Waterman Moylan
Engineering Consultants

School Travel Plan

Proposed Post Primary School Development at Lucan, Co. Dublin

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Comments

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Content

1. Introduction

1.1 Background

This School Travel Plan (STP) has been prepared by Waterman Moylan on behalf of the Department of Education as part of the documentation in support of a planning application for the development of 1000 pupil post primary school located to the south of Griffeen Avenue, Lucan, County Dublin.

The development consists of the construction of the proposed 1000 pupil post primary school with 4 No. Special Needs Units, along with all staff and pupil facilities and ancillary spaces. The proposal includes all associated infrastructure, drainage works, potable water supply and road works.

The site is in Lucan, County Dublin, as shown in Figure 1. The site is bounded by green space, existing roads and residential areas to the North, East and West and the South.

Figure 1: Site Location

As part of preparation of this School Travel Plan the following documents/websites have been consulted.

- NTA Toolkit for School Travel
- Workplace Travel Plans-A Guide for Implementers
- Achieving Effective Workplace Travel Plans-A Guide for Local Authorities
- Smarter Travel – A sustainable Transport Future 2009-2020
- http://greenschoolsireland.org/ (Green Schools Ireland Website)
- http://www.antaisce.org/ (An Taisce)
- https://www.nationaltransport.ie/ (NTA Website)

The above documents provide a template for a high quality travel plan.

1.2 Objectives of the Study

The School Travel Plan has been prepared to identify and review travel that will be associated with the development of the proposed post primary school, Lucan, County Dublin.

The Plan has been developed based on the guidance provided by the NTA Toolkit for school travel and other documents as outlined above.

The Plan will identify measures that will be implemented to reduce transportation demand and to encourage a modal shift towards sustainable forms of transport. Specifically the targets set out in the NTA Toolkit for school travel will be addressed and Workplace Travel plans - A guide for Implementers will be addressed. Targets considered are as follows:-

- Encourage walking and cycling for journeys to and from school.
- Reduce car journeys to and from school.
- Encourage car-pooling for staff.
- Increase the number of people who share their journeys by car.
- Reduce the need to travel, especially during the rush hour.
- Enable staff and pupils to use alternative modes of transport.

The Plan also embraces the core principles set out with "Smarter Travel – A Sustainable Transport Future 2009-2020". The majority of the actions set out in the policy are legislative or relate to other transport areas such as maritime and aviation. However, where applicable, key action points in so far as they relate to schools have been reviewed and the proposed development can facilitate the delivery of these actions and is consistent with these actions.

In this regard, key relevant action points set out in "Smarter Travel – A Sustainable Transport Future 2009-2020" are as follows:

- Action 1: invest in schools, giving priority to walking, cycling and public transport
- Action 4: promote sustainable transport by retrofitting infrastructure for sustainable modes
- Action 7: commit to a Green Schools Travel Programme
- Action 15: provide cycle training for schoolchildren

1.3 Development of the School Travel Plan

The Plan should be considered as a dynamic process which will be further developed and carried forward by the school from the outset and during the operating phase of the school.

1.4 Study Methodology

The methodology used within this report is as follows;

- Census Data was reviewed to determine the Modal Split
- Survey of School Pupils

2. Characteristics of the Proposed Development

2.1 Description of the Proposed Development

The proposed development consists of the construction of the proposed 1000 pupil post primary school, along with all staff and pupil facilities and ancillary spaces, in Lucan.

It is proposed to provide 40 No. parking spaces to accommodate the school staff and visitors parking and 2 no. accessible parking spaces as part of the works. The school also intends to provide a 21 pupil drop off spaces and a bus set-down space. This is as per the car park provision proposals which have been detailed in line with the South Dublin County Council Development Plan 2016-2022.

2.2 Schedule of Accommodation

The accommodation provided by the approved development consists of the following: -

Table 1: Schedule of Accommodation

Item	Quantity
Post-Primary School – Pupils	1000
Post-Primary School - Staff	67
Parking Spaces Provided	40 no. (staff and visitors) 2 no accessible spaces
Bicycle Parking Provided	540

3. Existing Transportation Infrastructure

3.1 Road Network

The proposed school development will be accessed via the adjacent school access road west of the subject site which leads from Griffeen Avenue located north-west of the subject site.

3.2 Public/ Private Transport

3.2.1 Dublin Bus

There are currently 12 bus stops within 1.3km of the site, which are identified on the map of public transport locations in Figure 2.

Figure 2: Location of Bus Stops

A summary of these stops can be seen below in Table 2.

Table 2: Stops No. 7139,7140,4607,4606,7142,7386,4562 and 4561

Service	Service Route	Frequency
25B	Adamstown, Outside Train Sation	30 min
25A	Lucan Newcastle Road	30 min
151	East Wall, Bargy Road	10-15 min

3.2.2 Dublin BusConnects

The National Transport Authority is currently proposing to make numerous improvements to public transport within the Greater Dublin Area by means of Quality Bus Corridors (QBC).

The bus element, Bus Connects, includes infrastructures and bus priority measures, improvements to fares and ticketing and re-design of the bus network.

The same corridors that are important for buses are also the main cycling routes into the city centre. Bus Connects will see safe cycling facilities provided along each corridor, segregated as far as practicable from other traffic. The cycling infrastructure delivered under this programme will form the core of the region's cycling network and deliver a radical step-change in cycling facilities in Dublin.

As part of Bus Connects proposal, it is noted that the intention is to re-direct all services traveling to the same destination, to a single corridor, called Spine. These services will run together in the same spine and then branch to serve different destinations. It is noted that the proposal would deliver spines with high frequency, with a range of bus every 4 to 8 minutes at off peak times.

There are currently 16 No. proposed routes to be converted into QBC spines under the Bus Connects scheme:

Figure 3: Proposed Bus Connects Routes

Bus Connects Route 6 and 7, Lucan to City Centre and Liffey Valley to City Centre, proposes a spinal bus corridor, together with cycling facilities along this route, that will connect the Lucan area to the City Centre. As shown in the above Figure, this route is easily accessible from the proposed site.

In addition to the radial core bus corridors, there is also a plan for enhancement of the orbital bus corridors as part of Bus Connects Dublin. These proposals will form a separate plan which will be advanced at a future date. The proposed orbital routes are shown in the Figure below:

Figure 4: Future Orbital Routes

As seen in the Figure above there is a proposed orbital route running in close vicinity of the proposed site.

The objective of this scheme is to provide a continuous bus lane in each direction as well as maintaining two general traffic lanes. In addition, it is also proposed to provide a dedicated cycle track on each side of the road, providing safe cycling facilities, segregated from other vehicular traffic. The typical road layout also includes footpaths for pedestrians and supporting elements such as pedestrian crossings at all key road crossing points, and bus shelters for waiting passengers.

The below Figure details the branch routes connected to the major orbital and spine routes, forming part of the BusConnects scheme:

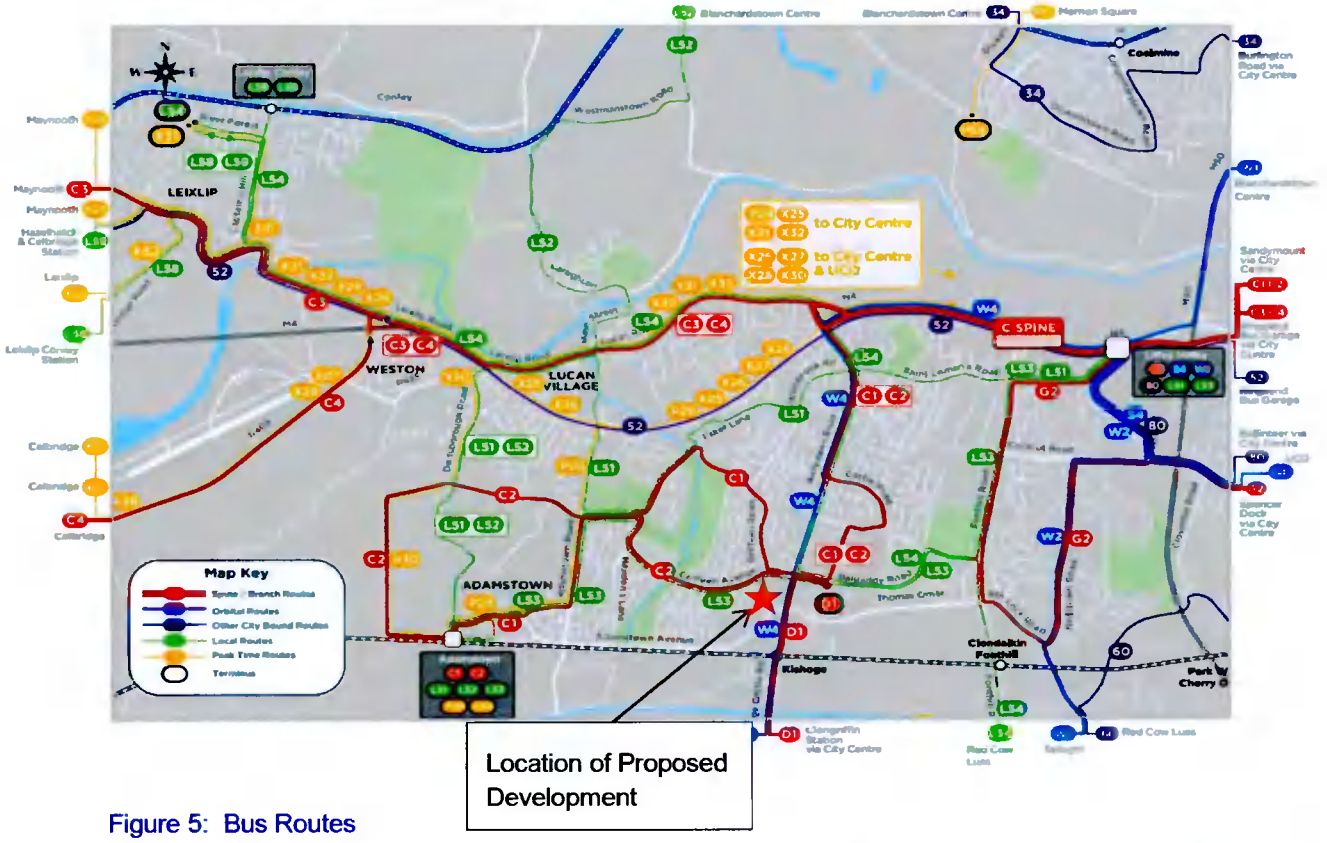


Figure 5: Bus Routes

The Dublin BusConnects will significantly improve the connectivity of the subject site with surrounding areas by means on public transport.

3.2.3 Luas Services

We would note that the National Transport Planning intends to develop an east-west Luas line, commencing in the residential areas of Lucan and connecting into Dublin City Centre. Details are shown in the Figure 6 below.

Figure 6: Planned Luas Upgrades

The proposed new Luas line will provide a further high capacity public transport link from Lucan to the City Centre.

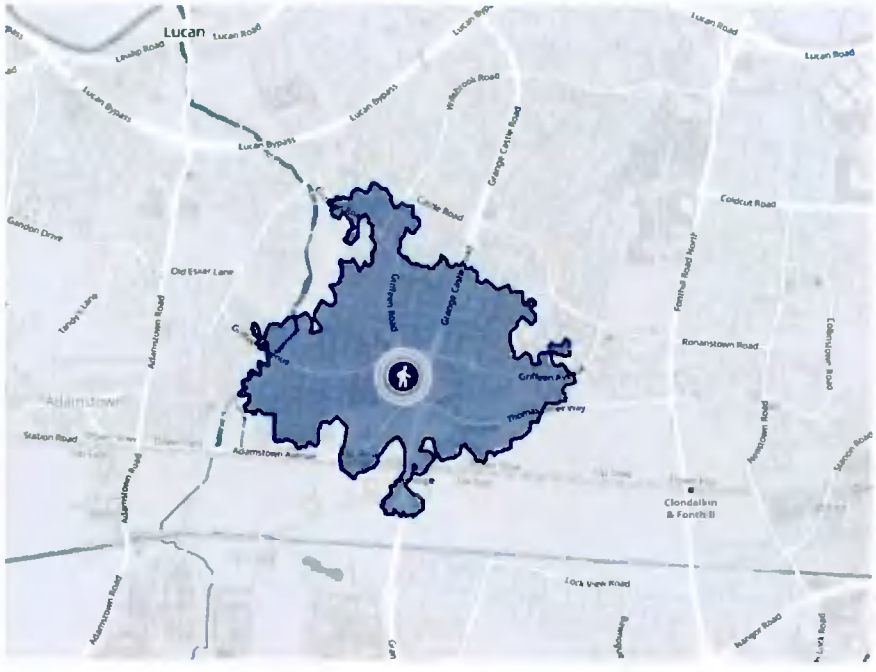
3.3 Pedestrian Facilities

Griffeen Avenue has a footpath on both sides of the road for pedestrians. Figure 7 below shows the possible pedestrian access routes to the proposed school. The Red Route indicates the possible route to the main entrance of the school from Griffeen Avenue and Balgaddy Road which hosts a number of bus stops; the Yellow Route indicates the possible route to the main entrance of the school from residential developments through Griffeen Road, amongst other bus stops; the Blue Route indicates the possible route to the school entrance of the school from the R136, which also hosts a number of bus stops.

Figure 7: Pedestrian Access Routes

In addition to the analysis carried out for the pedestrian movements, Figure 8 shows the isochrones map indicating the walking distance (15min maximum) from the site.

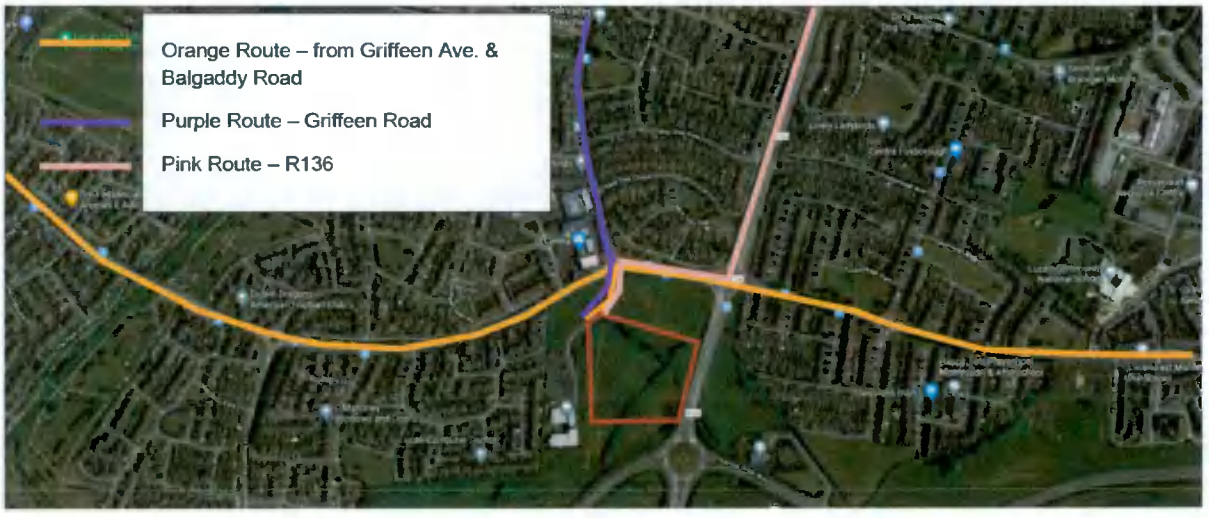
Figure 8: Isochrone Map for 15 min Walking Distance (www.traveltime.com)



3.4 Cycle Facilities

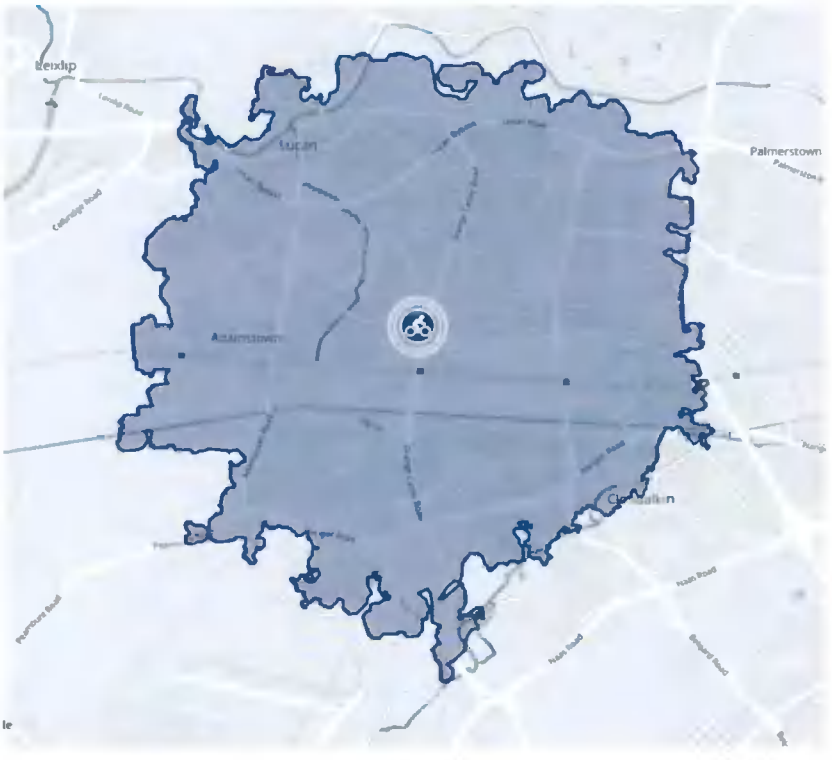
Griffeen Avenue has a cycle lanes on both sides of the road for cyclists. Figure 9 below shows the possible cycle access routes to the proposed school. The Orange Route indicates the possible route to the main entrance of the school from Grifeen Avenue and Balgaddy Road which hosts a number of bus stops; the Purple Route indicates the possible route to the main entrance of the school from residential developments through Griffeen Road, amongst other bus stops; the Pink Route indicates the possible route to the school entrance of the school from the R136, which also hosts a number of bus stops.

Figure 9: Cyclist Access Routes



In addition to the analysis carried out for the pedestrian movements, Figure 10 shows the isochrones map indicating the cycle distance (15min maximum) from the site.

Figure 10: Isochrone Map for Walking Distance (www.traveltime.com)



3.5 Assessment of Origins and Destinations of Trips

The existing modal split information has been provided by the school and are summarized in Table 3, below.

Table 3: Percentage Breakdown of Census Data

Means of Travel	Number	Percentage
Private Car (Driver and Passenger)	4193	43%
Pedestrian	2922	30%
Bus, minibus or coach	1,794	18%
Cyclists & Scooters	421	4%
Train, DART or LUAS	11	0%
Other	491	5%
Total	**9832**	**100%**

A request to carry out modal split survey was sent to the principal of local School at Lucan East ETNS, Kishoge Cross off Griffeen Avenue, Lucan and the results are shown in the below table:

Table 4: Percentage Breakdown of School Survey

	Lucan East ETNS School Survey	
Means of Travel	Number	Percentage
Private Car (Passenger)	201	46%
Pedestrian	131	30%
Bus (Private)	5	1%
Cyclists/scooter	101	23%
Train, DART or LUAS	0	0%
Other	0	0%
Total	**438**	**100%**

The above data from the Census and school survey are summarized below:

School Name	Response Type	Rail	Bus	Private car	Walking	Cycling/Scooter	Other
Lucan East ETNS	Survey Form	0%	1%	46%	30%	23%	0%
Census		11%	18%	43%	30%	4%	5%

Utilising this data, realistic target modal splits for the proposed development have been determined, and can be seen in Table 5 below:

Table 5: Opening Modal Split

Journey Type	Opening Modal Split	Target Modal Split
Private Car	45%	35%
Pedestrian	30%	33%
Bus	5%	7%
Cyclists	20%	25%
Train, DART or LUAS	0%	0%

4. Specific Initiatives Proposed

4.1 Appointment of a Travel Manager

The school management has appointed a designated member of the staff to the role of Travel Manager, whose objective is and will continue to be to encourage and facilitate sustainable travel for pupils and staff associated with the School.

The steering committee is to be set up by the school board of Management; and the Mobility Manager will have the responsibility for further developing initiatives within this School Travel Plan.

4.2 Role of Travel Manager

The role of the Travel Manager will include the following functions and objectives:

- Liaise with the Local Authority in respect of the Council schemes for safe routes to school and other school transportation initiatives.
- Establish a steering committee to develop and implement the School Action Plan. The steering committee is likely to have the mobility manager, school principal and Board of Management chairperson as initial members.
- Liaise with local bus services to ensure that the optimum communal transport system is available to serve the school pupils and staff.
- Dissemination of information about public transport facilities and options to pupils and staff.
- Promote use of public transport by staff by providing "Tax Saver" incentives.
- Develop and promote initiatives to encourage carpooling for students travelling by car or on days when weather or other circumstances are less amenable to walking or cycling. See attached car-pooling leaflet in Appendix C.
- Raise awareness of carpooling for pupils and have information days / coffee mornings to promote.
- Develop and promote initiatives to encourage walking to school, including:
  - Poster competitions
  - Conduct walkability audits
  - Park and Stride
  - Walking Bus
- Develop and promote initiatives to encourage cycling to school, including:
  - Training
  - Poster competitions
  - Prizes for best cyclists
  - "Cycle on Wednesday" initiative
  - Sheltered bicycle parking
- Provide educational material to pupils (Student Travel Pack) and staff demonstrating the benefits of walking and cycling to school.
- Promote cycling by staff by providing access to the Hygiene room for changing / showering in the morning
- Monitor and work towards the improvement of the physical infrastructure required to ensure comfort and safety for walking in the area.

- Monitor and work towards the improvement of the physical infrastructure required to ensure comfort and safety for cycling in the area and that raises driver awareness to the presence of cyclists.
- Develop Drop-off Management Plan to promote efficient use of the drop off area.
- Update the school website to include links to appropriate websites for staff and parents in respect of travel management, the school travel plan and a student travel pack, which can be issued to the parents of prospective pupils in advance of them starting in school

4.3 Onsite Pedestrian and Cyclist Facilities

The role of the Travel Manager in relation to infrastructure is limited to areas within the remit of the school itself. In this regard the Travel Manager will be tasked with monitoring and ensuring that the on-site pedestrian and cyclist facilities are maintained in a clean, operational condition and that additional facilities such as bicycle parking spaces are provided if demand should exceed the facilities provided. The strategy for cyclists is based upon providing cycle facilities such as safe and secure bicycle parking and lockers on the site as well as showers for staff who cycle. As a result, good cycle connectivity will exist between the site and the local road network.

4.4 Staff Initiatives

Staff initiatives to be implemented by the strategy are:

- The provision of an extensive information service for public transport routes at a public location(s) within the school.
- The ongoing updating of public transport information adjacent to the school.
- Advising staff of tax incentives for public transport and bike to work schemes.
- Encouraging a car pooling scheme for students and staff.
- Provision of cycle facilities and showers for staff.

4.5 Student Initiatives

Initiatives can be encouraged by the following methods:

Walking:

- Poster competitions
- Prizes for best walkers
- "Walk on Wednesday" initiative
- Conduct walkability audits
- Park and Stride (and potentially walking buses from these locations)
- Provide educational material to pupils (Student Travel Pack) and staff demonstrating the benefits of walking to school.
- Carry out a walkability audit to find safe routes to school
- Map walking routes from school to local residential areas including walking times
- Road safety and safe cross code lessons in class
- Source high-vis vests from An Taisce, Road Safety Authority and Local Authority
- Launch WOW Days and create a WOW banner for the school gate

Cycling:

- Training
- Poster competitions
- Prizes for best cyclists
- "Cycle on Wednesday" initiative
- Sheltered bicycle parking
- Provide educational material to pupils (Student Travel Pack) and staff demonstrating the benefits of cycling to school.
- Hold helmet safety lessons
- Cycle Skills Sessions with Green-Schools Travel Officer
- Organise talks by Green-Schools Officer, Road Safety Officer, Community Garda, Local Bike Shop
- Cycle Safety Worksheets in class
- Apply for Local Authority and An Taisce cycle training funding
- Cycle Audit with Green-Schools Travel Officer

Park & Stride works in a similar way to the Park & Ride schemes in many larger towns and cities. Parents who normally drive their children to school are encouraged to park away from the school gate (usually in a designated area) and walk with, or allow their children to walk, the last part of the journey to school. Park & Stride can be a way of involving the whole school in WOW, in particular those who live more than a reasonable walking distance from the school, or those whose parents drive to work after dropping children at school.

The following are some good sites for Park & Stride stations:

- Shop car parks,
- Public car parks,
- Church/community hall car parks, or
- Quiet stretches of road, away from the school, which will not disturb local residents.

Carpooling (or car sharing) is when two or more people make an effort to travel together in one car, instead of using their separate cars. Carpooling to school means that if one parent drives pupils to school one day (or week depending on what suits), another parent will drive the next day – sharing the job. The travel manager will disseminate information to all parents highlighting the benefits of carpooling and request information from parents in respect of their ability to car pool. An initial meeting with possible carpooling partners can be arranged to discuss arrangements for pick and collection, scheduling, contact details, trial periods, etc.

Benefits of carpooling:

- Saves money by sharing the cost of fuel
- Reduces journey times (by reducing number of cars on the road)
- Reduces congestion around the school gates
- Helps to improve the environment and reduce emissions
- Allows for more fun for children on the school journey
- Develops social skills
- Allows parents/guardians to have time for themselves.

4.6 Green Flag for Travel

Travel is the fourth theme of the Green-Schools program. The Travel theme is funded by the Department of Transport, Tourism and Sport and supported by the National Transport Authority.

As part of their Action Plan, the schools will set their own Travel targets, with the ultimate aim of increasing the number of pupils walking, cycling, park 'n' stride, carpooling or using public transport, which will ease congestion by reducing the number of private cars arriving at the school gates.

By promoting sustainable transport modes (walking, cycling, carpooling or public transport), the school will also improve pupils' safety, health and fitness. The journey to school is an ideal way for children to take part in regular physical activity, to interact with their peers, and to develop the road sense children need as pedestrians and cyclists. Alternative modes of transport also improve children's alertness. The school will also lessen their overall impact on the environment, by reducing emissions and pollution.

Green-Schools Travel was rolled out nationally in September 2008 after a successful pilot program in the Greater Dublin area.

Green-Schools have dedicated Travel Education Officers throughout the country who are working closely with schools to support them through the 7-step process. The Travel theme is now acknowledged as a 'best practice' model for sustainable school travel within the international FEE network.

A school Action Plan will be developed by the school board of management to develop initiatives and measures mentioned in this report.

The Action Plan will be put together early in the Green-Schools Travel programme. It is the **blueprint** for the work being done on the Travel theme.

The Action Plan will be relevant to improving levels of sustainable travel use at the school and will address the specific travel/traffic challenges.

5. Travel Management Objectives

5.1 Reduction in Transport Demand

The high quality proposed footpath and pedestrian crossing network will promote walking and cycling as a mode of transport for pupils.

To this end, the strategy will be to encourage a reduction in dependency on using private cars for travelling to the school and instead encouraging travel by public transport, by cycle and on foot.

The methodology to be employed to implement the strategy will include:

- The provision of an extensive information service for public transport routes at a public location(s) within the school.
- The ongoing updating of public transport information adjacent to the school.
- Advising staff of tax incentives for public transport and bike to work schemes.
- Encouraging a carpooling scheme for students and staff
- Encouraging parents to start up Walking Buses
- Encouraging Park and Stride

Overall transport demand is not at this time envisaged as being within the remit of the school or the Travel Manager to be appointed by the school.

5.2 Modal Shift to Pedestrian and Cyclists

The modal share of walking and cycling has been reducing in recent years nationally and the use of private cars for journeys to and from school by both pupils and staff has been increasing.

The objective of the Travel Manager will be to halt and reverse this trend and to work towards increasing the walking and cycling journeys associated with the school. To this end the Travel Manager will review and set targets for increases in the modal share for walking and cycling.

There is also significant potential for decrease private car trips to and from the school through the promotion of car-pooling / sharing or, by the promotion of the private bus services and by the promotion of park and stride strategies.

We intend to reach these targeted modal splits through methods described in this School Travel Plan.

The objective of the mobility manager will be to work towards increasing the walking and cycling journeys associated with the school. To this end the Mobility Manager will review and set targets for increases in the modal share for walking and cycling.

The school populations and associated target car modal shift year on year are set out below. In addition, the target occupancy (as a result of implementing a successful car-pooling strategy) is set out in order to reduce actual car trips. A reduction in peak drop off car trips to the school site as a result of the implementation of a successful park and stride strategy.

Table 6: Target Model Split Progression of Post-Primary School

Year	Pupils	% car	Average Occupancy	Total Car	% early drop off	Peak drop off trips to Post Primary School
1	200	45%	1.5	60	5.0%	57
2	306	44%	1.56	86	6.0%	81
3	412	43%	1.63	108	7.0%	100
4	518	41%	1.69	127	8.0%	116
5	624	40%	1.75	143	9.0%	130
6	730	39%	1.81	156	10.0%	140
7	836	38%	1.88	167	10.0%	150
8	942	36%	1.94	176	10.0%	159
9	1000	35%	2.00	175	10.0%	158

It is estimated each drop-off space at the proposed school can be found in Table 7 below. It has been assumed that the pedestrian connectivity of the site will influence the on-site drop off usage for the school, as an amount of drop offs will take place outside the site in the adjacent residential areas; this would be deemed a more desirable option to parents looking to make the drop off quicker, and not looking to enter the site.

The proposed school will be attended by 1000 pupils; based on the current modal split given by the existing Lucan East ETNS School, it is estimated that the increased number of cars trips is 158.

Table 7: Post Primary School Drop off Calculations

It is proposed to provide 21 no drop-off spaces on site.

The proposal was discussed and agreed with South Dublin County Council, Road Department during pre-planning meeting.

Pupils	
No. of Pupils	1000
% by car	35%
Occupancy Rate	2.00
% utilising spaces	90%
No. drop-off trips	158
Usage/spaces	7.5 (In relation to 21 spaces on site)

6. Implementation

6.1 Method of Implementation

The appointment of an active Mobility Manager is seen as the principle means of developing and implementing a School Travel Plan.

In order to be effective, the Mobility Manager will require an adequate budget both in time and funding as well as communication access to staff, pupils and parents.

The role of the local Garda, South Dublin County Council Transportation Department and local bus services will also be explored and use of these resources in the provision of infrastructure and education in transportation and safety issues will be developed as part of the ongoing Mobility Management Plan.

The involvement of the pupils in transportation issues and sustainable modal choice will also be encouraged. This involvement could take the form of projects such as surveys of attitudes and modes of transport to and from school etc.

6.2 Programme and Targets

The Travel Plan is an on-going process, where less work is needed as the plan is embedded.

Implementing a Workplace Travel Plan is 'front-loaded', i.e. the bulk of activity will take place in the initial stages, as this is when the majority of the work is scheduled and undertaken.

Induction periods for new staff (and students) will be targeted for actions as, when people change jobs, they are exploring their travel options, so it is an ideal time to present travel alternatives before habits have formed.

It is suggested that an annual target for working towards optimising the modal shift to sustainable transport modes be set and that measurement systems be introduced to assess progress against the targets. Reviews of modal splits will be carried out 1 year, 3 years and 5 years after start of operation as suggested in "Workplace Travel Plans – A guide for Implementers"

Proposed targets for the development of the School Travel Plan are set out in Table 5.2. This suggests that a modal shift towards sustainable forms of transport can be achieved, including a reduction from 45% initial private car trips to 35% private car trips over a nine year period should be achievable.

6.3 Dynamic Plan

It should be noted that the Mobility Management Plan outline in this report is a dynamic programme and a review of the plan and targets is required on a regular basis. Some indicators can be monitored annually, while others should be monitored throughout the year.

Consider recording Modal Split through a large-scale employee travel survey at least every two years, with shorter 'Snapshot' surveys conducted annually. Surveys should be conducted over the same period every year, so conditions and results are comparable.

It will be helpful for the Travel Plan Coordinator to monitor other indicators annually or throughout the year to gauge change or the need to review the Action Plan. For example, if the Employee Travel Survey is conducted in September annually, a count of bikes on site during the summer will be helpful to plan for facilities required at times when the weather encourages people to get more active. When weather is inclement, it may be useful to monitor the number of cars travelling on site.

APPENDICES

A. DTO Advice Note on Mobility Management Plans

DTO Advice Note

Mobility Management Plans

DUBLIN TRANSPORTATION OFFICE
July 2002

PREAMBLE

DTO Advice Notes – what and why are they?

The DTO Advice Notes are intended as guidance for Local Authorities and others involved in land use planning and development in the Greater Dublin Area. The need for additional guidance on integrated land use and transport policy was identified in A Platform for Change and is being provided in the Advice Notes. They set out the DTO approach to various issues within land use and transportation planning. The Advice Notes are not issued as a *fait accompli*, but will be updated and revised based on feedback received, new experience and knowledge. The DTO Advice Notes are not Government Guidelines, have no statutory basis and are not policy statements. The Advice Notes set out what the DTO considers to be current best practice.

In its role as a prescribed body, the DTO monitors planning applications, appeals and development plan policies in the GDA where these are likely to impact significantly upon DTO Strategy. The Advice Notes set out in an easily accessible form DTO attitudes towards various land use and transportation issues which have been expressed by the DTO in various reports on planning applications, appeals and development plans. The Advice Notes will be available to Local Authorities, consultants or any other interested parties, and will help to consolidate DTO opinion on a topic-by-topic basis. It is intended that they will be updated and augmented over time, and build into a volume or set of notes helping towards the implementation of the DTO Strategy.

The Advice Notes are written to encourage debate and formulation of new opinions and attitudes to integration of land use and transportation, which will help to further the objectives of the Strategic Planning Guidelines and Platform for Change. They are issued as a catalyst for discussion and dissemination of information relevant to the sustainable development of the GDA.

DTO Advice Note

Mobility Management Plans

What is Mobility Management?

Mobility Management can be described as a transport demand management mechanism, that seeks to provide for the transportation needs of people and goods. It can be applied as a strategic demand management tool or as a site-specific (or area-specific) measure. The aim is to reduce demand for and use of cars by increasing the attractiveness and practicality of other modes of transport.

What is a Mobility Management Plan?

A Mobility Management Plan (MMP) is a management tool that brings together transport and other staff and site management issues in a coordinated manner. A successful plan can help competitiveness by reducing transport costs for both the employer and staff and provide a more conducive working environment. It normally brings together a *package of measures* tailored to the needs of an individual work site or a collection of work sites. This package generally includes measures to promote

and improve the attractiveness of using public transport, cycling, walking, car-sharing, flexible working or a combination of these as alternatives to drive-alone journeys to work. It can consider all travel associated with the work-site, including business travel, fleet management, customer access and deliveries. It should be considered as a dynamic process where a package of measures and campaigns are identified, piloted and monitored on an on-going basis.

The impact of these measures should be reviewed by the Local Authority and business against a set of agreed targets, principally in relation to:

- A reduction in car journeys to and from the work site
- An increase in the number of people who share their journeys by car
- A reduction in the need to travel, especially during the rush-hour periods
- Enabling staff to use alternative modes of transport

A mobility management plan may take the form of a formally published document, which outlines its measures and targets. Alternatively, it may simply evolve over time as different initiatives are piloted. Depending on the circumstances of the organisation, either approach can be applied.

When is a Mobility Management Plan required?

Mobility management plans should be required for developments which the planning authority consider may generate significant trip demand. There may, however, be significant variations to this threshold, subject to the specific location characteristics (town/city centre, out of town), employment type and work patterns (shift, standard working day).
Development for which mobility management could be applied includes the following:

- Office,
- Office-based industrial,
- Other industrial,
- Retail (large one-off stores and town/district center developments),
- Retail warehousing,
- Warehousing and distribution,
- Places of education.

In the case of retail developments, mobility management plans may include measures for employees, customers and suppliers. Mobility management for retail development may require a different approach to mobility management for employment generating uses. For education uses, measures may apply to staff and students/parents and for employment sites such as office or industrial, employees, visitors (clients, suppliers) should be considered.

Mobility management and the planning process

The DTO considers mobility management to be a suitable mechanism by which new developments can support the objectives of sustainable development and the achievement of reduced car dependency.

It is recognised that the preparation and submission of a detailed MMP in terms of measures, timescales and targets may not be possible as an integral element of an outline or detailed planning application. The DTO also recognise that there are problems with enforceability of mobility management plans. Further advice on overcoming these problems will be issued by the DTO.

At the initial stage of submitting the planning application, certain information on employment, trip demand, distribution and trip patterns

may not be possible to initially determine. However, the likely impact of the development can be assessed in a traffic impact assessment or an environmental impact statement, within which data pertaining to employment levels, access arrangements, proposed junction/road modifications, trip patterns, volume and distribution would be provided.

A local authority may permit a staged approach to the provision of MMP information by the applicant – see Appendix for details.

The motivations for an employer/developer to implement mobility management may include:

- The need to improve accessibility to the worksite for employees and customers, which may help in retaining staff and enhancing company image;
- The desire to promote a more flexible working environment;
- The need to increase staff numbers without the need to expand site facilities or car parking provision;
- The desire to reduce costs associated with off-site parking, business mileage and other cost overheads;
- 

- To facilitate the intensification of existing site use (associated with an expansion of operations), whilst complying with local authority planning conditions

Appendix – Staged Approach to preparation of MMP's

First Stage

On submission of the application, the applicant should be required to submit the following as part of an "outline mobility management plan".

- Estimate of the numbers of employees/ customers/ clients/ students and their likely travel characteristics (arrival/departure times, work related travel), based on conditions at similar developments, the scale of the development (floor areas) and land use type(s);
- Provision of an outline of public transport services (existing and proposed) that serve the location within the timeframe:
  - of the development's completion, or phases of its completion
  - within 5 years of the development's completion;

  Information on future public transport services to serve the site will be available from the Integrated Framework Plan for Land Use and Transportation.
- Preparation of a conceptual plan indicating existing and proposed pedestrian and cycle routes within the site and between the site and public transport services, local facilities such as shops and restaurants, and strategic pedestrian and cycle routes identified in the development plan or already in existence. This plan should also identify existing or potential severance or safety problems associated with these links, outlining mitigation measures both within and in the vicinity of the site. The plans should clearly identify the positioning of the building(s) within the site relative to the site boundary and proposed access arrangements relating to all modes.
- Preparation of a statement on the nature and extent of facilities (hard measures) and initiatives (soft measures) that will be considered for provision both within and in the vicinity of the site, that would facilitate and encourage the use of non-car modes.
- An outline of the likely modal split for the following scenarios:
  - Opening year
  - On completion of each phase
  - 5 years after opening or 5 years following completion of final phase

  The modal split targets should be consistent with those specified in the Traffic Impact Assessment.
- Outline of how MMP measures will be implemented and managed.

Second Stage

As a minimum requirement, the following measures and a commitment to their implementation should be secured through planning conditions and/or an agreement between the local authority and the applicant.

- Staff Travel and Attitudinal Survey – on completion and occupation of the development or phase of the development, a travel survey should be undertaken to identify

travel to work details, other travel details (work related travel), transport options/attitudes to different modes of transport, work details, demographic details. In a phased development, this should be undertaken on completion/occupation of each subsequent phase.

- Establishment of MMP co-ordinator and steering group within the organisation(s) located within the development, through which all decisions should be made in relation to the identification, funding, promotion and implementation of hard and soft measures.
- Implementation of all hard and soft measures identified and agreed with the local authority in the first stage, including the funding/part funding of infrastructural measures within and beyond the site. Such measures may include the following:
  - The development of a car sharing scheme
  - A parking management scheme which restricts parking availability to specific groups such as car sharers (of particular importance where restrictive parking standards are applied)
  - Provision of car pool for use by employees during business hours – to reduce the need for car commuting
  - Provision of a range of cycle facilities including sheltered, secure cycle parking located close to main entry points to buildings,
  - MMP Review, at intervals (as specified in the relevant planning condition) of implementation, by an appointed consultant in relation to modal split targets and agreed measures. This would include a repeat staff and attitudinal survey.

B. Modal Split Data

19-037 Waterman Moylan School Travel Survey **Date:** 26/11/2020

Current School Location: LUCAN EAST ETNS, KISHOGUE CROSS, OFF GRIFFEEN AVE., LUCAN, CO. DUBLIN

Pupil 438 Year 2020

Staff 50

Distance Travelled		**(tick as appropriate)**
Current School Location		Proposed School Location
< 1km	176	< 1km ☐
1km – 4 km	211	1km – 4 km ☐
> 4 km	051	> 4 km ☐

Mode of Transport		**(tick as appropriate)**	
Current School Location		Proposed School Location	
Walk	131	Walk ☐	
Cycle	58	Cycle ☐	
Bus (private)	0	Bus (private) ☐	
Bus (public)	5	Bus (public) ☐	
Rail	0	Rail ☐	
Private Car	☐ Occupancy 201	Private Car ☐	Occupancy ____
Scooter	43	Scooter ☐	
Staff/pupil occupancy of private car	__	(Number)	
Other	☐	Other ☐	_____ (please state)

19-037 Waterman Moylan School Travel Survey **Date:** 26/11/2020

Current School Location: Kishoge Cross, Off Griffeen Ave.

Current School Pupil No's: 438

School Roll No. : 20303G

Proposed School Location (if different): N/A

School Opening/Closing Times: 8.40am 2.20pm

Pupil Travel Survey

Distance Travelled

Current School Location		Proposed School Location	
< 1km	: 176	< 1km	: N/A
1km – 4 km	: 211	1km – 4 km	: N/A
> 4 km	: 051	> 4 km	: N/A

Mode of Transport

Current School Location		Proposed School Location	
Walk	: 131	Walk	: N/A
Cycle	: 58	Cycle	: N/A
Bus (private)	: 0	Bus (private)	: N/A
Bus (public)	: 5	Bus (public)	: N/A
Rail	: 0	Rail	: N/A
Private Car	: 201	Private Car	: N/A
Scooter	: 43	Scooter	: N/A
Other	: 0	Other	: N/A . (please state)

Car Occupancy:

1 per Private Car 62

2 per Private Car 92

3 per Private Car 34

4 per Private Car 13 .

Staff Survey

Distance Travelled

Current School Location		Proposed School Location	
< 1km	: 5	< 1km	: N/A
1km – 4 km	: 12	1km – 4 km	: N/A
> 4 km	: 33	> 4 km	: N/A

Mode of Transport

Current School Location		Proposed School Location	
Walk	: 4	Walk	: N/A
Cycle	: 1	Cycle	: N/A
Bus (private)	: 0	Bus (private)	: N/A
Bus (public)	: 0	Bus (public)	: N/A
Rail	: 0	Rail	: N/A
Private Car	: 45	Private Car	: N/A
Scooter	: 0	Scooter	: N/A
Other	: 0	Other	: N/A (please state)

Car Occupancy

1 per Private Car 45

2 per Private Car 0

3 per Private Car 0

4 per Private Car 0

Other Information Required:

Is there an adjacent school? If yes, name, pupil no's, type and opening/closing times.

Is the school currently:

1. In the Green Flag programme? Yes
2. Have an active walking bus scheme? No
3. Park n Stride Scheme? No
4. Car Pooling Scheme? No
5. Early drop off scheme? (>30mins prior to opening) Yes

If No, which schemes would best suit your school catchment in order to minimise car usage? (Rank)

Where currently do students commute from? Split of areas by percent

C. Car Pooling Information Leaflet

Carpooling to School

What is carpooling?

Carpooling (or car sharing) is when two or more people make an effort to travel together in one car, instead of using their separate cars.

Carpooling to school means that if one parent drives pupils to school one day (or week depending on what suits), another parent will drive the next day – sharing the job!

Benefits of carpooling:

- Saves money by sharing the cost of fuel
- Reduces journey times (by reducing number of cars on the road)
- Reduces congestion around the school gates
- Helps to improve the environment and reduce emissions
- Allows for more fun for your children on the school journey
- Develops social skills
- Allows parents/guardians to have time for themselves.

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Carpooling to School

What about insurance?

The Irish Insurance Federation advises that car sharing will not affect a driver's insurance as long as:

- The vehicle is not built or adapted to carry more than eight passengers, excluding the driver
- The passengers are not being carried as part of a business of carrying passengers
- Agreement is made prior to the journey commencing

If an insured person who is going to take part in car sharing has any doubt about their insurance cover, they should clarify with their insurer.

Passenger cover for private cars is compulsory under the Road Traffic Acts. Once the policy is in order there is no problem.

(Information taken from: http://carsharing.ie/faq#insurance)

What about car safety?

EU child safety protection laws state that it is compulsory for all children to travel in the correct child seat, booster seat or booster cushion.

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Carpooling to School

What are the seating requirements for primary school children?

- Where safety belts have been fitted they must be worn
- Children aged 3 years or over who are under 150cms in height and weighing less than 36 kilograms (i.e. generally children up to 11/12 years old) must use the correct child seat, booster seat or booster cushion when travelling in cars or goods vehicles
- Drivers have a legal responsibility to ensure passengers aged under 17 use the correct seat, booster seat, booster cushion or seatbelt

Booster seat

Weight:

15-25kgs (33-55 lbs)

Approximate Age Range:

4 - 6 years

Booster Cushion

Weight:

22-36kgs (48-79lbs)

Approximate Age Range:

6 - 12 years

(Information taken from the Road Safety Authority - www.rsa.ie)

Carpooling to School

Initial Meeting:

You may know or not know the parents with whom you would like to carpool. Once you have identified a possible carpooling partner:

- Arrange to meet in the school car park at drop-off/pick-up times
- Discuss arrangements for carpooling possibilities
  - to and from school? to school only? from school only?
  - agree on a schedule e.g. weekly, daily
  - location for collection
  - collection/waiting times
  - contact details e.g. mobile phone for texting
  - you might like to agree to a trial period
- Check that all the required documents are up-to-date. E.g. licence, NCT, tax, insurance

Further considerations:

Some additional considerations might be:

- Behaviour of children (language, conduct, etc.)
- Car seats/booster seats
- Eating in the car
- Playing music/games/radio
- Cancellation arrangements
- Opt-out agreement
- Any other consideration that is personal to you

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UK and Ireland Office Locations