

Cowbridge School, Vale of Glamorgan Travel Plan

For Morgan Sindall Construction & Infrastructure Ltd

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1. INTRODUCTION AND SCOPE OF TRAVEL PLAN

1.1 Introduction

- 1.1.1 Hydrock Consultants Ltd has been commissioned on behalf of Morgan Sindall Construction & Infrastructure Ltd to prepare a School Travel Plan (TP) in support of a full planning application for a proposed new One Form Entry (1FE) Primary School at Cowbridge Comprehensive School, Vale of Glamorgan. The proposals will create an all-through school (ages 3 to 18). The intention is for this TP to be adopted by the whole school and not just the proposed development for which permission is being sought.
- 1.1.2 The development proposals include the construction of a 1FE Primary School (approximately 1,400m² GIFA) with capacity for 210 primary places and 48 part-time nursery places. Following the completion of the new building there will be the creation of external sports provisions, teaching and learning areas and car parking. The remainder of the site will remain grassed sports field. The aspiration is for the New Primary School to be Net Zero Carbon.
- 1.1.3 The purpose of a TP is to reduce the level of unsustainable travel associated with developments, particularly concerning the habitual use of, and reliance on, the private motor car for single travellers. The key methods for establishing this will be by promoting sustainable alternatives, such as walking, cycling/scooting, car sharing and use of mass transport services.
- 1.1.4 It is important to note that the Council has a statutory duty to provide free school transport for pupils of statutory school age who reside beyond walking distance to the nearest appropriate school, in accordance with 'The Learner Travel (Wales) Measure 2008'. This TP has therefore been tailored to ensure it focuses on education elements of sustainable transport but does not put undue pressure on mode change, which may not be possible given that primary school age children will not generally be travelling via school bus. Whilst there are measures and initiatives that relate to both pupils and staff, the mode shift targets predominantly relate to staff. However, there is an opportunity for the school to encourage sixth form pupils to travel by non-car modes and to this end the TP includes measures and initiatives related to these users.
- 1.1.5 The Travel Plan identifies measures for encouraging sustainable travel choices and sets targets against which the effectiveness of the measures can be gauged. The school will appoint a Travel Plan Coordinator to oversee and develop the Travel Plan.

1.2 Scope/objectives of this Travel Plan

- 1.2.1 This Travel Plan will aid the day-to-day management of travel to and from the site. Staff and sixth form pupil travel surveys will be undertaken to inform the initial modal split.
- 1.2.2 This Travel Plan provides a package of measures to manage access to the site and promote and embed alternatives to car use within the ethos and culture of the School.
- 1.2.3 The implementation of a Travel Plan is intended to achieve the following:
- A partnership approach between the Travel Plan Coordinator (on behalf of the school) and the Local Planning Authority, to influence the travel behaviour of staff and sixth form pupils;
 - Remove the barriers, both perceived and actual, to walking, cycling, scooting, car sharing and using the bus for school journeys and promote the accessibility of the school by these modes;

- Increase awareness in the school community of the impact on the wider community of their choice of travel options;
- Encouragement of safe and viable alternatives to single occupancy car use for access to the school site;
- Provide information to help the school community to understand the benefits of active, sustainable travel and to support all members in selecting healthy, sustainable alternatives.
- Identification of healthy and sustainable travel initiatives to encourage non-car modes of travel and car-sharing, based on continuous monitoring of travel patterns to and from the site;
- Fewer individual vehicle trips than would otherwise have been the case; and
- A reduction in overall vehicle mileage and an associated reduction in environmental impacts.

1.3 How the Travel Plan will be Implemented

- 1.3.1 The school will appoint a Travel Plan Coordinator three months prior to the occupation of the new building, with responsibility to manage the Travel Plan on a day-to-day basis. The Travel Plan Coordinator will implement and monitor the schemes defined in the Plan.
- 1.3.2 The Travel Plan Coordinator will gather regular user feedback through meetings of the school Travel Plan working group on a regular basis and will work in consultation with the Travel Plan Officer at The Vale of Glamorgan Council (VOGC).
- 1.3.3 The TPC details will be provided to VOGC; any correspondence associated with the TP should be sent to Hydrock in the first instance:

Hydrock Consultants Ltd
First Floor
Castlebridge 5
5 – 19 Cowbridge Road East
Cardiff CF11 9AB

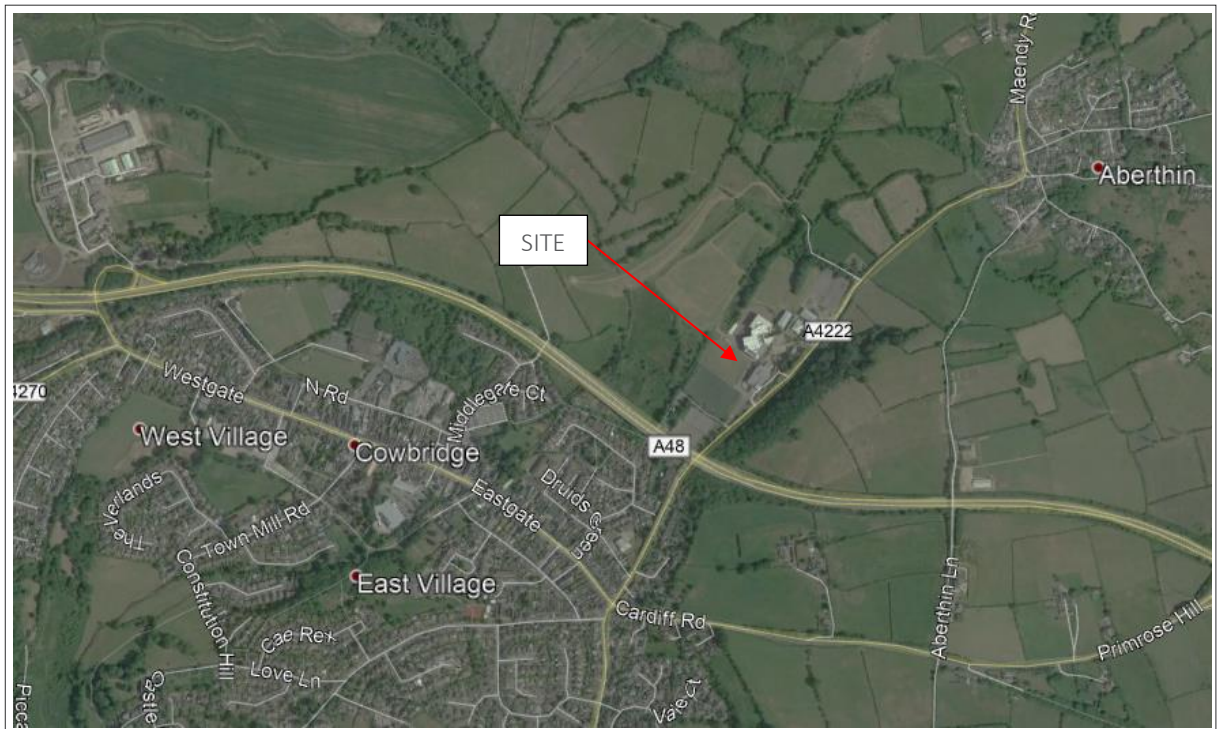
2. SITE DESCRIPTION AND EXISTING CONDITIONS

2.1 Site Location and existing use

2.1.1 The site, measuring 0.6ha, is situated on the Cowbridge Comprehensive School campus and is currently used as open playing fields for the existing Cowbridge Comprehensive School and is entirely undeveloped. The School is located between Cowbridge and Aberthin to the north of the A48, within the Vale of Glamorgan.

2.1.2 The site's location is shown indicatively in Figure 2-1.

Figure 2-1: Site Location Plan



2.2 Existing access

Vehicular access

2.2.1 Vehicular access is provided at two locations along Aberthin Road (A4222); the northern main school access located approximately 380 metres north of the A48 road bridge and the southern secondary access located 150 metres north of the A48 bridge.

2.2.2 The schools primary access forms a junction with Aberthin road and is partly controlled by signals during peak school times (timer controlled), reverting back to its primary design as a priority / give-way junction outside of these times. The all movements junction provides access for parents and staff, allowing pedestrians to access the school via the footway and internal footpath connection as well as vehicular access to the car parks and dedicated pick-up / drop-off areas.

2.2.3 The southern secondary access forms a simple give-way priority junction with Aberthin Road (A4222) serving as a dedicated access for staff, visitors and deliveries as indicated by a school entrance sign. This access serves the reception, all-weather football pitches, playing fields and car parks.

2.2.4 The two site accesses can be seen in Figure 2-2.

Figure 2-2: Existing Site Accesses – Aberthin Road



Pedestrian access

- 2.2.5 The schools primary access serves as the main pedestrian access point, providing the most convenient pedestrian access route to the school buildings via the internal footways and crossings. This route is indicated by appropriate signage along Aberthin Road.
- 2.2.6 Two metre footways are provided along the western side of Aberthin Road (A4222) which serve the site directly at various locations including both access junctions and a minor access located to the south of the secondary access.
- 2.2.7 The site operates a pedestrian friendly 5mph speed limit which is indicated by signage and road markings.

2.3 Local Highway Network

Aberthin Road (A4222)

- 2.3.1 Aberthin Road is a single carriageway strategic rural A-road located along the site's eastern boundary and serves the School via two existing accesses (all users).
- 2.3.2 The road routes on a north-south alignment in the vicinity of the site and links Cowbridge and Aberthin locally. Street lighting is provided locally to the site which is supported by a 2 metre wide footway which runs along its western side providing pedestrian facility between Cowbridge to the south and Aberthin to the north. A 30mph speed limit is in place along this section of the road, enforced by speed cameras, signage and road markings.

Links to strategic roads

- 2.3.3 Further afield, Aberthin Road forms a junction the A48 to the east of the site at Cowbridge Garage junction providing a strategic east-west connection between the Vale of Glamorgan and Cardiff and Bridgend. To the north of the site the A422 continues north to Talbot Green and provides a route to the M4 via the A4119, providing strategic links.

3. SUSTAINABLE CONNECTIVITY

- 3.1.1 This chapter sets out the connectivity of the site to the surrounding area by sustainable modes of travel and demonstrates the sustainable location of the site. The proposed development is an extension to an existing school which is currently served by sustainable modes of travel including walking, cycling and public transport. The proposals will be supported by this existing infrastructure although it is noted that pupils will likely be accompanied by a parent/guardian.
- 3.1.2 The following section considers the connectivity of the site in terms of safer routes to school, fully considering walking, cycling and public transport options available to site users in the context of the Active Travel Act and Safe Routes in the Community Guidance.

3.2 Walking Infrastructure and Routes

Overview

- 3.2.1 The site is well served by an established network of pedestrian infrastructure serving the site which connects the existing school to the local walkable residential areas which include Cowbridge and Aberthyn. The proposals will be supported by this existing infrastructure.
- 3.2.2 The importance of walking and cycling in contributing towards sustainable travel patterns is detailed in the guidance contained within TAN18: Transport (March 2007).

Footways

- 3.2.3 A good quality well-lit footway serves as the primary pedestrian route to the school within the immediate vicinity and benefits from dropped kerb crossings with tactile paving at the school entrances. The footway is generally between 2.0m-2.5m wide and provides a connection to Cowbridge to the south and Aberthyn to the north. During the site visit it was noted that vegetation has overgrown onto the footway narrowing the width in places and small sections of broken or uneven surfacing between the primary and secondary access.
- 3.2.4 Good quality street-lit footways exist alongside the wider local network beyond the site frontage, offering safe routes to the nearest residential areas. Within Cowbridge, footways are largely provided on both sides of the road and benefit from active frontages which contribute to a safer walking environment. Controlled and uncontrolled crossings are available along the main routes and footway crossovers provide continuous provision. To the north, the existing western footway routes through Aberthyn Village, offering a safe walkable route between the school and local patrons. Footways are provided along both sides of the roads within the majority of quieter residential streets which provide alternative routes more suited to small children. Photos of some of these routes and facilities can be seen in Figure 3-1.

Figure 3-1: Existing Footways along Aberthin Road



Footpaths and safe school routes

- 3.2.5 In addition to footways, the school benefits from a dedicated 'safe' walk route from Cowbridge Town Car Park. As well as the car park, the footpath links to a number of residential neighbourhoods with connections off Millfield Drive and Middlegate Walk, offering connections via quiet residential streets.
- 3.2.6 This route is not lit and therefore would be less attractive during the winter months when daylight is diminished during the school commuting periods.
- 3.2.7 Photographs of the 'safe' walk route are show in Figure 3-2 below.

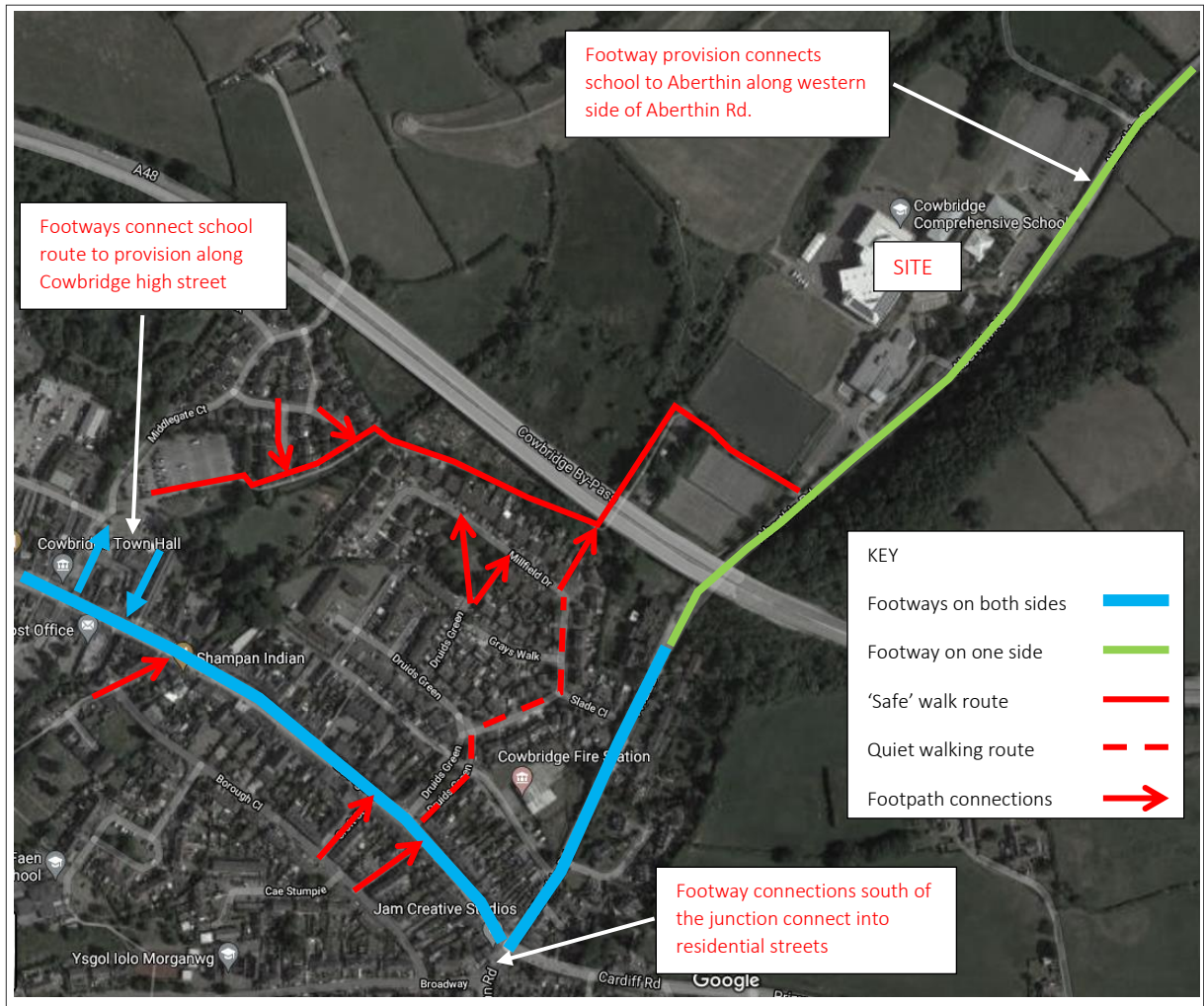
Figure 3-2: Walk route photos



Summary

- 3.2.8 As demonstrated, the routes to and from the site are considered well established and safe for the users of the site. Figure 3-3 provides a summary of the key connections to the school.

Figure 3-3: Local walking routes

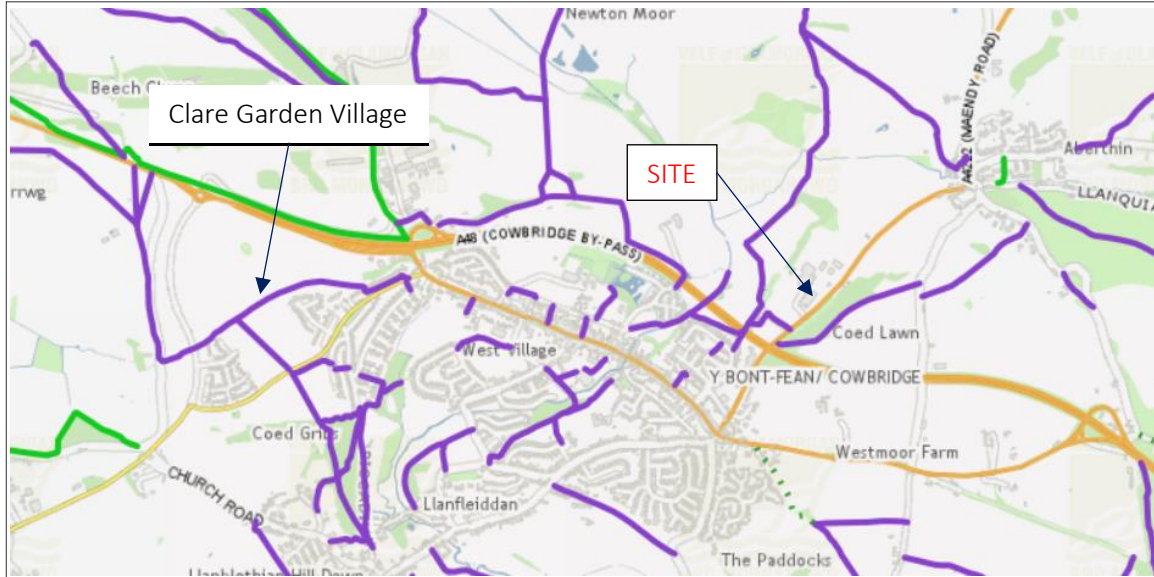


3.3 Walking distances

- 3.3.1 Within the CIHT publication 'Providing for Journeys on Foot' (CIHT 2000) it suggests that the preferred maximum walking distance to school is 2km, with the acceptable distance being 1km and the desirable distance being 500 metres.
- 3.3.2 DfT - TA91/05 Provision for Non-Motorised Users - Paragraph 2.2 states that 2 miles is 'a distance that could easily be walked by the majority of people'. Paragraph 2.3 also continues by stating that 'Walking is used to access a wide variety of destinations including educational facilities... and places of work, normally within a range of up to 2 miles' (3.2km).
- 3.3.3 CIHT (2015) – Planning for Walking: In relation to shorter trips in particular, (section 2.1) states that across Britain about '80% of journeys shorter than 1 mile (1.6km) are made wholly on foot'.
- 3.3.4 Both Cowbridge and Aberthin are located well within 2km walking distance of the school, in line with the recommended walking distance for schools within the CIHT guidance (2000). Figure 3-3 shows the location of these areas within the context of a 2km walking distance.
- 3.3.5 As the proposed development is an extension to an existing school provision on the existing school grounds, there is already pedestrian infrastructure in place to support transport to and from the school by walking.

3.3.6 Figure 3-4 illustrates the numerous PRoW connections within the vicinity of the site including the ‘safe’ walk route shown in Figure 3-3.

Figure 3-4: Local PRoW’s



3.3.7 The site has good accessibility by walking to the surrounding residential areas including the newly constructed Clare Garden Village Development, via appropriate safe routes. This will encourage staff, pupils and parents of the school, who live within this area, to use non-car modes and reduce their reliance on the private car.

3.3.8 There are number of PRoW's located within vicinity of the site, although the key routes are shared with the ‘safe’ walk route shown in Figure 3-3.

3.4 Cycling and Scooting

Cycling

3.4.1 TA91/05 states in paragraph 2.11 that ‘Cycling is used for accessing a variety of different destinations, including educational facilities and places of work, up to a range of around 5 miles (8km). Cycling is also undertaken as a leisure activity, often over much longer distances.’ Paragraph 2.9 also states that 5 miles (c.8km) is a distance ‘that could easily be cycled by the majority of people’.

3.4.2 This is consistent with the statement LTN1/20 Cycle Infrastructure Design (in paragraph 2.2.2) that ‘Two out of every three personal trips are less than five miles in length – an achievable distance to cycle for most people’.

3.4.3 Although TAN18 suggests 8km as the cycling threshold distance, cycling journeys are more likely to be up to 5km. A cycling journey of 8km would equate to approximately a 25-minute trip. It is recognised it is unlikely that accompanied pupils would cycle from 8km, but this could be acceptable and appropriate for some staff and sixth form pupils.

3.4.4 Whilst there are no dedicated off-road cycle facilities in the immediate vicinity of the site, local residential roads are deemed safe for cycling.

Scooting

- 3.4.5 More and more children are scooting to school due to the many benefits not least as it is a more convenient alternative to walking, particularly for younger children who struggle to walk longer distances. The site benefits from a good network of footways and footpaths within the vicinity of the site which would be attractive and acceptable as scooting routes for primary school age children as future users of the proposed development.

Summary

- 3.4.6 The site has good accessibility by walking, scooting and cycling via appropriate routes. This will encourage users who live within these areas to walk, cycle or scoot and thereby reduce reliance on the private car.

3.5 Public Transport Connectivity

School Transport

- 3.5.1 The Council has a statutory duty to provide free school transport for pupils of statutory school age who reside beyond walking distance to the nearest appropriate school, in accordance with 'The Learner Travel (Wales) Measure 2008'. Pupils who are eligible for free learner transport are able to apply to the Council's School Transport Team.

- 3.5.2 The VoGC provides free school transport for:

- Primary age pupils residing two miles or over from their nearest designated catchment area school of type
- Secondary age pupils residing three miles or over from their nearest designated catchment area school of type

- 3.5.3 Therefore, free school transport would be available for users of the proposed primary school; nursery users would not qualify. However, it is not expected that a large proportion of the proposed primary school pupils will travel by this method as the primary school catchment area would limit the eligibility by keeping distances below the threshold.

Bus

- 3.5.4 The school benefits from a number of dedicated school minibus and coach services run by VoGC and private operators; the current timetables show 18 services are provided to/from a number of destinations within the surrounding catchment. Minibuses and coaches access the site using the primary access off Aberthin Road and are provided with a dedicated pick-up/ drop-off and parking area.

- 3.5.5 The closest non-school stops are located within Cowbridge Town Centre approximately 1.0km from the school. Bus service 321 currently serves these stops, providing connections to Talbot Green and Llantwit Major. The current timetable shows that the 321 service would only be able to provide a return journey from Llantwit Major due to COVID-19 restructuring; a total of five services with three in the morning and two in the afternoon. This service offers a connection to Llantwit Major Rail Station, allowing travel options from further afield as part of a multi-modal journey.

Train

- 3.5.6 The closest train station is Llantwit Major located approximately 7km to the south of the site. Located on the Vale of Glamorgan Line, the station offers connections to major stations including Bridgend and

Cardiff in addition to a direct service to Aberdare via Cardiff. From Monday to Saturday the station offers an hourly service to Cardiff and Bridgend, with a two-hourly service operating on a Sunday.

3.6 Summary

- 3.6.1 The site benefits from connections to established walking, scooting and cycling routes connecting to surrounding residential areas within suitable distances. These facilities provide a safe and sustainable route for pupils, parents and staff.
- 3.6.2 Public bus services within the vicinity of the site which provide access to residential areas and these services provide will provide an alternative to travelling via private car for future users of the development. However, it is likely to attract a minimal level of use associated with the school staff due to limited services current available.
- 3.6.3 Given the level of school bus services it is considered that additional services can be managed to integrate the primary school age children of an appropriate age. This assessment does not account for pupil travelling to school via bus.
- 3.6.4 Llantwit Major rail station provides alternative travel options for the site, although this would mainly be for staff and be as part of a multi-modal journey relying on the connecting bus service. It is hope that bus services will return to pre-COVID-19 levels with additional services making this choice more attractive. The train therefore provides an alternative travel option for staff.
- 3.6.5 In summary, there are realistic opportunities for trips to and from the school to be made via non-car modes with the most likely mode being either walking, cycling or scooting for the proposed development. Due to the age of the proposed future users, staff will be the predominant users of public transport and although it is possible for staff to travel to the site using bus and train services it is more likely that staff will car share as an alternative to SOV.

4. DEVELOPMENT PROPOSALS

4.1 Development Description

4.1.1 The proposals seek consent for the construction of a One Form Entry Primary School (approximately 1,400m² GIFA) located on the grounds of the existing Cowbridge High School in Cowbridge. In addition, the school will be supported by new sports provisions, teaching and learning areas and car parking. The remainder of the site will remain grassed sports field.

4.1.2 Figure 4-1 illustrates the proposals and a copy of the masterplan can be found at Appendix A.

Figure 4-1: Illustrative Masterplan



4.2 Site Access

Vehicular access

4.2.1 It is proposed that the proposed development will be served from the existing primary access off Aberthin Road located to the north of the site.

4.2.2 The access is considered to be appropriate for the proposed use as a vehicular access, as a continuation of existing uses, although an increase in trips is predicted.

4.2.3 The access has no record of accidents over the latest 5 year period and is considered to be of a suitable layout and scale to serve the proposed site uses and level of trips.

4.2.4 Pedestrian access

4.2.5 Pedestrian access is to be provided via a new footpath which links the proposed development to the existing provision located to the south of the secondary access. The existing tactile paving crossing allows safe access to this path from the north via the existing Aberthin Footways.

4.3 Site Layout

4.3.1 The latest indicative masterplan shows the proposed development is to be located behind Block E to the west of the secondary access.

4.3.2 Staff and parents will utilise the existing parking areas accessible from the primary site access located to the north of the secondary access.

4.3.3 A delivery bay is proposed adjacent to the proposed building footprint which is accessible from the existing internal access road served from the secondary access via an automated barrier entry/exit arrangement. Further details are included with the TA.

4.3.4 Pedestrian access is provided via a new footpath which links to the existing provision located to the south of the secondary access. The existing tactile paving crossing allows safe access to this path from the north via the existing Aberthin Footways.

4.4 Servicing

4.4.1 The current servicing arrangement will continue via Aberthin Road using the existing secondary access junction and the schedule will be adapted to meet the needs of the new facility using the proposed delivery bay.

4.5 Proposed Parking

Current parking standards

4.5.1 Parking guidance is provided in Vale of Glamorgan Local Development Plan 2011-2026 Parking Standards SPG (2019). The site, as identified in Plan 1 of the SPG, is situated in Zone E – Deep Rural. The maximum parking guidance for a secondary school is shown in Figure 4-2.

Figure 4-2: Vale of Glamorgan Parking Guidance

Type of Development	Operational	Non-operational
Primary School	1 commercial vehicle space	1 space per each member of teaching staff, 1 space per 2 ancillary staff & 3 visitor spaces

4.5.2 In addition to the non-operational parking an area must be provided for the picking up and dropping off of school children.

Proposed requirements

4.5.3 The proposed nursery and primary school will utilise the existing pick-up/drop-off and parking areas for parents and staff. The following section provides further details on how the site can accommodate the proposed development.

Staff

- 4.5.4 It is anticipated that the proposed development will employ approximately 22 members of staff. The nursery will require up to 6 members of staff for the 24 children (day care staff ratio of 1 per 4 children) with the primary school requiring 16 members of staff (2 per 30 children plus 4 supporting staff).
- 4.5.5 From the site visit observations it was shown that there is capacity within the current layout to accommodate these and the assessment is shown below. It was noted that the large north eastern car park is only used for parent pick-up/drop-off with the car park remaining empty for the rest of the day.

Pupils/parents

- 4.5.6 Due to the age of nursery children, parents will need to park up and leave their car to drop the children to the classroom and therefore will require a parking space, occupied for a short period of time. In addition, a number of parents to primary school children will also have to park up and walk children to the classroom based on their age. Therefore, as a result of the proposed development there will be a number of vehicles parked on site for a short period of time during the pick-up / drop-off times (0800-0900 & 1500-1600). An assessment of the trip rates for both uses has been undertaken to calculate the likely parking accumulation and predict what level of car parking is required for the proposals.
- 4.5.7 The trip generation exercise (further details shown in TA) shows that the proposals are likely to generate 32 and 8 arrivals in the AM and PM peaks (0800-0900 & 1500-1600). Table 4-1 predicts the likely proportion of parking accumulation either side of the peak periods using the trip rate profiles.

Table 4-1: Assessment of Parking Accumulation – Primary School Trip Rates

Time Period	Trip Rates (per pupil)			Parking Accumulation proportions			
	ARR	DEP	TOT	ARR	ACC	DEP	ARR+ACC+DEP
PRIMARY SCHOOL							
0700-0800	0.039	0.016	0.055	8	5	3	16
0800-0900	0.307	0.242	0.549	64	18	51	134
0900-1000	0.029	0.049	0.078	6	14	10	31
Accumulation Percentage Split				44%	21%	36%	181
10:00-11:00	0.014	0.013	0.027	3	14	3	20
11:00-12:00	0.027	0.018	0.045	6	16	4	26
12:00-13:00	0.021	0.029	0.05	4	15	6	25
13:00-14:00	0.02	0.024	0.044	4	14	5	23
1400-1500	0.067	0.02	0.087	14	24	4	42
1500-1600	0.162	0.22	0.382	34	12	46	92
1600-1700	0.054	0.081	0.135	11	6	17	34
Accumulation Percentage Split				33%	23%	37%	168

- 4.5.8 From the figures in Table 4-1 it is predicted that between 21%-23% of arrivals could accumulate on site during the school peak periods; 25% has been selected for this assessment for robustness. As a worst case it has been assumed that all nursery trips will park on site and remain in place during the peak arrival times to account for the pick-up/drop-off of small children. Based on the worst-case of 26 arrivals for the primary school, the assessment predicts that there are likely to be 6 vehicles parking on site during the AM peak period based a parking accumulation figure of 25%; this results in a total of 12 when combined with the nursery arrivals.

4.5.9 The proposed development is predicted to require a total of approximately 34 parking spaces for both staff and parents; 22 staff spaces and 12 dwell spaces for parent pick-up/drop-off. Figure 4-2 provides a breakdown of the proposed parking provision.

Table 4-2: Proposed parking requirement in accordance with standards

Use	Parking spaces / demand
Nursery Staff (6 staff)	6 spaces (1 per staff member)
Primary Staff (7 teachers, 7 assistants and 4 ancillary staff)	7 for teachers (1 per teacher), 7 for assistant (1 per staff member) + 2 spaces for ancillary staff (1 space for 2 staff) = 16
Nursery and Primary school parents	12
Total	34

4.6 Proposed Parking Strategy

Overview

- 4.6.1 The following section outlines a parking strategy to accommodate the proposals within the existing school site.
- 4.6.2 The proposed parking strategy includes the following changes to the current parking arrangements; these are required to accommodate the proposed increases in demand and help to alleviate some of the known parking and pick-up/drop-off issues on site:
- The 31 space small pick-up/drop-off car park located to the south of the primary access will be shared between the parents and staff of the proposed nursery and primary school. Due to the layout lending itself to pick-up/drop-off purposes, the majority of spaces will be designated for nursery and primary school parents to meet the proposed 12 parking space demand; 15 spaces will be allocated to account for any overspill (+25%). The remaining 16 will be reserved for use by school staff. The car park will be managed from the gate by a member of staff; this will offer a safe dedicated pick-up and drop-off location for the nursery and primary school age children. It is proposed that, apart from those using remaining 16 spaces, the staff who currently park in this car park will be reallocated spaces within the reconfigured northern car park, replacing 15 spaces now allocated to nursery and primary school parents.
 - Sixth form parking will be accommodated on site within the existing car park located to the south of the secondary access directly east of the 3G pitch. This is seen as a way of alleviating problems experienced by residents whereby sixth form pupils park under the A48 road bridge. Staff who currently park in this car park will be reallocated spaces within the reconfigured northern car park, replacing the total 30 spaces provided.
 - Existing northern car parks to be reconfigured to accommodate:
 - » 59 staff parking spaces located in the new reconfigured northern car park to accommodate the 45 reallocated and 6 new from the 22 predicted for proposed staff (the remaining 16 of the proposed demand can be accommodated in the pick-up/drop-off car park). This car park therefore offers 8 surplus for any overspill.
 - » New secondary school pick-up/drop-off and parking area (24 spaces + Circulating pick-up/drop-off aisle)

- 4.6.3 The 22 spaces required for the proposed staff parking will be spread across the reconfigured northern car park and existing pick-up/drop-off car park located to the south of the main access.
- 4.6.4 Figure 4-3 illustrates the proposed strategy which can be seen in more detail at Appendix D including details on its operation.

Figure 4-3: Proposed parking strategy



Summary

- 4.6.5 It is not thought that a reduction in available spaces within the north eastern car park would have any adverse impact on its current operation as a pick-up and drop-off facility; the site visit observed this areas to be underutilised. Cars will continue to circulate in a clockwise direction as intended and parents will also benefit from being able to park to assist with pick-up/drop-off. A new footway connection is proposed between the staff parking and pupil pick-up/drop-off area which connects users to the internal footpaths via the existing paths and crossings.

4.7 Parking safety

- 4.7.1 During the site visit it was noted that the school has concerns over conflict between parents cars and school children at pick-up/drop-off times and this is why the school currently restricts vehicle movements after 08:15 and before 14:15 using a member of staff and gates; coaches are allowed access after 08:15 but parents are discouraged away at the gate. Site safety in this area is a priority as all areas of the school are open to children during the school day for free play and the large car parks are also used as a fire assembly point.
- 4.7.2 The restrictions result in the following:

- Parents parking on Aberthin Road and/or turning within the junction mouth;
- Coaches parked along Aberthin Road prior to 14:15 when the gates open for picking up children.

4.7.3 The VoG Highways Department have raised concerns with these events and it is therefore proposed that the site will not restrict entry to vehicles prior to lessons starting at 08:30 resolve this issue.

4.7.4 Further discussions should be had with coach companies to agree stricter schedules to avoid any parking along Aberthin Road. It is noted that there is a lay-by located south of the A48 bridge which could be utilised in the event that coaches arrive prior to 14:15.

4.7.5 Site safety will continue to be monitored and further measures such as communication and signage can be proposed to manage vehicles as they enter and exit the site.

5. OBJECTIVES, AIMS AND BENEFITS

5.1 Objectives and Aims

5.1.1 The overall objectives and aims of the TP are:

- To increase awareness of the advantages and potential for travel by more environmentally-friendly methods or modes;
- Minimise the need to travel by the private car, particularly as a single occupant, and encourage safe and viable alternatives to the use of single occupant vehicles for access to the site;
- Reduce overall vehicle mileage, and an associated reduction in environmental pollution, particularly greenhouse gas emissions, such as CO₂, reflecting current Government policy objectives in respect of transport;
- Comply with government and Local Highway Authority guidance in terms of reducing traffic emissions and congestion, and promoting sustainable travel within and between new developments and their surrounding environs;
- To introduce a package of physical and management measures that will assist travel by other modes;
- Identify pragmatic travel initiatives to encourage the use of non-car modes of travel and car sharing, based on a continual appraisal of travel patterns to the site;
- Ensure that the sustainable travel objectives of the TP are embedded in the daily travel patterns of all staff and pupils over the long term;
- Ensure that a partnership approach is maintained between the TP management team, the Local Planning Authority and Local Highway Authority to influence the travel behaviours of both staff and pupils; and
- Generate fewer vehicle trips than would otherwise have been the case.

5.2 Travel Plan Benefits

5.2.1 The benefits of the Travel Plan are as follows:

- Health & Social Benefits – A reduction in car travel will benefit health through reduced air pollution and harmful emissions, road safety benefits and through the promotion of healthier activities such as walking, cycling and scooting. In addition, a percentage of households have no regular access to private vehicles and therefore the use of public transport, cycling, walking and scooting can play a significant role in improving accessibility and reducing social exclusion.
- Climate Change – The burning of fossil fuels is widely considered to be altering the climate, with carbon dioxide emissions being the most common contributor. Climate change represents one of our biggest environmental challenges with transport accounting for approximately 22% of manmade greenhouse gas emissions. The implementation of Travel Plans can assist in reducing the adverse impact of transport on climate change.

6. TRAVEL PLAN MANAGEMENT

6.1 Management

- 6.1.1 The success of the Travel Plan will be dependent upon buy-in from staff and pupils (sixth form), and the processes put in place to support, implement and develop the measures outlined.
- 6.1.2 A Travel Plan Coordinator (TPC) will be appointed at the earliest opportunity and will manage the administration of the Travel Plan.
- 6.1.3 The TPC role will be appointed at least three months prior to the occupation of the development so that the TPC can be fully briefed on their role. This will allow the TPC to have sufficient time to gather information and prepare this in an appropriate format (induction pack, notice boards etc) ready to be disseminated to staff, pupils and parents from day one of occupying the new building. However, it is noted that entry to the school will be phased over approximately seven years and therefore the TP will be reviewed with this in mind in addition to committing to the annual monitoring.
- 6.1.4 The nominated Travel Plan Coordinator (TPC) plays a vital role in the success of the Travel Plan and is responsible for the day-to-day management, co-ordination, promotion and implementation of the Travel Plan. The TPC will also be a point of contact for VoGC, and for any occupants who have queries about their travel.

6.2 The TPC Role

- 6.2.1 The TPC will promote the benefits of travel planning as a positive step towards a healthy and more sustainable lifestyle. The TPC will be the first point of contact for matters regarding travel to the site.
- 6.2.2 The main responsibilities of the TPC will be:
- Overseeing the development and implementation of the TP;
 - Promoting and marketing the objectives and benefits of Travel Planning;
 - Provide every employee with a Travel Information Pack (TIP) as well as up-to-date travel and transport information;
 - Act as point of contact for employees requiring information;
 - Potentially organise the formation of a staff and pupil travel forum;
 - Undertake travel surveys to monitor the effectiveness of Travel Plan measures;
 - Liaise with officers at Vale of Glamorgan Council;
 - Provide biannual reports giving updates on the Travel Plan, its measures and its effectiveness.

6.3 Marketing and Communications Strategy

- 6.3.1 The marketing and communication strategies are expected to include the following elements:
- Travel Information Packs
 - Noticeboard provision within the staffroom and sixth form areas
 - Periodic newsletters with travel information
 - Include content on the school intranet / website
 - Using communication channels such as parent emails to raise awareness

7. SCHOOL TRAVEL PLAN MEASURES AND INITIATIVES

7.1 Introduction

7.1.1 A wide range of measures and actions will be implemented to encourage walking, cycling, scooting, public transport use and car sharing in accordance with national and local policies. All Travel Plans should include measures appropriate and proportional to the size and impact of the proposed development, with those selected determined by the specific locality and nature of the site.

7.1.2 The following measures are linked back to the stated Objectives and address site-specific transport issues, with the aim of improving accessibility and offering viable sustainable travel choices.

7.1.3 The measures outlined below are intended to be reviewed and monitored following completion of subsequent travel surveys.

7.2 Measures / Initiatives to Promote Sustainable Transport and Travel

7.2.1 It is essential that the design incorporates provision for walking, cycling and scooting routes, and that the layout is 'permeable' to those users.

7.2.2 Travel initiatives used to encourage journeys by non-car modes must be suitable for review and monitoring and need to be practicable for implementation by those involved.

Travel Information Board / School Website

7.2.3 A travel information board will be provided within the school staff rooms and sixth form areas.

7.2.4 The boards will promote travel by alternative modes of transport and display the following information:

- Details of pedestrian and cycle routes in the local areas;
- Information regarding general pedestrian and cycle safety;
- Information on public transport apps such as Traveline Cymru;
- Local bus and rail service details including relevant maps and timetables;
- Details of car sharing and sign-up sheet; and
- Promotion of national events such as Cycle to Work Day, Bike and Walk to School Week, and Bike Week.
- Road safety awareness for young drivers (sixth form pupils) to ensure safe driving especially within the vicinity of the school.

7.2.5 The travel information boards will provide a point of reference for all staff members in respects of the TP and identify the commitment to the TP. The board will be used for information, relevant travel promotion and advertising.

7.2.6 This information will additionally be provided on the school website.

Travel Information Pack (TIP)

7.2.7 A Travel Information Pack (TIP) will be produced and provided to all staff to outline the benefits of sustainable travel i.e. health and the environment and to give staff maximum choice in choosing how to travel.

7.2.8 The TIP will contain information on the alternatives to single-occupancy car use available to staff and sixth form pupils.

7.2.9 This Travel Pack will include the following information:

- Timetable and route maps for public transport. This should include isochrone maps showing schedules journey times and timetable information;
- Cycling, walking and scooting maps for the local area and the contact details of local and national cycling organisations, such as Sustrans;
- Details of the car sharing schemes in area and/or a staff car sharing database;
- Details for any community travel sites and community forum sites.

Measures to Encourage Walking

7.2.10 To encourage staff, parents and pupils to walk to the site (depending on age), the school will implement the measures listed in Table 7.1.

Table 7.1: Measures to Encourage Walking

Initiative	Examples
Promote and participate in national and local walking events	Walk to School Week (annually in May) National Walking month (annually in May)
Educational/Curriculum Walks	Incorporating walks/walking into the curriculum; e.g. nature walks (biology/science), ecology/landscape walks (geography) and local, on-foot field trips.
Organise walking buses with parents	It can be as informal as two families taking turns walking their children to school, structured as a route with meeting points, a timetable and a regularly rotated schedule of trained volunteers. Further information can be found at: https://www.edenprojectcommunities.com/stuff-to-do/organise-a-walking-bus

Measures to Encourage Cycling

7.2.11 To encourage staff, parents and pupils (depending on age), the school will implement the measures listed in Table 7.2.

Table 7.2: Measures to Encourage Cycling

Initiative	Examples
Promote and participate in national and local cycling events	Bikeability National Bike Week Cycle to work Day
Cycle Infrastructure	Installation of cycle parking
Cycle Maintenance and Accessories	Police bike marking scheme – datatags, ImmobiTags and UV marking Provision of low cost hi-visibility clothing (tabbards, rucksack covers, trouser clips etc.) The TPC would be encouraged to contact local cycle shops to obtain vouchers to help reduce the cost and encourage take up.
Introduce a cycle to work scheme	To encourage cycling by making it affordable; save money on the cost of purchase and spread the cost by way of salary sacrifice.

7.2.12 The full allocation of cycle parking is to be provided from the outset, however, the Travel Plan Co-ordinator will monitor levels of use of the cycle parking and where necessary, further provision will be identified in the annual reviews.

Road Safety and Awareness

7.2.13 It is proposed that the school offer various schemes in order to create a good sense of road safety and awareness amongst all pupils. Table 7.3 lists proposed initiatives that will be included, where feasible.

Table 7.3: Measures to Encourage Road Safety and Awareness

Initiative	Examples
Be Bright Be Seen	Teaching pupils the importance of visibility on the roads.
Personal safety awareness	External talks on personal safety from PCSOs/Police, Fire Service, Local Authority Officers etc.

Public Transport & Private Bus

7.2.14 Public Transport is a viable option for staff travel, with school minibuses and taxis provided for students.

7.2.15 Bus timetable information will be provided within the school and details of the public transport routes to the site will be included on the website to provide staff, parents and visitors with information on how to access the site by public transport.

Table 7.4: Measures to Encourage Public Transport Use

Initiative	Examples
Promotion of public transport use	Details of bus timetables will be available on the travel information noticeboard and provided in the Travel Information Pack for staff
Minibus provision	School minibuses will be provided, and their use encouraged where possible.
Road safety awareness for young drivers (sixth form pupils) to ensure safe driving especially within the vicinity of the school.	Encourage pupils to take the 'Pass Plus Cymru' course aimed at young drivers (aged 17-25) run by the Driving Standards Agency. This is available to young drivers in Wales at a subsidised rate of £20 with the rest of the cost covered by the WAG.

7.2.16 The Travel Plan Co-ordinator will be able to give individual advice to staff on the opportunities to undertake their journeys to the school by public transport.

7.3 Car Sharing and Smarter Driving

7.3.1 Car sharing is considered to be a valid and appropriate option for staff and sixth for pupils. As such, the school will actively encourage car-sharing where possible.

Table 7.5: Measures to Encourage and Assist Car Sharing and Smarter Driving Practices

Initiative	Examples
Promotion of car sharing	Promotion of car sharing to staff and sixth form pupils. This can be informal and arranged between themselves or through signing up to a formal car share scheme such as Lift share.
Provision of Staff parking spaces	It is recognised that staff parking spaces will need to be provided. However, it is proposed to incentivise staff to car share by offering reserved spaces for car sharers.

Travel Planning Resources

7.3.2 Table 7.6 summarises the main websites that can be used by staff, pupils and parents in order to access information and assist in planning their journeys to and from the school.

Table 7.6: Primary Travel Information Websites

Website Address	Content of Website
www.liftshare.com	National site for car sharing commuting and leisure trips.
www.livingstreets.org.uk	Living streets website; provides information for walking to school.
www.traveline.cymru	Holds current timetables for bus and rail services that serve the surrounding area.
www.valeofglamorgan.gov.uk/en/living/transportation/Transport.aspx	Providing local transport information, specific to Vale of Glamorgan.
www.sustrans.org.uk	Provides information on cycle routes.

8. TARGETS, MONITORING AND REVIEW

8.1 Targets

- 8.1.1 To be effective a Travel Plan is required to have targets which need to be Specific, Measurable, Achievable, Realistic and Timebound, i.e. SMART. In the context of the Centre for Learning and Wellbeing, it is important to recognise the SEMH nature of its pupils. Mode shift will not be possible for many of the primary and secondary school pupils, with the school already minimising single occupancy trips through the use of school minibuses and coaches. Therefore, targets will be set for staff and sixth form pupils.
- 8.1.2 To be measurable, initial modal split figures have been identified as a starting point. Following initial surveys, the targets may be adjusted in consultation with Vale of Glamorgan Council.
- 8.1.3 It is proposed that the Travel Plan will set an initial target with the aim of reducing the number of staff travelling by car, particularly single occupancy trips, with the aim of improving sustainable travel to the school. It is proposed that the school travel survey will inform the targets for sixth form pupils.

8.2 Baseline Travel Data - Staff

- 8.2.1 Baseline data for staff has been established using 2011 Census Method of Travel to Work (WP703EW) data. The site lies within the boundary of Vale of Glamorgan 002 MSOA.
- 8.2.2 Table 8.1 provides the baseline data for staff modal splits.

Table 8.1: 2011 Census Travel to Work Modal Split

Mode	Percentage
Train	0%
Bus, minibus or coach	2%
Motorcycle, scooter or moped	0%
Driving a car or van	79%
Passenger in a car or van	6%
Bicycle	1%
On foot	10%
Total	100%

- 8.2.3 As can be seen in Table 8.1 the predominant mode of transport is single occupancy car use (79%). This is followed by on foot (10%) and passenger in a car or van (7%).
- 8.2.4 There is plenty of potential to increase usage of sustainable transport, specifically cycling, as well as bus use. As such, these will be targeted through this TP.

Provisional Targets

- 8.2.5 The TP's primary objective will be to reduce car driver trips (single occupancy vehicles (SOV) by 10% of the overall modal share within a three-year period, with corresponding increases in the use of other sustainable modes. Table 8.2 shows the percentage modal split targets across the three years.

Table 8.2: Provisional Travel Plan Targets - Staff

Mode	Vale of Glamorgan 002 MSOA	Annual Targets			
		Year 1	Year 2	Year 3	Total Change
Train	0%	0%	0%	0%	0%
Bus, minibus or coach	2%	2.5%	3.5%	4.00%	2.00%
Motorcycle, scooter or moped	0%	0%	0%	0%	0%
Driving a car or van	79%	76%	73%	69%	-10%
Passenger in a car or van	6%	6.5%	7.5%	8%	2.00%
Bicycle	1%	2%	3%	4.50%	3.50%
On foot	10%	11%	12%	12.50%	2.50%
Total	100%	100%	100%	100%	-

8.2.6 The indicative targets show a 10% reduction in total modal share for staff and subsequent increases in other modes of travel. These indicative targets will be revisited following the initial baseline survey and following the inclusion of sixth form mode share data.

8.2.7 Consideration has been given primarily to walking, cycling, car share and public bus, as it is considered that these modes, along with the measures listed in this document, will be the biggest drivers of change across the three years. Due to the location of the nearest rail station, travel by train was not seen as a realistic travel choice alone.

8.3 Monitoring

8.3.1 A TP is an evolving process that requires continuous input, monitoring and review to ensure it is meeting the defined objectives. Monitoring and review will be the responsibility of the TPC.

8.3.2 The main objective of this TP is to achieve a continued reduction in car-based trips. A suitable indicator of the success of the plan is therefore the modal split of staff and pupil travel, with a focus on staff and sixth form pupils who make up the majority of car trips to the site.

8.3.3 Another objective of the plan is to increase awareness of the environmental implications of travel mode choice. Awareness is less easy to monitor, although one indicator will be the general response to the TP, measured by the volume and type of feedback from staff, parents and pupils throughout the plan period and within the travel surveys.

8.3.4 All staff, pupils and parents will be made aware of the Travel Plan and the responsibilities of the Travel Plan Coordinator, on joining the school.

8.3.5 Travel surveys will be undertaken within 3 months of occupation of the new school buildings. The travel surveys and the results thereof are all managed by the TPC. Travel surveys will be undertaken on an annual basis following occupation, with results reported to the Vale of Glamorgan Council Travel Plan Officer.

8.3.6 An annual survey of travel modes will be undertaken amongst staff, parents and pupils. The travel survey is integral to the success of the TP. The travel survey informs the TPC of the reasons behind travel behaviour and highlights areas for improvement. Once the annual surveys have been analysed, the targets for staff and sixth form pupils will be refined and agreed with VOGC. The results of the travel questionnaire will be made available to all users.

8.4 Scheme Administration

The TPC will be required to keep up to date records associated with the day-to-day operation of the TP. These will include:

- a. Details of Travel Patterns: This information will be derived from the travel surveys and will be retained for input into the review procedure;
- b. Monitoring Records: Feedback from the monitoring procedure will be maintained for input into a TP review process;
- c. Review Reports: Copies of historic review reports will be retained for reference purposes and for analysis of the longer-term effectiveness of the plan.

8.5 Consultation

8.5.1 The success of the TP will rely on the support of staff, parents and pupils and the TPC will retain close contact to ensure that the principles and initiatives within the TP are understood.

8.5.2 The TPC will also retain responsibility for liaison with outside bodies, including officers for Vale of Glamorgan Council.

8.6 Travel Plan Review

Review

8.6.1 On an annual basis (years one, two and three), the TPC will undertake a review of the TP. The objective will be to measure its success and to identify the potential for improvements to the travel initiatives. The second stage involves the TPC undertaking a full comprehensive review of the Travel Plan at Year 3. This review will involve completely updating the Travel Plan document to take into account changes to transport availability, changes in travel patterns, and revisions to targets and measures.

Re-issue of Travel Survey

8.6.2 An element of the review will involve re-issuing the surveys on an annual basis. The TPC will be responsible for the coordination of the survey work which is envisaged would take the form of a questionnaire to be completed by staff, parents and pupils either in electronic or hard copy form. The TPC will review the results and adjust any measures if necessary. An example of a staff travel questionnaire can be found at Appendix B. Questionnaires will also be issued to parents and sixth for pupils to establish a view on travel behaviours.

Monitoring Report

8.6.3 The developer will produce an annual report to coincide with the travel surveys. The Monitoring Report will be submitted to VOGC for approval and retained for record. The report shall demonstrate to VOGC how the TP has been implemented during the previous years and include:

- Site information;
- Measures introduced and actions taken to promote the travel plan;
- A statistical summary of the modal split of employees / users disclosed by the monitoring surveys;
- The progress of the travel plan in achieving targets and identifying any amendments; and
- A plan for future actions to be implemented.

Updating the Travel Plan

8.6.4 The TP will be updated following the results of the travel surveys to determine whether the proposed objectives and targets have been met. Results will be provided to VOGC within three months of the surveys taking place and, if required, revised targets and new measures will be agreed with VOGC.

8.7 Mitigation

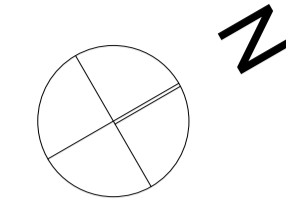
8.7.1 If targets are not being achieved, additional actions will be taken to help attain them. Explanations and information about what is going to be done over the subsequent period to meet the targets will be provided to VOGC. If the targets continue to not be met, the TPC will liaise with the Council to investigate possible mitigation measures. An example of possible further mitigation measures that could be implemented are as follows:

- Increase the marketing and promotion of the TP and travel options;
- Undertake Personal Travel Planning with staff and pupils e.g., producing tailored travel maps; and
- Participate in national event days or hold 'TP days' to promote the TP.

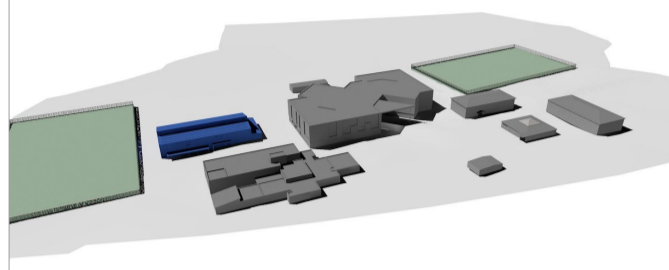
Appendix A Proposed Site Layout



Notes
 Check all dimensions on site. Do not scale from this drawing.
 Report any discrepancies and omissions to HLM Architects.
 This Drawing is Copyright ©
 DESIGN/SKETCH DESIGN
 Unless stated otherwise the designs shown are subject to detailed site survey investigations and legal definition of the CDM Regulations and the comments and / or approval of the various relevant Local Authority Officers Statutory Undertakers - Fire Officers Engineers and the like. They are copyright project specific and confidential and no part is to be used or copied in any way without the express prior consent of HLM Architects.
 PHOTOCOPIED/SCANNED INFORMATION
 NB This drawing is based on photocopied / scanned information liable to distortion in scale.



BBS9 / S9 Category (Brief Area)	Existing Area (m2)	Proposed Area (m2)
Non Net site - Vehicular	11,906	12,509
Non Net site - Pedestrians	2,854	4,031
Secondary Sports Pitches (64,250)	41,058	31,192
Secondary Sports Pitches - All-Weather	6,010	11,608
Secondary Games Courts (3,700)	4,822	4,822
Secondary Soft Informal (4,675)	12,633	12,090
Secondary Hard Informal (2,725)	2,386	2,386
Secondary Habitat (1,750)	12,731	12,638
1FE Games Courts (1,020)		781
1FE Soft Informal (1,325)		2,834
1FE Soft Informal - Nursery (75)		121
1FE Hard Informal (715)		904
1FE Hard Informal - Nursery (45)		72
1FE Habitat - Nursery (30)		67



- Proposed Primary School Area boundary treatment (to be left open to rest of school).
- Proposed Nursery / Reception External Area
- 5m 'no build zone' - proximity to existing building.
- Entrance Route - Pedestrian
- Entrance Route - Vehicle / Delivery access
- Existing Area of Vegetation
- Flood Risk Zone

P03	Draft Issue	20.04.21	CC	BT
P02	Preliminary Issue	19.03.21	BT	AS
P01	Building Footprint Updated	08.12.20	AMS	GW
Rev	Description	Date	By	Chk

Revisions

Project

15-1089-01
Cowbridge
Primary School

Client

Title

Cowbridge Site
Masterplan

Drawing No. **VGP-HLM-00-00-DR-L-00001** Revision **P03**

Scale @ A1 **1:500** Drawn **CC**

Date **20.04.21** Checked **BT**

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Indicative Site Section

Proposed Primary External Play

Proposed Primary Building

Existing Block E

Appendix B Example Staff Travel Survey Questionnaire

[Click here to enter Appendix title.](#)

Example of Staff Travel Survey Questionnaire

All staff are being surveyed on their commuting methods and travel at work. The data will be used to develop and promote measures to improve work related travel for all employees. Individual information will not be highlighted. Please tick the circles.

- | | |
|---|---|
| <p>1 Please give us your home postcode
 <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> | <p>6 Which of the following would encourage you to use public transport? Please list in order</p> <p><input type="radio"/> More direct bus routes 01</p> <p><input type="radio"/> More frequent bus service 02</p> <p><input type="radio"/> More reliable bus service 03</p> <p><input type="radio"/> Better facilities at bus shelters 04</p> <p><input type="radio"/> If links to / from the bus / rail station are better 05</p> <p><input type="radio"/> More reliable trains 06</p> <p><input type="radio"/> Discount tickets available at work 07</p> <p><input type="radio"/> More frequent trains 08</p> <p><input type="radio"/> Clear public transport information at work 09</p> <p><input type="radio"/> If transport provided for travel needs during work 10</p> <p><input type="radio"/> If I find another way of doing activities such as shopping/dropping children off on the way to work 11</p> <p><input type="radio"/> Nothing 12</p> <p><input type="radio"/> Other 13</p> |
| <p>2 Do you have a disability that affects your travel arrangements?</p> <p><input type="radio"/> Yes 01</p> <p><input type="radio"/> No 02</p> | <p>7 Which of the following would encourage you to participate in an organised car sharing scheme? Please list in order.</p> <p><input type="radio"/> Confidential database of potential sharers 01</p> <p><input type="radio"/> Free taxi home in emergencies 02</p> <p><input type="radio"/> Reserved car park space 03</p> <p><input type="radio"/> If I have to pay for parking 04</p> <p><input type="radio"/> If transport provided for travel needs during work 05</p> <p><input type="radio"/> If I find another way of doing activities such as shopping/dropping children off on the way to work 06</p> <p><input type="radio"/> Nothing 07</p> <p><input type="radio"/> Other 08</p> |
| <p>3 How do you mostly travel to work?</p> <p><input type="radio"/> Bus 01</p> <p><input type="radio"/> Bicycle 02</p> <p><input type="radio"/> Train 03</p> <p><input type="radio"/> Walk 04</p> <p><input type="radio"/> Car alone 05</p> <p><input type="radio"/> Car with other 06</p> <p><input type="radio"/> Motorbike 07</p> <p><input type="radio"/> Other 08</p> | |
| <p>4 How far do you travel to work?
 miles 01</p> | |
| <p>5 Which of the following would encourage you to cycle to work? Please list in order</p> <p><input type="radio"/> Improved cycle routes 01</p> <p><input type="radio"/> Improved cycle parking at work 02</p> <p><input type="radio"/> Improved changing / showering facilities 03</p> <p><input type="radio"/> If I find another way of doing activities such as shopping/dropping children off on the way to work 04</p> <p><input type="radio"/> Discount on bicycle and accessories 05</p> <p><input type="radio"/> Bicycle user group at work 06</p> <p><input type="radio"/> If transport provided for travel needs during work 07</p> <p><input type="radio"/> When I have to pay for parking 08</p> <p><input type="radio"/> Interest free loan 09</p> <p><input type="radio"/> Nothing 10</p> <p><input type="radio"/> Other 11</p> | |

8 Given the right equipment would you work from home?

- Yes, regularly 01
 Yes, occasionally 02
 No, not at all 03

9 How often do you use a vehicle in the course of work?

- Never 01
 More than once a day 02
 One /two days a week 03
 Three or more days a week 04
 Once or twice a month 05

10 Where do you usually park for work?

- At workplace 01
 Nearby street 02
 Commercial car park 03
 Park and Ride 04

11 Do you use public transport for work trips?

- Yes 01
 No 02

12 If pool cars / bikes were available for work trips would you use one?

- Yes 01
 No 02

13 Please write any comments about your journey to work patterns. Suggestions for improvements which ease congestion are welcome.

Data Protection

Data gathered from this survey will be used to help develop the Travel Plan. Summary data, that does not contain personal details may also be shared with Public Transport providers solely for the purposes of enhancing services

I do not consent to data being used as outlined above

Thank you for your taking the time and trouble to complete this questionnaire.

If you wish to be included in the prize draw, please write your name and department here. This slip will only be used for the purposes of the draw.

Name: _____

Telephone No. _____