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Traffic and Transportation

KN Circet HQ, Cloverhill Industrial Estate,
Dublin 22
Mobility Management Plan 2020
for KN Circet
(Including Proposed Extension)

FEBRUARY 2020

KN Circet Head Office, Cloverhill Industrial Estate, Dublin 22
Mobility Management Plan 2020 (including proposed extension)
for KN Circet

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1 INTRODUCTION

1.1 BACKGROUND

This revised Mobility Management Plan (MMP) has been prepared by Stephen Reid Consulting Traffic and Transportation on behalf of KN Circet, for a submission with a planning application for development to be submitted to South Dublin County Council (SDCC) for proposed additional staff office work space (to accommodate an additional 98 workstations).

This revises the MMP submitted in compliance with Condition 6 of a Grant of Planning Permission for Development issued by SDCC for proposed additional staff car parking in two phases, resulting in a net increase of 63 parking spaces, at the KN Circet Headquarters development at Cloverhill Industrial Estate, Cloverhill Road, Dublin 22 (Reg. Ref. SD18A/0288).

The MMP recognises that there will be upgrades to traffic management, pedestrian and cycle infrastructure delivered by SDCC in the short term, which will improve accessibility for pedestrian and cycling trips to/from the Industrial Estate at Cloverhill Road.

The KN Circet HQ site is located at the eastern end of the Cloverhill Industrial Estate, and west of the M50. The site location is indicated in the following Figure 1 below.



Figure 1: KN Circet HQ, Cloverhill Industrial Estate, Dublin 22
(source: www.google.ie/maps)

Due to business development there has been an ongoing recruitment process which will further increase the permanent staff numbers based at the HQ site. Currently there are c.200 staff based at the HQ.

As a headquarters, there are also a number of meetings attended each day by non-KN staff such as suppliers and project consultants.

The proposal in the new application is set out in the Kruger Lyons drawings, and will result in an additional 98 staff workstations, bringing the overall total to 298 staff.

This ongoing staff expansion has put substantial pressure on the existing parking at the site, with high demands for both the Head Office staff and visitor parking, which previously totalled 98 parking spaces (70 spaces in the 'front' car park to the south of the building, and a further 28 spaces in the overflow to the west of the building). To alleviate this, the planning application SD18A/0288 for additional staff parking was lodged and has been granted. When completed the additional car parking will be located in two areas:

- Phase A providing 46 new spaces to the east of the building, with a loss of 8 existing spaces to facilitate the access to the new parking and revised landscaping, resulting in a net increase of 38 spaces – this is currently being constructed;
- Phase B will be to the south of the existing car park in front of the building and will provide an additional 25 staff spaces.

Therefore, the completed works under SD18A/0288 will result in a total of 161 spaces, to be allocated to staff and visitor use.

A staff travel survey was undertaken in November 2019, to provide data on existing travel patterns and demands at the KN Circet HQ site.

To complete this report, reference is made to the following documents:

- The South Dublin Development Plan 2016-2022;
- NTA Guidance Document: Workplace Travel Plans: A Guide for Implementers;
- NTA Transport Strategy for the Greater Dublin Area 2016-2035.

1.2 PURPOSE OF A WORKPLACE TRAVEL PLAN OR MOBILITY MANAGEMENT PLAN

Section 11.4.6 of the South Dublin County Development Plan 2016-2022 provides the following definition:

A Workplace Travel Plan or Mobility Management Plan, outlines a series of measures to encourage sustainable travel modes and reduce car borne traffic within a development. Initiatives might include proposals to encourage cycling and walking, car sharing (including car clubs), car pooling, flexible working hours, cycling and public transport use. The National Transport Authority (NTA) guidelines on Achieving Effective Workplace Travel Plans note that:

“International experience has shown that a methodical and planned approach to targeting commuting and visitor patterns at an organisational level, can pay major dividends in terms of promoting sustainable travel.”

Workplace Travel Plans are required for larger sized developments as defined in Table 11.25. All Workplace Travel Plans are required to be prepared in accordance with the Achieving Effective Workplace Travel Plans - Guidance for Local Authorities published by the NTA.

Table 11.25 of the CDP is set out below:

Table 11.25: Thresholds for the submission of Workplace Plan
 [extracted from the Achieving Effective Workplace Travel Plans: Guidance for Local Authorities].

Land Use	Workplace Travel Plan Statement	Indicative Number of Jobs	Standardised Workplace Travel Plan	Indicative Number of Jobs
Offices/Financial	>500sqm	25-100	>2,000sqm	>100
Retail/Shops	>600sqm	25-100	>2,500sqm	>100
Industrial	>2,500sqm	25-100	>6,000sqm	>100
Leisure		25-100		>100 or >100,000 visitors per annum
Hospitals/Medical Centres		25-100		>100 or >100,000 visitors per annum
Warehousing	>2,500sqm	25-100	>10,000sqm	>100

Based on the above thresholds, the KN HQ site would clearly be in the ‘Standardised Workplace Travel Plan’ category.

The NTA Document ‘Workplace Travel Plans: A Guide for Implementers’ set out the key aspects of a Travel Plan and the benefits for both Employees and Employers.

1.1 What is a Workplace Travel Plan?

A Workplace Travel Plan is a package of measures aimed at supporting sustainable travel for work-related journeys. It comprises actions to promote walking, cycling, public transport, carsharing, the use of technology instead of travel, and flexible working practices.

1.2 Why are Workplace Travel Plans relevant for my Organisation?

Employee travel can often be an invisible cost for an organisation, in terms of both time and money. A Workplace Travel Plan consists of a package of measures which, if implemented, supports more sustainable and cost-effective travel habits among employees, clients and visitors. These plans usually focus on employee commuting, but can extend to business travel, fleet management and freight transport if these are significant activities for an organisation. There are a number of benefits to an organisation implementing a Workplace Travel Plan, as outlined below.

1.3 Making the Business Case for a Workplace Travel Plan

There are significant benefits for an employer effectively promoting more sustainable travel, including:

- *Reduced costs associated with providing car parking for employees or visitors;*
- *Reduced business mileage costs;*
- *Reduced staff downtime spent travelling on business;*
- *Reduced pressure on parking spaces so they are available to those with most need;*
- *Enhanced employee wellbeing and teambuilding opportunities;*
- *Reduced carbon emissions associated with travel;*
- *Land formerly under parking released for more productive purposes;*
- *Safer and more fuel-efficient fleet driving;*
- *Increased accessibility to the employer’s site for employees, visitors and suppliers;*
- *Enhanced corporate image and ‘Green’ profile;*
- *Compliance with planning permission conditions;*
- *Reduced absenteeism; and*
- *Reduced employer’s PRSI payments (through Cycle to Work/ Tax Saver ticket for public transport schemes).*

There are elements of the above which will be more or less relevant, depending on the specific nature and needs of the business and employees, and this is explored in greater detail by review of the Staff Travel Survey.

Workplace Travel Plans make business sense, with some of the biggest employers in Ireland, the UK and internationally undertaking them as a core business management strategy. These organisations are market leaders and regularly receive accreditation and awards recognising their achievements in this area, for example;

ISO14001, Best Workplaces in Ireland, Green Awards, Chambers Ireland Awards

Internationally workplace travel plans have been shown to reduce single-occupant car use by 10-24%, with the reduction depending on the extent of the travel plan and site-specific issues.

This reduction in car use can represent significant cost savings to an organisation, in terms of both money and employee time.

While workplace travel plans can include some 'hard' measures (e.g. infrastructure such as cycle parking, cycle lanes, showers or lockers), they are primarily focused on 'softer' measures (e.g. promotion, marketing, events).

Many of the actions in workplace travel plans are low-cost, but highly visible, and contribute to a culture of sustainability within the organisation.

1.3 KEY STEPS FOR IMPLEMENTING A WORKPLACE TRAVEL PLAN/MOBILITY MANAGEMENT PLAN

Depending on the stage in the process that the organisation has reached, there are three key steps

- Step 1: Review Travel Patterns and Policies;
- Step 2: Identify and Implement Actions;
- Step 3: Monitor your Action Plan.

1.4 CO-ORDINATION OF A WORKPLACE TRAVEL PLAN/MOBILITY MANAGEMENT PLAN

A key aspect of developing a successful Plan is defining realistic targets and suitable measures.

Targets should not be used in a punitive way but as Key Performance Indicators which allow the organisation to benchmark or gauge the success or otherwise of various measures through the Step 3 Monitoring Process, so that these can be refined or retailored in future as the Plan is updated.

1.5 KEY RESPONSIBILITIES OF A MOBILITY CO-ORDINATOR

The NTA Guidance document notes the following typical tasks or responsibilities of a Mobility/Travel Plan Coordinator:

- *Setting up relevant Steering or Implementation Groups & coordinating their activities;*
- *Coordinating the employee (and student/ visitor) travel survey and analysis;*

- *Developing the Travel Action Plan to promote walking, cycling, public transport, car-sharing, technological alternatives to travel, flexible working practices and more sustainable business / fleet travel (where relevant);*
- *Presenting a business case for the travel plan, making the case to undertake this work;*
- *Designing communication/ marketing strategies to promote your organisation's Travel Plan;*
- *Liaising with internal Departments & stakeholders – e.g. Facilities, HR, Finance, Communications, Green Teams, IT;*
- *Attending staff inductions;*
- *Organising and coordinating events in the travel Action Plan;*
- *Acting as a point of contact for external stakeholders;*
- *Development of relevant policies in conjunction with HR/ Facilities/ IT etc. e.g. carsharing policy, business travel mileage allowances, home-working policy, parking permit policy;*
- *Monitoring relevant indicators and updating the Action Plan as required;*
- *Conducting staff focus groups on particular issues as they arise;*
- *On-going promotion of the Travel Plan; and*
- *Publicising success and reporting to stakeholders.*

2 STEP 1: EXISTING CONDITIONS ASSESSMENT

2.1 INTRODUCTION

The NTA Guidance document notes that:

“the objective of the Workplace Travel Plan is to promote more sustainable travel by employees. In order to gauge change in favour of more sustainable travel, it is essential to establish current practices, behaviours and costs, as well as identifying opportunities for change or action.

This can be done by conducting three ‘inquiries’. They are:

- 1. Organisational Policy Review*
- 2. The Employee Travel Survey*
- 3. Site Audit*

The output of all three inquiries will generate action points in your Workplace Travel Plan.”

Each of these elements are addressed in this section.

2.2 ORGANISATIONAL POLICY REVIEW

The NTA Guidance document notes:

“It is important to understand how current policies and practices (both formal and informal) within an organisation impact on travel and work patterns. For example, large amounts of free car parking will encourage employees to drive, even if they are coming from quite close by and business travel policies may incentivise car use, instead of promoting alternatives. An initial organisational review of policies affecting travel will indicate areas that may be addressed as part of the Travel Plan.

Your review should consider organisational policies and work patterns affecting travel to and from the work site, such as:

- Core working hours, shift patterns, flexible working practices;*
- Business travel allowance for car/ cycling/ walking;*
- Parking policy (allocated spaces, carsharing spaces, visitor parking, cycle parking etc.);*
- Video-conferencing policy;*
- Fleet vehicle policy;*
- Delivery times policy;*
- Issues identified in the travel survey or site audit indicating underlying policy bias; and*
- Any current transport-related initiatives.*

The organisational policy review will also inform questions/ topics in your Employee Travel Survey, for example; Is home working offered to employees as part of company policy? Would the organisation like to explore interest in this working practice?”

2.2.1 Organisational Policy and Existing Travel Plan Initiatives

KN Circet have implemented several sustainable travel initiatives for the HQ site, including the introduction of EV Charging points in the existing car parks, some cycle parking and changing rooms with showers and lockers for staff.

To ensure that visitors and E-charge spaces are available, these are allocated within the car park and staff cannot park in them.

Subject to this proposed planning application, the HQ site has the capacity to increase to c.300 staff and this is expected to occur in the next 1-2 years, based on the projected growth of the business. Therefore, the introduction of measures for the current population of c.200 staff ensures that the travel demands of the future expanded workforce can be accommodated and managed as appropriate.

2.3 THE EMPLOYEE TRAVEL SURVEY

The NTA Guidance document notes:

"Your employee travel survey is an essential tool to establish current travel behaviour, and to reveal attitudes and potential for change; for example, travel surveys often reveal significant support for car-sharing, a lack of knowledge on how to operate video-conferencing equipment, and an interest in cycling to work. No one knows what your employees would like to see implemented or what issues they face travelling to your site like they do, so their input is an essential data resource for your Travel Plan Coordinator.

The travel survey is also a useful communication tool to let employees know that your organisation's Travel Plan is underway, and as such it is the starting point of engagement."

2.3.1 Current Staff Levels at the HQ site

From information provided in January 2020, the Cloverhill HQ has an average workday population of c.200 permanent staff.

In addition, there are visiting staff from regional locations and visitors from outside of the KN organisation such as product suppliers and consultants, who are attending meetings in the HQ, and generate further demands.

2.3.2 Travel Survey (November 2019)

To provide a detailed demonstration of the current situation, a Staff Travel Survey was undertaken of the HQ staff in November 2019. It is noted that the NTA document recommends a 'neutral' time of year (Spring or Autumn) being most suitable, with a live survey period of 2-3 weeks, to capture staff who could be on holidays, off-sick, or temporarily working elsewhere.

It is noted that a response rate of at least 30% is recommended in the NTA document.

The survey was generally based on the NTA format sample questionnaire for staff travel surveys and was pushed out to all staff based within the HQ, being completed online and collated through Survey Monkey.

The results are presented in the Workplace Travel Survey 2019 document, which is appended to this response, along with information on existing and proposed measures, which have regard to the proposed parking allocation in response to Condition 6 of SD18A/0288.

There was a total of 102 respondents, equating to a response rate of approximately 51% of the current c.200 permanent staff based at the HQ site.

The full results are appended to this Plan, with the key points set out below:

Gender Split

- Female 34.3%
- Male 65.7%

Age Range of Respondents

- Under 25 10.8%
- 25-34 37.3%
- 35-44 22.5%
- 45-54 23.5%
- Over 55 5.9%

Primary Travel Mode for Journey to Work (All respondents):

In summary, it is noted that as a 'primary mode' for travel to work:

- 85.30% of the respondents normally currently drive to work at the HQ site;
- 5.88% are passengers in a car;
- 1.96% travel by bus/coach
- 1.96% travel by Luas or rail;
- 1.96% walk;
- 1.96% cycle;
- 0.98% travel by taxi.

Reason for Using Primary Travel Mode for Journey to Work (All respondents):

There were a number of options, with the most popular reasons as follows:

- Lack of Alternative 31.37%;
- Quickest 32.35%;
- Other Commitments 9.80%

Secondary Travel Mode for Journey to Work (All respondents):

It is noted that 72.5% of the respondents noted that they only ever travel by their 'primary mode' (68.6% were car drivers and the rest were car passengers), with 27.5% sometimes using a different mode from their primary mode.

Of those who sometimes used a different mode, it is noted that 4.9% of respondents sometimes used a bicycle (all primary mode car drivers), while 3.92% of primary mode car drivers sometimes travelled by public transport, and 6.86% of respondents sometimes travelled as a passenger in a car driven to KN or dropped off there.

Alternative Travel Mode for Journey to Work if Available (All respondents):

There was a clear level of interest in using other modes if available, particularly car-sharing (34.41%), public transport (26.47%) and cycling (10.78%).

Journey to Work – Arrival Time at HQ and Journey Distance/Time (All Respondents):

It is noted that 51.96% of all respondents arrive into work before 08.00, and 37.25% arrive into work between 08.00 and 09.00, with 10.79% arriving after 09.00.

It is noted 64.70% of all respondents travel for more than 10km from home to work, and these were predominantly car drivers. Some 17.65% of respondents live within 5km of the HQ site. In terms of typical travel time to work, 34.31% travelled for under 30 minutes, while 45.10% travelled for between 30 minutes and 1 hour, and 20.59% travelled for more than 1 hour to work each day.

In terms of factors affecting primary mode choice, 48.04% of respondents answered yes and gave reasons, with 12.75% of respondents identifying that they needed the car for work due to off-site travel/meetings, and 7.84% identifying they needed the car as they made a linked trip (drop off/pick up children from school/childcare facilities or other commitments outside of work time), while 16.67% identified that Public Transport was not an option due to distances and poor level of service available (i.e. if living further afield or in a rural location). Other reasons included health/mobility issues, weather conditions, and cycling safety concerns in the network.

Awareness of Revenue Incentives 'TaxSaver' and 'Bike to Work' (All Respondents):

There was 52% of respondents with awareness of the TaxSaver scheme (available through KN Circet) although only 3.9% of respondents used the TaxSaver scheme.

35.3% of respondents own a bike, and 29.4% expressed an interest in purchasing a bike through the Bike to Work scheme.

Cycle Facilities on Site (All Respondents):

There was 28.4% of respondents who wanted to see improved/increased cycle parking, and approximately one-third of respondents who wanted showers, lockers, and drying rooms improved/increased.

Teleconferencing/Videoconferencing (All Respondents)

Between 44% and 66% of respondents had used or had access/knowledge of these facilities within the HQ building to conduct meetings.

Some 49% of respondents could substitute some or all of their Irish meetings for tele/video conferencing, and 23% noted that they could substitute some or all non-Irish (i.e. international meetings) for tele/video conferencing.

As noted before the nature of the business means some staff having to travel to non-KN sites which limits opportunities to replace meetings with teleconferencing where the technology is often not available on the other end.

Business Trips (All Respondents)

As expected, the percentage making trips (at least 1/month) decreased outside of Ireland.

- 52% made trips in Dublin City;
- 51% made trips in the Dublin Metropolitan Area
- 41% made trips to other destinations in the Republic of Ireland;
- 17% made trips to Northern Ireland (including Belfast City),
- 10.7% made trips to Europe/UK (excluding NI);
- And 3.9% made trips to other international destinations.

Interest in Travel Plan Initiatives (All Respondents)

There was variable interest in the key initiatives (as some are more suited than others due to the staff home distances). In summary, 78.4% expressed in interest in these initiatives including:

- Bicycle User Group or Bicycle Maintenance Advice;
- Cycle proficiency cycle road safety training;
- Lunchtime walking group or an interest in Walking Buddy Initiatives.

Car Drivers (the predominant mode)

Clearly, the key element of a Travel Plan is to address single vehicle car trips, and encourage use of other modes or alternative options to business travel. Having regard specifically to those who are car drivers, which is the predominant mode, from further drill-down into the primary car driver sub-set of the survey respondents (who represent 85% of respondents), it is noted that:

- 56% of car drivers arrive to work at HQ before 08.00;
- 69% of car drivers travel over 10km from home to the HQ site,
- 93% of car drivers are travelling for more than 15 minutes by car.

The foregoing is particularly important, with regard to the arrival time and journey distance, with over half of all car drivers arriving before the 08.00-09.00 (AM peak hour) in the Clondalkin Village/Cloverhill Road area, when the network is typically less congested before the morning school run period, and over two-thirds of car drivers live more than 10km from the HQ site.

Also, it is noted that 30% of the car drivers use their car for work journeys (either sometimes or always), while 9% of car drivers were making linked trips such as drop off/pick up of children as part of the their commute journey.

Some 25% of the current car drivers are not required to travel on business (i.e. staff who work solely within the HQ building).

In terms of car occupancy, this was low with over 86% of car drivers being the sole occupant of the vehicle, equating to an overall occupancy rate of 1.24 per vehicle for all or part of their commute journey.

Notwithstanding the low existing person occupancy rate per car, it is noted that 30% of car drivers stated an interest in Car Sharing as a possible commute option for them.

Car Drivers (willingness to change mode)

What is encouraging to note is that from the primary mode car drivers, 23% were willing to consider using other modes, where possible.

Options and initiatives to address these current travel characteristics are provided in Section 3 of this Plan.

2.4 SITE AUDIT

2.4.1 Introduction

The NTA Guidance document notes:

The location, characteristics and facilities of a work site will have a significant influence on how employees travel to, from and at work.

Your Site Audit (see templates in Appendix 6 – Sample Cycle Facilities Audit and Appendix 7 - Sample Site Audit) will help identify how the following factors enable or impede employees using more sustainable modes of transport:

- *Location assessment (public transport accessibility & frequency, local cycling and walking environment, congestion near the site, proximity to services such as banks and shops, parking in the local area);*
- *Site access arrangements (getting into and out of the site);*
- *Car parking (volume and usage, supply in relation to demand, management issues);*
- *Cycle parking and facilities for cyclists (location, quality and volume of cycle parking, lockers and changing areas); and*
- *Other on-site facilities, including those that reduce the need to travel during the day (e.g. creche, banklink, dry cleaners etc.).*

While some of the site audit can be completed as a desk based exercise, you will need to walk the site to complete it fully. If your site is very big or you are not familiar with the entire area, consider inviting someone from Facilities/Site Services to conduct the audit with you. Invite them to suggest potential actions, as they will be very familiar with how your site works.

2.4.2 Location Assessment

Road Network Access

Road access to the site is relatively good, with a well-developed road network in the area.

Cloverhill Road

The Cloverhill Road runs from the L1026 Ninth Lock Road at the Clondalkin (southern) end to Coldcut Road at the Liffey Valley/Ballyfermot (northern end), connecting with the Parkwest Road on the east side

of the bridge over the M50. Therefore, it serves as a distributor road linking a number of areas and land uses straddling the M50 (Western Parkway section).

In the vicinity of the Industrial Estate junction, the Cloverhill Road is generally 7.5 metres wide, with a footpath on the both sides between the junction and Ninth Lock Road. Just north of the Estate junction, the easternmost footpath on Cloverhill Road terminates. The section of the road has a 50kph speed limit.

Key issues arise at the following peak times on weekdays:

- morning school run traffic (from approximately 08.30-09.00) causing queuing on Cloverhill Road southbound at Ninth Lock Road, which can queue back to the railway bridge;
- evening peak traffic on Cloverhill Road can reduce gap opportunities for vehicles including slower turning HGVs exiting the Industrial Estate.

It is noted that SDCC are planning to upgrade the Cloverhill Industrial Estate junction to traffic signal control and implement improved pedestrian and cycle facilities on Cloverhill Road, which will be part-funded by special contributions conditioned by planning permissions including the KN HQ car parking extension.



Existing Industrial Estate Junction on Cloverhill Road looking towards overbridge (source: SRC)

While the area is predominantly industrial and commercial in character, the south section of Cloverhill Road between Crag Avenue and Ninth Lock Road has residential uses along both sides, accessed from several cul-de-sacs. There is also existing and relatively new residential development (Milford Manor) to the north of the Industrial Estate access, on the west side of the road. The access road from Cloverhill Road to Milford Manor is the first phase of a new link road to connect to Ninth Lock Road, which will provide relief for the existing junction at the southwest end of Cloverhill Road. The new road will have off-road cycle paths and pedestrian footpaths on both sides. This is identified in the South Dublin Development Plan 2016-2022 at Table 6.6. Medium to Long Term Road Objectives.

Ninth Lock Road

The L1026 Ninth Lock Road connects to the New Nangor Road and Clondalkin Village at its southern end, and links to the R113 Fonthill Road at Ronanstown, before extending west to connect with the R136 (Outer Ring Road) at Kishogue. The R136 connects from the N4 Ballydowd interchange to the N7 Kingswood interchange, relieving the Fonthill Road and providing an alternative route in west Dublin for

traffic travelling between these national routes. Ninth Lock Road is approximately 500 metres south west of the Cloverhill Road/Industrial Estate access junction and is controlled by traffic signals.

Cloverhill Industrial Estate

The Industrial Estate junction is priority controlled (worn out Yield markings), and has a redundant island located inside the junction which was part of a security barrier checkpoint (the security hut, overnight steel security gates and daytime security barriers were all removed some years ago).



Existing Industrial Estate looking towards Cloverhill Road junction (source: SRC)

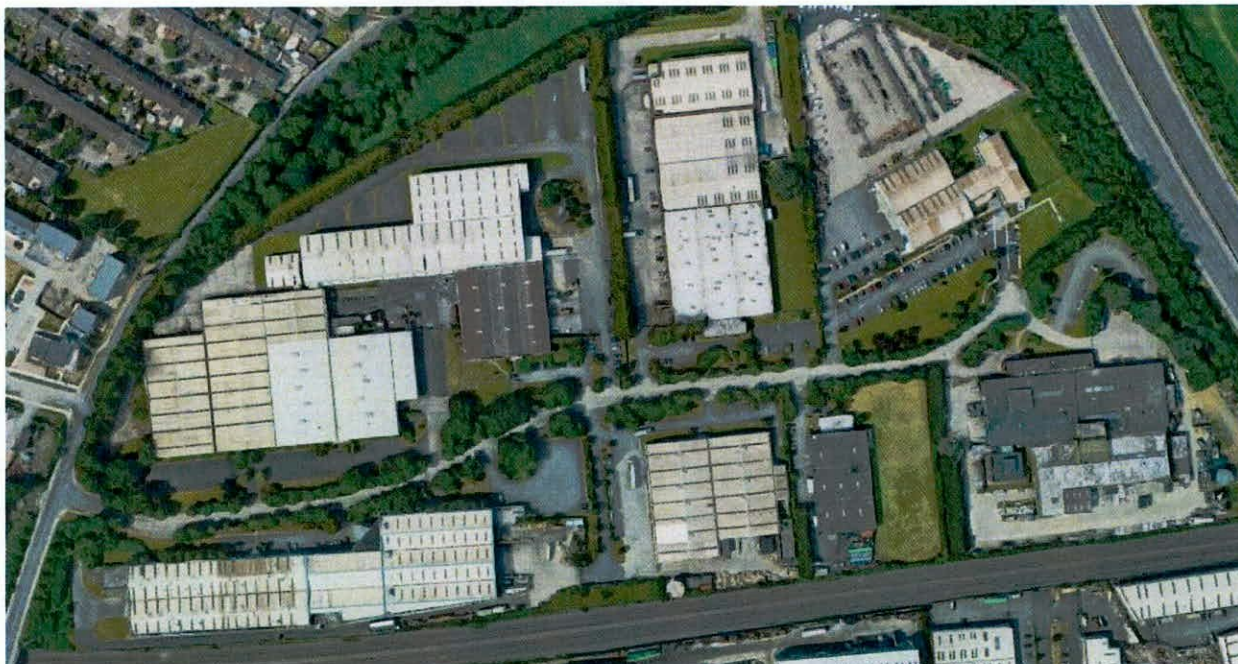


Existing Industrial Estate looking eastwards (source: SRC)

The estate access road is a 9 metres wide concrete carriageway, and runs in a generally west-east alignment following two gradual bends, from the priority junction with Cloverhill Road at its western end, serving as a spine road through the Cloverhill Industrial Estate of approximately 550 metres length, with a number of cul-de-sac roadways branching off to the north and south of it (see Figure 2).

Bolt down ramps at the entrance were previously removed (when the security point was removed) and it is noted that there is worn 30kph signage and faded road markings to encourage lower speeds, though

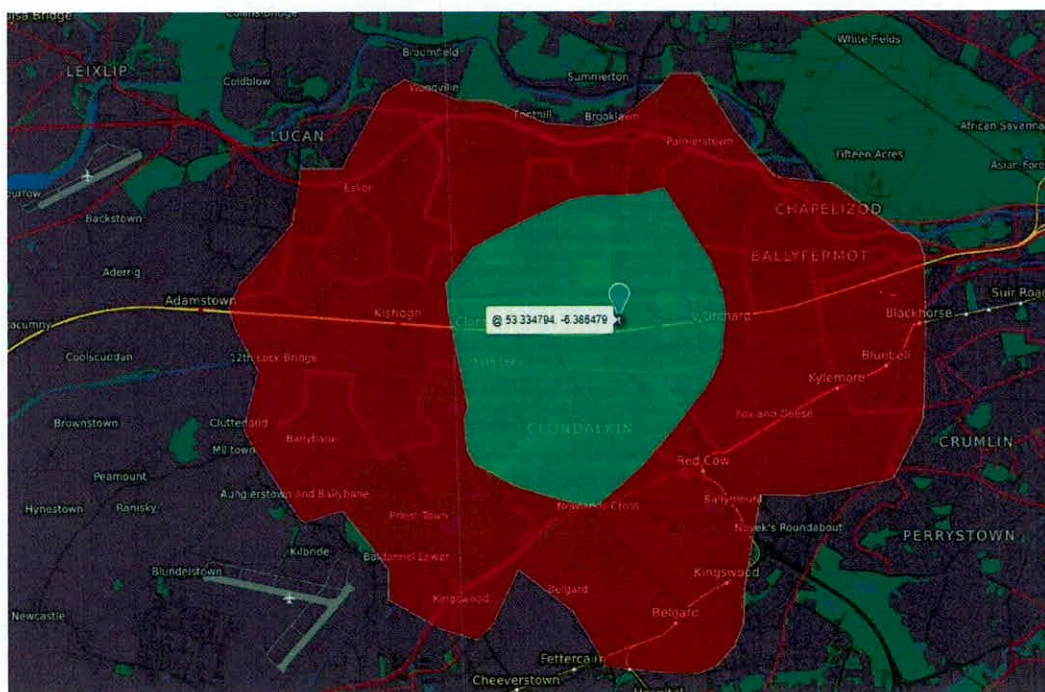
SRC observed vehicles travelling along the spine road tend to travel in excess of the 30kph speed limit in free flow conditions.



**Figure 2: Cloverhill Industrial Estate, Dublin 22
(source: www.google.ie/maps)**

Cycle Network Access

As noted previously there are currently no dedicated cycle facilities on Cloverhill Road or within the Industrial Estate. Notwithstanding this, the area is relatively flat (with the exception to the approaches to the overbridge at the railway line) and with future infrastructure as proposed by SDCC, it would be conducive to cycling by commuters.



**Figure 3: Current 10 and 20 minute cycle isochrones to KN HQ site
(source: www.openrouteservice.org)**

Cycle Facilities on Site

There is a dedicated cycle storage located to the east of the entrance to the building, which is accessed at the existing main access to the KN HQ site, with 5 Sheffield stands providing parking for 10 cycles. This area is not covered or secure and is not well overlooked. It is proposed to increase the cycle parking in this area and provide shelter and surveillance as part of the compliance on SD18A/0288 (as set out in the previous version of the MMP).



Existing Cycle Parking to east of HQ building entrance (source: SRC)

Within the HQ building there are changing facilities with lockers (which are appropriately sized to store helmets, footwear and backpacks) to facilitate those walking and cycling who need to change and/or hang wet weather clothing to dry.



Existing Locker/Changing Room in HQ building (source: SRC)

Pedestrian Network Access

Within the site, pedestrian routes between the existing staff car parks and connecting to the external public road footpaths are well defined, with a high-quality plaza area outside the HQ entrance.

Footpaths have dropped kerbs, and well-defined tactile crossing points/entry treatment ramps.



Existing entry route to HQ building (source: SRC)

Pedestrian access is also well provided for in the area and the area is relatively flat and conducive to walking with a concrete footpath provision along both sides of the estate spine road. It is noted that there are maintenance issues in certain areas where the concrete footpath panels have heaved due to tree roots, and at time of the site visit there was a significant level of debris from tree leaves and small branches on the footpaths, which should be addressed by Estate management.

The majority of the crossing points at entrances and access junctions within the estate have no dished kerbs or tactile paving provision. Also, it was observed that there were low hanging branches in front of the 'Polonez' unit which could be hazardous to pedestrians using the southernmost path which should be addressed by Estate management.



Existing Estate footpath damage due to tree roots (source: SRC)



Existing Estate typical footpath kerb at accesses (source: SRC)

There is public lighting provision within the Estate but it is noted that the trees lining the Estate spine road reduce the quality of light levels for pedestrians on the footpaths and at crossing points outside of daylight periods.

Existing Public Transport Routes and Accessibility

The specific public transport provision in the area is primarily bus. The relevant Go Ahead stops and route services is the 76/76A (on Ninth Lock Road at Cloverhill Road junction). The walk distance from these stops to the front door of the HQ building is 1.1km (equates to a 13-minute walk). Bus services typically have a 20-minute frequency throughout the day and operate between The Square Tallaght and Chapelizod/Blanchardstown, via Liffey Valley and Coldcut Road.

Travelling northeastwards on Cloverhill Road, the route to Parkwest Station and the 79A Dublin Bus stop outside it (services between Aston Quay and Parkwest) is approximately 2.0 km (equating to a 25-minute walk). The 79A service has a 15 to 30-minutes frequency across the day.

The Parkwest/Cherry Orchard Station has stopping services on the Kildare commuter line from Heuston with some connecting services via the Phoenix Park Tunnel to Pearse and Grand Canal Dock.

A review of the Transport for Ireland website journey planner has identified that travel from Eden Quay to the site during the morning peak commuter period (between 07.00 and 09.00) would be an estimated 1 hour and 3 minutes to 1 hour and 18-minute total journey including walking and interchange (if using the No. 76 service to Ninth Lock Road).

It is noted that the proposed changes to these routes are identified in the Bus Connects revised reports as follows: 76/76A would be replaced by the W2 Orbital route (Liffey Valley to Tallaght) with services at 10–15 minute frequencies, while the 79A service would be replaced by the G1 route (Spencer Dock to Red Cow Luas) at 10-15 minute frequencies.

The Bus Connects network proposals are to be implemented between 2020 and 2023. SRC note these do not include any services on Cloverhill Road, but these will provide a more frequent service at the existing stops, and improved connections to Luas and other bus routes, which should improve the catchment area served by these stops.

Facilities to Reduce Demand for Travel During the Day

- Staff Canteen/kitchen facility within HQ Building
- Teleconferencing/Videoconferencing in all meeting rooms
- A mobile food truck delivers around the Estate

Current Parking Provision on site

The ongoing staff expansion (currently c.200 staff, and with the proposal to extend by a further 98 staff workstations) has put substantial pressure on the existing parking at the site, with high demands for both the HQ staff and visitor parking. Prior to the SD18A/0288 permission the site provision totalled 98 parking spaces (70 spaces in the 'front' car park to the south of the building, and a further 28 spaces in the overflow to the west of the building).

Based on the mode share in the staff travel surveys, if applied pro-rata to the existing c.200 staff, there would be a typical daytime staff demand of 171 spaces, excluding visitor parking demands.

To alleviate the overspill/shortfall in parking provision, the planning application SD18A/0288 for additional staff parking was lodged and has been granted. When completed the additional car parking will be located in two areas:

- Phase A providing 46 new spaces to the east of the building, with a loss of 8 existing spaces to facilitate the access to the new parking and revised landscaping, resulting in a net increase of 38 spaces – this phase is currently being constructed;
- Phase B will be to the south of the existing car park in front of the building and will provide an additional 25 staff spaces.



Therefore, the completed works will result an increase from 98 spaces to a total of 161 spaces, to be allocated to staff and visitor use. It is considered that with the MMP measures in place as part of the Condition 6 compliance submission, there will be enough parking to accommodate the current staff population demands.

The current proposal to accommodate a further 98 staff workstations, would result in c.300 staff following completion and occupation of the extended office space. If the future mode share targets in the initial MMP are not revised downwards for 'car driver' for this proposed increase in employment population, there will be a clear shortfall in car parking provision on the site, and staff and visitor parking demand will significantly exceed supply on a daily basis, leading to overspill onto the Estate access road and parking in unsuitable areas within the site.

In terms of parking provision, it is noted that the SDCC Development Plan 2016-2022 sets out maximum parking standards for new development, with office-based employment in Zone 1 given a maximum of 1 space/50 sq. m of GFA. The proposed extension would have a GFA of 455.5 sq. m, which would equate to a maximum of 9 additional spaces.

As the existing permitted development already results in car parking in excess of the maximum standards in the Development Plan, it is not proposed to implement any additional car parking over and above the already permitted total of 161 spaces.

3 STEP 2 – IDENTIFY & IMPLEMENT ACTIONS

3.1 INTRODUCTION

The NTA Guidance document identifies setting targets and actions, so that the organisation can see how a Plan is progressing. It is recommended that targets should be ‘SMART’:

- Specific
- Measurable
- Attainable
- Realistic
- Time-bound

Appendix 5 of the NTA Guidance document provides a sample Action Plan, with list of actionable items, to be assigned against the key person responsible for implementing each of these, along with setting a proposed timeline and target. These can be broken down into ‘Soft’ measures (promoting behavioural change) and ‘Hard’ measures (supporting infrastructure). Clearly, the list in the Guidance document is generic and some items will have more or less relevance, depending on the site, nature of the organisation and measures already in place.

Key Actions for the Implementation of this Plan can be summarised as follows:

- Promoting Cycling
- Promoting Walking
- Promoting Carsharing and more efficient use of cars
- Optimise use of car parks
- Promoting Public Transport
- Smarter Working

The NTA guidance document notes *“one essential factor common to all actions is how they are communicated to colleagues. A plan can be well intentioned but marketing this in an ongoing and effective way to all of the staff in the organisation is key to achieving success and maintaining momentum after the initial interest period.”*

3.2 EXISTING MEASURES

From the staff travel questionnaire (November 2019) it was identified that up to 91% of existing staff travel by car (85% driver and 6% passenger) to get to work at the Cloverhill HQ site, irrespective of their workday activities. Even excluding those who require their car for work-related travel throughout the day, it is noted that using public transport for accessing the site is not a reasonably practical option for many commuters due to journey distance and walk times from bus and rail stops.

Only a small proportion of staff live within a walking or cycling catchment of the site.

Public Transport Measures Currently Implemented at HQ site

KN staff can avail of the Revenue's public transport *Tax Saver* scheme, which encourages staff to purchase a season or annual travel pass for commuter travel, again with tax exemptions. It is noted that there was a good level of staff awareness of the TaxSaver scheme from respondents to the 2019 survey, but the level of use is low, primarily for the reasons given above.

Cycle Measures Currently Implemented at HQ site

KN Circet HQ staff can avail of the Revenue's tax exemptions for the *Bike to Work* scheme which allows staff to purchase a bike and associated safety equipment through the company without a benefit in kind tax liability up to €1,000. It was noted there is a good level of staff interest in the Bike to Work scheme from respondents to the 2019 survey.

In discussions with the project architect and KN management, it is proposed to implement additional cycle parking and a cover/shelter, with CCTV coverage, by extending the existing cycle parking area to the east of the HQ building entrance, to provide a total of 20 cycle parking spaces. When the Phase 1 eastern car park is completed, it is noted that the level of passive surveillance will also be improved as staff will be walking to/from the new car park and passing the cycle parking.

Information

In addition to induction, and staff information packs provided to all new starting staff at the HQ site, information displays can be located throughout the building, which can be set up to display information on current activities/issues and also promote existing and proposed measures. KN management will provide feedback to staff on the key findings of the 2019 Travel Survey, and this will also display targets and actions for this current Plan. This information is also available within the staff internal website.

Pool Cars/E-Cars

KN have already implemented several sustainable car travel initiatives for the HQ site, including the introduction E-charge spaces within the existing car park.



Existing Charging Points and Spaces for KN Electric Vehicles (source: SRC)

3.3 BUILDING ON EXISTING MEASURES

3.3.1 Introduction

As noted in Section 3.1, it is important to provide measures which are tailored to the site-specific issues and at the same time are realistic, and that momentum is maintained in the delivery of the Plan and ongoing improvements.

As noted previously, in conjunction with KN Circet (the Employer) the Plan Co-Ordinator will have a key role throughout the life cycle of this Plan, and, in development of future versions of the Plan, taking account of changing aspects of travel where these affect staff and visitors.

3.3.2 Key Implementation Roles for Travel Plan Co-Ordinator

The Co-Ordinator will be tasked with rolling out the Plan and will have the following key implementation and liaison roles, with support from Management, Facilities and HR Departments as necessary.

Information

This will include:

- Updating travel information packs for new staff and presenting at Staff Induction meetings;
- Managing web-based or fixed notice boards/displays where this could affect staff daily travel requirements (i.e. in case of route changes/public transport industrial action), or when there are operational works within the site/car park and restrictions or diversions to parking or walking routes.
- Directing or assisting staff to use the National Journey Planner which is accessible online at <http://www.journeyplanner.transportforireland.ie>, this can provide staff with a clear explanation of the options by different modes, both for commuting travel to/from work and business travel, including costs and journey times, with mode options for walking, cycling and/or public transport.

Health Benefits to Staff

- Providing information on health benefits for cycling and walking (with information on initiatives such as the NTA Step-Challenge (using pedometers or linking step counter data on Smartphones) or the NTA Cycle Challenge;
- Establishing the demand for a cycle user group where cyclists can meet and/or liaise through online forums, to discuss issues and gain enhanced proficiency in cycling in the urban network;
- Establishing the demand for a regular bicycle maintenance workshop, where practical information and training can be provided to staff to carry out routine maintenance to ensure their bicycle is also in good health.

Financial Benefits to Staff

The Co-Ordinator will also be able to assist staff with signing up to initiatives such as:

- Revenue 'Bike to Work' discounted bike purchase; and
- Revenue 'TaxSaver' public transport season tickets.

These can also save money for the employer through reduced PRSI/Income Tax liabilities.

Car Sharing/Car Pooling

The Co-Ordinator will review options for introducing a Staff Car Share scheme (operated through the KN staff webportal) and can provide advice to staff and feedback to Management. This is primarily focussed on staff travel to/from work (home-based journeys), but will also identify opportunities for staff who are travelling to the same locations (for meetings, site visits, etc.) to car share where practical.

Pool Cars/Electric Vehicles

KN currently operate several Pool Cars for staff who do not drive their own car for work and can take a Pool Car instead, which can be pre-booked. The EV charging points within the HQ car park are signposted and monitored so that these are always available for re-charging these vehicles.

Safety & Security for Walkers

The Co-Ordinator can also assist in identifying 'walking buddies' for those walking to/from site, particularly for those staff who may be newly arrived into the Dublin area and may be nervous/concerned about walking to/from the site from home or from public transport stops.

Ongoing Liaison

The role of the MMP Co-Ordinator will also involve liaison with:

- SDCC Transportation Department;
- The NTA 'Smarter Travel' section
- Public Transport companies (Dublin Bus, Go-Ahead, Irish Rail and private bus operators);

The Co-Ordinator will also be a key point of contact for staff who have queries on travel options or concerns (such as safety or security in the area or on specific routes, which can be put forward to the appropriate section in SDCC, the transport operator or An Garda Síochána, as applicable.

This role would also intercede where specific accessibility needs arise, such as in a case where a disabled parking space is required for a member of staff, or if additional cycle parking is required.

3.3.3 Measures for Cycling

Mode Share

Currently, based on the Staff Travel Survey daily mode share demand is only 2%, which would equate to only 4 staff (out of c.200 permanent staff). Including staff who 'sometimes' travel by bike, this share increases to 6.9%, which would equate to 14 current staff. Presumably seasonal factors and work demands/other commitments (off-site meetings, pre-post work trips, etc.) impact on the occasional users.

The initial MMP recommended development of measures such as a Bicycle User Group/forum and Bicycle Maintenance Advice (i.e. monthly workshop), and Bike to Work purchase scheme, and it is therefore considered that the uptake would increase as staff living within a reasonable distance become more accustomed to the benefits of cycling.

For the increased staff population following completion of the extension, a target of 7.5% daily staff cycling, (or 11% including those 'sometimes' cycling) is the initial target. It should be noted that a proportion of the daily uptake could come from the existing 'sometimes' cycling mode share (i.e. transfer from occasional to full-time cycling mode).

Cycle Parking

Therefore, it is expected that additional spaces to bring the provision to 33 cycle spaces will accommodate the overall target 11% demand (i.e. daily cycling commuters and the sometimes cycling commuters from the 298 future staff population), but this should be monitored to ensure that there is always likely slightly more spaces available than the peak demands, as a visible lack of spaces can discourage occasional cyclists, with additional provision introduced if necessary.

Similarly, the existing and proposed provision of lockers and showers will be expected to accommodate future demand with regard to the cycle mode share targets, but use of this will also be monitored by the Co-Ordinator and Facilities to determine if additional facilities are required at a future point in time.

3.3.4 Measures for Walking

Mode Share

Currently, based on the Staff Travel Survey daily mode share demand is only 2%, which would equate to only 4 staff (out of c.200 permanent staff). Presumably seasonal factors and work demands/other commitments (off-site meetings, pre-post work trips, etc.) impact on the occasional users.

There are clear health benefits for walking to/from work where practical, particularly for office-based workers who may be seated at a desk for long periods of the day.

The survey identified there was interest in a Walking Buddy Initiative, as clearly issues such as safety and security can impact on walking, particularly in winter months when the journey could be outside of daylight hours.

The Co-Ordinator would set up this initiative and it could be run through a forum. In an organisation of c.300 people with different teams/departments, it is clearly possible that some staff will not be aware of other staff who live close to them or on their route to/from work and could meet to walk together to/from work.

For the increased staff population following completion of the extension, a target of 5% daily staff walking is the initial target, equating to 15 persons walking to work daily.

3.3.5 Measures for Public Transport

Mode Share

Based on the current mode share of 3.92% public transport daily (and a further 3.92% of car drivers who sometimes use public transport), this would equate to existing levels of 8 staff daily and 8 staff sometimes using public transport (i.e. up to 16 persons out of a current total of c.200 existing staff).

For the increased staff population following completion of the extension, it is proposed to set an initial target of 7.5% daily and 11% sometimes using public transport, equating to between 22 staff daily and up to 33 staff including those occasionally travelling by public transport, on one or more days each week. It is noted that the Bus Connects proposals may have been implemented prior to the completion/occupation of the extension which should increase network coverage.

The Co-Ordinator would also review staff requirements and liaise with the NTA/service providers to identify if there are opportunities to provide better interconnection of services to improve accessibility,

subject to possible future demand. Walking routes to/from bus stops should also be reviewed with SDCC to ensure there is adequate lighting and crossing points on footpaths.

3.3.6 Measures for Car Drivers

Car Parking Demand and Management

Based on the current mode share of 85.3% for car driver identified in the travel survey, it is noted that with a typical daytime population of c.200 permanent staff on site, there would be a demand for 171 staff car spaces, excluding visitors from other sites, visiting consultants/suppliers, etc. The existing supply (prior to the implementation of the additional car parking granted under the planning permission) was 98 marked parking bays, equating to only 57% of the existing demand.

The current phased car parking works under SD18A/0288 will when completed increase the supply from 98 spaces to 161 spaces. Without increased MMP measures to manage demand (over and above these in the initial MMP submitted for the SD18A/0288 compliance, the increased population following the extension would clearly result in a significant overspill in daily parking demand.

Currently 91.18% of all staff travel by car on a typical workday (85.3% as car driver and 5.88% as car passenger).

With the revised measures and mode share targets for daily walking, cycling and public transport use (see 3.3.3-3.3.5 above, which would be an aggregate of 20%), there would be a remaining target of 80% of staff travelling by car (drivers and passengers combined). With the same proportional split between car driver and car passengers, the 80% target figure would equate to 74.8% car driver and 5.2% car passenger, resulting in a demand for 223 staff car parking spaces.

Therefore, additional emphasis will need to be put on demand management measures such as car sharing as a measure to reduce single car drivers and the overall total arriving as car driver, prior to the staff levels on site increasing. The car share initiatives will recognise that there is a proportion of staff who require access to a car for business purposes and it would be impractical for all of these to switch modes and continue to operate effectively. Additional demands may be offset by new staff who are resident in a more local area with improved access to other modes for commuter journeys.

It is proposed that the parking requirements should be reviewed and a staff parking permit system implemented, with spaces allocated in favour of staff who require to travel on business, those with a genuine need and those who register to car share.

Car-Sharing

Clearly, while there are existing staff travelling to work as car passengers, this differs from car sharing as the car passengers may have a fixed mode in this regard (no access to their own car/unable to drive) so cannot 'share' the driving with other members of staff.

There was some interest shown in car sharing schemes by staff completing the travel survey. As set out in the initial MMP, it would be a key aspect of the Co-Ordinator role to support initiatives to develop and expand a car-sharing scheme which matches staff journeys, thereby reducing the number of single car trips and increasing occupancy per car share vehicle.

Also, it is noted that while staff may not be formally part of the scheme, there could be informal agreements where two staff are travelling to a site or meeting in the same location that one car could be used for both with a pick up in the morning before work. These staff should be encouraged to take up the car share scheme where practical.

It was proposed to set an initial target for the Plan (for the existing population) to achieve a car-share proportion of 5% of the overall driving staff, and as a result, reduce the parking demand while increasing the overall car occupancy level for all staff travelling by car.

For the expanded population, the target would be to reduce car drivers to 52% of staff (equating to a demand of 155 staff spaces and allowing for 6 allocated visitor spaces). This means that the car passenger target share i.e. those who get a lift anyway or are in the car share scheme and are the passenger(s) in that journey, will equate to 28% of staff (i.e. 6% 'lift' passengers and 22% car share passengers).

3.3.7 Measures for Smarter Working

This would relate to increased use of teleconferencing/videoconferencing/Microsoft Works, etc, and reminders and promotional materials for staff, such as *"Don't make unnecessary journeys"*.

There could be significant improvements for KN Circet, when staff are not on the road, travelling to or from meetings when it is unnecessary to be there in person (through improved productivity and reduced mileage/depreciation of company vehicles).

For staff the key benefits are (reduced driver stress/fatigue and reduced depreciation of their own vehicle).

There are also benefits to the wider environment through reduced vehicles on the road, reduced congestion, and reduced emissions.

4 STEP 3 - MONITORING THE WORKPLACE TRAVEL PLAN

4.1 INTRODUCTION

As noted in Section 3.1, it is important to provide measures which are tailored to the site-specific issues and at the same time are realistic, and that momentum is maintained in the delivery of the Plan and ongoing improvements.

Monitoring the success of a Mobility Management Plan is essential for a number of reasons. For example, it allows Management to:

- Review the success of particular initiatives and whether or not they are meeting the objectives of the organisation;
- increase or reduce resource allocations as required;
- forecast future activity; and
- report on successes.

4.2 HOW TO MONITOR THE TRAVEL PLAN

4.2.1 Quantitative Indicators:

In summary, the NTA guidance document suggests the following as indicators:

- *Changes in modal split – both ‘usual’ and ‘occasional’ modes used*
- *Bikes parked on site*
- *Tax Saver ticket sales*
- *Bikes sold through the Cycle to Work scheme*
- *Demand for lockers/showers*
- *Number of car parking permits issued (if applicable)*
- *Number of car parking spaces – leased/ in use/ available*
- *Number of registered carsharers*
- *Number of carsharing parking spaces allocated (if applicable)*
- *Facilities upgraded*
- *Participation levels in events on site*
- *Absenteeism reductions (as fitter employees are more likely to be healthier. Where homeworking is introduced, absenteeism may also decrease)*
- *Staff retention figures (particularly where flexible working practices/ home working is introduced)*

In this case, the most visible indicator of the success of measures in the Plan would be a reduction in car parking demand/overspill and increase in cycle parking and staff walking to/from the site.

4.2.2 Qualitative Indicators:

In summary, the NTA guidance document suggests the following as indicators:

- *Employee comments/ attitudes to sustainable travel –e.g. improvements in fitness, better facilities, willingness to get involved in events*
- *Support from Senior Management*
- *Comments from stakeholders*
- *Awards, Honours or Accreditations for Travel*

Colleagues in HR can assist the Travel Plan Coordinator with some elements of monitoring, e.g. participation in Cycle to Work or Tax Saver ticket schemes, while Facilities can assist with other elements, e.g. facility upgrades, carsharing parking spaces allocated.

4.2.3 Timeframe for Monitoring:

In summary, the NTA guidance document suggests the following as a good approach to when to undertake monitoring exercises:

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.

4.2.4 Ensure Results are Communicated to Staff and Management:

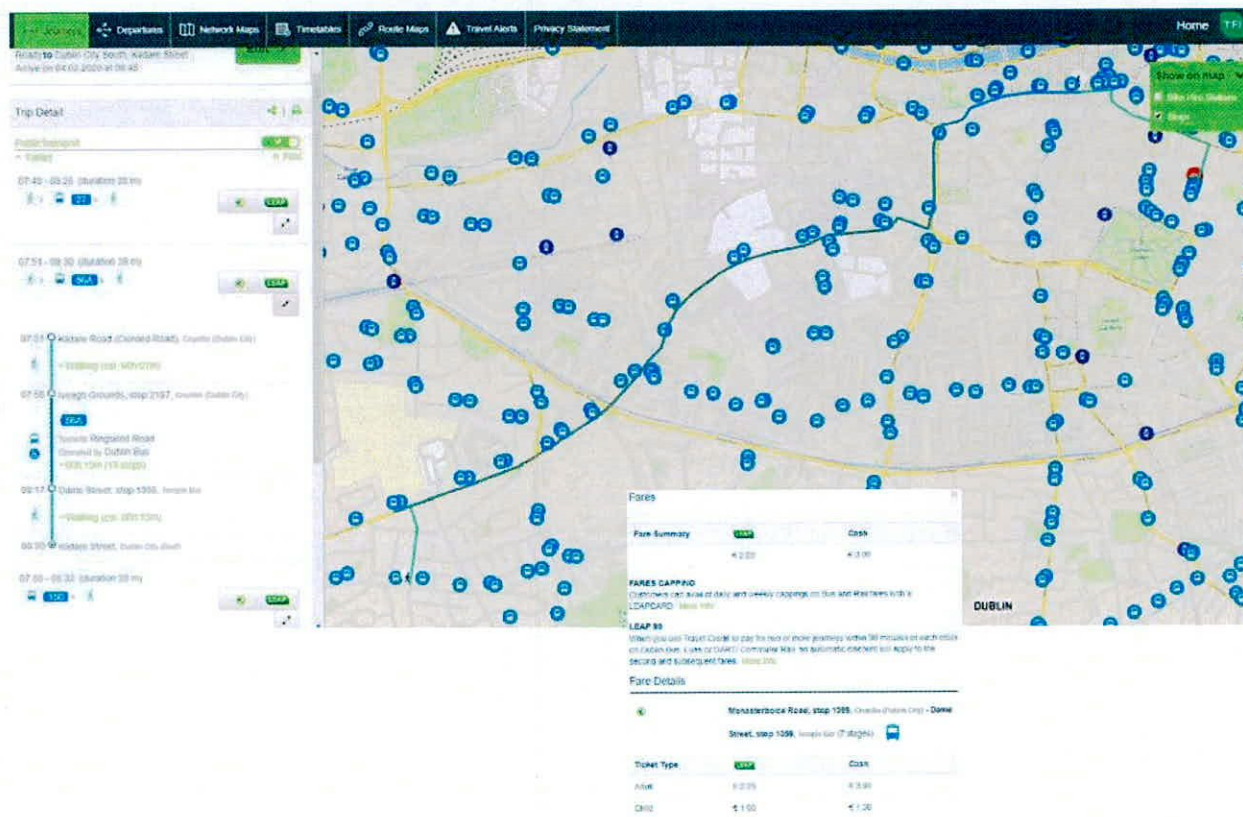
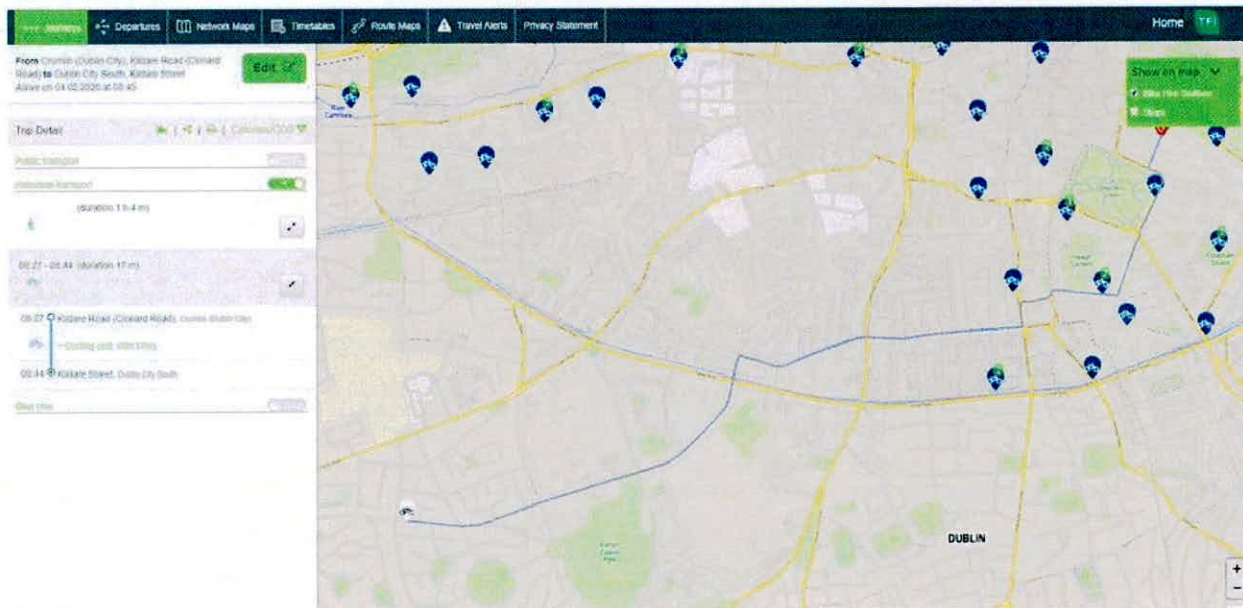
The Co-Ordinator should ensure that the results of any monitoring are acted on and that successes and revised targets are fully communicated both the staff and senior management.

Stephen Reid Consulting Traffic and Transportation
[06.02.2020]



Appendices

TFI Journey Planner website (examples)



Staff Travel Survey 2019 Results

ID	How do you usually travel to work? Pick one from only for the longest part by distance of your usual journey to work	What is your main reason for choosing that mode? Please choose one response only	Which modes of travel do you use or casually use? Please choose all modes that apply	Which of the following modes of travel would you usually use for your journey to/from work if they were available?	What time do you usually arrive at the workplace?	How far do you travel to work?	How long does it take you to get to work?	Are there any factors or needs which affect your choice of mode of transport for the journey to/from work? If yes, please add a brief description below	Are you aware that public transport users can purchase a tax-saver commuter ticket through you?	Are you aware that tax-saver tickets for public transport are available as both monthly and annual?	Are you aware that tax-saver tickets for public transport can be used for travel both during the week and at the weekend?	Are you aware that tax-saver tickets for public transport can be used for travel both during the week and at the weekend?	Are you currently using public transport for your journey to or from work - do you avail of tax-saver tickets?	Are you aware of the tax up to 31 April 2017 for public transport on bus, train and air, which goes down to 10%?
1	Driving a car	Quickest	Taxi	Public Transport	8.01-8.30	More than 10km	31-45 minutes	No	Yes	Yes	Yes	Yes	Yes	Yes
2	Driving a car	Quickest	None	Car	7.31-8.00	More than 10km	16-30 minutes	No	Yes	Yes	Yes	Yes	Yes	Yes
3	Driving a car	Personal Safety	Bicycle	Car-sharing	8.31-9.00	Between 5 and 10km	16-30 minutes	No	Yes	Yes	Yes	Yes	Yes	Yes
4	Passenger in a car with driver going to a different location	Quickest	None	Car	Before 7.30am	Between 3 and 5km	Less than 15 minutes	No	Yes	Yes	Yes	Yes	Yes	Yes
5	Driving a car	Quickest	Bus, minibus or coach	Bicycle	8.31-9.00	Between 5 and 10km	31-45 minutes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
6	Driving a car	Lack of alternative	None	Car	8.01-8.30	More than 30km	Over 91 minutes	No	Bike routes to and from home	Yes	Yes	Yes	Yes	No
7	Driving a car	Lack of alternative	None	Public Transport	8.01-8.30	More than 10km	16-30 minutes	No	Yes	Yes	Yes	Yes	Yes	No
8	Driving a car	Quickest	Passenger in a car with driver going to the same destination	Car-sharing	9.01-9.30	Between 1 and 3km	Less than 15 minutes	No	Yes	No	No	No	No	No
9	Driving a car	Lack of alternative	None	Public Transport;Car	9.01-9.30	More than 30km	46-60 minutes	No	Yes	No	No	No	No	No
10	Taxi	Reliability	Bus, minibus or coach	Car-sharing	9.31-10.00	Between 5 and 10km	16-30 minutes	Yes	the amount of traffic in the area	No	No	No	No	No
11	Driving a car	Lack of alternative	None	Car-sharing	7.31-8.00	More than 30km	61-90 minutes	Yes	No direct public transport	No	Yes	Yes	Yes	No
12	Driving a car	Cheapest	None	Public Transport	8.31-9.00	More than 30km	Over 91 minutes	No	Yes	Yes	Yes	Yes	Yes	Yes
13	Driving a car	Time sufficient.	None	Car-sharing	Before 7.30am	More than 30km	46-60 minutes	No	Yes	Yes	Yes	Yes	Yes	Yes
14	Driving a car	Quickest	On foot	Bicycle	9.01-9.30	Between 3 and 5km	Less than 15 minutes	Yes	Time	No	No	No	No	No
15	Driving a car	company vehicle	None	Car	Before 7.30am	More than 30km	61-90 minutes	Yes	company vehicle for the journey	No	No	No	No	No
16	Train/Luas	Environmentally-friendly	Passenger in a car with driver going to the same destination	Public Transport	8.01-8.30	More than 10km	61-90 minutes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
17	Driving a car	I regularly attend meetings	None	On the days where it suits me	7.31-8.00	Between 5 and 10km	31-45 minutes	Yes	I regularly travel from home to work	Yes	Yes	Yes	Yes	No
18	Driving a car	Lack of alternative	None	Car	Before 7.30am	More than 30km	61-90 minutes	No	Yes	No	No	No	No	Yes
19	Driving a car	Habit	None	Walking	7.31-8.00	Less than 1km	16-30 minutes	No	Yes	No	No	No	Yes	No
20	Driving a car	Quickest	None	None	8.31-9.00	More than 30km	61-90 minutes	No	Yes	Yes	Yes	Yes	Yes	Yes
21	Passenger in a car with driver going to the same destination	Live with the driver	Bus, minibus or coach	Car-sharing;Car	8.31-9.00	Between 5 and 10km	16-30 minutes	Yes	The weather	Yes	Yes	Yes	Yes	Yes
22	Driving a car	Lack of alternative	none	Car	8.01-8.30	More than 30km	61-90 minutes	Yes	I live in a very rural location	No	No	No	Yes	No
23	Driving a car	Lack of alternative	None	Public Transport;Car	7.31-8.00	Between 3 and 5km	16-30 minutes	No	Yes	Yes	Yes	Yes	Yes	No
24	Driving a car	Lack of alternative	Passenger in a car with driver going to the same destination	Car-sharing	7.31-8.00	More than 10km	31-45 minutes	Yes	No public transport available	Yes	Yes	Yes	Yes	Yes
25	Driving a car	Quickest	None	Car-sharing	7.31-8.00	More than 30km	46-60 minutes	No	Yes	Yes	Yes	Yes	Yes	No
26	Driving a car	Lack of alternative	None	Car	8.01-8.30	More than 10km	31-45 minutes	No	Yes	No	No	No	No	No
27	Driving a car	Quickest	None	Car	Before 7.30am	More than 30km	46-60 minutes	Yes	zero public transport option	No	No	No	Yes	Yes
28	Driving a car	Quickest	None	Car	Before 7.30am	More than 10km	16-30 minutes	Yes	I need to drive to work at the weekend	Yes	Yes	Yes	Yes	Yes
29	Bus, minibus or coach	Cheapest	Taxi	Car-sharing	8.31-9.00	More than 10km	61-90 minutes	No	Yes	No	No	No	Yes	Yes
30	Driving a car	Reliability	None	Car-sharing	8.01-8.30	Between 1 and 3km	16-30 minutes	No	Yes	Yes	Yes	Yes	Yes	No
31	Driving a car	My role dictates that I have to	None	Car	Before 7.30am	More than 30km	46-60 minutes	No	Yes	Yes	Yes	Yes	Yes	Yes
32	Driving a car	Lack of alternative	None	Public Transport	7.31-8.00	More than 10km	31-45 minutes	No	Yes	No	No	No	Yes	Yes
33	Bicycle	Cheapest	On foot	Bicycle	8.31-9.00	Less than 1km	16-30 minutes	Yes	Rain, get an area for bike parking	No	No	No	No	No
34	Driving a car	Lack of alternative	None	Car-sharing	8.01-8.30	Between 5 and 10km	61-90 minutes	Yes	Transport by car requires a license	Yes	Yes	Yes	Yes	No
35	Driving a car	Other commitments	Passenger in a car with driver going to the same destination	Car-sharing	7.31-8.00	Between 5 and 10km	46-60 minutes	Yes	I need to drop/collect my children	Yes	Yes	Yes	Yes	No
36	Driving a car	Lack of alternative	None	Car-sharing	7.31-8.00	Between 3 and 5km	16-30 minutes	No	Yes	Yes	Yes	Yes	Yes	No
37	Driving a car	Quickest	Bicycle	Car	Before 7.30am	More than 10km	31-45 minutes	No	Yes	No	No	No	Yes	Yes
38	Driving a car	Other commitments	None	Public Transport;Car	8.01-8.30	More than 10km	46-60 minutes	Yes	Distance from home to work	Yes	Yes	Yes	Yes	Yes
39	Driving a car	Other commitments	None	Car	Before 7.30am	More than 30km	16-30 minutes	No	Yes	No	No	No	Yes	No
40	Driving a car	Lack of alternative	None	Car	7.31-8.00	More than 10km	16-30 minutes	No	Yes	Yes	Yes	Yes	Yes	Yes
41	On foot	Cheapest	None	Car-sharing	8.31-9.00	Between 1 and 3km	16-30 minutes	Yes	Weather	No	No	No	Yes	Yes
42	Driving a car	Lack of alternative	None	Public Transport	8.31-9.00	More than 30km	46-60 minutes	No	Yes	No	No	No	No	No
43	Bus, minibus or coach	Less stressful	Train/Luas	Car-sharing;Public Transport	8.01-8.30	More than 10km	46-60 minutes	Yes	Time and environment; traffic	No	No	No	Yes	No
44	Driving a car	Quickest	None	Car	8.01-8.30	Between 1 and 3km	16-30 minutes	No	Yes	Yes	Yes	Yes	Yes	Yes
45	Driving a car	Lack of alternative	None	Car	Before 7.30am	More than 10km	16-30 minutes	Yes	No alternative	No	No	No	Yes	Yes
46	Passenger in a car with driver going to a different location	Quickest	Driving a car	Car	9.01-9.30	More than 10km	31-45 minutes	Yes	school drop, after school	Yes	Yes	Yes	Yes	No
47	Driving a car	Quickest	None	Public Transport;Bicycle	9.01-9.30	More than 10km	31-45 minutes	No	Yes	Yes	Yes	Yes	Yes	Yes
48	Passenger in a car with driver going to the same destination	Lack of alternative	None	Car-sharing	Before 7.30am	More than 30km	31-45 minutes	No	No public transport	No	No	No	Yes	Yes
49	Driving a car	Quickest	None	Car-sharing	7.31-8.00	More than 30km	61-90 minutes	Yes	Travel sickness	No	No	No	Yes	Yes
50	Driving a car	required for travel to site	None	Car-sharing;Car	Before 7.30am	More than 30km	31-45 minutes	No	Yes	Yes	Yes	Yes	Yes	Yes
51	Driving a car	Quickest	None	Car	Before 7.30am	More than 30km	31-45 minutes	No	Yes	Yes	Yes	Yes	Yes	No
52	Driving a car	Quickest	None	Car	9.01-9.30	Between 3 and 5km	31-45 minutes	No	Yes	No	No	No	No	No
53	Driving a car	I need to drive my own car	None	Car	8.31-9.00	Between 5 and 10km	31-45 minutes	No	Yes	No	No	No	No	No
54	Driving a car	Quickest	Bus, minibus or coach	Car-sharing;Public Transport	Before 7.30am	More than 10km	46-60 minutes	Yes	I choose to take the bus	Yes	Yes	Yes	Yes	Yes
55	Driving a car	Quickest	None	Public Transport	8.31-9.00	More than 10km	46-60 minutes	Yes	I drop my son to creche	Yes	Yes	Yes	Yes	Yes
56	Driving a car	Lack of alternative	None	Car	7.31-8.00	More than 30km	61-90 minutes	No	Yes	No	No	Yes	Yes	No
57	Driving a car	Lack of alternative	None	Car	8.01-8.30	More than 30km	61-90 minutes	Yes	distance and no direct route	Yes	Yes	Yes	Yes	No
58	Driving a car	Other commitments	None	Car-sharing	8.01-8.30	More than 10km	16-30 minutes	Yes	Childcare drop-off and collection	Yes	Yes	Yes	Yes	No
59	Driving a car	Lack of alternative	None	Car	7.31-8.00	More than 10km	31-45 minutes	No	Yes	Yes	Yes	Yes	Yes	Yes
60	Driving a car	Quickest	None	Bicycle	8.01-8.30	Between 5 and 10km	16-30 minutes	No	Yes	No	No	No	No	No
61	Driving a car	Other commitments	None	Bicycle	7.31-8.00	More than 10km	31-45 minutes	Yes	Car is needed for work	No	No	No	Yes	Yes
62	Driving a car	Quickest	None	Car	9.01-9.30	More than 30km	46-60 minutes	Yes	Driving my children to school	No	No	No	Yes	No
63	Driving a car	Less stressful	None	I will need to continue to use my car	7.31-8.00	Between 3 and 5km	16-30 minutes	Yes	At the moment I am pregnant	No	No	No	Yes	No
64	Driving a car	Quickest	Bicycle	Car-sharing;Public Transport	Before 7.30am	Between 5 and 10km	31-45 minutes	Yes	Traffic and distance	Yes	Yes	Yes	Yes	Yes
65	Passenger in a car with driver going to the same destination	Habit	On foot	Car-sharing;Public Transport	8.01-8.30	Between 3 and 5km	Less than 15 minutes	No	Yes	No	No	No	Yes	Yes
66	Driving a car	Quickest	Bicycle	Public Transport	7.31-8.00	More than 10km	31-45 minutes	No	Yes	No	No	No	Yes	Yes
67	Driving a car	Quickest	None	Car	Before 7.30am	Between 5 and 10km	Less than 15 minutes	Yes	No public transport available	Yes	No	No	Yes	Yes
68	Driving a car	Other commitments	None	Car-sharing;Walking	Before 7.30am	Less than 1km	Less than 15 minutes	No	Yes	Yes	Yes	Yes	Yes	No
69	Driving a car	Reliability	None	None	Before 7.30am	More than 10km	31-45 minutes	Yes	Journey time	No	No	No	Yes	Yes
70	Driving a car	Lack of alternative	None	Car-sharing	Before 7.30am	More than 30km	61-90 minutes	Yes	Distance to work which is long	Yes	Yes	Yes	Yes	Yes
71	Driving a car	Quickest	None	None as I live in Kilkenny	Before 7.30am	More than 30km	61-90 minutes	Yes	Distance to travel, I have no car	No	No	No	Yes	No
72	Driving a car	Lack of alternative	None	Car-sharing	8.01-8.30	More than 30km	61-90 minutes	No	Yes	No	No	Yes	Yes	No
73	Driving a car	Other commitments	None	Car	7.31-8.00	More than 30km	Over 91 minutes	Yes	Require vehicle to attend to other commitments	No	No	No	Yes	Yes
74	Driving a car	Quickest	None	Car	8.01-8.30	More than 10km	31-45 minutes	No	Yes	Yes	Yes	Yes	Yes	Yes
75	Driving a car	Lack of alternative	Passenger in a car with driver going to the same destination	Car-sharing;Public Transport	Before 7.30am	More than 30km	Over 91 minutes	Yes	No fixed place of work	No	No	No	No	No
76	Driving a car	Reliability	None	Bicycle;Walking	9.01-9.30	Between 5 and 10km	31-45 minutes	Yes	Travel to Client Meetings	Yes	Yes	Yes	Yes	Yes
77	Driving a car	Other commitments	Train/Luas	Car-sharing	Before 7.30am	More than 10km	16-30 minutes	Yes	I'm on a hybrid role between home and work	No	No	No	No	No
78	Train/Luas	Habit	Bus, minibus or coach	Car-sharing;Public Transport	8.01-8.30	Between 5 and 10km	61-90 minutes	No	Yes	Yes	Yes	Yes	Yes	Yes
79	Driving a car	Lack of alternative	None	Car	8.01-8.30	Between 3 and 5km	16-30 minutes	Yes	No Bus Route - Also shift times	Yes	Yes	Yes	Yes	No
80	Driving a car	Quickest	None	Car-sharing	7.31-8.00	Between 5 and 10km	Less than 15 minutes	No	Yes	Yes	Yes	Yes	Yes	No
81	Driving a car	Personal Safety	Bicycle	Bicycle	8.31-9.00	Between 5 and 10km	16-30 minutes	Yes	I had been cycling but then I had to stop	Yes	Yes	Yes	Yes	Yes
82	Driving a car	Lack of alternative	None	Public Transport	8.01-8.30	More than 10km	31-45 minutes	Yes	Other commitments out of the way	Yes	Yes	Yes	Yes	Yes
83	Driving a car	Personal Safety	None	Car-sharing;Public Transport	8.31-9.00	More than 10km	46-60 minutes	Yes	Tried the bus but need to drive my own car	Yes	Yes	Yes	Yes	No
84	Driving a car	Quickest	None	Public Transport	8.01-8.30	More than 10km	16-30 minutes	No	Yes	Yes	Yes	Yes	Yes	No
85	Driving a car	Quickest	None	Car	Before 7.30am	More than 10km	16-30 minutes	Yes	Yes	No	Yes	Yes	Yes	Yes

	On foot	Lack of alternative	On foot	Bicycle/Car	8:31-9:00	Between 3 and 5km	31-45 minutes	The scheduled working h	No	Yes	No	No
86	On foot	Lack of alternative	None	Bicycle/Car	8:31-9:00	Between 3 and 5km	31-45 minutes		No	Yes	No	No
87	Driving a car	Quickest	Passenger in a car with a car with a car	Car	8:01-8:30	Between 1 and 3km	Less than 15 minutes	Yes	Yes	Yes	Yes	Yes
88	Driving a car	Quickest	Passenger in a car with a car with a car	Car	7:31-8:00	More than 10km	46-60 minutes	If I don't drive I may not	Yes	Yes	No	No
89	Driving a car	Lack of alternative	None	Car-sharing/Public Trans	Before 7:30am	More than 10km	31-45 minutes	Yes	No	Yes	No	No
90	Driving a car	Lack of alternative	None	Car-sharing/Public Trans	7:31-8:00	Between 5 and 10km	31-45 minutes	No	No	No	No	No
91	Driving a car	Other commitments	None	Car	8:31-9:00	Between 5 and 10km	15-30 minutes	Site Visits, Stores Visits,	Yes	Yes	No	No
92	Driving a car	Distance	None	Car	Before 7:30am	More than 10km	61-90 minutes	Yes	Yes	Yes	Yes	Yes
93	Driving a car	Company Car	None	N/A	7:31-8:00	More than 10km	31-45 minutes	Yes	Yes	Yes	No	No
94	Driving a car	Reliability	None	Car	9:01-9:30	More than 10km	46-60 minutes	I need a car in case I've t	No	Yes	No	No
95	Driving a car	Lack of alternative	Walk/Just	Public Transport;	7:31-8:00	More than 10km	31-45 minutes	No	No	Yes	No	No
96	Driving a car	Lack of alternative	Walk/Just	Car-sharing/Car	7:31-8:00	Between 3 and 5km	31-45 minutes	No	No	Yes	No	No
97	Driving a car	Other commitments	Driving a car	Car-sharing	7:31-8:00	Between 3 and 5km	Less than 15 minutes	Car used as part of my di	No	No	No	No
98	Driving a car	Quickest	None	Car-sharing	7:31-8:00	More than 30km	46-60 minutes	NO ALTERNATIVE	Yes	Yes	No	Yes
99	Passenger in a car with driver going to the same dest	Lack of alternative	None	Car-sharing/Walking/Car	Before 7:30am	More than 30km	46-60 minutes	Yes	Yes	Yes	Yes	Yes
100	Driving a car	Lack of alternative	Passenger in a car with a car with a car	Car-sharing/Public Trans	7:31-8:00	More than 30km	46-60 minutes	No	Yes	Yes	Yes	Yes
101	Driving a car	Lack of alternative	None	Car	9:01-9:30	More than 30km	61-90 minutes	Yes	Yes	Yes	Yes	Yes
102	Driving a car	Lack of alternative	None	Public Transport/Bicycle	Before 7:30am	Between 5 and 10km	15-30 minutes	Yes	Yes	Yes	No	Yes

No	Yes	Yes	Yes	Don't know	Information on electric bike	N/A	N/A	No	No	Nothing	4-10 Trips per Month	Never	Never
No	No	No	No	No	no	Never	Never	No	No	Nothing	4-10 Trips per Month	Never	Never
No	No	No	No	No	'Green Commuters' coffee	Never	Never	No	No	Nothing	16+ Trips per Month	Never	Never
No	No	No	No	No	no	Always	Always	No	No	Nothing	16+ Trips per Month	1 Trip per Month	1 Trip per Month
No	Yes	Yes	Yes	Don't know	Lunchtime walking group 2	Never	Never	Yes	Yes	More reliable public transport	11-15 Trips per Month	Never	4-10 Trips per Month
No	No	No	No	No	Lunchtime walking group 1	Sometimes	Sometimes	No	No	Occasionally would try Nothing	1 Trip per Month	1 Trip per Month	2-3 Trips per Month
No	No	No	No	No	distance issue with cycling	Sometimes	Sometimes	No	No	There is only one other Nothing	2-3 Trips per Month	2-3 Trips per Month	1 Trip per Month
No	No	No	No	No	N/A	Always	Always	No	No	Can't do car pooling as I Nothing	4-10 Trips per Month	1 Trip per Month	1 Trip per Month
No	Yes	Yes	Yes	Yes	Bicycle maintenance class 1	Sometimes	Sometimes	Yes	Yes	Improved cycle parking, 2-3 Trips per Month	4-10 Trips per Month	4-10 Trips per Month	3-3 Trips per Month
No	Yes	Yes	Yes	Yes	Don't know	Sometimes	Sometimes	No	No	Would have to see how information on fold up bike	4-10 Trips per Month	4-10 Trips per Month	1 Trip per Month
No	No	No	No	No	Don't know	Never	Never	Yes	Yes	my partner would have personalized information	2-3 Trips per Month	2-3 Trips per Month	Never
No	No	No	No	No	Don't know	Sometimes	Sometimes	Yes	Yes	WE OFTEN SHOP AFTER (NOT FEASIBLE)	1 Trip per Month	Never	Never
No	No	No	No	No	NOT FEASIBLE	Never	Never	No	No	Nothing	1 Trip per Month	Never	Never
No	Yes	Yes	Yes	Yes	Lunchtime walking group 1	Always	Always	No	No	Not an Option	1 Trip per Month	16+ Trips per Month	4-10 Trips per Month
Yes	Yes	Yes	Yes	Yes	Incentive scheme for 'Gr 1	Never	Never	Yes	Yes	Discounted public transport	Never	Never	Never

Have you any other comments that need to be taken into account for any other work that you are already covered?

Locked bike shelters would be ideal.

n/a

Cost of inflow calls adding expenses to getting to work

Working from home is not a great solution, it's unfair on others that cannot work from home. I believe this should be tackled all together, as any office employee could work from home

Improved cycle lanes would incentivise me to cycle to and from work every day. The roads are too busy here with large trucks and I would find it quite daunting to cycle

no

Get a dry and safe area for bikes so they don't rust

Due to an increase in traffic on M7 and issues on the travels to work especially, the commute now a very stressful experience, to be allowed to work from home 2 days a week would greatly reduce this

flexible working hours, work from home arrangements, pick up coach from popular public transport locations that staff usually use could improve transportation issues
More cycling spaces at GHQ (wherever it is possible) please. Encouragement to work from home once a week to lower stress, lighten job saturation, reduce environmental footprint, and increase productivity by reducing burnout mid-week etc
Some sort of Electric Vehicle buyer scheme where other travel options are not feasible

definitely I would like to emphasize working from home and having a company vehicle to bring employees to bus/luas stop or bring them to town

Ability to work from home/flexible would be fantastic

Yes, I think we will all appreciate the new parking spaces. At the moment its a nightmare not just for Staff but our Clients also

The surrounding area is not ideal for cycling due to trucks, cars etc. A pick up from the red cow Luas Stop may suit some people. The walk from the Luas is too much

Company could provide carpool transport to city centre and Luas stop on the way to save on time for people walking to the Luas stop or bus stop that would encourage them to use more public transport. An on-site creche facility at very reduced rates would encourage more parenting employees to walk or cycle or carpool if within 4k Living radius to GHQ. This would be in the case of a high number of employees

I work 3 days in letterkenny office and 2 in GHQ if that provides some context to my answers. Some good questions raised

No

No

Travel is a large part of my job, running a team across the country, we would carpool when visiting sites etc.

Due the distance to be travelled on a weekly basis a car is the only suitable means of transport

No

Commute to work would take 3hr40 via public transport. Cycling takes 40 mins but is too dangerous around GHQ and driving takes less than 20 mins.

I would be willing to swap over to an electrical vehicle with back seats I need to use two cars at present. one to travel to work and the other to pick up kids from creche or after school

N/A working from home or having the ability to work from home and leave for work later to avoid rush hour traffic would make me more efficient.

the pathway along the industrial estate is terrible always full of moss likely to slip

a scheme for Electric Vehicles buyers if no other travel option is feasible

NO