

REPORT

Tai Tarian Ltd & Jones Brothers Ltd

Meadow Road

01/04/2021

Neath Port Talbot Council

Interim Residential Travel Plan

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1 Introduction

- 1.1 Vectos is retained by Tai Tarian Ltd & Jones Brothers Ltd to prepare an Interim Travel Plan (ITP) for a proposed residential development off Meadow Road in Neath.
- 1.2 The proposed development site consists of 52 affordable homes.
- 1.3 The scope of this Interim Travel Plan has been prepared in accordance with both local and National Policy guidance of which is provided below:
- Planning Policy Wales – Technical Advice Note 18: Transport (WAG, 2007).
 - The Well-being of future generations (Wales) Act 2015
 - Wales Spatial Plan (2008)
 - Neath Port Talbot County Borough Council Adopted Local Development Plan (LDP) (2011-2026)
- 1.4 These documents are widely regarded as providing the best practice guidance within the UK and Wales.

Introduction to the Travel Plan

- 1.5 Travels Plans (TPs) can play a key role in shaping travel choice at proposed developments, managing future travel demand and reducing reliance on the single occupancy use of the private car.
- 1.6 Clean air and healthy living are priorities in the UK Government's policies and reducing transport emissions of carbon dioxide and other greenhouse gases are key to tackling climate change. To do this, society must improve and encourage the use of sustainable (low carbon) transport and ensure that new development takes place in accessible locations which minimise the need for travel.
- 1.7 TPs encourage more sustainable journeys and seek to minimise the traffic effect of new developments.
- 1.8 This ITP sets out the specific aims and measures for the proposed residential development for the area of Land off Meadow Road, Neath.
- 1.9 The measures identified within this ITP will assist in promoting healthy and sustainable travel to and from the proposed development and it is envisaged that a Full Travel Plan will be prepared prior to beneficial occupation on the site.

Report Structure

- 1.10 This report contains a review of the current accessibility of the site, a review of against national and local policy and sets out the forecast multi modal trip characteristics in order to undertake an assessment of the likely effects of developing this site.

1.11 The report is structured as follows:

- i) **Section 2:** Existing Conditions – A transport context description of the existing site;
- ii) **Section 3:** Policy Context – Reviews relevant policy and guidance;
- iii) **Section 4:** Development Proposals – Describes the site and the development proposal;
- iv) **Section 5:** Objectives and Targets – Details the plan objectives and targets;
- v) **Section 6:** Travel Plan Strategy – Sets out the strategy for promoting and implementing the Travel Plan to ensure its success;
- vi) **Section 7:** Sustainable Transport Measures – Provides information on the sustainable transport measures as well as detailing appropriate measures that will be implemented to promote sustainable travel;
- vii) **Section 8:** Monitoring and Review - Outlines the monitoring and review programme; and,
- viii) **Section 9:** Action Plan - Sets out an Action Plan for the Travel Plan

2 Accessibility

- 2.1 This section of the report provides the context of the site in relation to its general surrounding, and the movement characteristics of the surrounding area.

Site Location

- 2.2 The site is located within the town of Neath, which is some 8km north of Port Talbot and some 14km north east of Swansea.
- 2.3 The site access is proposed from Meadow Road, which binds the site to the south and south west. The site is bound by Eaglebush Valley to the north east and vacant greenfield land beyond the properties on The Avenue to the south east.
- 2.4 **Figure 2.1** indicates the site location in its local context.

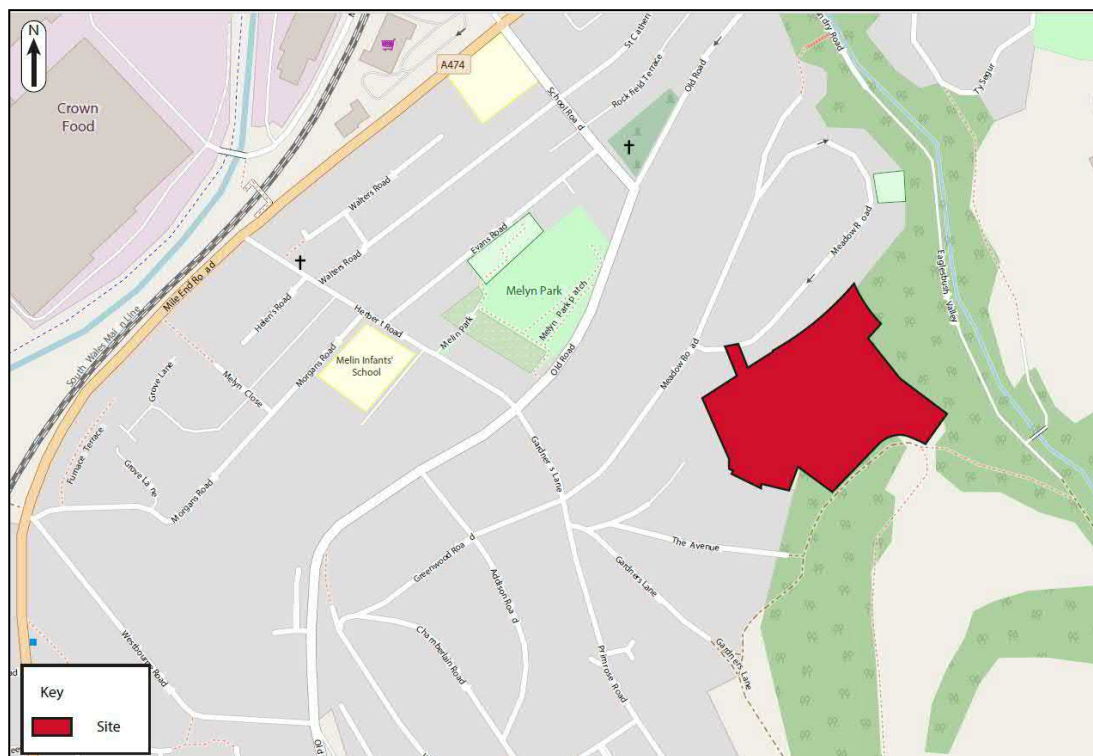


Figure 2.1 – Site Location

Local Facilities

- 2.5 The site is suitably placed to access the nearby local facilities and services within the vicinity of the site. Local facilities available within a close walking distance include an infant and junior school, a supermarket and other local shops, sports and leisure facilities, restaurants, and public transport provision. The local facilities are illustrated in **Figure 2.2** and set out further in **Table 2.1**.

Table 2.1 – Local Facilities

Local Facility	Distance from the site access (meters)	Walking Time (minutes)	Cycling Time (minutes)
Public Transport			
Meadow Road Bus Stop	50	2	1
Gardeners Lane Bus Stop	110	2	1
Neath Railway Station	1900	23	8
Educational Facilities			
Melin Infants School	500	6	2
Melin Junior School	750	9	2
St Joseph's R C Primary School	1300	17	6
Gnoll Primary School	1300	17	7
Local Shops			
Lidl	900	11	4
Poundstretcher	900	11	4
Kumar Stores - Premier Stores	800	9	2
Medical Centres			
The Health Dispensary	900	11	5
Pharmacy	900	11	5
St James Veterinary Group	850	11	4
Pub/ Restaurants / Food			
Shun Da Chinese Takeaway	800	9	3
Hikary's Fish Bar	800	9	3
Shillingford Traditional Fish & Chips	850	10	3
Dragon House Chinese Takeaway	850	10	3
Highlander Thai Restaurant and Takeaway	950	11	4
Noble Balti House Takeaway	1200	14	4
Leisure / Sports Facilities			
Vitality Health and Fitness	900	11	4
Melyncryddan Community Centre	550	6	3
Melyn Park Parc Melin	450	5	2
Mount Pleasant Park	1200	16	5
Neath Afan Gymnastics Club	1100	13	4

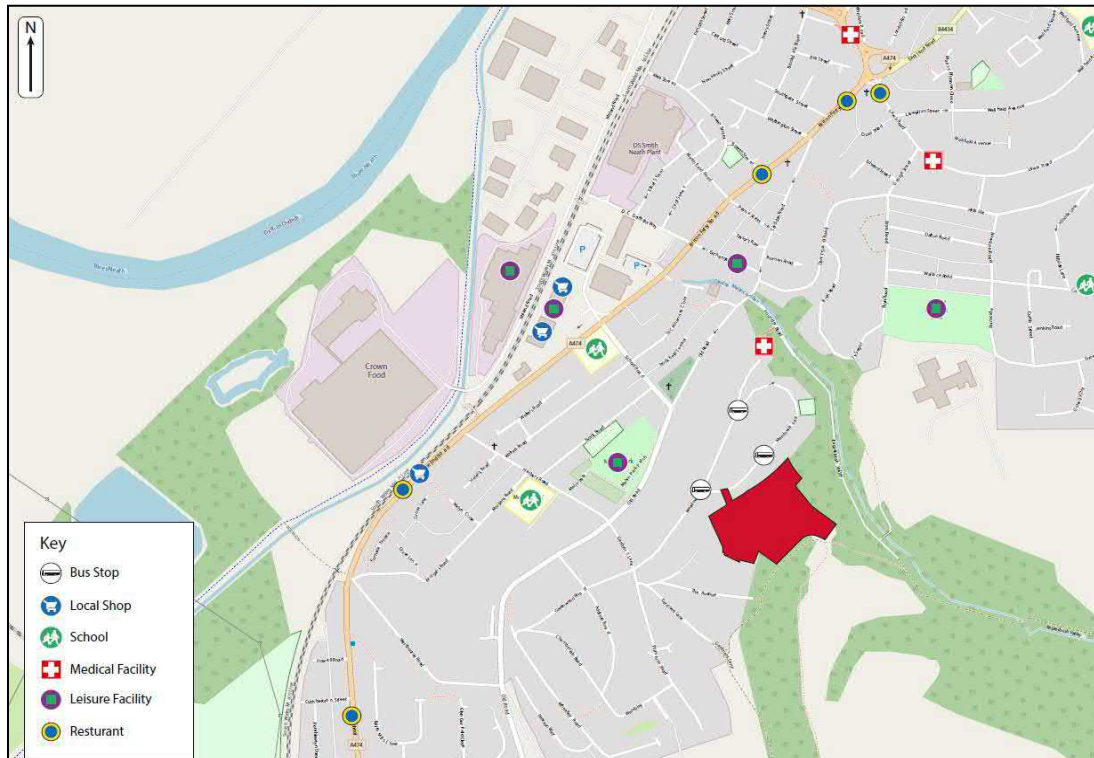


Figure 2.2 – Local Facilities

Access via Active Travel

- 2.6 New residents at the proposed development will be encouraged to undertake shorter journeys by foot or bicycle when appropriate. The location of the site is suited for the promotion of active travel journeys to local facilities and services.
- 2.7 Furthermore, the COVID-19 pandemic has seen people travelling shorter distances for essential journeys, often within the local community rather than further afield. There has also been a big take-up of active travel modes for both short purpose driven trips, as well as leisure trips.
- 2.8 The propensity for people to walk or cycle depends on individual preferences and circumstances. These circumstances might include, for instance, the purpose of the journey, the attractiveness of, and activity along, the route, the weather, and the cost of alternatives.
- 2.9 The thrust of transport policy is to promote and encourage the choice of walking and cycling above all else where travel needs to occur. Therefore, it is both reasonable to assume that walking is a viable and growing means of travel, and that new development, such as this one, should be designed to promote and encourage it.
- 2.10 In practice, the distance that any individual is likely to choose to walk depends on that individual and the circumstances, but it is fair to assume that over time, given current policies to encourage community, the propensity for individuals to walk, and to walk further, will increase.

Walking

- 2.11 Well-lit pedestrian footways are present on both sides along Meadow Road, Gardeners Lane and Old Road which provide a link for pedestrians from the site to local facilities such as the local schools and park. All footways are in a good state of repair and vary in width, typical of a residential setting.
- 2.12 There are several public rights of ways in the vicinity of the area, they are illustrated, along with the footways that link the site to the local facilities in **Figure 2.3**.

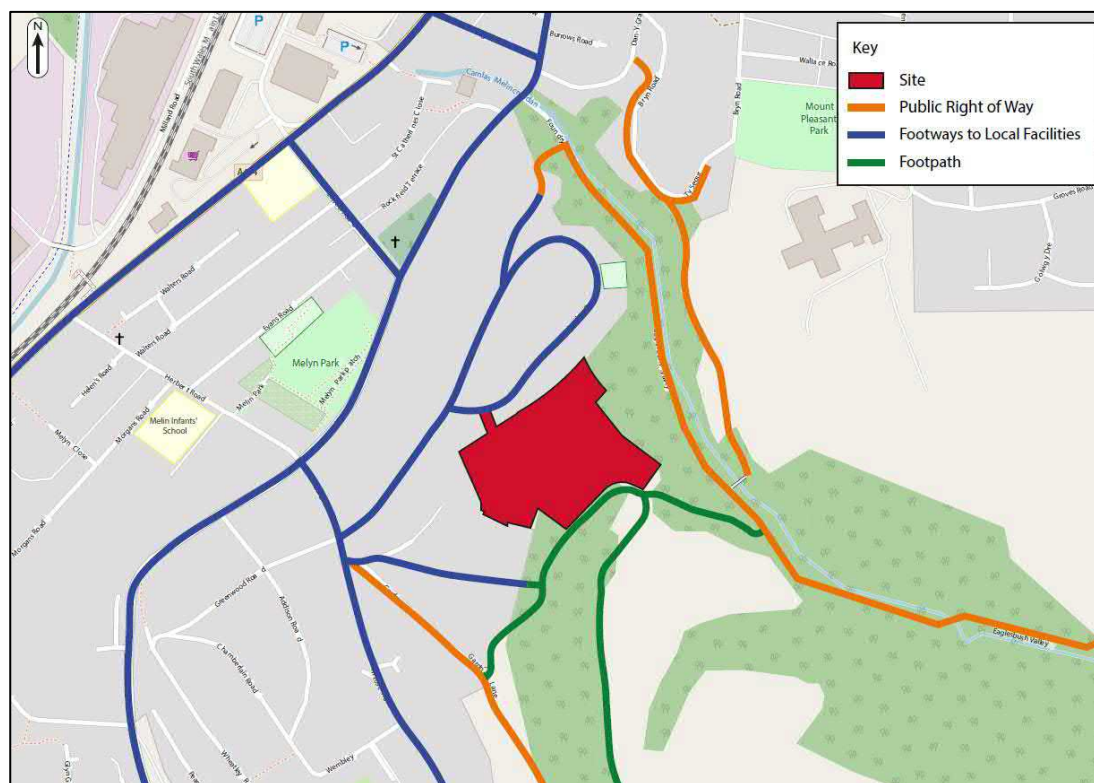


Figure 2.3 – Public Rights of Way and Footways to local facilities within the vicinity of the site

- 2.13 There is a PRoW along the north east of the site which is accessible via Meadow Road. The easiest way to access this PRoW from the site is to turn west at the access then immediately turn north along Meadow Road. Where the road forks, pedestrians and cyclists may take the western road which leads to a staircase. This staircase leads down onto foundry Road and provides access to multiple facilities to the north of the site towards the centre of Neath.

Cycling

- 2.14 In practice, the distance that any individual is likely to choose to cycle, depends on that individual and their circumstances, but it is fair to assume that over time, given policies to encourage community wellbeing health and active travel, the propensity for individuals to cycle, and to cycle further will increase.
- 2.15 The area within the immediate vicinity of the site is majority residential and subject to a 30mph speed limit. Some areas near the local schools are subject to a 20mph limit at peak times, therefore the local roads lend themselves to cycling. This is conducive to cycling short distances to access the local facilities.

- 2.16 National Cycle Route 47 can be accessed from the site via Gardeners Lane and Herbert Road in under 10 minutes by bicycle. National Cycle Route 47 is a long distance route that runs from Newport to Fishguard.
- 2.17 The presence of National Cycle Route 47 is illustrated in **Figure 2.4**.

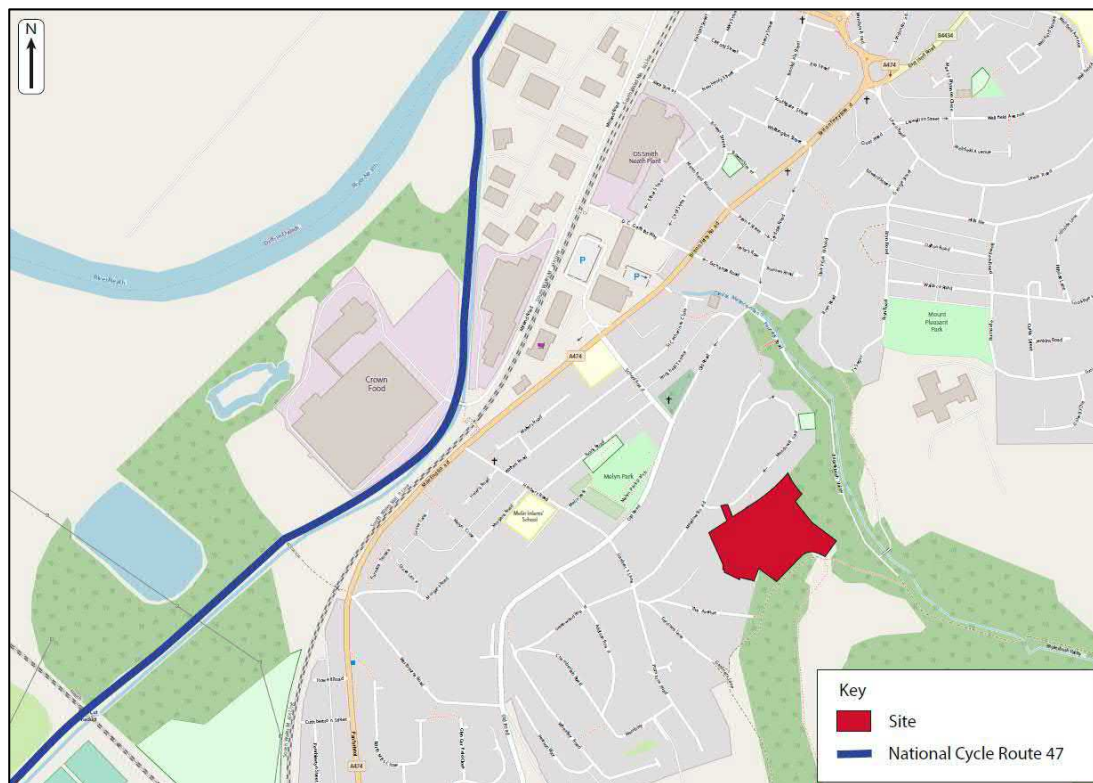


Figure 2.4 – National Cycle Route in the vicinity of the site

Access via Public Transport

Bus

- 2.18 The nearest bus stops are located on Meadow Road. The 'Meadow Road' Bus Stop is located just 50m from the site access and can be reached in under 1 minute. The Primrose Road Bus Stop on Gardners Lane is 110 meters from the site access and can be accessed in 2 minutes on foot.
- 2.19 There is one bus route that serves these bus stops; service number 4 operates Monday to Friday and connects the site to the villages of Skewen and Pencaerau. It is operated by Select Coaches .
- 2.20 Additional bus services can also be accessed within the vicinity of the site. The number 202 bus serves the Herbert Road bus stop on Old Road, which can be accessed from the site in just 6 minutes on foot or 3 minutes by bicycle.

- 2.21 Further bus services can be accessed at the Metal Box bus stop on the A474 some 10 minutes by foot from the site, or in 5 minutes by bicycle. The number 87, 900, 901 and 902 connect the site to Port Talbot and Neath.
- 2.22 The quality, frequency and affordability of bus services are important factors which people evaluate as part of their selection process for mode of travel for day to day activities and clearly there is travel choice for residents in Neath. The local bus stops and services are illustrated in **Figure 2.5** and **Table 2.2**.

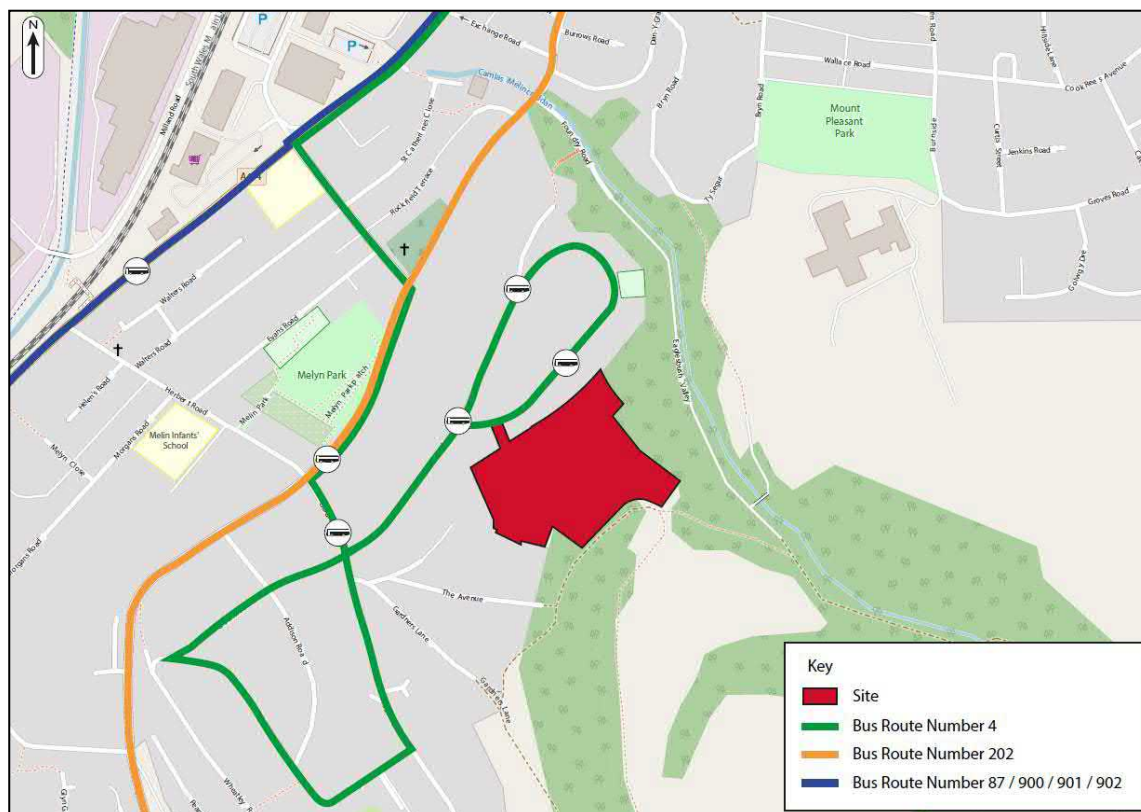


Figure 2.5 – Bus Stops and Services

Table 2.2 – Bus Timetable

Number	Route	First Bus	Last Bus	Average Frequency			Provider
				M-F	Sat	Sun	
Meador Road Bus Stop							
4	Skewen - Skewen via Longford, Neath Victoria Gardens, Pencaerau	08:55	15:55	120	N/A	N/A	Select Coaches
Primrose Road Bus Stop on Gardeners Lane							
202	Neath - Heol Morfa via Castle Bingo, Old Road, Lodge Cross	09:48	16:48	60	60	N/A	South Wales Transport
Metal Box Bus Stop							
87	Neath - Port Talbot	09:01	18:01	N/A	N/A	60	First South and West Wales
900	Margam - Neath College	08:31	N/A	AM Peak only	N/A	N/A	First South and West Wales
901	Margam - Neath College	08:31	N/A		N/A	N/A	
902	Cwmavon - Neath College	08:30	N/A		N/A	N/A	

Rail

- 2.23 The nearest rail stations are Neath and Briton Ferry.
- 2.24 Neath railway station is 1.9 km to the north of the site and can be accessed on foot in 26 minutes or in 11 minutes by bicycle. Neath has 11 bicycle storage spaces at the station, covered by CCTV, this enables multimodal journeys, especially as part of a regular commute. The station also has 65 car parking spaces. Neath offers direct services to cities such as London, Manchester, Cardiff and Swansea, as well as more local services.
- 2.25 Briton Ferry is 1.9km south of the site and can be accessed in a similar amount of time as Neath, 26 minutes by foot and 12 minutes on a bicycle. It also offers services to Manchester, Swansea and Cardiff.
- 2.26 **Table 2.3** summarises the major destinations accessible directly from Neath and Briton Ferry Railway Stations.

Table 2.3 – Rail connections

Station	Destination	Journey Time (minutes)	Frequency (minutes)
Neath	Cardiff	40	30
	Swansea	12	20
	Manchester	240	60
	London	180	60
Briton Ferry	Swansea	20	60
	Manchester	240	Twice per day
	Cardiff	45	60

- 2.27 The Coronavirus Pandemic has impacted rail travel and as a result, the current timetables are not necessarily representative of the true extent of connections or frequencies that are offered at Neath or Briton Ferry Stations

Local Highway Network

Meadow Road

- 2.28 Meadow Road is a residential road within the Neath neighbourhood of Melyn. It begins, off Gardeners Lane as a two-way single carriageway before forming a one way loop that loops back onto itself just north west of the site. Traffic calming measures such as speed humps are present for the first 600 metres. There is also the presence of on-street car parking which currently restricts traffic speeds.
- 2.29 Meadow Road benefits from footways on both sides of the road for the most part, and street lighting is present. It is subject to a 30mph speed limit.

Herbert Road

- 2.30 Herbert Road can be accessed from the site to the north Gardeners Lane and provides a link to the A474. Herbert Road is a two-way single carriageway that has footpaths on other side.
- 2.31 Melin Infants School is on Herbert Road and therefore it is subject to a 20mph speed limit and susceptible to congestion at peak drop off and pick-up times.

A474

- 2.32 The A474 is a two way single carriageway which connects Neath to other South Wales settlements such as Rhyddings, Rhos and Ammanford. It has on street parking, bus stops and crossings along it and there are footpaths on both sides of the road for the most part. The majority of the road is subject to a 30mph speed limit; however, this is reduced to 20mph around more residential areas or schools.

Old Road

- 2.33 Old road connects the site to Briton Ferry in the South and the A474 in the North. Old Road is a residential two-way single carriageway for the most part but in its northern section is one way, whereby traffic can only travel southbound. In this section, the road is subject to a 20mph speed limit and has traffic calming measures such as speed cushions. On other parts of the road, the speed limit increases to 30mph and traffic calming measures are still occasionally present in areas close to schools. It has footways on both sides of the road and is mostly residential in nature.

3 Policy Context

- 3.1 This section considers the proposed development and the ITP against current national and local policies, specifically in relation to sustainable travel and the aim of reducing single occupancy vehicular trips and reliance on the private car. It also considers the guidance relating to the production of TPs.

National Policy

Planning Policy Wales (Edition 11, February 2021)

- 3.2 Planning Policy Wales Edition 11 (PPW) sets out the land use planning policies of the Welsh Government.
- 3.3 With regards to sustainable transport, PPW advises that, in the context of active and social places, developments should encourage modal shift and be easily accessible by walking, cycling and public transport, by virtue of their location, design and provision of on and off site sustainable transport infrastructure.
- 3.4 Furthermore, the 'active and social' theme within PPW aims to ensure new development is located and designed in a way which minimises the need to travel, reduces dependency on the private car and enables sustainable access to employment, local services and community facilities.
- 3.5 A key theme throughout PPW is the aim of reducing reliance on travel by private car, and the adverse impacts of motorised transport on the environment and people's health, by prioritising and increasing active travel and public transport. Additionally, it states that development proposals must seek to maximise accessibility by walking, cycling and public transport, by prioritising the provision of appropriate on-site infrastructure and, where necessary, mitigating transport impacts through the provision of off-site measures, such as the development of active travel routes, bus priority infrastructure and financial support for public transport services.
- 3.6 These themes of emphasis on sustainable transport and active travel are supported by the 'Sustainable Transport Hierarchy for Planning' included within PPW.



Technical Advice Note:18

3.7 Tan18: Transport described how to integrate land use and transport planning and explains how transport impacts should be assessed and mitigated. The document states that a sustainable development approach includes:

- Integration of transport and land use planning;
- Integration between different types of transport; and
- Integration of transport policy with policies for the environment, education, social justice, health, economic development and wealth creation.

3.8 In relation to parking, the TAN states that:

“Maximum car parking should be used at regional and local level as a form of demand management and that for new development, regard should be given to alternative transport modes, economic objectives, public and shared parking arrangements”.

3.9 TAN 18 states that the integration of land use planning and development of transport infrastructure can help Welsh Government achieve its wider sustainable development policy objectives through managing parking provision and ensuring that new developments include appropriate provision for pedestrians (including the users with special access and mobility requirements), cycling, public transport, and traffic management and parking/servicing.

Manual for Streets

3.10 Manual for Streets supports reducing people’s reliance on the private car;

“By creating linkages between new housing and local facilities and community infrastructure, the public transport network and established walking and cycling routes are fundamental to achieve more sustainable patterns of movements and to reducing people’s reliance on the car.”

3.11 The site is well placed to encourage more sustainable patterns of movements.

Wales Transport Strategy (Connecting the Nation)

3.12 The wider agenda of this document is to ensure that transport features strongly in the Welsh Assembly Government’s policy spectrum:

- ‘Getting the most out of our existing transport system;
- Making greater use of more sustainable modes of travel; and
- Reducing demands on the transport system’.

Active Travel Wales Act 2013

3.13 The Welsh Government seeks to enable more people to walk, cycle and generally travel by more active methods, so that:

- “More people can experience the health benefits of active travel;
- We reduce our greenhouse gas emissions;
- We help address poverty and disadvantage; and
- We help our economy to grow by unlocking sustainable economic growth”.

Local Policy

Neath Port Talbot County Borough Council Adopted Local Development Plan (LDP) (2011-2026)

3.14 The Neath Port Talbot LDP sets out a transport strategy which seeks to improve connectivity within and around the country borough through means of promoting active travel, improving bus and rail services and ultimately reducing the reliance on use of a private car.

3.15 The Plan identifies that the urban town of Neath is one of the country’s most sustainable settlements because there is the greatest potential for reducing the need to travel due to colocation of houses, jobs, shops, facilities and public Transport.

3.16 The LDP sets out its transport-based objectives, which are:

- Increase accessibility, promote active travel and encourage a shift to more sustainable modes of transport for people.
- Reduce impacts of traffic growth and congestion and promote the efficient and effective use of the transport network.

3.17 Development proposals will only be permitted where all of the following criteria, where relevant, are satisfied:

- The development does not compromise the safe, effective and efficient use of the highway network and does not have an adverse impact on highway safety or create unacceptable levels of traffic generation;
- Appropriate levels of parking and cycling facilities are provided and the access arrangements for the site allow for the safe manoeuvring of any service vehicles associated with the planned use;
- The development is accessible by a range of travel means, including public transport and safe cycle and pedestrian routes;
- Transport Assessments and Travel Plans are provided for developments that are likely to create significant traffic generation.

3.18 Walking, cycling, and public transport play an important role in reducing the number of shorter journeys taken by car and contribute towards the Plan’s aim to provide a sustainable and more integrated transport network. Where appropriate, new developments will be required to demonstrate how they connect to existing, adjacent settlements.

3.19 The site is identified for development in the LDP with the opportunities and constraints listed as follows:

- Highways - a maximum of 50 dwellings on site; of-site highway improvement works required along with Traffic Regulation Orders.
- Affordable Housing Provision - requirement.
- Open Space Provision - financial contribution required.

Joint Local Transport Plan 2015-2020

3.20 The Regional Transport Plan is the result of joint working between four local authorities South West Wales: Carmarthenshire, Neath Port Talbot, Swansea and Pembrokeshire. It replaces the individual local transport plans previously adopted by the 4 councils and sets out a vision that;

“By 2030 South West Wales will be a confident, ambitious and connected City Region recognised internationally for its emerging knowledge and innovation economy”.

3.21 This will be achieved through 6 main objectives:

- i) To improve the efficiency and reliability of the movement of people and freight within and beyond South West Wales to support economic growth in the City Region.
- ii) To improve access for all to a wide range of services and facilities including employment and business, education and training, health care, tourism, and leisure activities
- iii) To improve the sustainability of transport by improving the range and quality of, and awareness about, transport options, including those which improve health and wellbeing.
- iv) To improve integration between policies, service provision and modes of transport in South West Wales
- v) To implement measures which will protect and enhance the natural and built environment and reduce the adverse impact of transport on health and climate change.

3.22 The Local Transport Plan outlines that the current modal split for public transport is only 6%, it is therefore the aim of the Plan to increase this to 9%. Similarly, it is expected that the modal split for pedestrians will increase from 15% at current to 20% with the completion of the above targets.

4 Development Proposals

Development Overview

4.1 The proposed development comprises 52 affordable homes, accessed via a newly proposed priority junction from Mead Road. The overall makeup of the 52 affordable homes is as follows:

- 14 x 1 Bed Walk Up
- 5 x 2 Bed Bungalow
- 2 x 2 Bed Walk Up
- 22 x 2 Bed
- 6 x 3 Bed
- 3 x 4 Bed

4.2 The overarching concept is to create an extension to the existing residential area which surround the site and to provide affordable housing in line with the aims of the LDP, in which this site is allocated.

4.3 The current site masterplan is shown in **Figure 4.1**.



Figure 4.1 – Site Masterplan

Access

- 4.4 Pedestrian, vehicular and servicing access for the site has all been considered. The aim is to prioritise for active travel, with a focus on connecting the active travel infrastructure within the site with the wider area.

Pedestrian and Cycle Access

- 4.5 The site has been designed to ensure that it is highly accessible for pedestrians and cyclists.
- 4.6 The footways within the proposed development will link to the existing footways along Meadow Road via the newly proposed access. This provides a connection to facilities to the north and west. There are existing uncontrolled crossing points along Meadow Road to accommodate pedestrian movement.
- 4.7 Cycle parking will be provided in line with the Neath Port Talbot County Borough Council Parking Standards SPG (2016). Access will be via the same vehicular and pedestrian access.

Vehicular Access

- 4.8 Vehicular Access to the site will be via a newly proposed access along Meadow Road.
- 4.9 Meadow Road is currently a one-way road for the most part, forming a clockwise one-way loop. The site access is proposed to be from near the finish of this loop where Meadow Road connects back onto itself in the form of a priority junction.
- 4.10 However, rather than add traffic from a further 52 units around the existing clockwise loop of Meadow Road back to the site entrance, approximately a 500m stretch of carriageway, it is proposed to make the final section of the one way loop a two-way carriageway, but for access to this development only. This would be only for where access is gained to the site itself. Beyond the access to the site there will be a no entry for anticlockwise movements and appropriate signing for existing southbound movements. The benefit of this will be seen in the shortening of the journey of residents to the site along Meadow Road.
- 4.11 In addition, and in order to ensure the free flow of traffic on Meadow Road, parking for existing residents will be provided off the spine road within the proposed development.
- 4.12 The proposed access arrangement is shown in **Figure 4.2**.

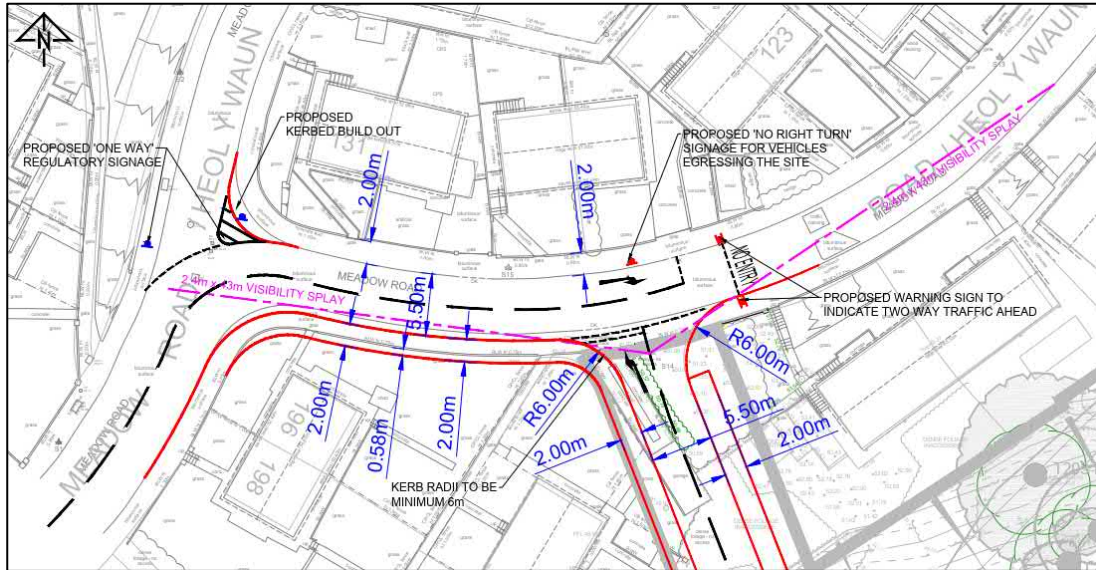


Figure 4.2 – Proposed access arrangement

Delivery and Servicing

- 4.13 Delivery and Servicing for the site will be via the proposed vehicular access from Meadow Road. All properties will be accessible from the main internal site road, and a turning head will be provided at the end of this road to accommodate reverse manoeuvres.
- 4.14 The site has been designed to accommodate delivery and servicing vehicles as well as refuse vehicles and the relevant swept path analysis is shown in **Figure 4.3**. Forward visibility splays have been shown at 17m (15mph) which is in keeping with the overall internal design of the site which has been designed to accommodate people movement as a priority over vehicular movement. As such, internal vehicle speeds are expected to be lower than the maximum 20mph.

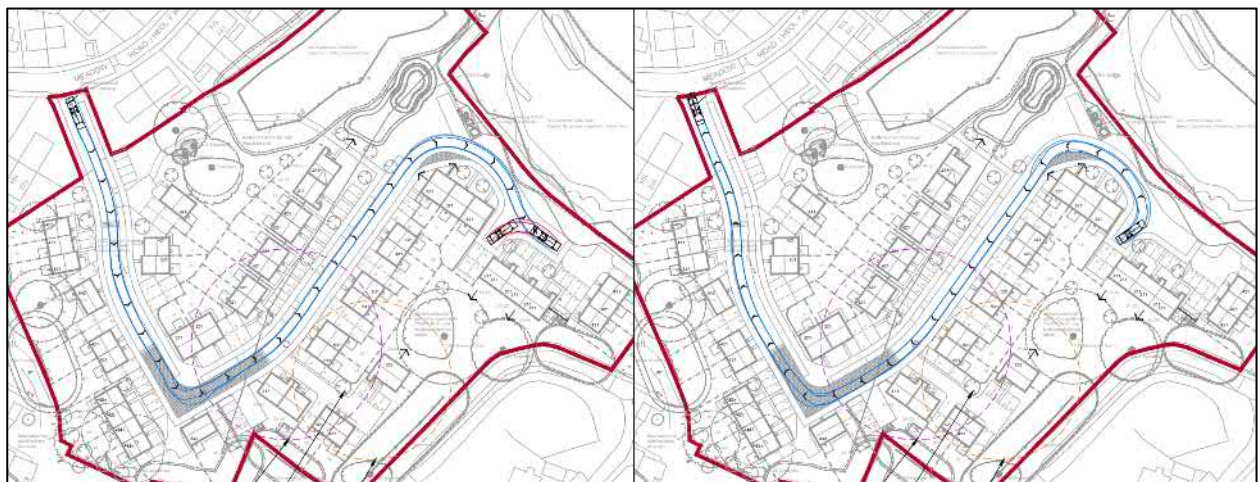


Figure 4.3 – Swept Path Analysis

5 Objectives and Targets

Objectives

- 5.1 This ITP is primarily aimed at reducing the dependence of car travel by residents. Therefore, the main aim objectives of this ITP are to:
- Identify the modal split for residents;
 - Identify the barriers, both perceived and real, that affect modal choice.
- 5.2 Review and update the measures which are being implemented to encourage residents and visitors to travel by sustainable modes of travel. Past experience has shown that TP's can bring economic, environmental, health and social benefits to residents travelling to and from a site as well as to local people living and shopping in the area. The key benefits which can result following the implementation of a TP are outlined below:
- i) Economic – more sustainable travel modes can save money. Increasing the critical mass using public transport can make service more viable, and car sharing can significantly reduce travel costs.
 - ii) Environmental – a reduction in car journeys made to and from the site reduces the level of air and noise pollution in and around the site.
 - iii) Health – by adopting more sustainable modes of travel, such as walking or cycling, people's physical and mental well-being improves, and they lead a healthier lifestyle.
 - iv) Social – people are not cocooned in their cars and interact with other individuals on their journey to and from the site. Increased pedestrian and cycle activity make an area feel safer.

Benefits

- 5.3 The achievement of the objectives will bring about the following benefits for residents of the site:
- Health benefits associated with walking and cycling, including reduced levels of stress;
 - The opportunity to save money by using alternative modes of travel to the car; and,
 - Improved quality and reliability of journeys.

Targets

- 5.4 The success of the Travel Plan is measured by whether it achieves its objectives through set targets which will identified following the initial survey and will be advised by Neath Port Talbot Country Borough Council (NPTCBC).

- 5.5 The targets, which are related to the objectives, can be 'action' targets or 'aim' targets. Action targets set out specific commitments to implement measures within certain timescales to ensure delivery. Aim targets provide numerical goals for modal shifts. All targets will be SMART (**S**pecific, **M**easurable, **A**chievable, **R**ealistic, **T**ime-bound).
- 5.6 There are two types of targets, namely; 'Action' and 'Aim' targets. Action targets set out specific commitments to implement measures to ensure delivery. Aim targets provide numerical goals for mode shifts.
- 5.7 Targets, or outcomes can be reviewed and once achieved will be maintained at no less than that level, subject to review as part of the annual monitoring programme.

Action Targets

- 5.8 The action targets are set out in the Action Plan (section 9) and include the following key milestones;
- The full Travel Plan will be formally launched on an individual basis as properties are occupied;
 - Provision of a 'Travel Information Pack' for each dwelling one month after occupation. Along with the TP launch information may be included about sustainable travel opportunities, discounted fares and cycle routes;
 - The baseline survey will be conducted after 12 months of first meaningful occupation;
 - Where required, an updated version of the ITP will be produced with an updated Action Plan following the baseline surveys;
 - A monitoring survey will be undertaken within one year of the baseline survey which will monitor the modal shifts of residents.

Aim Targets

- 5.9 The Travel Plan will be monitored for a period of five years from beneficial occupation. Once the baseline travel survey results have been analysed, specific targets will be set according to the monitoring programme set out in Section 8 and details advised to NPTCBC.
- 5.10 The main target will be to reduce dependency on the private car whilst increasing the usage of sustainable modes of travel.
- 5.11 It is considered that a change in car sharing can be achieved through local promotion via the development website, notice boards and using the Liftshare website (<https://liftshare.com/uk>).
- 5.12 An increase in Active Travel may be achieved through the awareness of active travel linkages and journey times to local amenities / facilities.
- 5.13 An increase in cycling may be achieved through the provision of internal pedestrian/cycle links which connect the site to local routes, the potential formation of a Bicycle User Group (BUG) and through the provision of cycle maps.
- 5.14 An increase in public transport will be achieved through the promotion of the existing and directed bus services by the TPC and the provision of information including maps and timetables.

6 Travel Plan Strategy

Management

- 6.1 The role of the Travel Plan Co-ordinator (TPC) for the ITP is currently allocated to Vectos, until the allocation of a TPC in concurrence with the development of the full TP.
- 6.2 The allocated TPC, and the necessary costs for administering the Travel Plan, will be funded by the developer.

Travel Plan Co-ordinator

- 6.3 The TPC post will remain in post for five years following first meaningful occupation. The primary functions of the TPC will include;
- Liaison with the local community;
 - Liaison with the local planning and highway authorities;
 - Liaison with public transport operators;
 - The incorporation of sustainable travel options into marketing material for the development;
 - Organisation of travel surveys;
 - Promotion of sustainable transport measures to residents through a range of media, including for example, newsletters, emails and websites;
 - Production, distribution and monitoring of residential Travel Information Packs;
 - Providing residents of the development with details on how they can travel, including accessing their place of work, schools, shops and others in a sustainable manner; and
 - Acting as a single point of contact for all transport, access and travel related issues for residential units within the development.
- 6.4 Increasing travel awareness so that people can make informed travel choices is a key role of the TPC. The TPC will work closely with officers at NPTCBC to promote initiatives the council may have.
- 6.5 The TPC will work with the developer to ensure that all residents receive sustainable travel information.

Reporting

- 6.6 The results of the monitoring will be reported in writing to NPTCBC within one month of the completion of the monitoring surveys. An annual Monitoring Report will be compiled which will outline the results of the monitoring survey and review. The report will also incorporate the results of on-going monitoring throughout the preceding period. The report will be issued to NPTCBC and retained for records. A revised Action Plan will be submitted on an annual basis as part of the annual monitoring program and reporting.

6.7 The monitoring report will include the following aspects:

- Site name and address;
- A summary of the TP;
- How and when monitoring information was gathered;
- Whether travel patterns are meeting objectives and targets.

6.8 A full comprehensive report will be issued at the last year of the TP.

Marketing and Consultation

6.9 Prospective residents will, where possible, be encouraged to access the site via sustainable transport modes.

6.10 Residents will be made aware of the Travel Plan on the commencement of their residence on the site. The details of the Travel Plan, its objectives, and the role of individuals in achieving these objectives will be explained.

7 Sustainable Transport Measures

7.1 This section details the measures which the Travel Plan commits to.

7.2 The Travel Plan is a 'living document' which is therefore subject to continuous updates and reviews.

Travel Information Pack

7.3 A 'Travel information Welcome Pack' will be provided to residents upon first occupation of the development. The Welcome Pack will contain the key element of the Travel Plan, sustainable transport information and other relevant travel information.

7.4 A travel Information Pack will be distributed to each household upon first occupation at the site, and it will include;

- An explanation of the purpose and benefits of the Travel Plan;
- Contact details for the TPC;
- Maps of walking and cycling routes to key destinations;
- Information on cycle training opportunities;
- Information on walking buses or scoot to school;
- Timetables, route maps and ticketing information for public transport;
- Contact numbers and website details;
- Car Share schemes information;
- Contact details for local taxi companies and details of any arrangements brokered by the TPC (if available);
- Information about working from home;
- Promotion of the benefits of home delivery.

7.5 This list is not exhaustive and, within reason, any additional information which the community and Neath Port Talbot County Borough Council would like included can be accommodated if appropriate.

Cycle to Work

7.6 The Travel Information Packs will provide details of local bike shops and major employers who participate in the Cycle to Work scheme.

Car Sharing

7.7 Car sharing aims to match commuting journeys allowing the individuals to benefit from the convenience of a car journey whilst reducing the cost of the journey and the number of vehicles on the network.

- 7.8 Liftshare is the UK's largest carpooling network and is available within Neath. Further information will be included within the Travel Information Pack.

Walking Buses

- 7.9 A walking bus is a group of children, walking to or from school with at least two parent volunteers. Parents take it in turns, on a rota basis, to walk with the children. There is always a 'driver' who leads the bus, and a 'conductor' who walks at the back. The more children there are on the bus, the more adults walk with them.
- 7.10 A Walking Bus provides a way of making walkers (or their parents) feel more comfortable, whilst providing perceived safety in numbers, as well as making walking fun. It allows groups to organise and walk together, increasing visibility and reducing the feeling of vulnerability which some may otherwise feel.
- 7.11 Its greatest potential is for schoolchildren. It allows the supervision of children by a minimum number of adults, whilst providing a fun and perceptibly safer means of getting to and from school by the most sustainable means.
- 7.12 Information on how residents can set up walking buses will be included in the Travel Information Pack.

Scoot to School

- 7.13 Scoot to School is a Sustrans initiative aimed at encouraging children to use a scooter to get to school. The programme involves scooter training for children.

Home Deliveries

- 7.14 The Travel Information Pack will promote and raise awareness of the potential time, cost and environmental savings of home deliveries, including supermarket deliveries. Three of the big four supermarkets, Sainsbury's, Asda and Tesco, offer home delivery services, as does Waitrose and Ocado. The nearest supermarket to the site is LIDL. The Meadow Road postcode area (SA11) benefits from some supermarket delivery services. The majority of online retailers also now offer home delivery services.

Taxis

- 7.15 The Travel Information Packs will include contact details for local taxi companies.

8 Monitoring and Review

8.1 It is important a thorough Travel Plan monitoring system is put in place. The two main reasons for monitoring of the Travel Plan are:

- To provide feedback so the Travel Plan can be refined; and
- To measure the level of success in meeting identified targets using key performance indicators.

8.2 A framework for the monitoring and review strategy is outlined in this section.

Monitoring Strategy

8.3 The Travel Plan will be a living document, allowing for continuous development and refinement which will ensure it remains relevant.

8.4 The monitoring programme will begin with the baseline survey, to be undertaken within 3 months of meaningful occupation of the consented residential development. Households and residents will be requested to complete a questionnaire in order to provide baseline travel data. The questionnaires will monitor the mode splits being achieved for single occupancy car trips, and those made by sustainable (other) modes.

8.5 The initial development survey represents Year 0 in terms of the monitoring programme. A subsequent travel survey of the development and local community will be undertaken 12 months after the initial survey. The subsequent travel survey represents the 1st Monitoring Survey. It is proposed that the first Monitoring Survey will take place in Year 1 and then annually throughout the duration of travel plan monitoring. Monitoring will be undertaken for a period of five years.

8.6 Additionally, a snapshot survey questionnaire will also be included in the annual surveys. An example snapshot survey questionnaire is included at **Appendix A**. The snapshot survey will also include questions on travel to work and travel to school trips in order that modal split can be reviewed.

8.7 The survey timetable is as proposed in **Table 8.1**.

Table 8.1 – Survey Timetable

Description		Timeframe
Travel Survey	Initial Survey for Baseline	Year 0 (3 months of meaningful occupation)
Travel Survey	1st Monitoring Survey	Year 1
Travel Survey	Monitoring + Snapshot	Year 2
Travel Survey	Monitoring + Snapshot	Year 3
Travel Survey	Monitoring + Snapshot	Year 4
Travel Survey	Monitoring + Snapshot	Year 5

8.8 A formalised programme of monitoring, which sets dates of surveys, will be established in consultation with NPTCBC once beneficial occupation occurs and will continue for a period of five years.

Reporting

8.9 The results of the monitoring will be reported in writing to NPTCBC within three months of the completion of the monitoring surveys. An annual Monitoring Report will be compiled which will outline the results of the monitoring survey and review. The report will also incorporate the results of on-going monitoring throughout the preceding period. The report will be issued to NPTCBC and retained for records. A revised Action Plan will be submitted on an annual basis as part of the annual monitoring program and reporting.

8.10 The monitoring report will include the following aspects:

- Site name and address;
- A summary of the Travel Plan;
- How and when monitoring information was gathered;
- Whether travel patterns are meeting objectives and targets; and
- Proposals to further develop the Travel Plan and an update to the Action Plan.

8.11 A full comprehensive report will be issued at the last year of the Travel Plan.

9 Action Plan

Action Type	Action Order and task assignment	Responsibility	Task assignment	Timeframe
Document Agreed	Agreement of Travel Plan	Tai Tarian Ltd & Jones Brothers Ltd	Vectos	Prior to construction.
Baseline Travel Patterns	Baseline Travel Survey (Full Survey)	Tai Tarian Ltd & Jones Brothers Ltd	TPC	Completed after 12 months of meaningful occupation TPC to provide survey to Vectos to enable completion of the Travel Plan.
Document Completion	Travel Plan Document Agreement and Completion of base plan.	Tai Tarian Ltd & Jones Brothers Ltd	TPC	Within 6 months of completion of surveys after meaningful occupation.
Implementation	Travel Plan Launch	Tai Tarian Ltd & Jones Brothers Ltd	TPC	Prior to first occupation.
	Implementation of measures	Tai Tarian Ltd & Jones Brothers Ltd	TPC	Includes the supply of a travel pack 1 month after occupation, householder travel survey
	Information Provision	Tai Tarian Ltd & Jones Brothers Ltd	TPC	Determined by survey and meeting at 1 month after occupation.
	Awareness raising of sustainable transport.	Tai Tarian Ltd & Jones Brothers Ltd	TPC	Ongoing as opportunities and information on walking and cycling routes change.
Monitoring and review of survey data	First Monitoring survey	Tai Tarian Ltd & Jones Brothers Ltd	TPC	Within 1 year of original baseline survey completion.
	Review and reporting year 1 (travel patterns against targets)	Tai Tarian Ltd & Jones Brothers Ltd	TPC/CCBC	Within 3 months of completion of year 1 survey analyse results and provide to NPTCBC/ Tai Tarian Ltd & Jones Brothers Ltd.
	Second Year Monitoring survey	Tai Tarian Ltd & Jones Brothers Ltd	TPC	At Year 2 - Includes new residents and those homes who haven't completed the survey previously. 12 months after survey for year 1.
	Review and reporting year 2 (travel patterns against targets)	Tai Tarian Ltd & Jones Brothers Ltd	TPC/NPTCBC	Within 3 months of completion of year 2 survey analyse results and provide to NPTCBC/ Tai Tarian Ltd & Jones Brothers Ltd.
	Third Year Monitoring survey	Tai Tarian Ltd & Jones Brothers Ltd	TPC	At Year 3 - Includes new residents and those homes who haven't completed the survey previously. 12 months after survey for year 2.
	Review and reporting year 3 (travel Patterns against targets) Review and Final report.	Tai Tarian Ltd & Jones Brothers Ltd	TPC/NPTCBC	Within 3 months of completion of year 3 survey analyse results and provide to NPTCBC/ Tai Tarian Ltd & Jones Brothers Ltd.

Appendix A

Survey

Residential Travel Survey

All information provided is anonymous. Thank you for your cooperation.

Q1 Full home postcode:

Q2 Gender:

Male ☐

Female ☐

Q3 Are you:

Full Time ☐

Part Time ☐

Q4 Age:

Under 25 ☐

25 -34 ☐

35 – 44 ☐

45 – 54 ☐

55 or over ☐

Q5 Do you have any disability which affects your travel arrangements?

Yes ☐

No ☐

Q6 How do you usually travel to work?

Bus ☐

Bicycle ☐

Car driver (on your own) ☐

Car driver (with a passenger) ☐

Car passenger ☐

Walk ☐

Motorcycle / Moped / Scooter ☐

Train ☐

Other

Q7 If you drive to work where do you normally park?

On Site ☐

Street ☐

Other Car Park ☐

Q8 Which of the following do you occasionally use instead of your usual form of transport?

- | | |
|-------------------------------|--------------------------|
| Bus | ☐ |
| Bicycle | ☐ |
| Car driver (on your own) | ☐ |
| Car driver (with a passenger) | ☐ |
| Car passenger | ☐ |
| Walk | ☐ |
| Motorcycle / Moped / Scooter | ☐ |
| Train | ☐ |
| Other | ☐ |
| No alternative used | ☐ |

Q9 How long does it usually take for you to travel to and from work?

- | | To work | From work |
|-------------|--------------------------|--------------------------|
| 0 – 15 min | ☐ | ☐ |
| 16 – 30 min | ☐ | ☐ |
| 31 – 60 min | ☐ | ☐ |
| 61 – 90 min | ☐ | ☐ |
| Over 90 min | ☐ | ☐ |

Q10 If you regularly travel to work by car what is your main reason?

- | | |
|------------------------------------|--------------------------|
| Get a lift | ☐ |
| Health reasons | ☐ |
| Lack of an alternative | ☐ |
| Convenience | ☐ |
| Car essential to perform job | ☐ |
| Dropping off / collecting children | ☐ |

Q11 Are you prepared to car share?

- | | |
|---|--------------------------|
| Yes, independently (or already do) | ☐ |
| Yes, should an in-house scheme be available (or already do) | ☐ |
| No | ☐ |

Q12 Which of the following changes would encourage you to cycle to work? (If you already do cycle which would you most like to see?)

- | | |
|----------------------------------|--------------------------|
| Safer, better lit cycle routes | ☐ |
| Improved cycle parking on site | ☐ |
| Showers on site | ☐ |
| Discount or loan to buy a bike | ☐ |
| Cycle training to improve skills | ☐ |
| Other | |
| Nothing | ☐ |

Q13 How likely are you to accept the offer of a cycle voucher?

- | | |
|-----------------|--------------------------|
| Very likely | ☐ |
| Somewhat likely | ☐ |
| Unlikely | ☐ |

Q14 Which of the following would encourage you to use the bus to travel to work? (If you already use the bus which would you most like to see?)

- | | |
|---|--------------------------|
| More frequent services | ☐ |
| More reliable services | ☐ |
| Improved public transport information | ☐ |
| Improved pedestrian conditions around bus station | ☐ |
| Bus stops within closer proximity of home / work | ☐ |
| Cleaner and more comfortable buses | ☐ |
| Improved facilities at bus stops | ☐ |
| Cheaper / subsidised fares | ☐ |
| Other | |
| None | ☐ |

Q15 How likely are you to accept the offer of a bus pass?

- | | |
|-----------------|--------------------------|
| Very likely | ☐ |
| Somewhat likely | ☐ |
| Unlikely | ☐ |

Q16 Which of the following would encourage you to use the train to travel to work? (If you already use the train which would you most like to see?)

- | | |
|---|--------------------------|
| More frequent services | ☐ |
| More reliable services | ☐ |
| Improved public transport information | ☐ |
| Improved pedestrian conditions around train station | ☐ |
| Train stations within closer proximity of home | ☐ |

- | | |
|---------------------------------------|--------------------------|
| Cleaner and more comfortable trains | ☐ |
| Improved facilities at train stations | ☐ |
| Cheaper / subsidised fares | ☐ |
| Other | |
| None | ☐ |

Q17 How many school aged children live in your house (including 6th form)?

Q18 What mode of transport do the children normally use for their journey to school?

- | | |
|-------------------------------|--------------------------|
| Bus | ☐ |
| Bicycle | ☐ |
| Car Driver (drive themselves) | ☐ |
| Car (own children) | ☐ |
| Car sharing (giving lifts) | ☐ |
| Walk | ☐ |
| Motorcycle / Moped / Scooter | ☐ |
| Train | ☐ |
| Other | |
| No alternative used | ☐ |

Q19 How can sustainable-mode trips for journeys to school be encouraged?

.....

.....

.....

Q20 Do you have any comments about your travel patterns?

.....

.....

.....

.....

.....

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