

**Land Adjacent to Lakeside School, Knowsley
Proposed Secondary School
School Travel Plan
April 2021 (Initial Issue)**

Prepared on behalf of
Witherslack Group Ltd

Quality Management

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Prepared by	J Stackhouse	J Stackhouse		
Signature				
Checked by	E A Green	E A Green		
Signature				
Authorised by	E A Green	E A Green		
Signature				

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1. Introduction

1.1 INTRODUCTION

1.1.1 A Travel Plan is a package of measures tailored to the needs of individual developments, aimed at promoting greener, cleaner travel choices and reducing the reliance on the car. It involves the development of a set of mechanisms, initiatives and targets that together can enable a development to reduce the impact of travel and transport on the environment, whilst also achieving a number of other benefits for staff, residents and visitors.

1.1.2 This School Travel Plan (STP) has been prepared to accompany a full planning application for a proposed Special Educational Needs Secondary School, on land adjacent to Lakeside School, Knowsley. The STP will be implemented at both schools.

1.2 SCOPE

1.2.1 This STP has been prepared in accordance with the Ministry of Housing, Communities & Local Government Planning Practice Guidance 'Travel Plans, Transport Assessments and Statements', 6th March 2014.

1.2.2 This document provides details of the 'hard' measures that have been incorporated into the overall design of the development and outlines the other 'soft' measures/initiatives that Witherslack Group Ltd will introduce to encourage staff and, if possible, pupils to use sustainable modes of transport.

1.2.3 Following the introduction, this STP contains the following:

- Chapter 2 – describes the proposed Secondary School and extension to Lakeside School;
- Chapter 3 – defines the Travel Plan objectives and targets;
- Chapter 4 - describes the Travel Plan Coordinator role;
- Chapter 5 - sets out the monitoring and review process;
- Chapter 6 - describes the walking facilities, accessibility and measures;
- Chapter 7 - describes the cycling facilities, accessibility and measures;
- Chapter 8 - describes the public transport facilities, accessibility and measures;
- Chapter 9 - details all other Travel Plan measures; and
- Chapter 10 - contains the initial Action Plan and Budget.



2. Development Proposals

2.1 PROPOSALS

2.1.1 The proposals are for the erection of an additional Secondary School building and expansion of the existing Lakeside School unit, currently operating as a Special Educational Needs Primary School with a total of 34 pupils, 32 full time and 17 part time staff members. A single storey linkage between the two schools is also proposed.

2.1.2 The proposed Secondary School is to provide up to 60 additional pupil places, with the proposals also allowing Lakeside School to cater for an additional 12 pupils, taking the overall total student numbers at both Lakeside School and the proposed Secondary School to 106.

2.1.3 School vehicles which are stored on-site, leave between 07:00 and 08:00hrs to pick up pupils, arriving back around 08:45hrs depending on traffic. In the afternoon, the vehicles start to leave at school finishing time of 15:00hrs, returning between 16:00 and 17:00hrs depending on traffic and the run distances.

2.1.4 Pupil hours at the schools will be 08:45hrs to 15:00hrs, the same as now for Lakeside School. Teaching staff generally arrive around 08:00hrs and leave between 16:00 and 16:30hrs with some staying on site until around 17:30hrs.

2.1.5 The layout of the proposed Special Educational Needs Secondary School is shown on C4 Projects drawing no. 20034-C4P-AV-ZZ-DR-A-0510_P6 - Site Plan as Proposed, a copy of which is contained at Appendix A.

2.2 ACCESS AND SERVICING

2.2.1 Both the Site and Lakeside School are currently accessed separately to the south, from Naylor's Road. Under the proposals, the existing access into the Site is to be upgraded and shall become the main vehicular access for both the proposed unit and Lakeside School, with existing access retained for use by a few essential vehicles only.

2.2.2 As well as resurfacing, the upgrade to the access comprises the provision of a 6m kerb radii to both sides and 'give-way' road markings will be added. To the western side of the access a footway connection will be provided which connects with the pedestrian infrastructure within the school grounds. To the eastern side, the 6m radius will extend beyond the back of adopted highway (back of footway) as 'edge of carriageway' road markings. These markings are designed to ensure that any vehicles on the adjacent agricultural access track give way to vehicles exiting the school grounds to avoid two vehicles side by side at the give-way line on to Naylor's Road.

2.2.3 Tactile paving will be provided at the junction of the access with Naylor's Road to assist any passing pedestrians with sight loss cross safely.

2.2.4 C4 Projects drawing demonstrates that sufficient turning space has been allocated for refuse collection, other service vehicles will be able to turn in the areas available at either the proposed drop off area or the northern extent of the car park.

2.3 PARKING PROVISION

2.3.1 C4 Projects drawing proposes a total of 85 staff and visitor parking spaces, including 3 disabled and 4 Electric Vehicle Charging Bays. The car park is to serve both the proposed Special Educational Needs Secondary School and the adjacent Lakeside School, following the closure of its existing access/drop off area and parking.



2.3.2 Secure cycle storage is to be provided in the form of a Coventry Cantilever Cycle Shelter, housing 5 Sheffield Style Cycle Stands.

2.3.3 A minibus drop off area is also provided, in line with the required guidance.



3. Objectives and Targets

3.1 TRAVEL PLAN OBJECTIVES

3.1.1 This STP shall, by containing appropriate ‘hard’ and ‘soft’ measures and initiatives, help to improve the environment by seeking to reduce the number of trips made to and from the development by the private car. All staff and, where practical, pupils shall be made aware of the measures included within the STP in order that positive benefits can be delivered, and the number of trips undertaken by public transport, walking or cycling are increased. Visitors to the School will also be encouraged, where possible, to use more sustainable methods of travel.

3.1.2 The overall objectives for the STP are:

- Promoting walking, cycling and public transport as the primary modes of travel;
- To deliver mode shift from car journeys to alternative modes including multi-occupancy vehicle trips;
- To reduce vehicle emissions through the take up of alternative transport modes; and
- To deliver education and promotion of walking and cycling as options for a healthier lifestyle.

3.2 TRAVEL PLAN BENEFITS

3.2.1 The wider benefits of implementing a Travel Plan and promoting active travel are as follows:

- A general improvement in the health of the community brought about through reduced air pollution and harmful emissions from a reduction in car travel and through the promotion of healthier activities such as walking and cycling;
- An improvement in accessibility and reduction in social exclusion as a result of facilitating the use of public transport, cycling and walking for those staff that have no regular access to a private vehicle;
- Ensuring the viability of public transport for those who need it; and
- Assisting in reducing the adverse impact of transport on climate change as well as providing a local air quality improvement.

3.3 TRAVEL PLAN TARGETS

3.3.1 Overarching targets are to be set once baseline travel surveys have been carried out (as described within Chapter 4). Targets set for the Travel Plan will need to be ‘SMART’ i.e. they must be:

- **S**ite-specific;
- **M**easurable;
- **A**chievable;
- **R**ealistic; and
- **T**ime related.

3.3.2 In advance of the results of the baseline travel survey being available, National Statistics census data (Dataset WU03EW – Location of usual residence and place of work by method of travel to work (MSOA level)), which provides an indication of existing journey to work mode split data, has



been considered as a starting point. However, this data shows that only 63% of people in Knowsley 016 MSOA drove to work in a car or van at the time of the 2011 Census. It is considered that this, as a base-line, figure will be too low given the nature of the school and the need to recruit specialist teachers and support staff.

3.3.3 Targets will be finalised following the first baseline survey but initial suggested targets are as follows:

- 5% reduction in number of staff driving a car or van without any passengers;
- 10% increase in number of staff cycling to work; and
- 10% increase in number of staff using public transport to travel to work.

3.3.4 The Travel Plan Co-ordinator will review, expand if necessary and confirm these targets within 3 months following the initial travel survey. The results of the survey and any revised targets will be provided to KMBC on request.

3.3.5 These and other targets set shall not be omitted or changed by the Travel Plan Co-ordinator without prior consultation with Knowsley Metropolitan Borough Council (KMBC).



4. Roles and Responsibilities

4.1 INTRODUCTION

4.1.1 An important aspect of a successful Travel Plan is the allocation of sufficient time and resources to enable it to happen. This can in part be achieved by the recognition from the outset of the roles and responsibilities of those who will be involved.

4.2 TRAVEL PLAN CO-ORDINATOR

4.2.1 Witherslack Group Ltd will appoint a Travel Plan Co-ordinator (TPC) prior to the Secondary School opening. The TPC will have sufficient responsibility to be able to effectively manage and monitor the Travel Plan.

4.2.2 The duties of the Travel Plan Co-ordinator will include:

- Implementation of the STP;
- Acting as a single point of contact for all transport, access and travel related issues;
- Obtaining and providing staff/visitors with up to date details of information relating to access to the site via sustainable modes;
- Carrying out annual travel to work surveys and providing information on monitoring and reporting to KMBC on request; and
- Ongoing liaison with key stakeholders.

Table 4.1 Travel Plan Measure 1 – Appoint Travel Plan Co-ordinator

Travel Plan Measure – TPM1	
Summary	Appoint a Travel Plan Coordinator.
Guideline Timescale	Prior to 1 st occupation.
Notes	To implement, oversee and manage/monitor the Travel Plan.
Responsibility	Witherslack Group Ltd.



5. Monitoring and Review

5.1 INTRODUCTION

5.1.1 A successful Travel Plan must have an appropriate monitoring and review programme that measures success (and failure) and reinvigorates the process where necessary.

5.2 TRAVEL SURVEY

5.2.1 A critical element of the information gathering exercise for the STP is to carry out a questionnaire survey of the staff at the schools. This will provide details of individual circumstances, travel patterns and preferences etc. The survey also increases staff awareness of travel issues.

5.2.2 An initial travel survey of all staff will take place within 3 months of occupation. The results of the survey will be provided to KMBC on request within 1 month of the survey taking place and will be compared against the interim targets set out within Chapter 3.

Table 5.1 Travel Plan Measure 2 – Undertake Travel Surveys

Travel Plan Measure – TPM2	
Summary	Undertake a travel Questionnaire survey to provide a baseline and inform initial targets.
Guideline Timescale	Within 3 months of occupation.
Notes	To record travel patterns and inform targets.
Responsibility	Travel Plan Coordinator.

5.3 MONITORING AND ANNUAL REVIEW

5.3.1 The STP will be monitored on an annual basis, which will include a full survey of all staff. A sample staff travel survey questionnaire is provided at Appendix B and the TPC will also consider the use of Survey Monkey or similar. Within 3 months of the annual review the TPC shall investigate the following:

- Any revised site specific measures to reduce the numbers of car-borne trips; and
- Any revisions to the modal split targets for staff as a result of carrying out the surveys.

5.3.2 The annual monitoring report will also review the progress that has been achieved in implementing all measures against the modal shift targets over the preceding twelve month period. Any progress made will be reported on request by the TPC to the relevant external organisations including KMBC, and public transport operators where appropriate.

5.3.3 Following the completion of the annual monitoring report, the Travel Plan will be reviewed as appropriate and any further actions/measures will be identified and implemented to progress and, if necessary, improve the Travel Plan to meet objectives and targets.

5.3.4 Potential secondary measures/actions could include the following for which the TPC would be responsible:

- Ensuring that all staff are aware of the Cycle to Work scheme that is operated by Witherslack Group Ltd;
- Implementation of dedicated car share spaces close to the building;



- Arrange for a local cycle store to provide a troubleshooting/maintenance day. Promotion of this through marketing would be coordinated by the TPC;
- Seek to arrange a discount for staff at a local cycle store. Promotion of this through marketing would be coordinated by the TPC; or
- Seek to arrange a discount for staff at a local running/sportswear store to try and increase the number of people walking/running.

Table 5.2 Travel Plan Measure 3 – Monitoring & Review

Travel Plan Measure – TPM3	
Summary	Monitoring and Review.
Guideline Timescale	Annually.
Notes	To monitor Travel Plan performance.
Responsibility	Travel Plan Coordinator.

5.4 MAINTAINING INTEREST

5.4.1 In order for the TPC to maintain interest in the STP there are a few key points that will help assist in ensuring that people are not discouraged. These are as follows:

- Ensure that the measures implemented work, this will maintain confidence in the Travel Plan;
- Ensure that there is regular communication to keep the Travel Plan issues in people's minds;
- Ensure that easily contactable assistance is available to try and resolve any problems people may have in changing mode;
- Make sure information provided to businesses and staff is always up to date; and
- Develop a successful feedback mechanism.



6. Walking

6.1 PEDESTRIAN FACILITIES

6.1.1 There are footways on both sides of Naylor's Road leading to the north from the junction with Childwall Valley Road. The eastern footway terminates just to the south of the junction with Naylor'sfield Drive and the footway on the western side continues past the existing Primary School and the Site. Footway provision to both sides of the carriageway commences again just to the west of the access into Childwall Golf Club although this is intermittent with a continuous footway provided through to the junction with A5080 Tarbock Road only on the western side.

6.1.2 There are dedicated pedestrian crossing facilities on some arms at the traffic signal controlled junctions at each end of Naylor's Road / Wheat Hill Road.

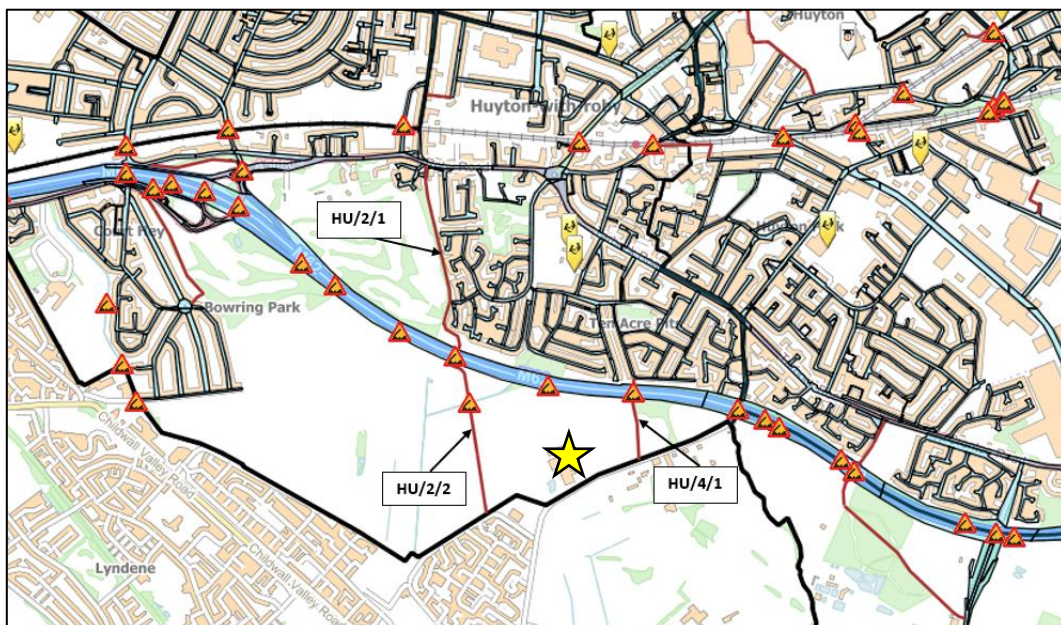
6.1.3 Public Right of Ways HU/2/1 & HU/2/2 combine to provide a safe and convenient off-street pedestrian route between Naylor'sfield Drive and A5080 Roby Road and can be used to access residential areas and facilities to the north of M62, including Roby and Huyton Railway Stations.

6.1.4 HU/2/2 runs north from Naylor'sfield Drive through an area of farmland, before crossing the M62 in the form of footbridge. Here HU/2/1 continues north for circa 700m, running adjacent to the Bowring Park Gold club before meeting A5080 Roby Road. The route can be accessed in under a 500m walk via continuous footway provision along Naylor's Road and Naylor'sfield Drive.

6.1.5 To the east of the Site, PRow HU/4/1 runs north for circa 350m from Naylor's Road through an area of open farmland, before crossing the M62 in the form of a foot bridge and connecting with Yew Tree Road. The route provides an additional safe and convenient pedestrian link to residential estates and public transport facilities to the north of the M62 and can be reached in under 300m via continuous footway provision along Naylor's Roads northern flank.

6.1.6 There is also a network of non-definitive Public Rights of Way in the vicinity of the Site. Image 6.1 contains an extract from Knowsley Council's Definitive Public Rights of Way map.

Image 6.1 Extract from Knowsley Council's Definitive Public Rights of Way Map



Source: www.highways.knowsley.gov.uk



6.2 ACCESSIBILITY ON FOOT

6.2.1 It is generally considered that an acceptable maximum walking distance from home to a place of work is 2km. The Chartered Institution of Highways and Transportation (CIHT) document 'Guidelines for Providing for Journeys on Foot' (2000) recommends various thresholds for desirable, acceptable and preferred maximum walking distances depending on journey purpose/location as shown in Table 4.1.

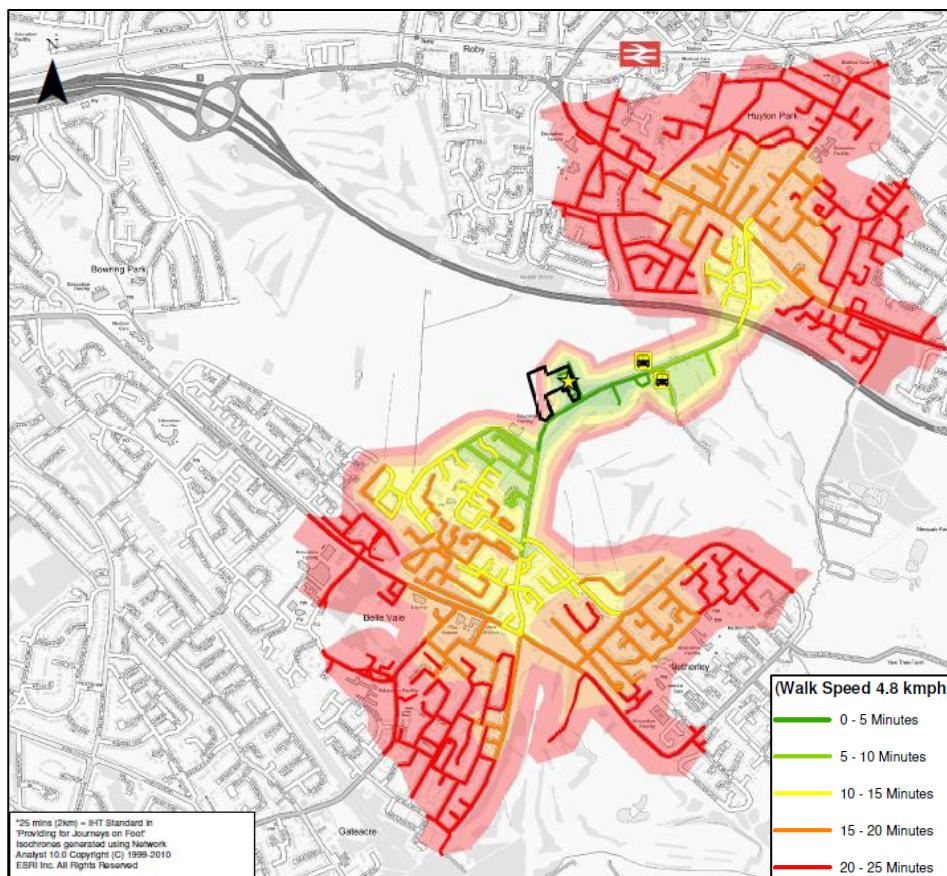
Table 6.1 Suggested Acceptable Walking Distances

	Town Centres (m)	School/Work (m)	Elsewhere (m)
Desirable	200	500	400
Acceptable	400	1,000	800
Preferred Maximum	800	2,000	1,200

Source – Table 3.2 'Guidelines for Providing for Journeys on Foot' published by CIHT

6.2.2 Using GIS Network Analyst software, typical walk times (up to 25 mins equating to 2km) have been plotted from the Site which are shown on Figure 3. An extract of Figure 3 is provided at Image 4.1.

Image 6.2 Pedestrian Accessibility



6.2.3 Figure 3 demonstrates that the bus stop on Naylor's Road to the east of the Site is within a 5 minute walk of the proposed Secondary School. The nearest railway station (Huyton) is just over a 25 minute walk north of the development.



6.3 WALKING MEASURES

Table 6.2 Travel Plan Measure 4a – Travel Information Leaflet (Pedestrians)

Travel Plan Measure – TPM4a	
Summary	Production and distribution of a Travel Information Leaflet including key pedestrian routes and destinations.
Guideline Timescale	Upon occupation.
Notes	To encourage trips on foot.
Responsibility	TPC to produce, distribute and update the leaflet at each annual review.

6.4 USEFUL LINKS

Table 6.3 Walking Useful Links

Walking Weblinks	
Maps and guides for Knowsley & Liverpool	https://highways.knowsley.gov.uk/ https://liverpool.gov.uk/media/1357407/definitive-map-21-may-2004.pdf
Walking journey planners	https://www.komoot.com/ www.google.com/maps www.walkit.com
Walk 4 Life	https://walk4life.info
Ramblers	www.ramblers.org.uk



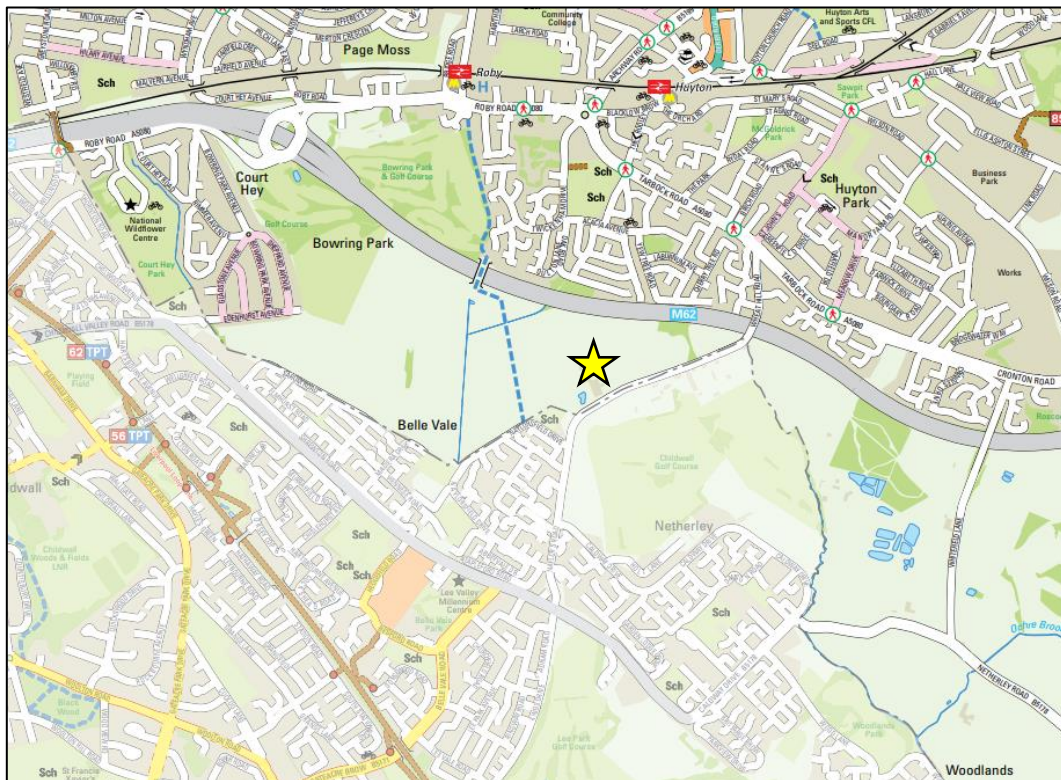
7. Cycling

7.1 CYCLE FACILITIES

7.1.1 The site is situated on the Metropolitan Borough boundary between Knowsley Metropolitan Borough Council and Liverpool City Council, as such each authority provide separate advisory cycle information.

7.1.2 An extract from the Knowsley Council Cycle Map, which also indicates Liverpool City Council (LCC) cycle information is shown in Image 7.1, where on road signed cycle routes are shown in yellow, traffic-free cycle paths in brown and on foot only sections shown in dashed blue.

Image 7.1 Extract from the Knowsley Cycle Map



Source: www.knowsley.gov.uk/things-to-do/knowsley-cycling

7.2 CYCLE ACCESSIBILITY

7.2.1 National and Local policy encourage sustainable development and a shift away from private car use, however, there are no specific recommended maximum cycle distances for access to and from new development stated within current policy. It is noted that the distances people will be willing to travel by cycle will be highly variable depending on the type of development, terrain, user and age profile as well as a perception of personal safety in the local environment.

7.2.2 However, Local Transport Note 2/08 (published by the Department for Transport) does provide a useful reference point; it indicates that an acceptable and comfortable distance for general cycling trips is considered to be up to 5km and the same guidance also refers to commuting cycle trips of up to 8km.

7.2.3 Whilst LTN 1/20, Cycle Infrastructure Design, July 2020, has replaced LTN 2/08 and has resulted in it being withdrawn, LTN 1/20 does not contain definitive recommended maximum



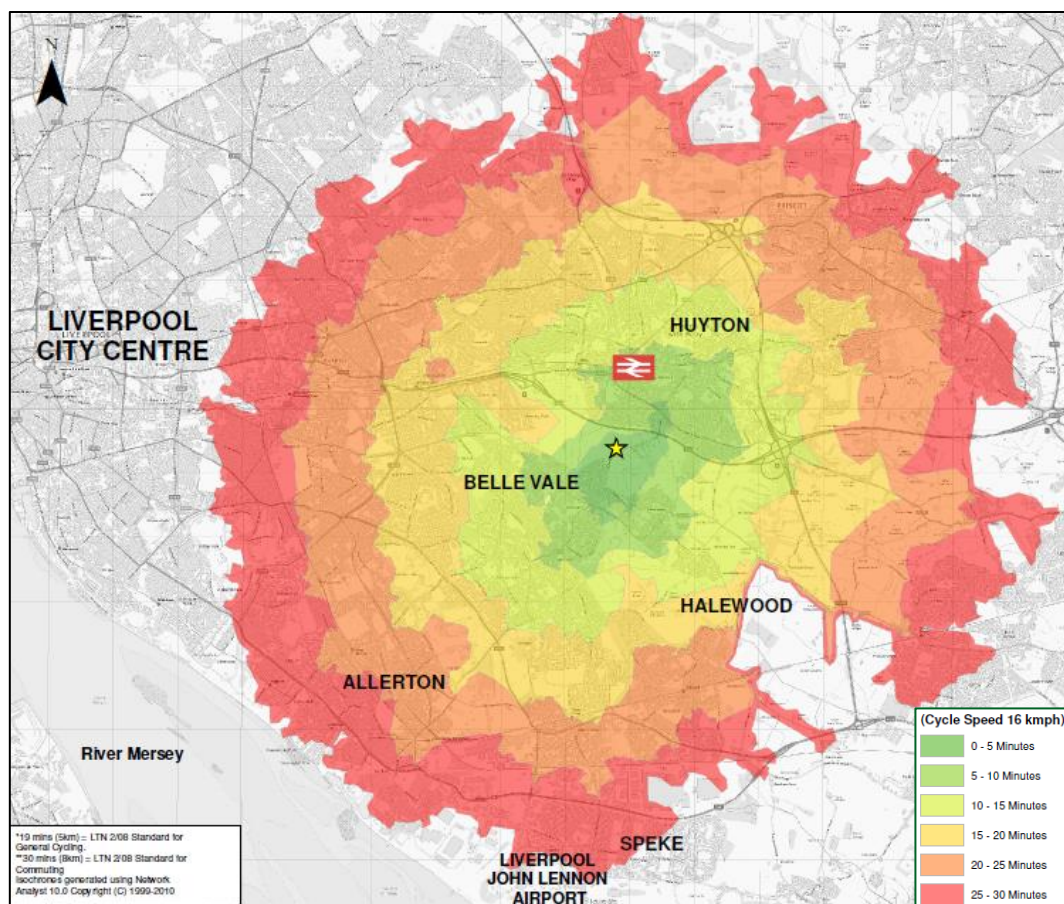
cycling distances and therefore there is no reason to suggest that these distances are not still applicable.

7.2.4 Using GIS Network Analyst software typical cycle times from the Site (with 19 mins approximating to around a 5km distance) are shown on Figure 4 and within Image 7.2.

7.2.5 Figure 4 demonstrates that there are large areas of the local population within an easy cycling distance of the proposed Secondary School including Huyton, Belle Vale, Halewood, Allerton & Speke.

7.2.6 Huyton Railway Station is within a 10 minute cycle ride allowing for the possibility of multi-modal trips to and from the proposed Secondary School.

Image 7.2 Extract of Cycle Accessibility Plan



7.3 CYCLE MEASURES

Table 7.1 Travel Plan Measure 4b - Travel Information Leaflet (Cycling)

Travel Plan Measure – TPM4b	
Summary	Production and distribution of a Travel Information Leaflet including key cycle routes and destinations.
Guideline Timescale	Upon occupation.
Notes	To encourage cycling.
Responsibility	TPC to produce, distribute and update the leaflet at each annual review.



Table 7.2 Travel Plan Measure 5 – Cycle to Work Scheme

Travel Plan Measure – TPM5	
Summary	Cycle to Work Scheme offered to all staff.
Guideline Timescale	Upon occupation and at annual review.
Notes	To encourage cycling.
Responsibility	Witherslack Group Ltd/TPC.

Table 7.3 Travel Plan Measure 6 – Cycle Parking

Travel Plan Measure – TPM6	
Summary	Secure cycle parking to be provided.
Guideline Timescale	Upon occupation.
Notes	To encourage cycling.
Responsibility	Witherslack Group Ltd.

Table 7.4 Travel Plan Measure 7 – Locker Facilities

Travel Plan Measure – TPM7	
Summary	Locker/storage facilities to be provided for staff.
Guideline Timescale	Upon occupation.
Notes	To encourage cycling.
Responsibility	Witherslack Group Ltd.

7.4 USEFUL LINKS

Table 7.5 Cycling Useful Links

Cycle Weblinks	
Maps and guides for Knowsley & Liverpool.	www.knowsley.gov.uk/pdf/Knowsley%20June%202017.pdf www.visitliverpool.com/dbimgs/Liverpool%20Cycle%20Map.pdf
Knowsley Council cycle information	www.knowsley.gov.uk/things-to-do/knowsley-cycling
Sustrans On-line Mapping	www.sustrans.org.uk/national-cycle-network click on link to the National Cycle Network map which is based on OS mapping.
Tax Free Bike Scheme	www.gov.uk search 'cycle to work'
Bike and Go	www.bikeandgo.co.uk



8. Public Transport

8.1 PUBLIC TRANSPORT FACILITIES AND ACCESSIBILITY

Bus

8.1.1 The Chartered Institution of Highways and Transportation (CIHT) publication 'Buses in Urban Developments', January 2018, suggests that for less frequent routes the recommended maximum walking distance to bus stops is 300 metres (Table 4 of the document).

8.1.2 The nearest bus stops to the Site are located along the Naylor's Road some 300m east of the proposed development. The location of the nearest bus stops can be seen on Figure 3.

8.1.3 Both the east and westbound stops are marked by flag and pole bus stops, with timetable information also present to both sides. A summary of the bus stop provision is provided within Table 8.1.

Table 8.1 Naylor's Road Bus Stop Provision

Bus Stop Reference	Location	Direction	Facilities	Services
merdwatj	Naylor's Road/Holt Lane (opposite)	Eastbound	Flag & Pole, on-street markings & timetable	3, 89, 217, 217A & 227
merdwatm	Naylor's Road/Holt Lane (adjacent)	Westbound	Flag & Pole, on-street markings & timetable	3, 89, 217A & 227

8.1.4 A summary of the bus services operating along the Naylor's Road is provided within Table 8.2 below.

Table 8.2 Existing Bus Services – Naylor's Road Bus Stops

Service	Route	Day of Operation	Service Frequency (one way)	Operating times
217 (Stagecoach)	Halewood - Huyton	Tues, Wed & Thurs	1 per day	06:56
		Saturday	3 per day	06:28, 06:56 & 07:56
		Sunday	-	No Service
217A (Stagecoach)	Halewood - Kirby	Monday – Friday	1 per hour	19:59 – 23:59
		Saturday	1 per hour	19:59 – 23:59
		Sunday	1 per hour	06:59 – 23:59
217A (Stagecoach)	Kirby - Halewood	Monday – Friday	1 per hour	18:46 – 23:46
		Saturday	1 per hour	18:46 – 23:46
		Sunday	1 per hour	07:16 – 23:46
227 (Stagecoach)	Huyton - Kirby	Monday – Friday	1 per hour	19:29 – 23:29
		Saturday	1 per hour	19:29 – 23:29
		Sunday	1 per hour	07:29 – 23:29
227 (Stagecoach)	Kirby - Huyton	Monday – Friday	1 per hour	19:16 – 23:16
		Saturday	1 per hour	19:16 – 23:16
		Sunday	1 per hour	08:16 – 23:16



89 (Arriva)	Speke - St. Helens	Monday – Friday	5 per hour	06:59 – 23:35
		Saturday	3 per hour	07:19 – 23:35
		Sunday	2 per hour	10:36 – 23:35
89 (Arriva)	St. Helens - Speke	Monday – Friday	5 per hour	06:17 – 22:57
		Saturday	3 per hour	06:17 – 22:57
		Sunday	2 per hour	09:30 – 22:57
3 (Huyton Travel)	Halewood - Huyton Quarry	Monday – Friday	1 per hour	08:02 – 19:02
		Saturday	1 per hour	09:02 – 19:02
		Sunday	-	No Service
3 (Huyton Travel)	Huyton Quarry - Halewood	Monday – Friday	1 per hour	06:57 – 17:57
		Saturday	1 per hour	07:57 – 17:57
		Sunday	-	No Service

8.1.5 Bus services 3 and 89 combine to provide up to 6 services per hour weekdays, offering staff and pupils with a frequent and convenient alternative public transport opportunity to surrounding areas, including Huyton, Speke, Halewood & St Helens. In addition, services 217, 217A, 227 provide frequent evening and weekend services.

8.1.6 Indicative bus journey times to following destinations from Naylor's Road bus stops are as follows:

- Huyton – 9 minutes;
- Speke – 24 minutes;
- Halewood - 29 minutes; and
- St. Helens – 42 minutes.

Rail

8.1.7 The nearest railway station to the development is Huyton which is some 2.1km by road to the north, and can be reached in 8 minutes by bicycle, 14 minutes via bus and around 27 minutes on foot. Huyton is Mersey Travel station and is operated by Northern. The station has a free car park which has 10 spaces, and 12 cycle storage spaces are also available.

8.1.8 Huyton functions as an interchange station between the Liverpool-Wigan Line and the northern route of the Liverpool-Manchester Line. A summary of the existing rail services (running Monday to Saturday) at Huyton is provided in Table 8.3. The 'first' train refers to the time of the first train arriving at Huyton from the given destination and the 'last' train refers to the time of the last train returning to the given destination from Huyton.

Table 8.3 Rail Services at Huyton Station (Monday to Saturday)

Route	Operator	Frequency	First	Last	Average Journey time
Huyton - St. Helens Central	Northern	3 per hour	06:51	23:30	12 Minutes
Huyton - Liverpool Lime Street	Northern	3 per hour	05:19	23:16	16 Minutes
Huyton - Wigan North Western	Northern	bi-hourly	07:07	22:30	31 Minutes
Huyton - Preston	Northern	bi-hourly	07:07	22:30	52 Minutes



8.2 PUBLIC TRANSPORT MEASURES

Table 8.4 Travel Plan Measure 4c – Travel Information Leaflet (Public Transport)

Travel Plan Measure – TPM4c	
Summary	Production and distribution of a staff Travel Information Leaflet including public transport information.
Guideline Timescale	Upon occupation.
Notes	To encourage public transport use.
Responsibility	TPC to produce, distribute and update the leaflet at each annual review.

Table 8.5 Travel Plan Measure 8 – Access to Real Time Public Transport Information

Travel Plan Measure – TPM8	
Summary	All staff will be provided with access to real time public transport information either via internet or given ability to use mobile phones for this purpose.
Guideline Timescale	Upon occupation.
Notes	To encourage public transport use.
Responsibility	TPC to arrange and communicate.

8.3 USEFUL LINKS

Table 8.6 Public Transport Useful Links

Public Transport Weblinks	
Public transport timetable, ticket and real time information	www.merseytravel.gov.uk for public transport, walking & cycling information across the Liverpool City Region
Rail times and journey planner	www.nationalrail.co.uk
Coach information	www.nationalexpress.com www.megabus.com
Personalised journey planning	https://jp.merseytravel.gov.uk/nwm/XSLT_TRIP_REQUEST2?language=en



9. Other Measures

9.1 CAR SHARING

Table 9.1 Travel Plan Measure 9 – Car Share

Travel Plan Measure – TPM9	
Summary	The TPC will encourage car sharing amongst staff (where Government Covid 19 guidance permits) and will facilitate matches. Alternative transport will be provided in case of emergencies. The Lift Share Car Share scheme will be promoted by the TPC https://liftshare.com/uk/search/from/knowsley-uk
Guideline Timescale	Upon occupation
Notes	To encourage car sharing
Responsibility	TPC to include in Travel Leaflet at each annual review

9.2 USE OF ELECTRIC VEHICLES

Table 9.2 Travel Plan Measure 10 – Encourage Use of Electric Vehicles

Travel Plan Measure – TPM10	
Summary	The TPC will encourage the use of electric vehicles and EVCPs will be provided for use by staff.
Guideline Timescale	Upon occupation
Notes	To encourage more sustainable driving practices.
Responsibility	TPC to include in Travel Leaflet at each annual review.

9.3 COMMUNICATION

9.3.1 From the outset sustainable travel will be promoted to staff and visitors to the Primary and Secondary Schools. The School Travel Plan will be launched as soon as possible after occupation with work commencing prior to occupation. The STP will be continually marketed through the provision of travel information, leaflets and communication sessions.

9.3.2 The marketing tools and initiatives that may be used to convey the commitment of Witherslack Group Ltd to providing alternative travel choices are set out below. It is important that there is a central source of information for all queries relating to sustainable travel for staff of the development. The Travel Plan Coordinator is considered the most appropriate person to communicate the aim and objectives of the Travel Plan to staff.

9.3.3 Travel notice boards will be set up in all communal areas and these will display:

- Contact details for the Travel Plan Co-ordinator;
- Public transport, pedestrian and cycle route maps and information on car sharing;
- Information and contact details for local taxi services;
- List of internet websites on sustainable transport and journey planning; and
- Details of special events relating to sustainable transport such as ‘Walk to Work Day’ and ‘Bike Week’



9.3.4 All staff and prospective staff will be issued with a Travel Welcome Pack promoting alternative transport modes. The pack will provide information on all the travel plan initiatives implemented at the Proposed Special Educational Needs School. The Travel Plan Co-ordinator will ensure the information contained within the packs is kept up-to-date as these are issued to new and prospective members of staff on an ongoing basis.



10. Action Plan and Budget

10.1.1 Table 10.1 below provides an action plan summarising the measures proposed within the Travel Plan.

Table 10.1 Initial Action Plan

Reference	Measures	Objective	Guideline Timescale	Responsibility
TPM1	Appoint a Travel Plan Coordinator	To implement, monitor and review the Travel Plan	Prior to occupation	Witherslack Group Ltd
TPM2	Undertake staff travel surveys	To gather baseline travel information and inform measures	Within 3 months of occupation of the Site	TPC
TPM3	Monitor and Review	To monitor Travel Plan performance.	Annually	TPC
TPM4a/4b/4c	Provide travel information leaflets for staff and visitors	To encourage sustainable travel	Upon occupation	TPC
TPM5	Cycle to Work Scheme	To encourage cycling	Upon occupation	Witherslack Group Ltd/TPC
TPM6	Provide cycle parking	To encourage cycling	Upon occupation	Witherslack Group Ltd
TPM7	Provide storage facilities	To encourage cycling	Upon occupation	Witherslack Group Ltd
TPM8	Access to real-time public transport information	To encourage use of public transport	Upon occupation	TPC
TPM9	Promote car sharing	To encourage car sharing and reduce single occupancy trips	Upon occupation	TPC
TPM10	Promote use of electric vehicles	To encourage more sustainable driving practices	Upon occupation	TPC

10.2 BUDGET

10.2.1 It is necessary to allocate initial funding to ensure the outlined STP measures can be fulfilled effectively. Table 10.2 below sets out the 5 year Travel Plan budget.

Table 10.2 1-5 Year Travel Plan Budget

Role	Year 1	Year 2	Year 3	Year 4	Year 5
TPC role (proportion of Head Teacher's salary)	£1000	£1000	£1000	£1000	£1000
Travel Leaflets printing cost	£100	£0	£100	£0	£100
Annual travel surveys (proportion of Head Teacher's salary)	£500	£500	£500	£500	£500
Contingency for changes in measures	£1000	£1000	£1000	£1000	£1000

