

FIE Cheddleton, Bones Lane, Cheddleton,
Staffordshire Moorlands, ST13 7BT

STAFF TRAVEL PLAN



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EXECUTIVE SUMMARY

This Staff Travel Plan has been produced to support of a proposal a new food processing facility on land adjacent to the existing Advanced Proteins facility located on Bones Lane, Cheddleton, Leek ST13 7BT.

The core aim of this TP is to reduce single occupancy vehicle trips to and from the site, through increased use of public transport, walking and cycling.

Key points that the reader should make themselves conversant with include:

- Travel Options – Pages 5-8
- Travel plan coordinator contact details – page 10
- Travel Plan measures – page 11
- Survey timetable – page 13



1.0 INTRODUCTION

1.1 BACKGROUND

1.1.1 This Staff Travel Plan has been produced to support of a proposal a new food processing facility on land adjacent to the existing Advanced Proteins facility located on Bones Lane, Cheddleton, Leek ST13 7BT.

1.1.2 Full details are:

- Application no: SMD/2022/0088
- Determined on: 23rd October 2023
- Location of Development: FIE Bones Lane Cheddleton Staffordshire ST13 7BT
- Description of Development: Food processing facility/edible bone factory
- Condition 11 - No part of the development permitted by this consent shall be occupied until such time that a Travel Plan has been submitted to and approved in writing by the Local Planning Authority. The Travel Plan shall set out proposals, including a timetable, to promote travel by sustainable modes. The approved Travel Plan shall subsequently be implemented in accordance with the timetable set out in the plan. Thereafter on the anniversary of the date of approval of the Travel plan, an Annual Performance Report (which shall include, as appropriate, the proposals and/or remedies required as set out in the Travel Plan) shall be submitted to the Local Planning Authority for its written approval. In the event that an Annual Performance Report is submitted which does not in the opinion of the Local Planning Authority achieve the objectives and/or targets of the Travel Plan, proposals and/or remedies in accordance with the Travel Plan shall be submitted to the Local Planning Authority for its approval in writing. This process shall be repeated as often as necessary until such revised proposals and/or remedies to the Travel Plan are approved in writing by the Local Planning Authority.
- Reasons:- To comply with NPPF Paragraph 111; to comply with SMDC Local Plan Policy DC1; in the interests of highway safety and to encourage alternative modes of transport

1.2 THE DEVELOPMENT

1.2.1 The proposal comprises:

- site access point (from within the current Advanced Proteins facility);
- office block with parking for an estimated 36 cars. An additional 36 car parking spaces (58 existing) are proposed to cater for new staff and via the formalisation of existing unregulated parking areas ensure parking is provided commensurate with known demand.
- 30 new staff;
- main processing building;
- 10 EVCP spaces;
- 2 additional blue badge spaces bringing the total to 3;
- 13 cycle storage spaces;
- Showers and Lockers; and

1.2.2 The site masterplan is attached as Appendix A.

1.2.3 This TP has been prepared with reference to the County Council's TP guidance.

2.0 YOUR PLACE OF WORK AND TRAVEL OPTIONS

2.1 THE SITE

- 2.1.1 This chapter provides an overview of the current travel and transport situation at the development site. It is based upon the findings of a thorough audit of the existing site conditions, the current site use and surrounding travel networks.
- 2.1.2 The intention of this chapter is to offer the reader an overview which identifies travel alternatives to the private car.
- 2.1.3 The application site is located to the south of Cheddleton.
- 2.1.4 The site amounts to about 2.9 hectares and is part of the wider ownership of 31 hectares outlined in blue. The site itself is grassland and is accessed via Cheadle Road and Bones Lane.
- 2.1.5 The site is located within the jurisdiction of Staffordshire County Council (SCC) and Staffordshire Moorlands District Council (SMDC). SMDC are defined as the LPA with SCC being the LHA.
- 2.1.6 The strategic site location is illustrated in **Figure 2.1** with the local context shown in **Figure 2.2** below.

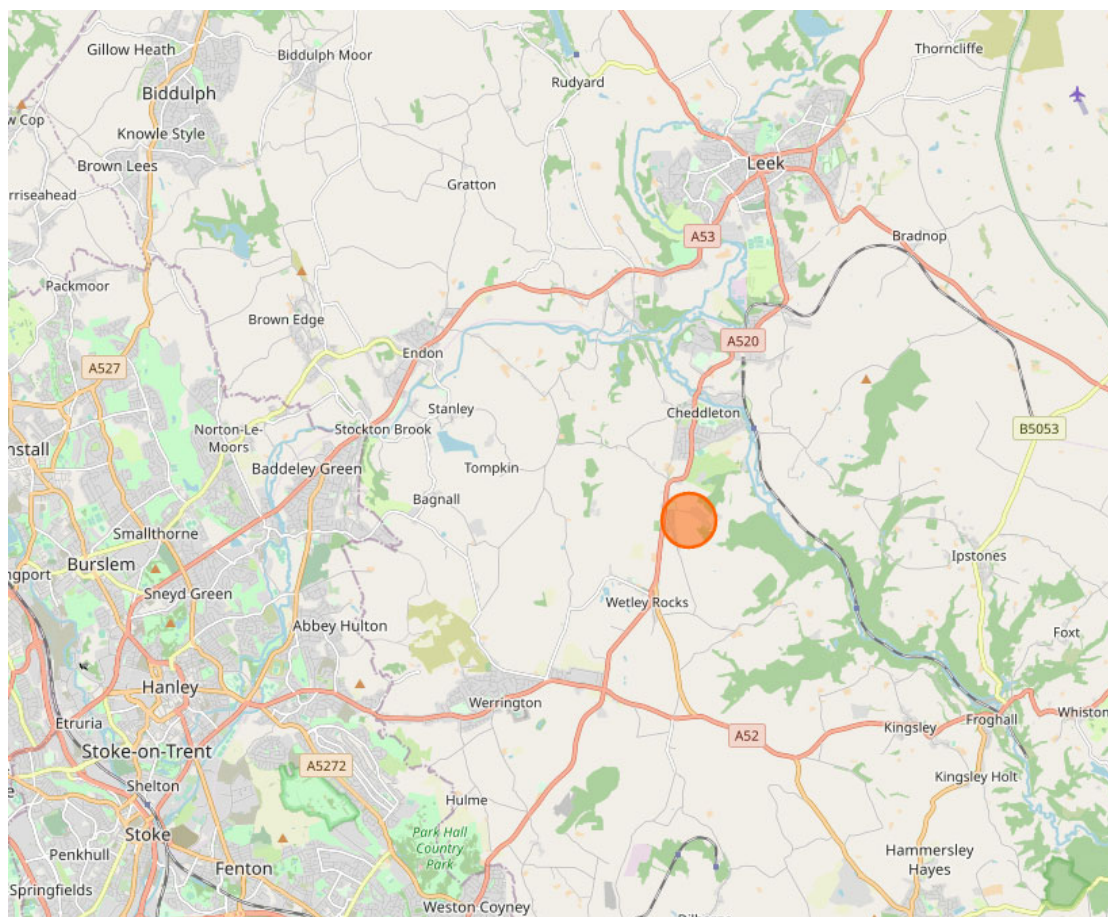


Figure 2.1 - Strategic Site Location



Figure 2.2 - Local Context

2.1.7 A summary location plan is included as **Figure 2.3** below:

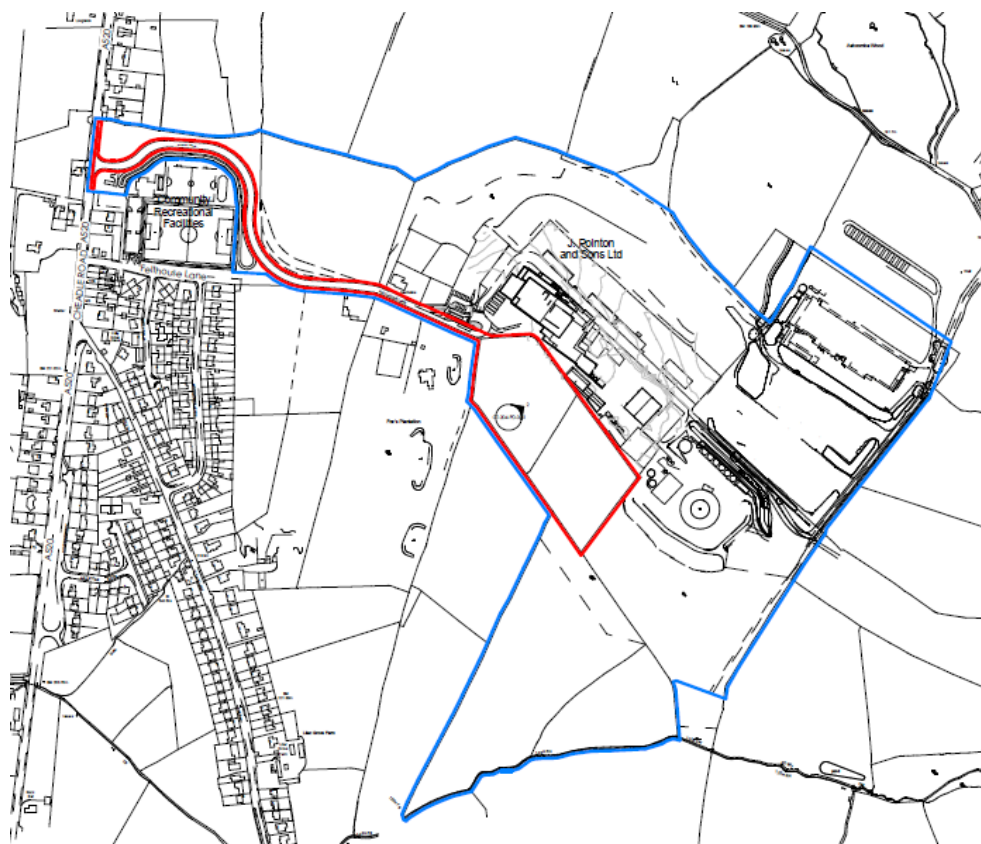


Figure 2.3 –Site Red Line Plan (including overall site blue line)

Site Access

- 2.1.8 The site currently takes vehicle access from Bones Lane via a newly constructed junction with Cheadle Road (via pp ref: SMD/2008/0936 08/01715/FUL_MJ). This junction has been specifically designed to assist with the turning requirements of HGV's and enables HGV's to avoid the previously used junction with Felthouse Lane.

Local Highway Network

- 2.1.9 Bones Lane is initially a 30mph road but very quickly becomes a 20mph road, with 'no pedestrians on road' signed.
- 2.1.10 Cheadle Road is a 30mph road, is approximately 7.3m wide, lit and has footways along both flanks.
- 2.1.11 The site was previously accessed and can still be via Felthouse Lane which is initially a 30mph road becomes a 20mph road. There is a continuous footpath along Felthouse Lane although it is quite narrow.

Pedestrian and Cyclists

- 2.1.12 The Design Manual for Roads and Bridges (DMRB) TD 91/05 "Provision for Non-Motorised Users" states in paragraph 2.3 that "walking is used to access a wide variety of destinations including educational facilities, shops, and places of work, normally within a range of up to 2 miles. Walking and rambling can also be undertaken as a leisure activity, often over longer distances".
- 2.1.13 Acceptable walking distances will vary considerably depending on various factors such as fitness



and land topography; however, guidelines by the Institution of Highways and Transportation (IHT) state the acceptability of distances in metres to various attractions, are as follows:

- Desirable : 500m
- Acceptable : 1,000m (12-13 mins)
- Preferred Maximum : 2,000m

- 2.1.14 Manual for Streets usefully states 'The propensity to walk is influenced not only by distance, but also by the quality of the walking experience. A 20-minute walk alongside a busy highway can seem endless, yet in a rich and stimulating street, such as in a town centre, it can pass without noticing. Residential areas can offer a pleasant walking experience if good quality landscaping, gardens or interesting architecture are present' (MfS, Para 6.3.1).
- 2.1.15 TD 91/05 states in paragraph 2.11 that "cycling is used for accessing a variety of different destinations, including educational facilities, shops and places of work, up to a range of around 5 miles. Cycling is also undertaken as a leisure activity, often over much longer distances. As well as being a mode of transport in its own right, cycling frequently forms part of a journey in combination with cars and public transport".
- 2.1.16 Local Transport Note (LTN) 2/08 Cycle Infrastructure Design details in paragraph 1.5 "Typical cycle trip distances". In common with other modes, many utility cycle journeys are less than three miles, although, for commuter journeys a trip distance of over five miles is not uncommon. Novice and occasional leisure cyclists cycle longer distances where the cycle ride is the primary purpose of their journey. A round trip on a way-marked leisure route could easily involve distances of 20-30 miles. Experienced cyclists will often be prepared to cycle longer distances for whatever journey purpose".
- 2.1.17 Within a walk distance of 2.0km, the site is accessible on foot via footways along all local roads, providing a continuous link between the site and the local area. This includes uncontrolled pedestrian crossing points with dropped kerbs.
- 2.1.18 Pedestrian access to the site is via Felthouse Lane and not Bones Lane.

There are no cycle routes local to the site.

Public Transport

- 2.1.19 There are both north and south bound bus stops on Cheadle Road, both within 100m of Felthouse Lane. Both stops include a shelter.



3.0 AIMS, OBJECTIVES AND OUTCOMES

3.1.1 The objectives of this Staff Travel Plan is to achieve the following 'outcomes':

- Minimise single occupancy car travel to and from the development
- Manage the demand for travel to the site
- Improve the availability and choice of travel mode to the site
- Improve the safety and security of people who travel to the site
- Promote the increased use of cycling, walking and public transport and therefore healthier living
- Promote integration between different transport modes
- Make positive changes to attitudes in relation to the use of alternative transport modes
- Improve accessibility for non-car users and the disabled
- Identify which measures are needed to maximise the use of non-car travel
- Lead to a change in the travel behaviour of individuals to a sustainable mode of travel and then maintain that change
- Identify ways of reducing the need to travel to and from the development
- To reduce the number of freight movements or delivery vehicles travelling to and from the site

3.1.2 The core aim of this Travel Plan is to reduce single occupancy vehicle trips to and from the site, through increased use of public transport, walking and cycling.

3.1.3 Site specific outcomes as they relate to the operation of the development are:

- Minimise parking congestion on surrounding streets
- Minimise impact on traffic congestion and air quality
- Address via specified measures barriers to sustainable travel

3.1.4 Based on the above, the developer is committed to achieving the specified outcomes linked to targets and agrees to a review and monitoring process as set out later in this plan.



4.0 MANAGEMENT AND DELIVERY STRUCTURE

4.1 MANAGEMENT

4.1.1 The successful impact of the Travel Plan will be dependent upon buy-in from occupants of the development, and the processes put in place to support, implement and develop the measures outlined.

4.1.2 The reader should note that Dave Carr, Health and Safety Compliance Manager will be appointed as the Travel Plan Co-ordinator, and the Council informed of contact details accordingly.

4.1.3

4.1.4 In summary the Travel Plan Co-ordinator role will include the following:

- Implementation of the Travel Plan
- Management of the Travel Plan
- Conducting travel surveys
- Co-ordinating the monitoring programme for the Travel Plan
- Ongoing assessment of the objectives of the Travel Plan
- Distribution and promotion of the 'Sustainable Travel Pack' to employees
- Liaison with employees, staff and deliveries
- Liaison with the Travel Plan officer at the Local Planning / Highway Authority

4.2 MARKETING AND COMMUNICATION STRATEGY

4.2.1 The Marketing and Communication Strategy that will ensure that site occupants are fully engaged in the Travel Plan. Initiatives will include:

- Personalised Travel Planning contact.



5.0 MEASURES AND INITIATIVES

- 5.1.1 This section of the Travel Plan describes the measures that are proposed in order for the Travel Plan to meet the Aims, Objectives and Targets detailed in the TP.
- 5.1.2 All Travel Plans should include a consideration of the following measures, appropriate and proportional to the size and impact of the proposed development, with those selected determined by the specific locality and nature of the site.
 - 1. Marketing the Travel Plan
 - 2. Minimise single occupancy car travel
 - a. Car Share
 - b. Car parking management strategy
 - 3. Promotion of public transport use
 - 4. Promotion of cycling
 - 5. Promotion of walking
 - 6. Servicing arrangements, where relevant
 - 7. Fleet Management, where appropriate
- 5.1.3 These measures are linked back to the stated Objectives and address site-specific transport issues, with the aim of improving accessibility and offering viable sustainable travel choices.
- 5.1.4 The reader should be aware of the following initiatives to be implemented along with other potential measures that might prove effective should surveys consider them to be worth implementing.

Current Measures

- i. Travel plan co-ordinator
- ii. Surveys
- iii. Marketing to employees
- iv. Electric car charging spaces
- v. Cycle parking
- vi. Showers and lockers
- vii. Sustainable travel packs

Potential Initiatives – to be considered as part of ongoing surveys

- 1. Introduce car share spaces
- 2. More cycle parking
- 3. Cycle charging spaces
- 4. Travel packs
- 5. Personalised Travel Planning
- 6. Travel planning to form part of interview process



6.0 ACTION PLAN AND BUDGET

- 6.1.1 This section draws together the proposed measures, monitoring and review proposals into a costed Action Plan that identifies who will be responsible for the delivery of each element.
- 6.1.2 This Action Plan will be updated to reflect the outcome of each survey as to take into account any changes necessary in the measures proposed, in order to meet the targets earlier. The outcome of the monitoring and review process and any impact on this Action Plan will need to be agreed with the Council.
- 6.1.3 As The minimum overall budget allocated to be spent during the 5-year life of the Travel Plan on measures, including implementation, direct incentives, monitoring and promotion of the Travel Plan has not yet been fully quantified. However, following the first survey this table will be re-visited. Nevertheless, the role of the TCP will be covered from day one.
- 6.1.4 The following table will be completed once the final TP has been developed.

Measure	Delivery profile					Delivery Agent	Monitoring Indicator	Notes
	Year 1 2026/27	Year 2 2027/28	Year 3 2028/29	Year 4 2029/30	Year 5 2030/31			
Management and co-ordination								
Appoint TPC	£200	£500	£500	£500	£500			
Agree Implementation Plan	£1000							
Travel Plan launch	£1000	£	£	£	£			
	£	£	£	£	£			
Promotion and marketing								
Travel Information Pack - design and print TP - distribute	£500	£500	£500	£500	£500			
Public transport								
	£	£	£	£	£			
Cycling								
	£	£	£	£	£			
Walking								
	£	£	£	£	£			
Other measures								
	£	£	£	£	£			
Monitoring and review								
Baseline survey	£500							
Biennial survey			£500		£500			
Monitoring and review		£500		£500				
Final Report					£500			

Action Plan



7.0 TARGETS, MONITORING AND REVIEW

7.1 TARGETS

- 7.1.1 The final TP will identify 'outcome' targets, with deadlines by when these will be achieved. Targets agreed with the Council as part of the final TP will be SMART and capable of demonstrating that implementation of the proposed measures will deliver the intended outcomes and objectives.

7.2 BASELINE TRAVEL DATA

- 7.2.1 Baseline travel data has been extracted from the operators current facility and is presented below.
- 7.2.3 Future targets have been estimated and have to be carefully considered to ensure that they are not unrealistic aspirations and do not unnecessarily burden the TP initiatives.

Mode of Travel	Current Modal Split	2 year Modal Split Target	5 Year Modal Split Target
Car Driver	64%	60%	55%
Car Passenger	7%	9%	12%
Walk	8%	8%	8%
Cycle	4%	5%	6%
Bus	4%	4%	5%
Motorcycle	4%	5%	5%
Dropped at Site	9%	9%	10%

7.3 MONITORING

- 7.3.1 Travel Plans are 'active' documents that must be reviewed on a regular basis so as to demonstrate that the measures implemented have, over time, met the agreed targets.
- 7.3.2 It is the responsibility of the TPC to ensure that monitoring takes place and that the outputs are reported to the Council. Surveys will be taken annually and Monitoring Reports to be submitted to SCC Smarter Travel within 8 weeks of these surveys being taken. The Smarter Travel (Mailbox) smarter.travel@staffordshire.gov.uk, is the Travel Plan as the Council contact.
- 7.3.3 The reader should be aware that at these intervals they will be asked to complete a questionnaire and that it is important that this questionnaire is completed such that the effectiveness of this document can be reviewed.
- 7.3.4 Monitoring will be undertaken over a 5-year period, the scope and the data to be collected and reported on, measured against the baseline data and agreed targets will be agreed with the Council in determining the final TP. The final TP will consider the following:
- Frequency of monitoring
 - Description of how surveys will be undertaken including duration of surveys
 - Define who will be responsible for the survey work
 - Employee surveys and the survey return rate



- Any other monitoring activity, e.g. car parking/cycle usage, take-up of incentives

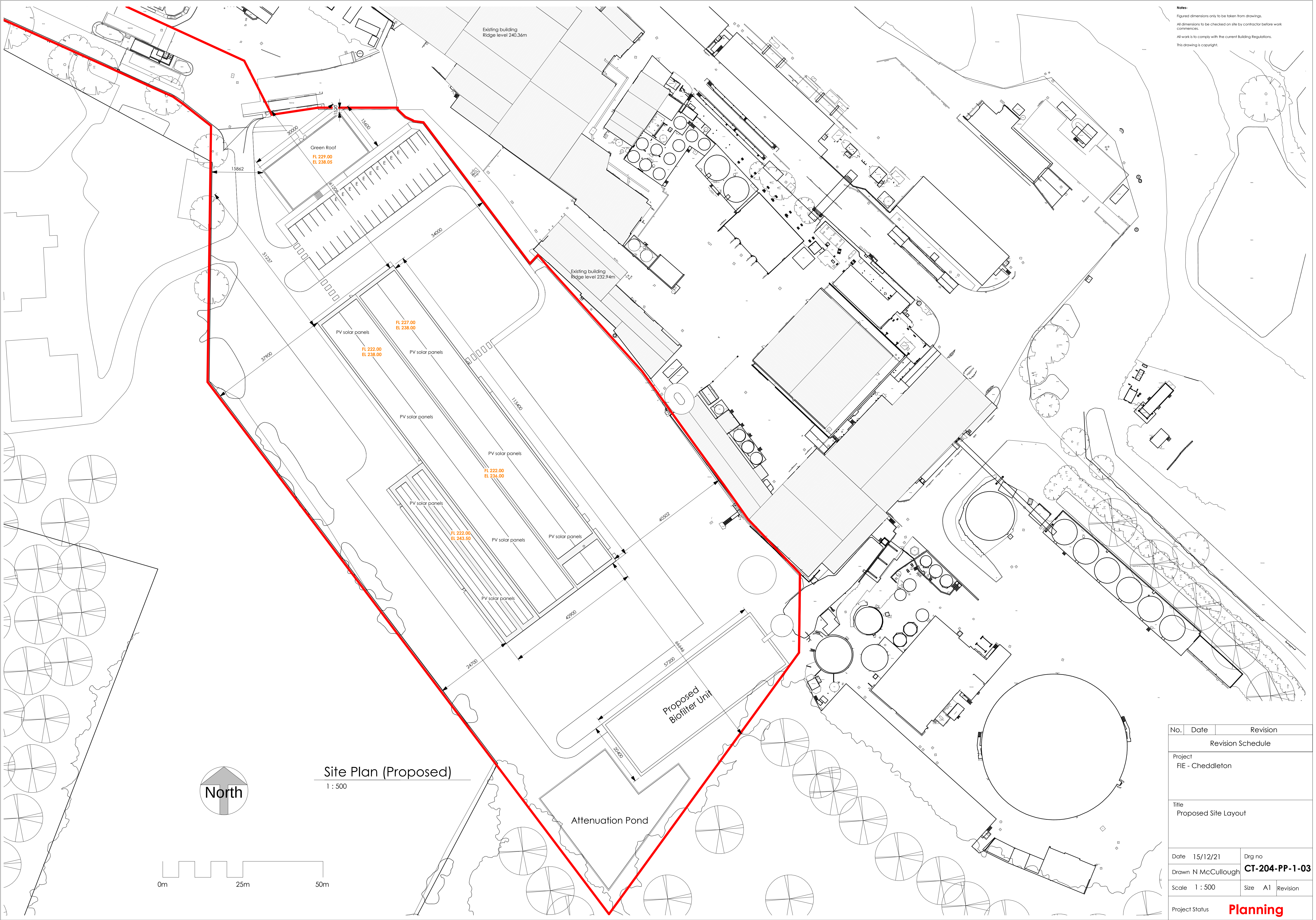
7.3.5 The survey template will be agreed with the Council.

7.4 REVIEW

7.4.1 This section will be finalised in conjunction with the Council.



Travel Plan APPENDIX A



Notes-
Figured dimensions only to be taken from drawings.
All dimensions to be checked on site by contractor before work commences.
All work is to comply with the current Building Regulations.
This drawing is copyright.

No.	Date	Revision
Revision Schedule		
Project FIE - Cheddleton		
Title Proposed Site Layout		
Date	15/12/21	Drg no
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