



ttp consulting
transport planning specialists

Broughton Unit Trust (Capital)

Broughton Shopping Park – Proposed new Discount Foodstore, Northern Quarter

Travel Plan

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1 INTRODUCTION

Overview

- 1.1 This Interim Travel Plan (hereafter referred to as the Travel Plan) has been produced by TTP Consulting for Lidl at Broughton Shopping Park.
- 1.2 A Travel Plan is a long-term strategy which sets out the principles and a range of measures to ensure that travel made by staff, visitors and customers is carried out in the most sustainable means possible and to minimise the impact of the Store on the transportation network including reducing reliance on the private car. Given the nature of retail, this Travel Plan focuses on staff travel on the grounds that they typically visit on a more regular basis than customers.
- 1.3 The primary objective of a Travel Plan is to reduce unnecessary vehicular trips and to increase the use of alternative more sustainable modes of transport. This document has been prepared in accordance with Travel Plan best practice and guidance taking into account prevailing conditions. It will be updated prior to trading to include the contact details for the Travel Plan Co-ordinator and number of staff and again following the Baseline survey.
- 1.4 The responsibility for developing and progressing the various levels are as follows:
- The Landlord is responsible for the preparation of the interim Travel Plan.
 - The Occupier is responsible for finalising and funding the implementation of the Travel Plan and the provision of infrastructure internal to the Store.
 - The Landlord is responsible for maintaining infrastructure external to the Store.
 - The Travel Plan Coordinator is responsible for overseeing the day-to-day operation of the Travel Plan.
- 1.5 The Travel Plan includes a range of hard and soft measures that will be implemented by the Occupier to promote sustainable travel.
- 1.6 There will be on average 10 – 12 staff in the Store at any one time.

Policy and Best Practice

- 1.7 The need to manage transport in new developments is enshrined in many policy and guidance documents. In terms of the national transport policy that is relevant to the TIS, the latest 12th edition of Planning Policy Wales (PPW) was published in February 2024 by the Welsh Government and sets out a framework for the Welsh planning authorities to prepare their development plans. Chapter 4 of PPW sets out the approach to Transport.
- 1.8 Paragraph 4.1.4 of PPW states that: *"Land use and transport planning must be integrated. The planning system must ensure it enables integration:*
- *within and between different types of transport;*
 - *between transport measures and land use planning;*
 - *between transport measures and policies to protect and improve the environment; and*
 - *between transport measures and policies for education, health, social inclusion and wealth creation."*
- 1.9 Paragraph 4.1.10 of PPW states that: *"The planning system has a key role to play in reducing the need to travel, particularly by private car, and supporting sustainable transport, by facilitating developments which:*
- *are sited in the right locations, where they can be easily accessed by sustainable modes of travel and without the need for a car;*
 - *are designed in a way which integrates them with existing land uses and neighbourhoods; and*
 - *make it possible for all short journeys within and beyond the development to be easily made by walking and cycling."*
- 1.10 Paragraph 4.1.27 of PPW states that: *"The Active Travel (Wales) Act 2013 makes walking and cycling the preferred option for shorter journeys, particularly everyday journeys, such as to and from a workplace or education establishment, or in order to access health, leisure or other services or facilities."*
- 1.11 It goes on to say in Paragraph 4.1.29 that: *"The planning system has an important role to play in promoting and supporting the delivery of the Active Travel Act and creating the right environments and infrastructure to make it easier for people to walk and cycle, including new and improved routes and related facilities."*

- 1.12 With regards to public transport, Paragraph 4.1.36 states that: *"The availability of public transport is an important part of ensuring a place is sustainable. It enables people to undertake medium and long journeys without being dependent on having access to a car. The planning system should facilitate this by locating development where there is, or can be, good access by public transport. The design, layout, density and mix of uses of a place are also fundamental to sustaining public transport services and encouraging and enabling people to use them."*

Benefits of a Travel Plan

- 1.13 The achievement of the objectives will bring about a range of benefits as follows:

- 1.14 Employee benefits:

- An excellent opportunity for exercise through cycling and walking;
- The opportunity to save money by using alternative modes of travel to the car;
- Improved quality and reliability of journeys to and from work;
- Improved environment for living and working.

- 1.15 Occupier benefits:

- A demonstration of the environmental credentials of the organisation;
- Reduced infrastructure and maintenance costs associated with parking;
- An incentive to recruiting and retaining staff through travel benefits; and
- A healthier and more productive workforce.

- 1.16 Wider community benefits:

- A more measured level of traffic generated by the Store and therefore less impact on the highway network;
- Improvements to congestion levels, delay and queuing;
- On-going improvements to air quality and noise.

2 SITE ASSESSMENT

The Store

- 2.1 The Store which has a gross floor area of approximately 2,059sqm backs onto Chester Road with parking for up to 138 cars in the car park which is located to the south and west of the Store. Access to the car park is taken from the road to the south in two locations. The car park includes 6 spaces reserved for Blue Badge holders and 9 spaces for parents with small children, plus 2 spaces provided with EV charging facilities.

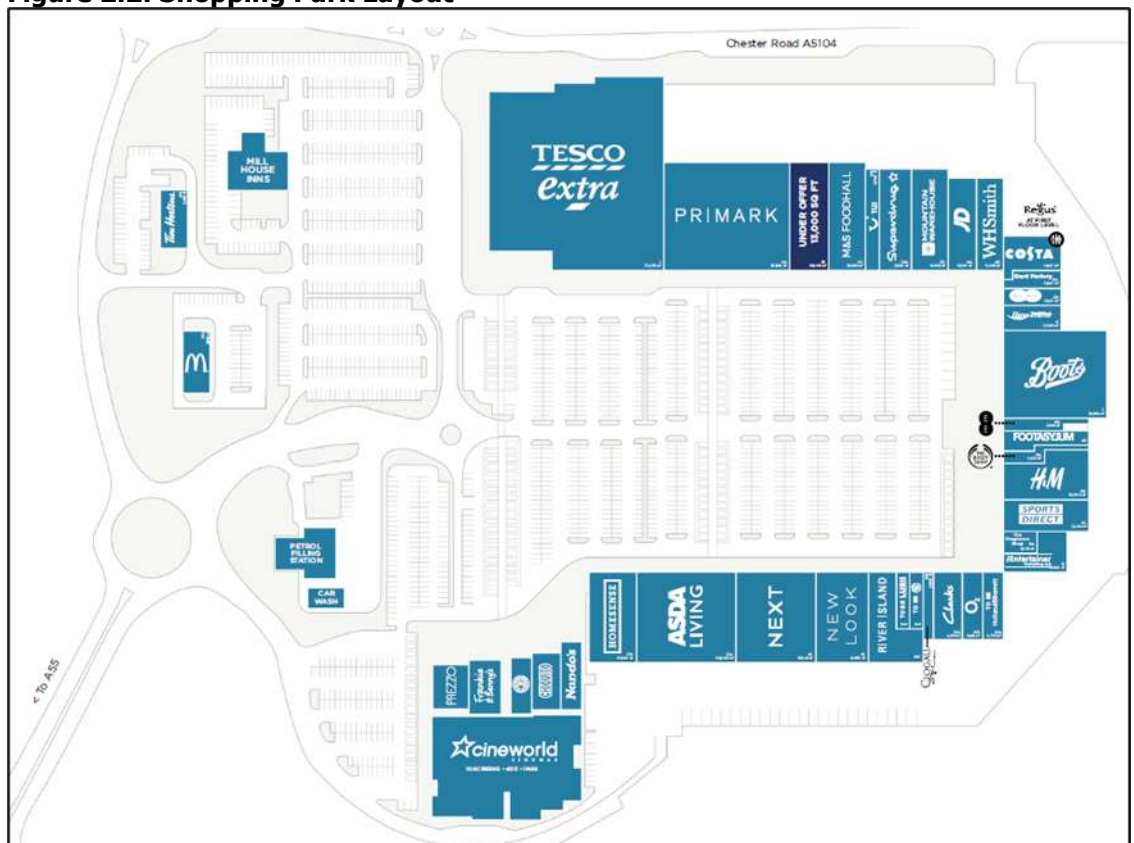
Figure 2.1: Site Layout



Broughton Shopping Park

- 2.2 Broughton Shopping Park ("the Park") which is located to the south of the Store comprises of approximately 33,000sqm of floorspace with tenants including Cineworld, Tesco, Boots, Asda, Next, and WH Smiths, amongst others. In addition to this, there are 5 restaurants including Prezzo, Frankie and Bennies, Nando's, Chiquito and Pizza Express which are located adjacent to the Cineworld.
- 2.3 There are also two drive-thru fast-food units on the Park including McDonalds and Tim Hortons as well as the Mill House pub / restaurant and Costa Coffee dine-in, with a layout of the Park shown in **Figure 2.2** below.

Figure 2.2: Shopping Park Layout



- 2.4 A Tesco fuel station is located to the south-west corner of the Park and in total there is in the region of 2,160 parking spaces.

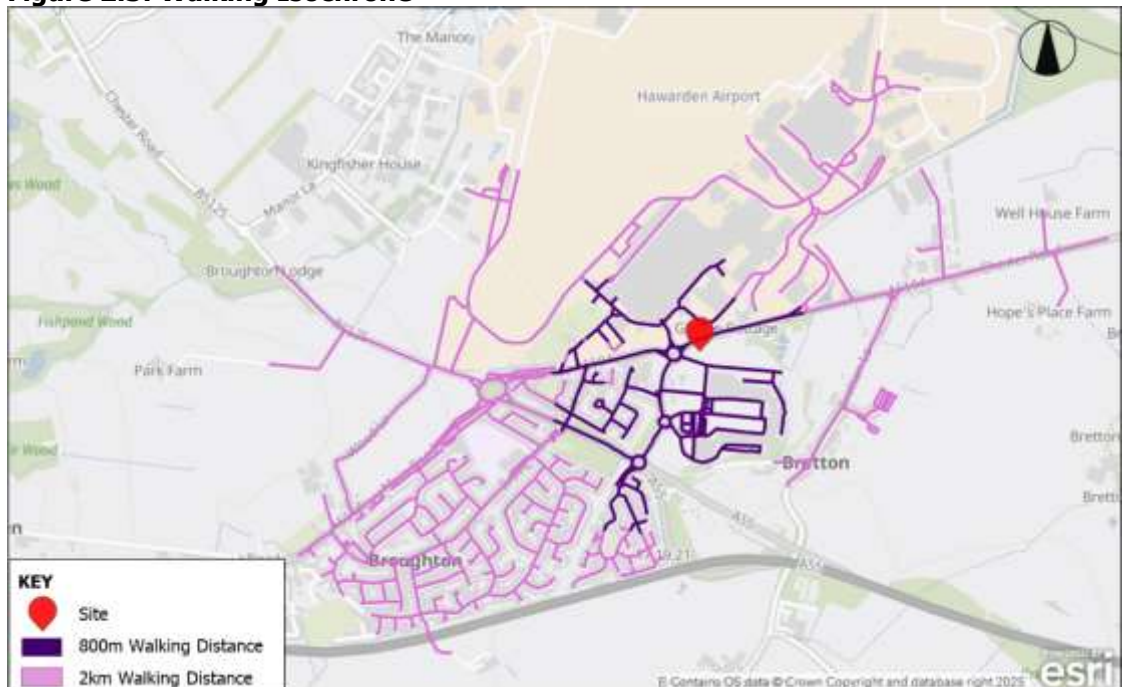
Surrounding Area

- 2.5 The local area surrounding the Site comprises a mixture of commercial uses, residential and undeveloped land. The largest commercial activity is Airbus which is located immediately to the north of the Site to the north of the A5104 Chester Road; the Airbus campus includes a significant quantum of floorspace along with a runway and parking for several thousand cars, with accesses in a number of locations including one from the A5104 Chester Road roundabout immediately west of the Store. There is further commercial to the east of the Site accessed from Broughton Mill Road and to the north-west of Airbus.
- 2.6 The closest residential is located a short distance to the west of the Site to the west of the A5104 Chester Road roundabout with the area known as Bretton which is bound by the A5104 to the north, the B5125 to the south and the Broughton Shopping Park to the east. Broughton is located to the south of the B5125 and bound also by the M55 to the south and Main Road to the west.
- 2.7 The closets existing Lidl supermarkets are located to the east, north and west as follows:
- Chester: the store which is approximately 5miles east of the Site is located on Sealand Road to the west of Chester; it shares the car park with other retailers including Boots and Home Bargains, with a Tesco supermarket approximately 275m to the east.
 - Shotton: the store which is approximately 5miles north-west of the Site is located on the High Street a short distance to the north of the railway station. It is a new store recently opened and has a dedicated car park.
 - Mold: the store which is located on Hall Road is approximately 8miles to the west of the Site. it has a dedicated car park and has been trading for over 15 years.
- 2.8 In addition, there are three Lidl stores in Wrexham to the south with the store in the north of the town approximately 13miles from the Park.

Access on Foot

- 2.9 The Broughton Shopping Park Northern Quarter is accessible by foot via Chester Road (A5104) to the north as well as from the road that runs parallel to the south of the site from the A5104 roundabout. Chester Road and the A5104 roundabout to the east of the site are also used to access the Airbus facility North of Chester Road.
- 2.10 Both roads are bordered by footpaths on both sides in the vicinity of the site, as well as consistent street lighting provision. A proposed footway will provide direct pedestrian access to the site from Chester Road, improvements to the footways to the south are also proposed to improve access to the bus stops and other facilities in the Shopping Park. Currently, there is a tactile paved, crossing point with dropped kerbs and a central reservation at the junction between the south round and the A5104 roundabout.
- 2.11 Walking is considered a suitable mode to replace short car and public transport journeys up to distances of approximately 2km with factors such as health, weather and access to a car along with journey purpose all influencing a person's choice to walk.
- 2.12 **Figure 2.3** shows an 800m (10 minute) and 2km (25 minute) walk distance around the site which shows that Broughton and the surrounding employment area are accessible by foot.

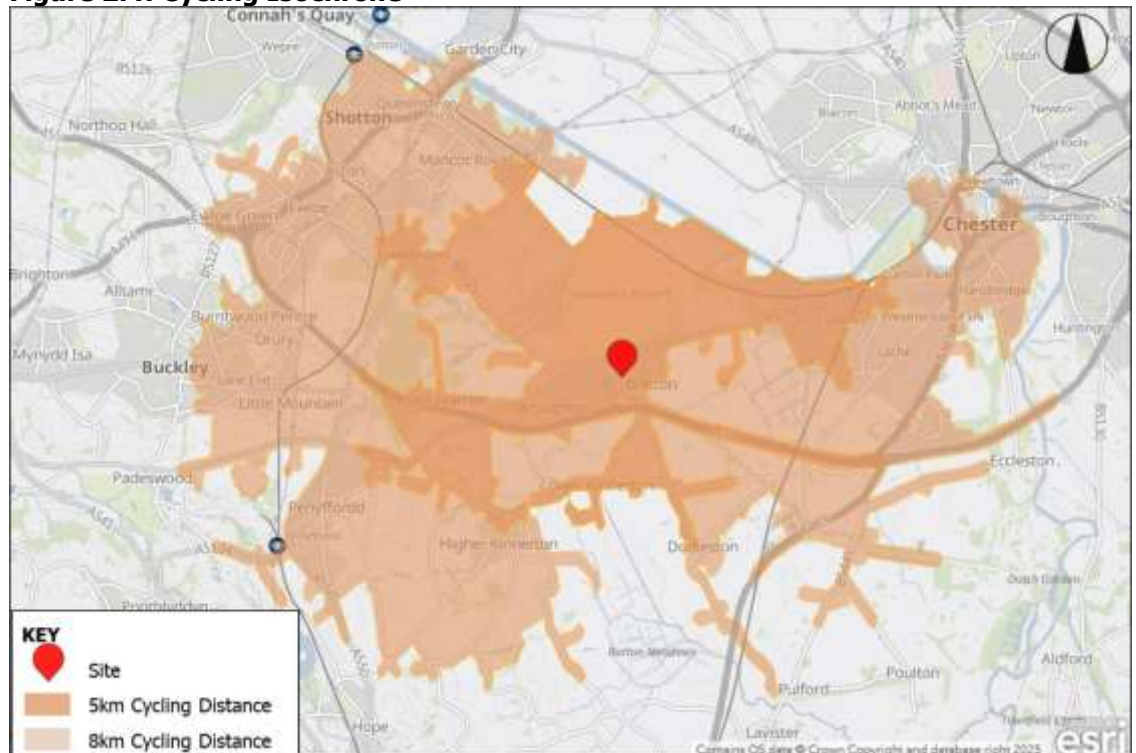
Figure 2.3: Walking Isochrone



Access by Bicycle

- 2.13 Cycling is considered to be a suitable mode of transport to replace car and public transport journeys up to distances of 8km with similar factors to walking influencing a person's choice to cycle. **Figure 2.4** shows a 5km and 8km cycling catchment from the site which shows an extensive area is within acceptable cycling distance, including Chester, Shotton and Buckley. The isochrone also indicates that Shotton and Penyffordd train stations are within 8km of the site, providing links to stations in both greater Wales, Cheshire and Manchester. The proposed development also includes bike stand facilities to encourage cycle use.

Figure 2.4: Cycling Isochrone



Access by Bus

- 2.14 The Closest bus stops are the 'Broughton Park Tesco' stop a 230m (3 minute) walk away and the 'Glynne Arms' stop 300m (4 minute) walk away. The Tesco bus stop has a sheltered seating area with service information. Other bus stops are located 500m (7 minutes) west on Chester Road and 650m (10 minutes) southwest on Beeby Way. **Figure 2.5** shows the location of these stops in relation to the site and **Table 2.1** shows the service route and frequency at the closest stops to the site.

Figure 2.5: Location of Local Bus Stops



Table 2.1: Summary of Local Bus Services

Bus Stop	Route		Peak frequency every 'x' minutes		
	No.	Destination	M-F	Sat	Sun
Broughton Park Tesco	4	Mold Bus Station– Broughton Depot	20	20	30
	9	Quay Shopping Centre – Broughton Park Tesco	100	100	No Service
	11/11A	Chester Bus Interchange – Broughton Park Tesco	30/60	30/60	120/ No Service
	T8	Chester Railway Station – Corwen Bus Station	60	60	No Service
	X4	Chester Railway Station – Mold Bus Station	60	60	No Service
Airbus	811	Knutsford Road Morton – Broughton Park Tesco	120	No Service	No Service

Existing Mode of Travel

- 2.15 Census data has been used as a proxy to estimate “Baseline” travel habits and set targets.
- 2.16 **Table 2.2** provides a summary of the 2011 Census data for the Ward in which the Park sits; data from the 2021 Census is not considered representative on the grounds it was undertaken during the COVID-19 pandemic when more people were not working or working at home. A survey will be undertaken of staff travel habits within 3 months of the Store opening for trading, the results of which will be used to confirm the Baseline Mode Share and Targets.

Table 2.2: Summary of Census Data		
Mode	Daytime Population Travel to Work [W02000072: Flintshire 015]	
	No.	%
Walk	429	3.9%
Cycle	341	3.1%
Public Transport	416	3.8%
Motorcycle	146	1.3%
Car Driver	8,731	80.3%
Car Passenger	771	7.1%
Other	35	0.3%
Total	10,869	100.0%

3 OBJECTIVES AND TARGETS

Objectives

- 3.1 The primary objective of this Travel Plan is to set out a long term strategy to facilitate and encourage travel to the Store by sustainable modes. This will be done by advising staff and customers of the benefits of using alternative modes and promoting the use thereof.
- 3.2 More specifically the objectives of this Travel Plan are:
- To raise awareness and increase the attractiveness of alternative modes of transport available and, in particular the benefits associated with walking and cycling for short journeys;
 - To introduce a package of physical and management measures that will facilitate travel by sustainable modes;
 - To reduce unnecessary or unsustainable use of the car for journeys to and from the Store; and,
 - To provide an attractive, secure environment for pedestrians, cyclists and public transport users.

Targets

- 3.3 The success of a Travel Plan is measured by whether it achieves its objectives through set targets. The targets, which are related to the objectives, can be 'action' targets or 'aim' targets.
- 3.4 Action targets are non-quantifiable tasks to be undertaken and include specific commitments to implement measures within certain timescales to ensure delivery such as:
- The Baseline Travel Survey will be undertaken within One month of the Store opening for trading.
 - Travel Information Packs will be issued to all staff at the start of employment with information on the benefits or and opportunities to travel by sustainable means. The Pack will include information on car sharing, walking, cycling and public transport opportunities including maps and timetables.

3.5 In addition to the above, the Travel Plan Coordinator will;

- Monitor the usage of cycle parking adjacent to the Store on an ongoing basis;
- Monitor the number of Car Sharers;
- Hold formal and informal meetings with staff members to understand any issues they may have with travel to and from work.

3.6 The "Aim" targets which are summarised in **Table 3.1** are quantifiable and have been based on the 2011 Census data (Travel to work for Daytime population) for the purpose of this document. The Baseline Mode share and subsequent "Aim" Targets will be ratified within 1 month of the Baseline Survey following consultation with the Council's Travel Plan Officers.

Table 3.1: Aim Targets – Staff Travel				
Mode	Baseline	Target	% Change	
			%	Proportional
Walking	4%	6%	+2%	+50%
Cycling	3%	6%	+3%	+100%
Public Transport (Bus)	4%	6%	+2%	+50%
Car Driver	80%	70%	-10%	-13%
Car Passenger	7%	10%	+3%	+43%
Other	2%	2%	-	-

3.7 In this regard, the primary Aim Targets for Staff Travel are as follows;

- To achieve a 10% reduction in the mode share to car driver alone over the 5-year life of the Travel Plan when compared to the results of the Baseline survey.
- To achieve a 10% increase in travel by sustainable modes over the 5-year life of the Travel Plan when compared to the results of the Baseline survey, with an emphasis on active modes.

3.8 The targets will then be monitored over the course of the life of the Travel Plan as set out in Section 6 and will be reviewed (up or down) if necessary.

4 TRAVEL PLAN STRATEGY

Travel Plan Coordinator

4.1 The contact details of the Travel Plan Coordinator are as follows;

Name: _____

Telephone: _____

Email: _____

Obligations and Responsibilities

The Occupier

4.2 The Occupier will;

- Finalise and fund the implementation of the Travel Plan;
- Appoint a Travel Plan Coordinator prior to the Store opening for trading and provide the Council with the contact details;
- Ensure that the post of the Travel Plan Coordinator will be filled and funded for the duration of the life of the Travel Plan, i.e. through to 5 years after the Store opens for trading;
- Advise the Council of any changes in personnel providing new contact details as appropriate;
- Provide the Travel Plan Coordinator with an appropriate annual budget to implement the Travel Plan.
- Provide the Travel Plan Coordinator with sufficient time to undertake Travel Plan related activities.

Travel Plan Coordinator

- 4.3 The Travel Plan Coordinator will be responsible for:
- Overseeing the implementation of the Travel Plan;
 - Liaison with the Store, Head Office and the Council on matters relating to the Travel Plan;
 - Managing the development and implementation of the Travel Plan measures;
 - Promoting the objectives and benefits of the Travel Plans;
 - Monitoring the success of the Travel Plan against the agreed targets and reporting the results of the Travel Plan to the key stakeholders.
- 4.4 The Travel Plan Coordinator will give a 'human face' to the Travel Plan, explaining its purpose and the opportunities along with providing personalised journey planning advice if requested.

Marketing Strategy

- 4.5 It is recognised that a marketing and communication strategy is key to the success of the Travel Plan. The marketing strategy will aim to raise awareness of the key services and facilities implemented as part of the Travel Plan and in the surrounding area with information disseminated via;
- the Travel Information Packs; and
 - by promotional documentation and messages.
- 4.6 Travel Information Packs provided to all staff at the start of employment. Further details are set out in Section 5.

Funding

- 4.7 The Occupier is fully committed to the implementation of the Travel Plan and will provide all reasonable necessary funding with the aim of achieving the targets.
- 4.8 This will include funding the Travel Plan Coordinator, surveys and implementation of all reasonable necessary measures in line with the obligations set out earlier and in the Action Plan.

5 MEASURES TO ENCOURAGE SUSTAINABLE TRAVEL

- 5.1 The Travel Plan Coordinator will investigate interest in Car Sharing as well as promoting walking, cycling and public transport use. Information including maps and timetables will be provided to advise staff on the benefits of alternative modes of travel. Measures will concentrate on encouraging staff by informing them of the benefit of travelling by alternative modes.
- 5.2 The Travel Plan Coordinator will promote national and regional events such as "Walk to Work Week", "Cycle Week" and "Car Share Day" along with any other events deemed appropriate for the Store. In addition, they will hold "Travel Clinic" for staff where advice on sustainable travel can be discussed with staff given the opportunity to voice any concerns.

Promoting Walking

- 5.3 Walking offers a suitable mode to replace car journeys for distances up to 2km and combined with public transport over longer distances.
- 5.4 The Travel Plan Coordinator will identify, through discussion with staff, problems with external pedestrian routes and will liaise with the local planning and highway authority to encourage maintenance of all pedestrian routes to a high standard and discuss with the local planning authority any further improvements to pedestrian routes and linkages. For example, they will seek to identify any particular safety hazards, poorly lit areas, etc.
- 5.5 In addition, Travel Plan Coordinator will encourage walking by:
- Raising the awareness of the health benefits of walking through promotional material in a travel information pack and on noticeboards;
 - Providing a map showing walking routes, indicating distances and times at appropriate intervals to the store;
 - Promote campaigns on public health or active travel such as Walk to Work and National Walking Month; and
 - Liaise with a local taxi firm to provide competitive rates for staff in case of emergency to replace a regular walk journey.
- 5.6 The Travel Information Packs will include details on the most direct routes to the Store. Whilst this will benefit existing staff members, it will primarily assist new employees when they start.

Promoting Cycling

- 5.7 It is generally accepted that cycling offers the best alternative to the car and public transport for distances up to 8km, with factors such as health, weather and journey purpose all influencing a person's choice to cycle.
- 5.8 There is parking for up to 12 bicycles adjacent to the Store. The Travel Plan Coordinator will monitor the condition and use of the stands to ensure that there is sufficient parking to meet demand.
- 5.9 Changing facilities are provided within the Store. The Travel Plan Coordinator will monitor the usage and condition of the changing facilities with the aim of ensuring that they are maintained and adequate for the demand.
- 5.10 The Travel Plan Coordinator will;
- Provide information to staff on cycle routes in the area and promote the cycling.
 - Identify, through discussion with staff, problems with external cycle routes and discuss possible improvements with the local planning and highway authorities.
 - Hold "Dr Bike" cycle maintenance and advice sessions.
 - Make staff aware of cycle training and information available from the Council
 - Advise staff of the "Cycle2Work" scheme that enables staff to purchase a bicycle in a tax efficient manner with further details available at: <https://www.bike2workscheme.co.uk/>

Promoting Public Transport

- 5.11 The Travel Plan Coordinator will encourage staff living along bus routes to use the bus. They will liaise with staff that uses public transport to keep abreast of their opinion of the services they use. Any concerns will be discussed with the local authority and the operators in an effort to resolve any issues.
- 5.12 General information on public transport services will be made available through the Travel Information Packs with further details available on the Flintshire website at: <https://www.flintshire.gov.uk/en/Resident/Streetscene/Public-Transport/Home.aspx>

Promoting Car Sharing

- 5.13 Staff travel from a wide range of home destinations and as such the car is often the only viable option to reach work. However, it is not necessary that each and every one of these employees bring their own car each day.
- 5.14 The Travel Plan Coordinator will investigate interest in car-sharing and subject to interest set up a database that could include details of staff home postcodes, contact telephone numbers, usual time of travel and any other information deemed appropriate to promote car sharing. There are a number of software packages available that can be used, including commercial packages and websites which enable users to set up their own scheme or link to existing schemes in the vicinity.
- 5.15 The Travel Plan Coordinator will advise staff of the costs associated with running a car and advise them of the various opportunities for car sharing, encouraging them to car share whenever possible given that doing only once week could reduce car travel and demand for parking by up to 20%.

Electric Vehicle Charging Points

- 5.16 There are 2 spaces provided with Electric Vehicle Charging on the Site; the spaces are available for both customers and staff, with use of the spaces requiring the car to be charged.
- 5.17 Details on other charging facilities can be found on websites such as Zap Map (<https://www.zap-map.com/live/>) and Genie Point (<https://www.cpsgenie.com/ds/PublicMap>).

Travel Information Packs

- 5.18 All staff will be provided with a Travel Information Pack upon commencing employment. The Pack will invite persons wishing to raise specific transport-related matters to discuss them with the Travel Plan Coordinator for consideration, and also be to raise awareness of the sustainable travel initiatives being implemented through the Travel Plan including:
- Objectives of the Travel Plan along with benefits;
 - Details of walking and cycling facilities and routes in the vicinity;
 - Details of bus services including a map;
 - Useful websites and Apps for mobiles; and
 - Contact details for local taxi firms.

Personalised Travel Planning

- 5.19 The Travel Plan Coordinator will, on request, assist staff at the Store to plan journeys for their regular commutes with for example assisting in how to navigate websites and purchase tickets along with advising on opportunities to use sustainable modes.

Provision for People with Disabilities & Visual Impairment

- 5.20 Provision for people with disabilities has been built into the design with the following initiatives / design features / measures present:

- Internal stairs have refuge points;
- Wheelchair accessible facilities for use by staff; and,
- All corridors, entrances and access routes are level and of suitable width to allow for wheelchair access.

- 5.21 The Travel Plan Coordinator will, through dialogue with the LPA (if necessary / appropriate), also seek to ensure that routes to / from public transport access points have appropriate provision for people with disabilities and people with visual impairment. Specifically, provision should include:

- All dropped kerbs to contain tactile paving of the appropriate colour,
- Audible pedestrian crossing tones where appropriate; and
- Rotating cones on signalised pedestrian crossings.

6 MONITORING, REVIEW AND TIMESCALES

Monitoring

- 6.1 The Travel Plan Coordinator will arrange for the initial travel surveys to be undertaken within three months of the Store opening for trading. The results of the surveys will be discussed with the Council with the aim of setting / confirming the Aim Targets in Section 3.
- 6.2 The results and subsequently agreed targets will be disseminated to staff within one month of agreeing the targets with the Council. Travel surveys will then be commissioned annually on the anniversary of the Initial Travel Survey.

Review

- 6.3 The results of the Travel Surveys will be discussed with the Council highways officers within one month of each survey. The highways officers and the Travel Plan Coordinator will then review the results and, if appropriate review progress towards the agreed targets.
- 6.4 The Travel Plan Coordinator will produce a Monitoring Report for the Council including;
- A summary of the Travel Survey results including commentary on the year-on-year change;
 - A summary on changes in personnel and staff numbers;
 - A summary of take up of various measures;
 - A summary of events and promotions undertaken in the year; and
 - A summary of the plan for the forthcoming year.
- 6.5 The Travel Plan Coordinator will, in consultation with the Council, undertake a full review of the Travel Plan on the 3rd anniversary of the approval of the document. The review will consider measures promoted to date, their success and the targets with the aim of confirming the adopted approach or amending the Travel Plan if necessary.
- 6.6 If at the end of the 5th year monitoring period the specific targets are not met the measures stipulated in this document should be reviewed and re-implemented if it is deemed necessary following consultation with the Council. Specifically, it depends on which targets have not been met and by how much that would help decide which mitigation measures to re-implement. Alternatively, it may be necessary to revisit the targets. The Travel Plan Coordinator will liaise with the Council to decide what additional measures are the most appropriate.

7 ACTION PLAN

7.1 **Table 7.1** sets out the Action Plan for the implementation of the various measures associated with the Travel Plan along with who is responsible and how funding will be secured. The Action Plan will be reviewed by the Travel Plan Coordinator adding and amending actions as appropriate and necessary.

Table 7.1: Travel Plan Action Plan				
Action	Target	Funding	Measure	Responsibility
Appointment of Travel Plan Coordinator	Prior to the Store opening for trading	Occupier	Appointment of Travel Plan Coordinator	Occupier
Provision of Changing & Storage Facilities	Prior to the Store opening for trading	Occupier	On completion of the Store	Occupier
Investigate interest in Car Sharing	Within 3 months of opening for trading	Occupier	Receipt of survey results	Travel Plan Coordinator
Production of Travel Information Pack	Prior to the Store opening for trading	Occupier	Completed Travel Pack	Travel Plan Coordinator
Baseline Surveys	Within 3 months of opening for trading	Occupier	Receipt of survey results	Travel Plan Coordinator
Set Targets	Within 1 month of Baseline Surveys	Occupier	Receipt of survey results	Travel Plan Coordinator
Promote Active Modes	On-going with emphasis on summer months	Occupier	On-going	Travel Plan Coordinator
Maintenance of Cycle Parking	Inspected on an annual basis and maintained as necessary	Landlord	On-going	Estate Manager
Interim Surveys	On the 1 st , 3 rd and 5 th anniversary of the Baseline Travel Survey	Occupier	Receipt of survey results	Travel Plan Coordinator
Review of Travel Plan	Within 1 month of the Interim Surveys	Occupier	Receipt of survey results	Travel Plan Coordinator
Full Review of Travel Plan	To undertake a detailed review of the Travel Plan around the 3 rd anniversary of approved Travel Plan	Occupier	Review of Travel Plan with Council Travel Plan Officers	Travel Plan Coordinator and Travel Plan Officers
Achieve Targets	5 years after Baseline Survey	Occupier	Receipt of survey results	Travel Plan Coordinator

