

Hereford Enterprise Zone



Outline Travel Plan

MELCON



1 Scope

- 1.1 This Outline Travel Plan has been prepared by Melcon to support our new investment on the Hereford Enterprise Zone. We understand that this sets the broad framework for us to produce a full, detailed Travel Plan within 6 months of moving onto the Zone.

2 Background and Current Staff Overview

- 2.1 Melcon are Electrical Contractors and Engineers and provide not only site installations services but also design, Electrical consultancy and evaluations services, Energy surveys and electrical engineering surveys.
- 2.2 The company was first formed in 1966 and was located in St Martins street for many years, we are currently based in a small unit within Rotherwas.
- 2.3 In total, we employ 24 full time staff of which 8 are under an apprentice scheme.
- 2.4 Our operation times are primarily between 7am and 7pm but the majority of staff are site based operatives with minimal visits to the office.

3 The New Development Proposal

- 3.1 A new Office and Workshop building is to be developed totalling 475sq metres.
- 3.2 The proposed site plan is appended to this Outline Travel Plan.
- 3.3 The building is to be accessed off Vincent Carey Road, as per plan. This will lead to a parking area for 13 cars.
- 3.4 Pedestrian and cycle access will currently be via the new cycleway or via Holme Lacy road cycle path.
- 3.5 The nearest bus stops are located on Holme Lacy Road approximately 95 metres from the site.
- 3.6 Daily / weekly site traffic is envisaged to be as follows:
- 10 deliveries per week
 - 5 visitors per week.

4 Full Travel Plan Commitment

- 4.1 We understand that the promotion of sustainable travel for staff and visitors is a fundamental component in delivering a successful Hereford Enterprise Zone.

- 4.2 We recognise that each new investor in the Zone needs to play a full part in delivering the estate-wide Travel Plan, through the development of a complementary company-specific Travel Plan.
- 4.3 We also recognise that this approach is essential to allow simplified planning approval processes for the Enterprise Zone to continue through the Local Development Order.
- 4.4 We therefore commit to:
- Our Travel Plan Coordinator (TPC) for the company will be Emma Williams. The TPC will champion the site-specific Travel Plan within the company and will liaise with the Enterprise Zone's Travel Plan Coordinator on Estate-wide Travel Plan initiatives;
 - Attending Zone-wide Travel Plan network meetings.
 - Undertaking a travel plan behaviour survey of staff within six months of site occupation
 - Undertake a site audit and review the Area Travel Plan working with the Enterprise Zone's Travel Plan Coordinator to understand existing transport provisions that serve the site.
 - Develop a Full Travel Plan for implementation within 6 months of occupation. This Full Travel Plan will define a number of appropriate Travel Plan measures consistent with the estate-wide Travel Plan. The Plan will be prepared with help from the Area Travel Plan Coordinator utilising the site audit, the staff travel survey results, and an understanding of the Area Travel Plan.

Signed (signature).....

Signed (print name).....

Position.....

Appendix A – Proposed Development Plan