

Tension Control Bolts Ltd
TCB House
Clywedog Road South
Wrexham Industrial Estate
Wrexham LL13 9XS

Travel Plan May 2015

Agreed by Tim Stokes, Managing Director

A handwritten signature in black ink, appearing to be 'T. Stokes', with a horizontal line extending to the right.

Contents

Page number

1. Executive Summary	3
2. Introduction	4
3. Site assessment & access	4-5
4. Travel survey/questionnaire	6
5. Objectives & targets	6
6. Measures & actions	6-7
7. Monitoring	7

Appendix

Travel Survey

1. Executive Summary

The travel plan has been drawn up as part of the planning process to accompany the planning application at Wrexham Industrial Estate. The travel plan aims to deliver sustainable travel objectives for Tension Control Bolt's (TCBs) employees.

All current employees have completed a travel survey/questionnaire to ascertain their current travel arrangements to work.

On the information staff provided all personnel commute over 11 miles to their work place at Wrexham

21% car share on a regular basis.

The main reason provided for not engaging other modes of transport was 'public transport not available or realistic'

In response to the above & following some of the answers a Car Share Club has been set up. The TCB notice boards also contain the relevant bus time tables.

There is secure, covered bike parking & there is also indoor facilities to store bike & walking accessories complete with shower facilities.

TCB ensure staff are aware of their travel options & encourage other modes of transport other than cars on their own.

Where possible the travel plan aims to:

- *Reduce carbon emissions & congestion where appropriate
- *Promote the health benefits of walking & cycling
- *Promote financial benefits
- *Support public transport use

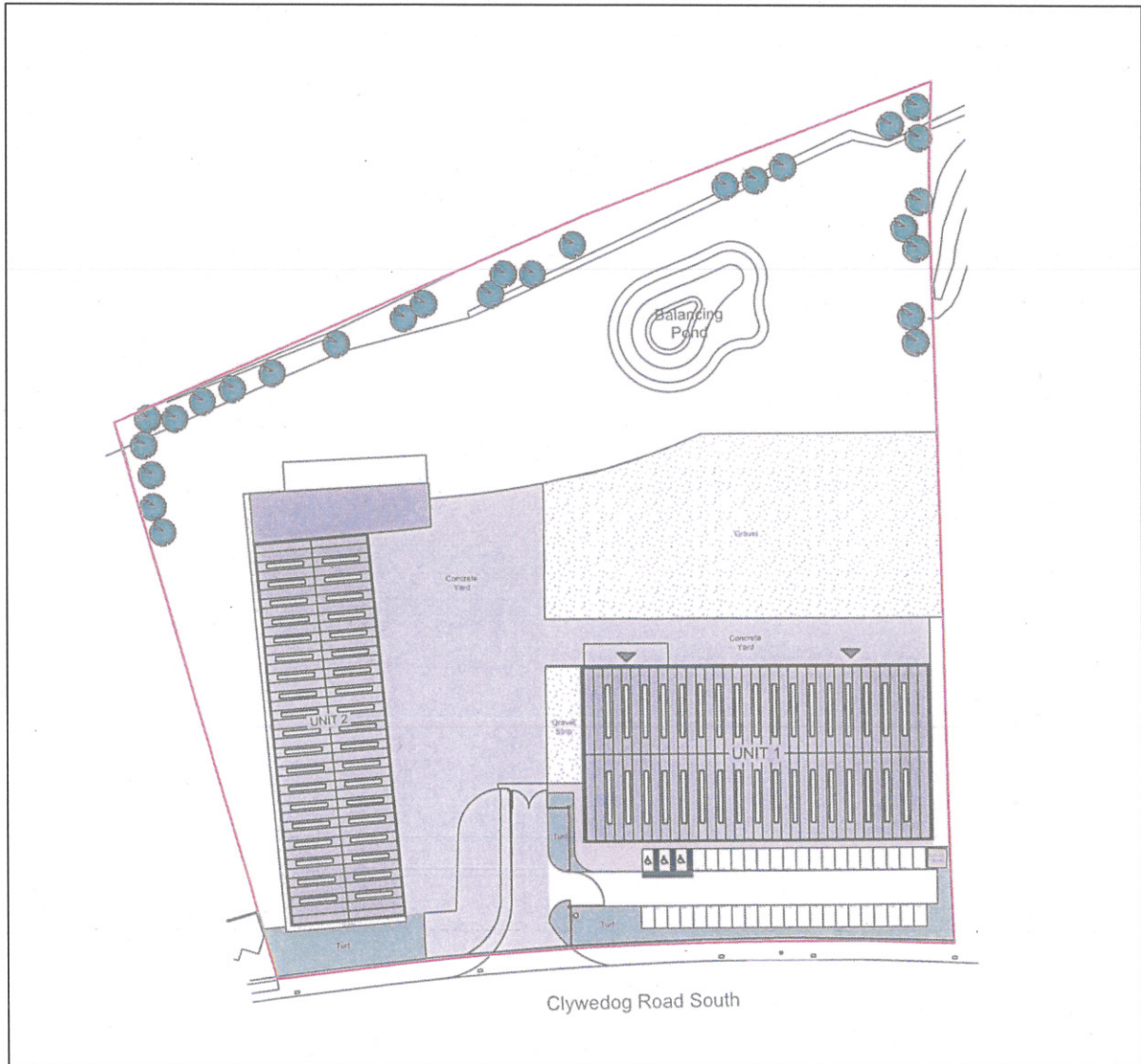
The travel survey will be distributed annually, then monitored & reviewed by management. Staff are/will be made aware of sustainable travel alternatives on the staff notice boards.

Measures & actions will be modest/limited due to the total number employed at Wrexham Industrial Estate & all staff travel more than 11 miles to work.

The directors at Tension Control Bolts are committed to promoting sustainable means of travel to TCB House at Wrexham Industrial Estate.

The development consists of 2 units: a factory 2,000 m² & office/warehouse 2,700 m². There is a total of 56 car parking spaces (12 factory / 44 office & warehouse). In addition, there is secure, covered cycle parking within the car park areas. Shower & changing facilities are available in both units as well as lockers for use by all staff.

Picture 2. Site layout plan



Walking & cycling are currently not feasible options for the current staff as everyone is more than 11 miles from Wrexham Industrial Estate.

The railway station Wrexham General is 3.9 miles from the development.

There are some bus routes which serve the bus stop located on Bridge Road – approx. ½ mile from the development.

4. Travel Survey/Questionnaire

The travel survey consists of questions such as:

Commuting distance

Mode of transport currently used

What would encourage staff to travel by an alternative mode.

The survey was completed by all personnel, currently at 19.

% of trips made by single car occupancy	% of trips made by car sharing	% of trips made by non-car modes
79%	21%	Very occasional

% 0-10 miles from work	% 11-15 miles from work	% 16-20 miles from work	% 21 + miles from work
0	42%	32%	26%

Staff have cited in the travel survey that the main reason provided for not engaging other modes of transport was 'public transport not available or realistic'

**The survey is attached at the end of the document.

5. Objectives & Targets

TCB have relocated from Whitchurch SY13 1LJ to Wrexham Industrial Estate LL13 9XS. Over time there will be more personnel recruited as & when necessary from Wrexham & surrounding areas which will influence positive changes to the travel plan.

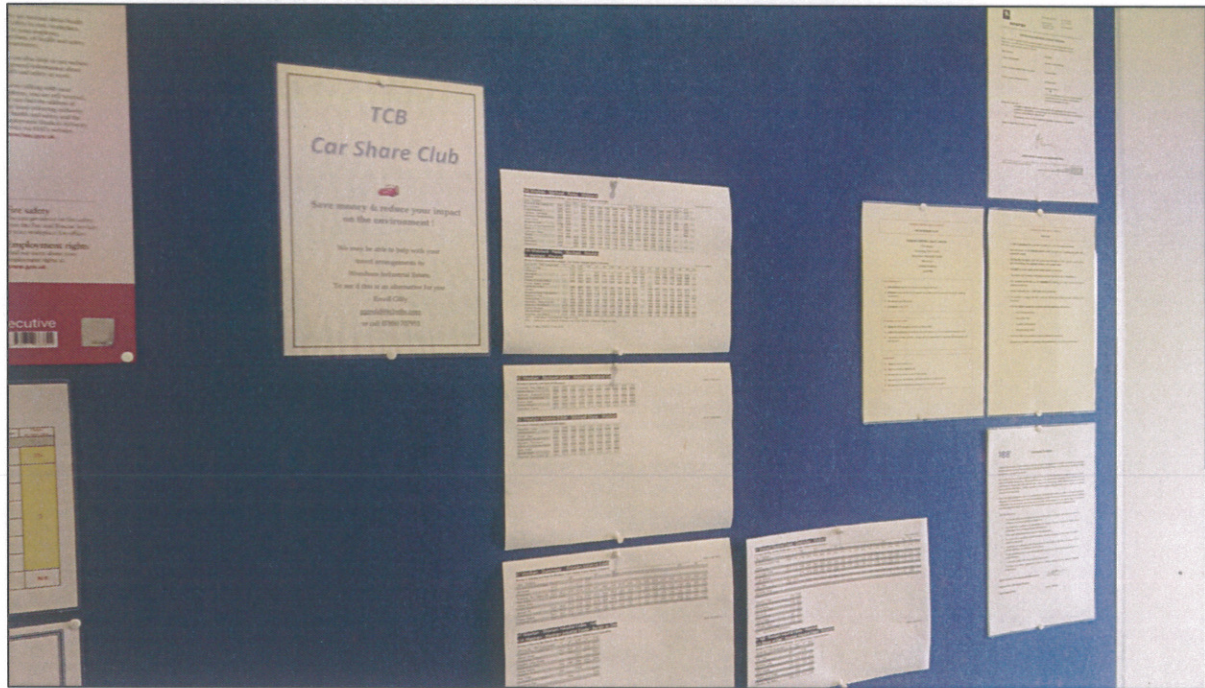
There are excellent facilities at TCB for cycle parking, indoor facilities to store cycle & walking accessories & shower/changing facilities. Bearing in mind there are no staff currently commuting less than 11 miles, cycling is not a realistic option currently.

The target is to increase car sharing/reduce business travel costs. We will also encourage walking, cycling & public transport where feasible. Since there are currently 19 people based at the Wrexham site & relatively low staff turnover these changes will be modest in the foreseeable future.

6. Measures & Actions

- A car share club has been set up – flyer is on the staff notice board with the club details.
- Bus service timetables are available on the notice board for Wrexham & Whitchurch (see bus routes 41, 41A, 42 & 146 on staff notice board)

Picture 3. Photo of TCB's notice board at the personnel entrance



- Every quarter an email will be sent to staff with information regarding: car sharing, journey planning & bus/train timetables
- A prize draw will be organised every quarter for car sharers
- A welcome pack is being put together to communicate to all new staff recruited in the future with:

contact details of the travel plan coordinator

facilities at TCB

bus timetables

train timetables

Wrexham Industrial Estate news

7. Monitoring

TCB's office manager, Gillian Gould is the travel plan coordinator & will distribute the travel questionnaire annually.

The data collected via the questionnaire will be analysed & a review will take place at a management meeting once the results have been submitted. Any changes, suggestions &/or amendments will be communicated to all members of staff via TCB's notice board.

The travel plan will be reviewed annually & when new staff are appointed to ensure its effectiveness.