

Proposed Residential and Office Development 2020 House, Mabgate, Skinner Lane

Travel Plan

January 2009

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Contents

1	Introduction	1
2	The Site and Development	2
3	Office Travel Plan	6
4	Residential Travel Plan	13
5	Targets	19

Appendix A Site Location Plan

Appendix B Site Layout Drawing 257/02(09)001 C

**Appendix C Leeds Cycle Map North / Leeds Cycle Map South /
www.BikeBUDi.com Information / www.WalkBUDi.com
Information**

**Appendix D Leeds City Centre Bus Map / Leeds Area Bus Map / Whizz
Go Car Club Information / www.CarShareLeeds.com
Information**

Appendix E Summary of Travel Plan for Employees and Residents



1 Introduction

1.1.1 This Travel Plan Report has been prepared on behalf of 20:20 Development (Management) Ltd in support of their mixed use development in the Mabgate area of Leeds. The development is bounded by Skinner Lane to the north and Mabgate to the east.

1.1.2 This report identifies a Travel Plan (TP) for both the residential and commercial elements of the development. They have been prepared in accordance with the DETR publication “Travel Plans – Developing a Transport and Travel Management Strategy for your Organisation”, DfT’s publication “Making Residential Travel Plans Work: Guidelines for New Development,” LCC Travel Plans Supplementary Planning Document Draft May 2007 and other appropriate guidance.

1.1.3 20:20 Development (Management) Ltd, the Management Company for the site, will act as Travel Plan Co-ordinator for the site to oversee the implementation of the travel plan until such a time that a Travel Plan Co-ordinator has been appointed. The role of the Co-ordinator for the site is discussed further in this report.

1.1.4 A Travel Plan is a management tool that brings about a co-ordinated transport strategy to an organisation or residential complex. The primary objectives of the TP’s are to:

- Promote and encourage usage of the excellent pedestrian/cycle links and facilities in close proximity to the Site in order to secure a modal shift away from the private car;
- Promote and encourage usage of the excellent public transport services and facilities in close proximity to the Site in order to secure a modal shift away from the private car;
- Reduce reliance on access to the site by private car, particularly single vehicle occupancy trips for employees and residents journeys to and from work, and trips during the hours of work;
- Build on the excellent fringe of city centre location of the development and its proximity to jobs and to residential areas which lend themselves to the minimisation of car journeys;
- To promote sustainable ways of working that reduces the need to travel;
- Where it is necessary to use the car, to encourage more efficient use; and
- To reduce the negative environmental impact of travel and transport resulting from the operation of the Site for example by achieving greater fuel efficiency and reduced emissions.

1.1.5 This report is intended to outline the obligations on both the tenants and the management company of the proposed scheme to fulfil the principles of the strategy. The Travel Plan covers all aspects of transportation impacts which could arise from the development. This includes residents, visitors, staff commuter impact, and suppliers. The main focus of this Travel Plan is to raise the awareness of the residents/employees to the travel options available to them.

1.1.6 This Travel Plan recognises that part of the site is already occupied prior to its full implementation and therefore places emphasis on the delivery of the proposed measures for the current residential occupiers.

2 The Site and Development

2.1 LOCATION

2.1.1 The site is located on the fringe of the Leeds City Centre approximately 750 metres north of the City Bus and Coach Station and around 1.5km from the City Railway Station.

2.1.2 The site is bound by Skinner Lane to the north and Mabgate to the east as shown on the location plan attached at Appendix A.

2.2 THE DEVELOPMENT

2.2.1 The layout of the development and its means of access are shown on the Architects Drawing No 257/02(09)001 C attached at Appendix B.

2.2.2 Lady Beck runs through the site and the development consists of two elements as follows:

Block A: East of Lady Beck

- 241m² B1 office use at ground floor
- 30 apartments on 5 additional floors

2.2.3 This element of the development takes access from Mabgate and has 35 parking spaces allocated as follows:

- 10 spaces for Northern Counties Housing Association;
- 12 spaces for commercial office users at the business centre;
- 5 spaces for commercial office users within Block A; and
- 8 spaces remaining to let/sell to residential occupiers of Block B.

Block B: West of Lady Beck

- 868m² B1 office use at ground floor
- 242 apartments on six additional floors

2.2.4 Block B takes access from Millwright Street and has 67 parking spaces allocated as follows:

- 6 spaces for visitor/disabled users;
- 20 spaces for the commercial office users at the business centre;
- 24 spaces sold/let to residential occupiers; and
- 17 spaces remaining to sell/let to residential occupiers.

2.3 WALKING AND CYCLING ACCESS

2.3.1 The site is well located in relation to existing pedestrian and cycling routes and its proximity to the city centre and key public transport interchanges/services will encourage walking and cycling trips for commuting, shopping and leisure purposes.

2.3.2 It is generally considered that an acceptable walking distance from home to a place of work is 2km. PPG13 states that: "Walking is the most important mode of travel at the local level and offers the greatest potential to replace short car trips, particularly under 2 kilometres."

2.3.3 For residents and employees alike the 2km catchment area encompasses the entire city centre and major employers on the north of the city such as Leeds University, Leeds Metropolitan University and St James Hospital. There are also large residential areas within this catchment where employees working in the development could live. The aerial photograph included in Appendix C shows the location of pedestrian crossings and cycle facilities in the vicinity of the site.

2.3.4 An acceptable cycle distance to a place of work is considered to be up to 5km. PPG13 states that: "Cycling also has potential to substitute for short car trips, particularly those under 5km, and to form part of a longer journey by public transport."

2.3.5 There are several recommended cycle routes within the city centre and from the residential employment areas within the 5km catchment area. These are shown on the Leeds North and South Cycle Maps included in Appendix C.

2.3.6 Methods to encourage cycling to work will be discussed later in this document.

2.3.7 A cycle shop is located on Cromwell Road on the edge of the city centre, which is within 400m of the site.

2.4 PUBLIC TRANSPORT ACCESS

2.4.1 The site is served by the following bus services:

Service	Route	Bus Stop Number	Weekday Daytime Frequency
2	Middleton Circular – Dewsbury Road – Leeds City Centre – Chapeltown – Moortown Corner – Roundhay Park	45023950 south 45010300 north 45011505 south	10 minutes
3	Brackenwood – Chapeltown - Leeds City Centre – Dewsbury Road - White Rose Centre - Cottingley	45010300 north 45023950 south	20 minutes
3A	Gledhow – Chapeltown – Leeds City Centre – Dewsbury Road - White Rose Centre - Cottingley	45023950 south 45010300 north 45011505 south	20 minutes
12	Middleton Arms – Belle Isle – Hunslet – Leeds City Centre – Harehills – Roundhay Park	45023950 south 45010300 north 45011505 south	10 minutes
13	Brackenwood– Harehills – LeedsCity Centre – Hunslet – Belle Isle - Middleton	45010300 north 45011505 south 45023950 south	20 minutes
13A	Gledhow – Harehills – LeedsCity Centre – Hunslet – Belle Isle - Middleton Circular	45023950 south 45010300 north 45011505 south	20 minutes

Service	Route	Bus Stop Numbers	Weekday Daytime Frequency
35	Leeds City Centre – Scott Hall Road – Moortown – King Lane Park & Ride - Alwoodley	45010300 north 45023950 south 45011505 south	30 minutes
36	Leeds City Bus Station – Chapeltown – Moortown – Harewood – Harrogate – Ripley - Ripon	45023950 south	20 minutes
42	Old Farnley – Lower Wortley – Copley Hill – Leeds City Centre – St James’s Hospital – Gipton - Fearnville	45010572 east 45013155 west 45010292 east	‘very frequent’ (10 minutes or less)
45	Leeds City Centre – Scott Hall Road – Moortown – Shadwell	45023950 south 45010300 north 45011505 south	30 minutes
46	Shadwell - Leeds City Centre - White Rose Centre – Morley – Gildersome	45010300 north	30 minutes
47	Leeds City Centre – Scott Hall – Moortown – Wigton Moor	45010300 north 45023950 south 45011505 south	30 minutes
71	Leeds City Centre – Scott Hall – Carr Manor – Moortown – King Lane Park & Ride – Primley Park – Wigton Moor	45023950 south 45010300 north 45011505 south	‘frequent service’ (10 mins or less)
98	Leeds City Centre – Scarcroft – East Keswick – Wetherby – Deighton Bar	45023950 south 45024240 north	4 services/day
99	Leeds City Centre – Scarcroft – East Keswick – Linton - Wetherby – Deighton Bar	45023950 south 45024240 north 450013155 south	60 minutes
781	Otley – Arthington – Weardley – Harewood – Leeds City Centre	45010300 north 45023950 south	1 service/day

Bus stop numbers and locations:-

- 45010292 Cromwell Street
- 45010300 Byron Street
- 45010572 Gower Street
- 45024240 Regent Street
- 45011505 Winton Street
- 45023950 St Thomas Row
- 45013155 Byron Street



2.4.2 The closest bus stop for services to Leeds City Centre is Cromwell Street, which is located approximately 200 metres from the site.

2.4.3 A variety of bus services operate from the bus stops, including those on Regent Street or Skinner Lane. Additional services are available approximately 400 metres away on Beckett Street. In addition the City Bus Station is approximately 750 metres to the south. Hence access to bus services is excellent from the development.

2.4.4 The City Railway Station is located approximately 1.5 kilometres from the development with pedestrian access through the City Centre. This is a reasonable walk distance without luggage. With luggage a short taxi route could provide access. The City Railway Station is one of the premier stations in England and as such provides excellent connections to all parts of the country including high speed services to London.

2.4.5 Methods to encourage use of public transport are discussed later in this document, but include the promotion of the Metro WAP/PDA, text and website.<http://wymetro.acislive.com/>.

2.5 CAR SHARING & CAR CLUB

2.5.1 The nearest Car Club parking spaces are located approximately 1km from the development.

2.5.2 Means of reducing car use for office workers and residents are addressed later in this document.

2.6 CURRENT OCCUPATION OF THE SITE

2.6.1 Part of the residential element of the site has already been occupied. A total of 93 units out of 243 units have been occupied with the majority of the remainder already sold. Of the 49 parking spaces for the residential element of the overall development, a total of 24 spaces are currently utilised.

2.6.2 The office element of the site is not currently occupied nor has any tenancy agreements in place; and would not be occupied until the planning conditions relating to its consent and this Travel Plan have been implemented.

3 Office Travel Plan

3.1.1 This chapter sets out the TP for the offices in Blocks A and B of the development. A copy of this TP will be provided to all of the future purchasers/tenants of the development via the Internet website which is under development.

3.1.2 This TP sets out the facilities which will be incorporated into the development to encourage occupiers to use sustainable transport along with suggested initiatives that should be adopted by the end-users.

3.1.3 This TP contains the following elements:

- Objectives and scope of the Plan;
- Description of roles and responsibilities;
- Measures to encourage, promote and increase the use of public transport, cycling and walking and reduce the level of single occupancy vehicle trips;
- Measures that encourage multi-occupancy vehicle use to and from the scheme;
- Information relating to walking and cycling to the Site;
- Information relating to public transport accessibility to the Site; and
- Schedules of the current cycling, walking, public transport and car sharing promotional literature (as included in Appendices C and D).


3.2 OBJECTIVES AND SCOPE OF THE PLAN

3.2.1 This office TP shall, by containing appropriate measures, act to help improve the environment by reducing the number of trips made to and from the development by the private car. All staff shall be made aware of the measures included within the TP in order that positive benefits can be delivered and the number of trips undertaken by public transport, walking or cycling are increased.

3.2.2 In order to ensure that the measures contained within the TP are capable of delivering a sustainable travel demand pattern for the development it is important to identify some key objectives for the specific retail and commercial land uses.

3.2.3 The overall travel management objectives for office use are:

- Promoting walking, cycling and public transport as the primary mode of travel;
- To deliver significant mode shift from car journeys to alternative modes including multi-occupancy vehicle trips;
- To reduce peak period trip impact through alternative working practices such as flexi or compressed working, use of video conferencing in preference to travelling, use of pool cars and alternatives to company cars;
- To reduce vehicle emissions through the take up of alternative transport modes;
- To encourage incentivised public transport schemes open to all employees;
- To deliver education and promotion of walking and cycling as options for a healthier lifestyle;
- To deliver better informed journey planning through personalised planning system;

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- Ensuring that the company management of each unit is committed in spirit and principle to the aims of sustainable travel planning; and
 - The provision of staff facilities such as lockers, changing rooms and showers for cyclists.

3.3 ROLES AND RESPONSIBILITIES

3.3.1 An important aspect of a successful TP is the allocation of sufficient resources to enable it to happen. This can in part be achieved by the recognition from the outset of the roles and responsibilities of those who will be involved. From this will lead the appropriate allocation of time and resources to those charged with managing the process.

3.3.2 The use of standard travel survey questionnaires will facilitate the process of monitoring. The surveys will be carried out annually. Monitoring reports will be prepared and submitted to LCC/Leeds TravelWise (0113 3950276 (email travelwise@leeds.gov.uk)) via the TP Co-ordinators annually, within 3 months of the completion of the surveys.

3.3.3 The use of standard travel survey questionnaires will facilitate the process of monitoring. The surveys will be carried out annually. Monitoring reports will be prepared and submitted to LCC via the TP Co-ordinators annually, within 3 months of the completion of the surveys. The monitoring can be carried out by LCC subject to the charges listed which may be reviewed and are in addition to the standard S106 administration fee (in 2007 the charges will be from £500 pa for establishments up to 100 employees/ 100 residential units then increasing at the rate of £1.00 per employee/ or residential unit to a maximum of £3,000 per annum.) Details of this facility are given on page 31 of Leeds CC Travel Plans Supplementary Planning Document, dated May 2007. A good response rate to the survey within the development is required – so Travel Plan Co-ordinators may wish to consider the use of a competition with a prize for reward for completing the survey as an incentive.

3.3.4 The monitoring needs to include reviews of how well the plan is working to meet the objectives of the plan, and any targets. The TP needs to be active and to be developed in conjunction with the survey results/experiences of the Travel Plan Co-ordinator. For example if there is little/no car sharing occurring, it would be appropriate for the Co-ordinator to review and focus on the promotion of car sharing. The monitoring report should highlight any second wave measures to strengthen the plan in meeting the objectives if applicable.


Travel Plan Co-ordinators

3.3.5 20:20 Developments (Management) Ltd, the Management Company, will act as the Travel Plan Co-ordinator for the office units.

3.3.6 The TP co-ordinator for the office units shall acquire all of the supporting information required to be provided as detailed in this TP and review the overall contents of the document to ensure its currency and relevance.

3.3.7 At the same time the co-ordinator will inform LCC Travelwise team of the date that this work has commenced and provide a contact name on 0113 3950276 (email travelwise@leeds.gov.uk).

3.3.8 The duties of the Travel Plan Co-ordinator will include:

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- Acting as a single point of contact for all transport, access and travel related issues for the office units within the development;
 - Obtaining and providing employers with up to date details of the information required in Appendices A, B, C and D;
 - Liaison with Leeds City Council, Metro and other key stakeholders;
 - Confirming unit occupation with Leeds City Council; and
 - Liaison with counterparts at other companies within the site (through the Lead co-ordinator for these elements);
 - Preparation of an action plan with target dates for delivery, to be reviewed annually; and
 - Carrying out annual surveys and monitoring and presentation of results to Leeds City Council/TravelWise.

3.3.9 The travel management measures, set out in Section 3.4 have been included in this TP for compliance and development by the office tenants in liaison with the Council via the TP Co-ordinator.

3.4 TRAVEL PLAN MEASURES

3.4.1 The Travel Plan Co-ordinator will ensure that the most up to date information relating to the facilities/measures outlined in this section are made available to each of the office units.

3.4.2 The mixed nature of the proposed development will provide some commonality and also some synergy between various land uses. For example mixed sites are more favourable to establishing a viable car club base with the office workers being more likely to use the cars during the weekday daytime, and residents generally favouring evenings/weekends.

Travel Management Website

3.4.3 A travel management website will be created that can provide relevant travel information for employees and visitors to the site. The same website will also be utilised by the residential units.

3.4.4 The setting up and management of the website will be the responsibility of the management company, or a Travel Plan Co-ordinator acting on behalf of 20:20 Development (Management) Ltd. The website will become operational upon occupation of the site. It will include a full copy of the Travel Plan for people to access, which will be updated by the Travel Co-ordinators.

3.4.5 Information will be provided on:

- Public transport services/facilities including bus, rail and taxis;
- Regular updates on public transport incentive schemes;
- Pedestrian routes/links to the Site and traffic free areas;
- Cycle routes and facilities including the location of all cycle parking areas and details of bike buddying schemes;
- car sharing, including details of registration for an internet based system such as www.carshareleeds.com;

- Links to other key transport related websites such as Metro.

3.4.6 The key to a successful travel management website is the regular updating and relevance of the information carried – this will be the responsibility of the Management Company/Travel Plan Co-ordinator.

3.4.7 Once the website address has been established it will be the responsibility of the TP co-ordinator to advertise and promote awareness of the website. As part of a focussed information and education strategy the website can play an important role in delivering key objectives.

Walking and Cycling

3.4.8 The site is well located in relation to existing pedestrian and cycling routes and its proximity to the city centre and key public transport interchanges/services will encourage walking and cycling trips for commuting, shopping and leisure purposes.

3.4.9 Twenty four cycle parking spaces are provided within the development. The cycle parking will be secure, covered and conveniently located for office staff and for residents.

3.4.10 The responsibility for obtaining the most up to date information relating to the following walking/cycling aspects will fall to the TP co-ordinator:

- A plan showing the key pedestrian routes to the Site including crossing facilities and pedestrianised areas shown in Appendix A;
- A plan showing the key cycling routes to the Site including crossing facilities and details/locations of cycle parking (this information can be combined with the pedestrian plan);
- Bike Buddying will be promoted to all employees by the TP co-ordinator, who will liaise with Leeds CC about this scheme. Further information is available via http://www.leeds.gov.uk/Transport_and_streets/Walking_and_cycling/page.aspx?pageID=fcb70256-4155-4f68-8c0e-c9c5cc060114 and www.BikeBUDI.com and in Appendix C.
- Details of nearby cycle shops including location such as that on Cromwell Road, contact information and those that may offer discounts on cycles and repairs/ maintenance; and
- Provision of shower/changing facilities;

3.4.11 The TP co-ordinator shall ensure that the above information is obtained and provided within Appendix A of the TP and forwarded to each unit. The information shall be updated by the co-ordinator as and when required.

3.4.12 Employers shall investigate setting up a tax exempt cycle loan scheme for employees. Information on this can be found on the DfT website and businesses that can deliver such a scheme include www.halfordsb2b.com/bikes4work-schemes.asp and www.booost.uk.com.

3.4.13 The TP Co-ordinator shall promote and encourage walking and cycling to work, through events such as 'Bike to Work Day' and 'Bike Week' (www.bikeweek.org), to heighten awareness.



Public Transport

3.4.14 The site is well located in terms of accessibility to public transport services on Regent Street and Skinner Lane and being within easy walking distance of the bus stations. The railway station is also a 20 minute walk from the site or could be reached by taxi.

3.4.15 The responsibility for obtaining the most up to date information regarding public transport rests with the TP Co-ordinator. This package of information will include the following:

- Bus services, routes, destinations, times/frequencies;
- Bus stop locations adjacent to the Site and details of the text message (send message to 63876), WAP/PDA and Internet based real time bus information (YourNextBus) services on <http://wymetro.acislive.com/>;
- Contact details for Metro, including the website www.wymetro.com, and bus operators;
- Details of the personalised public transport journey planner facility provided at www.yorkshiretravel.net/default.jsp;
- Rail services – timetables to local destinations as well as key national destinations (benefiting not only commuter travel but also promoting the use of rail for meetings throughout the day);
- Details of the bus accessibility mapping offer at 50% discount through the West Yorkshire Travel Plan Network – subject to membership.
- Bus/Rail promotional offers; and
- Contact details of taxi operators and locations of nearby taxi ranks.


3.4.16 The TP co-ordinator shall ensure that the above information is obtained and provided. The information shall be updated by the co-ordinator as and when required.

3.4.17 Financial incentives will be investigated by the employers as another method of promoting a shift towards public transport. For example employers could consider offering 'Company Travelcards' through West Yorkshire Metro which offer discounted rates on season tickets. If required the TP Co-ordinator will work with employers and transport operators when considering the introduction of a particular initiative.

3.4.18 Interest free season ticket loans can be organised on a bulk purchase deal between employers and operators in order to gain further reductions. The TP Co-ordinator can work with employers and employees in putting these initiatives in place.

Car Sharing

3.4.19 The website www.carshareleeds.com will be promoted by the TP co-ordinator to all of the units as a database for potential car sharers. This website contains details of people who are working for different companies throughout Leeds and therefore maximises the opportunity for potential matches to be made. Further details for www.carshareleeds.com will be acquired by the co-ordinator.



3.4.20 Through liaison between Travel Plan Co-ordinators, employers on site will encourage 'mutual assistance' between members of staff in other office units e.g. by identifying other car sharers who may live reasonably close by to ensure a guaranteed ride home. This will reduce the concern of being left stranded if the staff member's lift falls through during work time due to an emergency.

Car Club

3.4.21 Businesses will be encouraged to join the Leeds Car Club operated by WhizzGo. There are 9 WhizzGo bays for two cars each located in central Leeds. Currently the closest WhizzGo parking spaces are on Maude Street approximately 1 kilometre south of the development and another on Great George Street around 1 kilometre to the west.

3.4.22 It is the responsibility of the TP co-ordinator to acquire and promote this information by providing details to businesses. The information shall be updated by the co-ordinator as and when required.

Recruitment/Employment Conditions

3.4.23 Moving to new premises will offer occupiers an ideal opportunity to influence travel patterns - particularly where new staff are being recruited. Occupiers of the office units should strongly consider the following measures:

- Relocation allowances to give preferential benefits to staff who move within walking distance or to areas served by direct bus services or with good cycling links;
- Alternatives to a company car (if applicable) e.g. increases in salary, subsidies or interest free loans to purchase annual Metrocards for public transport use, extra holiday etc;
- Reduced car mileage rates particularly for high capacity engines;
- Flexi-time working to enable staff to travel outside peak periods and reduce their number of trips;
- Compressed work where employees work a certain number of days per month or per fortnight but not restricted to weekdays. This would reduce traffic flows during the traditional peak periods.

3.4.24 It is recognised that one of the most effective ways of encouraging alternative modes of transport is to persuade new employees to leave their cars at home from the start of their employment and then ensure that they continue to do so. As part of the employee interview and induction process, staff will be made aware of the need for and benefits of the TP. This process will include explaining the broad aims and objectives of the plan, and what facilities have been made available. This will be carried out at the start of their employment before travel habits are already established.



Reducing the Need to Travel

3.4.25 Tenants will investigate the role that modern telecommunications can play in reducing the need to travel at all. They will:

- Encourage staff to use the telephone, faxes or e-mails in preference to travelling where this will achieve the required results;
- Review the possibility of video conferencing;
- Encourage staff to work from home where this is appropriate; and
- Monitor telecommunication developments to identify opportunities to reduce the need for travel.

Other Measures

3.4.26 Employers will consider linking into the local West Yorkshire Travel Plan Network to gain advice and additional knowledge on travel plan issues. This advice can extend from help on alternative working practices through to advice on the tax implications for travel management implementation.

3.4.27 The West Yorkshire Travel Plan Network is run by Metro and the five West Yorkshire local authorities. Further details can be obtained on 0113 3950276 or email travelwise@leeds.gov.uk. Membership is free, subject to demonstrating commitment to company Travel Plans. The network offers benefits to member companies with TP's – such as promotional material for example for the national 'Bike to Work' campaign, a range of discounts for example on MetroCards, an e-mail newsletter and events.

3.5 ACTION PLAN AGENDA

3.5.1 This TP clarifies the role of the co-ordinator and sets out their responsibilities in terms of ensuring that the series of measures and initiatives identified, that will help to reduce the reliance on the private car, are delivered. As part of the TP co-ordinator's duties which will be carried out as a priority once in post and initial survey results have been received, an action plan in tabular form will be prepared. This will specify the stages in the delivery of the plan, and the target date for implementation/action in addition to setting out who is responsible. The plan will be reviewed annually at the time the monitoring report is prepared.

3.5.2 The office TP sets out the travel management obligations on the tenants, the TP co-ordinator and Site Management Company (Premier Estates – subject to final contract). The occupying tenants will be responsible for their own staff, their management processes and initiatives. The Site Management Company will be responsible for ensuring that the site provides opportunities and facilities to enhance the current transport provision, to encourage staff and visitors to use alternative means of transport to the car.

3.5.3 This TP clarifies the role of the co-ordinator and sets out their responsibilities in terms of ensuring that the series of measures and initiatives identified, that will help to reduce the reliance on the private car, are delivered.



4 Residential Travel Plan

4.1.1 This chapter sets out the Travel Plan for all of the residential units in Blocks A and B of the development. Currently, 38% of the residential element of the overall development is occupied. A copy of the full Travel Plan will be provided to all the existing and future purchasers/tenants.

4.1.2 This Travel Plan sets out the facilities which will be incorporated into the development to encourage residents to use sustainable transport along with suggested initiatives that will be adopted by the appointed Management Company.

4.1.3 This Travel Plan recognises that part of the residential element has already been occupied and therefore achieving the objectives and delivery of the initiatives contained in the document is of paramount importance. The following measures should be introduced in the short term in order to directly influence the travel pattern of residents and in turn achieve the targets set.

4.1.4 This Travel Plan contains the following elements:

- Objectives and scope of the Plan;
- Description of roles and responsibilities;
- Measures to encourage, promote and increase the use of public transport, cycling and walking and reduce the level of single occupancy vehicle trips;
- Measures that encourage multi-occupancy vehicle use to and from the scheme;
- Information relating to walking and cycling to the site;
- Information relating to public transport accessibility to the site; and
- Schedules of the current cycling, walking, public transport and car sharing promotional literature (Appendices C and D).

4.2 OBJECTIVES AND SCOPE OF THE PLAN – RESIDENTIAL

4.2.1 This residential Travel Plan shall, by containing appropriate measures, act to help improve the environment by reducing the number of trips made to and from the development by the private car. All residents shall be made aware of the measures included within the TP in order that positive benefits can be delivered and the number of trips undertaken by public transport, walking or cycling are increased.

4.2.2 In order to ensure that the measures contained within the TP are capable of delivering a sustainable travel demand pattern for the development it is important to identify some key objectives for the specific residential land use.

Residential Travel Management Objectives

4.2.3 The overall travel management objectives for residential land uses are:

- Promoting walking, cycling and public transport as the primary mode of travel;
- To deliver significant mode shift from car journeys to alternative modes including multi-occupancy vehicle trips;
- To reduce vehicle emissions through the take up of alternative transport modes;
- To deliver education and promotion of walking and cycling as options for a healthier lifestyle;

- To deliver better informed journey planning through personalised planning system; and
- The provision of cycle parking facilities.

4.3 ROLES AND RESPONSIBILITIES

4.3.1 An important aspect of a successful TP is the allocation of sufficient resources to enable it to happen. This can in part be achieved by the recognition from the outset of the roles and responsibilities of those who will be involved. From this will lead the appropriate allocation of time and resources to those charged with managing the process.

4.3.2 The use of standard travel survey questionnaires will facilitate the process of monitoring. The surveys will be carried out annually. Monitoring reports will be prepared and submitted to LCC via the TP Co-ordinators annually, within 3 months of the completion of the surveys. The monitoring can be carried out by LCC subject to the charges listed which may be reviewed and are in addition to the standard S106 administration fee (in 2007 the charges will be from £500 pa for establishments up to 100 employees/ 100 residential units then increasing at the rate of £1.00 per employee/ or residential unit to a maximum of £3,000 per annum.) Details of this facility are given on page 31 of Leeds CC Travel Plans Supplementary Planning Document, dated May 2007. A good response rate to the survey within the development is required – so Travel Plan Co-ordinators may wish to consider the use of a competition with a prize for reward for completing the survey as an incentive.

4.3.3 The monitoring needs to include reviews of how well the plan is working to meet the objectives of the plan, and any targets. The TP needs to be active and to be developed in conjunction with the survey results/experiences of the Travel Plan Co-ordinator. For example if there is little/no car sharing occurring, it would be appropriate for the Co-ordinator to review and focus on the promotion of car sharing. The monitoring report should highlight any second wave measures to strengthen the plan in meeting the objectives if applicable.

Travel Plan Co-ordinators


4.3.4 The appointed Management Company or consultant will act as the TP Co-ordinator for the residential units.

4.3.5 Upon appointment the TP co-ordinator shall immediately acquire all of the supporting information required to be provided within the Appendices of this TP and review the overall contents of the document to ensure its currency and relevance.

4.3.6 At the same time the co-ordinator will inform Leeds City Council TravelWise team of the date that this work has commenced and provide a contact name on 0113 3950276 (email travelwise@leeds.gov.uk).

4.3.7 The duties of the TP Co-ordinator's will include:

- Acting as a single point of contact for all transport, access and travel related issues for the residential units within the development;
- Obtaining and providing residents with up to date details of the information required in Appendices A, B, C and D.;
- Liaison with Leeds City Council, Metro and other key stakeholders;

-
- 
- Liaison with counterparts at other companies within the Site (through the Lead co-ordinator for these elements);
 - Preparation of an action plan with target dates for delivery, to be reviewed annually;
 - Carrying out annual surveys and monitoring and presentation of results to Leeds City Council/TravelWise; and
 - Ensuring that a copy of the Travel Plan is provided on the travel management website, and a summary is provided within the residential 'Welcome Packs' given to all new residents (included in Appendix E).

4.4 TRAVEL PLAN MEASURES

4.4.1 The TP Co-ordinator will ensure that the most up to date information relating to the facilities/measures outlined in this section are made available to residents.

4.4.2 The mixed nature of the proposed development will provide some commonality and also some synergy between the land uses. For example mixed sites are more favourable to establishing a viable car club base with the office workers being more likely to use the cars during the weekday daytime, and residents generally favouring evenings/weekends.

Travel Management Website

4.4.3 A travel management website will be created that can provide a full copy of the Travel Plan and relevant travel information for residents on the Site. The same website will also be utilised by the Offices on the site.

4.4.4 The setting up and management of the website will be the responsibility of the site management company. The website will become operational upon occupation of the Site.

4.4.5 Information will be provided on:

- Public transport services/facilities including bus, rail and taxis;
- Regular updates on public transport incentive schemes;
- Pedestrian routes/links to the Site and traffic free areas;
- Cycle routes and facilities including the location of all cycle parking areas and information on Bike Buddying schemes;
- car sharing, including details of registration for an internet based system such as www.carshareleeds.com;
- Links to other key transport related websites such as Metro.

4.4.6 The key to a successful travel management website is the regular updating and relevance of the information carried – this will be the responsibility of the Site Management Company.

4.4.7 Once the website address has been established it will be the responsibility of the TP co-ordinator to advertise and promote awareness of the website. As part of a focussed information and education strategy the website can play an important role in delivering key objectives.



Walking and Cycling

4.4.8 The site is well located in relation to existing pedestrian and cycling routes and its proximity to the city centre and key public transport interchanges/services will encourage walking and cycling trips for commuting, shopping and leisure purposes.

4.4.9 Twenty four cycle parking spaces are provided within the development. The cycle parking will be secure, covered and conveniently located for residents.

4.4.10 The responsibility for obtaining the most up to date information relating to the following walking/cycling aspects will fall to the TP co-ordinator:

- A plan showing the key pedestrian routes to the Site including crossing facilities and pedestrianised areas as included in Appendix A;
- A plan showing the key cycling routes to the Site including crossing facilities and details/locations of cycle parking (this information can be combined with the pedestrian plan);
- Bike Buddying will be promoted to all residents by the TP Co-ordinator, who will liaise with Leeds CC about this scheme. Further information is available via http://www.leeds.gov.uk/Transport_and_streets/Walking_and_cycling/page.aspx?pageID=fcb70256-4155-4f68-8c0e-c9c5cc060114 and www.BikeBUDI.com and in Appendix C.
- Details of nearby cycle shops including location (such as on Cromwell Road), contact information and those that may offer discounts on cycles and repairs/maintenance; and

4.4.11 The TP co-ordinator shall ensure that the above information is obtained and provided within Appendix A of the TP as well as being displayed in communal areas and included within the 'Welcome Packs' for each resident. The information shall be updated by the co-ordinator as and when required.


4.4.12 The TP Co-ordinator shall promote and encourage walking and cycling to work, through events such as 'Bike to Work Day' and 'Bike Week' (www.bikeweek.org), to heighten awareness.

Public Transport

4.4.13 The site is extremely well located in terms of accessibility to public transport services on Regent Street and Skinner Lane and is within easy walking distance of the city bus/coach station. Furthermore Leeds central rail station is within a 20 minute walk of the site.

4.4.14 The responsibility for obtaining the most up to date information regarding public transport rests with the TP co-ordinator. This package of information will include the following:

- Bus services, routes, destinations, times/frequencies;
- Bus stop locations adjacent to the Site;
- Contact details for Metro, including the website www.wymetro.com, and bus operators;
- Details of the personalised public transport journey planner facility provided at www.yorkshiretravel.net/default.jsp;

- 
-
- Rail services – timetables to local destinations as well as key national destinations (benefiting not only commuter travel but also promoting the use of rail for meetings throughout the day);
 - Bus/rail promotional offers;
 - Details of the 15% discount on an annual MetroCard (worth up to £120) if the resident is a member of Whizz-Go Car Club (see <http://www.whizzgo.co.uk/howItWorks/benefits.htm>); and
 - Contact details of taxi operators and locations of nearby taxi ranks.

4.4.15 The TP co-ordinator shall ensure that the above information is obtained and provided as well as being displayed in communal areas and included within the 'Welcome Packs' for each resident. The information shall be updated by the co-ordinator as and when required.

Car Sharing

4.4.16 The website www.carshareleeds.com will be promoted by the TP co-ordinator to all of the units as a database for potential car sharers. This website contains details of people who are living in and working for different companies throughout Leeds and therefore maximises the opportunity for potential matches to be made. Further details for www.carshareleeds.com will be acquired by the co-ordinator and provided within Appendix C of the TP as well as being displayed in communal areas and included within the Welcome packs for each resident.

Car Club

4.4.17 Residents will be encouraged to join the Leeds Car Club operated by WhizzGo. There are 9 WhizzGo bays for two cars each located in central Leeds. Currently the closest WhizzGo parking spaces are on Maude Street approximately 1 kilometre south of the development and another on Great George Street around 1 kilometre to the west.

4.4.18 It is the responsibility of the TP co-ordinator to acquire and promote this information by providing details to residents. The information shall be updated by the co-ordinator as and when required.

School Travel

4.4.19 The responsibility for obtaining the most up to date information regarding local schools rest with the TP co-ordinator. This package of information will include school location, distance from the site, appropriate pedestrian/cycle routes to the school and details of public transport services. The closest primary school is St Peters Church of England School on Cromwell Street, which is within a comfortable walk of approximately 400m from the site.

4.5 ACTION PLAN AGENDA - RESIDENTIAL

4.5.1 This Travel Plan for the residential units, sets out the travel management obligations on the Travel Plan co-ordinator and / or the appointed Site Management Company.

4.5.2 This Travel Plan clarifies the role of the co-ordinator and sets out their responsibilities in terms of ensuring that the series of measures and initiatives identified, that will help to reduce the reliance on the private car, are delivered. As part of the Travel Plan co-ordinator's duties which will be carried out as a priority once in post and



initial survey results have been received, an action plan in tabular form will be prepared. This will specify the stages in the delivery of the plan, and the target date for implementation/action in addition to setting out who is responsible. The plan will be reviewed annually at the time the monitoring report is prepared.



5 Targets

5.1.1 A range of targets should be based on the findings of a baseline travel survey that should be undertaken to identify the existing situation with regard to travel behaviour of both the office employees and residents. Once site specific travel data has been identified, indicative modal split targets can be set in conjunction with Leeds City Council. These targets should be reviewed annually so that they, and any associated measures, can be adjusted. The targets will need to recognise the existing situation and travel patterns that already exist following the occupation of the site, and need to be achievable and realistic.

5.1.2 Targets should be SMART (Specific; Measurable; Achievable; Realistic; and Timebound) and can be both quantifiable or non quantifiable, depending on their form.

5.1.3 As an initial target a maximum of 31% single occupancy car journey to work has been agreed with the Leeds City Council Travel Wise Team to apply to both residents and employees on the site. The target is to be achieved within 3 years of occupation and maintained at that level thereafter, or level of single occupancy car journeys to work reduced further. The targets for cycling, walking, public transport and car sharing etc. can be set following the initial employee and resident survey.

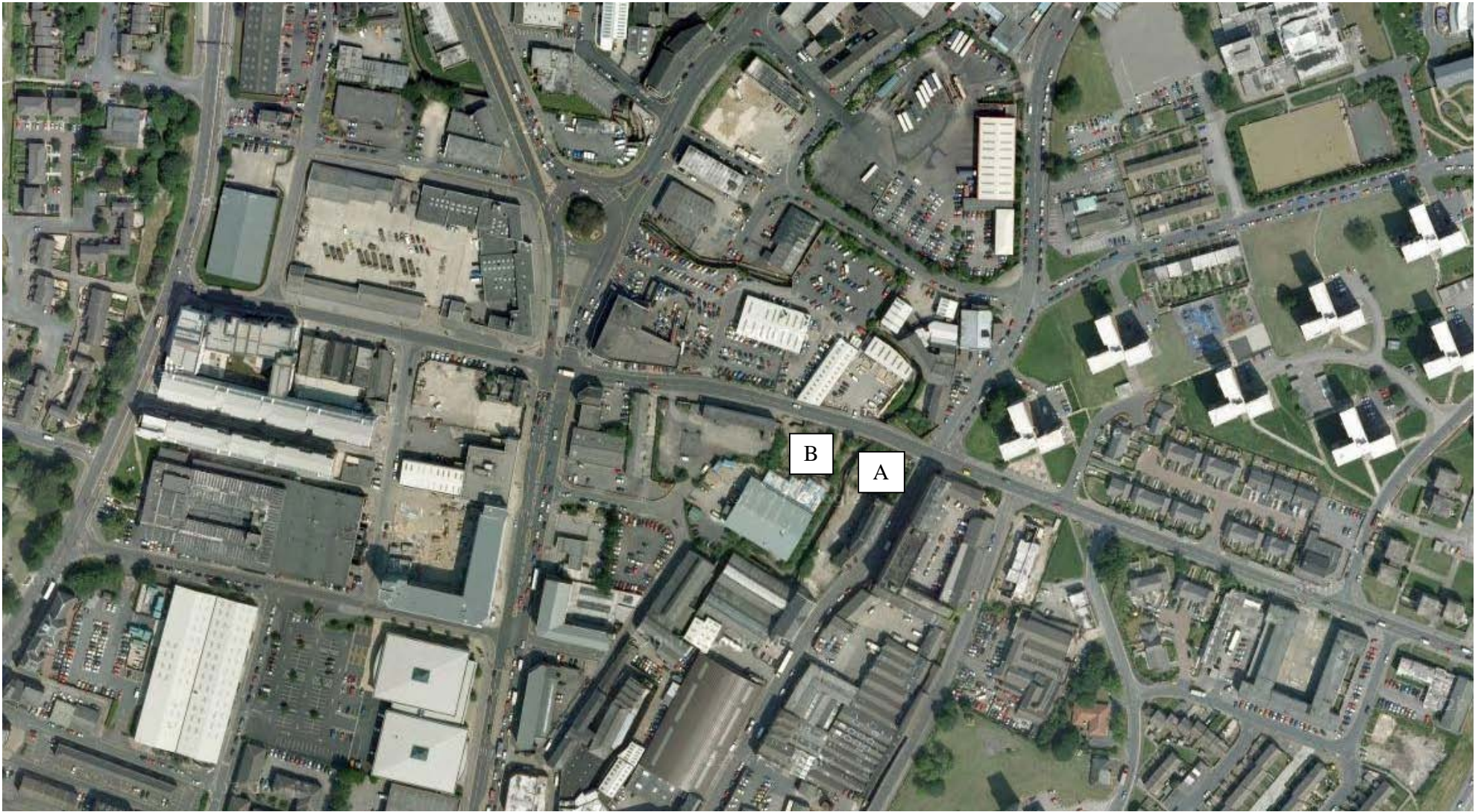


Appendices, Figures & Tables



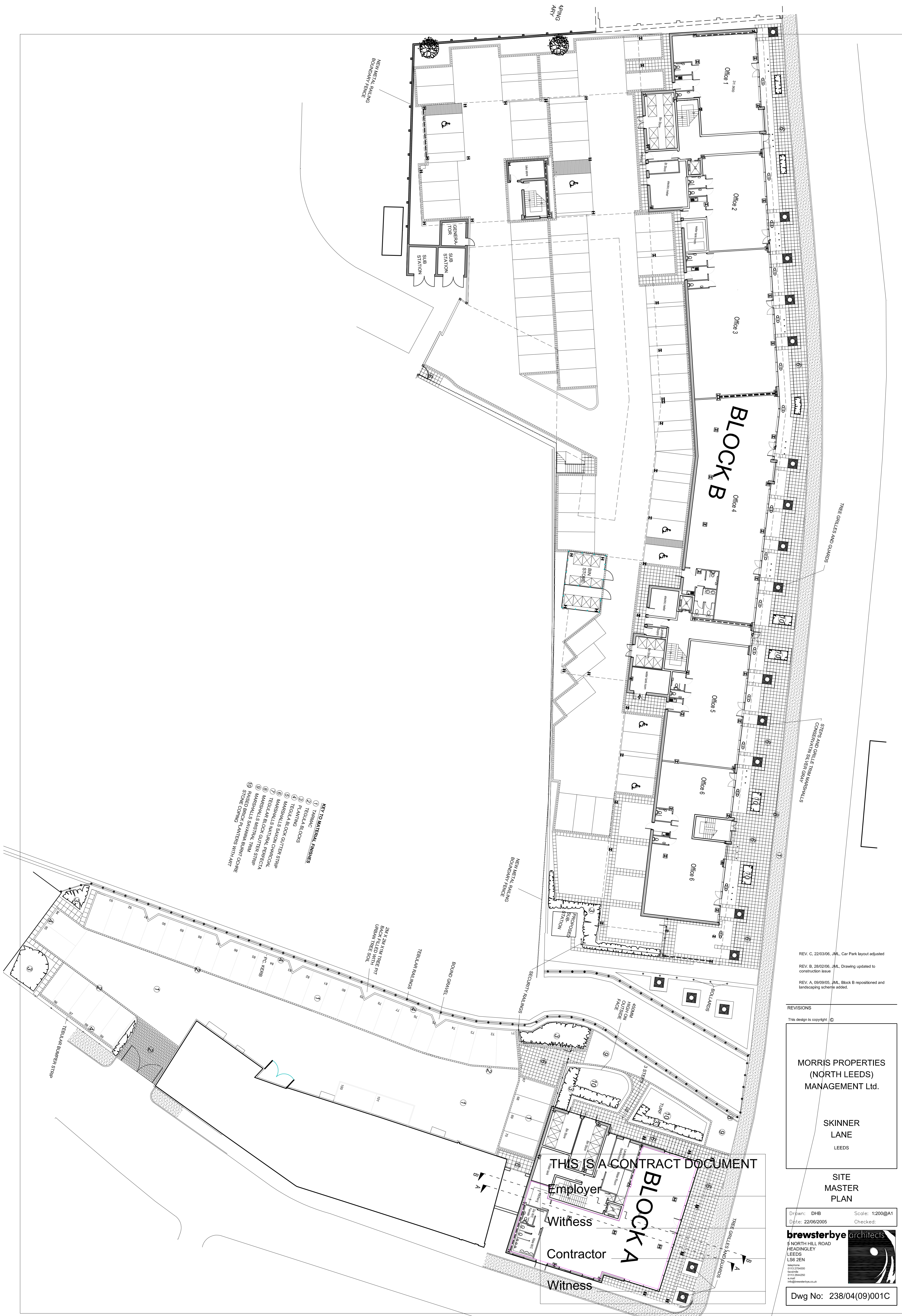
Appendix A Site Location Plan

2020 House: Site Location Plan





Appendix B Site Layout Drawing
257/02(09)001 C



MORRIS PROPERTIES (NORTH LEEDS) MANAGEMENT Ltd.

SKINNER LANE LEEDS

SITE MASTER PLAN

Drawn: DHB Date: 22/06/2005 Scale: 1:200@A1 Checked:

brewsterbye architects

5 NORTH HILL ROAD
HEADINGLEY
LEEDS
LS6 2EN

0113 274 0000
0113 284 4050
info@brewsterbye.co.uk

Dwg No: 238/04(09)001C



Appendix C Leeds Cycle Map North / Leeds
Cycle Map South / www.BikeBUDi.com
Information / www.WalkBUDi.com Information



Including Horsforth, Morley, Pudsey, Rothwell, Shadwell, Yeadon

Leeds Cycling map

Double-sided map with over 500 miles of recommended routes

Even cyclists want a car sometimes...

WhizzGo gives you access to a car when you need one. WhizzGo cars are located across Leeds, ready to book and drive for as long or as little as you like.

Hire a car, from £1.47 an hour, including fuel, insurance, maintenance and breakdown cover.

With cycle racks at all locations!

www.WhizzGo.co.uk 0870 446 6000



Leeds is a city of many rivers and canals. Large parts of the city are relatively flat and two of the hills are covered in greenery. Leeds is a city of many rivers and canals, a mix of urban streets, country lanes and off-road paths can provide a safe and enjoyable journey.

The map has been produced with the aim to show the network of routes recommended for cyclists, covering a mixture of shared cycle routes, main cycle routes, off-road routes and off-pavement routes. Some sections, such as cycle paths, are included where they provide useful links.

All these have been developed into a network of routes by CityCycling Leeds, a specialist cycle map producer which has experience producing cycle maps for a range of urban areas.

Some of the better route features include: safety for cyclists, such as cycle lanes marked on the road, narrow step-free and unobstructed crossings of the cycle route, use of additional lanes in a number of key areas, all of which can be used by cyclists, and many recent highway changes include measures specifically designed to be helpful to cyclists, such as cycle lanes and cycle paths.

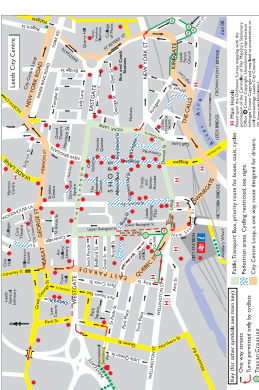
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- ### Symbols
- Water
 - Spurred cycle route
 - Advisory route
 - Other route
 - Path where you should not cycle
 - Footway
 - Cycle lane
 - Cycle path
 - One way street
 - Surface of asphalt
 - Cycle bridge
 - Cycle parking marks
 - Cycle shop
 - Bus or coach route
 - Important building
 - College
 - Shop
 - WhizzGo parking bay
 - Bus station
 - Flow of WhizzGo
 - Justices that require a warrant
- Canals in Leeds**
- Leeds Navigation and the Great Wharfe Navigation
 - Leeds and Airedale Navigation
 - Leeds and Wharfe Navigation
 - Leeds and Don Navigation
 - Leeds and Aire Navigation
 - Leeds and Riveland Navigation
 - Leeds and Wharfe Navigation
 - Leeds and Aire Navigation
 - Leeds and Riveland Navigation

Proposed Routes
A number of cycle routes and facilities are in development and proposed to be completed in 2020-2021. These routes will be marked on the map in the same way as the existing routes. Maps as they are completed.

Leeds

Leeds is a city of many rivers and canals. Large parts of the city are relatively flat and two of the hills are covered in greenery. Leeds is a city of many rivers and canals, a mix of urban streets, country lanes and off-road paths can provide a safe and enjoyable journey.



Bike shops

The Bike Shop
75-80 Cross Street, Leeds, LS1 7TA
0113 232 4461 www.thebikeshop.com

Blakely
25-27 The Arcade, Leeds, LS1 2AT
0113 232 4461 www.blakely.com

Bob Jackson Cycles
200-222 Victoria Road, Beeston, LS11 3PL
0113 232 4461 www.bobjacksoncycles.co.uk

Coventry Cycles
21-23 North Street, Leeds, LS1 1AB
0113 232 4461 www.coventrycycles.co.uk

Coventry
100-102 North Street, Leeds, LS1 1AB
0113 232 4461 www.coventrycycles.co.uk

Deon Bicycles
21-23 North Street, Leeds, LS1 1AB
0113 232 4461 www.deonbicycles.co.uk

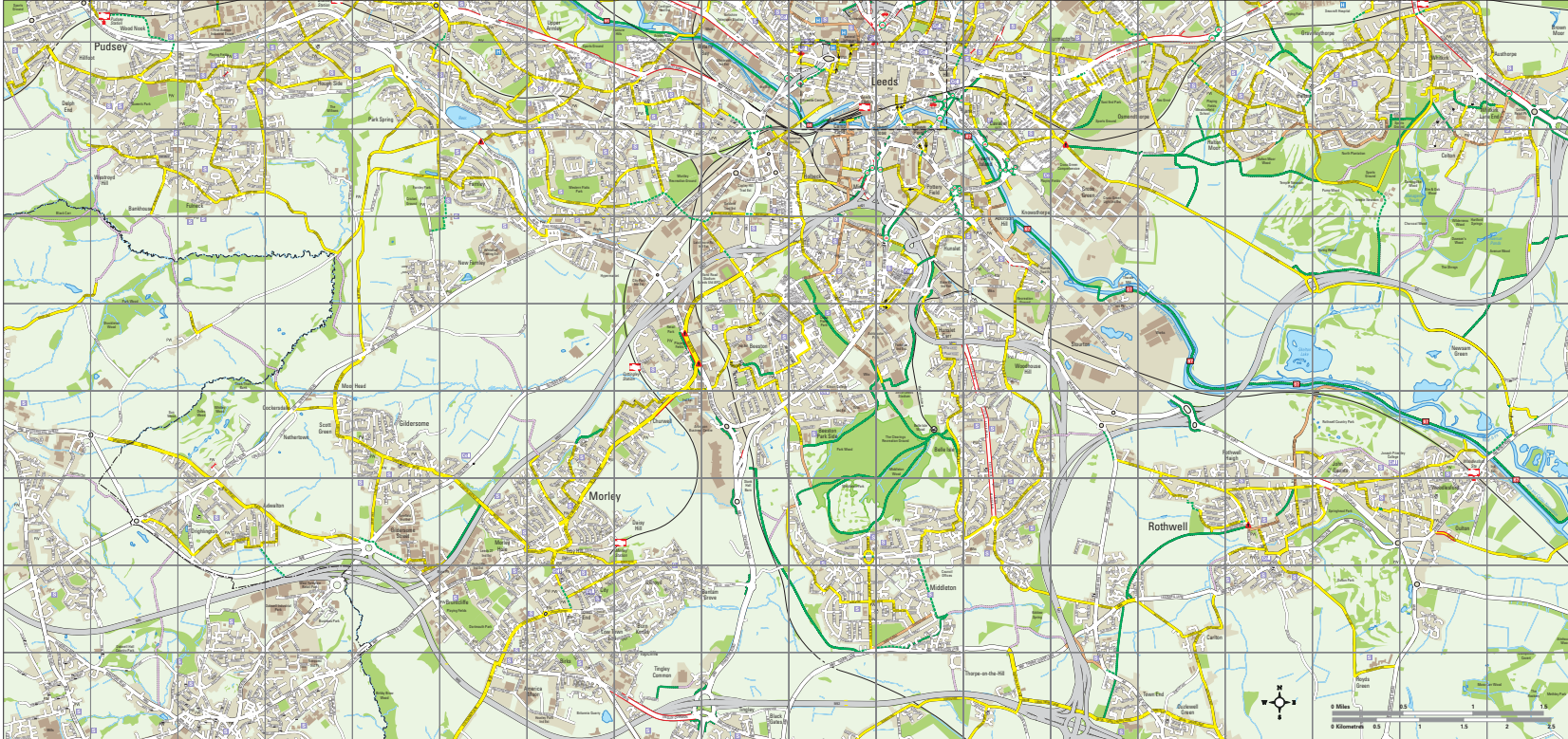
Deon Cycles
21-23 North Street, Leeds, LS1 1AB
0113 232 4461 www.deoncycles.co.uk

Edinburgh Bicycle Co-operative
100-102 North Street, Leeds, LS1 1AB
0113 232 4461 www.edinburghbicycle.co.uk

Evans
100-102 North Street, Leeds, LS1 1AB
0113 232 4461 www.evansbicycles.co.uk

CTC
100-102 North Street, Leeds, LS1 1AB
0113 232 4461 www.ctc.co.uk

Sustrans
100-102 North Street, Leeds, LS1 1AB
0113 232 4461 www.sustrans.org.uk



Cycle training

Leeds City Council provides a range of cycling routes and services. The map shows various routes and services available in the city centre.

- Leeds City Council provides a range of cycling routes and services.
- The map shows various routes and services available in the city centre.

Leeds City Council

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- The map shows various routes and services available in the city centre.

Cycling organisations

Leeds Cycling Action Group
Leeds Cycling Action Group is a volunteer organisation that works to improve the cycling environment in Leeds. We are involved in all aspects of promoting cycling in the city from lobbying central government and local authorities to organising group rides and providing advice to new cyclists.

Leeds City Council
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© liftshare.com



who we are what we do who we do it for how we can help you

CarBUDi BikeBUDi WalkBUDi TaxiBUDi School Run online travel surveys

BikeBUDi

The **BikeBUDi** system is simple - it simply matches individuals with others cycling the same way so they can ride together. Having joined the system members simply register their journey and the system automatically lists all potential bike buddy matches.

The matches are displayed in both table and map format, allowing the user to easily find the most suitable people.

Having found a match the user simply sends an automated email to any likely matches and arranges to travel together.

The system also calculates the financial and CO2 saving each user is making compared to making that journey by car.



Who can use BikeBUDi?

Anyone over 16 who can ride a bike! The idea is not just to help current cyclists to find bike buddies but also to encourage individuals who may be concerned about cycling to give it a go. By putting experienced cyclists in touch with those willing to give it a try we hope to reduce some of the usual reasons for not cycling, such as:

- Knowing safe and convenient routes
- Sharing information on
 - Riding safely
 - Taking a bike on public transport
 - Renting bike lockers
 - Bike security
 - Choosing suitable gear for commuting

The benefits of BikeBUDi commuting:

- You can ignore traffic reports,
- Fit a workout into your busy day,
- Feel energized when you arrive at work,
- Get more control over your schedule,
- Avoid parking hassles & costs,
- Help improve the region's air quality,
- Have fun and meet like-minded people.

How to set up a system:

Setting up a **BikeBUDi** system is simple. If you already have a **liftshare** system it can be added to your existing car share system or you set one up independently.

www.bikebudi.com

[next page »](#)



WalkBUDi™

home getting started register safety tips help

out *liftshare*
 ansport links
 ews
 edback
 ontact us
 or businesses

© liftshare.com



WalkBUDi Schemes for Businesses

Whether you work for a company, charity or other type of organisation, whether your office is big or small, whether you're based in an urban area or in the countryside, WalkBUDi can help you and your staff in a number of ways.

- Helps staff fit in a workout during their busy day
- Helps staff feel energized when they arrive at work
- Helps staff get more control over their schedule
- Helps staff avoid parking hassles & costs
- Helps improve the region's air quality
- Staff have fun and meet like-minded people
- Aids in delivery of your Transport Plan
- Improves relations with the local community
- Improves your corporate image
- Reduces car parking costs
- Reduces travels costs for staff
- Reduces levels of traffic and congestion
- Reduces pressure on car-parking facilities
- Creates opportunities for team building



Setting up a Private WalkBUDi scheme for businesses

Setting up a WalkBUDi scheme is simple. If you already have a *liftshare* scheme it can be added to your existing scheme or you can [set up a WalkBUDi scheme independently](#).

A private WalkBUDi group enables your staff members who have access to the internet or intranet to register themselves and their journey details onto a system and search for matches amongst colleagues.

Members are also able to search on the National WalkBUDi database to help find potential matches on a wider scale without displaying their travel details publicly. Access to register within a private group is therefore restricted; this is done via either, email address ending, a password or an IP address. The visual look of a private group can be branded to reflect the organisations own corporate image.

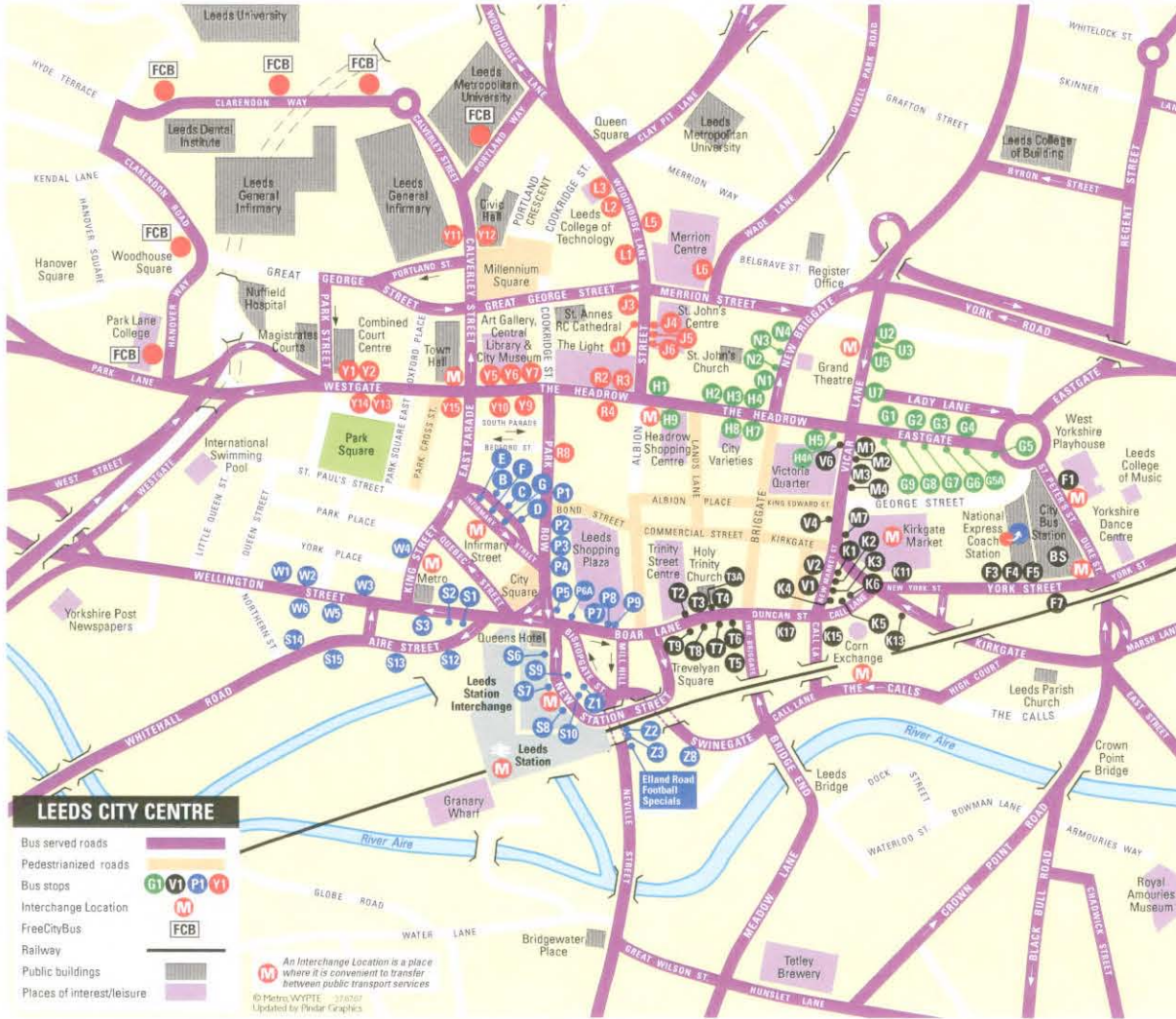
Access is given to fully automated 'Administrator Pages', these pages enable the administrator to view the following.

- Number of members and their journey details
- Information displayed in graph format
- Details on previous mode of transport (model shift)
- Information and guidance on how to promote and market your scheme
- Examples of marketing materials are shown
- Calculations of what is and can be saved by the group in terms of CO₂ emissions, mileage saved, money saved and trees saved

Setting up a WalkBUDi scheme is simple. If you already have a *liftshare* scheme it can be added to your existing car share scheme or you can set one up independently.

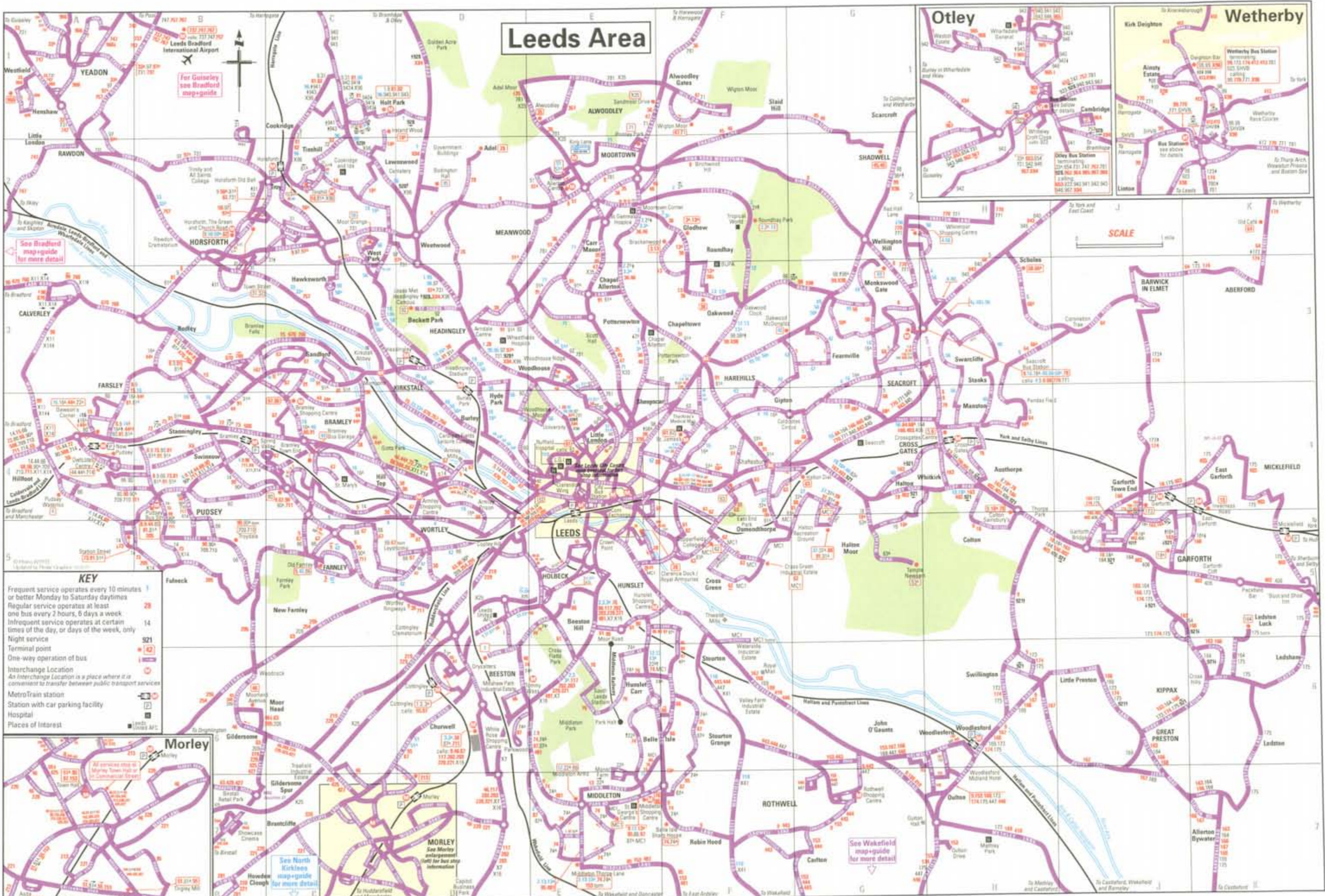


Appendix D Leeds City Centre Bus Map /
Leeds Area Bus Map / Whizz Go Car Club
Information / www.CarShareLeeds.com
Information



The stops shown are for outward journeys from the City Centre only. Stops shown as BS are at the City Bus Station. Stops B to G are at the Infirmary Street Bus Point.

Services	Direction	Bus Stops	Services	Direction	Bus Stops	Services	Direction	Bus Stops
FCB	freecitybus	S8 W4 Y15 Y13 L5 J4 H2 G1 BS M3 K17	51/51A	Morley	05 M7	209/219	Huddersfield	BS T8 S13
1	Beeston/Cottingley	L5 J5 P2 Z3	35	Morley	BS M1 M7	220	Huddersfield	BS K15 Z8 Z2
1	Holt Park	Z1 B J3 L3	56	Moor Grange	G9 J1 L2	221	Dewsbury	BS K15 Z8 Z2
2	Middleton	U2 M2 K2	56	Whinmoor	L5 J6 H2 G2 F1	229	Huddersfield	BS T8 S13
2	Roundhay Park	V4 N2	60	Cross Green	Y2 Y7 P5 K5 F4	254/255	Dewsbury/Cleckheaton	BS T7 S12
3/3A	Brackenwood/Gledhow	V4 N2	60	Hyde Park via Park Lane	F7 K17 S10 W4 Y13	402/403	Selby	BS
3/3A	White Rose/Cottingley	U2 M2 K1	60	Hyde Park via Woodhouse Ridge	L6	406		
4	Pudsey	F7 T6 S6 W5	61	Leeds General Infirmary	S14 W4 Y11	410	Pontefract/Knottingley	BS
4	Whinmoor	W3 P6A T4 K11 F4	61	St. James's Hospital via Hunslet	S12 S15	443	Hall Green/Woolley	S10 P5 P8 T3A F5 BS
5	Cross Gates	W3 C T4 K5 F4	62	St. James's Hospital via Leeds General Infirmary	Y11	443/444	Leeds Universities (Mon-Fri only)	T8 S10 W4 Y11
5	Old Farley	F7 K17 S8 W5	62	Cross Green	Y12 J4 P5 K5 F4	444	Barnsley	S10 P5 P8 T3A F5
12	Middleton	U7 K3	63	Dyffington	BS M3 T7 S12	446	Wakefield	S10 P5 P8 T3A F5 BS
12	Roundhay Park	U7 N1	63	Halton Dial	Y5 P5 K5 F4	447	Wakefield	S10 P5 P8 T3A F5 BS
13/13A	Brackenwood/Gledhow	V1 N1	63A	Temple Newsam	P5 K5 F4	481	Wakefield	BS K15 Z8 Z2
13/13A	Middleton	U7 K3	64	Aberford	C T4 K5 F4	508	Halifax	BS G6 H8 Y9 Y14
14	Bradford	G8 H9 P1 W6	66	Tyersal	G5A H5 R4 Y10	670	Bradford	BS G9 H9 P1 W6
15	Bradford	BS G8 H9 P1 W6	67	Bramley	G5A H5 R4 Y10	731	Otley	BS G9 J3 L3
16/16A	Farsley (Dawson's Corner)	F7 T6 S6 W5	68/68A	Pholes	C T4 K6 F4	752	Clarence Dock	L5 J5 G1
16/16A	Seacroft	W3 P6A T4 K11 F4	71	Primley Park/Wigton Moor	E T3 V6 N3	757	Leeds Bradford International Airport	BS M3 T8 S7 W6
18/18A	East Garforth/Colton	Y5 P7 K6 F3	72	Bradford	BS G6 H8 Y9 Y14	760	Keighley	BS G8 H9 P1 W6
18/18A	Tinshill/Ireland Wood	F7 K17 S10 G Y10 Y13	72	Pudsey	BS K17 S7 W6	770/771	Wetherby	BS H4
28	Adel	BS G9 J3 L3	74/74A	Belle Isle	S14 C T3A K5 F5	770	Wetherby (morning peak hours)	P3 T4 BS H4
28	Clarence Dock	L5 J5 G1 F1	74/74A	Middleton	G5A M1 M7 T7 S12 S14		Wetherby (evening peak hours)	BS G H I H4
33	Merston/Wikley	BS G8 H9 P1 W6	76	Middleton	P4	781	Otley	F R2 N1
33A	Otley	BS G8 H9 P1 W6	76	Middleton	P4	840	Malton/Thornton Dale/Whitby	BS H3
35	Alwoodley	E T3 V6 N3	85/87	Morley	BS M2 K4	843	Malton/Scarborough	BS H3
36	Ripon	BS N2	87A	White Rose	BS M2 K4	845	Malton/Bridlington	BS H3
36	Monday to Friday peak journeys from Leeds	BS F R2 N2	88	Bradford	G6 H8 R4 Y9 Y14	921	Swillington	L5 P7 T3A K5 F4
37/37A	Halton Moor	D T4 K5 F4	88	Halton Moor	Y2 Y7 R3 H3 G4 F1	928	Otley	B J3 L2
40	Seacroft	P7 K6 F3	90/90A	Greengates/Tyersal	M3 T7 S7 S12 S15	96	Huddersfield	BS G6 H8 Y9
42	Old Farley	G5A H5 R4 S1 W5	92	Headingley Campus	J3 L3	X7	Netherton	P4 Z2
42	Fearnville	W1 G R3 H3 G4	95	Tannoy	L5 J5	X11/X14	Bradford/Greengates	G6 H8 Y9 Y14
44	Pudsey/Owlkotes Centre	M7 K17 S1 S7 W6	97/97A	Bodington Hall	S10 B J3 L3	X16	Overton	P4 Z2
44A	Farsley/Owlkotes Centre	M7 K17 S1 S7 W6	98/99	Holt Park	BS G9 J3 L3	X25	Halifax	BS T7 S12
45	Shadwell	E T3 V6 N3	98A	Bradford/Guiseley	BS G9 J3 L3	X35	Alwoodley	E T3 V6 N3
46	Gildersome	L5 J6 M1 M7 T7 S13 S15	110	Wetherby Deighton Bar	F H1 G2	X41	Denby Dale	P5
46	Shadwell	S14 E T3 V4 N2	117	Thorp Arch	F H1 G2	X45	Malton/Bridlington	BS
47	Wigton Moor	E T3 V6 N3	163/164/166	Kettlethorpe/Hall Green	BS	X62	Hull	BS
49	Bramley	G7 H7 Y10	167/168	Kirkstall/Claydon	BS K15 Z8 Z2	X84	Ilkley/Skipton	BS G8 L1
49	Monkswood Gate	Y2 Y7 R3 H3 G4 F1	169	Horcliffe	G7 H7 Y10	X96	Cookridge/Tinshill	B J3 L3
50/50A	Horsforth	G7 H7 Y10	189	Castleford/Wakefield	BS	X98	Deighton Bar	F H1 G2
50/50A	Seacroft	Y2 Y7 R3 H3 G4 F1	202/203	Huddersfield	BS K15 Z8 Z2		Megabus	S1
51/51A	Moor Allerton	T5 H4A J1 L6						



Leeds Area

Otley

Wetherby

Leeds Bradford International Airport
 For Guiseley see Bradford map+guide
 See Bradford map+guide for more detail

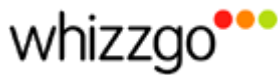
Cambridge
 Otley Bus Station
 Wetherby Bus Station

Wetherby Bus Station
 Bus Station
 Linton

- KEY**
- Frequent service operates every 10 minutes or better Monday to Saturday daytimes
 - Regular service operates at least one bus every 2 hours, 6 days a week
 - Infrequent service operates at certain times of the day, or days of the week, only
 - Night service
 - Terminal point
 - One-way operation of bus
 - Interchange Location
 An Interchange Location is a place where it is convenient to transfer between public transport services
 - Metro Train station
 - Station with car parking facility
 - Hospital
 - Places of Interest

Morley
 See Morley enlargement (left) for bus stop information
 See North Kirkstall map+guide for more detail

SCALE
 1 mile



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WhizzGo offers brand new cars parked in designated on-street bays within walking distance of your office for hire by the hour from as little as £4.95 including fuel and VAT.

If your employees sometimes need to visit customers by car, make site visits or just need a car for a few hours, WhizzGo is the ideal solution. You pay only for the hours you use the car and there are no minimum 24-hour hires and no delivery or collection charges. You can reduce the amount you spend on taxis and hire cars significantly.

WhizzGo can reduce your internal administration costs, too. Staff can book the cars themselves and we send you one clearly-itemised bill per month including your own internal job codes so that you can keep track of your travel costs and easily attribute the charges.

In addition to our basic service, WhizzGo can help you either dispose of or get the most from your pool cars. And if you think your organisation will use WhizzGo cars frequently, we will consider locating one or more in your own car park to maximize accessibility.

Because WhizzGo cars give your staff access to a car during the day, some may be able to commute to work by public transport, freeing up valuable parking space and reducing rush-hour congestion. To encourage staff to consider doing this, Metro is offering a 15% reduction on the cost of an annual MetroCard worth up to £120 to WhizzGo's Leeds members.

Corporate social responsibility involves examining every aspect of your business and thinking how you can use resources more efficiently. By helping you to encourage your staff to take public transport to work rather than drive, WhizzGo, Metro and Leeds City Council give you an opportunity to improve your environmental credentials.

So whether you run an institution like a hospital or university, or a business of any size, WhizzGo can save you money and time, and help you to achieve your corporate responsibility obligations.

If you have questions or would like a demonstration, please contact Charlotte Morton on 0870 446 6000 or by email to: charlotte.morton@whizzgo.co.uk.



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12 FEBRUARY 2008



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Welcome

What is car sharing?

Car sharing is when two or more people share a car and travel together. It allows people to benefit from the convenience of the car, whilst alleviating the associated problems of congestion and pollution.

When can I share a car?

You can share a car for any journey - getting to work, doing the weekly shop, taking the children to school, going to the match at the weekend, travelling to a festival, event or show, getting to or from university, visiting friends or getting to the airport.

What are the benefits of sharing a car?

- Saves you money - travelling with others enables you to reduce your transport costs by up to £1000 a year.
- Reduces the number of cars on the roads - resulting in less congestion, less pollution and fewer parking problems
- Provides a real solution to the transport problems of rural areas
- Gives employees and employers more transport options
- Reduces the need for a private car

For all other frequently asked questions please [click here](#).

Please take a few minutes to [register](#) any regular or one-off journeys that you are planning, and see for yourself how easily you can be put in contact with other travellers going your way...

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The Leeds Teaching Hospitals **NHS**
NHS Trust





Appendix E Summary of Travel Plan for Employees and Residents



Summary of Travel Plan for Employees and Residents

INTRODUCTION

This Framework Travel Plan has been written for 2020 House in Mabgate, Leeds. The site bounded by Skinner Lane to the north and Mabgate to the east. The plan is a set of incentives to encourage and help people like you to make short daily journeys by means other than by car, where this is feasible.

PURPOSE OF THE TRAVEL PLAN

The aims of the Travel Plan are to:-

- Reduce the impact of travel and transport on the environment, and make the site more sustainable;
- Improve and promote access to the site by various means;
- Provide a co-ordinated strategy to reduce reliance on the car;
- Reduce the amount of traffic generated during the peak periods on local roads; and
- Provide benefits to residents, employees and visitors in terms of choice of access and improved travel facilities.

HOW DOES THE TRAVEL PLAN WORK?

A Travel Plan is a living document which works by providing a framework for constant review and development by the employees and residents of 2020 House. A detailed Travel Plan will be developed once surveys of travel behaviour have been carried out to establish the current situation.

A Travel Plan then works by identifying measures to fulfil the objectives above by:-

- Raising awareness of your travel behaviour, and to then participate in, and develop the plan together with the other residents and employees.
- Removing the practical barriers that stop people who would like to travel by non-car modes from doing so. Many people have preconceptions about what it is like to travel by bus or to cycle. Alternatively, some people don't have the time to track down the timetable so the plan tries to help by providing the resources you need at your fingertips. The co-ordinator wants to make it easier for you to regularly (or periodically) review the options available to you. That way, you can make informed decisions, without having to do all the leg work yourself.
- Offering incentives - the management company for employees could investigate setting up a tax exempt cycle loan scheme for employees for commuting. The co-ordinator will explore various measures which may encourage you to try the alternatives, which you may then find more convenient than you thought.
- Improving alternatives – the co-ordinators will provide information on schemes such as the local carshare database. Car sharing can be more convenient than driving alone and can lead to considerable cost savings for you. It is often viable for trips which cannot be readily made by public transport.
- Constraining car use – in order to encourage you to use non-car means of transport, employers may consider how the most attractive car parking spaces can be converted to priority spaces for car-sharers to encourage you to share your car.

