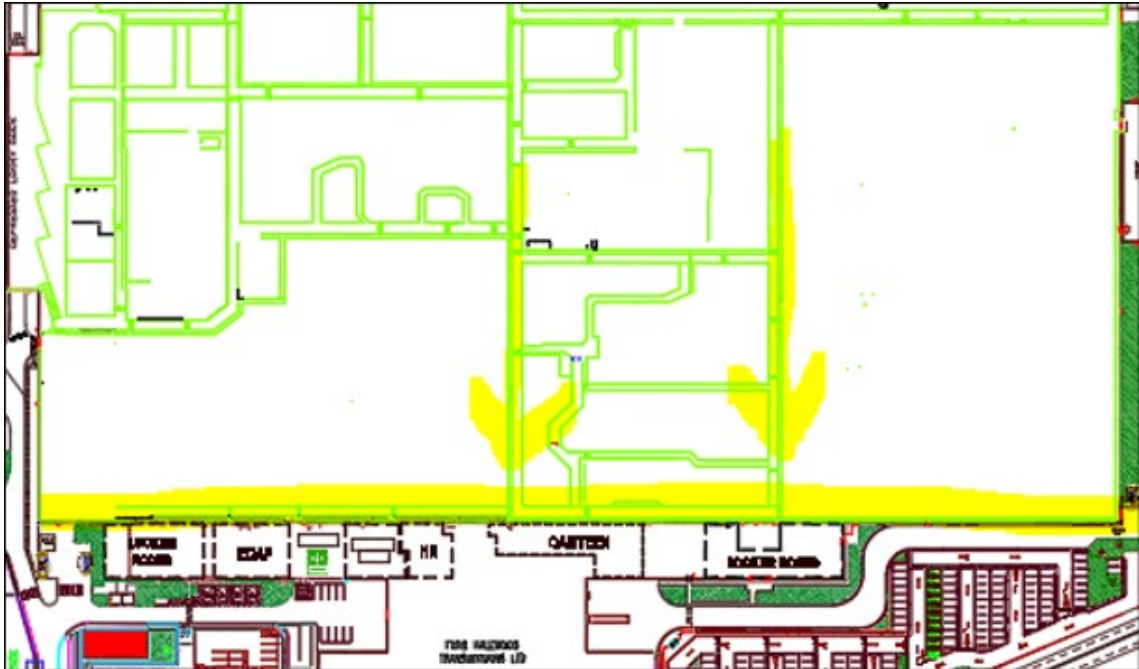
Plate 7.1 – Bright Signs Examples



- 7.5. Bright Signs used to communicate any announcements/information etc. The Workplace Travel Plan will be communicated to the employees using Bright Signs and every update or piece of news related to sustainable travel promotions/campaigns, such as Bike to Work Week, will be communicated using this medium.
- 7.6. Bright Signs are located in areas of heaviest footfall to ensure that all employees will see the screens on entry and exit as a minimum each day.

- 7.7. The primary Bright Signs are located at the end of the main aisles. The direction to leave the plant at the end of each shift to clock off is down these two main aisles and along A-Aisle which are highlighted in Plate 7.2 below.

Plate 7.2 – Bright Signs Locations



Employee Noticeboards

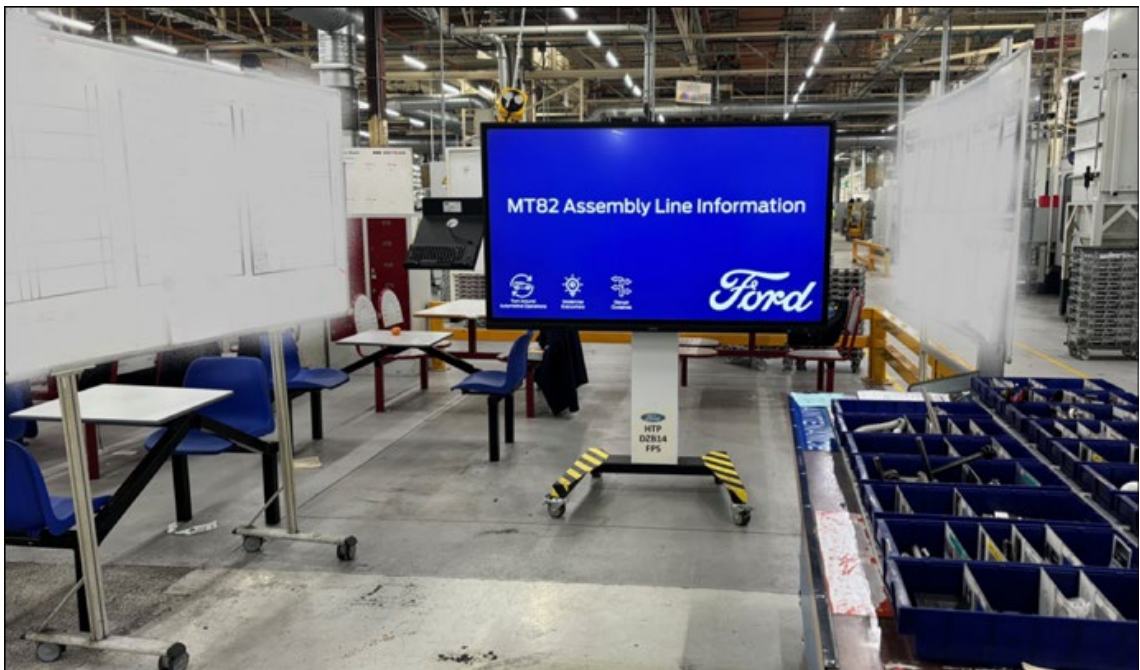
- 7.8. There are several specified rest areas located around the plant. There is a canteen where employees people can go to for lunch and also rest areas within each production area for people to sit with their lunch and on breaks.
- 7.9. Rest areas have fridges, seating etc and have noticeboards for the display of posters and notices. Noticeboards are located at the front of the rest area adjacent to the lockers and the refreshment facilities to ensure that they are in clear view to encourage employees to read the information as they prepare and wait for food and drinks to heat up.
- 7.10. An example of a shop floor rest area is shown in **Plate 7.3** below.

Plate 7.3 – Rest Area



- 7.11. Noticeboards are currently being upgraded to more modern large screens which are being introduced across the plant where information can be instantly and continually updated.
- 7.12. The new screens can display a larger amount of information being of digital format. The new screens can include attractive digital information programmed to 'scroll' or remain static as required. An example digital information screen is shown in **Plate 7.4** below.

Plate 7.4 – Digital Noticeboard Screen



7.13. It is proposed that the existing Bright Sign noticeboards and the rest area noticeboards will display information to promote the TP which can include:

- Information on the health and fitness benefits of walking and cycling;
- Contact details, (telephone, website and email), for local walking and cycling groups and for local public transport information and journey planning Walking campaigns;
- Cycle campaigns;
- Car share information; and
- Cycle training information

Website and Intranet

7.14. Ford have a well-established and continually updated website and an employee internal intranet for the plant.

7.15. There will be continuous promotion of the TP through the employer Employee Intranet where all employee records and policies are accessible. This is available to employees through the website link and also through a Ford App.

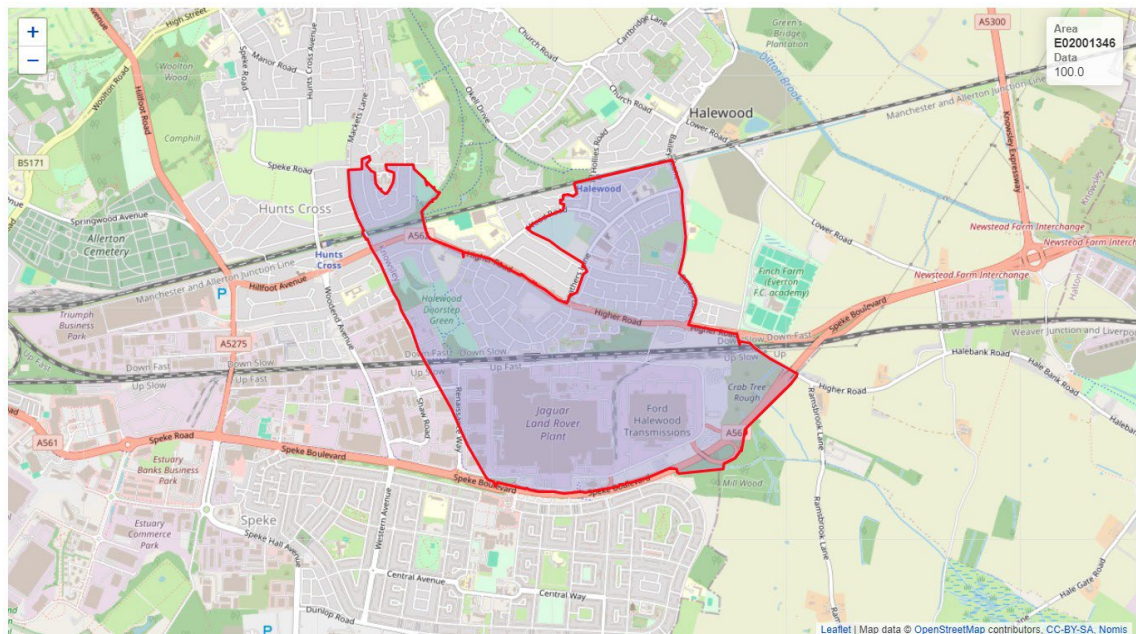
7.16. The TP will be available in full on the website and intranet, along with the future annual monitoring reports, together with the following information:

- National events and campaigns such as Car Share Day, Bike to Work Month and Walk to Work Day will be published as Travel Plan;
- Promotion of car share through promotional events including information on savings to be made and instruction on how to use the car share software will be available on the website and intranet.
- Public transport promotions through the local bus operators;
- Public Transport Operator links and their journey planning tools;
- The buddy systems for walking, cycling and bus journeys to encourage employees to travel together so that those less inclined to travel by sustainable means feel safe and have a travel companion;
- Links to the cycle to work schemes operated by Ford; Bike 2 Work and Cycle Solutions; and
- TP news and updates.

8. Targets

- 8.1. Targets are measurable goals that must be set in order to assess whether the objectives are being achieved. The key objectives of this TP are included in **Section 1**, which includes implementing measures to promote and encourage alternative modes of transport to the single-occupancy car.
- 8.2. To achieve this, 'SMART' targets have been set out in this section, with the SMART acronym being defined as **S**pecific, **M**easurable, **A**chievable, **R**ealistic, and **T**imed. These targets ensure that the goals are relevant and appropriate to both the development site and the staff accessing the site based on current conditions.
- 8.3. As is standard practice, data has been extracted from the most recent two Census, 2011 and 2021, to provide an indication of how people travel to work in this area, with a specific focus on those travelling into the area for work as opposed to those living in the area travelling for work.
- 8.4. To achieve this, 'WP703EW – Method of travel to work (2001 specification) (Workplace population)' was used from the 2011 census survey and 'TS061 – Method used to travel to work' was used from the 2021 census survey. Both of these datasets use the E02001346: Knowsley O20 Super Output Area – Mid Layer, within which the site is located. This attribute provides the 'Specific' nature of the SMART objectives and is shown in **Plate 8.1** below.

Plate 8.1 – Area Map of E02001346: Knowsley O20 Super Output Area – Mid Layer



- 8.5. It is noted that the 2021 data set does not specify whether the journeys conducted are trips undertaken towards or away from the selected super output area and therefore may not be truly reflective of staff travel patterns towards the Ford Halewood site.
- 8.6. Furthermore, the 2021 census was conducted during the Coronavirus pandemic so may not be reflective of future travel mode patterns. However, it is still anticipated that changes to workplace travel patterns have occurred since the 2011 census was conducted and some changes are likely to persist into the future.

- 8.7. As a result of these variabilities with the 2021 data, an average of the 2011 and 2021 baseline modal share percentages has been calculated to provide a suitable middle ground between the two datasets, which is set out within the 'Average Modal Split' column in **Table 8.1**.
- 8.8. It is considered that commuting trips are the key journeys for which the TP will target, as this will comprise all trips to and from the site by employees. The base modal share and the average derived from the two Census are shown in **Table 8.1**.

Table 8.1 – Baseline Modal Share and Average Modal Split

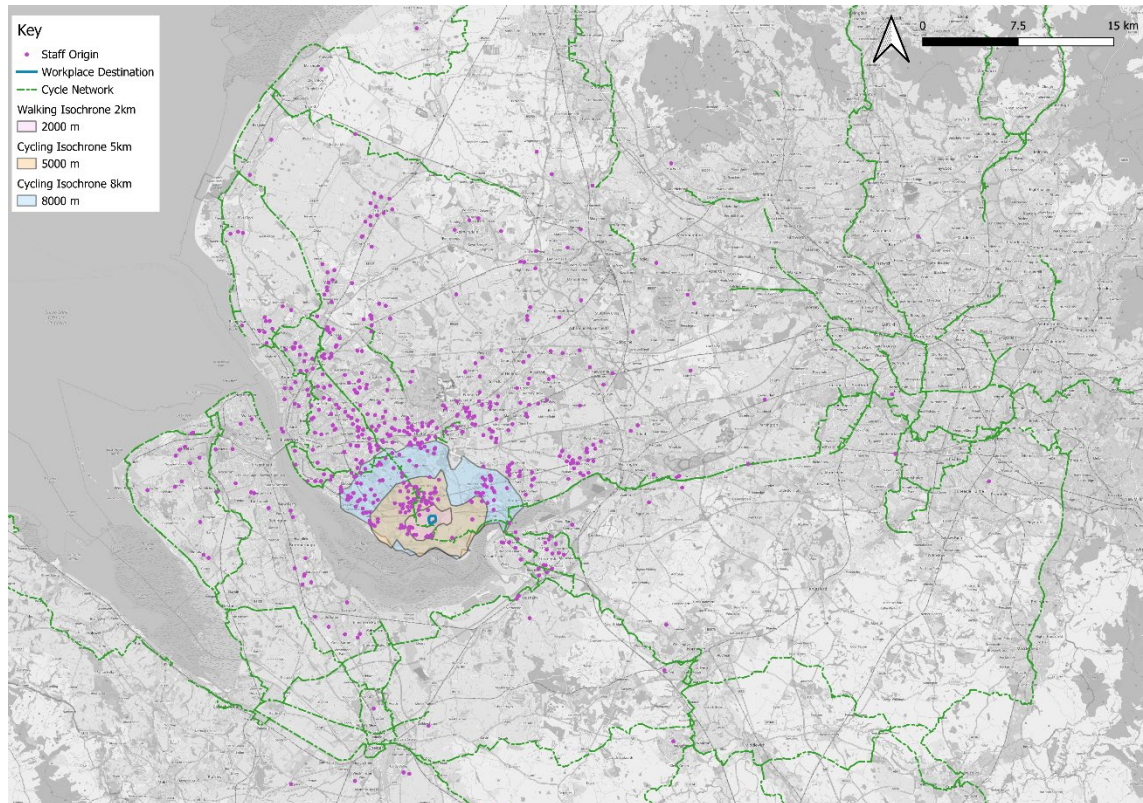
Modal Share	Baseline (2011 Census)	Baseline (2021 Census)	2011-2021 Modal Shift	Average Modal Shift
Car / Van (Driver)	73%	62%	-11%	68%
Car / Van (Passenger)	10%	7%	-3%	9%
Train	1%	4%	+3%	2%
Taxi	1%	3%	+2%	2%
Bus, minibus, or coach	5%	9%	+4%	7%
Motorcycle, scooter or moped	1%	0%	-1%	1%
Bicycle	3%	4%	+1%	3%
On foot	5%	11%	+7%	8%
Total	100%	100%		100%

Note: There is no underground, metro, light rail or tram available locally, and data is 0% so this mode is excluded from the table.

- 8.9. **Table 8.21** shows that despite the pandemic the 2021 Census does show improvement in sustainable travel habits. Working from home has been excluded from the journey to work data as the plan requires all staff to be on-site and therefore this 'method' is not applicable.
- 8.10. Whilst, due to the submission schedule for this report, to comply with the planning condition, there was not enough time to undertake initial surveys of staff travel patterns to and from the site, Ford has provided the approximate origin points of the workforce. Reviewing the origin of the existing workforce helps to understand if the application of Census data mode split is a reasonable basis on which to set indicative initial mode shift targets.
- 8.11. The employee origins for the plant (destination) are shown on **Plate 8.2** below, demonstrating the geographic range for the skilled workforce and the acceptable distance walking and cycling isochrones.
- 8.12. The distance of two kilometres for the walking isochrone has been derived from the IHT's guidelines for Providing Journeys on Foot, which identifies 2,000m as being the preferred maximum acceptable walking distance for Commuting/School/Sight-seeing.
- 8.13. The distance of eight kilometres for the cycling isochrone has been derived DfT's LTN 1/20 – Cycle Infrastructure Design and CIHT's Planning for Cycling document. Both of these identify five miles (which equates to circa eight kilometres) as being an achievable cycling distance.

- 8.14. To ensure that the targets set out are specific to the workforce as well as achievable and realistic, isochrones for a two-kilometre walking distance, a five-kilometre cycle distance and an eight-kilometre cycle distance have been shown on Plate 8.2 which is provided in **Appendix D** together with a close-up Isochrone Plan to see the origin data more clearly for each of the zones.

Plate 8.2 – Workforce Origin–Destination Plan



- 8.15. **Plate 8.1** demonstrates that whilst there are clusters of skilled employees within the acceptable range for walking and cycle journeys to work a large proportion of the workforce live beyond the outer 8km cycle distance and as such there will be constraints to the potential uplift by mode share for some of the sustainable travel options.
- 8.16. When considering setting SMART targets the origin and destination data illustrated in **Plate 8.1** highlights that some of the Census data base modal split percentages cannot be realistically uplifted (and possibly not achieved at the base level) when the skilled workforce of the plant and those needed to grow the operations of the plant originate beyond acceptable travel distances.
- 8.17. Examining the data further, the number of employees currently travelling to work from within the acceptable walking and cycle distances is shown in **Table 8.2** below which forms the initial indicator of the maximum possible mode shift achievable for the current workforce.

Table 8.2 – Summary of Workforce Origin within Isochrones

	2km Walking	5km Cycle	8km Cycle	> 8km Driving/Public Transport	TOTAL
Origins from within Isochrone	10	72	70	471	623
Percentage of total workforce	2%	12%	11%	76%	100%

- 8.18. The total percentage of employee origin within the isochrones set out above highlights the total that could be mode shift to a walking commute is 2% and cycling could be 23%, however it would be unrealistic to assume all staff originating from the zones could potentially use sustainable modes particularly when considering the shift times.
- 8.19. The driving/public transport zone represents the percentage of the workforce whose origin lies beyond the 8km active travel isochrones. Depending on the availability of public transport and the coincidence with shift patterns a small percentage may be encouraged to use public transport, however it is more realistic to consider that these employees could be encouraged to car-share, thereby reducing the number of single occupancy car trips.
- 8.20. When considering the data presented in **Table 8.2** it is clear that there are large differences for the area mode split and the potential for change across the modes for the skilled workforce, the majority of which are likely to originate from areas beyond the 8km cycle distance.
- 8.21. Based on this information, it has been determined that it would be unrealistic to primarily focus on the promotion of walking to the site as only 2% of the total 623 trips originating from a point within an acceptable walking distance from the site. As previously discussed, it is also unrealistic to assume that the whole 2% could be encouraged to shift transport mode, targets must be achievable.
- 8.22. There is an existing workforce with established travel patterns, with plans to increase the workforce with new skilled labour to operate a 24/7 plant.
- 8.23. On the basis that the opportune time to influence travel habits is at the beginning of new employment before habits are formed and changing established habits can be challenging, initial targets have been set to reduce SOV car use by 5% overall. This will lead to a pro-rata increase in travel by sustainable modes.
- 8.24. Targets are set in line with the origin percentage baseline with a primary focus on car sharing, followed by walking and cycling. The initial targets are presented below in **Table 8.3**.

Table 8.3 – Initial Travel Plan Targets

Travel Mode	Existing Modal Split Percentage	Short Term Target Modal Shift Change	Long Term Target Modal Shift Change	Total Target Modal Shift Change
Single Occupancy Car	TBC following surveys	-2%	-3%	-5%
Public Transport		+0%	+0 %	+0%
Cycling		+0.5%	+0.5%	+1%
Walking		+0.5%	+0.5%	+1%
Car Sharing		+1%	+2.0%	+3%

- 8.25. Car share is also to be prioritised as there appear to be clusters of trips originating from a similar area within a driving distance of the site, which, as per the achievable and realistic objectives of the SMART targets, could quite easily be promoted for car share.
- 8.26. It is proposed that the key aim of this travel plan is to reduce the number of SOV trips to and from the development and to continually promote the sustainable modes of travel. The TP will continue to evolve each year, in accordance with the objectives set out at the beginning of this document.
- 8.27. The targets will be revised as appropriate following employee travel surveys (discussed below in **Section 9**), to establish what limits the opportunity for employees to travel by sustainable modes and further to any alternative initiatives and measures being implemented.
- 8.28. The initiatives, measures and modal share targets contained in this TP document may be subject to change, in consultation with KBMC, following the annual monitoring reviews.

9. Implementation, Monitoring and Review

- 9.1. Monitoring and review of the TP is important to understand if the proposed objectives and targets are being met. Monitoring will be undertaken using the following initiatives:
- Annual questionnaire surveys aimed at the employees will be undertaken to obtain the details of employees' travel habits following implementation of the Travel Plan for a period of five years; and
 - Awareness of the Travel Plan would be monitored through a question within this questionnaire.

Employee Travel Surveys

- 9.2. The TPC will monitor the implementation and success of the TP, by ensuring that measures are promoted, and the relevant data is captured. This will be done by undertaking employee travel surveys annually for a period of five years following implementation of the Travel Plan. Upon completion of the relevant data collection, modal shift targets will be agreed with KMBC, and Action Plans revised.
- 9.3. It is proposed that a baseline employee travel survey of employees would be undertaken by the TPC. This is anticipated to be undertaken in Spring/Summer 2024.
- 9.4. Annual traffic surveys will then be undertaken each year 2025–2028 to monitor changes/trends in travel to/from the development each year and assess these changes with the targets set out in **Section 8**.
- 9.5. The baseline and subsequent employee travel surveys would be a questionnaire-based survey, the format and content of which would be agreed with KMBC prior to issue.
- 9.6. The surveys will aim to:
- Identify current travel choices;
 - Monitor awareness of the travel plan;
 - Identify which modes of transport could be promoted in light of the survey findings; and
 - Establish the popular alternative modes of travel to the site.
- 9.7. The results of the employees' travel surveys would be compiled by the TPC to form a baseline report following the initial survey with additional 'monitoring reports' to be undertaken on the subsequent years in retrospective of the annual Travel Surveys being undertaken.
- 9.8. All reports would be submitted to KMBC no later than one month following the anniversary of the approved TP, for a period of 5 years, in accordance with Planning Condition 2 for the site.
- 9.9. The monitoring report would state whether the Travel Plan targets were being achieved and, if not, what further steps would be taken to seek to achieve the targets before the next survey.
- 9.10. The monitoring reports would be completed in line with the annual employee travel surveys following implementation of the Travel Plan.
- 9.11. The TPC will commit to:

- Carry out travel surveys to enable comparison with previous years;
- Review the issues affecting travel to and from the site, discussing possible solutions including updating the noticeboard;
- Review and update the Action Plan (**Section 10** of this TP);
- Revise the targets and actions in the Action Plan on years three and five following implementation of the Travel Plan, if headline targets are not likely to be achieved; and
- Liaise with KMBC for support and advice.

10. Action Plan

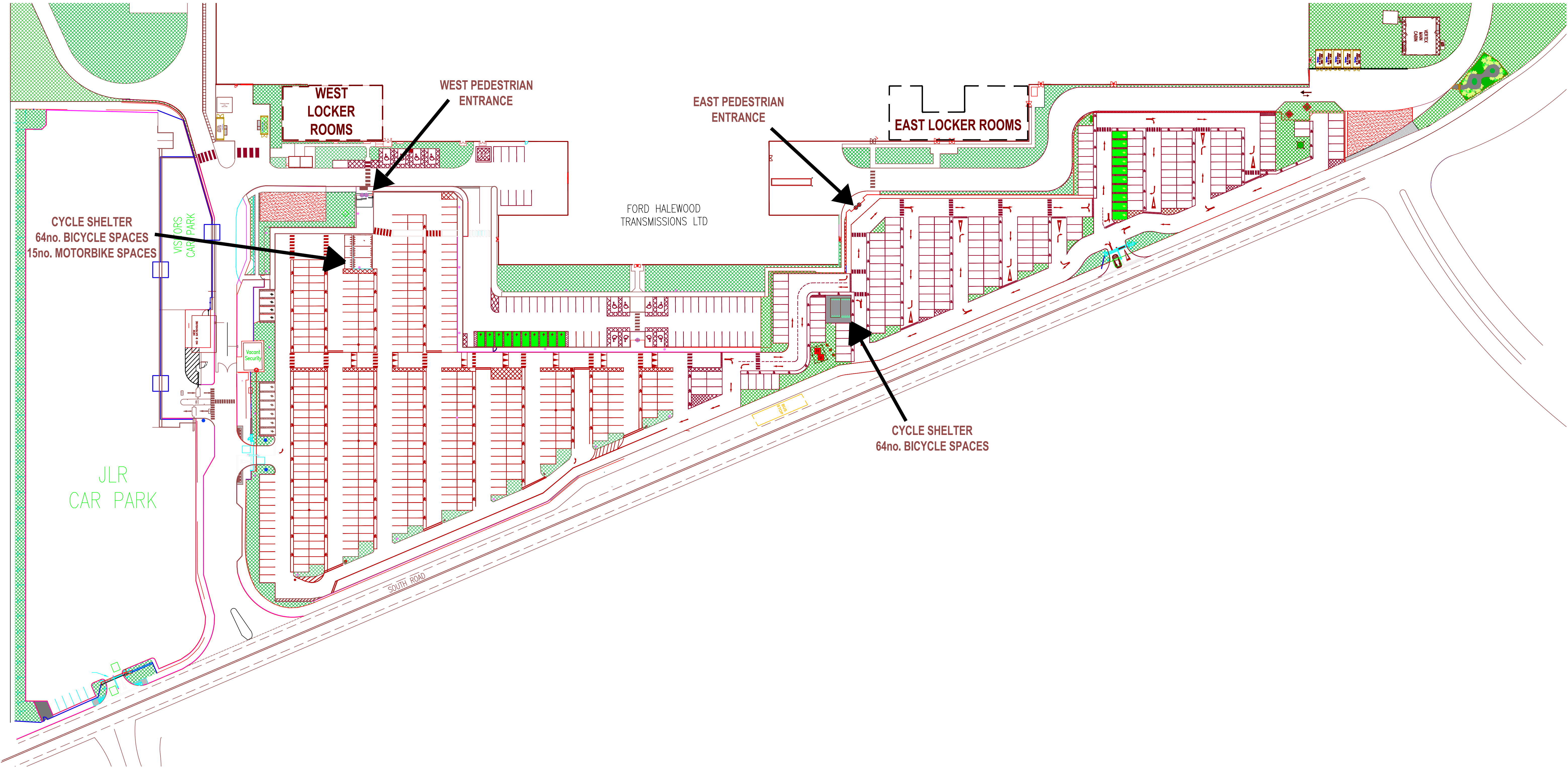
10.1. **Table 10.1** provides the TP Action Plan based on the information presented throughout this report and presents a timetable for the implementation of the TP administrative actions and activities.

Table 10.1 – Action Plan

Action	Target Date	Responsibility
Appoint TPC	Immediately	FORD
Produce Welcome/ Travel Information Pack	Within three months of TP Agreement	FORD/TPC
Undertake Initial Travel Surveys	Within three months of TP Agreement, by Autumn 2024	TPC
Refine and agree the SMART Modal Split Targets	Within one month of undertaking the initial surveys.	TPC/KMBC
Refine and agree the TP measures	Within three months of each TP survey. Autumn 2024–2028 inclusive.	TPC/KMBC
Present Annual Monitoring Report	Annually for five years following the agreement of targets with KMBC. December 2024–2028 inclusive	TPC



Appendix A – Site Layout Plan





Appendix B – Bicycle Storage Specification

EASYLIFT PREMIUM

The Easylift Premium is a highly convenient gas assist two-level bicycle parking system. The lifting system ensures that a bicycle can be parked on the top level effortlessly.

Key Benefits:

- The most successful two tier cycle parking system with 65,000 installed at Dutch stations alone over last 4 years.
- Eight thousand spaces installed in UK over last 4 years.
- Easy to use:
Light aluminium upper arm.
Upper arm on casters for easy glide action.
Upper arm reaches to the floor for ease of loading bike.
- European manufacture for quality assurance.
- Welded and bolted construction. Security bolts give additional security.
- Gas assist action:
Dampers stop upper arm from falling down uncontrolled.
Lifts loaded upper arm with little effort.



Product Name: Easylift Premium Two Tier.

Depth of unit: 1900mm.

Minimum manoeuvring space: 2100mm.

Track material: Aluminium.

Galvanised supports and cross beams:
Finished to BS ENISO11461.

Handle Material: Red Polymer handle with
steel support.

Lowering Mechanism: Gas assisted.

Centre to centre per bike: 375mm (standard)
- 400mm - 500mm.

Surface mounted: Free standing, no bolting
down into ground required.

Configurations:

Single Sided: 4-8-12-16.

Double Sided: 8-16-24-32.

Units can be bolted onto each other to form
a continuous line to desired length.

Modular construction: Can be extended
upon.

Security: 3 individual locking points per rack.

Warranty required for Two tier: 5 years.

Overall Clearance: Minimum Height
required: 2600mm.

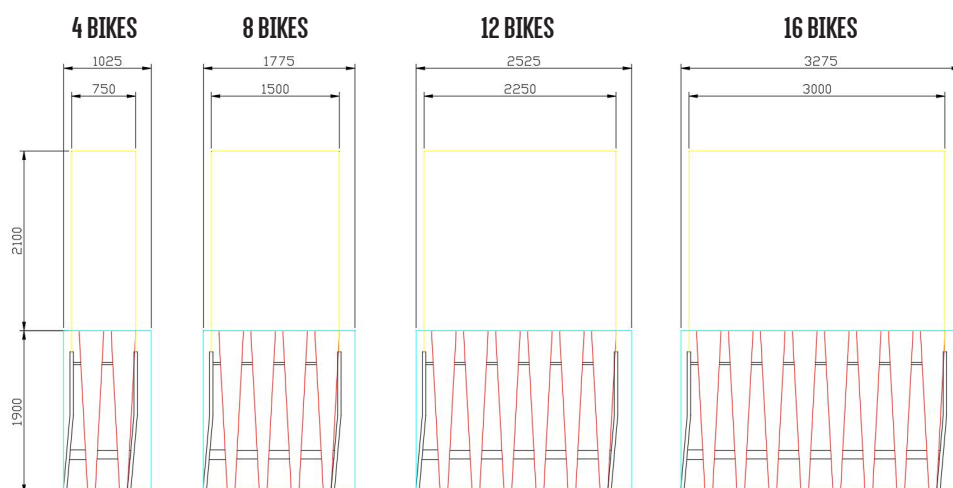
Product Code: ELIFT01 (alu).

Frame Finish: Galvanised.

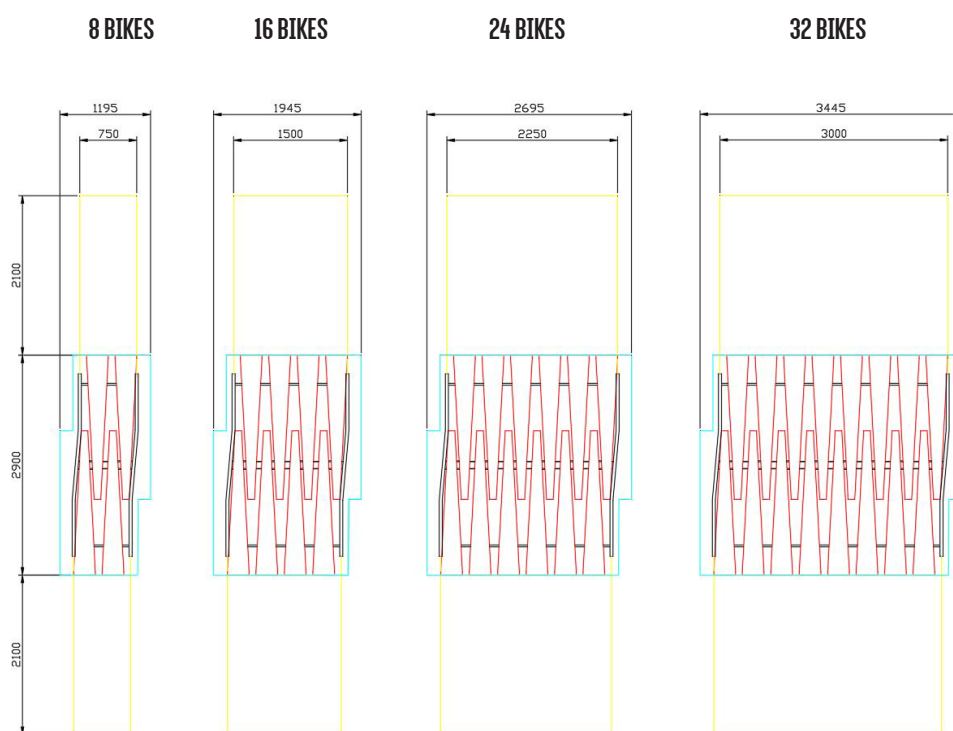
FIETSPARKEUR achieved in 400mm centres
version.

Various shelter options available for all
products.

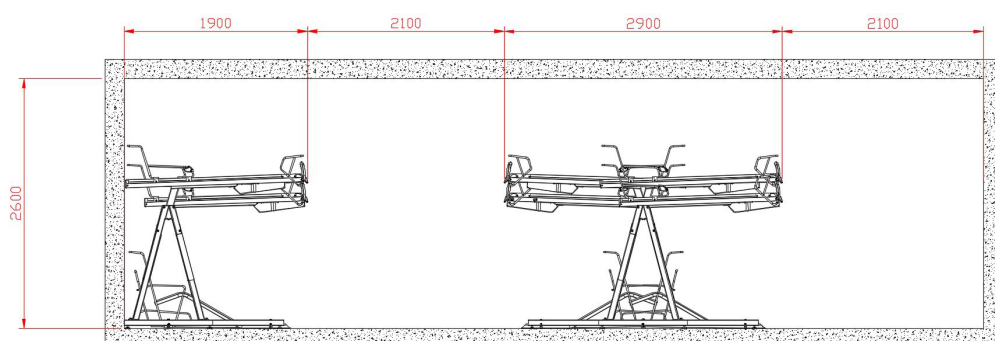
SINGLE SIDED CONFIGURATIONS



DOUBLE SIDED CONFIGURATIONS

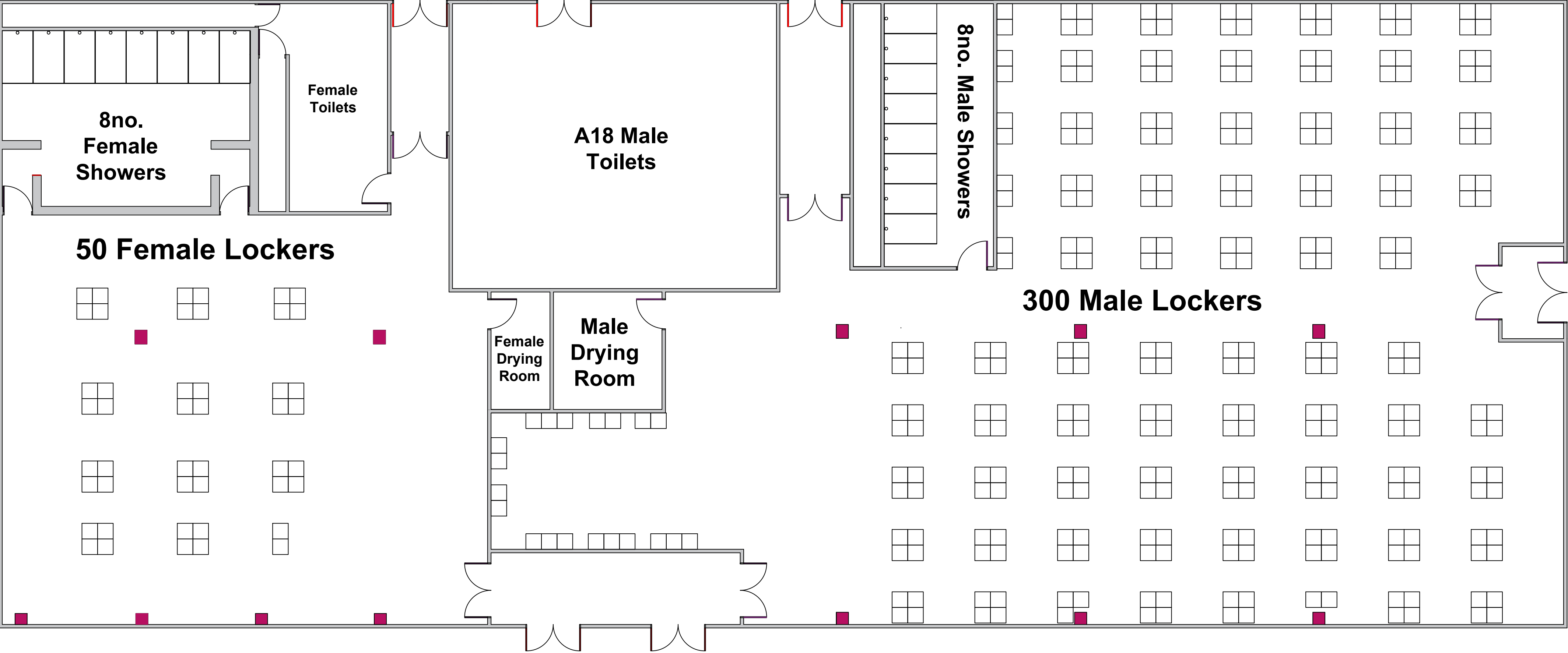


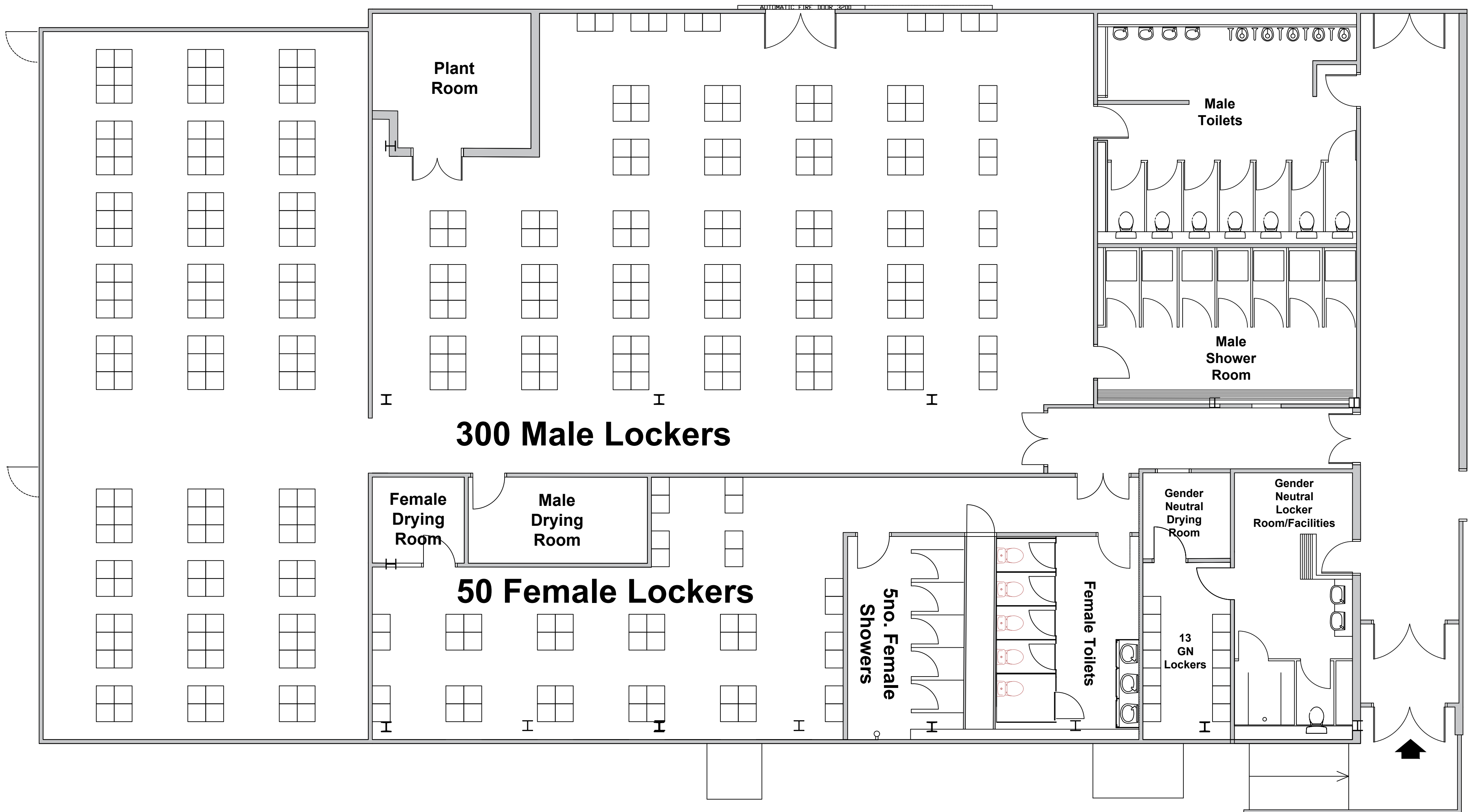
SIDE ELEVATION





Appendix C – Shower & Locker Facility Plans



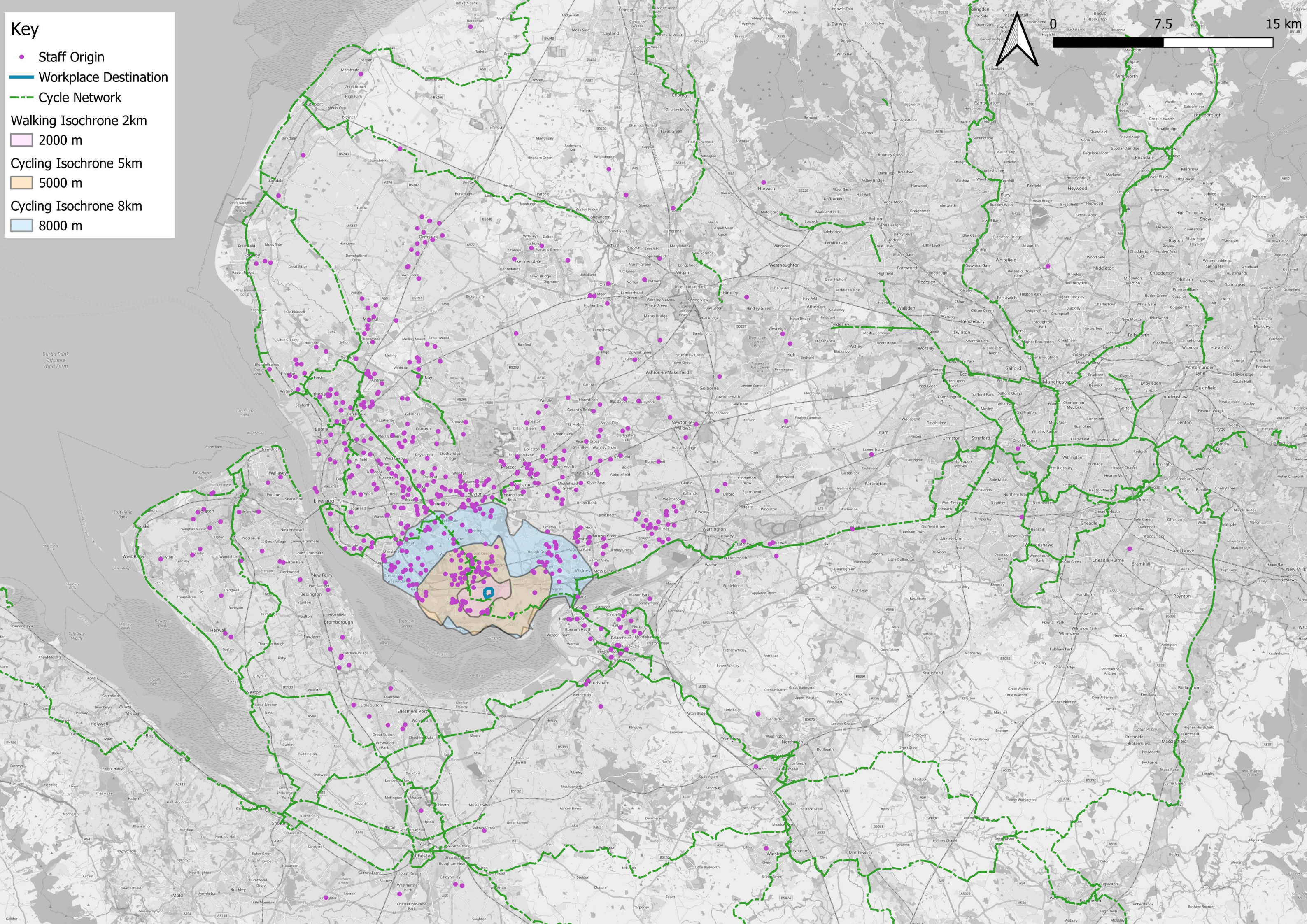


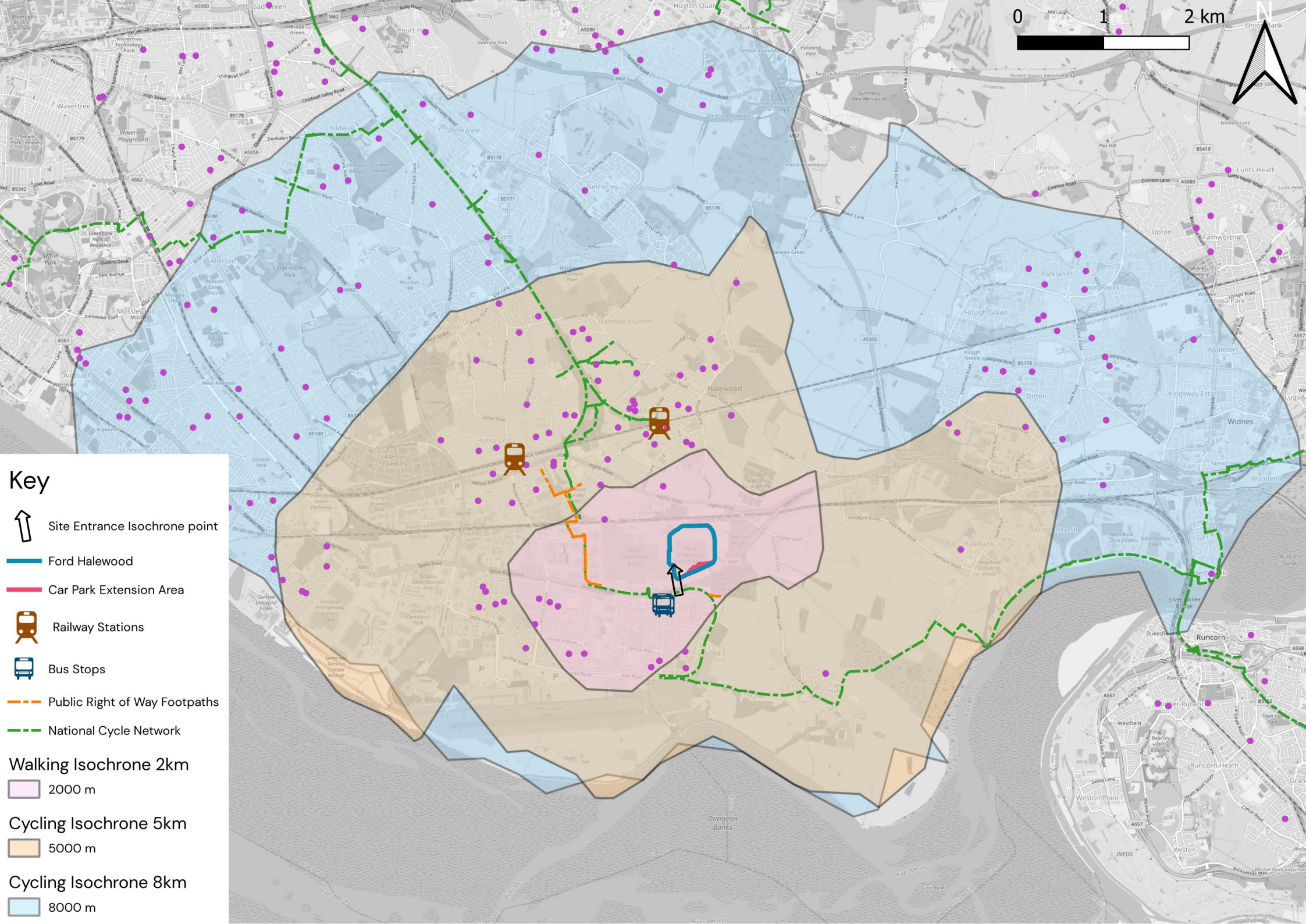


Appendix D – Isochrone Plans

Key

- Staff Origin
- Workplace Destination
- - - Cycle Network
- Walking Isochrone 2km
- 2000 m
- Cycling Isochrone 5km
- 5000 m
- Cycling Isochrone 8km
- 8000 m





Key

- Site Entrance Isochrone point
- Ford Halewood
- Car Park Extension Area
- Railway Stations
- Bus Stops
- Public Right of Way Footpaths
- National Cycle Network

Walking Isochrone 2km

- 2000 m

Cycling Isochrone 5km

- 5000 m

Cycling Isochrone 8km

- 8000 m

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