



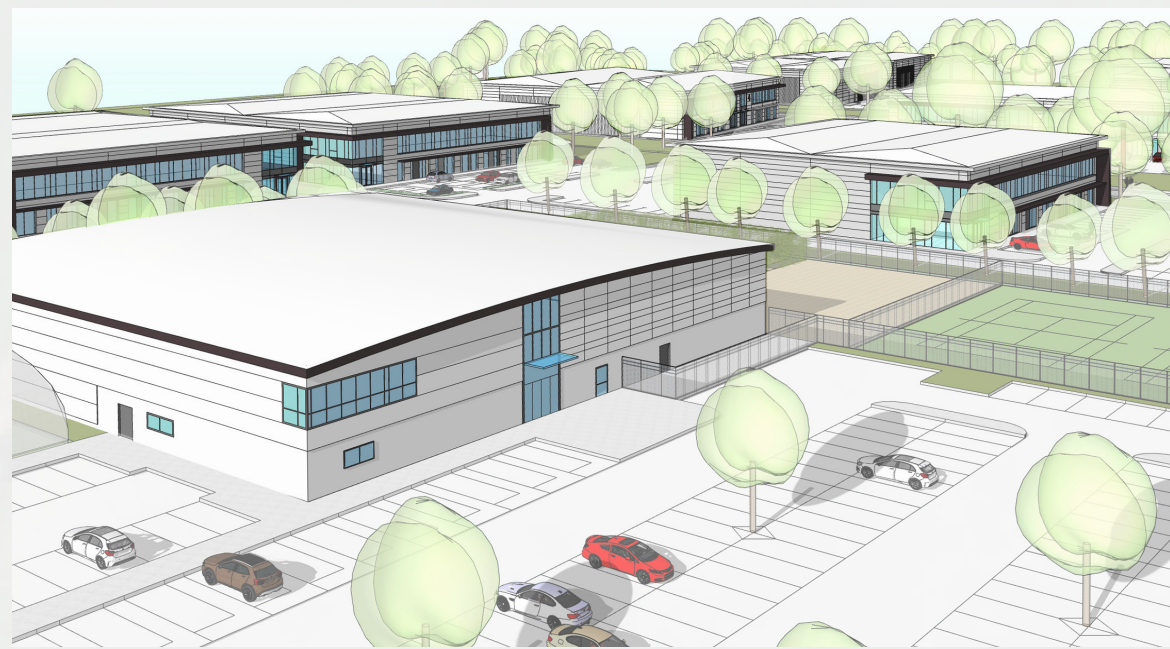
UNIT STUDIES VIEW 01



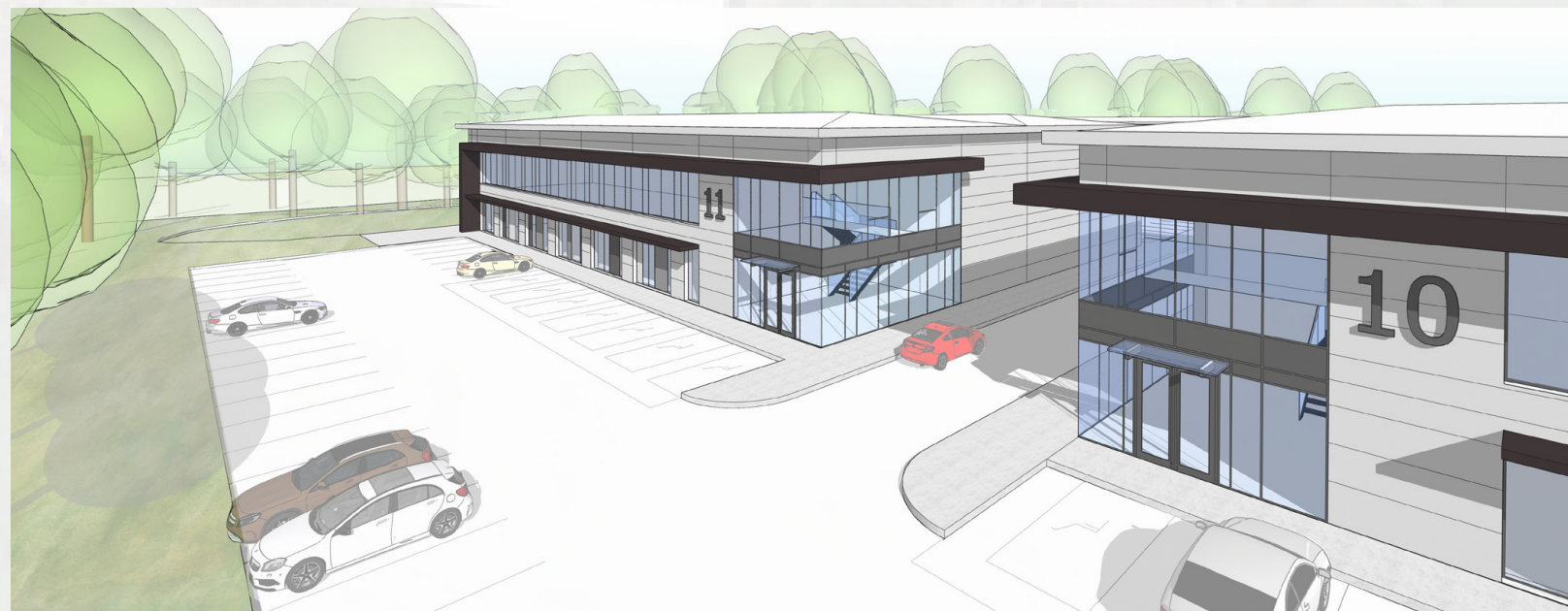
SITE VISUAL 01



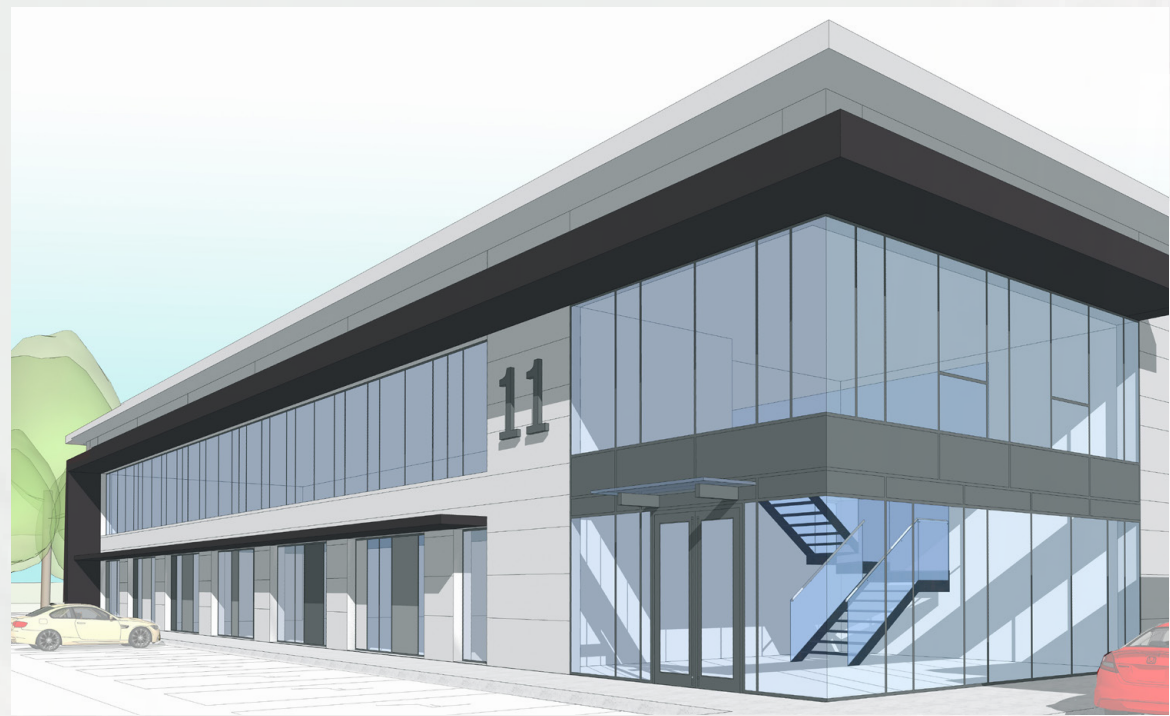
SITE VISUAL 02



UNIT STUDIES VIEW 02



UNIT STUDIES VIEW 03



PRECEDENT STUDIES



Appendix B

Bicester 10 – Action Plan - Travel Plan Framework

Action	Responsibility	Time Scale	Comments
Prior to Occupation			
Obtain Approval to Travel Plan Framework	DTA	Planning Submission	
Collate sustainable travel information	TPC	Prior to occupation of premises.	TPC to obtain bus timetables, bus, cycle and walking maps and taxi contacts from Oxfordshire County Council
Establish a sustainable travel noticeboard / area	TPC	Prior to occupation of premises.	Should be located in a prominent position and available to both staff and visitors
Ensure sustainable travel facilities are located in prominent locations and clearly signed	Developer / Contractor	Prior to occupation of premises.	Pedestrian routes, cycle parking, car share spaces should be well advertised and clearly signed
Post Occupation			
Route maps, bus timetables, taxi contacts to be available at all times for staff and visitors	TPC	At occupation of premises.	Information to be updated regularly.
Sustainable travel information to be made available to visitors to the site	TPC	At occupation of premises.	Links to journey planning websites to be made available on occupier websites (e.g. on a 'Find Us' page)
Ensure that employees are made aware of the Travel Plan during the recruitment process.	Recruitment Team	At occupation of premises and on-going	
Prepare and submit a full Travel Plan	TPC to arrange	Within 3 months of occupation of individual units	A Full Travel Plan should be submitted by occupiers of units with 50 employees or more, including initiatives and targets specific to the unit occupier, in consultation with Oxfordshire County Council
Issue Staff Travel Survey	TPC	Within 3 months of occupation of premises	
Set up and maintain an employee travel database	TPC	Within 6 months of occupation of premises	To contain results of Staff Travel Survey for target-setting and monitoring purposes
Encourage employees to join Oxfordshire Liftshare	TPC/Individual Colleagues	Within 6 months of occupation of premises	Provide details of car sharing schemes such as Liftshare and Twoshare
Discuss and brief employees on the emergency lift home procedure for car-sharers	TPC	Within 6 months of occupation of premises	
Set up a Bicycle Users Group	TPC	Within 6 months of occupation of premises	To promote cycling, offer support, encourage others, discuss problems etc.
Contact local cycle shops to offer possible financial assistance / benefits to purchase a cycle	TPC	Within 6 months of occupation of premises	i.e. Interest free loan / discounts
Monitoring / Review			
Include motivation, support and reward issues in staff newsletter.	TPC	On-going Review every 12 months	
Consider offering incentives for sustainable travel	TPC	On-going Review every 12 months	e.g. prize draws
Promote Cycling, advertising the health benefits and savings to be made.	TPC	Spring -Summer	Display health benefits promotional material and offer maps, cycle routes, information
Organise Cycle to Work events.	TPC	Spring -Summer	Offer incentives e.g., breakfast/give aways, promote National Bike Week in June
Promote Car Sharing and Public Transport and the cost benefits involved.	TPC	Autumn -Winter	Re-issue information on car sharing schemes such as Liftshare.
Undertake biennial Staff Travel Surveys	TPC	On-going Review in years 1, 3 and 5	Monitor staff travel behaviour and use of sustainable travel facilities and initiatives (e.g. cycle parking, motorcycle parking, demand for car parking, bus service occupancy and car share scheme)
Analyse results of Staff Travel Survey and implement appropriate actions	TPC	On-going Review in years 1, 3 and 5	Monitor progress of Travel Plan. Monitor requests by employees for additional facilities to assist sustainable travel (e.g. provision of cycle parking, lockers, showers etc.)



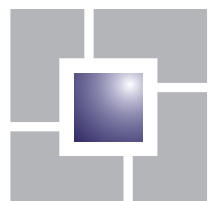
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David Lloyd Leisure Ltd

Health & Racquets Club
Catalyst Bicester, Oxfordshire

Travel Plan



david tucker associates
transport planning consultants

Health & Racquets Club
Catalyst Bicester, Oxfordshire

Travel Plan

SKP/RJM/19539-08a Travel Plan (David Lloyd)
22nd July 2019

Prepared by:

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Prepared on behalf of:

David Lloyd Leisure Ltd

1.0 INTRODUCTION

1.1 DTA have prepared a Travel Plan (TP) in support of a planning application for the construction of a new Health and Racquets Club for David Lloyd Leisure Clubs on land south-east of Wendlebury Road, Bicester.

1.2 The proposed development includes:

- Clubhouse building, incorporating:
 - Sports hall, providing 3 indoor tennis courts;
 - 4 fitness studios and a fully equipped gym;
 - Indoor swimming pool;
 - Café/restaurant and member lounge areas;
 - Changing facilities;
 - Spa;
 - Ancillary offices and staff facilities.
- 2 outdoor tennis courts and a further 3 tennis courts within a permanent airdome.
- Outdoor swimming pool.
- Car parking (246 spaces), external plant and servicing areas.

1.3 This report sets out the TP for the proposed David Lloyd Club which accords with the requirements of BREEAM.

Objectives of this Travel Plan

1.4 The predominate objective of the TP is to put in place the management tools deemed necessary to enable employees and visitors at the David Lloyd Club to make more informed decisions about their travel, which minimises the adverse effects of their travel on the environment. This is achieved by setting out a strategy for eliminating the barriers keeping employees and visitors from using sustainable modes which in effect self manages single occupancy vehicle use.

1.5 In order to achieve this aim, this TP has a number of sub-objectives:

- Ensure that classes are carefully scheduled so as to manage demand for travel and car parking;
- To maximise travel choice;
- To increase the awareness of choice of travel modes and promote social inclusion;
- To promote the health, wealth, social, community and environment benefits of walking, cycling, car sharing and public transport use; and
- To provide clear information to all employees and visitors on the alternative modes of transport available at the site.

1.6 Meeting these objectives will help bring about benefits at the following levels:

- The individual – through improved health, reduced stress, improved sense of belonging and potential cost savings;
- The community – by developing a sense of mutual regard and collectively contributing to minimising vehicle congestion and air quality with lower levels of noise, dirt and fumes than would otherwise be the case;
- The wider environment – through minimising the impact on national and global environmental concerns.

Scope of the Travel Plan

1.7 This TP will set out the management tools and measures that will be employed to help achieve the objectives of the TP, i.e. to enable employees and visitors to the proposed David Lloyd Club to make more informed decisions about their travel, which minimises the adverse effects of their travel on the environment.

1.8 This TP has been written as a stand-alone document and contains all the relevant information needed to be effectively implemented and monitored.

1.9 This TP has been developed in accordance with DfT guidance "Delivering Travel Plans through the Planning Process".

1.10 The remainder of this document is structured as follows:

Section 2: Outlines the accessibility of the site by non-car modes.

Section 3: Outlines the interim Baseline Travel Patterns for employees at the proposed David Lloyd Club, based on 2011 census data;

Section 4: Sets out the objectives and targets of the TP;

Section 5: Outlines the TP strategy including how it will be managed, together with marketing and consultation strategies;

Section 6: Sets out the measures that will be implemented;

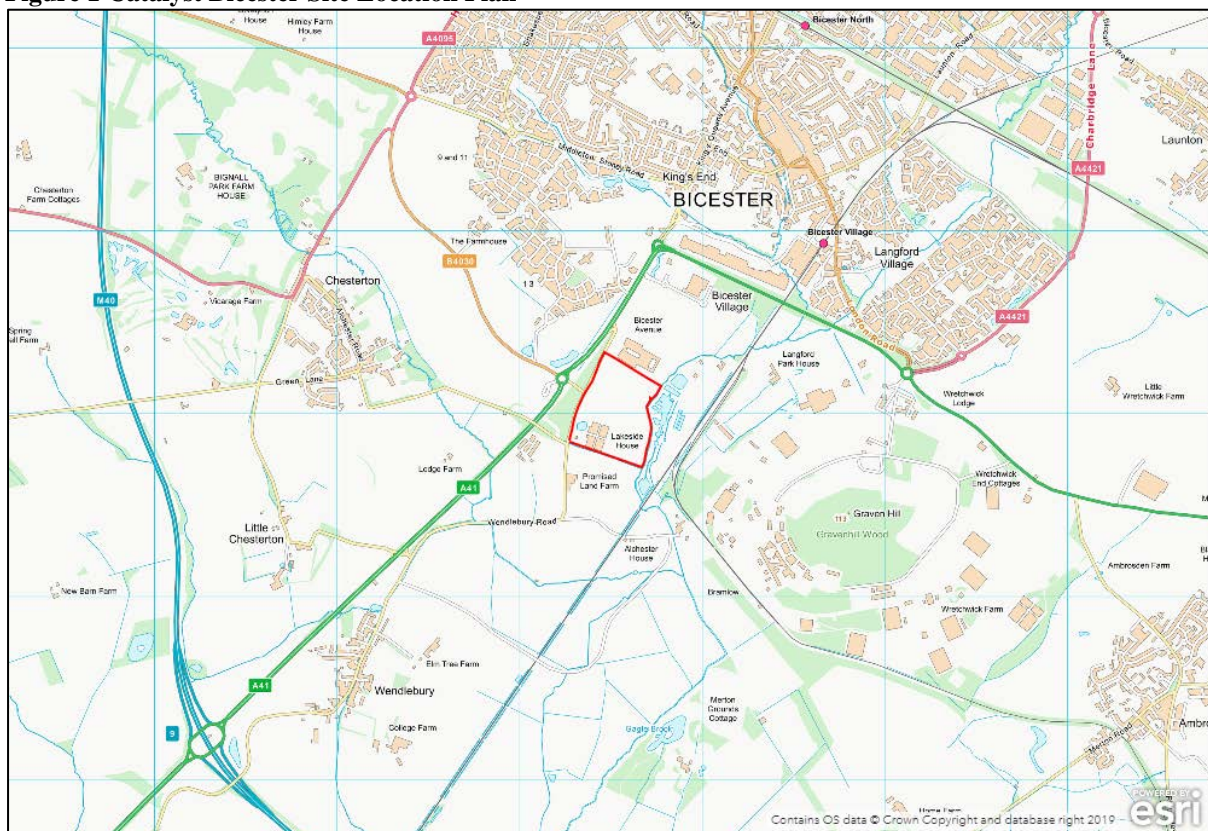
Section 7: Outlines the monitoring and review programme which will ensure the TP continues to develop; and

Section 8: Sets out an Action Plan for the site.

2.0 ACCESSIBILITY BY NON-CAR MODES OF TRANSPORT

- 2.1 The key to achieving the objectives of this TP will be the accessibility of the site by non-car modes of transport. This section of the document assesses the situation of the site in terms of the local facilities, and its accessibility via sustainable, non-car modes of transport.
- 2.2 The site is in a highly accessible location within the Catalyst Bicester site (see **Figure 1**) which is ideal for maximising sustainable travel.

Figure 1 Catalyst Bicester Site Location Plan



- 2.3 The majority of trips to fitness clubs are likely to originate from residential dwellings or employment areas and therefore the assessment of sustainable access has been considered in the context of the likely origin of trips.

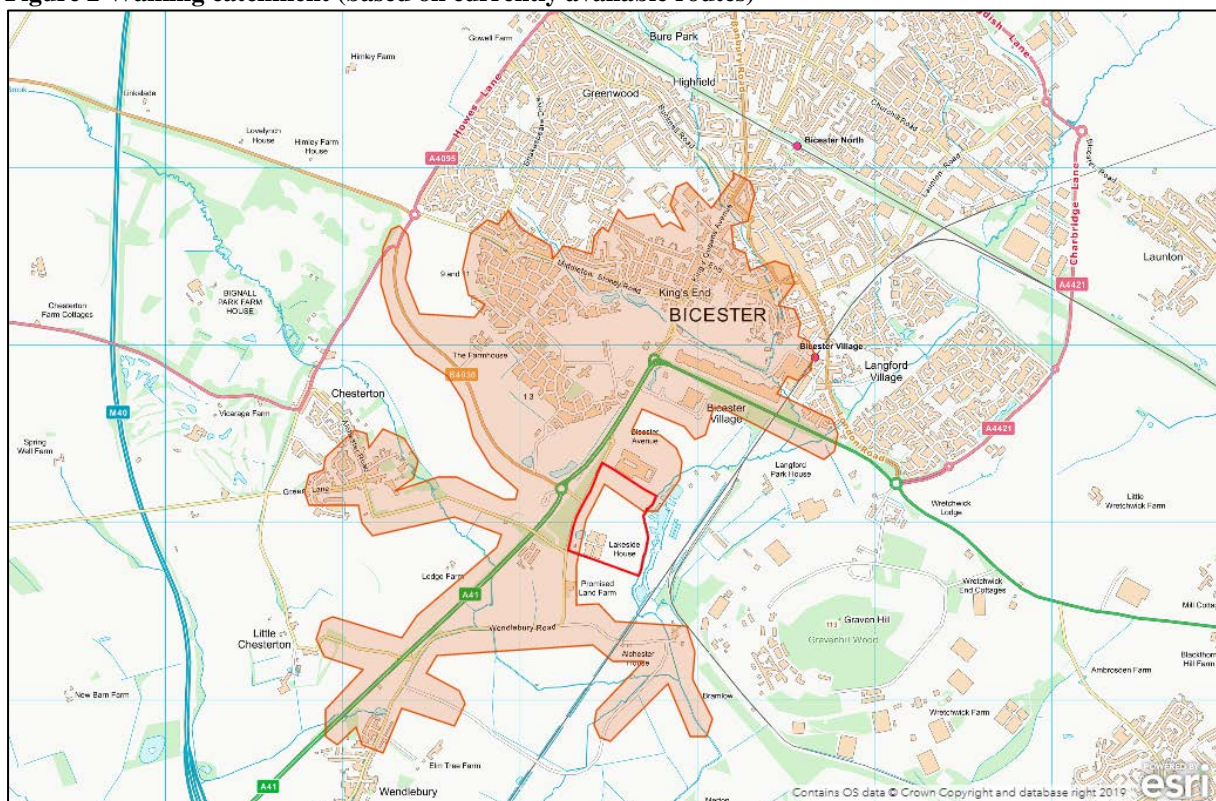
Walking and Cycling

- 2.4 The key pedestrian desire lines include links to/from:
- Local Plan Employment Allocation Site Bicester 10 within which the site is located.
 - Local Plan Employment Allocation Site Bicester 4.

- Residential areas of Kingsmere and beyond.

2.5 Walking is considered to be a convenient mode for most people for trips up to around 2.0km in length which translates into approximately 20 minutes of walking. This walking catchment for the site is shown on **Figure 2**. As can be seen from this plan the site is well located with respect to nearby existing and planned residential areas. The key linkages are the routes to the north and west. At present there is a discontinuous footway on the western side of the carriageway on Wendlebury Road but there is an existing connection along the northern side of Vendee Drive connecting to the existing north – south provision on the A41. As part of the adjacent Bloombridge development a new controlled pedestrian crossing will be provided on A41 linking into the Kingsmere residential development and associated walking and cycling routes.

Figure 2 Walking catchment (based on currently available routes)



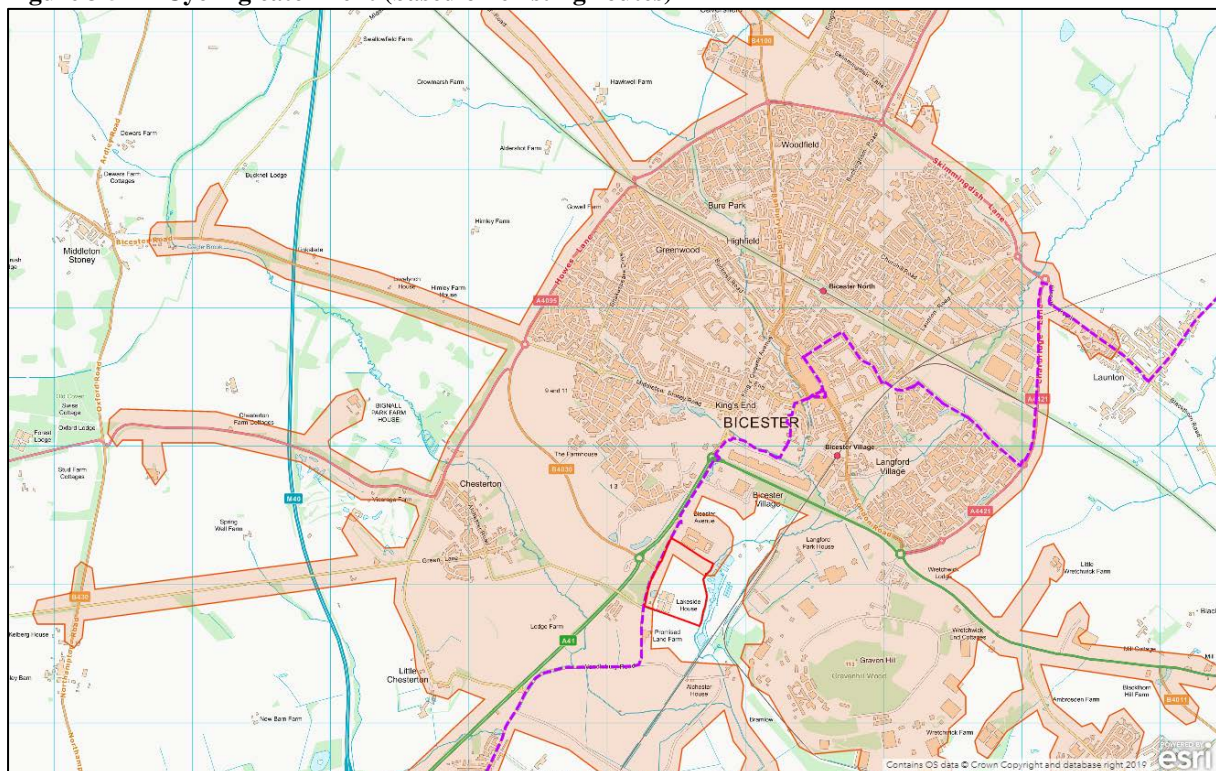
Note that Langford lane has been diverted (to the south) to provide a grade separated crossing but this is not reflected within the above isochrones plot.

2.6 It is proposed that there would be a combined foot-cycleway 2.5m-3.0m wide which would run from the site access roundabout along the eastern side of Wendlebury Road and join into the existing foot-cycleway immediately to the north of the A41 –

Wendlebury Road junction (included within the Transport Assessment at Appendix J). Where the foot-cycleway crosses the accesses to the Thames Water site and Bicester Avenue appropriate crossing details will be provided including dropped kerbs, tactile paving and appropriate signage.

- 2.7 To connect to the new signal controlled toucan crossing on A41, to be implemented as part of the Bloombridge hotel development, for the northern part of the Bicester Catalyst site it is proposed to provide a link north of the Bloombridge site within publically adopted highway land (included within the Transport Assessment at Appendix J). This will provide more direct access to the residential development at Kingsmere as well as pedestrian access to longer distance bus services on the A41 corridor.
- 2.8 Cycling is considered to be a convenient mode for most people for trips up to around 5km in length which equates to a 20-minute journey time in an urban environment. This wider catchment areas is also shown on **Figure 3**. This catchment covers Bicester and many of the surrounding villages in the immediately hinterland. In practice there will be many people for whom trips well in excess of 5km is feasible.

Figure 3 5km Cycling catchment (based on existing routes)



- 2.9 In towns many cyclists will choose to use the local road network. In Bicester, however, there is a developing network of dedicated cycle routes, including around the orbital routes such as Vendee Drive, that will be future expanded as the new residential suburbs are developed i.e. the eco-town etc. Furthermore, within these new residential areas, homes will generally be provided with cycle storage to current requirements. The level of cycle use reported within the 2011 Census is therefore unlikely to reflect travel characteristics for developments that have taken place since that time.
- 2.10 There are also regional cycle routes. The National Cycle Network is a network of signed paths and routes for walking and cycling. This includes some on-street running section such as along Wendlebury Road in the vicinity of the site. Wendlebury Road forms part of NCN 51, the Varsity Way Cycle Route from Oxford to Cambridge. In practice cyclists also have a choice to use the existing dedicated pedestrian/cycleway which runs along the side of the southbound carriageway of the A41.

Bus

- 2.11 The primary bus operator within Bicester is Stagecoach who provide three key services which run to and from the vicinity of the proposed development site. These services are the 26, S5 and NS5 and a summary of their routes and frequencies are shown in **Table 1** below.

Table 1 - Summary of Bus Services and Frequency from Chesterton Turn North

Service No.	Route	Frequency		
		Mon-Fri	Sat	Sun
26	Bicester - Kingsmere - Bicester	30mins	30mins	~
S5	Oxford - Gosford - Bicester - Glory Farm - Launton	15mins	15mins	30mins
NS5	Oxford - Gosford - Bicester - Glory Farm	One Service (night)	4 x hourly service to Bicester, 2 services to Oxford (night)	4 x hourly service to Bicester, 2 services to Oxford (night)

- 2.12 The nearest bus stop to the site is known as Chesterton Turn North and is located opposite the site along the A41, approximately 250m west. Pedestrian access to this bus stop from the site will be greatly improved by plans to establish a traffic signal-

controlled pedestrian crossing from the allocated hotel site across the A41. This crossing would benefit safe travel to and from the site and the bus stop.

- 2.13 The S5/NS5/26 services travelling in the north-eastbound direction run into Bicester town centre and beyond calling at Launton, Ambrosden and Arncott. The 26 runs between the proposed site and the Bicester North Railway Station providing a connection allowing for longer journeys to be feasibly undertaken using public transport.
- 2.14 The S5 service which provides a regular connection to Oxford city centre, Glory Farm and Bicester north has a total journey time to Oxford centre of 31 minutes and Bicester town centre of 8 minutes. Furthermore, the S5 service also runs south westbound, the location of this stop is at the Park and Ride site which is approximately 400m south of the Promise Land Farm.
- 2.15 The S5 route connects Bicester to Oxford providing a convenient link across the 'Knowledge Spine' which locates the proposed development site within this identified growth area.
- 2.16 Stagecoach also operates an 'express service' between Oxford, Buckingham, Milton Keynes, Bedford and Cambridge. This service stops at Bicester Village, located approximately 1.5km north of the proposed site, every half an hour throughout the day (Monday to Sunday).

Rail

- 2.17 There are two train station facilities within a convenient distance from the proposed site. This first is Bicester Village Station approximately 2.0km on foot/bicycle to the north east of the site, which is located on the Oxford spur from the Chiltern Mainline with services to Oxford and London. The second is Bicester North approximately 2.5km by cycle to north of the site, on the Chiltern Mainline with services to Birmingham and London.

Bicester Village Station

- 2.18 Bicester Village railway station (previously named Bicester Town) is operated by Chiltern Railways. The station was redeveloped as part of the works to provide a new chord linking the Bicester – Oxford railway line to the Chiltern Mainline to the east of Bicester. Following these works passenger numbers using the station have increased

tenfold (Bicester Town numbers have reduced somewhat but overall there has been a 50% increase in rail passengers).

- 2.19 The station is located in a highly accessible location around a walking/ cycling time of 25 minutes and 8 minutes respectively and also accessible by bus. The station provides half hourly services to and from Oxford Parkway, and half hourly services to and from London Marylebone. The journey time to Oxford Parkway from Bicester is 10 minutes. The proximity of the site to this station provides convenient commute options to both major destinations. The key services, their frequency and journey time are summarised in **Table 2** below.

Table 2 - Summary of Train Services at Bicester Village Station

Destination	Frequency	Journey Time
London Marylebone	Half Hourly	50 mins
High Wycombe	Half Hourly	25 mins
Oxford	Half Hourly	15-20 mins

- 2.20 The station benefits from sheltered cycle storage which can accommodate for up to 50 bicycles, this high level of provision encourages linked commuting trips.

Bicester North

- 2.21 Bicester North station is located north of the site. The cycle journey time to the station is approximately 10 minutes and is also accessible by bus. Bicester North is also operated by Chiltern Railways and is the primary train station for the town, providing regular services to local and national destinations. The key services, their frequency and journey time are summarised in **Table 3** below.

Table 3 Summary of Train Services at Bicester North Station

Destination	Frequency	Journey Time
London Marylebone	Half Hourly	45min – 1hr 10 min
Birmingham Snowhill	Hourly	1hr 15-30mins
Banbury	Half Hourly	12/17 mins
Warwick	Hourly	36/52 mins
Leamington Spa	Hourly/ Half Hourly	30 - 40mins

- 2.22 The station benefits from cycle parking provision for up to 80 bicycles which will encourage linked commuting.

3.0 BASELINE TRAVEL PATTERS

- 3.1 This section will set out the baseline modal split for the development, which has been derived using Census 2011 Travel to Work dataset for output area Cherwell 15. Travel associated with members are taken from the Transport Assessment (TA).
- 3.2 **Table 4** below shows the existing mode of travel within the above census output areas which represents staff travel characteristics and a separate mode share for members as set out within the TA.

Table 4 Baseline Travel Patterns

Mode	Mode Share (Staff)	Members*
Car Driver	61%	74%
Car Passenger	8%	15%
Rail	2%	-
Bus	5%	2%
Cycle	4%	2%
Foot	18%	7%
Taxi	0%	-
Motorcycle/Scooter/Moped	1%	-
Total	100%	100%

**Based on data within the TA*

- 3.3 As the site is located within a highly accessible location, an onerous monitoring strategy is not proposed, rather the TP will focus on the promotion of the travel options (walking, cycling and public transport) available for staff and members. As David Lloyd will aim to reduce car driver trips by 10% resulting in a car driver mode share of 51% for staff and 64% for members. David Lloyd will aim for a corresponding increase in trips by sustainable modes.

4.0 TRAVEL PLAN OBJECTIVES

4.1 This chapter sets out the overarching objectives for the TP. Further information on monitoring and review of the TP can be found in **Chapter 7**.

4.2 Objectives are the high level aims of the TP. They help to give the TP direction and provide a clear focus.

Objectives

4.3 The TP's overriding objective is to put in place the management tools deemed necessary so employees and members at the proposed David Lloyd Racquet Club are able to make informed choices about their travel, minimising the adverse effects of their travel on the environment.

4.4 The sub-objectives are:

- Ensure that classes are carefully scheduled so as to manage demand for travel and car parking;
- To maximise travel choice;
- To increase the awareness of choice of travel modes and promote social inclusion;
- To promote the health, wealth, social, community and environment benefits of walking, cycling, car sharing and public transport use; and
- To provide clear information to all employees and visitors on the alternative modes of transport available at the site.

4.5 These objectives will be achieved by introducing a package of physical and management measures that will facilitate employee travel by sustainable modes.

5.0 TRAVEL PLAN STRATEGY

Proposed Development

- 5.1 The development proposal includes the construction of a new Health and Racquets club which will benefit from 246 car parking spaces.

Travel Plan Management

- 5.2 David Lloyd will nominate a Travel Plan Co-ordinator (TPC) to oversee the development of the travel plan, and to ensure its effective implementation. Typically, this will be a member of staff. Alternatively, an external company specialising in Travel Plan implementation and development will be appointed. There are a number of companies available with specialist knowledge of Travel Planning that can undertake this work.
- 5.3 The TPC role will commence prior to the first occupation, to ensure its promotion during the sales and induction phases, and to develop travel plan information packs for when the building becomes occupied.
- 5.4 The main roles and responsibilities of the TPC are to:
- Take a managing role in the review of the TP;
 - Lead on the delivery of the TP;
 - Promote the Plan and the measures it includes;
 - Develop and distribute welcome travel packs (electronically);
 - Promote the sustainable characteristics of the site through the sales and induction process;
 - Maintain up to date information on the website and/or notice boards; and
 - Monitor the effectiveness of initiatives included within the plan and amending as necessary.

Marketing Strategy

- 5.5 Employees and members will be made aware of the existence of the TP upon the commencement of their employment/membership. The details of the TP, its objectives in enhancing the environment and the role of individuals in achieving the objectives of the TP will be explained upon acceptance of job offers and noted in job interviews of similar.
- 5.6 The following could be used as a means of disseminating information to staff and members to promote events/campaigns/promotions/services/initiatives:

- Notice boards;
- Staff and member Newsletters;
- Staff and member Induction pack;
- Company internet/intranet sites;
- E-groups and forums.

6.0 MEASURES AND INITIATIVES

Introduction

- 6.1 This section of the TP outlines the specific physical and management measures to be implemented as part of the TP. The implementation of the listed measures, which include awareness initiatives and infrastructure provision, is the core of the TP.

Sustainable Travel Packs

- 6.2 Sustainable Travel Packs will be given issued to staff and members electronically. The pack will contain at least the following information:

- Timetables and route maps for public transport, particularly buses and trains;
- Contact numbers and web details for the local Journey Planning websites such as National Rail Enquiries and Traveline;
- Cycling and walking maps for the local area;
- Local taxi company details; and
- Any relevant employer specific company policies related to transport.

Walking

- 6.3 Possible initiatives to help promote walking to employees of the site are as follows:
- Employees will be provided with information and advice concerning safe pedestrian routes to the site;
 - Employees will be provided with changing facilities, including facilities for storage of wet clothes, umbrellas etc;
 - Organisation of social cycling and walking events, e.g. lunchtime or after work/shift walks, possibly lead by trained walk leaders;
 - Health benefits of walking to be promoted e.g. "10,000 steps a day campaign" or other similar type events.

Cycling

- 6.4 A total of 20 secure cycle parking spaces have been provided which meets the forecast demand. Showering and changing facilities are provided within the building.

- 6.5 Employees and members will be provided with information and advice concerning cycle routes. This will be posted at a prominent location and will be available in the induction packs.
- 6.6 The TPC will explore, with local bicycle retailers, the possibility of providing discounts on cycling equipment to employees of the development. The take up of this discount will be monitored.
- 6.7 David Lloyd currently operates the Government's Cycle Scheme which provides a tax efficient method to purchase a bike.
- 6.8 Other employee specific cycle promotions could include the following:
- Promotion of the health benefits of cycling;
 - Organisation of social cycling events e.g. lunchtime or after work/shift rides, or participation as teams in national and local events;
 - Organisation of cycle surgery days, including Dr Bike clinics;
 - Setting up a Bicycle User Group or similar if demand warrants it.
- 6.9 The use of the cycle parking will be monitored and in the event that demand exceeds supply a car parking space would be converted to additional cycle storage. The two nearest car parking spaces to be proposed cycle parking facilities would be converted, and would be agreed with the highway authority as part of the TP monitoring strategy.

Public Transport

- 6.10 Up-to-date details of rail, bus and taxi services, including route information and service frequencies, will be permanently on display in prominent locations, as well as in induction packs. National Rail and Journey Planner websites and enquiry phone numbers will also be promoted through all relevant means.
- 6.11 Taxis have an important role in providing for employee trips, in particular when other modes of transport may not be available. The TPC will ensure that the contact details for local taxi operators are available on site.

Car Pooling

- 6.12 The TPC will set up and promote a car pooling spreadsheet, to encourage employees who need to drive to share lifts with other employees of the site. Companies, such

as Liftshare (<https://liftshare.com/uk>) have developed tools, such as Apps, to assist with encouraging car-pooling.

- 6.13 The TPC will investigate whether car-pooling vehicles can have priority within the car park.

7.0 MONITORING AND REVIEW

- 7.1 The TP is part of a continuous process for improvement, requiring monitoring review and revision to ensure it remains effective. This chapter sets out the proposals for monitoring and review of the TP.
- 7.2 As previously stated it is not considered appropriate to set out an onerous monitoring and review strategy given the accessible nature of the site. The important component of sustainable access for this site is to make best use of its existing accessibility and to maximise the use of that.
- 7.3 It is proposed that the monitoring strategy will include:
- Establishing the mode share and assess the effectiveness of the TP;
 - Monitoring car parking usage and to establish how well used the spaces are;
 - Monitoring cycle parking usage and to establish whether additional cycle spaces are required or whether relocation of parking spaces to car sharing spaces; and
 - Monitor usage of the EVC points and introduction of additional EVC points if demand dictates.
- 7.4 The monitoring programme will begin at full occupation and will be an ongoing process. The survey of car parking and cycle parking usage will be undertaken during the same month each year to ensure a consistent approach.
- 7.5 Annual monitoring surveys will be undertaken and the results of the surveys will be issued to SGC each year. The monitoring will cover 5 years from first occupation.

Table 5 Action Plan for Travel Plan Measures – David Lloyd

Measures	Notes	Status/Target Date	Monitoring Method	Responsibility
General				
Appoint TPC		Prior to Occupation		Management
Travel Packs to all Employees/Members	All Occupiers will be offered a travel pack outlining mobility choices for dissemination to staff	On occupancy	N/A	TPC
Cycling				
Provision of cycle racks/stands	20 cycling parking spaces installed	As part of construction	Spot checks as part of maintenance rounds	TPC
Monitor cycle usage	Monitor cycle usage and provision of additional spaces as and when demand dictates (location for additional cycle parking provided at Appendix A)	Ongoing surveys	Ongoing spot checks, member and staff feedback, annual survey	TPC
Shower, changing and locker facilities to be provided for employees and members	Available to employees and members	As part of construction	Management to monitor quality	TPC
Provide cycle route maps and other information relating to cycle facilities	Bespoke information printed as necessary	On occupancy	TPC to monitor uptake	TPC
Monitor cycle parking usage	To ensure that sufficient spaces are provided to meet demand	Annual monitoring	TPC to monitor	TPC
Walking				
Health benefits of walking to be promoted (e.g. 10,000 Steps a Day)	Promoted in conjunction with the organisation of social walks and walk to work days	Spring and Summer (annually)	N/A	TPC
Employees and members provided with changing facilities	As above in Cycling	As above in Cycling	As above in Cycling	As above in Cycling

Employees and members provided with information related to safe walking routes	As part of Travel Packs or induction sessions	On tenant occupation	N/A	TPC
Public Transport				
Notice board with timetable information	Located in communal areas	From occupation	Administrative – TPC	TPC
Car Access				
Implement informal Car Pooling Scheme	Promote Liftshare tools	From occupation	TPC to monitor	TPC
EVC Points		Implemented at construction phase	Monitoring survey	TPC
Monitor EVC points usage	Monitor EVC usage and provision of additional charging points as and when demand dictates	Ongoing surveys	Ongoing spot checks, member and staff feedback, annual survey	TPC
Staff and Employee Survey	Annually up to 5 years	From occupation	TPC	TPC



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