



Proposed Aldi Food Store

Afan Way, Port Talbot

## **STAFF TRAVEL PLAN**

**Prepared by: Entran Ltd**

**On behalf of: Aldi Stores Limited**



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Proposed Aldi Food Store

Afan Way, Port Talbot

## TRAVEL PLAN

Revision	Date	Notes	Author	Checked	Approved
-	June 2023	Issue	DJA	DTW	RGW

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## 1.0 INTRODUCTION

### 1.1 Overview

- 1.1.1 Entran Ltd has been appointed by Aldi Stores Ltd to prepare a Travel Plan in connection with the proposed food retail development. This document is relevant to staff of the proposed Aldi store and will suggest initiatives to maximise the sustainable transport opportunities of the site and will, prior to trading, be developed as a standalone document. This Travel Plan has been prepared in line with national, regional and local policy and should be seen as an on-going process that will be implemented by the occupiers of the development.

### 1.2 Development Proposals - Overview

- 1.2.1 As shown in **Appendix A**, the proposal comprises:

#### ACCESS

- Primary vehicle and pedestrian access from Afan Way with Aldi servicing via a separate access to the rear of the site
- Access form via right turn ghost island with a two lane exit
- Direct Pedestrian and cycle access to both store fronts

#### ALDI

- 1931 sqm GFA Aldi
- Total 117 customer car parking spaces including;
  - 6 Disabled parking bays
  - 9 P&C parking bays
  - 4 external Sheffield cycle stands
  - 12 active EVCPs

#### COFFEE DRIVE THRU (excluded from this Travel Plan)

- 188 sqm GFA coffee drive thru;
- Total 20 customer car parking spaces;
  - 2 Disabled parking bays
  - 2 external Sheffield cycle stands
  - 6 active EVCPs

### 1.3 Site Location and Scale

- 1.3.1 The application site is located on Afan Way, Port Talbot.
- 1.3.2 Aldi have a policy of limited trading hours, which are generally as follows:
- Monday – Saturday 0800am – 2200pm; and
  - Sunday 1000am – 1700pm.
- 1.3.3 Up to 40 staff are employed at each store, comprising a Store Manager, Assistant Store Manager and Store Assistants.



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## **1.4 Travel Plan Structure**

1.4.1 The Travel Plan for the site is structured as follows:

- What is a travel plan?
- Policy;
- The development and its location;
- Travel Plan Approach;
- Objectives and Benefits;
- Measures, Actions and Targets; and
- Monitoring Strategy.



## 2.0 WHAT IS A TRAVEL PLAN

### 2.1 Introduction

2.1.1 A Travel Plan seeks to reduce car use, encouraging alternative transport choices and reducing the need to travel. It sets aims and tangible targets so that 'real' change in transport behaviour can be achieved i.e. encouraging a modal shift away from single occupancy car use to more sustainable means of travel such as public transport, walking and cycling.

2.1.2 A clear definition of a Travel Plan is as follows:

***“A Travel Plan is a long term travel management strategy built on a package of site specific measures aimed at promoting sustainable travel, with an emphasis on reducing reliance on single occupancy car journeys and reducing the need to travel.”***

2.1.3 The ultimate aim of any Travel Plan should be to influence long term changes in travel behaviour by providing the right package of measures that promote and value sustainable transport initiatives. It is crucial to the success of a Travel Plan that the measures are site specific and tailored to the needs of the existing and future users of the site.

2.1.4 A Travel Plan is a dynamic process which will grow and develop with time, and with the changing circumstances of the site and the environment in which it works. It should be stressed that the Travel Plan will be flexible when determining which exact measures are implemented, and allow for changes to be made in line with Travel Plan performance.

### 2.2 Why a Travel Plan is required

2.2.1 A Travel Plan should be viewed as a positive tool that will have a real benefit to the users of the site and to the surrounding area. By submission of this document the applicant is committing the operator of the site to implement the recommendations of this TP.

2.2.2 Travel Plans help to reduce the impact of travel on the environment and reduce costs for individuals and have a number of benefits such as:

- Helping to inform the design and operation of the development;
- The promotion of measures such as walking and cycling, which can help to improve the health of staff at the site;
- The reduction in the cost of travelling to and from the site;
- The reduction of congestion and improved access to the site. This has the knock on effect of reducing local pollution levels in terms of noise and harmful vehicle emissions such as Carbon Monoxide; and
- The improvement of accessibility by facilitating and promoting sustainable transport initiatives, thus reducing the reliance on the car.

### 2.3 Components of the Travel Plan

2.3.1 As explained earlier, this draft TP sets the parameters for a full TP to be developed following interpretation of the proposed initial travel surveys. There are a number of key components required within the TP to ensure that an effective and successful strategy is implemented. The key components include:

- Background Information – the existing travel habits of staff must be identified and the reasons for them understood, before any attempt can be made to influence transport choices;
- Objectives and targets – once the existing conditions are known and appropriate audits undertaken, realistic, attainable, time-bound objectives can be developed, in the light of operational and budgetary constraints. Objectives and targets may be different. Objectives may



be as abstract as explaining the reason for implementing certain measures whereas targets may be measurable outcomes or goals;

- Measures – having set the objectives the appropriate measures required to attain them should be identified. This process will be an evolutionary one and the measures adopted may vary over time as new partners are found and the effectiveness of measures are evaluated. Therefore, both long and short term policies and initiatives need to be developed. As directed the measures should be 'worked up' in partnership with the local highway and planning authorities;
- This TP identifies two types of measure; secured and potential. The secured measures are those which will be delivered as part of the proposed TP. These may include both infrastructure and management practices. The proposed measures are those which are not considered appropriate at this stage but which will need to be reviewed following each survey and review session;
- Raising awareness and Marketing – it is essential, if the plan is to succeed, for the staff to "take ownership" of the Plan. A wave of awareness and involvement must be created and the strategy to achieve this must be flexible, but an outline approach is set out within this TP; and
- Monitoring and Review – The range of success achieved can only be recognised if attitudes to transport and the measures adopted are monitored from the beginning. This TP therefore sets a programme for surveys and reviews.

2.3.2 It should be noted that each TP is a document that will evolve over time as additional information becomes available and the travel habits of staff change. To consider any document to be the definitive TP for the development will lead to an ineffective, and ultimately, obsolete initiative. The plan needs to set out the policy objectives and initiatives, but allow them to develop and evolve over time.



### 3.0 THE DEVELOPMENT AND ITS LOCATION

#### 3.1 Development Composition

3.1.1 The proposal comprises:

##### ACCESS

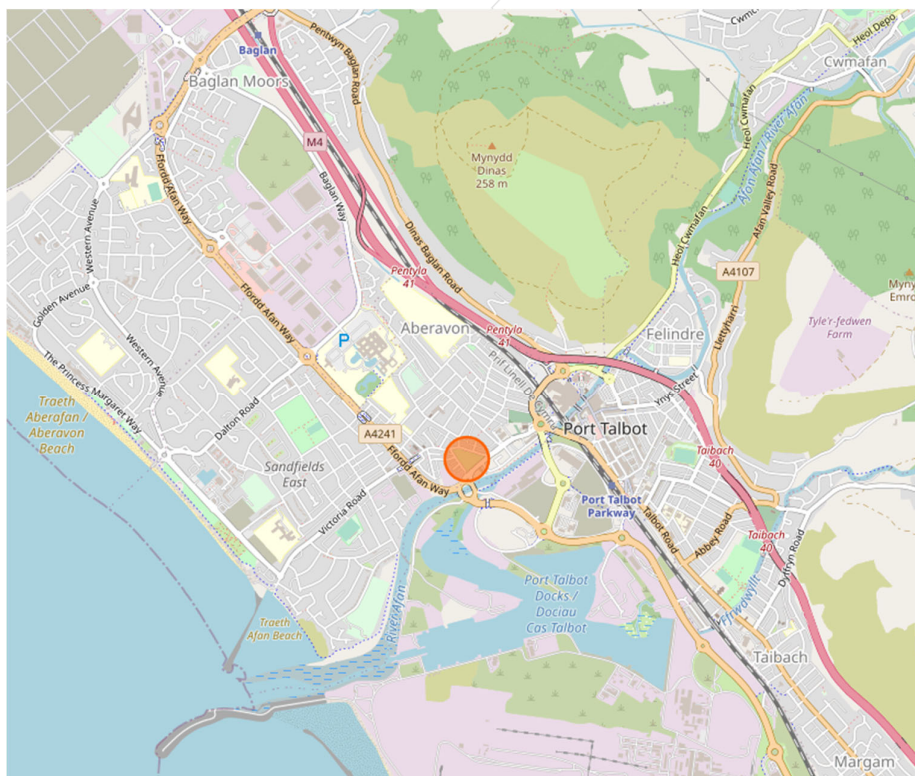
- Primary vehicle and pedestrian access from Afan Way with Aldi servicing via a separate access to the rear of the site
- Access form via right turn ghost island with a two lane exit
- Direct Pedestrian and cycle access to both store fronts

##### ALDI

- 1931 sqm GFA Aldi
- Total 117 customer car parking spaces including;
  - 6 Disabled parking bays
  - 9 P&C parking bays
  - 4 external Sheffield cycle stands
  - 12 active EVCPs

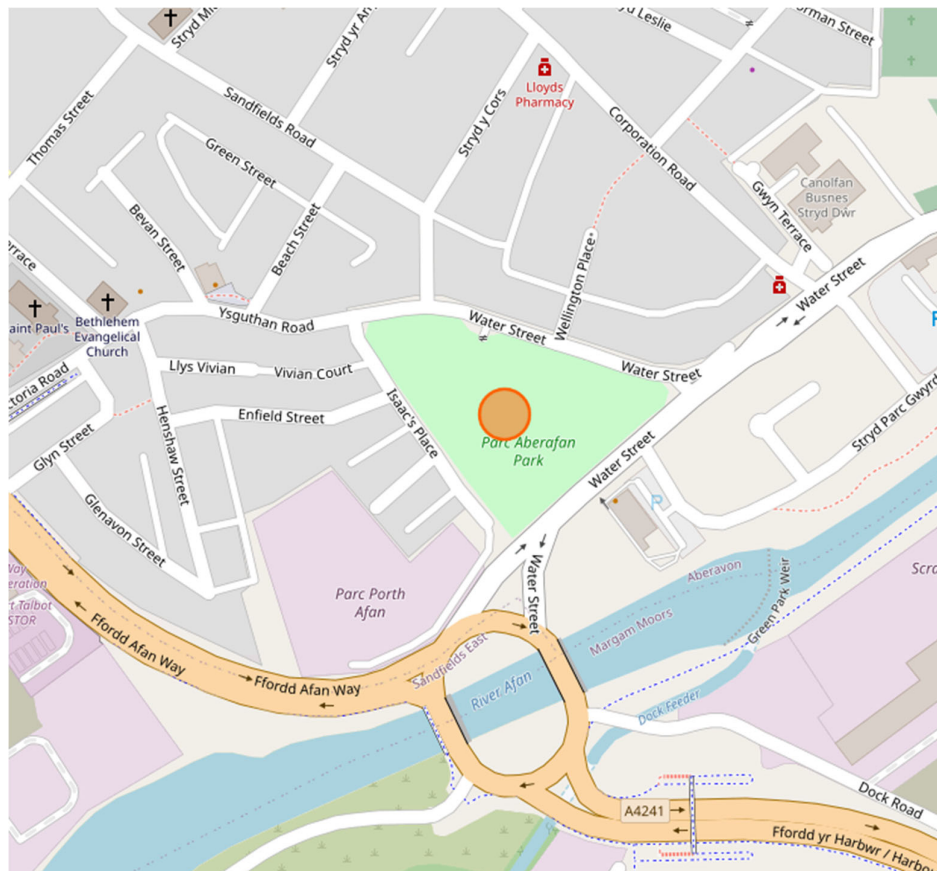
3.1.2 The application site is located on Afan Way, Port Talbot some 650m south of Port Talbot Town Centre. The strategic site location is illustrated in **Figure 3.1** with the local context shown in **Figure 3.2** below.

**Figure 3.1 - Strategic Site Location**



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**Figure 3.2 - Local Context**



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## 3.2 Local Transport Network

### Site Access

- 3.2.1 Although now not in use, the site previously benefitted from two access points.
- 3.2.2 The accesses were formed as simple priority junctions with no dedicated footways provided into the site.
- 3.2.3 The existing site access arrangement is illustrated below in **Figure 3.3**

### **Figure 3.3 – Existing Site Access**



### Local Highway Network

- 3.2.4 Afan Way turning in to Water Street forms a c.10m wide street lit single carriageway road with numerous right turn lanes and hatched areas bounded by footways to both sides. The local speed limit is 30mph.
- 3.2.5 Afan way / Water Street links the site to the A4241 to the south of the site and the Town Centre / A48 to the north, from where the greater highway network can be accessed.

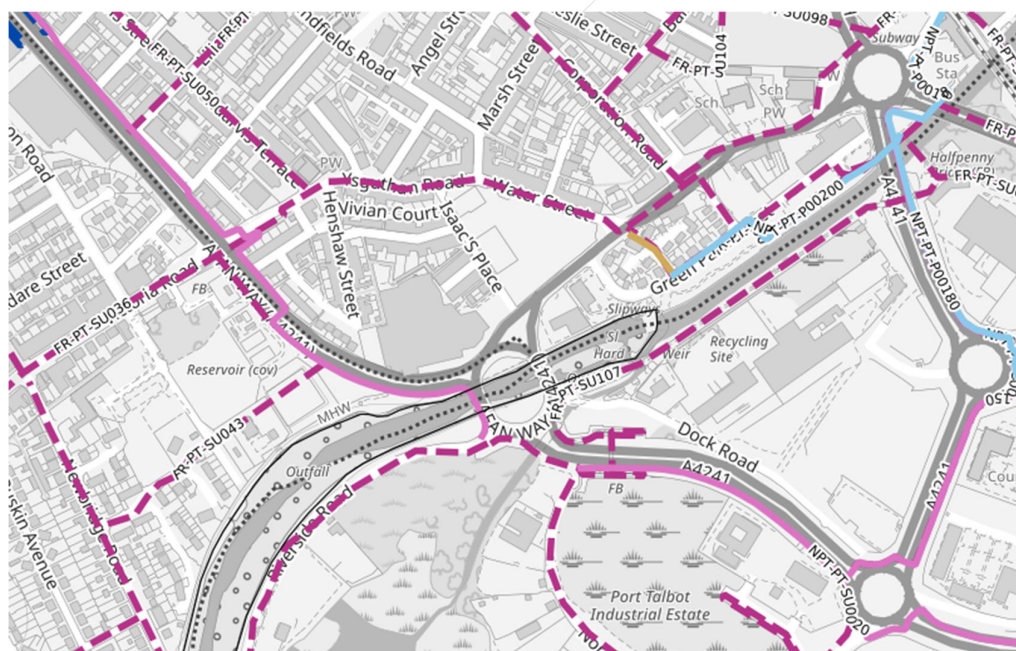
### Sustainability audit

- 3.2.6 Initial pedestrian, cycle and public transport audits have been carried out for the area surrounding the site to include an analysis of the current facilities for journeys by modes other than the private car.

### Pedestrian and Cyclists

- 3.2.7 Active Travel Wales Design Guidance (2014) sets out the procedures and processes to meet the goals of the Active Travel Wales Act 2013. The aim is to make active travel (e.g. walking and cycling) the most attractive option for most shorter journeys, and to leave the car behind where suitable to do so. The Act requires local authorities to produce active travel maps and deliver continuous year on year improvements in active travel routes and facilities.
- 3.2.8 An active travel map for walking and cycling has been produced for Port Talbot which is summarised below in **Figure 3.4** and highlights the range of current active travel routes in the local area. This is now explored in context to existing facilities surrounding the site. Map notes are solid lines representing existing walking and cycling routes, with dashed lines representing proposed future routes.

**Figure 3.4 – Active Travel Map for Local Area**



- 3.2.9 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”.
- 3.2.10 Acceptable walking distances will vary considerably depending on various factors such as fitness and land topography; however, guidelines by the Institution of Highway 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
- 3.2.11 Manual for Streets usefully adds '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).
- 3.2.12 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".
- 3.2.13 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".
- 3.2.14 Design Guidance: Active Travel (Wales) Act 2013 deals with the needs of cyclists at section 4.8 and considers amongst other things Factors Affecting Cycling Effort. Section 6 deals with Designing for Walking and Cycling.
- 3.2.15 The key objectives of national and local policy is minimising the need to travel, reducing the proportion of journeys made by private car by making the use of public transport, making walking and cycling more attractive, influencing the location and layout/links between development to maximise the use and value of existing and planned sustainable transport investment. The goal is to make cycling and walking a realistic choice for a range of journeys encouraging access for all age groups and abilities.

#### Walking and Cycling

- 3.2.16 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 controlled and uncontrolled pedestrian crossing points with dropped kerbs.
- 3.2.17 There is good permeability of footway links through the local area with a network of footpaths and footways adjacent and to the south of the site linking the site to residential areas. A good proportion of travel to and from an ALDI store is often made on foot therefore this would provide a good environment to aid connected journeys by this mode of travel.
- 3.2.18 Footways are provided on both sides of Afan Way with a crossing point provided approx. 60m to the north of the site access which includes dropped kerbs, tactile paving and refuge as well as some traffic calming.
- 3.2.19 There are no identified hazards to pedestrians accessing the site.
- 3.2.20 There is no existing dedicated cycle provision local to the site, that said the majority of the side roads which form the main non-car access routes are subject to 20mph speed limits and benefit from traffic calming. These routes therefore afford cyclists adequate opportunity to cycle to the site. However, and as shown above, the Council have numerous schemes coming forward that will actively promote travel to the site by bike.
- 3.2.21 This review of facilities and routes has identified that there are no major obstacles to customers or staff walking or cycling to and from the site.

#### Public Transport

- 3.2.22 Four existing Bus services pass along Water Street, with stops including layby, shelter and raised kerbs located within 100m of the site, with no obstructions to pedestrians accessing the stops to/from
- 3.2.23 These routes are 84, 85, 86 and 87/88, with the town's bus station some 480m from the site.

3.2.24 It can be concluded that the site is very well located to allow for customers to access the site by bus.

3.2.25 Bus mapping is shown in **Figure 3.5** below.

**Figure 3.5 – Bus Map**



Summary

3.2.26 It is evident that opportunities exist to travel to and from the site by foot, by bike and local public transport. This is a good site to promote sustainable travel and reduce reliance on the private car.



## **4.0 TRAVEL PLAN APPROACH**

### **4.1 Introduction**

- 4.1.1 This Travel Plan has been prepared as a concise document to present the Company's commitment to managing multimodal access to its development.
- 4.1.2 Aldi are also committed to reducing reliance on the private car for journeys to work and maximising the potential and opportunities for employees to travel by sustainable modes. In this regard, this Travel Plan has been developed with reference to both local and national guidance.
- 4.1.3 This Plan presents a long term strategy for reducing dependence of staff on travel by private car and in this regard this Travel Plan itself will be an ever evolving document, amended as required once the referred staff travel surveys have been completed. The Plan will then naturally evolve and change as subsequent staff surveys are undertaken.

### **4.2 Approach**

- 4.2.1 In order for a Travel Plan to be successful, it must influence behaviour as opposed to dictate a specific modal use. In order for this to be achieved, the Plan must successfully alter an individual's perception in the following ways:
  - the Individual must be able to appreciate that a change in behaviour will benefit them;
  - he/ she is enabled to change his/her behaviour; and
  - An individual must be encouraged to take action, by experimenting with transport modes.
- 4.2.2 Measures should focus on the areas that need most development in order to ensure that all of the above factors are covered. A Travel Plan should therefore consider as a minimum the following three points:
  - Raise awareness of the Travel Plan and its benefits, the sustainable transport infrastructure and incentives to encourage use;
  - Improve accessibility and to discourage single occupancy vehicle use as a primary mode of travel; and
  - Measures should be developed and provided to encourage a behavioural shift and adoption of sustainable modes of transport.



## 5.0 OBJECTIVES, BENEFITS AND TARGETS

### 5.1 Objectives

5.1.1 The primary purpose of this Travel Plan is to determine a realistic range of actions to encourage the use of more sustainable modes of transport to travel to and from the site. The principle objectives of the Travel Plan are therefore:

- To encourage staff to use more sustainable modes of transport to travel to and from the site;
- To improve awareness of transport issues and reduce the impact of traffic on the local environment;
- To raise customer awareness of sustainable travel options;
- To minimise the proportion of private car journeys to and from the proposed development;
- To increase the proportion of journeys to and from the proposed development by sustainable modes of transport in particular car share; and
- To minimise the number of single occupancy car trips to and from the proposed development.

### 5.2 Benefits

5.2.1 This Travel Plan will assist both staff and customers in making an informed decision on how they travel to and from the site and encourage them to use sustainable transport. This will reduce reliance on single occupancy car travel and encourage a reduction in car trips generated by the development.

5.2.2 Other benefits of the Travel Plan may include:

- Reduction in congestion and traffic related pollution;
- Increase in employee attendance levels; and
- A healthier work force.

5.2.3 Table 5.1, below, summarises some of the benefits of implementing a TP and indicates who will benefit.

**Table 5.1: Who will benefit from the Travel Plan?**

Benefit	Visitors	Staff	Community/ Environment
Cost Savings	√	√	
Healthier staff and reduced absenteeism	√	√	
Improved site access	√	√	√
Reduced Congestion	√	√	√
Reduced accidents	√	√	√
Improved staff morale		√	
Improved quality of life	√	√	√
Reduced stress	√	√	
Improved local air quality	√	√	√



Reduced noise			√
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### 5.3 Targets

- 5.3.1 Table 5.2 below presents expected and proposed mode share targets. Mode share targets should, however, be re-entered following the results of the first survey and based on this information, future achievable 'SMART' targets to be devised in liaison with the Local Authority. Nevertheless, based on collected staff travel data from other Aldi stores the following indicative minimum targets are proposed in the first instance (see Table 5.2 below).
- 5.3.2 It should be noted that the following table provides both staff numbers and percentage splits and is based on recent surveys at other sites. Future targets and reviews have to be carefully considered against the limited staff numbers to ensure unrealistic aspirations do not unnecessarily burden the Travel Plan initiatives.

Mode of Travel	Expected Initial Modal Split	2 year Modal Split Target	5 Year Modal Split Target
Car Driver	80%	78%	75% ✓
Car Passenger, Cycle, Walk, Bus	20%	22%	24%
Motorcycle	0%	0%	1%

**Table 5.2 – Indicative Staff Mode Share Targets**

- 5.3.3 The above targets will be reviewed and amended as survey information becomes available and appropriate measures as stated later in this Travel Plan introduced.





## 6.0 MEASURES AND ACTIONS

### 6.1 Background

6.1.1 A wide range of measures and actions will be used to encourage car-sharing, public transport use, cycling and walking in accordance with national and local policies.

6.1.2 Firstly, within two months of opening Entran Ltd be appointed as the Travel Plan Co-ordinator, Entran Contact details:

Robert Williams,  
Entran Limited  
2nd & 3rd Floors  
Northgate House  
Upper Borough Walls  
Bath  
BA1 1RG  
Tel: 0117 937 4077

6.1.3 At this point all partners to the Travel Plan will be advised of the appointment.

6.1.4 Entran will, on all matters, liaise with Aldi's Property Director Rob Jones, who will ensure that internally all measures are implemented. If any internal matters arise with the Travel Plan, the communication process will be reversed.

### 6.2 Measures and Actions

6.2.1 The Travel Plan Co-ordinator will ensure that the Travel Plan is implemented; operating efficiently and that all the measures for encouraging sustainable travel are in place. Responsibilities include:

- Promoting and encouraging travel modes other than the car, including providing information to staff via a notice board in the staff room, which will be checked every three months;
- Promoting car sharing;
- Identify employee travel habits through staff surveys;
- Monitoring and reviewing the Travel Plan; and
- Ensuring the needs of the less mobile is incorporated in the Plan.

6.2.2 The measures developed on site shall be largely based on the outcomes of the initial travel survey. Some measures are essential in meeting with current standards, for example the quantity of cycle and car parking provision, other measures will be unique to the site. As such the following sections are intended to give an overview of the potential measures that could be implemented by the Travel Plan Co-ordinator if the travel survey highlights them as being appropriate.

### 6.3 TP Measures

6.3.1 Due to the changing characteristics of the development over time it would be ineffective for the TP to specify TP measures or funding for measures that may not be required, Nevertheless, funding will be made available for the implementation of measures should the need arise through the monitoring process. In this regard therefore, required measures must be determined by reference to travel surveys and importantly, an understanding of the factors that would motivate staff to alter their travel behaviour. The programme of surveys and monitoring therefore not only needs to identify travel behaviour but also attitudes to travel and key motivators for change.

6.3.2 Notwithstanding this, the TP's measures are divided into sub-categories:

- Hard measures – these are infrastructure provision or improvements;
- Soft measures – these are management measure, incentives, marketing initiatives etc;



- Secured measures – these are measures that will be implemented; and
  - Failsafe measures – these are an ‘arsenal’ of measures available to the TP Coordinator to be chosen according to survey feedback so that resources can be targeted towards those measures found to be most effective.
- 6.3.3 The following tables describe both secure and failsafe measures per mode. Secure measures are those that will be adopted prior to recruitment of staff or as part of the build process, with the failsafe measures being those that could be introduced should the need arise.
- 6.3.4 In addition, all employees will receive details of the TP upon commencement of employment and a copy of the TP will be kept in the staff room.

Hard measures	
Secured	Failsafe
<ul style="list-style-type: none"> <li>• Good on-site lighting;</li> <li>• Lockers;</li> <li>• New footway across store frontage</li> </ul>	<ul style="list-style-type: none"> <li>• Additional pedestrian signage;</li> </ul>
Soft measures	
Secured	Failsafe
<ul style="list-style-type: none"> <li>• Marketing – promoting walking in all written and electronic material - Travel pack</li> <li>• Notice board in staff room displaying the above</li> </ul>	<ul style="list-style-type: none"> <li>• Personalised Travel Planning.</li> </ul>

**Table 6.1 - Measures to encourage walking**

Hard measures	
Secured	Failsafe
<ul style="list-style-type: none"> <li>• Good on-site lighting;</li> <li>• 10 external prominent and covered cycle parking spaces via Sheffield loops– usage to be monitored – See Appendix E</li> <li>• Provision for in-store cycle storage facilities for employees convenient to staff room</li> <li>• Implement the Government backed cycle purchase scheme (Aldi standard)</li> </ul>	<ul style="list-style-type: none"> <li>• Additional cycle parking</li> </ul>
Soft measures	
Secured	Failsafe
<ul style="list-style-type: none"> <li>• Marketing – promoting cycling in all written and electronic material - Travel pack</li> <li>• Notice board in staff room displaying cycle routes to and from the development</li> </ul>	<ul style="list-style-type: none"> <li>• Negotiated discount with local bike shop;</li> <li>• Personalised travel planning.</li> </ul>

**Table 6.2 - Measures to encourage cycling**

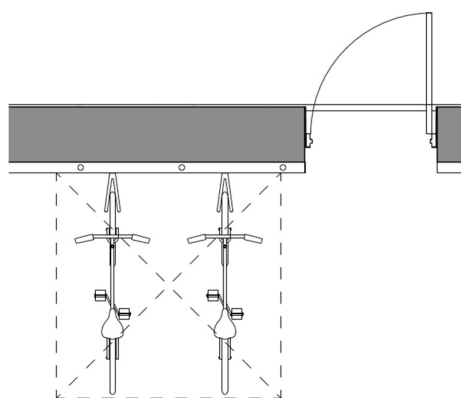
Soft measures	
Secured	Failsafe
<ul style="list-style-type: none"> <li>Marketing – promoting the use of public transport in all written and electronic material; Travel pack (including bus routes and bus/train timetable info)</li> <li>Travel notice board in staff room displaying bus timetables</li> </ul>	<ul style="list-style-type: none"> <li>Personalised travel planning;</li> <li>Investigate bus discounts for staff</li> </ul>

**Table 6.3 - Measures to encourage public transport use**

Hard measures	
Secured	Failsafe
<ul style="list-style-type: none"> <li>Marketing – promoting car sharing in all written and electronic material as well as interview and induction process</li> <li>Guaranteed ride home (emergency only)</li> </ul>	<ul style="list-style-type: none"> <li>Personalised travel planning</li> </ul>

**Table 6.4 - Measures to encourage car sharing**

- 6.3.5 The Travel Pack (to be agreed with NPTC) will contain information on the alternatives to single-occupancy car use available to staff including;
- comprehensive walking and cycling route maps linking the site to local infrastructure including shops, residential areas and bus station
  - Bus maps and timetables as well as leaflets describing the health benefits of cycling and walking;
  - contact details of the Travel Plan Co-ordinator for the site; and
  - Useful resources such as the Transport Direct Journey Planner website to enable people to plan their own journeys.
- 6.3.6 Travel Packs will be issued to all staff as part of their induction process. Staff will also be advised of the Travel Plan and Pack during the interview process.
- 6.3.7 Typical warehouse cycle parking is shown below as **Figure 6.1**.



**Figure 6.1 Warehouse Cycle Parking**



## 7.0 MONITORING

### 7.1.1 Monitoring Strategy

7.1.1 An important part of the Travel Plan is the continual monitoring and review of its effectiveness. It is essential that a Travel Plan is not a one-off event, but a continually evolving process. Regular monitoring and reviewing will help to gauge progress towards targets and objectives, and, if necessary, enable the Travel Plan to be refined and adapted in order to improve its progression.

7.1.2 The stages to monitoring a Travel Plan include:

- Collection of base data i.e.: soon after opening and resultant setting of travel mode targets;
- Measures implemented over a period of time are recorded;
- Collection of future data at defined point;
- Comparison of data collected; and
- Review of mode share against target and resultant implementation of new measures or setting of revised targets.

7.1.3 In terms of this Travel Plan, it is important to note that it will not be possible to collect any 'before' data for the site since it is currently in a different land use.

### 7.2 Survey of Employee Travel Patterns

7.2.1 The effectiveness of the Travel Plan will need to be monitored and reviewed in partnership with the local authority. This review process will identify the most effective measures and key motivators influencing people's travel choices. The schedule of monitoring and review will be as follows:

Survey	Date	Review / Reports
1.	2 months after first occupation	<ul style="list-style-type: none"> <li>• Within 1 month of survey review survey findings and report to local authority. Submit Final Travel Plan to NPTC for approval</li> <li>• Feedback findings to staff within 1 month of local authority review</li> <li>• Senior staff member to implement review outcomes and Travel Plan within 2 months of being approved</li> </ul>
2.	1 year after first occupation	<ul style="list-style-type: none"> <li>• Identify actions from Review 1</li> <li>• Review survey 2 findings and report to local authority within 1 month of survey and update Travel Plan</li> <li>• Feedback findings to staff within 1 month of local authority review</li> <li>• Senior staff member to implement review outcomes prior to Survey 3.</li> </ul>
3.	2 and 5 and years after first occupation	<ul style="list-style-type: none"> <li>• Identify actions from Review 2</li> <li>• Review survey 3 findings and report to local authority within 1 month of survey and update Travel Plan</li> <li>• Feedback findings to staff within 1 month of local authority review</li> <li>• Senior staff member to implement review outcomes.</li> </ul>

**Table 7.1 – Schedule of monitoring and review**



7.2.2 The communication strategy, monitoring and review process contained within this document will instil a culture of sustainable travel within the company and focus resources on the methods most effective in reducing single car occupancy.

7.2.3 A sample staff questionnaire is included as **Appendix B**.

### **7.3 Partnership Arrangement**

7.3.1 As discussed, the Travel Plan will be monitored to ensure that the aims and objectives are met and that the development accords with the terms of the planning permission.

7.3.2 The Local Authority are an important partner in the Travel Plan process. However, it is important that the relationship between the site occupiers and the Councils is a genuine partnership arrangement and not seen by any party as being a matter of enforcement or penalties. With this in mind all objectives or targets must be agreed by all parties as being:

- challenging;
- realistic;
- measurable; and
- achievable.

7.3.3 If the objectives do not meet all these requirements they will be ineffective.

7.3.4 The Travel Plan will be a continuously evolving 'live' document. It may therefore be necessary to amend mode share baselines and targets depending on the result of the on-going surveys. These evolving changes should be communicated to and agreed with the Council.

7.3.5 If targets or objectives are not met it may be decided following discussions between the Travel Plan Co-ordinator and the Council that measures could be modified or alternative measures implemented



# Appendix A





**KEY**

- Application Boundary
- Denotes tarmac finish
- Denotes concrete surface finish
- Denotes concrete slab finish
- Denotes gravel finish
- Denotes conservation paving, colour charcoal grey
- Denotes block paving, herringbone pattern, permeable / non-permeable
- Denotes outdoor paving tile, Urbex Natural 600 x 600mm
- Denotes outdoor paving tile - 45 degrees, Urbex Charcoal 600 x 600mm
- Denotes landscaped area with misc planting within application area. Refer to separate soft landscaping proposals
- Denotes parking space with electric vehicle charging point
- Denotes parking space with infrastructure installed for the future conversion to electric vehicle charging point
- Existing tree. Refer to arboricultural report
- Proposed tree. Refer to soft landscaping proposals
- Existing site level
- Proposed site level
- Timber acoustic grade fence
- 1.8m high timber close boarded fence
- 1.1m high railing
- 0.45m high timber knee rail
- Denotes lighting column
- Heavy duty bollards
- New stainless steel anti ram bollards


**ANNOTATIONS**

- 1 New service yard entrance in approximate location of existing site entrance
- 2 Proposed site access with right hand filter lane off Afan Way and two lane egress
- 3 Pedestrian crossing
- 4 Pedestrian access
- 5 Existing electric sub station with area of hardstanding for access
- 6 Existing facing brick masonry boundary / retaining walls retained
- 7 Vehicle crash barrier and retaining wall to Afan Way
- 8 Existing masonry wall along Water Street to be rebuilt as facing brickwork retaining wall
- 9 Low noise external plant area enclosed by acoustic grade timber fence and 2.5m high palisade fencing. Galvanised finish
- 10 Retaining wall with guard railing above
- 11 1.8m high close boarded fence to site boundary
- 12 Vehicle restraint barrier
- 13 New facing brick boundary retaining wall with 1.1m high railings above along Isaac's Place
- 14 Bicycle stands
- 15 Proposed Aldi double pole sign. Location subject to separate advertisement consent and agreement with the statutory authority to build within the sewer easement.
- 16 Proposed Starbucks totem sign position. Location subject to separate advertisement consent and agreement with the statutory authority to build within the sewer easement.
- 17 Future gigabit broadband provision brought into site. Location indicative
- 18 Surface water attenuation pond for highway drainage, subject to separate sab and highway application
- 19 Covered trolley bay
- 20 Parent & Child spaces
- 21 Disabled spaces
- 22 Active EVCP spaces
- 23 Loading bay ramp and bin store
- 24 Starbucks bin store and plant area
- 25 Approximate location of existing telegraph poles. Service to be diverted

ALDI PARKING	117	STARBUCKS PARKING	28	PARKING TOTAL	145
Typically 2.6m w x 5.0m l spaces		Typically 2.6m w x 4.9m l spaces			
STANDARD	90	STANDARD	20	STANDARD	110
DISABLED	6	DISABLED	2	DISABLED	8
PARENT & CHILD	9	PARENT & CHILD	2	PARENT & CHILD	9
ACTIVE EVCP	12	ACTIVE EVCP	6	ACTIVE EVCP	18

APPLICATION AREA	12,135 sqm / 2.999 Acres / 1.214 Hectares	ALDI BICYCLE SPACES	8	STARBUCKS BICYCLE SPACE	3	TOTAL BICYCLE SPACES	11
------------------	---	---------------------	---	-------------------------	---	----------------------	----

Rev	Date	By	App	Note
P05	09/06/23	JS	GS	External lighting column and bollard positions updated.
P04	07/06/23	JS	GS	2no trees relocated to avoid proposed lighting column positions.



**Kendall Kingscott**  
Chartered Architects  
Chartered Building Surveyors  
Interior Designers  
CDM Services

Project: **Burrows Yard, Afan Way, Port Talbot**

Client: **Aldi Stores Ltd**

Scale: **1:500 ISO A1**

File Name: **170466 PORT TALBOT\_PLANNING.vwx**

Date: **20/03/23**

Drawn: **JS**

Checked: **GS**

Proposed By: **PLANNING**

Project Number: **170466-1300**

Drawing Number: **P05**

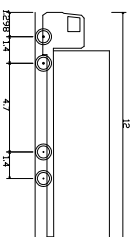


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2<sup>nd</sup> & 3<sup>rd</sup> Floors | Northgate House | Upper Borough Walls | Bath | BA1 1RG  
 TELEPHONE : 0117 937 4077

PROJECT TITLE		<b>PROPOSED ALDI FOODSTORE</b>	
DRAWING TITLE		<b>AFAN WAY, PORT TALBOT</b>	
DRAWING TITLE		<b>PROPOSED ACCESS - SWEPT PATH ANALYSIS</b>	
DATE	24.4.23	SCALE	1:500 AT A4
DRAWN	DJA	CHECKED	RW
DWG SIZE	A4	DRAWING NUMBER	SK05
		STATUS	APPROVED RW
		REV	-



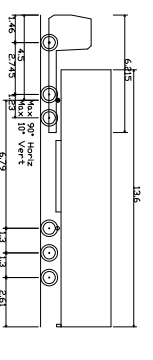
Rigid Truck  
 Overall Length 12.000m  
 Overall Width 4.700m  
 Overall Body Height 4.400m  
 Track Width 1.400m  
 Kerb to lock time 1.400m  
 Turning Radius 11.900m





2<sup>nd</sup> & 3<sup>rd</sup> Floors | Northgate House | Upper Borough Walls | Bath | BA1 1RS  
 TELEPHONE : 0117 937 4077

PROJECT TITLE		<b>PROPOSED ALDI FOODSTORE</b>	
DRAWING TITLE		<b>PROPOSED ACCESS - SWEPT PATH ANALYSIS</b>	
DATE	16.5.23	SCALE	1:500 AT A4
DRAWN	DJA	CHECKED	RW
DRAWING NUMBER		SK05	
REV		A	
DWG SIZE	A4	DRAWING NUMBER	SK05
STATUS		APPROVED RW	



Aldi - HEV\_16.813  
 Overall Length 12.6m  
 Overall Body Height 2.41m  
 Min Body Ground Clearance 0.44m  
 Max Track Width 2.57m  
 Kerb to Kerb Time 6.35m  
 Kerb to Kerb Turning Radius 6.35m



## Appendix B





# 1. Staff Travel Survey

Aldi is constantly looking to develop it's Travel Plan and evaluate the travel options available to staff and visitors. Your involvement in the development of the plan is crucial, please spare a few minutes to complete the questionnaire. All the information you provide will be treated in strictest confidence. Please tick the boxes that correspond to your answers or write in the spaces provided as appropriate.

## SECTION A: ABOUT YOUR JOURNEY TO THE SITE

**1. Where do you travel from to come to the site?**

Postcode \_ \_ \_ \_ \_ Street.....  
 Town.....

**1a. How many times do you normally travel to the store each week? .....**

**1b. At what time do you normally arrive?**  
 .....

**2. How often do you use the following means of transport to travel to work?  
 (tick appropriate box in each column)**

	Walk	Cycle	Bus	Train	Car Driver (alone)	Car Driver (with others)	Car Passenger	Other (specify)
5 days a week or more								
3 or 4 days a week								
Once or twice a week								
1 to 3 times a month								
Less								



**SECTION B: IF YOU EVER TRAVEL TO THE STORE BY CAR**

**3. What are your main reasons for using a car to get to work?**

*Please tick up to 4 boxes*

Time savings	<input type="checkbox"/>	Health Reasons	<input type="checkbox"/>
Cost savings	<input type="checkbox"/>	Use the car during the day	<input type="checkbox"/>
Convenience/flexibility	<input type="checkbox"/>	Lack of suitable alternative transport	<input type="checkbox"/>
Dropping off/Collecting Children	<input type="checkbox"/>	Other (please state) ..... .....	<input type="checkbox"/>

---

**4. Would you be prepared to car share?**

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Maybe	<input type="checkbox"/>	I already car share	<input type="checkbox"/>
Comments ..... ..... .....			

**SECTION C: ALTERNATIVES**

**5. Which of the following would encourage you to use the bus for your journey to/from work? If you already travel by bus, which would you like to see?**

*Please tick up to four boxes.*

Direct Bus Services	<input type="checkbox"/>	More frequent bus services	<input type="checkbox"/>
Improved waiting facilities e.g. shelters, seating	<input type="checkbox"/>	Discount tickets extended for all local bus services	<input type="checkbox"/>
Better information on rates and fares	<input type="checkbox"/>	Real time information at stop (digital bus time information)	<input type="checkbox"/>
Comments ..... ..... .....			



**6. Which of the following would encourage you to cycle to/from work? If you already cycle, which would you most like to see?**

*Please tick up to four boxes.*

Better cycle routes on the roads leading to the site	<input type="checkbox"/>	Improved cycle parking at the site	<input type="checkbox"/>
Improved facilities eg lockers	<input type="checkbox"/>	Better information on cycle routes and location of cycle facilities	<input type="checkbox"/>
Arrangement to buy/hire a bicycle at discounted rates	<input type="checkbox"/>	Improved cycle security	<input type="checkbox"/>
Comments ..... ..... ..... .....			

**7. What factors would encourage you to walk to and from work? If you already walk, what would you like to see improved.**

*Please tick up to two boxes*

Better walking routes on the roads leading to the site?	<input type="checkbox"/>	Safer, better lit walking paths in the site?	<input type="checkbox"/>
More information about walking routes?	<input type="checkbox"/>	Other (please state) .....	<input type="checkbox"/>

**8. Would you take advantage of any of the following initiatives if they were available? Would they encourage you to change how you travel to work or for journeys undertaken in the course of work?**

	Would you use?			Would it change how you travel?		
	Yes	No	Not sure	Yes	No	Not sure
Flex-time – making it easier to fit in with public transport or car share etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cycle mileage allowance for 'business mileage'	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provision of pool car for business travel off-site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**SECTION D: ABOUT YOU**

<b>9. Your Age:</b>			
18 – 24		25 – 39	
40 – 59		60+	

<b>10. Your Gender:</b>			
Male		Female	

<b>11. What is your job role?</b>			
Job Role			
.....			

<b>12. Do you have a full car driving license?</b>			
Yes		No	

<b>13. Would you be willing to be involved in a discussion group to identify future measures for the travel plan?</b>			
Yes		No	

**Please use space below to mention any incentives (financial or other) that you feel would influence yourself/your colleagues to use sustainable modes of transport to access the site.**

.....  
.....  
.....  
.....

**Please use space below for any comments/ideas regarding the Travel Plan:**

.....  
.....  
.....  
.....