

P e l l F r i s c h m a n n

Alchemy Way, Knowsley

Travel Plan

106636

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Prepared for	Prepared by
Network Space	Pell Frischmann
	Suite 4. 2-1, 4th Floor
	The Poynt
	Wollaton Street
	Nottingham
	NG1 5FW

Pell Frischmann

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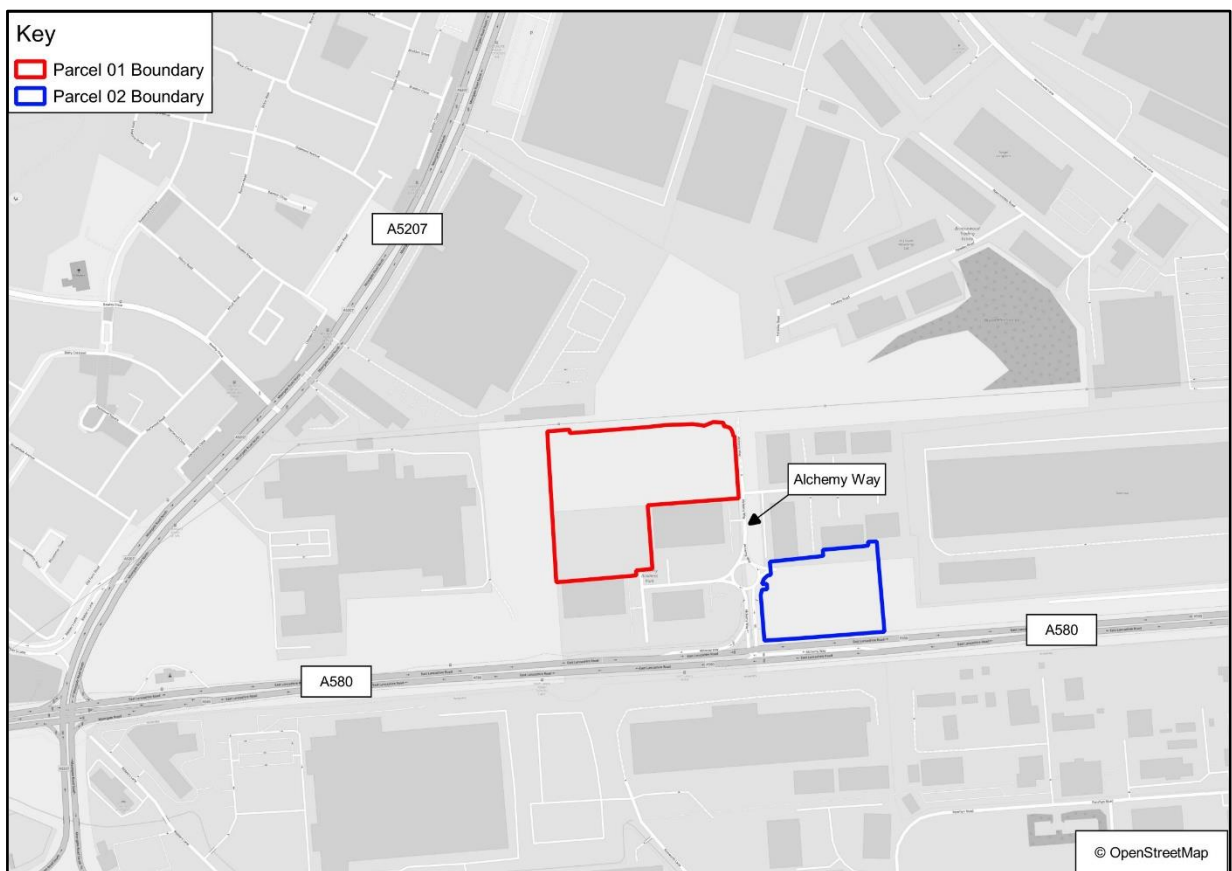
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Appendix 1 Site Layout Plan

1 Introduction

- 1.1.1 Pell Frischmann is commissioned by Network Space to provide transport planning and highway consultancy services in connection with a proposed employment development located off Alchemy Way in Knowsley.
- 1.1.2 The Site is split into two development plots, referred to as Land Parcel 1 which comprises two industrial units to the north west and Land Parcel 2 to the south east which for the purposes of this Assessment includes 3 industrial units.
- 1.1.3 This assessment covers both development plots. However, the application relates to Parcel 1 (Western plot). Land Parcel 2 will be developed at later stage as part of a separate phase.
- 1.1.4 The Planning Application description for Land Parcel 1 (Plot 1) is as follows: “*Full Application For Employment Development Comprising Two Units (Use Class E (G) (Ii) / B2 / B8 Use) With Ancillary E (G) (I) Office Space, Car Parking And Vehicular, Pedestrian Circulation With Access Onto Alchemy Way*”
- 1.1.5 This assessment covers both development plots. However, the application relates to Parcel 1 (Western plot).
- 1.1.6 The location of the site is shown on **Figure 1**.

Figure 1 Site Location Plan



- 1.1.1 This report presents the Travel Plan for the development and can be read in conjunction with the Transport Assessment which has been produced separately to accompany the planning application.
- 1.1.2 This Travel Plan outlines the proposed targets and measures aimed at managing and reducing car travel for employees and visitors at the development through the promotion of sustainable alternatives.

2 Background

2.1 Definition of a Travel Plan

- 2.1.1 As quoted in the Department for Transport's (DfT) guidance a Travel Plan is *"a long-term management strategy for an occupier or site that seeks to deliver sustainable transport objectives through positive action and is articulated in a document that is regularly reviewed"*.
- 2.1.2 Travel Plans therefore set out ways in which an organisation can reduce the number of vehicle trips to their site by promoting more sustainable travel options. It is site specific and considers the unique needs and interests of employees, visitors, and deliveries in the context of the local environment and transport network.
- 2.1.3 Travel Plans involve the development of agreed targets and outcomes which are linked to an appropriate package of measures that aim to reduce the need to travel; encourage more sustainable journeys, and reduce car use, for all trips associated with the development. The Travel Plan process also includes continuous monitoring, review, and refinement with travel survey data used to better understand trends in travel patterns. The Travel Plan is therefore a living document that will be continually updated.

2.2 Travel Plan Objectives and Benefits

- 2.2.1 The National Planning Policy Framework (NPPF) and the Planning Practice Guidance (PPG) set out in detail the Central Government Guidance with respect to Travel Plans.
- 2.2.2 Travel Plans aim to meet the objectives contained within the above documents and to achieve the minimum number of single occupancy car movements to and from a site. This could have positive effects such as:
- Reducing pressure on the surrounding highway capacity, particularly at peak times, cutting carbon emissions and their contribution to climate change
 - Reducing road danger and protecting vulnerable road user
 - Reducing the cost of works on the highway or other transport infrastructure
 - Encouraging more active travel with associated health gains
 - Improving local air quality
 - Reducing noise pollution
 - Address the access needs of site users, by supporting walking, cycling and public transport and
 - Provide adequately for those with mobility difficulties.
- 2.2.3 A Travel Plan also aims to:
- Deliver a focused approach to encourage alternative travel behaviour for staff and visitors associated with the site.
 - Encourage and facilitate the use of safe and viable alternatives to single occupancy car travel to and from the site.
 - Increase staff and visitor's awareness of the potential for, and advantages of, travelling by sustainable modes of travel, including walking, cycling, public transport, and car sharing for all journeys.
 - Inform staff and visitors of the social, environmental, and economic costs of their travel choices.
 - Provide practical information on how staff and visitors can travel by more sustainable transport modes, including car sharing, with integration between different transport modes for all journeys.
 - Provide practical initiatives based on regular appraisal of travel patterns.
 - Achieve more attractive environments that contribute to regeneration and renewal initiatives.
 - Represent good practice and provide an educational tool to help change perceptions about the convenience and benefits of not using the car where alternatives exist.

2.3 Introduction to this Travel Plan

- 2.3.1 This Travel Plan outlines the proposed targets and measures aimed at reducing single occupancy car travel for employees and visitors to and from the site by encouraging travel by sustainable modes.
- 2.3.2 Management of the Travel Plan represents an important element in pursuing the overall objective and aims of the Travel Plan. Hence, an appointed Travel Plan Co-ordinator (TPC) will manage the Travel Plan process on the site. The role of the Travel Plan Co-ordinator is explained in further detail later within this report.

3 Existing Conditions

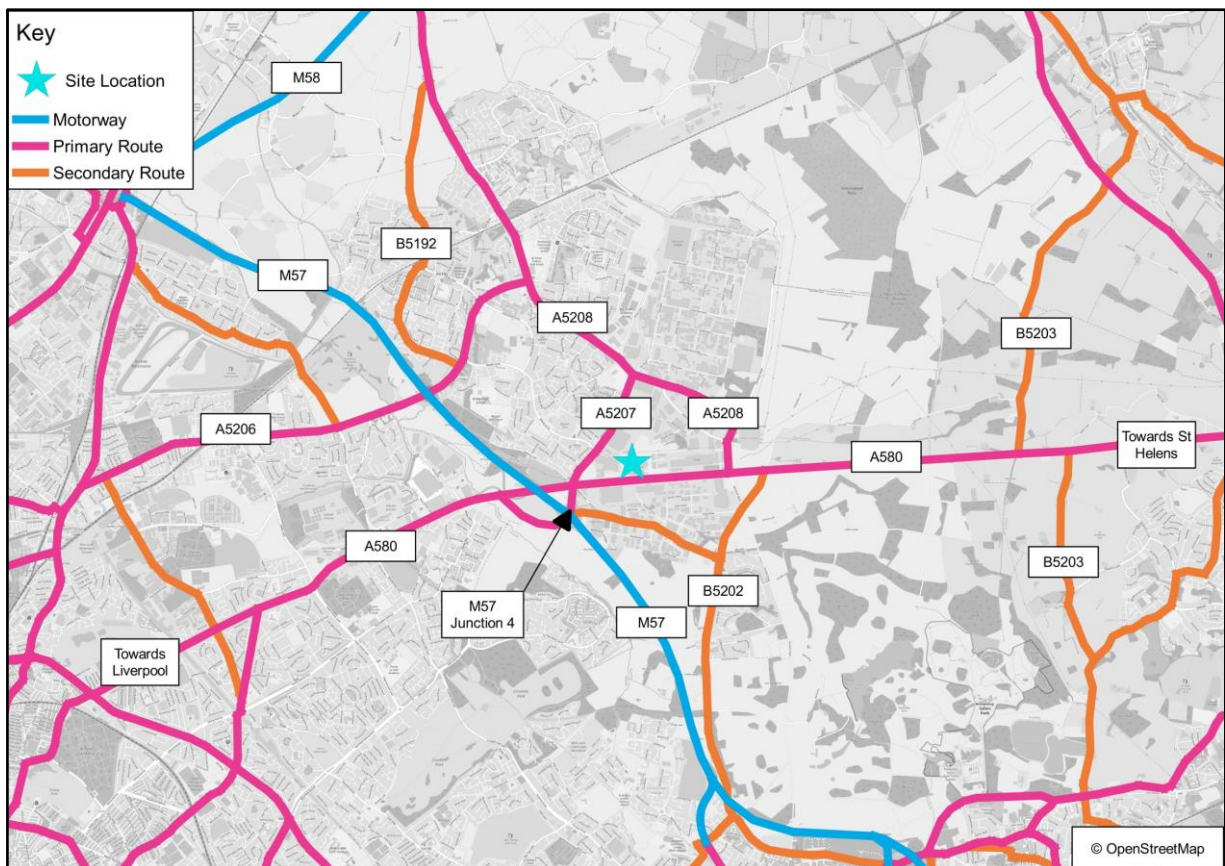
3.1 Development Location and Use

- 3.1.1 The development plots are located on the Alchemy Business Park which is located to the north of the A580 East Lancashire Road. Vehicle access to the business park is achieved via Alchemy Way which connects to the A580 via a signal controlled T-junction. Alchemy Way also provides access to Platinum Court which serves a number of industrial and storage and distribution units.
- 3.1.2 The development plots currently comprise of undeveloped land. Although junction bellmouths are provided in anticipation of the plots of land being developed.

3.2 Highway Network

- 3.2.1 The highway network surrounding the site is shown on **Figure 2**. This shows the A580 East Lancashire Road which runs west to east to provide a strategic connection between Liverpool and Manchester.

Figure 2 Highway Network



- 3.2.2 The A580 is a dual carriageway road which is subject to a 50mph speed limit. This road is approximately 7m wide, has a 3.5m shared footway/cycleway on the northern side of the carriageway and a 2m footway on the southern side. Street lighting is also provided.
- 3.2.3 The A5207 Moorgate Road North is located approximately 800m to the west of the Alchemy Business Park. This road runs in a broadly north to south direction. It is a dual carriageway road approximately 7m wide and has a continuous 2m footway on the eastern side of the carriageway and a 2m footway on the western side of the carriageway from approximately 230m north of the A580/A5207 signal junction. This road is subject to a 40mph speed limit and has street lighting. The A5207 Moorgate Road North routes along the western boundary of Knowsley Industrial Park and provides access into the residential areas to the west.

- 3.2.4 To the south of the A580, Moorgate Road South routes to the M57 Junction 4 roundabout (Randles Farm Interchange). This roundabout provides access to the NM57 in both directions. Slip roads to and from the M57 (north) are also provided directly from the A580 which enables drivers to avoid the M57 roundabout junction.
- 3.2.5 The A5208 Coopers Lane is located approximately 850 metres east of the business park. This road runs in a north to south orientation and is a dual carriageway subject to a 40mph speed limit. It is approximately 7m wide and street lighting is provided. There is a 2m footway on the eastern side of the carriageway and a 3.5m shared footway/cycleway on the western side of the carriageway.

3.3 Pedestrian Travel

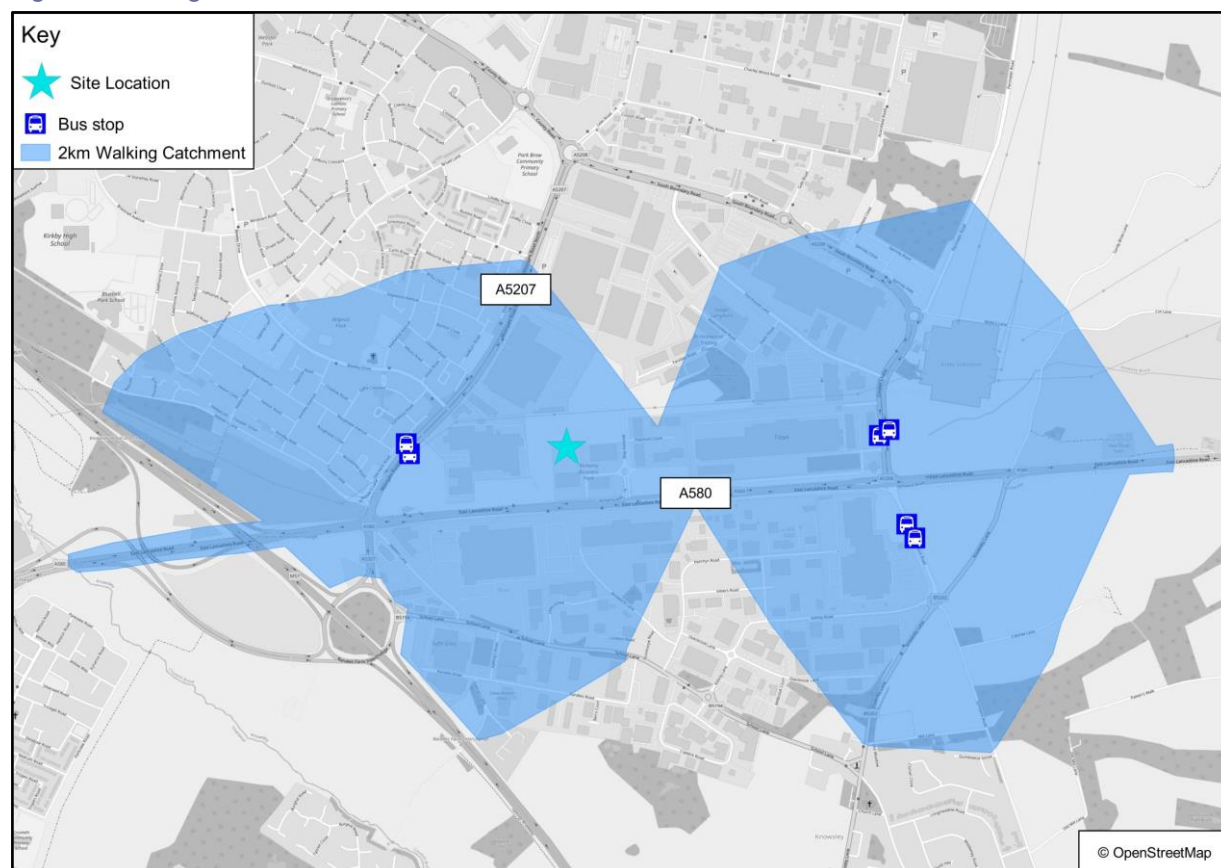
- 3.3.1 The Guidelines for Providing for Journeys on Foot (GPJF) document describes acceptable walking distances for pedestrians without mobility impairment. GPJF suggests that the maximum walking distance for commuting is approximately 2km. GPJF states that an average walking speed of approximately 1.4m/s (5km's/hr) can be assumed. The walking distance thresholds for commuting is set out in the GPJF document (within table 3.2) and summarised below in **Table 1**.

Table 1 GPJF Acceptable Walking Distances Guidance Table

Journey Purpose	Suggested Acceptable Walking Distance (Metres)
	Commuting
Desirable	500
Acceptable	1,000
Preferred Maximum	2,000

- 3.3.2 **Figure 3** identifies a 2km walking distance from the proposed development site.

Figure 3 Walking Catchment Area

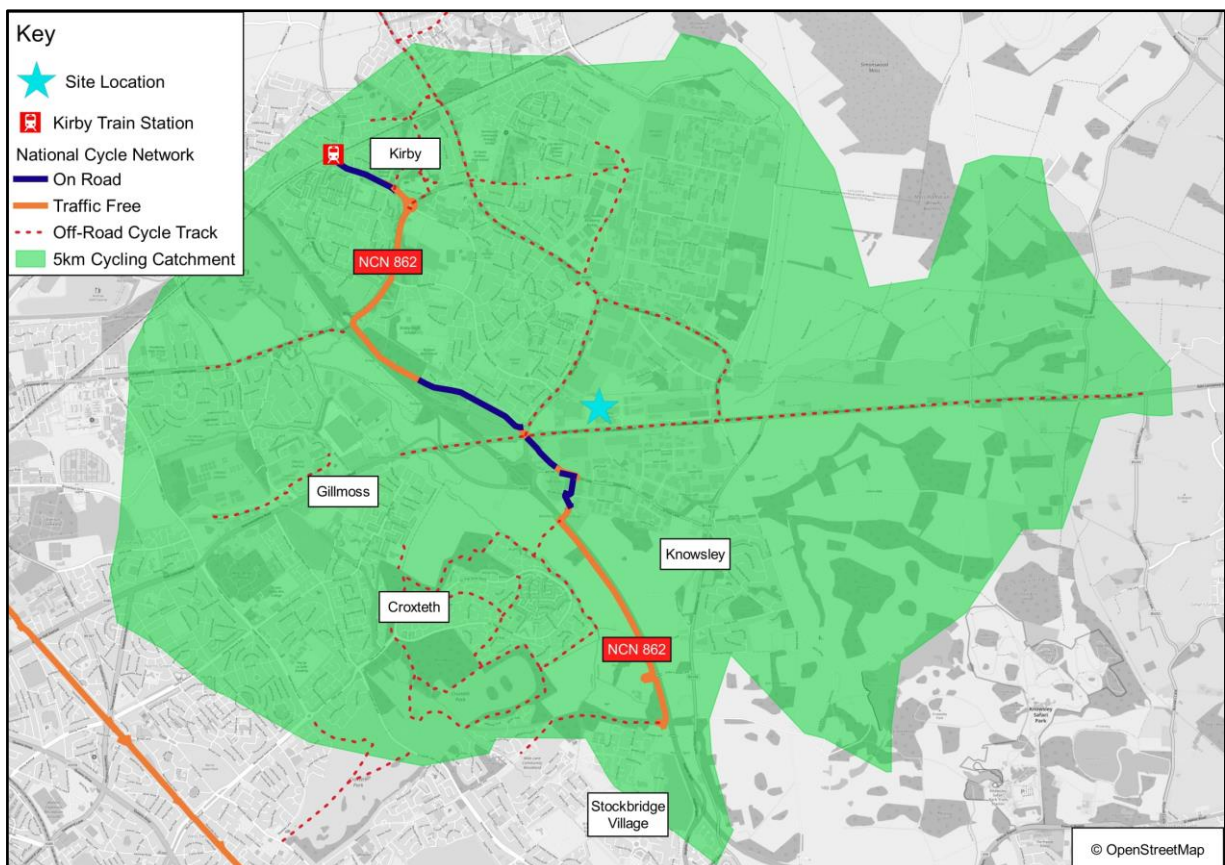


- 3.3.3 The isochrone plan shows that part of the residential area to the west and parts of the Knowsley Business and Industrial Park are within the 2km walking catchment area.
- 3.3.4 Footways are provided on either side of the roads within the Alchemy Business Park and these connect to the footway/cycleway provided on the northern side of the A580. Dedicated pedestrian/cycle crossing facilities are provided at the A580/Alchemy Way junction to enable pedestrians and cyclists to safely cross the carriageway.

3.4 Cycling

- 3.4.1 Local Transport Note (LTN) 1/04 states that there are limits to the distances generally considered acceptable for cycling. The mean average length for cycling is 4km (2.4 miles), although journeys of up to three times this distance are not uncommon for regular commuters. It is widely considered that cycling has the potential to substitute for short car trips, particularly those under 5km, and form part of a longer multi modal journey by public transport. Cycling is therefore an important journey to work mode that has the potential to substitute for short car journeys.
- 3.4.2 **Figure 4** shows a 5km cycling distance centred at the Alchemy Business Park. The figures shows that areas including Northwood, Kirkby, Aintree, Gillmoss, Croxteth, Stockbridge Village and Knowsley are located within a 5km cycling catchment

Figure 4 Cycle Catchment Area



- 3.4.3 **Figure 4** shows the route of National Cycle Network (NCN) route 862 which routes from Kirkby to Stockbridge Village and which crosses the A580 at the junction with Moorgate Road North. The Alchemy Business Park is linked to NCN 862 via the shared footway/cycleway provided on the northern side of the A580.

3.5 Public Transport

3.5.1 The nearest bus stops to the Alchemy Business Park are located on Moorgate Road North and Coopers Lane within convenient walking distance of the site. **Figure 5** shows an extract from the Merseytravel Liverpool Route Map which shows the buses available from the nearby bus stops.

Figure 5 Bus Routes



3.5.2 As shown on the figure, the bus stops are served by a variety of bus services. **Table 2** provides a summary of the most frequent bus services.

Table 2 Summary of Bus Services

Service number	Route	Weekday	Saturday	Sunday
14A/14X	Liverpool – Tower Hill / Kirkby	2 per hour	2 per hour	2 per hour
97/97A/98A	Kirkby Circular	2 per hour	2 per hour	No service
227	Bootle Bus Station – Halewood Shopping Centre	2 per hour	1 per hour	1 per hour
289	St Helens – Prescott or Kirkby	No service	1 per hour	No service
297	St Helens – Kirkby	6 per day	No service	No service
897	Huyton Industrial Estate – Kirkby Admin	2 per day	2 per day	2 per day
898	Page Moss – Kirkby Admin Circulares	1 per hour	1 per hour	1 per hour
899	Page Moss – Kirkby Industrial Estate / Knowsley Village Circular	1 per hour	No service	No service
X3	Queen Square Bus Station – Kirkby Admin	1 per hour	No service	No service

3.5.3 **Table 2** demonstrates that a number of bus services operate throughout the week providing regular and frequent services to a range of locations.

3.6 Sustainable Travel Summary

- 3.6.1 The site is situated in a sustainable location, in an existing and established urban area, within an allocated employment site. It is well suited to accommodate the proposals, being located in a well-established industrial/business park area connected by existing pedestrian, cycle and public transport networks.
- 3.6.2 The site location will encourage and promote sustainable travel behaviour, attract employees who choose to travel by sustainable modes and is fully in accordance with sustainable transport policies in the Local Plan and NPPF.

3.7 BREEAM Assessment

- 3.7.1 In addition to the above assessment of the options for sustainable travel to the site, the BREEAM assessment requires a number of other criteria to be assessed. These include detailing the number of existing accessible amenities within 500 metres of the site.
- 3.7.2 The amenities to be considered are set out in Table 7.1 of the BREEAM Technical Guidance and include amenities such as food outlets, access to cash, GP surgery and childcare facility or school. For the proposed development at the Alchemy Business Park, none of the listed amenities are available within 500 metres of the site.
- 3.7.3 The BREEAM criteria for public transport is assessed using the BREEAM Transport Accessibility Index Calculator.
- 3.7.4 This tool provides an indication of the accessibility and density of the public transport network at a the BREEAM-assessed buildings. The calculation is influenced by the proximity and diversity of the public transport network and the frequency of services at the accessible nodes. The greater the number of compliant nodes, services and their proximity to the building, the higher the calculated accessibility index.
- 3.7.5 The BREEAM guidance identifies that “A compliant node includes any bus service with a stop within 650m and any railway station within 1000m of the assessed building’s main entrance, measured via a safe pedestrian route (not ‘as the crow flies’), but along the actual route”.
- 3.7.6 For the proposed development at the Alchemy Business Park, none of the available bus stops located on Moorgate Road North and Coopers Lane are within 650 metres of the site. As such, there are no compliant nodes for the assessment. As detailed in **Figure 6**, the resulting accessibility index is therefore zero.

Figure 6 Transport Accessibility Index Calculation

BREEAM 2018 Tra01/02 Accessibility Index calculator BREEAM[®] UK
delivered by bre

Using the drop down boxes make the relevant selections and press the 'Select' button

Building type:

No. nodes required:

NODE 1

Public transport type											
Distance to node (m)											
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10	

Accessibility Index: 0.00

4 Proposed Development

4.1 Planning Application

- 4.1.1 The Site is split into two development plots, referred to as Land Parcel 1 which comprises two industrial units to the north west and Land Parcel 2 to the south east which for the purposes of this Assessment includes 3 industrial units.
- 4.1.2 This assessment covers both development plots. However, the application relates to Parcel 1 (Western plot). Land Parcel 2 will be developed at later stage as part of a separate phase.
- 4.1.3 The Planning Application description for Land Parcel 1 (Plot 1) is as follows: “*Full Application For Employment Development Comprising Two Units (Use Class E (G) (Ii) / B2 / B8 Use) With Ancillary E (G) (I) Office Space, Car Parking And Vehicular, Pedestrian Circulation With Access Onto Alchemy Way*”
- 4.1.4 A copy of the masterplan is provided in **Appendix 1**. The floorspace proposed as part of the planning application for Land Parcel 1 includes:
- Unit 4 (Parcel 1) 9,768sqm
 - Unit 5 (Parcel 1) 3,906sqm.
 - Total 13,674sqm.
- 4.1.5 Land Parcel 2 which will be delivered as part of separate planning application includes:
- Units 1a to 1d 1,700sqm
 - Units 2a to 2d 1,258sqm
 - Units 3a to 3d 1,258sqm
 - Total 4,216sqm
- 4.1.6 The grand total floorspace across both land parcels is 17,890sqm of floorspace.

4.2 Access Proposals

- 4.2.1 Vehicle access to Units 1, 2 and 3 will be provided via the eastern arm of the existing roundabout on Alchemy Way. Access to Unit 4 will be provided via the existing spur from the western arm of the roundabout. Unit 5 will be served from a priority T-junction onto Alchemy Way which is located to the north of the junction with Platinum Court.
- 4.2.2 As details above, the accesses into the development plots have already been provided.
- 4.2.3 In terms of pedestrian access footways are provided adjacent to the roads within the Alchemy Business Park which will safely facilitate pedestrian access to the units.
- 4.2.4 The proposed units will be accessible to all users, including those who are disabled or struggle to walk, to ensure all users can access the site, i.e., step free access will be provided. Corridors and walkways throughout the buildings will also be well lit as appropriate, aiding those who are visually impaired.
- 4.2.5 Lighting and landscaping will also be provided to create safe and pleasant pedestrian routes.

4.3 Parking Provision

Parking Standards

- 4.3.1 The parking standards within Knowsley Metropolitan Borough Council (KMBC) are provided within the Ensuring a Choice of Travel Supplementary Planning Document (SPD) dated September 2010. The maximum parking standards for vehicles is as follows:
- B2 industrial use – one space per 45 sqm GFA
 - B8 warehousing use – one space per 100 sqm GFA
- 4.3.2 Applying the worst case/most intensive B2 parking standard to the total floor space of 17,890sqm results in a maximum parking provision of 398 spaces. The proposed site layout plan in **Appendix 1** shows a total of 271 car parking spaces and is therefore in accordance with the standards (at 68% of the maximum levels). This parking provision is reasonable when taking into consideration the sustainable location of the site.
- 4.3.3 The SPD guidance states that a minimum of 5% of the total allocation of car parking spaces should be provided as disabled parking. A total of 22 disabled parking spaces are provided on the site, which equates to 8% of the actual total provision or 5.6% of the B2 standard maximum provision. The disabled parking space provision is therefore in accordance with the guidance in the SPD.
- 4.3.4 Disabled parking bays are provided at each unit and the spaces allow for an additional 1.2m hatched area around the side and rear of the space to enable safe access to vehicles for people with mobility impairments. The spaces are situated close to the building entrances and will have step free access from the spaces to the building entrance via suitable dropped kerbs and crossings
- 4.3.5 The minimum cycle parking standards are provided in the SPD as follows:
- B2 industrial use – one space per 450 sqm GFA
 - B8 warehousing – one space per 850 sqm GFA

Land Parcel 1 Parking

- 4.3.6 Applying the worst case/most intensive B2 parking standard to the total floor space of 13,674sqm for land parcel 1 results in a maximum parking provision of 304 spaces. The proposed site layout plan in **Appendix 1** shows a total of 184 car parking spaces and is therefore in accordance with the standards (at 61% of the maximum levels). This parking provision is reasonable when taking into consideration the sustainable location of the site.
- 4.3.7 Applying the standards to the site would equate to a minimum of 31 cycle parking spaces based on the worst case B2 use standard. As shown on the site layout plan a total of 72 cycle parking spaces will be provided on land parcel 1 as follows:
- Unit 4 (Parcel 1) 48 spaces
 - Unit 5 (Parcel 1) 24 spaces.
- 4.3.8 The cycle parking provision is therefore in accordance with the required level as specified in the SPD.
- 4.3.9 The SPD does not provide standards for the provision of electric vehicle charging spaces. However, it is proposed that EV charging spaces will be provided at a ratio of 10% of the provided car parking as follows:
- Unit 4 (Parcel 1) 14 spaces
 - Unit 5 (Parcel 1) 5 spaces.

- 4.3.10 This level of EV charging is considered appropriate and would encourages more sustainable travel to and from the site.

Land Parcel 2 Parking

- 4.3.11 Land Parcel 2 which will be delivered as part of separate planning application nonetheless applying the worst case/most intensive B2 parking standard to the total floor space of 4,216sqm for land parcel 2 results in a maximum parking provision of 94 spaces. The proposed site layout plan in **Appendix 1** shows a total of 87 car parking spaces and is therefore in accordance with the standards (at 93% of the maximum levels). This parking provision is reasonable when taking into consideration the sustainable location of the site.
- 4.3.12 Applying the standards to the site would equate to a minimum of 9 cycle parking spaces based on the worst case B2 use standard. As shown on the site layout plan a total of cycle parking spaces will be provided on land parcel 2 as follows:
- Units 1 -3 32 spaces
- 4.3.13 The proposed amount of EV charging spaces on land parcel 2 at a ratio of 10% of the provided car parking as follows:
- Units 1 -3 16 spaces

5 Objectives and Targets

5.1 Introduction

5.1.1 This chapter sets out the proposed overarching objectives for the Travel Plan, as well as provisional, targets. It includes indicators through which progress towards meeting the targets will be measured.

- Objectives are the high-level aims of the Travel Plans. They help to give a Travel Plan direction and provide a clear focus.
- Targets are the measurable goals by which progress will be assessed. This Travel Plan sets interim targets which will be refined once an employee survey has been completed.

5.1.2 The objectives, provisional targets and indicators are set out in this chapter.

5.2 Objectives

5.2.1 The Travel Plan's overriding aim is:

'To engage with and encourage both employees and visitors to use more sustainable ways of travelling to / from the development site through more effective promotion of active modes. This will minimise the impact of the development on the surrounding highway network.'

5.2.2 The Travel Plan is designed to meet the following overall objectives:

- To reduce the number of vehicles associated with the employment units
- To actively promote sustainable transport options for travel to and from the site
- To increase the use of active and sustainable travel modes (particularly for shorter trips)
- To encourage employees and visitors to build active travel into the daily routines to support and contribute to wider health benefits and
- To raise awareness of the impact of travel choices on health and the local environment.

5.2.3 Travel Plan Targets

5.2.4 The targets of the Travel Plan for the proposed site will be Specific, Measurable, Achievable, Realistic, and Time-Constrained (SMART). At the planning application stage such targets are difficult to define without the undertaking of surveys. Therefore, site specific targets will be defined once initial travel surveys are undertaken and included in an updated Travel Plan, as appropriate.

5.3 Proposed Targets

Target 1

5.3.1 The development will promote the opportunities and benefits of sustainable modes of travel, with the aim to achieve a 10% reduction in the car driver modal share for staff, within five years of occupation. This will be complimented by an increase in the proportion of walking, cycling, public transport and car sharing travel modes.

Target 2

5.3.2 All employees will have been made aware of the Travel Plan.

5.3.3 All employees will made aware of the Travel Plan, and how to contact the Travel Plan Co-ordinator to discuss their options for sustainable travel, as part of the induction or transfer process. Alternative

methods of travel to the site for customers will also be promoted through the website and other promotional literature.

5.4 Modal Split

- 5.4.1 As travel surveys are not yet available for the site, the baseline mode share has been taken from the Census 2011 journey to work data for the workplace population in Knowsley 005 MSOA. The results are shown in **Table 3**.

Table 3 Modal Splits

Method of Travel to Work	Modal Split
Car Driver	70.8%
Car Passenger	9.2%
Motorcycle	0.8%
Public Transport	10.5%
On Foot	4.6%
Bicycle	2.3%
Other	1.8%
Total	100.00%

Source: Nomis – Office for National Statistics

- 5.4.2 **Table 3** indicates that 10.5% of trips are made using public transport and 6.9% are walking / cycling trips.
- 5.4.3 **Table 4** shows the vehicle trip generation of the site determined within the Transport Assessment.

Table 4 Vehicle Trip Rates and Traffic Generation

Trip Type	Morning Peak Hour			Evening Peak Hour		
	Arrive	Depart	Two-way	Arrive	Depart	Two-way
Light Vehicles	95	36	131	30	94	124
HGVs	4	5	9	1	1	2
Total Vehicles	99	41	140	31	95	126

- 5.4.4 The modal splits outlined in **Table 3** have been combined with the vehicle trip generation in **Table 4** to calculate the two-way person trips associated with the proposed site, shown in **Table 5**.

Table 5 Person Trip Generation

Mode	AM Peak 08:00 – 09:00			PM Peak 17:00 – 18:00		
	Arrive	Depart	Two-Way	Arrive	Depart	Two-Way
Car Driver	94	36	130	30	93	123
Car Passenger	12	5	17	4	12	16
Motorcycle	1	0	1	0	1	1
Public Transport	14	5	19	4	14	18
On Foot	6	2	8	2	6	8
Bicycle	3	1	4	1	3	4
Other	2	1	3	1	2	3
Total	133	50	183	42	132	174

- 5.4.5 With regards to Target 1, the number of car driver trips will be reduced by 10%, based on the forecast number of car drivers in **Table 5**. This will be complimented by an increase in the proportion of walking, cycling, public transport and car sharing travel modes.
- 5.4.6 **Table 6** identifies the resulting number of car trips to the site as a result of the 10% reduction.

Table 6 Proposed Trips with 10% Targeted Reduction in Car Driver Trips.

Land Use	AM Peak			PM Peak		
	Arrive	Depart	Two-way	Arrive	Depart	Two-way
Light Vehicles	85	32	117	27	85	112
HGVs	4	5	9	1	1	2
Total Vehicles	89	37	126	28	86	114

6 Measures and Incentives

6.1 Introduction

- 6.1.1 Prior to setting out the measures proposed to achieve the Travel Plan targets, it is worthwhile highlighting that there are practicalities in the operation of employment developments that should be recognised. For example, the nature and hours of operation and the variety of shift patterns, will have a significant effect on the travel mode that each member of staff chooses to use to travel to and from work. Staff will be more inclined to use their cars to travel to and from work if they are travelling late at night/after dark.
- 6.1.2 Furthermore, staff may choose their travel to work mode to fit around other commitments, such as picking their children up from school etc. This will again have a significant effect on the travel mode that each member of staff chooses to use to travel to and from work.
- 6.1.3 Therefore, measures and incentives proposed in this Travel Plan have been carefully considered to address the needs of the staff who travel both inside and outside the peak hour periods.
- 6.1.4 To provide accurate and clear timescales for the implementation of the Travel Plan, its associated measures, incentives and targets are linked to the construction and occupation of the new development plots.
- Immediate measures refer to those that will be implemented prior to the occupation of the new development plots.
 - Short term measures refer to those that will be implemented during the first six months of occupation of a development plot, and
 - Medium term measures refer to those that will be implemented between six and twelve months of occupation of a development plot.
- 6.1.5 The measures relate to the potential for reducing the need to travel, and where travel is necessary, promoting and increasing travel by sustainable modes, amongst all staff, visitors, and deliveries.

6.2 Measures and Incentives – Promotion and Awareness Raising

- 6.2.1 The site is accessible to pedestrian, cycle, and public transport users. Therefore, the Travel Plan will focus on the promotion of the existing travel opportunities to and from the site. It is essential that the travel opportunities be clearly highlighted and promoted to all employees and visitors, in order to allow people to choose alternative modes of travel.

TP1: Appointment of Travel Plan Co-ordinator

- 6.2.2 Measure: A Travel Plan Co-ordinator will be appointed to manage the Travel Plan for the site (IMMEDIATE).
- 6.2.3 The Travel Plan Co-ordinator has responsibility for the management and implementation of the process of engaging with future staff and visitors to the site as part of tenant commitment to the Travel Plan process.
- 6.2.4 The role of the Travel Plan Co-ordinator is as follows:
- Oversee the development, promotion, and implementation of the Travel Plan measures and incentives. This includes the content of the Travel Welcome Packs and the content and display of the Travel Information Board.
 - Design and implement continuous, effective marketing and awareness raising strategies to promote the Travel Plan measures and incentives. For example, they will be responsible for the effective display of information on the Travel Information Boards etc.

- Act as a point of contact for all staff and customers requiring information. In doing so, they will represent the 'human face' of the Travel Plan – explaining the purpose and the opportunities on offer.
- Co-ordinate the necessary data collection exercise. This includes designing and issuing the travel questionnaires to all staff and visitors as appropriate.
- Co-ordinate the monitoring programme for their Travel Plan.
- Take a key role in the review of the Travel Plan. This includes the analysis of the travel questionnaires, including trends against previous years.
- Record and obtain information on the travel experiences of disabled users
- Secure any necessary funding to support the Travel Plan and ensure its efficient and effective use.
- The Travel Plan Co-ordinator will review and agree the Travel Plan targets, the measures and incentives, the methods for implementing and monitoring the Travel Plan, and the successes and failures.

TP2: Travel Welcome Pack

6.2.5 Measure: The Travel Plan will also be promoted to any new staff, as part of the interview process, and with any formal job offer (IMMEDIATE).

6.2.6 All staff will be provided with detailed information about the transport facilities to and from the site through Travel Welcome Packs issued by the Travel Plan Co-ordinator prior to them starting their employment. (IMMEDIATE). The content of the welcome pack will include:

- Pedestrian and cycle route map, with key locations (such transport interchanges, local facilities, short-cuts etc) and the distances and journey times to key destinations
- Information on the local bus routes, service timetables, stop locations, and fares
- Contact details for the Travel Plan Co-ordinator
- Information on any incentives available to encourage employees to travel sustainably, and how employees can obtain these incentives (see below)
- Public transport information, including a bus and train route map and the latest timetable information. The Welcome Pack will also include full details of the range of tickets available
- Advertise journey planning websites, such as www.nationalrail.co.uk which provide up to date timetable and route information as well as journey times, costs, and modal interchange advice
- Contact details and a location map showing local car hire and taxi companies and
- Advertise details of relevant car share schemes such as www.liftshare.com

6.2.7 The Travel Plan Co-ordinator will also make themselves available to provide personalised travel advice to the employees if required. (IMMEDIATE).

TP3: Travel Information Boards and General Travel Plan Awareness

6.2.8 Measure: After initial communication, the awareness raising process will be maintained through notice boards within the buildings. (IMMEDIATE). This will allow the information to be seen by all staff and, where appropriate, visitors. The Travel Plan Co-ordinator will be responsible for ensuring that the information is kept up to date.

6.2.9 The Travel Plan Co-ordinator will investigate running their own promotional Travel Plan events, such as 'Bikers Breakfast' for anyone who cycles to work, or car sharing events, to publicise car sharing and highlight the social element. These events will be advertised on the Travel Information Boards and can be run in conjunction with other units across the site (CONTINUOUS).

- 6.2.10 To encourage walking and cycling the health benefits of travelling by these modes would be published on the staff notice boards (SHORT TERM).
- 6.2.11 The notice boards will also display information produced for the welcome packs including a pedestrian and cycle route map and information on the local bus routes, service timetables, stop locations, and fares (SHORT TERM).
- 6.2.12 The Travel Plan and possible modes of sustainable travel will also be introduced to any visitors to the development. This will be achieved by providing information detailing how they can reach the site by sustainable modes through the company's website and promotional literature (SHORT TERM).
- 6.2.13 By implementing the above measures, all staff and visitors will have the necessary information about the local pedestrian and cycle routes, and public transport services, to allow them to realistically consider the use of these modes of travel.

6.3 Measures and Incentives – Encouraging Other Modes

TP4: Provision of Motorcycle and Cycle Facilities

- 6.3.1 Measure: Parking for motorbikes and cycles will be provided on the site and the use of the spaces will be monitored to ensure that sufficient spaces are provided (IMMEDIATE).
- 6.3.2 To encourage cycle travel staff showers and changing facilities will be considered, subject to the requirements of each occupier during the fit-out process for each unit (IMMEDIATE).

TP5: Cycle to Work Scheme

- 6.3.3 Measure: The occupier will investigate implementing a cycle to work scheme where employees will be able to enter into a salary sacrifice scheme for employees in order to purchase a bike at a discount (IMMEDIATE).

TP6: Personalised Travel Planning

- 6.3.4 Measure: All employers will offer personalised travel planning to all staff, to be undertaken by the associated Travel Plan Co-ordinator (IMMEDIATE).

6.4 Measures and Incentives – Car Use

TP7: Car Sharing and Car Club Participation

- 6.4.1 Measure: The Travel Plan Co-ordinator will either set up a car sharing group or promote existing car sharing services such as www.liftshare.com to encourage users of the proposed units to car share.
- 6.4.2 This type of site does not require members to necessarily have a car as some existing members will offer lifts in exchange for a contribution towards fuel costs.
- 6.4.3 Web based car sharing allows users to log in, state where they are travelling to and from, and whether they are seeking or providing a lift, and the days and times they are willing to car share.
- 6.4.4 The following measures will also be undertaken to maximise the potential for car sharing at the development:
 - Priority spaces for car sharers of at least 5% of the total car parking capacity for the development will be provided. These priority parking spaces will be located nearest to the entrance to the proposed units.

- The Travel Plan Co-ordinator will raise awareness of the car sharing scheme with marketing and communication materials.
- Promote the potential financial savings that staff will make by sharing their car through information presented on the noticeboards.
- Provide an emergency 'get you home' service in the event of emergency/ sickness for staff not travelling to work in their own car; and

6.4.5 There is also the potential to encourage the use of car clubs.

6.5 Reducing the Need to Travel

TP10: Reducing the need to travel

6.5.1 Measure: Where possible technology will be used to enable staff to work from home with potential for telephone and video conferencing facilities to aid the reduction of travel to customers, suppliers and partners.

6.5.2 The end users of the units will consider the use of flexitime working for desk-based staff. This can relieve pressure on the road network at peak times and may also allow staff to use sustainable travel with other commitments

6.6 Further Considerations

6.6.1 As detailed above the site is located within walking distance of a good level of public transport services and has access to the local cycle network. It is therefore considered that negotiations with the local bus companies and local authority to provide improvements are not required.

6.6.2 No designated taxi drop-off or waiting areas have been included as there is sufficient parking for vehicles to wait as necessary using the proposed facilities. Restrictions/charging for car parking has also been considered. However, given the local context and operational needs of the site, this is not considered appropriate in this instance

7 Monitoring

- 7.1.1 This Travel Plan will require monitoring, review and revision to ensure it remains relevant to the site.
- 7.1.2 Travel Plans are 'active' documents that must be reviewed on a regular basis to demonstrate that the measures implemented have met the agreed targets. It is the responsibility of the TPC to ensure that monitoring takes place and that the outputs are reported to Knowsley Metropolitan Borough Council (KMBC).
- 7.1.3 The monitoring programme will begin with a post-occupation baseline travel survey for employees which will be carried out once 25% of the site has been occupied. The Travel Plan surveys will be undertaken on an annual basis for a period of five years.
- 7.1.4 The targets set out in this Travel Plan document may be revised based on the results of the baseline travel surveys if the modal split is found to be significantly different from the expected modal split as set out in this report. The targets will be discussed with KMBC and presented in the revised version of this Travel Plan. Any revised version of the Travel Plan will be re-submitted to KMBC within three months of the baseline travel surveys taking place.

8 Action Plan

- 8.1.1 This section draws together all the proposals for the Travel Plan implementation, monitoring and review. The actions which will be undertaken are summarised in the Action Plan, which indicates how the various elements of the plan will be drawn together and how the actions will be prioritised.
- 8.1.2 **Table 7** below contains an Action Plan for the implementation of the measures suggested within this Travel Plan which should be used by the Travel Plan Co-ordinator as a guide for implementation prior to occupation of the development and during the lifetime of the Travel Plan. The Action Plan is not exhaustive and should be developed as the Travel Plan evolves.

Table 7 Action Table

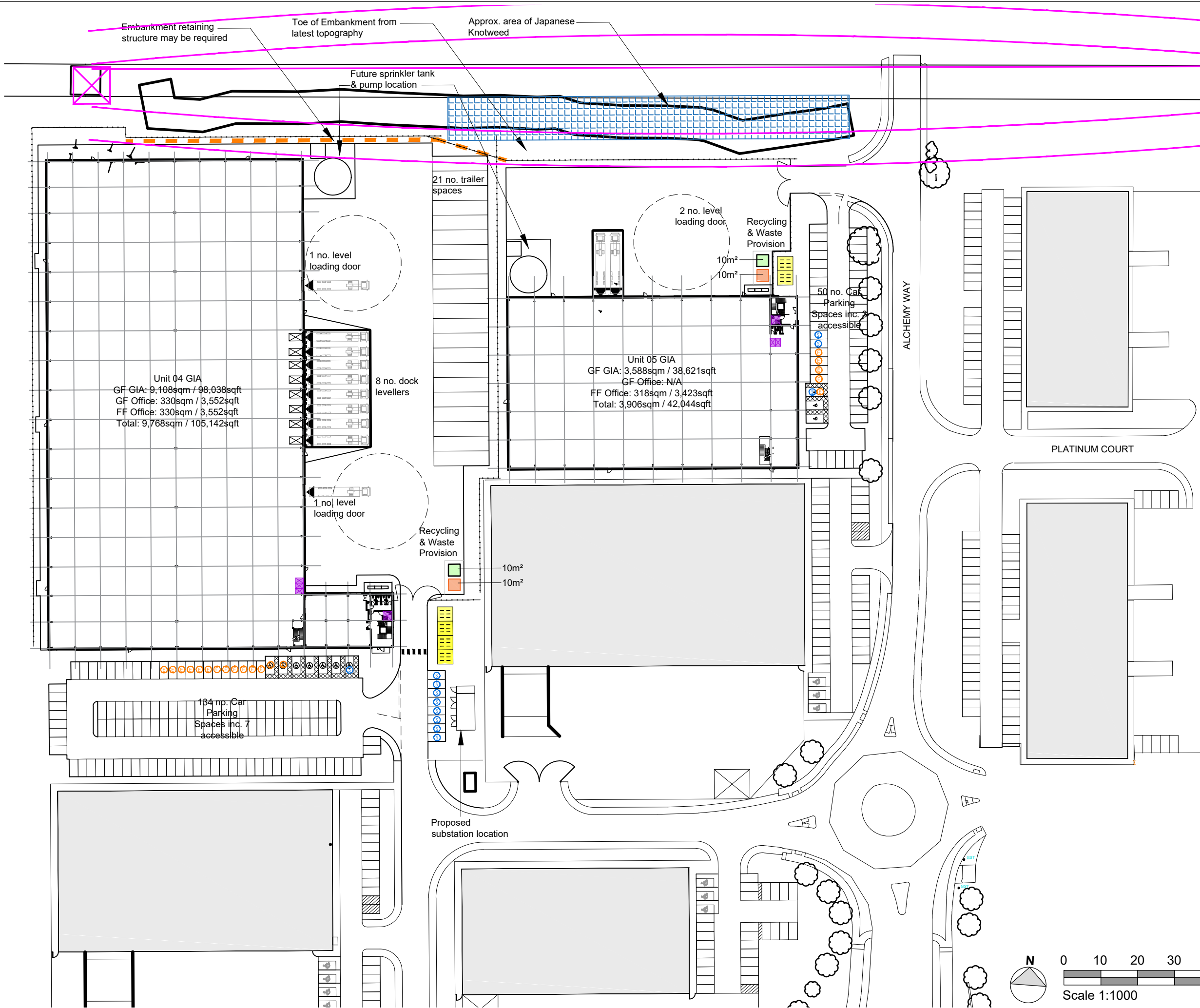
Action			
Mode	Measure	Task	By Whom
Pre-Occupation			
Walking/Cycling	Changing facilities	Provision of changing facilities for employees	Developer
Cycling	Parking	Provide area for cycle storage	Developer
N/A	Travel Plan Coordinator	Identify and appoint a Travel Plan Coordinator	Occupier
All	Information Packs	Collate digital Information Pack (maps, timetables, routes, fares, etc) for all sustainable modes of transport	TPC
After Occupation			
All	Information Packs	Distribute digital Information Packs upon occupation of site	TPC
Walking	Information Packs	Information packs to provide knowledge of safe pedestrian routes	TPC
Cycling	Information Packs	Information on local cycle routes will be provided to employees upon occupation of site	TPC
Public Transport	Information	Public transport information will be displayed in all relevant areas for employees to see	TPC
Car-sharing	Information	A car-sharing notice will be displayed for employees	TPC
Ongoing			
Cycling	Review and Monitor	Monitor cycle use with employees and extend facilities if demand exists	TPC

9 Summary and Conclusions

9.1 Key Points

- 9.1.1 This Travel Plan document concludes with a summary of the key points below.
- 9.1.2 Pell Frischmann is commissioned by Network Space to provide transport planning and highway consultancy services in connection with a proposed employment development located off Alchemy Way in Knowsley.
- 9.1.3 The proposed development within the 'Land Parcel I' site is understood to comprise the construction of two large commercial buildings, with external yard and car parking areas. The development plot is understood to form part of a larger development area that is intended to be developed in phases.
- 9.1.4 The development site is located on land to the northwest of Alchemy Business Park. The development plot, known as 'Land Parcel I', comprises the northern and western parts of the wider development site and covers an area of approximately 3.55ha.
- 9.1.5 This report covers both development plots. However, the application relates to Parcel 01 (Western plot).
- 9.1.6 The Travel Plan's aim is to engage with and encourage employees and visitors to use sustainable means of travelling to and from the site which will minimise the impact of the development on the surrounding highway network. Various objectives have been identified in order to achieve this aim.
- 9.1.7 It is proposed that the Travel Plan aims to achieve a 10% decrease in car driver mode share in the next five years. This will be measured by a corresponding increase in the overall mode share for walking, passenger cycling and / or public transport use. It is noted that this target is provisional and will be updated if required following completion of a baseline travel survey post full occupation.
- 9.1.8 This Travel Plan document includes several measures and initiatives to achieve the targets set out above.
- 9.1.9 The targets set out above will be reviewed following the completion a baseline travel survey of employees to be carried out once 25% of the site has been occupied. This Travel Plan document will be updated if required within the first year of opening to reflect the results of the baseline travel survey and any changes to the targets. The targets are set to measure progress towards the main objectives over five years.
- 9.1.10 The Travel Plan will require monitoring and review to ensure it remains relevant to the site. After the baseline survey, the Travel Plan will be monitored on an annual basis.

Appendix 1 Site Layout Plan



- NOTES
- AEWTP029C
- All dimensions and levels are to be checked on site.
 - Any discrepancies are to be reported to the architect before any work commences
 - This drawing shall not be scaled to ascertain any dimensions. Work to figured dimensions only.
 - This drawing shall not be reproduced without express written permission from AEW.
 - Title overlay drawings and ownership boundaries are produced using all reasonable endeavors. AEW cannot be responsible for the accuracy or scale discrepancy of base plans supplied to them.
 - All works are to be undertaken in accordance with Building Regulations and the latest British Standards.
 - All proprietary materials and products are to be used strictly in accordance with the manufacturers recommendations.

CDM 2015

Client notified of duties: Jan 2020

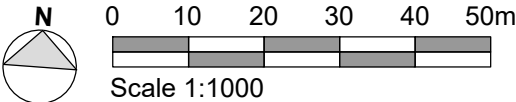
Principal Designer: Client

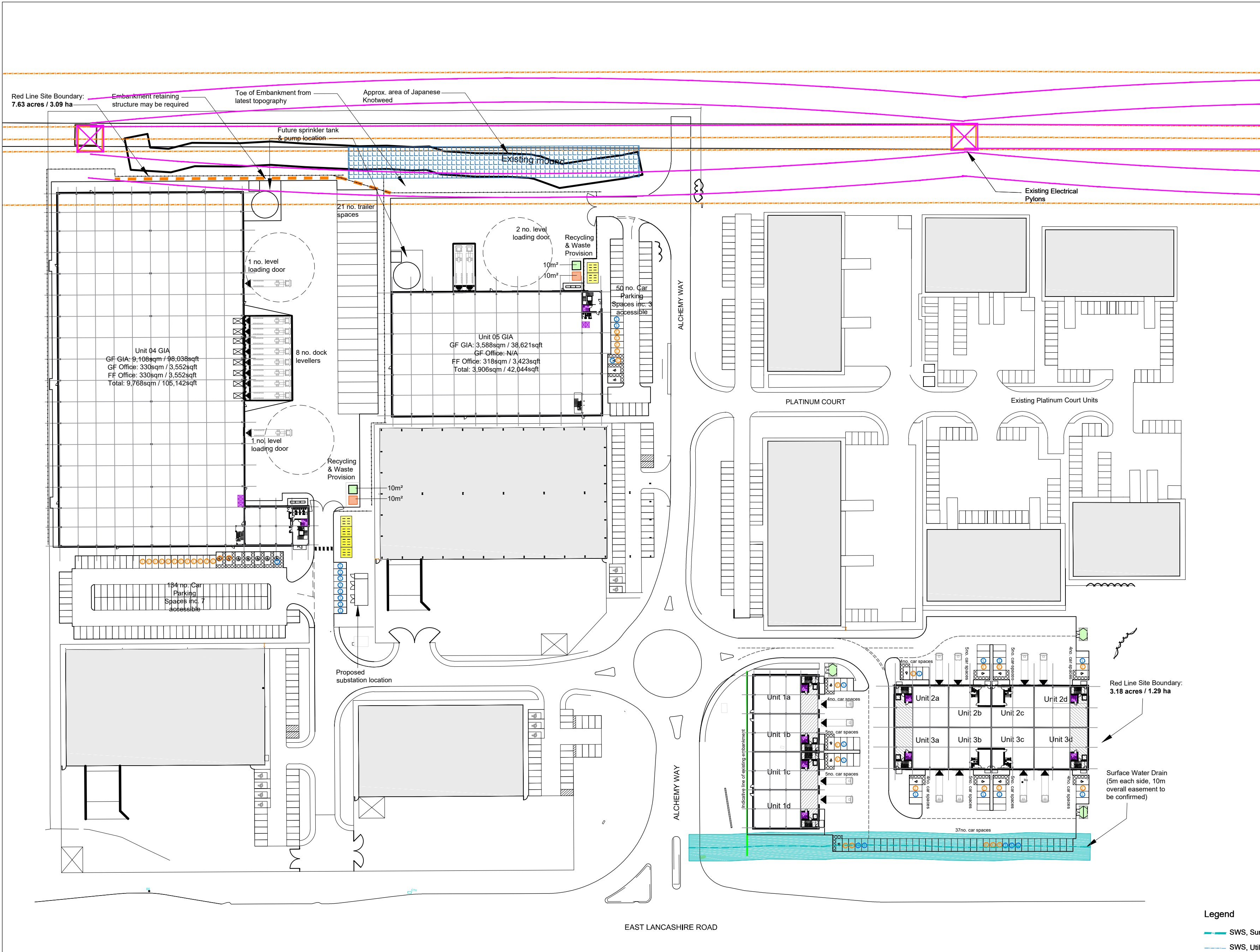
Unless noted below, all known hazards have been highlighted on the drawing.

Schedule of Accommodation Western							
Unit	Ground Floor GIA	Office GF GIA	Office FF GIA	TOTAL UNIT GIA	TOTAL UNIT GEA	Car Parking (Accessible)	Parking Ratio (/m²)
Unit 04	9,108m² / 98,038ft²	330m² / 3,552ft²	330m² / 3,552ft²	9,768m² / 105,142ft²	10,036m² / 108,026ft²	134 (7)	1:75
Unit 05	3,588m² / 38,621ft²	N/A	318m² / 3,423ft²	3,906m² / 42,044ft²	4,042m² / 43,507ft²	50 (3)	1:77
TOTAL SITE Areas				13,674m² / 147,186ft²	14,078m² / 151,534ft²	184 (10)	

- Legend
- SWS, Survey data
 - SWS, Utility data
 - Existing Buildings
 - Cycle Store
 - Recycling & waste location

P01	29/03/23	DJS	DRS
Initial issue			
REV	Date	Drawn by: -	Checked by: -
Status	Purpose of Issue		
S2	For Information		
drawing stage	Planning		
client			
Network Space Developments			
project			
Alchemy, Western Plot			
drawing title			
Proposed Site Plan			
date	Mar 23	drawn	DJS
scale@A3	1:1000	checked	DRS



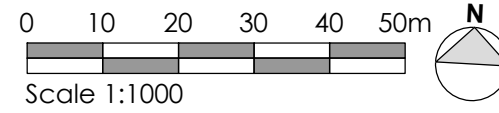


NOTES AEWTP027C

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CDM 2015

Client notified of duties: Jan 2020
Principal Designer: Client
Unless noted below, all known hazards have been highlighted on the drawing:



Schedule of Accommodation Frontage

Unit	Ground Floor GIA	Office GIA	Office FF	TOTAL UNIT GIA	TOTAL UNIT GEA	Car Parking (Accessible)	Parking Ratio to GIA (m ²)
Unit 01A	336m ² 3,617m ²	88m ² 958m ²	425m ² 4,578m ²	475m ² 5,113 m ²	4	(1)	1:75
Unit 01B	336m ² 3,617m ²	88m ² 958m ²	425m ² 4,578m ²	475m ² 5,113 m ²	4	(1)	1:77
Unit 01C	336m ² 3,617m ²	88m ² 958m ²	425m ² 4,578m ²	475m ² 5,113 m ²	5	(1)	1:77
Unit 01D	336m ² 3,617m ²	88m ² 958m ²	425m ² 4,578m ²	475m ² 5,113 m ²	5	(1)	1:77
Unit 02A	300m ² 3,229m ²	88m ² 958m ²	389m ² 4,187m ²	445m ² 4,790 m ²	4	(1)	1:77
Unit 02B	240m ² 2,583m ²	N/A	240m ² 2,583m ²	287m ² 3,087 m ²	5	(1)	1:77
Unit 02C	240m ² 2,583m ²	N/A	240m ² 2,583m ²	287m ² 3,087 m ²	5	(1)	1:77
Unit 02D	300m ² 3,229m ²	88m ² 958m ²	389m ² 4,187m ²	445m ² 4,790 m ²	4	(1)	1:77
Unit 03A	300m ² 3,229m ²	88m ² 958m ²	389m ² 4,187m ²	445m ² 4,790 m ²	4	(1)	1:77
Unit 03B	240m ² 2,583m ²	N/A	240m ² 2,583m ²	287m ² 3,087 m ²	5	(1)	1:77
Unit 03C	240m ² 2,583m ²	N/A	240m ² 2,583m ²	287m ² 3,087 m ²	5	(1)	1:77
Unit 3D	300m ² 3,229m ²	88m ² 958m ²	389m ² 4,187m ²	445m ² 4,790 m ²	4	(1)	1:77
Overflow Parking						32	
TOTAL SITE AREAS				4,216m ² 4,501m ²	4,683 m ² 4,901m ²	87 (12)	

Schedule of Accommodation Western

Unit	Ground Floor GIA	Office GIA	Office FF	TOTAL UNIT GIA	TOTAL UNIT GEA	Car Parking (Accessible)	Parking Ratio to GIA (m²)
Unit 04	9,108m² / 98,038m²	330m² / 3,552m²	330m² / 3,552m²	9,768m² / 105,142m²	10,026m² / 107,826m²	134 (7)	1:75
Unit 05	3,088m² / 33,621m²	N/A	318m² / 3,423m²	3,306m² / 35,441m²	4,042m² / 43,507m²	50 (3)	1:77
TOTAL SITE Areas						184 (10)	

P01	21/03/23	DJS	DRS
Initial Issue			
REV	Date	Drawn by: -	Checked by: -
Status	Purpose of Issue		
S2	For Information		
drawing stage	Planning		
client			

Network Space Development

Alchemy, Frontage & Western Plot

drawing title			
Proposed Site Plan			
date	Mar 22	drawn	DJS
scale@A2	1:1000	checked	DRS

Legend

- SWS, Survey data
- SWS, Utility data
- Existing Buildings
- Cycle Store
- Recycling & waste
- Shower provision

Rev P01

Job No 12474-AEW-SI-XX-DR-A-0503

aeuw architects
0161 214 4370
www.aeuwarchitects.com

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