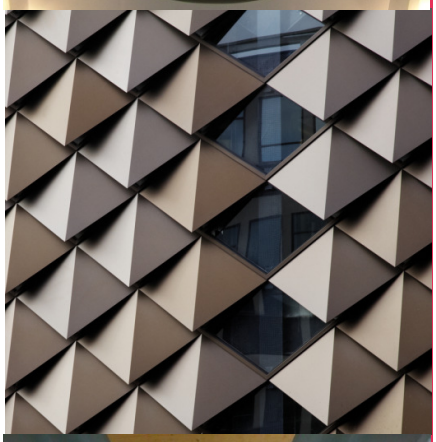

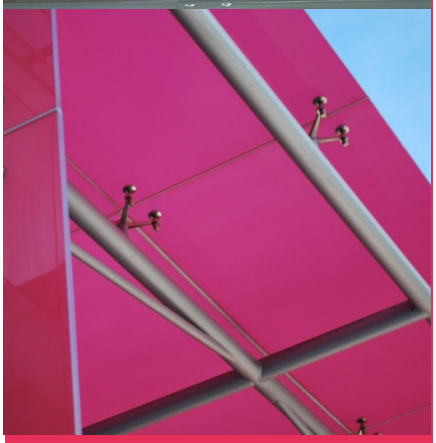

Wigan Joint Fire and Ambulance Station
Interim Travel Plan

Curtins Ref: TPMA5115/ITP
Revision: Draft
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Client Name: Willmott Dixon

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1.0 Introduction

1.1 Background

1.1.1 Curtins has been appointed on behalf of Willmott Dixon to provide traffic and transportation advice in relation to a proposed Joint Fire and Ambulance Station in Wigan (JFAS).

1.1.2 This includes 71 staff spaces with 3 of these being for disabled employees, 6 secure cycle storages, 19 spaces for ambulances and 3 fire engine spaces as well as training towers and areas.

1.2 What is a Travel Plan?

1.2.1 A Travel Plan (TP) is defined by the Department for Transport (DfT) and by the Department for Communities and Local Government (DCLG) as:

> *"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."*

Source: *National Planning Policy Framework*, DCLG, 2012.

1.2.2 In essence, a TP is intended to encourage people to choose alternative transport modes over single occupancy car use and, where possible, reduce the need to travel at all. Such a plan should include a range of measures designed to achieve this goal.

1.3 Document Purpose

1.3.1 This Interim Travel Plan (ITP) is intended to be read alongside the accompanying Transport Assessment (TS), **Ref: TPMA5115/TA**, prepared to consider the development proposals. This document is to show officers at Wigan Council (WC) the sites accessibility by sustainable modes and possible ways of encouraging the uptake of these modes from single occupancy car trips.

1.3.2 An ITP is the first stage of the Travel Plan process and is often prepared during the planning stage prior to the construction of the development. It includes a list of potential measures that could be implemented to affect modal choice, and a management strategy for producing a full Travel Plan in the future.

1.3.3 Local Transport Planning advice:

> *"To maximise the sustainability of a new development, the following five transport principles should be followed: Maximise accessibility, reduce the need to travel by car; make the best use of existing infrastructure; design for active travl; and mitigate impacts."*

Source: *Transport for Sustainable Communities: a Guide for Developers, 2013*

1.3.4 This document has been written in accordance with the above statement, and the following core guidance documents:

- National Planning Policy Framework, DCLG, 2012; and
- National Planning Practice Guidance, DCLG, 2014.

1.4 Document Structure

1.4.1 Following this introductory section, **Section 2** of the report provides background information on the benefits which can be derived from a successful Travel Plan. It also sets out keys aims and objectives for the Travel Plan process.

1.4.2 **Section 3** describes the existing situation and surrounding area, including the local highway layout.

1.4.3 **Section 4** assesses the accessibility of the site by various means of sustainable modes of travel including public transport, walking and cycling.

1.4.4 **Section 5** outlines various initiatives that will be considered to encourage a modal shift from single occupancy car travel and towards sustainable modes of travel for future employees and visitors.

1.4.5 **Section 6** provides example Travel Plan Targets, outlining the need to present SMART targets following the completion of the base Travel Surveys.

1.4.6 **Section 7** provides details on the monitoring and review process, responsibility and management of the document, and the appointment of a Travel Plan Coordinator (TPC) as the Travel Plan process progresses.

1.4.7 **Section 8** concludes the report by providing an Action Plan which summarises the document and the next steps.

2.0 Travel Plan Benefits

2.1 Introduction

2.1.1 The benefits from a TP can be loosely categorised under three main headings:

- Health Benefits;
- Environmental Benefits; and
- Financial Benefits.

2.1.2 This section explores just some of the improvements which can be made to an organisation during a successful Travel Planning process.

2.2 Health Benefits

2.2.1 A reduction in polluting vehicles on the roads surrounding the site will mean better air quality throughout the area. There are also well documented health benefits associated with active travel, yet activity levels are generally low across the UK:

> *"Physical activity levels are low in the UK: only 40% of men and 28% of women meet the minimum recommendations for physical activity in adults."*

Source: *Health Survey for England: CVD and Risk Factors for Adults, Obesity and Risk Factors for Children*, DoH, 2008.

2.2.2 Regular moderate physical activity (including walking and cycling), can help prevent and reduce the risk of cardiovascular disease, cancer, obesity, diabetes, stroke, mental health problems, high blood pressure, and musculoskeletal problems.

2.3 Environmental Benefits

2.3.1 Climate change is a global issue that affects all nations. The British Government has pledged to play its part in reducing emissions which are harmful to the earth by setting carbon reduction targets:

> *"It is the duty of the Secretary of State to ensure that the net UK carbon account for the year 2050 is at least 80% lower than the 1990 baseline."*

Source: *Climate Change Act 2008,* Chapter 27, Part 1, 2008.

2.3.2 Encouraging people to make smarter choices in the way they travel can drastically reduce the impact that a particular development or organisation makes on the environment.

2.4 Financial Benefits

2.4.1 Although secondary to health and environmental benefits, there are also financial benefits to be gained from increasing active travel rates:

> *"The cost of physical inactivity in England – including direct costs of treatment for the major lifestyle-related diseases, and the indirect costs caused through sickness absence – has been estimated at £8.2 billion a year."*

Source: At Least Five a Week: Evidence on the Impact of Physical Activity, DoH, 2004.

2.4.2 Individuals can also benefit financially from travelling to and from a site with a TP in place due to the improved range of transport options available, some of which may be more cost-effective than car travel. In some circumstances, TP measures can remove an individual's need for a car (or their household's need for a second car), removing the capital and on-going cost of car ownership.

2.4.3 An effective TP can help encourage employees and visitors to lessen their environmental impact by reducing emissions from transport, lead a healthier and more active lifestyle, and reduce financial wastage.

2.5 Mutual Benefits

2.5.1 As demonstrated, there are multiple reasons as to why TPs are important to modern society. The initiatives in this TP will have a positive effect on the future employees and visitors of the proposed development. They must be communicated correctly:

> *"It is important that the outcomes sought from the travel plan can be seen as a benefit to all parties, e.g. the developer, occupiers and site users, the community and the local authority. Such benefits can help in gaining widespread commitment."*

Source: *Good Practice Guidelines: Delivering Travel Plans through the Planning Process*, DfH, 2009.

2.6 Travel Plan Objectives

2.6.1 Considering the above benefits, this TP aims to achieve the following objectives:

- **Objective 1 –** To increase the level of cycling to and from the site;
- **Objective 2 –** To increase the level of walking to and from the site;
- **Objective 3 –** To increase the level of public transport use to and from the site;
- **Objective 4 –** To increase the number of people car sharing to and from the site; and in turn
- **Objective 5 –** To reduce single occupancy car travel to and from the site.

3.0 Existing Situation

3.1 Site Location

3.1.1 The proposed development site is located one mile to the west of Wigan town centre at the existing Wigan fire station.

3.1.2 The application site is bounded by Warrington Road to east and Robin Park Road to the north with these two roads meeting adjacent to the site with Ormskirk Road and Southgate at a large signalised roundabout. France Street is to the south which has no through route to the east. To the west of the site is a housing estate off Thomas Street.

3.1.3 **Plan TPMA5115_001** illustrates the location of the site in relation to the surrounding areas, and **Plan TPMA5115_002** shows the site in a more local context relating to the local highway network.

3.2 Existing Use

3.2.1 The application site currently comprises of Wigan fire station which currently the site includes of circa 40 parking spaces for staff. The site currently operates as the fire station for Wigan and the surrounding area with no ambulances using the site.

3.3 Existing Access

Vehicular Access

3.3.1 The site is currently accessed from Robin Park Road for all vehicle traffic. The site can be accessed of Robin Park Road either from the east shortly after exiting the roundabout or from the west prior to the lane turning left towards the roundabout and then flaring.

Pedestrian and Cycle Access

3.3.2 Pedestrian access to the fire station is currently off Ormskirk Road. The cycle access will be from Robin Park Road from the footway adjacent to the vehicle access.

3.4 Surrounding Highway Network

A577 Ormskirk Road

3.4.1 Ormskirk Road is a single carriageway road for most of its length and spans from the roundabout opposite the site to the west into Skelmersdale. Ormskirk Road is the primary access to and from the west of Wigan from the M58 and the M6 at junction 26. The width of the highway varies dependent on the number of lanes and proximity to junctions, the carriageway to the east of the development has four lanes heading east and three lanes heading west with a number of pedestrian crossings and refuge islands.

3.4.2 There is also an emergency access road for services heading west that allows emergency vehicles to enter the roundabout junction opposing the traffic and join west bound traffic without navigating around the entire roundabout.

3.4.3 Along the length of the road which is approximately 9 miles in length the road is fronted by residential properties, commercial elements, leisure facilities, schools and parks. To access these locations there are numerous signalised and uncontrolled crossings.

3.4.4 Adjacent to the site there is an off highway shared surface as well as on-road cycle priority at the nearby signalised junction onto the roundabout.

3.4.5 The speed along the A577 Ormskirk Road outside the development is 30mph. There are footways and street lighting along its length. There are also a number of bus services along the route with the closest is around 200m south west of the site.

Warrington Road

3.4.6 This road runs in a north to south direction and stretches 230km between Ross on Wye up to Bamber Bridge near Preston. Warrington Road runs parallel to Ormskirk Road adjacent to the site.

3.4.7 The route is a two way road with a carriageway with separation between each direction for pedestrian crossings outside the side but for the majority is a typical two way road with varying in width and lanes along its length, adjacent to the site the carriageway is approximately two lanes in each direction and is approximately 15m wide.

3.4.8 The speed limit is a 30mph adjacent to the site with footways and street lighting present within walkable distance from the site. There are existing bus stops located opposite the fire station with numerous and frequent services.

Robin Park Road

3.4.9 Robin Park Road is one of the access points into the site currently and this will be maintained. The carriageway runs from the roundabout to the east of the development in a north west direction, becoming Scott Lane and then Beech Hill Avenue and Spencer Road before it joins the A49 north of Wigan.

3.4.10 The road is a typical two way carriageway that is approximately 7m in width. The speed limit is 30mph along the route and has footways and street lighting along its length. There are bus stops along this road with frequent services running to and from the site.

France Street

3.4.11 France Street is located to the south of the development and provides a secondary entrance into the site which will be for some of the ambulance vehicles returning to the site.

3.4.12 The carriageway is a typical two way cul-de-sc that ceases to the south east of the site for vehicles however pedestrians will be able to access Warrington Road. France Street is access off Wood Street and preceding this accessed from Scott Lane to the west.

3.4.13 The speed limit along the road is 30mph and is approximately 6.8m in width and has street lighting and footway on either side of the carriageway.

4.0 Accessibility by Sustainable Modes of Travel

4.1 Introduction

4.1.1 A key element of national, regional and local policy is to ensure that new developments are located in areas where alternative modes of travel are available. It is important to ensure that developments are not isolated but are located close to complementary land uses. This supports the aims of integrating planning and transport, providing more sustainable transport choices, and reducing overall travel and car use.

4.1.2 The accessibility of the proposed development is considered in this context for the following modes of travel:

- Pedestrian Accessibility;
- Accessibility by Cycle; and
- Accessibility by Public Transport.

4.2 Pedestrian Accessibility

4.2.1 Research has indicated that acceptable walking distances depend on a number of factors, including the quality of the development, the type of amenity offered, the surrounding area, and other local facilities. The Chartered Institution for Highways and Transportation (CIHT) document entitled *'Providing for Journeys on Foot'* suggests walking distances which are relevant to this planning application. These are reproduced in **Table 4.1**.

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

Table 4.1 – CIHT Suggested Acceptable Walking Distances

4.2.2 To assist in summarising the accessibility of the site by foot, an indicative pedestrian catchment plan has been produced. As the site is on the edge of Wigan town centre, **Plan TPMA5115_003** shows distances of 500m, 1,000m and 2,000m which are termed *'Desirable'*, *'Acceptable'* and the *'Preferred Maximum'* by the CIHT for commuting trips.

4.2.3 Within 500m of walking the JFAS there are a number of services available to staff at the site these include the Asda supercentre across Robin Park Road and the nearby Aldi store, a couple of car garages as well as some residential properties to the west of the site. There are also a number of bus stops within this catchment that could be used as part of a multi-modal trip to and from the JFAS.

4.2.4 Within 1km of the site there are similar services to those within the 500m catchment as well as the Robin retail park with numerous stores. There is also a local park to the east of the site as well as some gyms and fitness centres.

4.2.5 When the catchment area is expanded to 2km there are more of the same services and stores. Also within this extended catchment area is there are three rail stations on two different lines, the available services will be discussed in section 4.4. Also within the catchment lies Wigan town centre, a number of petrol stations and many more residential areas including Marsh Green, Ince in Makerfield, Kitt Green and Worsley Mesnes.

4.3 Accessibility by Cycle

4.3.1 In order to assist in assessing the accessibility of the site by cycle, **Plan TPMA5115_004** presents a 8km cycle catchment for the site. The 8km cycling distance refers to a recommendation by Cycling England in the document 'Integrating Cycling into Development Proposals' (2009).

4.3.2 The catchment extends as far as Standish in the north, Hindley to the east, Newton in Makerfield in the south and Skelmersdale to the west.

4.3.3 There are a number of small unnamed cycle paths and route surrounding the site which provide either on-road or off-road cycle access to and from the JFAS. These include routes through Mesnes Park to the north and Alexandra Park to the south west. Other routes also include connections from Wigan Wallgate and Wigan North Western rail stations.

4.3.4 There are a number of national routes that are within this catchment and provide dedicated cycle routes for potential commuters by bike. These cycle routes include the NCN 562 between Southport Pier and Wigan Pier, NCN 91 the Lancashire Cycleway and NCN 55 that follows the Leeds and Liverpool ship canal towards the south east towards Leigh and onwards. These cycle routes run through a number of residential areas within the catchment as well as some others beyond, these could be used as part of a commuting route to and from the JFAS.

4.4 Accessibility by Public Transport

4.4.1 **Plan TPMA5115_005** demonstrates those areas accessible via public transport within 10, 20 and 30 minutes journey from the site. Accessibility by bus and rail are considered in further detail within the subsections below.

Bus Accessibility

4.4.2 Guidance from the Chartered Institution of Highways and Transportation (CIHT) document 'Guidelines for Planning for Public Transport in Development' indicates that ideally, a bus stop should be located within 400m from a new development.

4.4.3 There are numerous bus stops located within 400m of the site which provide access to services that connect to a number of different destinations, these bus stops are located opposite the fire station, along Warrington Road, along Ormskirk Road and on Robin Park Road near the Asda food retail store. The nearest bus stop to the site is located approximately 130m from the site but all are accessible within 400m of the site. **Table 4.2** details the services that call at these stops, and their associated frequencies:

Bus Service	Route	Peak Hourly Frequency		
		Mon – Fri	Sat	Sun/Hols
375/385	Southport to Wigan via Ormskirk, Skelmersdale and Wigan	1 per hour (each)	1 per hour (each)	1 per hour (each)
395	Ormsmskirk to Wigan Via Skelmersdale	30 min	30 min	30 min
352	St Helens to Wigan via Billinge	15 min	15 min	30 min
600/601	Leigh Lowton Golborne Ashton–in–Makerfield Bryn Marus Bridge Wigan	12 mins	15mins	30 mins
606	Wigan — Highfield Grange — Marus Bridge — Poolstock circular	4 evening services	4 evening services	30 mins
610	Wigan — Worsley Mesnes — Hawkley Hall circular	30 mins	30 mins	30 mins
621	Wigan — Pemberton — Norley Hall — Kitt Green — Marsh Green circular	12 mins	12 mins	1 per hour
622	Wigan — Worsley Hall — Norley Hall — Pemberton — Kitt Green circular	5 evening services	5 evening services	1 per hour
628	Wigan — Marsh Green — Kitt Green — Norley Hall — Pemberton circula	12 mins	20 mins	1 per hour
631	Wigan — Hawkley Hall — Marus Bridge — Highfield Grange — Pemberton circula	20 mins	20 mins	-
632	Wigan — Pemberton — Highfield Grange — Marus Bridge — Hawkley Hall circular	20 mins	20 mins	-
640	Wigan — Standish — Shevington circular	1 per hour (each)	1 per hour (each)	1 per hour (each)
641	Wigan — Standish — Shevington circular	1 per hour (each)	1 per hour (each)	1 per hour (each)
644	Wigan — Worsley Hall circular	1 per hour	1 per hour	-

Table 4.2 – Summary of Bus Service Frequencies from nearby bus stops

4.4.4 The above table shows that there is an extensive bus network serving the site 7 days a week, suggesting that bus travel to and from the site could be a popular option.

Rail Accessibility

4.4.5 The nearest train station is Wigan North Western, located approximately 1.3km to the north east of the site. A summary of rail services from Wigan North Western station is summarised in **Table 4.3:**

Destination	Frequency		
	Mon – Fri	Sat	Sun/Hols
Preston	1 per hour	1 per hour	1 per hour
Liverpool	3 an hour	3 an hour	2 per hour
Manchester Airport	1 per hour	1 per hour	1 per hour
London Euston	2 per hour	2 per hour	1 per hour
Edinburgh	1 per hour	1 per hour	1 per hour
Glasgow	2 per hour	2 per hour	2 per hour

Table 4.3 – Summary of Rail Services from Wigan North Western

4.4.6 Wigan Wallgate is an additional rail station which is located 100m beyond Wigan North Western station. A summary of rail services from Wigan Wallgate station is summarised in **Table 4.4:**

Destination	Frequency		
	Mon – Fri	Sat	Sun/Hols
Southport	1 per hour	1 per hour	1 per hour
Manchester Victoria	30mins	30mins	30mins
Huddersfield	1 per hour	-	-
Kirkby	1 per hour	1 per hour	-
Blackburn	1 per hour		-
Leeds	1 every 2 hours	1 every 2 hours	-

Table 4.4 – Summary of Rail Services from Wigan Wallgate

4.4.7 Stations along the above routes that can be accessed include; Warrington, Bolton, Lake District, Carlisle, St Helens and Liverpool John Lennon Airport.

4.4.8 Although no direct services are available to Blackburn, Leeds or Huddersfield on Sundays these destinations can be accessed by changing at Manchester Victoria.

4.5 Summary

4.5.1 It is considered the site is highly accessible by sustainable modes of transport. The surrounding area exhibits good levels of pedestrian and cycling infrastructure, and there are a number of public transport opportunities within acceptable walking distance of the site.

5.0 Employee Travel Plan Initiatives

5.1 Introduction

5.1.1 This section of the ITP sets out the initiatives that could be implemented in a full Travel Plan for the commercial and ancillary elements of the proposals. The initiatives are designed in order to reduce employee and visitor dependency on the private car and encourage sustainable modes of travel. They are in line with the aims and benefits set out in **Section 2** of this document.

5.2 Production of Staff Welcome Packs

5.2.1 Welcome packs can be critical in influencing travel patterns and therefore it is envisaged that welcome packs will be supplied to all staff at the development upon moving in. The contents of the welcome packs could include:

- Introduction to the TP concept detailing objectives and aspirations;
- Literature on the health benefits of walking, cycling and environmental benefits of sustainable modes of transport;
- Personal travel initiatives;
- Maps showing local walking / cycling routes and places of interest;
- Details of public transport services, including timetables and routes; and
- Details of the Travel Plan Co-ordinator (TPC).

5.3 Measures to Encourage Walking

5.3.1 Walking is the most sustainable and accessible mode of travel. Any individual in relatively fair health can incorporate walking into part of their journey. Furthermore, 30 minutes of moderate activity 5 or more times per week is likely to enhance the health and fitness of the individual.

5.3.2 It has been demonstrated throughout **Section 4** of this FTP that there is an existing high level of pedestrian infrastructure in the surrounding area. The following measures will be considered in order to encourage employees to walk:

- Raise awareness of the health benefits of walking;
- Clear signing of pedestrian routes within and adjacent to the site;
- Provide a pool of umbrellas on-site;
- Provide storage for employees and visitors;
- Provide on-site shower and changing facilities for employees;
- Information on the local pedestrian routes, including public footpaths; and
- Promote the www.walkit.com website for journey planning on foot.

5.4 Measures to Encourage Cycling

5.4.1 It has been demonstrated throughout **Section 4** of this FTP that there is an existing high level of cycle infrastructure in the surrounding area. There will also be cycle parking provided at the development as part of the development proposals. To encourage employees to cycle, the following measures will be considered:

- Information on the local cycle network routes made available through the previously discussed welcome packs;
- Promote the availability of cycling information, including route maps and useful tips and guidance from the "Sustrans" website www.sustrans.org.uk;
- Provide on-site shower and changing facilities for employees;
- Provide an on-site puncture repair kit for employees use;
- Encourage local cycle clubs/forums to be invited to take part in Travel Plan promotional events to raise awareness;
- Initiate a "cycle buddy scheme" and arrange cycle training for those not confident about cycling;
- Register the employer to the Cycle2Work scheme; and
- The setting up of an employee Bicycle User Group (BUG).

5.5 Measures to Encourage Public Transport

5.5.1 It has been demonstrated throughout **Section 4** of this FTP that the site is highly accessible by public transport, and that there are further opportunities for wider public transport travel throughout Wigan town centre. The following measures will be considered in order to encourage employees to travel by public transport:

- Distribute details of the Traveline Journey Planning tool for the North West. Future employees can contact Traveline by phoning 0871 200 2233. They can also explore the Traveline website at www.traveline-northwest.co.uk.
- Provide up to date bus information including timetables and contact information in the Welcome Packs;
- Provide a guaranteed taxi home for employees who travel to the site by public transport in the event of an emergency;
- Advertise any promotions/discounts offered by public transport operators;
- Provide staff discounts and special offers for bus/rail/Metrolink day and season tickets;
- Implement a policy of using public transport for travel in the course of work wherever feasible;
- Liaise with bus companies, TfGM (Transport for Greater Manchester) and WC on any future improvements and/or extensions to local services; and
- Limited time discount tickets could be provided in the previously discussed welcome packs.

5.6 Car Sharing

5.6.1 Car sharing is an effective way of reducing single occupancy car trips if a number of employees travel to the same location each day. It is envisaged that the proposed level of parking provision will encourage less to drive to the site, and more to engage in sustainable modes of travel such as car sharing.

5.6.2 This could be simply encouraged further on an informal basis, or managed by administrative staff who could match interested people.

5.6.3 In addition, there are also organisations which offer this same service. Employees would be able to use the website; www.carsharegm.com, which has been developed by TfGM, in order to organise car shares. They would have to register themselves with the site, which then searches for and matches appropriate car sharers. This scheme could be promoted by the Travel Plan Coordinator (TPC).

5.6.4 Alongside promoting such schemes, it would be appropriate to raise awareness of car ownership costs, and highlight the social and economic benefits of car sharing through advertising around the site. Pool cars could also be made available so that employees do not have to travel to work in their car in order to use the vehicle throughout the day for business.

6.0 Targets

6.1 Introduction

6.1.1 Target setting is an important part of any Travel Plan, providing a focus for the overall process and a measure against which the Travel Plan initiatives can be judged. This section sets out some example targets and provides an overview of the data that should be collected as part of future travel surveys to inform the full Travel Plan once developed.

6.2 Initial Modal Split Targets

6.2.1 As the development has not yet been constructed, it is not possible to undertake any travel surveys and provide a definitive set of targets. Travel Plans rely on the surveys to provide a base level of modal split.

6.2.2 However it is possible to provide an indication of potential targets, and an example is provided in **Table 6.1** below:

Example of Potential Targets					
Travel Mode	**Existing Modal Split Percentage**	**Short Term Target Modal Shift Change**	**Medium Term Target Modal Shift Change**	**Long Term Target Modal Shift Change**	**Total Target Modal Shift Change**
Car Driver	TBC following surveys	-2%	-3%	-3%	**-8%**
Car Share		+0.5%	+1%	+1%	**+2.5%**
Public Transport		+0.5%	+1%	+1%	**+2.5%**
Cycle		0%	+0.5%	+1%	**+1.5%**
Foot		0%	+0.5%	+1%	**+1.5%**

Table 6.1 – Example of Potential Targets

6.2.3 The example modal split targets above aim for a 8% reduction in single occupancy car trips, whilst aiming for a 8% increase in trips by more sustainable modes such as public transport, walking and cycling.

6.2.4 The above targets are indicative only, and final targets will be decided following the receipt of the travel surveys. Surveys will be commissioned at an agreed time once the site is fully operational after the re-development and the additional Ambulance Service related staff.

6.3 Travel Plan Performance Indicators

6.3.1 In addition to the modal split targets, the following Travel Plan performance indicators could be considered:

- Uptake of alternative modes – targets could be set for bus patronage, membership and use of car clubs, registration and participation in car share schemes, and cycle/pedestrian counts;
- Car ownership and mode of travel – modal split targets could be supplemented by targets related to car ownership, and travel to work by mode targets; and
- Travel Plan awareness targets – a target could be set in relation to employee's appreciation of the Travel Plan process, and knowledge of the benefits offered by the plan.

6.4 SMART Targets

6.4.1 The above example modal split targets and potential Travel Plan performance indicators are considered to be suitable interim measure before travel surveys are undertaken at an agreed time once the site is fully operational after the re-development and the additional Ambulance Service related staff.

6.4.2 At this point official targets will be set through consultation with WC and TfGM. The official targets will be **SMART** (**S**ite-specific – **M**easurable – **A**chievable – **R**ealistic – **T**imed).

7.0 Monitoring and Review

7.1 Introduction

7.1.1 This section of the report sets out the proposed management arrangements associated with the ITP. It also sets out the next steps with regards to converting this ITP into a full Travel Plan.

7.2 Responsibility and Management

7.2.1 Overall responsibility for the ITP will lie with site owner, Greater Manchester Fire and Ambulance Service. Following construction and full occupation, the ITP will need to be updated to a full Travel Plan for each of the proposed elements. This will involve the distribution of travel surveys.

7.2.2 The travel surveys will be completed by all site users and the survey will be influenced by national travel planning guidance, and approved by WC. These will extract key travel characteristics such as:

- Post code;
- Purpose of trip;
- Mode of travel;
- Reason for mode of travel; and
- Barriers to other mode choices.

7.2.3 This information will enable analysis to be undertaken to establish final targets associated with each element of the proposals. It will also provide information on the reasons for that modal split and identify any measures that may encourage a modal shift.

7.3 Travel Plan Coordinator (TPC)

7.3.1 When the full Travel Plan is produced, the day to day responsibility will shift from the developer to the appropriately appointed TPC for each element of the proposals. The TPCs will take responsibility for ensuring that the various elements of the plan are monitored and operate effectively to offer a genuine choice of travel modes. Typical duties include:

- Leading on the delivery of the TP;
- Representing the human face of the TP and explaining its purpose and opportunities on offer;
- Promoting individual measures/initiatives in the TP;
- Liaising with public transport operators;
- Monitoring the TP; and
- Taking a key role in reviewing the TP.

7.3.2 A TPC will be nominated for the development as this ITP is progressed into a Full Travel Plan.

7.4 Monitoring and Evaluation

7.4.1 The monitoring of travel behaviour is vital to measure progress towards the targets.

7.4.2 Annual monitoring reports will be provided to officers at WC following the receipt of the first surveys. Monitoring will be carried out for an agreed period of time from the date of the baseline travel surveys.

8.0 Action Plan

8.1 Introduction

8.1.1 **Table 8.1** below summarises the key actions from the document by providing an Action Plan for the Travel Plan process:

Action	Indicator	Target Date	Responsibility
Appoint TPCs	Development build nearing completion	One month before occupation	Greater Manchester Fire and Ambulance Service
Produce Welcome Pack	TPCs appointed	The development being fully operational	TPCs
Undertake Initial Travel Surveys	After 3 months of being fully operational	Within three months	TPCs
Decide Modal Split Targets	Receipt of the initial Travel Surveys	Within one month of undertaking the initial surveys	TPCs in conjunction with WC/TfGM
Update ITP to a full Travel Plan	Once Modal Split Targets are agreed with WC/TfGM	Within two months of agreeing modal splits with WC/TfGM	TPCs
Present Annual Monitoring Report	Once full Travel Plan is approved by WC/TfGM	Annually for at least three years following the agreement of targets with WC/TfGM	TPCs

Table 8.1 – Action Plan

Plans

Drg No:	Rev:
TPMA5115_001	/

Project: WIGAN JOINT FIRE AND AMBULANCE STATION

Drg Title: SITE LOCATION - REGIONAL CONTEXT

Drawn: TL

Checked: KY

Scale: NTS

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version 1.3

Drg No:	Rev:
TPMA5115_002	/

Project: WIGAN JOINT FIRE AND AMBULANCE STATION

Drg Title: LOCAL CENTEXT PLAN

Drawn: TL

Checked: KY

Scale: NTS

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KEY:

- Site Location

Drg No:	Rev:
TPMA5115_003	/

Project: WIGAN JOINT FIRE AND AMBULANCE STATION

Drg Title: INDICATIVE PEDESTRIAN CATCHMENT PLAN

Drawn: TL

Checked: KY

Scale: NTS

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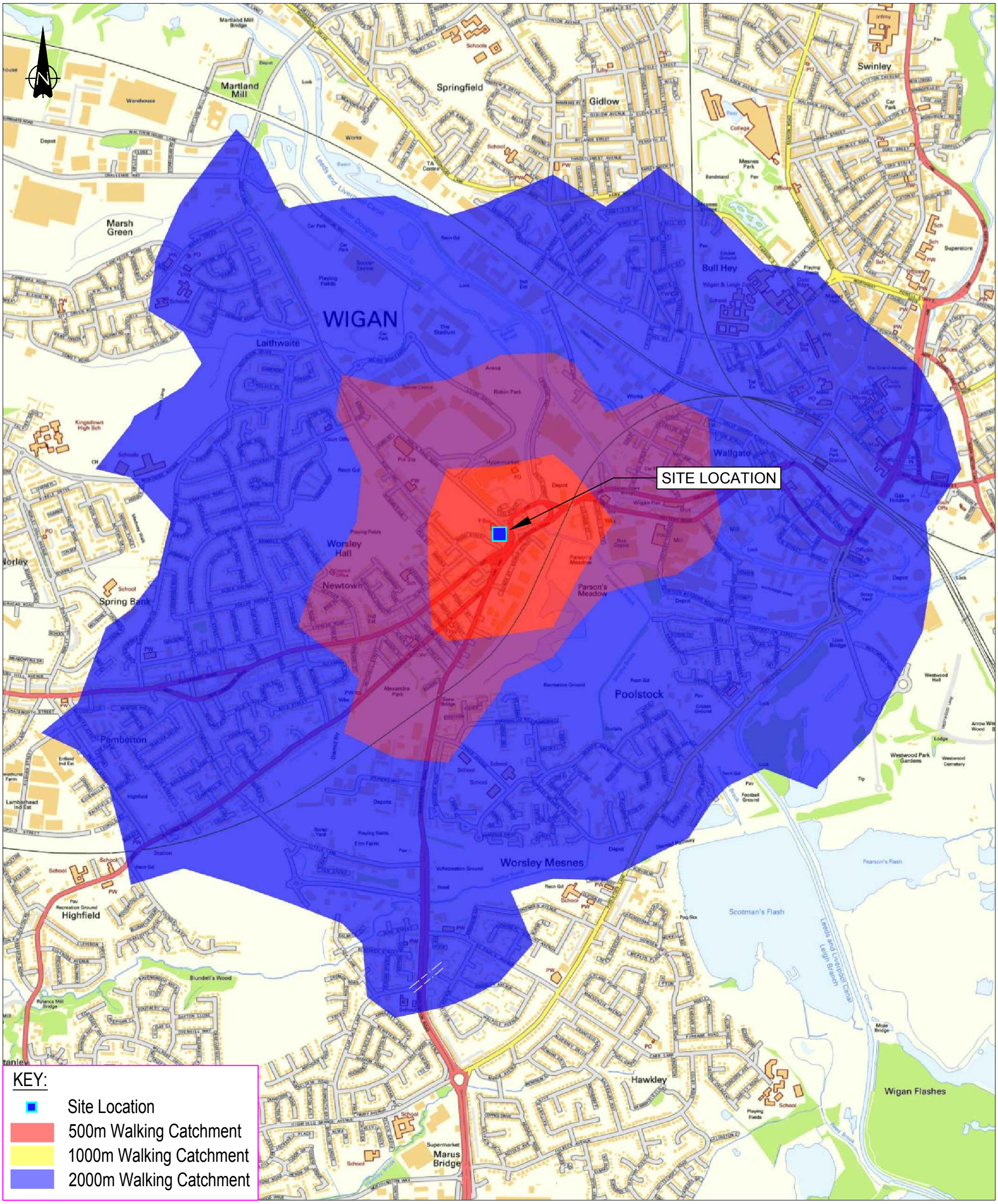

Drg No:	Rev:
TPMA5115_004	/

Project: WIGAN JOINT FIRE AND AMBULANCE STATION

Drg Title: 8KM CYCLE CATCHMENT PLAN

Drawn: TL

Checked: KY

Scale: NTS

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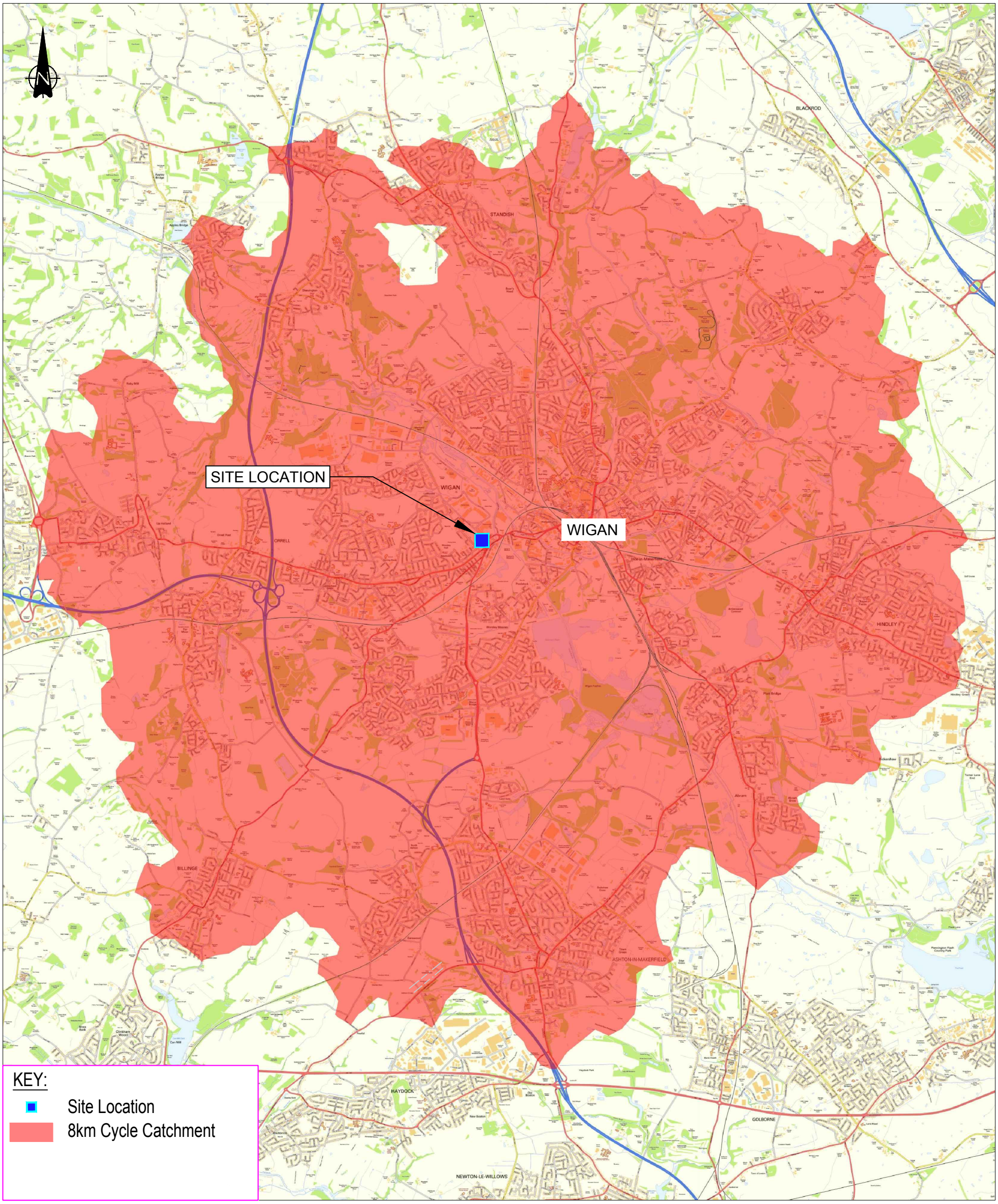

Drg No: TPMA5115_005	Rev: /
Project:	WIGAN JOINT FIRE AND AMBULANCE STATION
Drg Title:	PUBLIC TRANSPORT CATCHMENT PLAN
Drawn:	TL
Checked:	KY
Scale:	NTS

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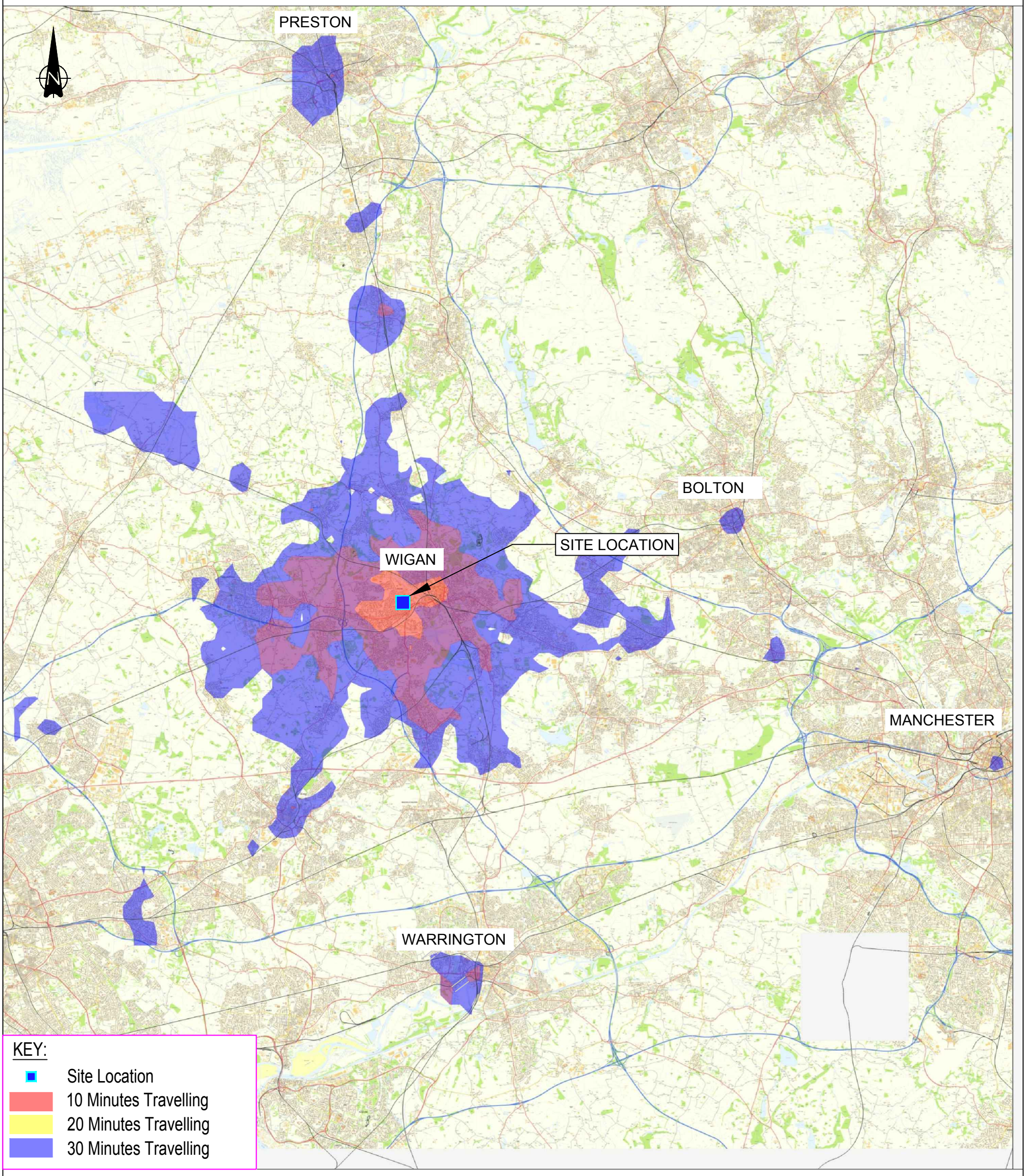

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