



# CaVC Advanced Technology Centre, Vale of Glamorgan

## Travel Plan

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## Basis of Report

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## 1.0 Introduction

- 1.1 SLR Consulting Ltd is retained by WEPCo Limited to provide transport and highways advice in relation to the proposed Advanced Technology Centre (ATC) located near Cardiff Airport in Rhoose, Vale of Glamorgan (VoG). The ATC will be part of Cardiff and Vale College (CaVC).
- 1.2 The ATC would accommodate up to 1896 students and 85 staff, with a significant number of adults, employed learners and businesses undertaking Apprenticeship, Higher Education (HE) and commercial training. There would also be some 14–16-year-olds attending Junior Apprenticeship and School Learning Pathways programmes.
- 1.3 This Travel Plan has been prepared by SLR on behalf of WEPCo Limited. It sets out a management strategy for travel patterns associated with the proposed ATC site.

### Aims of the Travel Plan

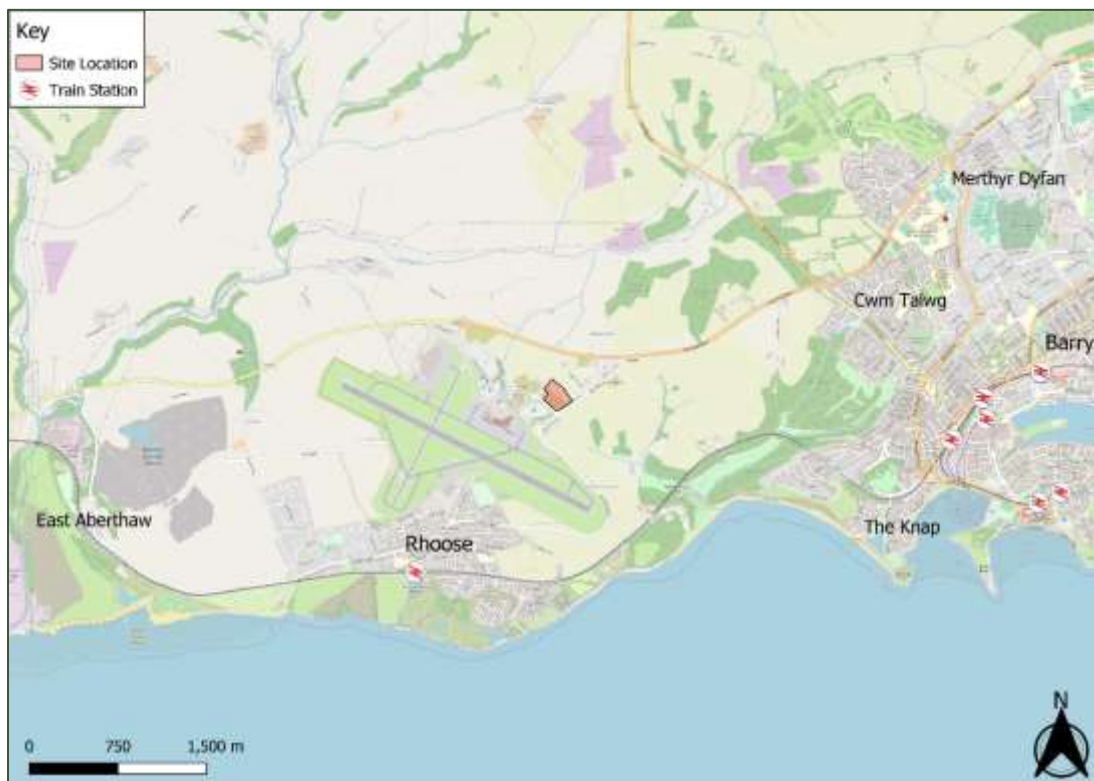
- 1.4 The aim of this Travel Plan is to put in place the management tools that are necessary to staff, visitors and students at the ATC site to make informed decisions about their travel. This will in effect minimise the potential adverse impacts of the expansion to the existing college. Emphasis should be placed on car sharing and promotion of the local bus services, as well as the CAVC Rider bus service.

### Site Overview

- 1.5 The site is located to the northeast of Cardiff Airport and to the northwest of Port Road. Land surrounding the proposed development includes a Cardiff Airport long stay car park to the south, an aircraft supply shop to the west, and agricultural land to the north and on the opposite side of Port Road to the southeast of the site. The strategic site location for the ATC is shown in **Figure 1.1**.



**Figure 1.1 – Site Location (Strategic)**



- 1.6 The existing site is currently an area of unoccupied open land, and the proposal seeks to develop the site by providing Gross Internal Floor Area (GIFA) of 13,228sqm of school use for the ATC.
- 1.7 An attractive pedestrian and cycle access to the site will be provided from Port Road, with a second access provided through the car park located in the north west of the site. This provides a link to access the onsite cycle parking spaces.
- 1.8 Vehicular access will be taken from the unnamed road to the north of the site off the Cardiff Airport access four-arm roundabout, and is covered in detail in Section 4 covering development proposals.
- 1.9 When considering development at the site, it is important to note that the site forms part of the St. Athan/Cardiff Airport Enterprise Zone under Policy SP2 of the Vale of Glamorgan Council (VoGC) Local Development Plan. The site is within an area designated for Strategic Employment Site to the north of Port Road.

## **This Travel Plan**

- 1.10 The structure of this document is as follows:
  - **Section 2** – Outlines the current accessibility of the site by all modes of travel, and the proximity to local public transport services and facilities;
  - **Section 3** – Provides a review of the national and local policies applicable to the site;
  - **Section 4** – Details the proposed scheme and access arrangements;



- **Section 5** – Sets out the objectives and targets;
- **Section 6** – Outlines the travel plan strategy and management;
- **Section 7** – Sets out the measures to be implemented;
- **Section 8** – Outlines the monitoring and review programme; and
- **Section 9** – provides a table containing an Action Plan.



## 2.0 Existing Conditions

### Introduction

- 2.1 The existing situation, transport conditions and accessibility within the vicinity of the site is set out in this section, with a specific focus on the quality and extent of provision of the sustainable travel options, including public transport links and suitable infrastructure.

### Site Location

- 2.2 The site is located to the northeast of Cardiff Airport and to the northwest of Port Road. Land surrounding the proposed development includes a Cardiff Airport long stay car park to the south, an aircraft supply shop to the west, and agricultural land to the north and on the opposite side of Port Road to the southeast of the site. The site location for the ATC site in its local context is shown in **Figure 2.1**.

**Figure 2.1 – Site Location (Local Context)**



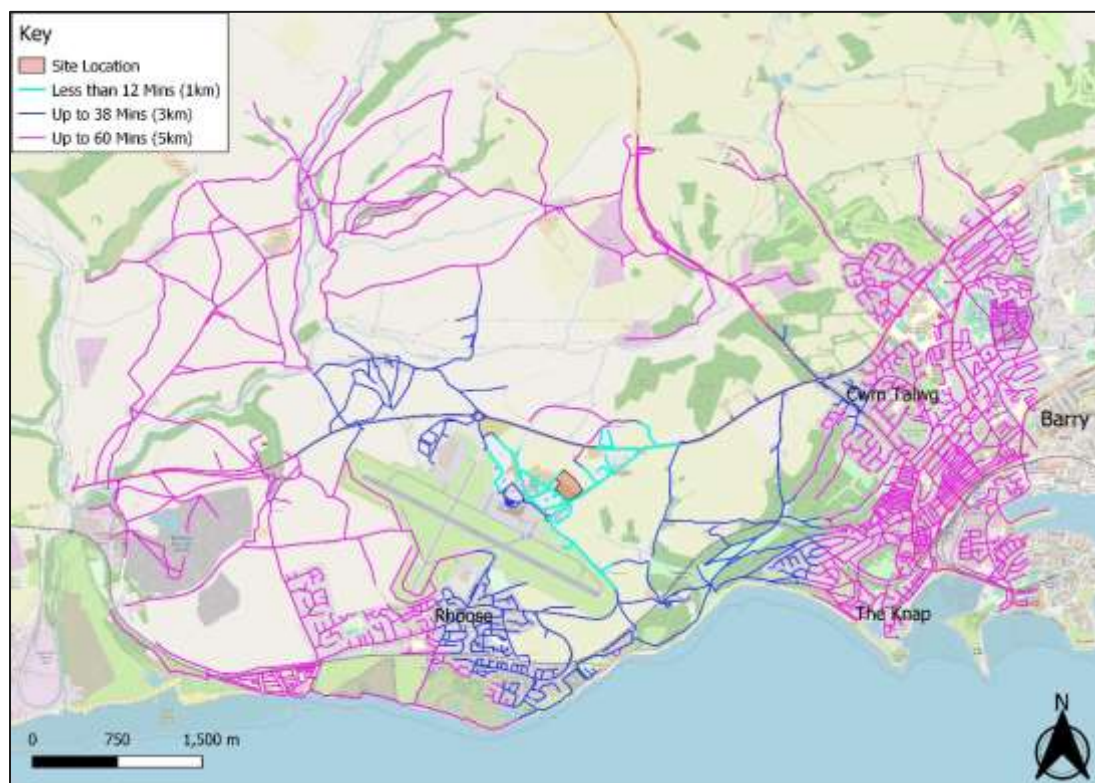
### Accessibility by Sustainable Travel

#### Walking

- 2.3 **Figure 2.2** shows the 'less than 1km', 'up to 3km' and 'up to 5km' walking isochrones from the site, in line with Table 4.1 of the Active Travel (Wales) Act. These relate to 12-, 38- and 60-minutes walking time.



**Figure 2.2 – Walking Isochrone (Welsh Active Travel Standards)**



- 2.4 It is reasonable to assume that a small amount of future users of the site will walk up to 38 minutes (up to 3km) to reach the site. As shown above in **Figure 2.2** this catchment includes most of eastern Rhoose and the edge of Barry, with some up to 60-minute (5km) trips reaching all of Rhoose and further into Barry.
- 2.5 There are currently no pedestrian footways provided on Port Road, (along the proposed site frontage) between the Port Road/Holiday Inn Express roundabout and the A4226/Port Road Roundabout. At the Port Road/Holiday Inn Express roundabout, there are pedestrian footways provided and uncontrolled pedestrian crossings with dropped kerbs and tactile paving provided on each arm of the roundabout.
- 2.6 On the north western arm of the Holiday Inn Express roundabout, towards Cardiff Airport, there are pedestrian footways provided on both sides of the carriageway, up to the Cardiff Airport access roundabout. Port Road (westbound) from the roundabout has footways on both sides of the carriageway to connect to two bus stops (Cardiff Airport Holiday Inn Express bus stops). Beyond that point, there is only a footway along the northern edge of the carriageway, continuing towards the Port Road/Porthkerry Road. Along Porthkerry Road southbound a shared cycle/footway is on the eastern edge of the carriageway. With the current availability of pedestrian footways walking to the ATC site would be possible from the immediate vicinity of the site.
- 2.7 There currently is not enough pedestrian connectivity for a reasonable walking commute from Barry, however future routes that are being brought forward include a shared footway cycleway on Port Road that would improve the walking commute from Barry. This is discussed in greater detail from point 2.17. However, due to the location of the site, which is





fairly remote from existing residential settlements, it is not likely that many users of the site will travel to the site on foot.

- 2.8 The nearest public right of way (PRoW) to the site is along Porthkerry Road, providing access to and from the centre of Rhoose.
- 2.9 The connectivity to Rhoose through local PRoWs, and roads that provide footpaths is detailed in **Figure 2.3**

**Figure 2.3 – Local Pedestrian Connectivity**

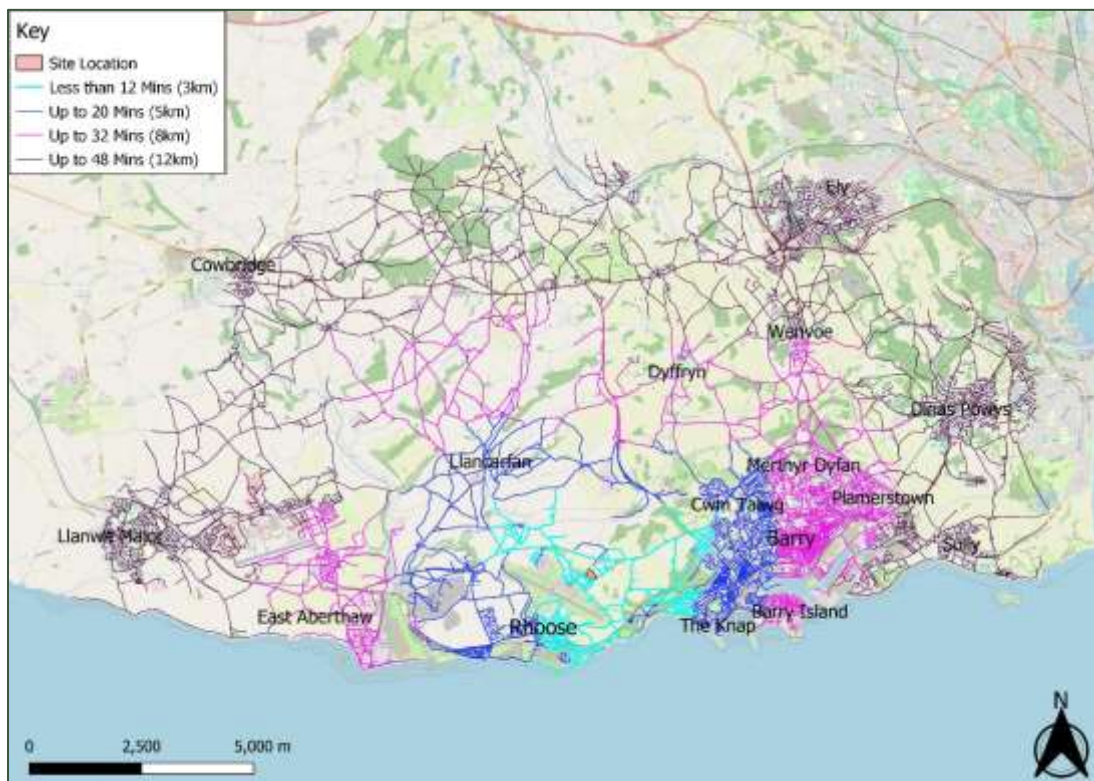


### Cycling

- 2.10 **Figure 2.4** shows the 'Less than 1km', 'up to 3km', 'up to 5km', 'up to 8km', 'up to 12km' and cycling isochrones from the site, in line with Table 4.1 of the Active Travel (Wales) Act. These relate to 4,
- 2.11 It has been agreed with CaVC that staff and students will be able to use the car park of the nearby ICAT campus, also a part of CaVC. The car park of the site is located approximately 600m west of the site, across the roundabout west of the site. This allows the ICAT car park to be reasonably used by the ATC site.
- 2.12 cycling time.



**Figure 2.4 – Cycling Isochrone (Welsh Active Travel Standard)**



- 2.13 **Figure 2.4** demonstrates that reasonable cycle journeys could be undertaken from Rhoose and Barry, with potential for confident cyclists to journey from Dinas Powys and Ely in Cardiff.
- 2.14 The nearest dedicated cycling route in the vicinity to the site is National Cycle Network (NCN) route 88 that runs along Porthkerry Road and northwest towards the roundabout to the north of Cardiff airport.
- 2.15 There are some shared-use paths along Porthkerry Road towards Rhoose, with a shared cycleway/footway running between Porthkerry Road and the centre of Rhoose. If a journey were to start from central Rhoose, conditions would be conducive to cyclists as the streets are well lit and are limited to 30mph. As the cyclist approaches the exit to Rhoose, they transition to the above-mentioned shared footway/cycleway which segregates cyclists from 50mph traffic, and ends at the Porthkerry roundabout where cyclists merge back onto the road.
- 2.16 Local cycling accessibility the NCN is detailed in **Figure 2.5**.



**Figure 2.5 – Local Cycling Connectivity**



## Integrated Network and Future Improvements

### Existing Network

- 2.17 The Active Travel Act in Wales makes it a legal requirement for local authorities in Wales to plan and map suitable routes for active travel within certain, key settlements, as specified by the Welsh Government. The Vale of Glamorgan Integrated Network Maps were approved in August 2022 and set out the aspirations for improving the active travel routes across the County over the next 15 years. They include routes that were currently used but may not have met the standard of Active Travel routes, or they were routes that did not exist but were identified within other strategic plans or identified through the consultation process.
- 2.18 **Figure 2.6** summarises the existing active travel routes identified as a part of the integrated active travel networks within the vicinity of the site.



**Figure 2.6 – Integrated Network Plan**



2.19 This shows there is a shared use footpath cycle track that connects the airport and Rhoose, and could be used to link trips from the station in Rhoose and the site.

### Future Routes

2.20 Future routes to be added by the integrated network are shown in **Figure 2.7**.



**Figure 2.7 – Future Walking/Cycling Routes**



- 2.21 As detailed in **Figure 2.7**, there will be a new shared walking cycling route that links the site to Barry. Whilst this would be of great benefit to users of the site, future users of the site can already use NCN route 88 to connect to Barry.
- 2.22 This proposed walking cycling route would run east west along the A4226 and run along the boundary of the site.
- 2.23 It is understood that VoGC are applying for funding from Welsh Government for a proposed active travel route between Barry and Cardiff Airport, on Port Road. The active travel route would include a proposed 3.5 wide shared footway cycleway on the southern edge of the carriageway on Port Road between the Waycock Cross roundabout and Port Road/Porthkerry Road roundabout, with some pinch points along the route. The concept drawings are included at Appendix B of the TA.
- 2.24 It is currently understood that the detailed design is currently ongoing on the section of the identified route from Waycock Cross to the Dragons Tail roundabout (A4226/Port Road roundabout).

## Access to Local Facilities

- 2.25 One of the primary factors to be considered when determining the suitability of a new development is its proximity, accessibility, and connectivity in relation to key local community facilities by sustainable travel modes. Due to the location of the proposed development, many facilities will be provided on site.



- 2.26 The development proposals include a café and social space, for students to utilise while on site. This will help to create a sense of place for students, staff, and visitors and reduce the need for them to travel outside of the site during the day, thus internalising some trips that would otherwise take place.
- 2.27 In considering the accessibility of the site with regard to local amenities, reference has been made to the BREEAM New Construction (2018) document, in particular the Tra01 Transport Assessment and Travel Plan chapter which categorises key amenities as follows:
- Appropriate food outlets;
  - Access to cash;
  - Access to outdoor open space;
  - Access to recreation facilities for fitness or sport;
  - Publicly available postal facility;
  - Community facilities;
  - Over the counter pharmaceutical facilities;
  - GP or medical centres; and,
  - Childcare facilities.
- 2.28 The guidance states that amenities should be located, where possible, within 500 metres of a development. A summary of the local facilities within the vicinity of the proposed development is set out in **Table 2.1** whilst the location of the amenities in relation to the site is illustrated in **Figure 2.8**.

**Table 2.1 – Local Amenities**

Foodstore	Distance from Port Road Access	Walk Time (5km/hr)	Cycle Time (15km/hr)
On site dining and coffee shop	Onsite	<5 minutes	n/a
Premier Stores	3000m	36	12
Spar	3000m	36	12
Bank or ATM	Distance	Walk Time	Cycle Time
ATM at Tesco Express	3700	44	15
Recreation and Leisure (inc. open space)	Distance	Walk Time	Cycle Time
Social space provided on site	Onsite	<5 minutes	n/a
On site multi-games area	Onsite	<5 minutes	n/a



Porthkerry Country Park	2100	25	8
Ceri Road Playing Fields	2700	32	11
Rhose Skate Park	3000	36	12
Rhose & District Social Club & Institute	3100	37	12
<b>Post Office</b>	<b>Distance</b>	<b>Walk Time</b>	<b>Cycle Time</b>
Rhose Post Office	3400	41	14
<b>Community Facilities</b>	<b>Distance</b>	<b>Walk Time</b>	<b>Cycle Time</b>
Rhose Community Centre	3200	38	13
Rhose Community Library	3300	40	13
<b>Healthcare (incl. pharmacies)</b>	<b>Distance</b>	<b>Walk Time</b>	<b>Cycle Time</b>
Rhose Dental Practice	3000	36	12
The Vale Surgery	3100	37	12
Rhose Pharmacy	3400	41	14
<b>Childcare Facilities</b>	<b>Distance</b>	<b>Walk Time</b>	<b>Cycle Time</b>
Passport to play day nursery	3100	37	12



**Figure 2.8 – Local Amenities (BREEAM)**



- 2.29 Additional amenities including food stores, ATMs, community, and healthcare facilities are located further afield, in Rhoose.
- 2.30 A summary of the BREEAM credentials for the site and the development's compliance with these requirements is included at Appendix C of the TA.

## Bus

- 2.31 The nearest pair of bus stops are located approximately 350m from the centre of the site on Port Road. These two bus stops take the form of bus shelters with timetable information and are served by the 304 and 905 bus services.
- 2.32 A summary of the available services from the Port Road bus stops is provided in **Table 2.2**.





**Table 2.2 – Local Bus Services**

No.	Route	First Bus (M-F)	Last Bus (M-F)	Frequency (mins)			Operator
				M-F	Sat	Sun	
304	Llantwit Major - Barry - Cardiff	07:17	23:37	60	60	120	Adventure Travel
	Cardiff - Barry - Llantwit Major	06:01	00:11				
905	Rhoose Railway Station - Rhoose Railway Station (NB)	06:20	23:20	60	60	60	Adventure Travel
	Rhoose Railway Station - Rhoose Railway Station (SB)	05:45	22:53				
C1	Cardiff & Vale College, Cardiff - Cardiff & Vale College, Barry	0853	1700	One morning and evening service	-	-	CAVC Rider

- 2.33 The 304-bus service provides an hourly service between Llantwit Major and Cardiff during the weekday and on Saturday. On a Sunday, there is a 2 hourly service between the two locations.
- 2.34 The 905-bus service provides an hourly service between Cardiff Airport and Rhoose rail Station on weekdays and on the weekend.
- 2.35 The CAVC Rider bus service was launched in September 2022 and currently operates between CAVC sites as a result of specific funding from Welsh Government. Bus travel on the CAVC Rider service is free and the service travels between CAVC sites Monday – Friday between 08:00 and 18:00. Services are currently provided to Barry Campus and CAVC International Centre for Aerospace (ICAT) at Cardiff Airport.
- 2.36 During the weekday and a Saturday, there are 4 bus services per hour in each direction serving the Port Road bus stops.

## Rail

- 2.37 The nearest rail station to the proposed site is Rhoose Cardiff International Airport station, approximately 3.3km from the centre of the site. This journey is approximately a 45-minute walk or a 12-minute cycle from the site.
- 2.38 Station facilities at Rhoose include self-service ticket machines, a station car park with 66 car parking spaces, and customer information points with a train running information. There are no cycle parking facilities at the station.



2.39 Rail services available from Rhose is detailed in **Table 2.3**.

**Table 2.3 – Local Rail Services from Rhose Cardiff International Airport Station**

Destination	Average Journey Time (mins)	Average Frequency (mins)
Barry	8	60
Dinas Powys	19	60
Cardiff Central	35	30
Bridgend	26	60
Aberdare	100	60

2.40 From Monday to Saturday there is an hourly service westbound to Bridgend and an hourly service eastbound to Cardiff Central, continuing through to Cardiff Queen Street, Pontypridd, and Aberdare. On Sundays there are services every two hours in each direction with the eastbound service terminating at Cardiff Central.

### South Wales Metro

2.41 As a part of the South Wales Metro plans for phase 2, there is an expectation for:

*“Further enhancements are also anticipated on the Maesteg lines and to services on the Vale of Glamorgan lines to Rhose/Cardiff Airport”*

2.42 Specifically, for the Rhose Cardiff Airport line, the area is designated to benefit from enhancements such as rail dualling to provide a more frequent rail service.

### Public Transport Accessibility Index (AI)

2.43 Consideration has been made with regards to the accessibility of the site by public transport with reference to the BREEAM accessibility index. The BREEAM accessibility index provides an indication of the bus accessibility and density of the public transport network in the vicinity of the site accounting for bus services located within 650 metres and rail services within 1,000 metres.

2.44 The index attributes a number to a development reflecting its level of accessibility, the index scores are summarised in **Table 2.4**.



**Table 2.4 – Accessibility Index Scores**

AI Score	Description
0	Poor or no public transport provision
1	A single BREEAM public transport node/service available
2	Some BREEAM public transport nodes/services available
4	Several BREEAM public transport nodes/services available
8	A good provision of BREEAM public transport nodes e.g., small urban centre
10	A very good provision of BREEAM public transport nodes e.g., medium urban centre
12	An excellent provision of BREEAM public transport nodes e.g., medium urban centre
18	An excellent provision of BREEAM public transport nodes e.g., metropolitan city centre

- 2.45 The site achieves a score of 3.42, reflecting the public transport provision at local bus stops as could be expected in an out-of-town location. The full assessment is contained within Appendix C of the TA.

## Local Highway Network

### Port Road

- 2.46 Port Road bounds the site to the south east, and is subject to a 50mph speed limit. The road benefits from street lighting and does not currently offer a footway however the road does provide 4m grass verges on either side.
- 2.47 To the south, Port Road provides connections to Cardiff Airport south of the site and Porthkerry Road which connects towards Rhoose. To the north the road connects with the A4226 via a three-arm roundabout, and Port Road continues east as the A4226 to the Waycock roundabout where it connects to Waycock and Pontypridd Road.

### Unnamed Road between Port Road/Holiday Inn roundabout and Cardiff Airport access roundabout

- 2.48 This unnamed Road bounds the site to the south west, and is currently subject to 20mph speed limit. The road benefits from street lighting and footways are provided on both sides the carriageway.
- 2.49 This road provides access to Cardiff Airport to the south west and to the unnamed road providing access which will be used for the vehicular access to the proposed development to the north east of the Cardiff Airport access roundabout.



## Porthkerry Road

- 2.50 Porthkerry Road is accessed off Port Road to the south of the site, and is subject to a 50mph speed limit. Porthkerry Road links with Cardiff Airport and Rhoose and acts as a key link to other transport links including Rhoose Station.
- 2.51 Active travel connectivity is accommodated through a 3m shared footway cycleway extending from central Rhoose to the Porthkerry Roundabout. The extent of this route is shown in the local route is shown in **Figure 2.5**. Also seen in **Figure 2.5** is the connection from Porthkerry Road to Route 88 of the NCN which connects east towards Barry and west towards Llantwit Major.

## B4265

- 2.52 The B4265 is located to the north west of the site and is subject to 60mph speed limit. This road does not offer any active travel connectivity and has no street lighting nor a footway.
- 2.53 The B4265 proceeds east west and connects to Llantwit Major and Bridgend.

## Personal Injury Collision Analysis

- 2.54 A review of personal injury collision (PIC) data for the highway network surrounding the site has been undertaken using the most recent data available. The data has been obtained via a request made to VoGC, who maintain database of PIC records. The records relate to PICs on public roads that are reported to the police and subsequently recorded, using the STATS19 collision reporting form. The most recently available five-year period has been analysed between 01/01/2018 and 31/12/2022.
- 2.55 A summary of collisions by year is provided in **Table 2.5**.

**Table 2.5 – PIC Totals by Year**

Year	Slight	Serious	Fatal	Total
2018	1	0	0	1
2019	0	0	1	1
2020	0	0	0	0
2021	0	0	1	1
2022	1	1	0	2
<b>Total</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>5</b>

- 2.56 The location and severity of collisions are shown in **Figure 2.9**.



**Figure 2.9 – PIC Map**



- 2.57 A total of 5 collisions have been recorded in the area over the last 5-years.
- 2.58 The 5 recorded collisions resulted in 4 slight injuries and 0 serious injuries. There were 2 fatal collisions associated with the area over the last 5-years.
- 2.59 Breaking down collisions within the study area:
- There were 2 collisions on Port Road;
  - 1 collision on A4226; and
  - 1 collision on the A4226/Tredogan Road/B4265 and Dragonfly Drive Roundabout.
- 2.60 Of the collisions, 4 involved vulnerable road users with 1 incident involving a pedestrian, 1 incident involving a cyclist, and 2 incidents involving a motorcycle. These incidents are considered to be isolated, and do not form a cluster of incidents which would indicate a highway design-based safety concern.
- 2.61 A cluster of incidents would be classified as 4 incidents within 3 years and all within 100m of each other in accordance with Statistic for Wales and Welsh Government Guidance. All collisions on Port Road are beyond a 100m distance from each other and the two slight collisions on A4226/Tredogan Road/B4265 and Dragonfly Drive Roundabout do not amount to a cluster.
- 2.62 Incidents that were recorded as 'serious' or 'fatal' have been analysed in greater detail in the following paragraphs.



2.63 The fatal collision on Port Road occurred at the T-junction with an unnamed road and is described as:

*“V1 (Motorcycle) has overtaken a line of slow-moving traffic. V2 was turning right & V1 failed to react & collide with O/S of V2”*

2.64 This incident has contributory factors which would suggest that this incident was as a result of driver error.

2.65 The fatal collision on the A4226 is described as:

*“V1 travelling behind V3 when it pulled out to undertake and overtake and has failed to see V2 a motorcycle approaching in the opposite direction and has collided head on with V2 and has further collided with V3”*

2.66 This incident has contributory factors that would suggest that this incident occurred as a result of driver error.

2.67 The serious incident took place in Port Road at the T-junction with the unnamed road and is described as:

*“Male has exited vehicle that had stopped in mouth of junction and states that he slipped has fallen into passing tractor causing minor swelling to arm”*

2.68 The incident has contributory factors which suggest error from the pedestrian.

2.69 It is noted that the fatal collision and serious collision occurred on the same junction however, the nature of each incident shares no similarities, and they do not form a cluster that would indicate an issue with highway design.

2.70 On the basis of the above, it is considered that there are no inherent safety issues associated with the existing highway network.

## **Baseline Traffic Data**

2.71 Baseline traffic data has been obtained for the study area surrounding the site and is summarised in the following section. The study area has been developed in accordance with the TA scoping note attached as Appendix A of the TA and has been agreed with highway officers at VoGC. The traffic survey data is contained in Appendix D of the TA.

2.72 The baseline traffic data includes a series of Manual Classified Count (MCC) surveys at the following locations on a neutral weekday for a 12-hour period between 07:00 and 19:00:

- B4265/Fontygary Road, Aberthaw;
- Fontygary Road/Fonmon Road;
- Rhoose Road/Porthkerry Road/Readers Way;
- Porthkerry Road/Pentir yr De;
- Port Road/Model Farm/Entrance to Airport Car Park;
- A4226/Port Road; and



- Waycock Cross Roundabout.

2.73 Automatic Traffic Count (ATC) surveys were also undertaken on Port Road (north of Blackton Lane) and A4226 Port Road (east of the A4226 Port Road/Port Road roundabout) over a 7-day period between 13<sup>th</sup> and 19<sup>th</sup> June 2023. These surveys were undertaken as part of the EIA rescreening submission for this site.

2.74 **Table 2.6** and **Table 2.7** shows the recorded traffic flows recorded on Port Road and A4226 Port Road respectively.

**Table 2.6 – Existing Traffic Flows on Port Road**

Time Period	N-bound traffic flow (vehicles)	S-bound traffic flow (vehicles)	Two-way vehicle flow
0700-0800	458	180	638
0800-0900	460	282	742
0900-1000	363	288	651
1600-1700	300	521	821
1700-1800	319	532	851
1800-1900	293	435	728
Average 24-hour (weekday)	5,167	5,973	11,140

2.75 Two-way traffic flows on Port Road were recorded as 11,140 vehicles per day, with peak hour flows recorded as 742 two-way flows in the AM peak hour (08:00-09:00) and 851 in the PM peak hour (17:00-18:00).

**Table 2.7 – Existing Traffic Flows on Port Road (A4226)**

Time Period	N-bound traffic flow (vehicles)	S-bound traffic flow (vehicles)	Two-way vehicle flow
0700-0800	845	513	1,358
0800-0900	868	548	1,416
0900-1000	725	537	1,262
1600-1700	712	906	1,618
1700-1800	715	941	1,656
1800-1900	643	719	1,362
Average 24-hour (weekday)	11,092	10,978	22,070

2.76 Two-way traffic flows on Port Road (A4226) were recorded as 22,070, with peak flows recorded as 1,416 two-way flows in the AM peak hour (08:00-09:00) and 1,656 in the PM peak hour (17:00-18:00).



2.77 Speeds were also recorded by the ATCs under free flow conditions, with no exceptional weather conditions reported. These are summarised in **Table 2.8** and **Table 2.9**.

**Table 2.8 – Existing Traffic Speeds on Port Road**

Time Period	Average (mph)		85 <sup>th</sup> ile	
	N-bound	S-bound	N-bound	S-bound
0700-0800	40.8	45.5	45.7	51.7
0800-0900	40.2	45.3	45.3	51.3
0900-1000	39.9	44.4	44.6	50.1
1600-1700	40.3	46	45.3	51.5
1700-1800	40.9	44.9	46.1	51
1800-1900	41	45.3	46.1	51.9
24-hour weekday	40.5	44.7	45.7	51

2.78 The posted speed limit on Port Road is 50mph. The average speed of traffic on Port Road is 41.5mph in both directions.

2.79 The northbound average speed is between 39.9mph and 41mph, and the 85th %ile is between 44.6mph and 46.1mph.

2.80 The southbound average speed is between 44.4mph and 46mph and the 85th%ile is between 50.1mph and 51.7mph.

2.81 **Table 2.9** summarises the existing traffic speeds on Port Road (A4226).

**Table 2.9 – Existing Traffic Speeds on Port Road (A4226)**

Time Period	Average (mph)		85 <sup>th</sup> ile	
	E-bound	W-bound	E-bound	W-bound
0700-0800	38.1	49	43.5	55
0800-0900	31.3	47.5	42	53.7
0900-1000	38.4	47.6	42.3	53.2
1600-1700	38.2	46.6	42.9	52.9
1700-1800	38.7	46.5	43.5	52.9
1800-1900	39.3	48	44	54
24-hour weekday	38.2	47.5	43.5	53.7

2.82 The posted speed limit on this section of the A4226 is 50mph. The average speed of traffic on Port Road A4226 is 43.3mph in both directions.





- 2.83 The eastbound ATC average speed is between 31.3mph and 39.3mph, and the 85th %ile is between 42mph and 44mph.
- 2.84 The westbound average speed is between 46.5mph and 49mph and the 85th%ile is between 52.9mph and 55mph.

## Summary & Conclusion

- 2.85 The site is located to the northeast of Cardiff Airport and to the northwest of Port Road. Land surrounding the proposed development includes a Cardiff Airport long stay car park to the south, an aircraft supply shop to the west, and agricultural land to the north and on the opposite side of Port Road to the southeast of the site.
- 2.86 A review of walking and cycling links indicates that pedestrians and cyclists would be able to commute to the site from Rhoose. In addition, proposals for future cycle routes would provide a shared footway/cycleway on Port Road that would improve the viability of cycling to the site from Barry.
- 2.87 A review of local bus services includes the 304,905 and C1 bus services, which provide around 4 buses every hour in each direction, which connects the site to Barry, Llantwit Major, Cardiff, and Rhoose Rail Station.
- 2.88 From Monday to Saturday there is an hourly rail service westbound to Bridgend and an hourly service eastbound to Cardiff Central, continuing through to Cardiff Queen Street, Pontypridd, and Aberdare.
- 2.89 An analysis of local PIC data suggests there have been serious and fatal incidents in the area, however a review of each incident indicated that they did not form a cluster or pattern that would indicate they were a result of highway design or highway safety concern.



## 3.0 Policy Context

### Overview

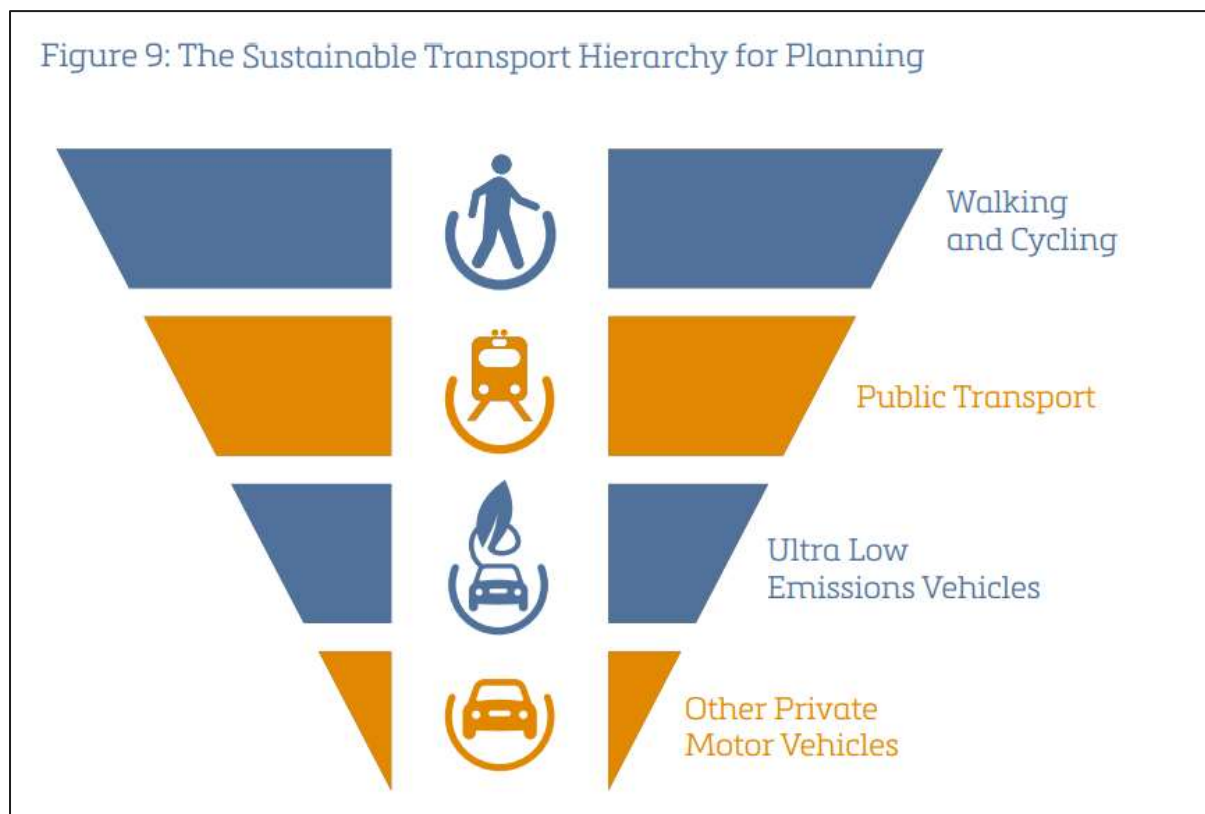
- 3.1 This section reviews relevant national and local policies in the context of the proposed development for the ATC site, in the Vale of Glamorgan.

### National Policy

#### Planning Policy Wales (Edition 12, February 2024)

- 3.2 Planning Policy Wales Edition 11 (PPW) sets out the land use planning policies of the Welsh Government.
- 3.3 With regards to sustainable transport, PPW advises that, in the context of active and social places, developments should encourage modal shift and be easily accessible by walking, cycling and public transport, by virtue of their location, design and provision of on and off-site sustainable transport infrastructure.
- 3.4 Furthermore, the 'active and social' theme within PPW aims to ensure new development is located and designed in a way which minimises the need to travel, reduces dependency on the private car and enables sustainable access to employment, local services, and community facilities.
- 3.5 A key theme throughout PPW is the aim of reducing reliance on travel by private car, and the adverse impacts of motorised transport on the environment and people's health, by prioritising and increasing active travel and public transport. Additionally, it states that development proposals must seek to maximise accessibility by walking, cycling and public transport, by prioritising the provision of appropriate on-site infrastructure and, where necessary, mitigating transport impacts through the provision of off-site measures, such as the development of active travel routes, bus priority infrastructure and financial support for public transport services.
- 3.6 These themes of emphasis on sustainable transport and active travel are supported by the 'Sustainable Transport Hierarchy for Planning' included within PPW.





### Technical Advice Note:18 - Transport

3.7 TAN18: Transport describes how to integrate land use and transport planning and explains how transport impacts should be assessed and mitigated. The document states that a sustainable development approach includes:

- Integration of transport and land use planning;
- Integration between different types of transport; and
- Integration of transport policy with policies for the environment, education, social justice, health, economic development, and wealth creation.

3.8 In relation to parking, TAN states that:

*“Maximum car parking should be used at regional and local level as a form of demand management and that for new development, regard should be given to alternative transport modes, economic objectives, public and shared parking arrangements”.*

3.9 TAN 18 states that the integration of land use planning and development of transport infrastructure can help Welsh Government achieve its wider sustainable development policy objectives through managing parking provision and ensuring that new developments include appropriate provision for pedestrians (including the users with special access and mobility requirements), cycling, public transport, and traffic management and parking/servicing.



## Placemaking Wales – Placemaking Guide 2020

- 3.10 The Placemaking Guide outlines the importance of the following principles in placemaking:
- **People and Community** - The local community are involved in the development of proposals. The needs, aspirations, health, and well-being of all people are considered at the outset. Proposals are shaped to help to meet these needs as well as create, integrate, protect and/or enhance a sense of community and promote equality.
  - **Location** - Places grow and develop in a way that uses land efficiently, supports and enhances existing places and is well connected. The location of housing, employment, leisure, and other facilities are planned to help reduce the need to travel.
  - **Movement** - Walking, cycling and public transport are prioritised to provide a choice of transport modes and avoid dependence on private vehicles. Well designed and safe active travel routes connect to the wider active travel and public transport network, and public transport stations and stops are positively integrated.
  - **Mix of Uses** - Places have a range of purposes which provide opportunities for community development, local business growth and access to jobs, services, and facilities via walking, cycling or public transport. Development density and a mix of uses and tenures helps to support a diverse community and vibrant public realm.
  - **Public Realm** – streets and public spaces are well defined, welcoming, safe, and inclusive with a distinct identity. They are designed to be robust and adaptable with landscape, green infrastructure, and sustainable drainage well integrated. They are well connected to existing places and promote opportunities for social interaction and a range of activities for all people.
  - **Identity** - the positive, distinctive qualities of existing places are valued and respected. The unique features and opportunities of a location, including heritage, culture, language, built and natural physical attributes, are identified and responded to.

## Future Wales: The National Plan 2040 (February 2021)

- 3.11 This document is a National Development Framework for Wales. It influences all levels of the planning system in Wales and will help to shape Strategic and Local Development Plans prepared by councils and national park authorities.
- 3.12 The document highlights the importance of reducing emissions to protect well-being and to demonstrate global responsibility. The planning system needs to focus on delivering a decarbonised and resilient Wales through the places that are created, the energy generated and the natural resources and materials that are used and how people live and travel.
- 3.13 The document recognises that there has been a significant change in the way people live and travel as a result of the COVID-19 pandemic. The pandemic has highlighted the quality and accessibility of people's local areas as being important for people's health and well-being during the pandemic.
- 3.14 The Welsh Government will work with Transport for Wales, local authorities, operators, and partners to deliver the following:



- Active Travel – Prioritising walking and cycling for all local travel;
- Bus – improve the legislative framework for how local bus services are planned and delivered. Invest in the development of integrated regional and local bus networks to increase modal share of bus travel and improve access by bus to a wider range of trip destinations;
- Metro – Develop the Southeast Metro, South West Metro and North Wales Metro and create new integrated transport systems that provide faster, more frequent and joined up services using trains, buses, and light rail; and
- Ultra-low Emission Vehicles – Support the roll-out of suitable fuelling infrastructure to facilitate the adoption of ultra-low emission vehicles, particularly in rural areas.

### **Wales Transport Strategy (Connecting the Nation)**

- 3.15 The wider agenda of this document is to ensure that transport features strongly in the Welsh Assembly Government’s policy spectrum:
- ‘Getting the most out of our existing transport system;
  - Making greater use of more sustainable modes of travel; and
  - Reducing demands on the transport system’.
- 3.16 This is a sustainable, permeable, well-connected site and hence it is compliant with the Wales Transport Strategy.

### **Active Travel Wales Act 2013**

- 3.17 The Welsh Government seeks to enable more people to walk, cycle and generally travel by more active methods, so that:
- More people can experience the health benefits of active travel;
  - We reduce our greenhouse gas emissions;
  - We help address poverty and disadvantage; and
  - We help our economy to grow by unlocking sustainable economic growth.

### **Local Planning Policy**

#### **Vale of Glamorgan Local Development Plan 2011-2026 (February 2012)**

- 3.18 The Deposit LDP contains the Vision and Objectives for the Plan, Strategy, Strategic Policies, Development Management Policies and Policies for Managing Growth for the Vale of Glamorgan, covering the period up to 2026. It outlines the requirements for the delivery and implementation of the sites allocated for development.
- 3.19 Cardiff Airport is recognised in point 3 of the LDP strategy as important location within the Vale and that:

*“Policies SP 2 and MG 12 identify the land to the east of the airport and south of Port Road as an employment and transport strategic site. The new transport infrastructure proposals are identified in Policy SP 7 and highlight its potential role as a transport hub.”*



- 3.20 SP7 places goals around the airport and its transport links including improved rail, and cycle connections such as a new direct rail link to the airport and:

*“The LDP will encourage the development of sustainable transport choices and improve accessibility. The National Cycle Network (NCN) route in the Vale of Glamorgan will form part of a longer Route 88 linking with Route 4 to the east at Newport and to the west at Margam Park via Bridgend and Porthcawl.”*

### **Vale of Glamorgan Local Transport Plan 2015-2030**

- 3.21 The Vale of Glamorgan Local Transport Plan (LTP) seeks to identify the sustainable transport measures required to ensure the Vale of Glamorgan Council adheres to current requirements and good practices to allow for a sustainable transport environment for the period 2015 to 2020, as well as looking forward to 2030.
- 3.22 Similar to the LDP, the VoGC LTP identifies NCN route 88 as a location for improvement including an eastward expansion through Barry and towards Penarth.
- 3.23 Other schemes include providing:

- *“cycle infrastructure to enable a cycling network as identified by Sustrans and other Plans, including School Travel Plans (STPs). This route also links Cardiff Airport to Barry and the rural villages, with possible links to St Athan and the Enterprise Zone. Segments of the corridor”; and*
- *“Improvements to the A4226 between Waycock Cross, Barry and Sycamore Cross, A48 (Five Mile Lane) To provide off line improvements to this very busy corridor to assist with access to the strategic highway network and to the airport Enterprise Zone.”*

### **Vale of Glamorgan Parking Standards SPG (January 2019)**

- 3.24 VoG is separated into separate parking zones identified in plan 1 of the SPG, Cardiff Airport and the surrounding area are identified as Zone E.
- 3.25 Car parking standards are provided within **Table 3.1**.



**Table 3.1 – Maximum Car Parking Standards (Zones D&E)**

Car (Maximum Standards)		
Type of development	Operational	Non-operational
Colleges of Higher/Further Education	1 Commercial Vehicle Space	1 spaces per each member of teaching staff, 1 spaces per 2 ancillary staff, 1 per 5 students and 5 visitor spaces, Coach parking spaces are required.
Cycle (Minimum Standards)		
Type of Development	Long stay	Short Stay
Education – Secondary Schools & Colleges of Further Education	1 stand per 5 staff and 1 stand per 6 students of age 17	1 stand per 100 children

3.26 Notes in the guidance on acceptable parking include:

- *“Where there is a high level of part-time (day release) students, the standard for Colleges of Higher Education/Universities is increased to 1 per 3 students.”*

## Summary

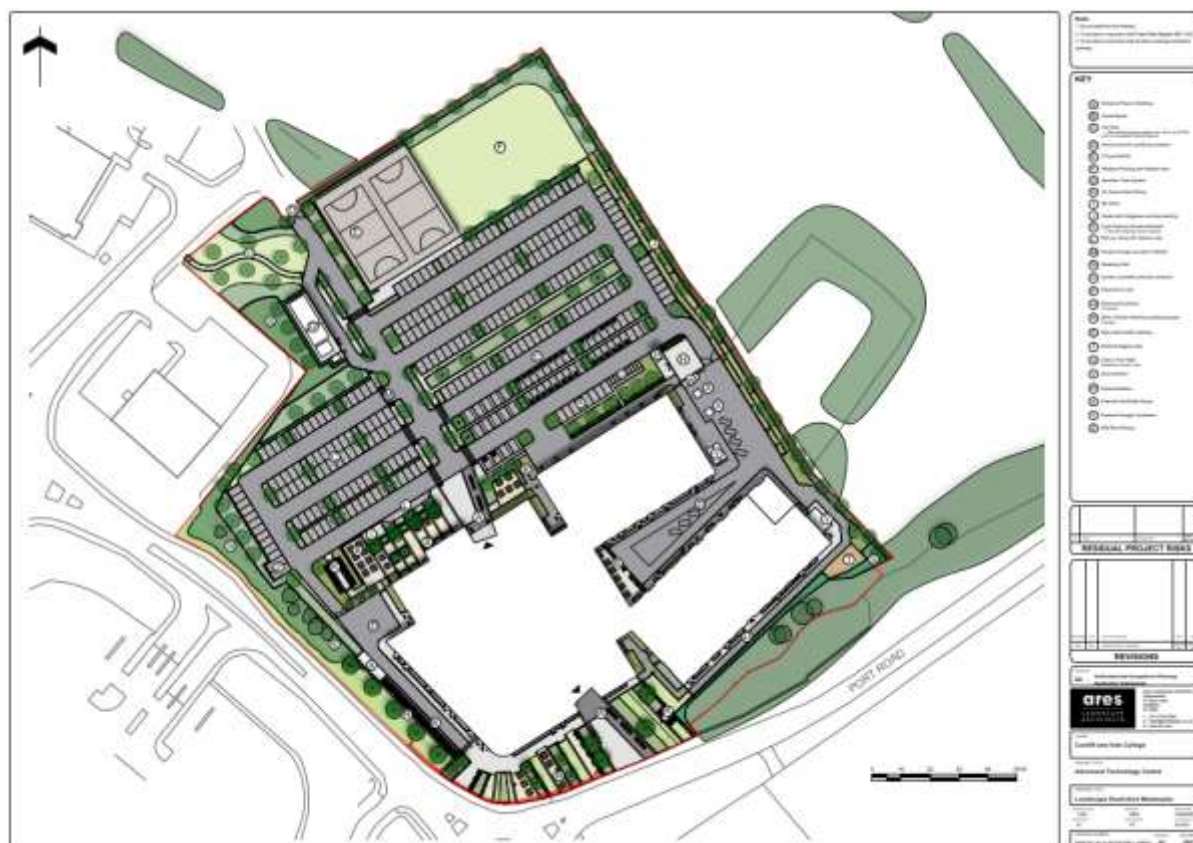
3.27 The site is shown to comply with the relevant national and local policies including aiding in reducing carbon emissions whilst delivering much needed growth in order to meet the UK’s climate aspirations. It is a fairly well-located site for cycling and public transport accessibility with a variety of opportunities to integrate itself with the existing surrounding area, forming a part of the strategic employment and transport site in which it is located.



## 4.0 Development Proposals

- 4.1 The development proposals are for an Advanced Technology College (ATC) for the Cardiff and Vale College (CaVC).
- 4.2 The main education building will contain advanced engineering space, workshops for building services, construction and motor vehicle, higher education space including a 150-seat lecture theatre, recreational spaces, a learning, and skills centre, four court multi-purpose hall, general spaces, and café/reception.
- 4.3 The building will be arranged around a central circulation space connecting two main entrances, one facing an active travel approach from Port Road, the other facing the vehicular approach and car park. The proposed Gross Internal Floor Area (GIFA) is 13,228 sqm.
- 4.4 The facility would accommodate up to 1896 students and 85 Full Time Equivalent (FTE) staff. There are likely to be 28 non-teaching FTE staff and 57 teaching FTE staff. It should be noted that the previous figure of 215 staff reflected the total staff (not FTEs) between both the ATC site and the proposed Barry Waterfront Campus in Barry.
- 4.5 An extract of the Landscape Illustrative Masterplan is provided in **Figure 4.1**.

**Figure 4.1 – Landscape Illustrative Masterplan**





4.6 As a result of the comments received during PAC, and the pre-application response from VoGC highways officers, the following changes have been made to the Illustrative Landscape Masterplan as reflected in **Figure 4.1**.

- Site boundary updated to back of footpath along Port Road;
- External gas bottle stores added to construction yard and service yard;
- Bollards and boulders added to entrance plaza as part of vehicle mitigation strategy (indicative specification at this stage);
- Window collision details added to areas required. This has reduced the width of the road to the south of the workshops to 2.3m.
- 2x minibus spaces added.

## Access

### Non-Vehicular Access

4.7 Pedestrian and cycle access to the site will be provided from Port Road and will be designed to a pedestrian scale so as to encourage these trip types. Cycle access to the site is also provided through the car park located in the north-west of the site to access cycle parking spaces. Cycle parking will be provided near the active travel access on Port Road and within the car parking area, as shown on the masterplan.

4.8 There will also be a pedestrian access route to the north west of the site which will provide a link to CAVC's ICAT campus. Pedestrian crossings with dropped kerbs and tactile paving will be provided within the car park to provide access to all users between the MUGA, car park and main campus building.

4.9 A 3m active travel link will be provided from the proposed bus stop on Port Road to the pedestrian and cycle entrance to the college. VoGC has requested a Toucan crossing on Port Road, however, there is currently no active travel link on the southern side of Port Road and the delivery of this future active travel link is uncertain at this time. It is not proposed to provide new bus stops on both sides of Port Road and therefore a Toucan crossing will not be required as there will be no requirement for students/staff to cross Port Road to access the site.

4.10 VoGC has also requested crossing points at the existing Port Road/Holiday Inn roundabout to be provided, however this is not considered appropriate as it is not along the desire line of staff/students accessing the site i.e. from the proposed new bus stop on Port Road. For pedestrians travelling to the site from Porthkerry Road, there are informal pedestrian crossings provided at the Porthkerry Road/Port Road and Port Road roundabouts.

### Public Transport Access

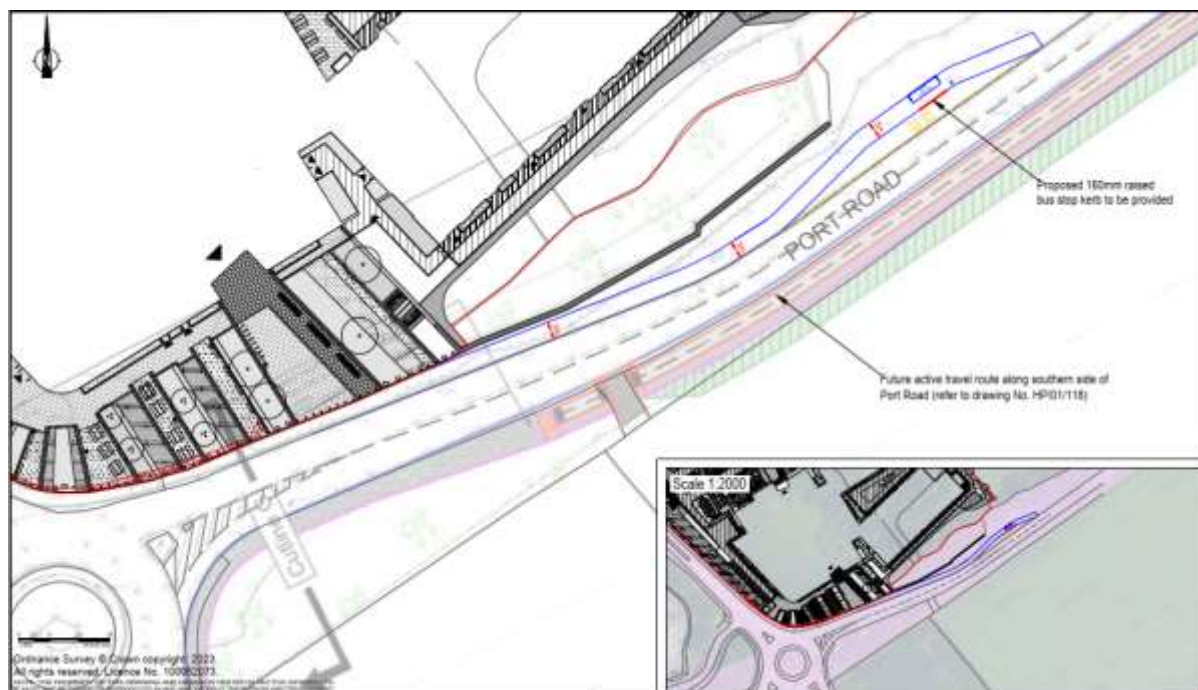
4.11 In order to encourage public transport trips to the site, there is potential to provide a new bus layby and bus stop located on Port Road, adjacent to the site frontage. This proposal will be subject to further discussion with VoGC. The potential layout is shown in **Figure 4.2** and a scale drawing is included at Appendix F of the TA. The new bus stop will be equipped with a



bus shelter, seating, and real time information screens. A 160mm raised bus stop kerb will also be provided.

- 4.12 Bus stop provision on Port Road has previously been discussed with VoGC and is understood that VoGC's preference is to have a bus stop on the northern edge of carriageway on Port Road only, so as not to impede traffic on the opposite side of the carriageway travelling towards the roundabout. The intention is for the bus to use the roundabout to turn to enable to the bus to access the north-eastbound bus stop. This is subject to further discussions with VoGC.
- 4.13 A drop off/pick up bay is included within the internal layout for minibus access, as well as taxis, as shown in **Figure 4.1**. VoGC has requested swept path analysis for a 15m coach to be undertaken within the internal layout, however, it is understood that the use of coaches will be infrequent for the college and limited to minimal times during the academic year i.e. for trips to London. Minibus and taxi trips are more likely to the site, either for college hired minibuses or visitors in minibuses.
- 4.14 When access to the site by coach is required, it is expected that coaches and the CAVC Rider bus service (subject to Welsh Government funding continuing) will utilise the new bus stop on Port Road, adjacent to the site.

**Figure 4.2 – Possible Bus Stop Location on Port Road**

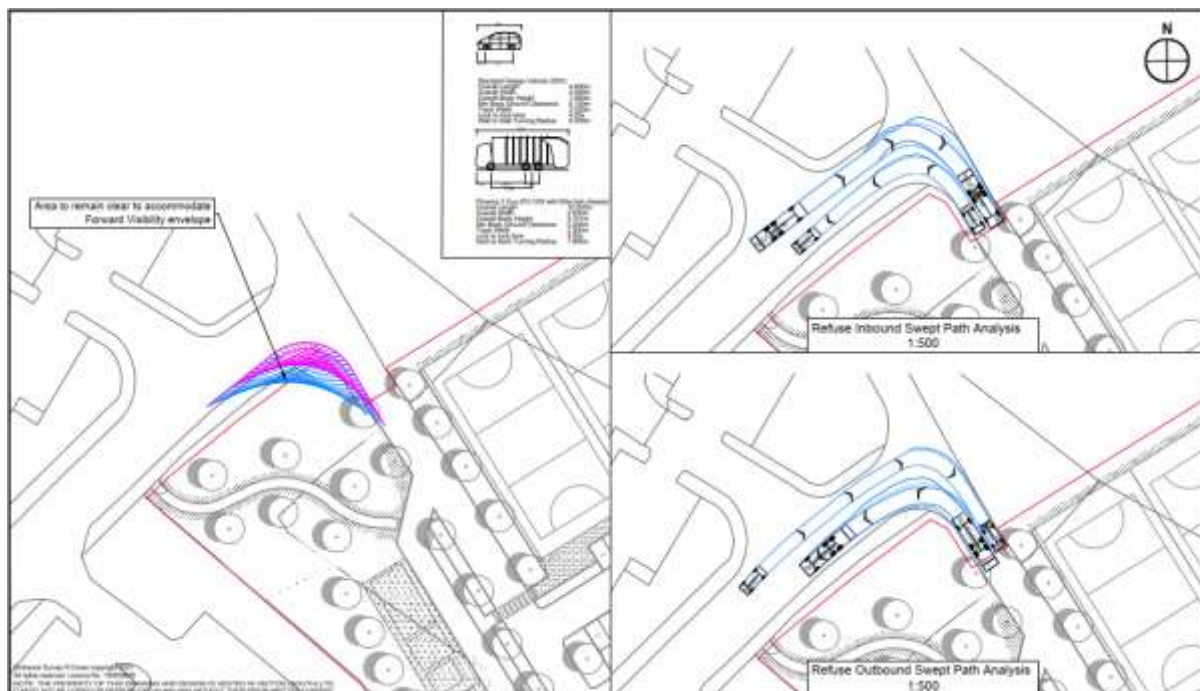


## Vehicular Access

- 4.15 Access to the car park, and for service vehicles, will be provided from the unnamed road to the northwest of the site. This road is accessed from the Cardiff Airport access four-arm roundabout. No vehicular access will be provided from Port Road. The vehicular site access is shown in **Figure 4.3**.



**Figure 4.3 – Vehicular Site Access and Swept Path Analysis**



- 4.16 The width of the access is proposed to be 6m. This is less than the 7.3m width requested by VoGC in the pre-app comments. However, the proposed road width is considered to be appropriate for the types and frequencies of vehicles accessing the site.
- 4.17 Swept path analysis of the vehicular access has been undertaken using a standard design vehicle (SDV), servicing vehicles and a fire tender with the full-scale drawings contained within Appendix G of the TA. The swept path analysis demonstrates that the proposed road width for the site access is sufficient.
- 4.18 The site access drawing in **Figure 4.3** also demonstrates that a 25m forward visibility envelope can be achieved, based on a vehicle speed of 20mph.

### Internal Layout

- 4.19 The internal layout and car parking area has been reviewed by Arup and their swept path analysis drawings are contained within Appendix G.
- 4.20 It should be noted that the tracking for the refuse vehicle and skip delivery vehicle are provided on an older iteration of the masterplan. In a review of the tracking undertaken, the changes made in the latest masterplan will not materially impact the tracking analysis presented in Appendix G, and the drawings still demonstrate that refuse and deliveries can track through the site.
- 4.21 The tracking of the internal layout demonstrates the aisle widths of the car park will allow for a refuse vehicle to route through the car park to the refuse collection point.



## Parking

### Car Parking

- 4.22 The ATC will accommodate 294 standard parking spaces, including 32 EV car parking spaces and 14 accessible parking spaces.
- 4.23 In addition to standard car parking spaces, an additional 2 spaces will be provided for mini buses.
- 4.24 Applying the maximum car parking standards contained within the VoGC parking SPG for Zones D&E to the number of staff, visitors and students results in the following maximum car parking provision:
- Teaching Staff (57 FTE) – 57 spaces
  - Ancillary Staff (28 FTE) – 14 spaces
  - Visitors – 5 spaces
  - Students – 380 spaces
  - Total – 456 spaces
- 4.25 This results in a shortfall of 162 car parking spaces, however it should be noted that the VoGC car parking standards are maximum standards. Paragraph 5.1 of the SPG states that new developments should provide lower levels of parking than have generally been achieved in the past.
- 4.26 Paragraph 5.2 also states that using maximum standards which limit the amount of parking provided on developments can help focus attention on the overall travel context of a development including the availability of more sustainable modes of transport such as public transport, walking, or cycling.
- 4.27 In addition, whilst the above calculation "may appear" to identify a shortfall, the following points regarding the operation of the site should be noted:
- CAVC currently have a flexible working policy where non student facing staff can work up to 50% of their time from home;
  - The standard lecturing staff contract allows lecturers to work from home one day a week to undertake "marking and teaching preparation" activity (so this effectively makes all Full-Time lecturers only 80% "on site"); and
  - Full time FE students typically attend college for face-to-face lectures on three days a week with the remaining two days being a combination of, work placement, self-study or "on-line" engagement.
- 4.28 All three of these aspects of the day-to-day operation of the College significantly reduce the attendance on site of a Full-Time student/member of staff.
- 4.29 It has been agreed with CaVC that staff and students will be able to use the car park of the nearby ICAT campus, also a part of CaVC. The car park of the site is located approximately



600m west of the site, across the roundabout west of the site. This allows the ICAT car park to be reasonably used by the ATC site.

- 4.30 Whilst the proposed development is located in a fairly remote location, there is good public transport connectivity in the vicinity of the site. Also, a proportion of students travelling to the site will not be able to drive i.e., some 16+ students and 14–16-year-olds attending Junior Apprenticeships and School Learning Pathways programmes. A large proportion of students are likely to travel to site by coach/bus.
- 4.31 Car park usage will be monitored as part of the Travel Plan to ensure that staff, visitors, and students to the site are not parking on any of the roads in the vicinity of the site. Measures could be implemented as part of the Travel Plan if required i.e., additional cycle parking spaces (if available), priority car parking spaces for car sharing vehicles, provide additional CAVC rider services (subject to Welsh Government funding).

### **Cycle Parking**

- 4.32 A total of 284 long stay cycle parking spaces and 20 short stay cycle parking spaces are also proposed. The long stay cycle parking spaces will be covered and provided as two-tier racks. Cycle parking spaces will be located at three locations within the site, as shown in **Figure 4.1**. Cycle parking spaces will be located to the east of the pedestrian/cycle access from Port Road and to the west of the main campus building. Additional cycle parking spaces will be located to the south of the car parking area at the rear of the building.
- 4.33 There will be showers and changing facilities provided within the ATC building which could be used for cyclists travelling to the site.
- 4.34 Applying the minimum cycle parking standards to the number of staff and students at the ATC site results in a requirement to provide 333 long stay cycle parking spaces and 19 short stay spaces. This results in a shortfall of 48 cycle parking spaces.
- 4.35 As part of the Travel Plan, the use of cycle parking spaces will be monitored, and additional spaces will be provided if required.



## 5.0 Objectives and Targets

- 5.1 This section sets out the overarching objectives for the TP, as well as targets for the short and medium term. It includes indicators through which progress towards meeting the targets will be measured. Further information on monitoring and review of the Travel Plan can be found in Section 8.
- 5.2 Objectives are the high-level aims of the Travel Plan. They help to give the Travel Plan direction and provide a clear focus.
- 5.3 Targets are the measurable goals by which progress will be assessed. The Travel Plan will set out targets which ATC will seek to reach within the period covered by this Travel Plan.

### Objectives

- 5.4 The Travel Plan's main objective is to:

*Engage with and encourage both students and staff of the college to use sustainable modes of travel to/from the ATC campus, through effective promotion of available sustainable modes.*

- 5.5 The sub-objectives are:

- **Sub-objective 1:** To increase staff and student awareness of the advantages and availability of sustainable/active modes of transport;
- **Sub-objective 2:** To introduce a package of physical and management measures that will facilitate staff and student travel by sustainable modes; and
- **Sub-objective 3:** To reduce unnecessary use of the car for the journey to and from the site by staff, parents, and students.

### Targets

- 5.6 Targets are measurable goals by which the progress of the travel plan will be assessed. Targets are essential for monitoring progress and the success of the travel plan. These should be 'SMART', i.e., **S**pecific, **M**easurable, **A**chievable, **R**ealistic and **T**ime-bound.
- 5.7 The key action targets are set out as follows:
- A Travel Plan Coordinator (TPC) will be appointed within three months of the expanded Campus facilities becoming operational;
  - A progress note will be completed on an annual basis and will include a travel survey which includes stated main mode of travel undertaken for five years.
- 5.8 The targets set out in **Table 5.1** below are indicative and will be reviewed following the first survey being undertaken based on the timescales set out above.



**Table 5.1 – Travel Plan Targets**

Target	Indicator
<b>Students</b>	
Reduce car vehicle trips by 2.5% from the baseline travel survey	Student modal split monitoring survey
Increase the number of public transport trips by 2.5% from the baseline travel survey	Student modal split monitoring survey
<b>Staff and Employees</b>	
Reduce single occupancy vehicle trips	Staff modal split monitoring survey
Increase the proportion of car sharing trips	Staff modal split monitoring survey

- 5.9 The actual staff modal share target will be set following the completion of the development and completion of the travel survey within 3 months of occupation.
- 5.10 Indicators are the elements which will be measured in order to assess progress towards meeting the final and interim targets. Travel patterns will be measured as the main mode of travel to the college listed by staff and students provided through monitoring surveys conducted annually.



## 6.0 Travel Plan Strategy

### Overview

- 6.1 ATC will appoint a Travel Plan Coordinator (TPC) and their details will be provided as soon as the role has been appointed. The TPC will be responsible for overseeing the management, development, implementation, monitoring, and review of the Travel Plan.
- 6.2 The TPC role is not a dedicated position but will likely be part of the duties of an existing member of the college management or facilities staff. The TPC role will involve approximately 25 - 30 hours per year as required. The TPC will be funded by CAVC.

### Travel Plan Coordinator Responsibilities

- 6.3 The TPC will therefore be responsible for overseeing the Travel Plan for the college. The primary responsibilities of this role include:
- Managing the development and implementation of the Travel Plan measures;
  - Promoting the objectives and benefits of the Travel Plan;
  - Monitoring the success of the Travel Plan against the agreed targets;
  - Reporting the results of the Travel Plan to VoGC officers; and
  - Acting as a point of contact for all staff & students regarding travel and the Travel Plan.

### Staff Marketing Strategy

- 6.4 Staff at the college will be made aware of the existence of the Travel Plan upon the commencement of their employment. The details of the Travel Plan, its objectives in enhancing the environment and the role of individuals in achieving the objectives of the Travel Plan will be explained during staff inductions.
- 6.5 The following could be used as a means of disseminating information to staff to promote events, campaigns, promotion, services, and initiatives:
- Staff notice boards and Newsletters;
  - Social media;
  - College Welcome Pack; and/or
  - Email correspondence and Newsletters.





## 7.0 Measures

### Travel Notice Boards

- 7.1 Dedicated notice boards will be erected at a variety of locations around the ATC campus. These will be in areas accessible to staff, students, and visitors, i.e., reception, dining areas, common rooms, and staff rooms.
- 7.2 The notice boards will display details of the TP and update progress towards the targets. They will be used to publicise events such as “bike to work day” and “car free days” and schemes such as the ‘cycle to work’ scheme. It will also provide details of public transport and cycle way networks.

### Travel Plan Welcome Pack

- 7.3 A Travel Plan Welcome Pack will be prepared and introduced in the ATC enrolment material for both students and staff. All information provided within the Welcome Pack will be informative yet concise, and will include details of bus services, taxi details, and information about the cost / benefit of travelling sustainably.

### Reduce the Need to Travel

- 7.4 CAVC currently has a flexible working policy whereby non student facing staff are able to work up to 50% of their time from home. Additionally, the standard lecturing staff contract allows lecturers to work from home one day a week to undertake ‘marking and teaching preparation’ activity.
- 7.5 Full time Further Education (FE) students typically attend college for face-to-face lectures on three days a week, with the remaining two days being a combination of, work placement, self-study or ‘online’ engagement.
- 7.6 These measures, which are currently employed by CAVC at their other campuses, significantly reduce the attendance on site of full-time students and members of both teaching and ancillary staff.

### Car Sharing

- 7.7 Employees and students aged over 18 will be encouraged to car share where possible, including encouragement to sign up to schemes such as Liftshare. Information on the benefits of joining such schemes will be included, as well as how to sign up to such scheme will be included as part of the Travel Plan Welcome Pack.
- 7.8 This could include encouraging the reduction of car trips with car sharing, in the form of a staff car pool, a practice which could be encouraged within the welcome pack.
- 7.9 Other incentives for encouraging the take up of car sharing schemes, measures could be introduced to support those taking part and to overcome some of the perceived disadvantages to car sharing. These could include:



- **Guaranteed Ride Home:** The College will guarantee that members of the car sharing scheme will have a ride home in the event of an unforeseen problem arising e.g. picking up a sick child from school. It is interesting to note that where such schemes have been put in place, the actual take up of this safety net is very low.
- **Preferential Parking:** Car sharers would be designated the most attractive parking spaces, with the exception of disabled spaces, closest to the buildings and marked accordingly. Cars involved in the scheme will display an approved permit and parking will be monitored to ensure that abuse of the system does not occur. Staff and students who participate in the car sharing scheme will increase their likelihood of obtaining a parking permit.

## Walking and Cycling

- 7.10 Walking and cycling are an economical, environmentally friendly, and healthy means of travelling. Whilst walking is not considered a viable option to travel to the site, the TPC will communicate with CAVC to ensure that pedestrian routes in and out of the site are appropriately maintained.
- 7.11 Cycling provides a more realistic alternative to the car for many short trips, especially those that do not require significant baggage to be transported. In light of this, a pack of measures and initiatives are proposed to encourage the uptake of cycling:
- **Safe and Secure Cycle Parking:** CAVC already provides cycle parking racks at locations throughout other sites. Cycle parking at ATC will be provided near the active travel access on Port Road and within the car parking area, as shown on the masterplan.
  - **Shower and Changing Facilities:** ATC will have a full range of showers and lockers available within the facilities to be provided on site. These are available to all allowing the opportunity for cyclists and walkers to change and store equipment.
  - **Promote Personal Travel Planning:** Specialised cycling maps highlighting suitable routes and possible travel times to day-to-day destinations will be distributed to all the students and staff onsite. This will assist in changing people's perception of the travel distance and time walking and cycling can take.

## Public Transport

- 7.12 The CAVC Rider bus service was launched in September 2022 and currently operates between CAVC sites as a result of specific from Welsh Government.
- 7.13 Bus travel on the CAVC Rider service is free and the service travels between Cardiff city centre and the CAVC sites Monday – Friday between 08:00 and 18:00. Services are provided to Barry Campus and CAVCICAT at Cardiff Airport.
- 7.14 The intention is to continue the CAVC Rider service to new campuses, subject to Welsh Government funding continuing.
- 7.15 The TPC will promote the CAVC Rider service which is a free bus service for CAVC students and staff. Links to real time bus information will also be displayed on the community website



to allow individuals to check the bus time before they leave reducing any unnecessary waiting time.

- 7.16 It is also proposed for CAVC to enter into negotiations with public transport operators, on the basis that large numbers of students and staff will result in additional bus routes by public transport operators being more viable.
- 7.17 As per the BREEAM guidance, public transport information will be provided in public accessible locations including on communal noticeboards. This information will include timetables and any potential discounts for users including young person's travel offers such as the 'Welsh Young Persons Discounted Travel Scheme Card' where young people aged 16 to 21 can register to receive discounted fares on all local bus and TrawsCymru throughout Wales, and 16-25 railcards.

## **Business Travel and Parking**

- 7.18 The travel plan will address the business travel needs of ATC staff during the day and the usage of ATC service vehicles. ATC will review the necessary business use of private cars and will consider providing in its place a hire or pool car.
- 7.19 Pool cars provide a number of advantages over the reimbursement of staff members for the use of their own cars:
- It removes the obstacle to staff using non-car modes of travel in the peak hour
  - All hired vehicles will be selected on the basis of their green credentials
  - By using hired vehicles as pool cars, the College can ensure that they are maintained properly keeping emissions to a minimum
  - The hire of vehicles will ensure that advances in vehicle technology related to greater fuel efficiency will be kept up to date
  - The College can ensure that the correct insurance is in place
  - Greater control over travel expenditure can be exercised.



## 8.0 Monitoring and Review

8.1 Travel Planning evolves over time in accordance with the changing circumstances of a community and its environment. A robust monitoring strategy is central to ensure the delivery of such document and gauge the effectiveness of the proposed measures.

### Monitoring Process

8.2 The Travel Plan Monitoring Process will involve two stages:

- **Stage 1** - A basic annual review of targets and measures. The monitoring surveys detailed above will be conducted to assess whether targets are being met and the effectiveness of the implemented measures.
- **Stage 2** - It involves the TPC undertaking a full and comprehensive review of the Travel Plan at Year 5 once the fifth monitoring survey has been undertaken and the results analysed. This review will involve completely updating the Travel Plan document to take into account changes to transport availability, changes in travel patterns, changes in resident numbers and revisions to targets and measures.

8.3 It is proposed that the Travel Plan will be monitored on a five-year cycle with the first survey carried out during the first month of ATC's operation, and then thereafter on an annual basis.

### Travel Surveys

8.4 The monitoring will be undertaken in-house by the TPC, and approved travel questionnaires will be issued to both staff and students to determine their travel habits and share their view on the implementation of the Travel Plan. All questionnaire surveys will achieve a minimum 40% response rate otherwise the survey will be repeated for further response sought.

8.5 A traffic survey at the entry/egress point will also be carried out at Year 5 to record the numbers of pedestrians, cyclist and vehicles entering and leaving the site over the course of a typical day. A survey schedule is set out below.

**Table 8.1 – Travel Plan Survey Schedule**

Survey Type	Schedule	Responsibility	Information Collected
Multi-Modal Travel Survey at the site entry/egress point	Every 5 Years	TPC	Collecting the daily movements made by vehicles and cyclists
Travel Questionnaire	Annually	TPC	Establishing students and staff travel behaviour and gathering their views on the implementation of the travel plan



8.6 Additional monitoring of the following is also useful to judge whether the implementation or proportion of certain measures needs to be modified. These factors should be monitored on a constant basis:

- Monitor the level and usage of parking spaces and the level of any overspill parking in the surrounding area;
- Record the use of onsite bike storage;
- Register comments received from students and staff relating to the operation and implications of the Travel Plan.

## Reporting

8.7 Upon the completion of the follow-up surveys, the TPC will compile an annual Monitoring Report to:

- outline the outturn results of the travel surveys and any on-going monitoring of measure uptake;
- assess the progress of the travel plan;
- gauge the efficiency of the proposed measures and initiatives; and
- examine the level of commitment and support received from the CAVC.

8.8 The review will also incorporate the results of on-going monitoring throughout the preceding period and cover the following aspects:

- Site name and address;
- A summary of the Travel Plan;
- How and when monitoring information was gathered;
- Whether travel patterns are meeting objectives and targets; and
- Proposals to further develop the Travel Plan.

8.9 The report will then be submitted to VoGC to assess the progress of the Travel Plan and gauge the efficiency of the proposed measures and initiatives. The comments and feedback from the Authority will be examined with targets and measures adjusted where necessary as part of the Travel Plan Revision.



## 9.0 Action Plan

9.1 The Action Plan outlined below in **Table 9.1** sets out the measures included within the Travel Plan that are directed at influencing student and staff travel. The action plan will be reviewed annually following the travel survey.

**Table 9.1 – Travel Plan Targets**

Measures	Notes	Target Date	Monitoring Method	Responsibility
<b>General</b>				
Appointment of Travel Plan Coordinator (TPC)	Tasks added to existing staff role	Prior to ATC opening	N/A	CAVC
<b>Information Provision</b>				
Sustainable travel notice board	Public transport timetables and walking/cycle routes.	Prior to ATC opening	N/A	TPC
<b>Cycling</b>				
Provision of secure cycle stands	Cycle parking to be provided for staff and students	Prior to ATC opening	Spot checks as part of maintenance rounds	TPC
Establish a Staff Bicycle User Group	Group of interested cyclists to promote and improve cycling.	Prior to ATC opening	Report back to TPC	TPC
Establish cycle schemes	Promote relevant local, national and CAVC schemes	Prior to ATC opening	TPC to monitor participation levels	TPC
Encourage cycling through awareness events such as National Bike Week	Events to be promoted throughout college	Annual event	TPC to monitor participation levels	TPC
<b>Vehicles</b>				
Establish staff car share scheme		Prior to ATC opening	TPC responsible for database	TPC



