



Greenhead College, Greenhead Road, Huddersfield

Travel Plan

On behalf of **Galliford Try**



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1 Introduction

1.1 Background

- 1.1.1 Stantec UK Limited (Stantec) has been appointed by Galliford Try to prepare a Travel Plan (TP) in support of a planning application for the proposed part redevelopment of Greenhead College in Huddersfield. The site is located to the west of Huddersfield town centre, in the Kirklees metropolitan district.
- 1.1.2 A full planning application has been submitted for the part redevelopment of Greenhead College, including part demolition and making good, new four storey building and new two storey courtyard infill building, relocated car parking and revised site access arrangements, reconfiguration of sports provision, and associated landscaping. This TP has been prepared in support of the planning application.
- 1.1.3 The location of the site in a general context is illustrated in **Figure 1.1**, whilst the Existing Site Layout is shown in **Appendix A**. The Proposed Site Plan is shown in **Appendix B**.
- 1.1.4 Vehicular access to the site is proposed to be retained, although improved, from Greenhead Road, which bounds the site to the south. A new access is also proposed from Park Avenue, which bounds the site to the east.
- 1.1.5 A Transport Statement (TS) has also been produced in support of the planning application and should be read in conjunction with this TP.

1.2 Existing Travel Plan Information

- 1.2.1 Greenhead College prepared a draft Travel Plan in 2013, which identified measures that were to be implemented to reduce the reliance on single occupancy car journeys.
- 1.2.2 In addition, Greenhead College carried out a climate change survey in November 2019. As part of the survey, staff and students were asked how they travelled to the site.
- 1.2.3 This TP takes account of the work that Greenhead College has previously carried out in 2013 and 2019.

1.3 Basis of Report

- 1.3.1 The Department for Communities and Local Government published its revised National Planning Policy Framework (NPPF) in July 2021. Paragraph 111 of the NPPF sets out that all developments which generate significant amounts of transport movement should be required to provide a TP.
- 1.3.2 This Travel Plan has been prepared in accordance with the Department for Communities and Local Government online guidance "Travel Plans, Transport Assessments and Statements", first published on 6 March 2014.
- 1.3.3 With reference to the aforementioned online guidance document, Travel Plans are '*long-term management strategies for integrating proposals for sustainable travel into the planning process. They are based on evidence of the anticipated transport impacts of development and set measures to promote and encourage sustainable travel (such as promoting walking and cycling).*'
- 1.3.4 Regarding the information which should be included in TPs, the Department for Communities and Local Government states in the online guidance:

‘Travel Plans should identify the specific required outcomes, targets and measures, and set out clear future monitoring and management arrangements all of which should be proportionate.’

1.4 Scope of Report

1.4.1 Following the introduction, this TP follows the structure below:

Section 2 describes the existing situation and the development proposals;

Section 3 provides an audit of the sustainable accessibility of the site;

Section 4 describes the objectives of the TP;

Section 5 describes the role of a Travel Plan Coordinator;

Section 6 outlines the TP initiatives and actions; and

Section 7 details how the success of the TP will be monitored.

2 Existing Situation and Development Proposals

2.1 Site Location and Existing Site Description

- 2.1.1 The location of the site of the proposed development in a general context is shown in **Figure 1.1** and the Existing Site Layout is shown in **Appendix A**.
- 2.1.2 Greenhead College is located to the west of Huddersfield town centre and to the south of Greenhead Park. Greenhead Road bounds the site to the south, Park Avenue bounds the site to the east, Park Drive South bounds the site to the north and residential properties fronting Park Drive South and Greenhead Road bounds the site to the west.
- 2.1.3 The site is currently occupied by Greenhead College, which is a Sixth Form College employing 185 Full Time Equivalent (FTE) staff and with up to 2,600 students.
- 2.1.4 The college is made up of a mixture of buildings varying in age and condition, including prefabricated buildings dated from the 1960's known as Laingspan. These are system-built, framed concrete buildings. They were a cost-effective form of construction in response to the requirement for an intense post-war school building programme. Issues relating to the structural design of the buildings were identified during the 1970s and most Local Education Authorities gradually replaced their building stock with alternative systems.
- 2.1.5 The main pedestrian access into the site is taken from the southeast corner of the site at the junction of Greenhead Road with Park Avenue.
- 2.1.6 As can be seen from the Existing Site Layout (**Appendix A**), the car parking for the college is located in the southeast corner of the site. The existing car park is for staff and visitors only, with no parking permitted on site for students.
- 2.1.7 In addition, there is an existing access on Park Drive South, at approximately the mid-point along the site frontage. This access is gated and only used for servicing.
- 2.1.8 There is also an existing access located on Greenhead Road at the western boundary of the site. This existing access is however gated and is not in use.

2.2 Local Highway Network

- 2.2.1 **Figure 2.1** shows the site location in context with the local highway network.
- 2.2.2 Greenhead Road, which bounds the site to the south, runs west of Huddersfield town centre commencing from Trinity Street (A640) as the minor arm of a three-arm priority junction. The road continues west past the site and terminates onto Glenholt Road and Glenholt Bank again as the minor arm of a three-arm priority junction. Greenhead Road is approximately 720m long and in addition to Greenhead College, serves residential properties along the north and south sides of the road.
- 2.2.3 Greenhead Road is a single carriageway subject to a 30mph speed limit, with footways along both sides of the road and has the benefit of street lighting. Along the site frontage parking is permitted for permit holders only on the south side of the road, and parking is prohibited at all times in the vicinity of junctions. Along the north side of the road, "KEEP CLEAR" road markings are across the existing College entry and "SCHOOL KEEP CLEAR" and zig-zag road markings are across the existing College exit.
- 2.2.4 There is also a bus stop on both sides of the road, directly outside the site. The bus stop on the north side of the road is located immediately to the east of the College entry and is on-street.

On the south side of the road, the bus stop is located within the lay-by to the east of the junction with Park Grove.

- 2.2.5** An uncontrolled pedestrian crossing in the form of tactile paving and dropped kerbs is located on Greenhead Road, immediately to the west of the junction with Park Avenue.
- 2.2.6** Park Avenue, which bounds the site to the east, runs south of Trinity Street (A640) as the minor arm of a three-arm priority junction. The road continues south past the site and terminates onto Springwood Avenue again as the minor arm of a three-arm priority junction. Park Avenue is approximately 440m long and in addition to Greenhead College, serves residential properties along the west and east sides of the road. In addition, Park Avenue bounds Greenhead Park to the east, from Trinity Street to Park Drive South.
- 2.2.7** Park Avenue is a single carriageway subject to a 30mph speed limit, has footways along both sides of the road and has the benefit of street lighting. Along the site frontage parking is permitted along both sides of the road, except at the junctions with Greenhead Road and Park Drive South/Queen Elizabeth Gardens.
- 2.2.8** There are uncontrolled pedestrian crossings in the form of tactile paving, dropped kerbs and a pedestrian refuge on Park Avenue, immediately to the north and south of the junction with Greenhead Road.
- 2.2.9** Park Drive South, which bounds the site to the north, runs west of Park Avenue as a minor arm of a four-arm crossroad priority junction with Park Avenue. Queen Elizabeth Gardens forms the other minor arm, which leads east of Park Avenue.
- 2.2.10** Park Drive South continues west past the site and terminates onto a four-arm mini-roundabout junction with Glenholt Road and Heaton Road. Park Drive South is approximately 600m long and in addition to Greenhead College, serves residential properties along the south side of the road. Greenhead Park fronts Park Drive South along the north side of the road.
- 2.2.11** Park Drive South is a single carriageway subject to a 30mph speed limit, with footways along both sides of the road and has the benefit of street lighting. Along the site frontage parking is prohibited along the south side. Along the north side of the road, except for at the junction with Park Avenue, parking is permitted. To the east of the existing Greenhead College service access, parking is permitted at any time along the north side of the road. Parking is restricted along the north side of the road however to a maximum of 3 hours Monday to Friday 8am to 6pm, with no return for one hour to the west of the service access.

2.3 Development Proposals

- 2.3.1** The proposal is for the part redevelopment of Greenhead College, including part demolition and making good, new four storey building and new two storey courtyard infill building, relocated car parking and revised site access arrangements, reconfiguration of sports provision, and associated landscaping. The Proposed Site Plan is included as **Appendix B**.
- 2.3.2** It can be seen from the Proposed Site Plan that the existing buildings located at the north and central part of the site will be demolished. A new building would be constructed at the southeast corner of the site, which currently accommodates the main car park. A new car park would be provided at the western end of the site.
- 2.3.3** The proposals would not result in an increase of staff or student numbers – 2,600 students and 185 full time equivalent staff.
- 2.3.4** In addition, there are no proposals to change the existing College start and finish times. The proposal however would include community uses for the all-weather pitch up to 9pm on weekdays and 6pm on weekends.

2.4 Site Access

- 2.4.1 As can be seen from **Appendix B**, the existing pedestrian route from the southeast corner of the site is to be retained. An additional pedestrian entrance is proposed from the existing vehicular exit onto Greenhead Road. The existing exit will be closed to regular vehicular traffic and controlled by a collapsible bollard to provide access for fire tenders in the event of a fire. The proposed collapsible bollard is shown on the Proposed Highway Works, **Drawing NE8659-STN-ZZ-00-DR-CR-0002 P04**.
- 2.4.2 The existing vehicular entrance is to be retained and improved to allow two-way access to serve a car park area. As it can be seen from the Proposed Highway Works (**Drawing NE8659-STN-ZZ-00-DR-CR-0002 P04**) the existing entrance would be widened to allow two-way access.
- 2.4.3 In addition, the access would be moved slightly to the west and kerb buildouts of 0.5m wide would be provided at both sides of the access to provide a visibility splay of 2.4m x 43m in both directions. A visibility splay of 2.4m x 43m is in accordance with the 30mph speed limit on Greenhead Road. The existing bus stop road markings would also be realigned to allow for the kerb buildout on the east side of the junction.
- 2.4.4 As it can also be seen, the 0.5m wide kerb buildouts would narrow the carriageway width to 7.7m, excluding the 2m width for on-street parking for permit holders along the south side of the road. A reduced carriageway width of 7.7m wide is more than adequate to allow the two-way movement of all vehicles (a carriageway width of 5.5m wide allows two heavy goods vehicles to pass).
- 2.4.5 As can also be seen on the Proposed Highway Works (**Drawing NE8659-STN-ZZ-00-DR-CR-0002 P04**), the existing closed access on Greenhead Road, at the western site boundary, is proposed to be reopened. This access will serve the proposed main car park, which will be relocated from the southeast corner to the western part of the site.
- 2.4.6 It is also proposed to have kerb buildouts of 0.5m wide at both sides of the access in order to provide a visibility splay of 2.4m x 43m in both directions. The kerb buildouts would narrow the carriageway width to 6m, excluding the 3m wide on-street bus stop on the south side of the road. A reduced carriageway width of 6m wide is more than adequate to allow the two-way movement of all vehicles.
- 2.4.7 Finally, a new access onto Park Avenue is proposed to be created to serve a small existing car park area spaces located to the northeast of the site. This parking area is currently accessed through the existing main car park via the Greenhead Road access points, which is to be relocated. In addition, it is proposed that refuse collection will take place from the proposed Park Avenue access and access will also be permitted for fire tenders in the event of a fire.
- 2.4.8 As can be seen, the Proposed Highway Works (**Drawing NE8659-STN-ZZ-00-DR-CR-0002 P02**) shows a new junction on Park Avenue at approximately the mid-point between the junctions with Greenhead Road and Park Drive South.
- 2.4.9 At present parking is permitted along both sides of Park Avenue. In order to minimise the impact to on-street parking, parking restrictions are proposed along the west side of Park Avenue. To the north of the proposed access parking is proposed to be prohibited Monday to Friday, from 8am to 9am and from 4pm to 5pm. On the south side of the access, the existing double yellow line parking restriction from the junction with Greenhead Road are proposed to be extended to the proposed access.

2.5 Parking Provision

- 2.5.1 Parking for cars, minibuses, cycles, scooters and motorcycles are proposed within the site. The main staff parking area is proposed to be located at the western end of the site, with a small car

park providing accessible and staff/visitor parking accessed from Greenhead Road and a small staff car park accessed from Park Avenue. The main car park will be completely new, but the visitor parking off Greenhead Road and staff parking off Park Avenue are existing parking areas. The parking provision is also shown on the Proposed Site Layout ([Appendix B](#)).

- 2.5.2** Although the Council does not have parking standards for development proposals, it is proposed to maintain the same parking provision of 157 parking spaces within the site as currently provided.
- 2.5.3** The new main car park located to the west of the site however will conform with current design standards in terms of size of parking spaces and width of parking aisles. It should be noted that the existing car park does not conform to current car park design standards in terms of size of parking spaces and width of parking aisles.
- 2.5.4** Included within the 157 car parking spaces are:
- 8 disabled spaces; and
 - 16 Electric Vehicle Charging Point spaces (including two of the disabled spaces).
- 2.5.5** The number of disabled spaces equates to 5% of the overall provision and the number of Electric Vehicle Charging Point spaces equates to 10% of the overall provision.
- 2.5.6** Two spaces for minibuses will also be provided within the small Greenhead Road car park.
- 2.5.7** Cycle, scooter and motorcycle parking is also proposed within the site. A total of 30 long stay cycle spaces will be located on the north side of the proposed building, and they will be sheltered. Short stay cycle parking for 6 cycles, in the form of 'Sheffield' style hoops, will be provided on the south side of the proposed building, close to the main entrance. In addition, a further 6 short stay cycle spaces will be located on the east side of the existing main building on site.
- 2.5.8** A potential long stay cycle parking area for up to a further 30 cycles has also been identified, located to the east of the proposed infill building on site. It is proposed that this cycle parking area will be provided if, through monitoring, it is identified that the original 30 cycle space provision is being fully utilised.
- 2.5.9** Within the small staff car park located at the northeast of the site, there is an area proposed to park motorcycles and scooters.

3 Accessibility by Sustainable Modes of Travel

3.1 Introduction

- 3.1.1 Current national and local policy on transportation states that new developments should promote more sustainable transport choices for people, particularly accessibility to education, jobs, shopping and leisure facilities by public transport, walking and cycling, in order to reduce the dependence on the private car.
- 3.1.2 In view of the current transport policy requirements, this section considers the accessibility of the proposed development by non-car modes.

3.2 Accessibility on Foot

- 3.2.1 In terms of accessibility on foot, it is widely recognised that walking is the most important mode of travel at the local level and offers the greatest potential to replace short car trips, particularly under 2km.
- 3.2.2 The site is located approximately 275m west of the edge of Huddersfield town centre. Residential areas surround the site to the east, west and south, and Greenhead Park bounds the site to the north.
- 3.2.3 It is proposed to maintain the existing pedestrian access from the southeast corner of the site and a new pedestrian access is also proposed from Greenhead Road at the existing vehicular exit point. The existing exit point is proposed to be closed to vehicular traffic in the form of a collapsible bollard.
- 3.2.4 In the vicinity of the existing and proposed pedestrian entrances, there are pedestrian crossings located at the Greenhead Road/Park Avenue crossroad priority junction. Immediately to the west of the junction, there is an uncontrolled pedestrian crossing on Greenhead Road in the form of tactile paving and dropped kerbs. On Park Avenue, to the north and south of the junction with Greenhead Road there are uncontrolled pedestrian crossings in the form of tactile paving, dropped kerbs and pedestrian refuges.
- 3.2.5 Further afield, at the eastern end of Greenhead Road there are controlled pedestrian crossing facilities across Castlegate and Westgate, providing a safe walking route to the town centre, bus station and rail station. In addition, to the north of Park Avenue there is a controlled pedestrian crossing across Trinity Street (A640).
- 3.2.6 **Figure 3.1** illustrates the 1km and 2km walking catchments from the site. These walking distances are in accordance with the Chartered Institution of Highways and Transportation (CIHT) document entitled "Guidelines for Providing for Journeys on Foot" (2000), which states a preferred maximum walking distance of 2km for commuters, school trips and sightseeing, with 1km being the acceptable distance. These distances have therefore been used to illustrate the catchment areas that are accessible on foot from the site for both staff and students.
- 3.2.7 As it can be seen from **Figure 3.1**, the 1km catchment area extends to cover the majority of Huddersfield town centre to the east. The 1km catchment also extends north to the residential area of Newtown, south to the residential area of Thornton Lodge and west to Gledholt Woods.
- 3.2.8 The 2km walking distance extends further to all of Huddersfield town centre and residential areas of Aspley and Shearing Cross to the east, and residential areas of Yews Hill, Rashcliffe and Primrose Hill to the south. The 2km catchment also extends to residential areas of Marsh and Paddock to the west and Edgerton, Birkby and Hillhouse to the north.

- 3.2.9 It has therefore been demonstrated that the site is highly accessible on foot for students and staff living within a 2km walk of the site, or for those travelling into the town centre on public transport with an onward journey by foot to the college.

3.3 Accessibility by Cycle

- 3.3.1 It is widely accepted that cycling also has the potential to substitute for short car trips, particularly those less than 5km, and can form part of a longer journey by public transport.
- 3.3.2 Although there are no cycle routes in the vicinity of the site, the roads in the surrounding area are subject to a 30mph speed limit. In addition, there are controlled crossing facilities across the main roads to the north and east of the site.
- 3.3.3 **Figure 3.2** illustrates the 3km and 5km cycling catchment areas from the site. As can be seen from **Figure 3.2**, the 3km cycling catchment area extends to cover the whole of Huddersfield town centre to the east. In addition, the 3km catchment area extends to the north to Northwood Park and Fartown, to the east to Bradley Mill and Moldgreen, to the south to Wolpole and Newsome and to the west to Quarmby and Milnsbridge.
- 3.3.4 **Figure 3.2** shows that the 5km cycling catchment extends to all of Huddersfield town and extends further to the M62 to the north, Cowmes to the east, Armitage Bridge to the south and Golcar to the west.
- 3.3.5 It has therefore been demonstrated that the site is highly accessible by cycle for students and staff living almost anywhere in Huddersfield, or for those travelling into the town centre on public transport with an onward journey by bicycle to the college.

3.4 Accessibility by Public Transport

Accessibility by Bus

- 3.4.1 The CIHT document “Guidelines for Planning for Public Transport in Development” (March 1999) states that new developments should be located so that public transport trips involve a walking distance of less than 400m from the nearest bus stop.
- 3.4.2 The nearest bus stops to the site are located on both sides of Greenhead Road, directly outside the site. Both bus stops are on-street with bus borders, a post and a flag.
- 3.4.3 There are also bus stops located on Central Drive and on St Anne’s Road to the north and south, respectively, of the Waterloo Road four-arm traffic signal junction. The northbound bus stop is located on Central Drive, approximately 170m northeast of the site and the southbound bus stop is located on St Anne’s Road, approximately 180m southeast of the site. Both bus stops are on-street with bus borders, a post, a flag and a shelter.
- 3.4.4 Further afield, but still within a walking distance of 400m, there are bus stops located on both sides of Lytham Road, approximately a 310m walking distance to the west of the site. The southbound bus stop has a layby and the northbound stop is on-street. Both bus stops have bus borders, a post, a flag and a shelter.
- 3.4.5 The bus routes serving the stops in the vicinity of the site are operated by First Huddersfield and CT Plus. **Table 3.1** provides a summary of the bus routes and frequencies served by the bus stops outside the site, Monday to Friday when the college is in operation.

Table 3.1: Local Bus Services

Bus Service	Calling Points	Frequency (minutes): Monday – Friday
301/302	Huddersfield to Golcar Circular	Ranges between 10 to 15 minutes from 5:45am to 7:45pm
377/378	Huddersfield to Mount Lindley	Every 30 minutes from 8:20am to 6:20pm
	Mount Lindley to Huddersfield	Every 30 minutes for 7:48am to 6:48pm

3.4.6 **Table 3.1** demonstrates that the site benefits from two regular bus services, operating Monday to Friday. The frequency of bus services during the day ranges from every 10 minutes to every 30 minutes. In addition, the start and end times are suitable for students and staff to use at the start and end of the college day.

3.4.7 In addition, Huddersfield Bus Station is located in the town centre to the east of the site, approximately a 380m walking distance from the site. Significantly more bus services with destinations to more local areas within Huddersfield and to further afield can be reached from the bus station.

3.4.8 It has therefore been demonstrated that the site is highly accessible by bus for students and staff living in Huddersfield and further afield.

Accessibility by Rail

3.4.9 Huddersfield Rail Station is located in the town centre, approximately a 510m walking distance to the east of the site. Operated by Northern Rail and Trans Pennine Express, destinations available include Leeds, Manchester, Liverpool, Hull, York, Middlesbrough and Newcastle.

3.4.10 It has therefore been demonstrated that the site is highly accessible by rail for students and staff living further afield from Huddersfield.

3.5 Accessibility Summary

3.5.1 In conclusion it has been demonstrated that the site is highly accessible on foot, by cycling and by public transport, bus and rail, in accordance with national and local transport policies.

4 Objectives of the Travel Plan

4.1 Key Objectives

- 4.1.1** The objectives of this TP are to reduce the reliance on single occupancy private car trips and to promote more sustainable modes of travel. The aims of these objectives are to provide better access to key destinations and services, reduce congestion and deliver health benefits for students and staff by encouraging walking, cycling and public transport use.
- 4.1.2** If the TP is supported by a commitment and mechanisms for implementation, the potential local benefits include:
- Reducing private car traffic associated with the College thereby minimising the traffic impact on the local highway network;
 - Addressing potential local issues about how to provide good access to and from the College by walking, cycling and by public transport; and
 - Improving road safety of students by awareness programmes.
- 4.1.3** Greenhead College will commit to ensuring that students and staff are encouraged and supported by the following aims:
- Maximise safety and reduce the risk of accidents;
 - Increase confidence by developing more advanced road safety awareness;
 - Maximise the proportion of staff and students using sustainable travel modes; and
 - Reduce emissions by minimising the number of trips to/from the site by private car.

4.2 Targets

- 4.2.1** The DfT's 2009 guidance entitled "Good Practice Guidelines: Delivering Travel Plans through the Planning Process" sets out an 'outcomes-based' approach to Travel Plans, which specifies outcomes linked to specific targets that can also be strengthened with remedial measures if these are not met. Although this document has been archived, Local Authorities typically refer to it as the most appropriate guidance to determine TP contents and structure.
- 4.2.2** The TP objectives will be realised through the achievement of SMART targets. SMART targets are:
- S** – Specific: stating exactly what needs to be achieved;
 - M** – Measurable: to allow effective monitoring and to identify when the objectives have been achieved;
 - A** – Achievable: targets that can be achieved within the TP's duration;
 - R** – Realistic: targets that can be achieved by the proposed TP measures; and
 - T** – Time-related: to be achieved by a set deadline.
- 4.2.3** The SMART targets will be linked to the objectives and aims of the Travel Plan and will include an action plan of suggested initiatives showing how the targets will be met.

- 4.2.4** Greenhead College carried out a climate change survey of staff and pupils in November 2019. As part of the surveys, the college asked staff and pupils how they currently travelled to and from the college.
- 4.2.5** A summary of the results, provided by Greenhead College, is included as **Appendix C**. In total 1,359 students and 175 staff provided a response, which equates to a response rate of 52% for students and 95% for staff. The response rates are high, particularly for staff, and therefore provide a true reflection of travel patterns.
- 4.2.6** A summary of the results for students and staff is provided in **Table 4.1**.

Table 4.1: Staff and Student Mode Share

Mode	Student Mode Share		Staff Mode Share	
	Responses	%	Responses	%
Car (single occupancy)	128	9%	79	45%
Car Share	163	12%	20	11%
Walk	195	14%	26	15%
Cycle	12	1%	6	3%
Public Transport (Bus)	638	47%	30	17%
Public Transport (Train)	223	16%	14	8%
Total	1,359	100%	175	100%

- 4.2.7** As can be seen from **Table 4.1**, the majority of students travel to and from the college by sustainable modes of travel (91%), with only 9% travelling by single occupancy car.
- 4.2.8** **Table 4.1** also shows that the number of staff travelling to and from the college by single occupancy car journeys is less than half (45%), with 55% of staff travelling by sustainable modes of travel.
- 4.2.9** These mode shares will provide the preliminary baseline against which TP targets can be set for the reduction in single occupancy car trips.

4.3 Preliminary Modal Shift Targets

- 4.3.1** The main objective of this TP is to reduce the number of single occupancy car trips. In order to achieve this objective, it will be necessary to refer to the baseline mode share presented in **Table 4.1** and determine the likely modal shift which could be achieved through delivery of the TP actions outlined in **Section 6**.
- 4.3.2** Through undertaking travel surveys as described in **Section 7.2** and through analysis of the results, Greenhead College will:
- Determine whether the baseline mode share is being met;
 - Set targets for reducing the existing level of car trips;
 - Monitor the effectiveness of meeting the set targets; and
 - Implement remedial measures if targets are not being met.
- 4.3.3** At this stage Greenhead College is committed to reducing travel by single occupancy car journeys by a target of 10% for staff and students of existing modal split. This Travel Plan is not intended to set rigid targets for sustainable modes of travel, but it is envisaged the reduction

in car use will be a result of an increase in car sharing and/or spread over an increase in one or all sustainable travel modes available.

5 Plan Management

5.1 Introduction

- 5.1.1 The management of the operational TP will be the responsibility of Greenhead College, who will designate a Travel Plan Coordinator (TPC).
- 5.1.2 Senior management at Greenhead College will review the Travel Plan and its implementation to ensure its effectiveness.

5.2 Travel Plan Coordinator

- 5.2.1 The TPC will be a member of Greenhead College staff and they will be appointed at least three months prior to the proposed new main building coming into operation. The TPC is needed to implement the Travel Plan measures and to sustain participation in the Travel Plan initiatives.
- 5.2.2 During college times, the TPC will be available to students and staff. The TPC's contact details will be provided on the Travel Plan Notice Boards and on the official website for the college.

5.3 TPC Duties and Responsibilities

- 5.3.1 The TPC will set up and maintain a filing system for all correspondence relating to the TP.
- 5.3.2 Initially, all students and staff will have their travel details added to the relevant database. Students and staff leaving the college will have their details removed from the database. The student and staff travel details will be requested at periodic times through feedback forms so that the relevant databases can also be updated.
- 5.3.3 The TPC will periodically issue promotional material to staff and students. This promotional material will identify the TPC (along with contact information) to ensure that any queries or suggestions relating to the TP can be addressed efficiently.
- 5.3.4 The TPC will also ensure that the latest information pertaining to the TP and its initiatives are made directly available to all staff and students.
- 5.3.5 A full set of duties and responsibilities of the TPC is set out in the sections below, with a checklist of tasks provided in **Appendix D**.

5.4 The Role of the TPC

- 5.4.1 The TPC will be the first point of contact for staff and students at the college and external organisations in all matters regarding travel.
- 5.4.2 The role of the TPC will involve the following:
- Overseeing the development and implementation of the TP;
 - Representing the 'human face' of the TP;
 - Promoting and marketing the objectives and benefits of the TP; and
 - Organising cycle and public transport user groups for students and staff.

- 5.4.3** Details of the nominated TPC will be submitted to the Local Planning Authority and Local Highway Authority. Similarly, the TPC will obtain the contact details of the appropriate personnel at the various local transport related organisations and complete a 'Contact Personnel Form' to provide easy reference when dealing with Travel Plan matters.
- 5.4.4** An example of a Contact Personnel Form is included as **Appendix E**.

6 Travel Plan Measures

6.1 Introduction

6.1.1 With reference to Department for Communities and Local Government online guidance “Travel Plans, Transport Assessments and Statements” (March 2014), Travel Plans should evaluate and consider ‘*proposals to reduce the need for travel to and from the site via all modes of transport*’. This section therefore provides potential initiatives and actions to be pursued and implemented at Greenhead College.

6.1.2 The TPC will develop a Travel to College Leaflet or an Active Travel Policy, a short document setting out the college’s aims and objectives around sustainable travel and road safety which can be shared with students and promoted through the college website and prospectus.

6.2 Measures to Promote the Travel Plan

6.2.1 The TPC will promote the Travel Plan to students and staff by implementing the initiatives set out in **Table 6.1** through the college’s normal communication channels.

Table 6.1: Measures to Promote the Travel Plan

Communication Channel	Initiative Description
Newsletters	Information included on the benefits of traveling by sustainable modes will be sent to students
Corridor or Classroom Displays	Students will be informed of sustainable travel modes and how to get involved in Travel Plan measures.
College Prospectus	New students will be informed of the sustainable travel modes available to them. This allows sustainable travel to become a habit from the start.
College Policies	Travel policy will be integrated into relevant documents that officially set out the college’s intentions and aspirations.
Tutorial Programme	Awareness of travel issues will be raised in tutorials.
College Website	The travel plan and sustainable travel information will be posted on the college’s website.

6.3 Measures to Promote Walking

6.3.1 The TPC will promote walking to students and staff by considering the following initiatives:

- Identifying safe walking routes (in particular keeping the routes identified in **Section 3.2** under review in the context of travel data collected from students / annual monitoring surveys). Student involvement in this is an opportunity to raise awareness about travel choices;
- Walk once a week scheme;
- Teaching students about the health benefits of fitness and walking through lessons and tutorials; and
- Participation in walk to ‘school’ (college) week.

6.4 Measures to Promote Cycling

6.4.1 The TPC will promote cycling to students and staff by considering the following initiatives:

- Provision of secure, covered cycle parking facilities for staff and students;
- Provision of lockers and changing facilities for staff and students;
- Arranging a cycle buddy scheme so novice and experienced cyclists can pair up;
- Cycle maintenance courses;
- Requesting free 'bikeability training';
- Termly cyclists breakfast scheme with staff and/or students;
- Participation in bike to 'school' (college) week; and
- Monitoring of cycle space usage to identify whether additional cycle spaces are required.

6.4.2 For staff, the TPC will consider introducing a cycle to work scheme, where staff can purchase a bike and equipment with monthly 'salary sacrifice' deductions from the employee's gross salary. This scheme could also apply to e-bikes (electric bikes).

6.5 Measures to Promote Public Transport Use

6.5.1 The TPC will promote public transport use to students and staff by considering the following initiatives:

- Explain benefits at tutorials and in newsletters;
- Advertise proximity of rail and bus stations in prospectus, college literature and newsletters;
- Provision of clear maps of how to get to college for visitors and prospective students;
- Maintain liaison with local authority and transport companies on costs, routes and timetables;
- Circulate bus pass applications to all students on enrolment;
- Put up posters, prominently placed in the college buildings to advertise bus and train timetables; and
- Bus/train timetable dispenser near entrance(s) to common room.

6.6 Measures to Reduce Car Use and Encourage Car Sharing

6.6.1 The TPC will promote a reduction in car use by students and staff by considering the following initiatives.

Students

6.6.2 The TPC will implement the following measures for students:

- No car parking allowed on site for students;

- Support use of college or rented minibus where several staff/students are travelling to the same venue (e.g. training event, sports match, social activity);
- Car free day/share a lift day; and
- Promotion of green travel week.

Staff

6.6.3 Greenhead College will explore ways to encourage staff to car share, including:

- Identifying staff who live close to each other to assist with identifying car sharing opportunities;
- Reserved spaces for car sharers; and
- Potential to offer a "guaranteed lift home" in the event they need to return home in an emergency.

6.6.4 Parking spaces within the site will be allocated for car share users in a preferential location. The number of car share spaces required will be monitored on an ongoing basis.

6.6.5 In addition, Greenhead College will implement the following measures to reduce single occupancy car journeys:

- provide train booking service through admin office for staff on trips for college business.

Car Park

6.6.6 The existing car park on site is for staff and visitors only. It is proposed that the relocated car park will also be for use by staff and visitors only. Parking for students on site is not permitted.

6.6.7 Greenhead College will operate the following measures in the car park:

- All cars required to show a college parking permit; and
- Regular car park checks with escalating scale of measures for misuse, including stickers through to refusal of parking space provision, as a deterrent.

7 Monitoring

7.1 Introduction

- 7.1.1 The Department for Communities and Local Government online guidance “Travel Plans, Transport Assessments and Statements” states:

‘Travel Plans need to set out clearly what data is to be collected, and when, establishing the baseline conditions in relation to any targets.

The length of time over which monitoring will occur and the frequency will depend on the nature and scale of the development and should be agreed as part of the Travel Plan with the developer or qualifying body for neighbourhood planning. Who has responsibility for monitoring compliance should be clear.’

- 7.1.2 This section therefore provides information on monitoring and review of the TP.

7.2 Travel Surveys

- 7.2.1 Surveys to determine travel patterns of staff and students will be conducted within three months of occupation of the new main building. The TPC will prepare a survey form and distribute it to all staff and students at Greenhead College.
- 7.2.2 The aim of the survey is to establish an updated baseline position following the occupation of the new main building and to identify improvements that can be made to encourage students and staff to travel by modes other than single occupation private car. The initial survey following occupation will seek in depth data collection to assist with future travel planning.
- 7.2.3 These surveys will be undertaken annually, for the first five years, and compared with the results of the previous year survey. The results of all surveys will be reported to the Local Authority, upon request.

7.3 Monitoring and Review

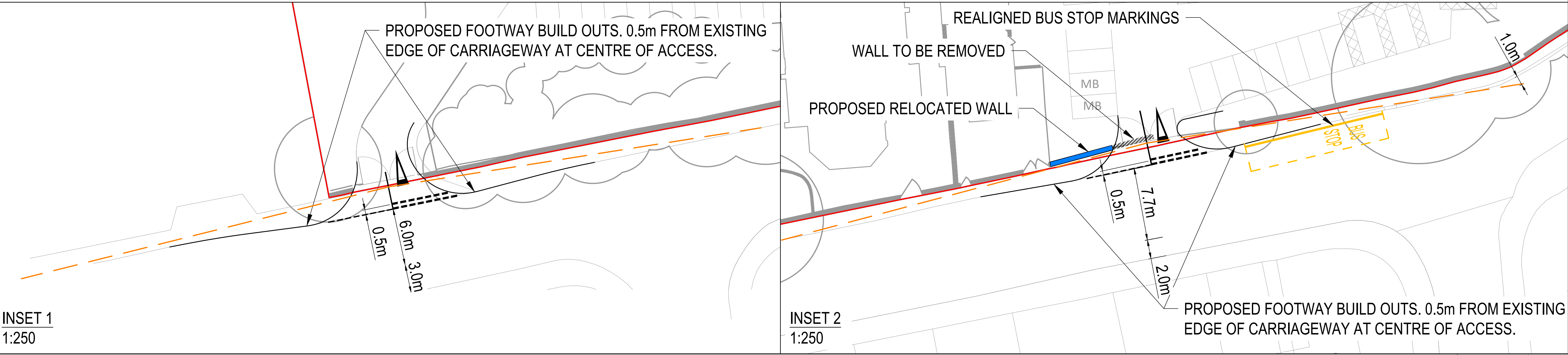
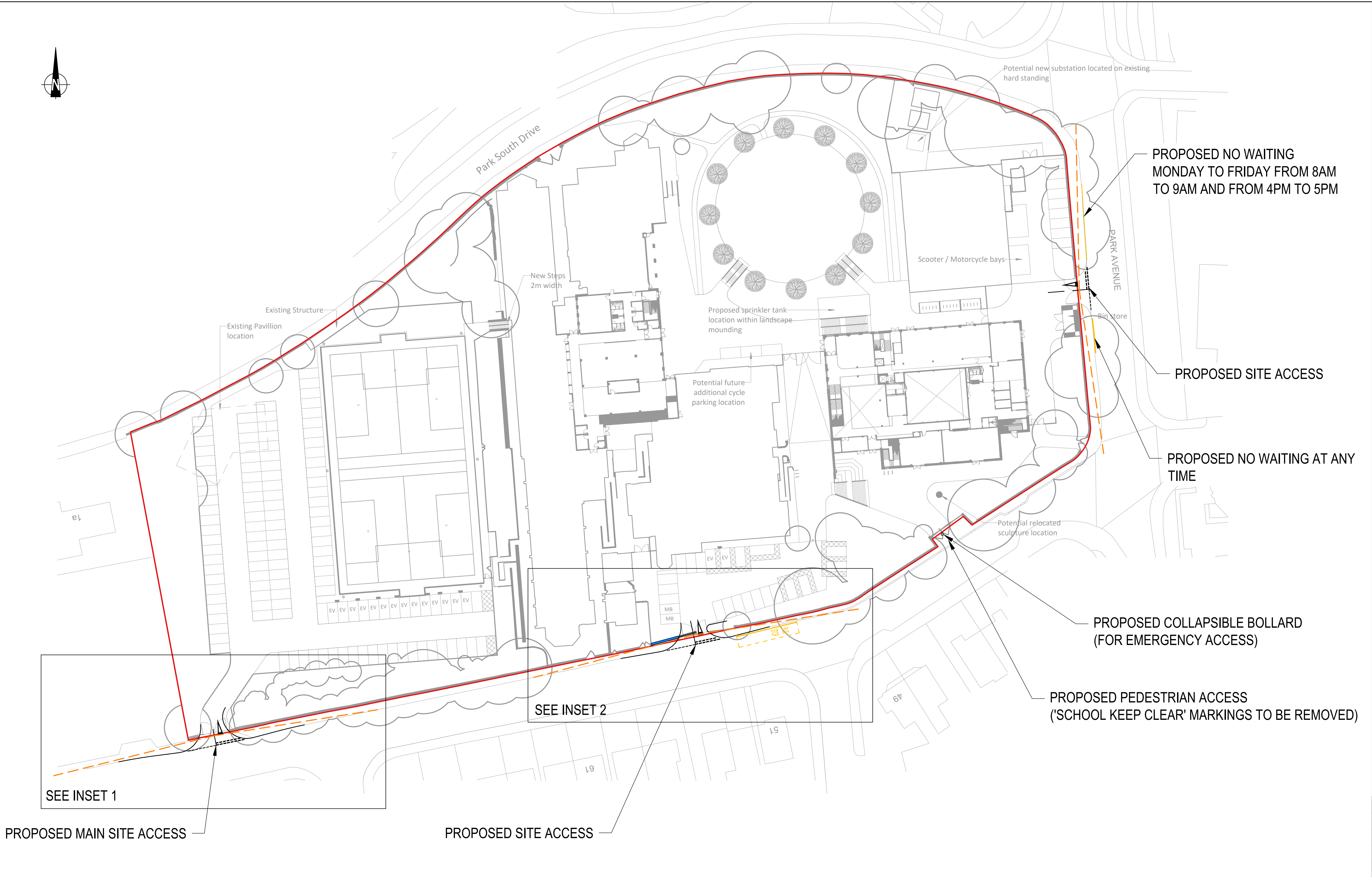
- 7.3.1 Regular monitoring is crucial to the ongoing success and sustainability of a Travel Plan and its initiatives. The commitment from Greenhead College includes monitoring and review on an annual basis.
- 7.3.2 **Table 7.1** summarises the proposed programme to be implemented during the course of the TP. This programme will be flexible to adapt to the requirements of Greenhead College.

Table 7.1: Proposed Programme for Implementation

Travel Plan Measures	Timescale for Implementation
Appointment of the TPC	At least three months prior to the occupation of the proposed new main building
Staff/student travel initiatives	Commencing within three months of occupation of the proposed new main building, continuing through the Travel Plan period
Full Travel Plan	To be submitted within six months of occupation of the new main building
Monitoring	Annually, for first 5 years of occupation of the new main building

- 7.3.3** Ongoing monitoring of the Travel Plan will be the responsibility of the TPC, who should be involved in this process from the outset. Monitoring will be completed, and documentation kept updated.

Drawings



- NOTES:**
- DRAWING BASED ON:
 - TOPOGRAPHICAL SURVEY (REFERENCE: 45774-013T-01-1 REV. A), PRODUCED BY PLOWMAN CRAVEN OCTOBER 2020; AND
 - PROPOSED SITE LAYOUT (DRAWING REFERENCE: NE8659- OOB- ZZ- 00- DR- L- 001 REV. P19), PRODUCED BY OOB SEPTMBER 2021.
 - VISIBILITY REQUIREMENTS BASED ON MANUAL FOR STREETS GUIDANCE FOR A 30mph ROAD.



- KEY:**
- SITE BOUNDARY
 - 2.4m x 43m VISIBILITY SPLAY
 - PROPOSED KERB/ FOOTWAY

P04	Updated to reflect latest proposed site layout.	15.09.21	IE	BL	BL
P03	Updated Site Layout Plan	21.05.21	TPA	BL	BL
P02	Updated to address RSA comments.	14.04.21	IE	BL	BL
P01	First issue	16.03.21	IE	BL	BL
Mark	Revision	Date	Drawn	Chkd	Appd

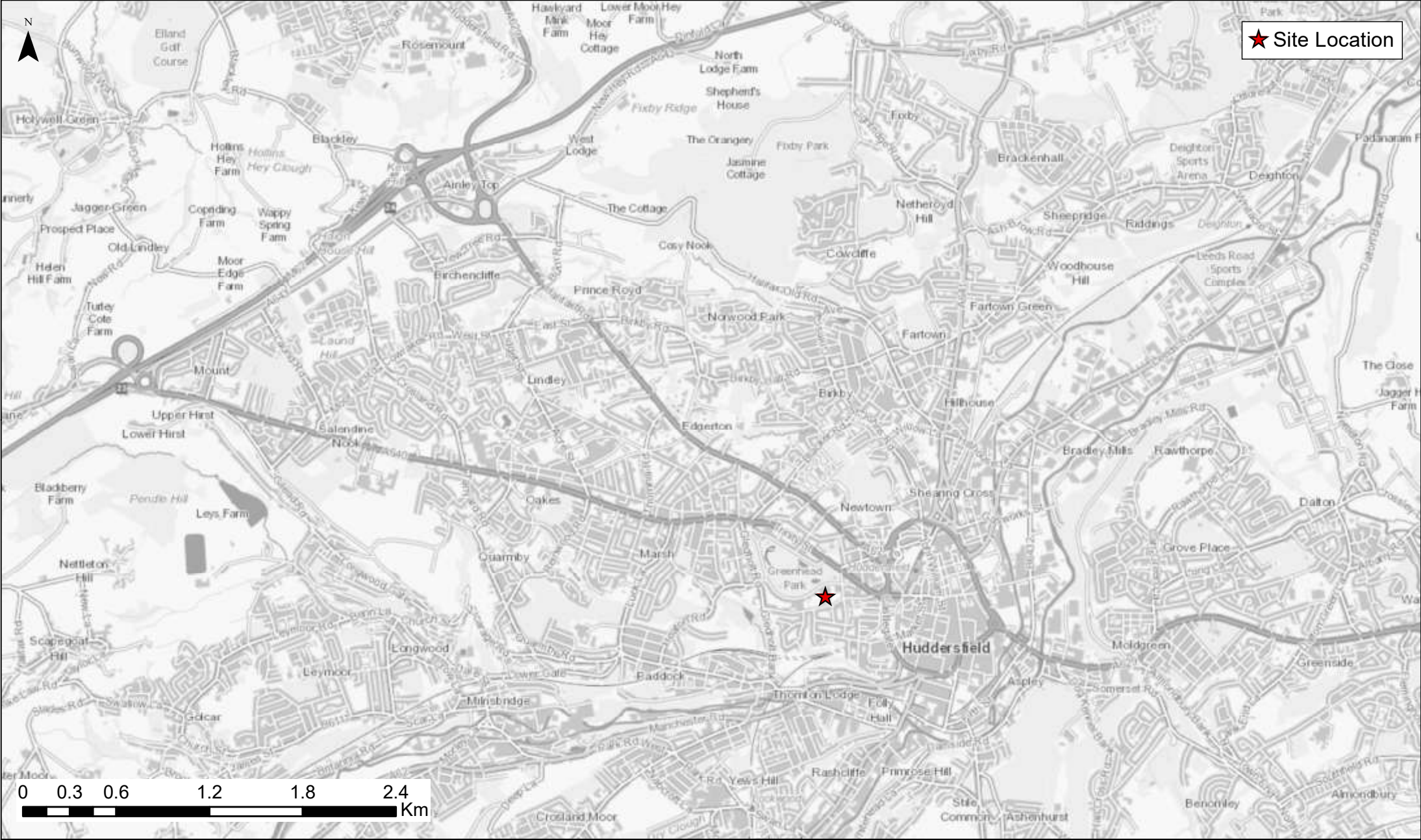
SCALING NOTE: Do not scale this drawing - any errors or omissions shall be reported to Stantec without delay.
UTILITIES NOTE: The position of any existing public or private sewers, utility services, plant or apparatus shown on this drawing is believed to be correct, but no warranty to this is expressed or implied. Other such plant or apparatus may also be present but not shown. The Contractor is therefore advised to undertake their own investigation where the presence of any existing sewers, services, plant or apparatus may affect their operations.

Drawing Issue Status
S0: WORK IN PROGRESS

GREENHEAD COLLEGE, HUDDERSFIELD
PROPOSED HIGHWAY WORKS

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Date of 1st Issue 16.03.2021	Designed -	Drawn IE			
A1 Scale 1:500	Checked BL	Approved BL			
Drawing Number NE8659-STN-ZZ-00-DR-CR-0002		Revision P04			

Figures



Client



Greenhead College, Huddersfield
Figure 1.1: Location Plan

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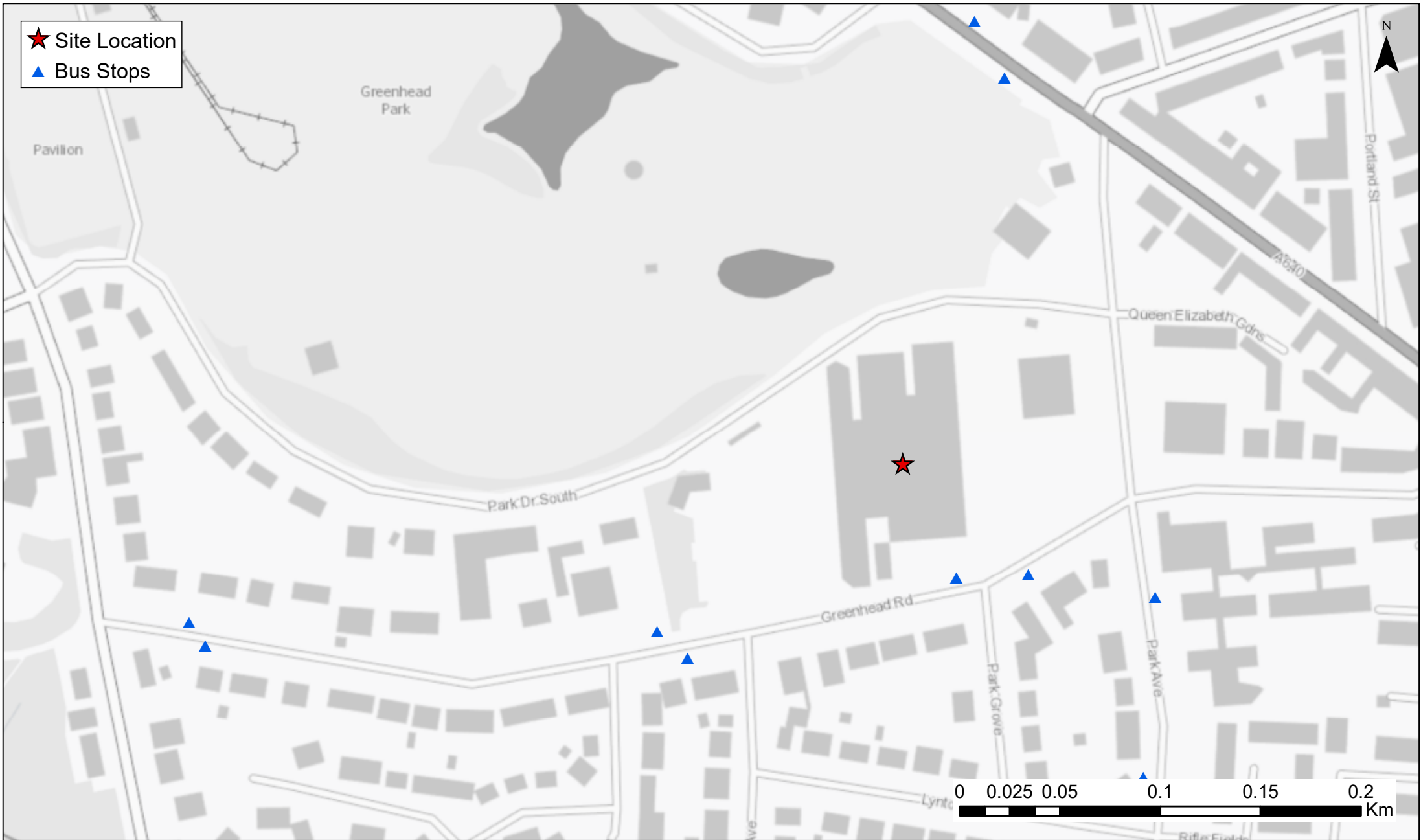
NTS

Date: 08/03/2021

Drawn: NT

Checked: BL

Figure 1.1



- ★ Site Location
- ▲ Bus Stops



Client



Greenhead College, Huddersfield

Figure 2.1: Local Highway Network

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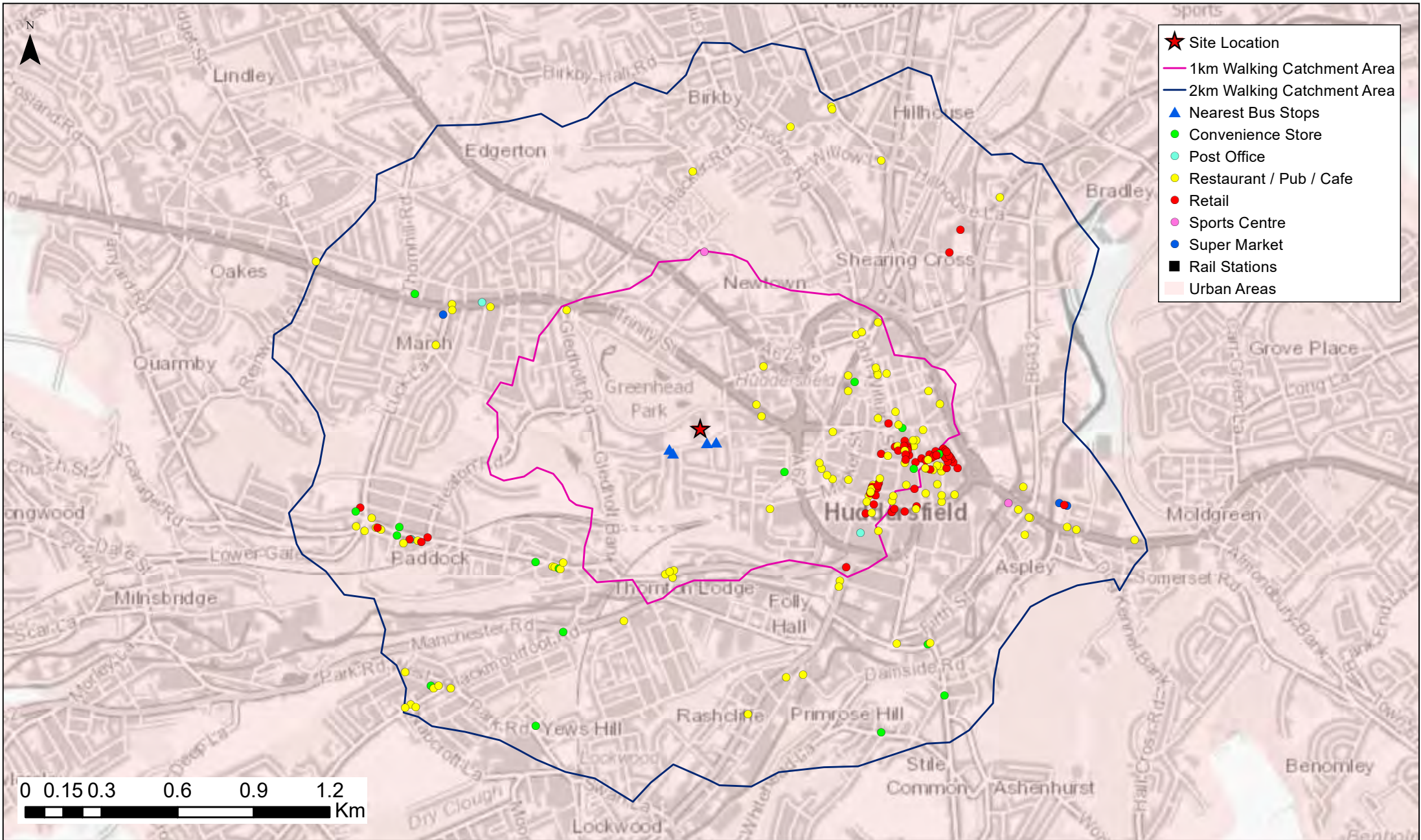
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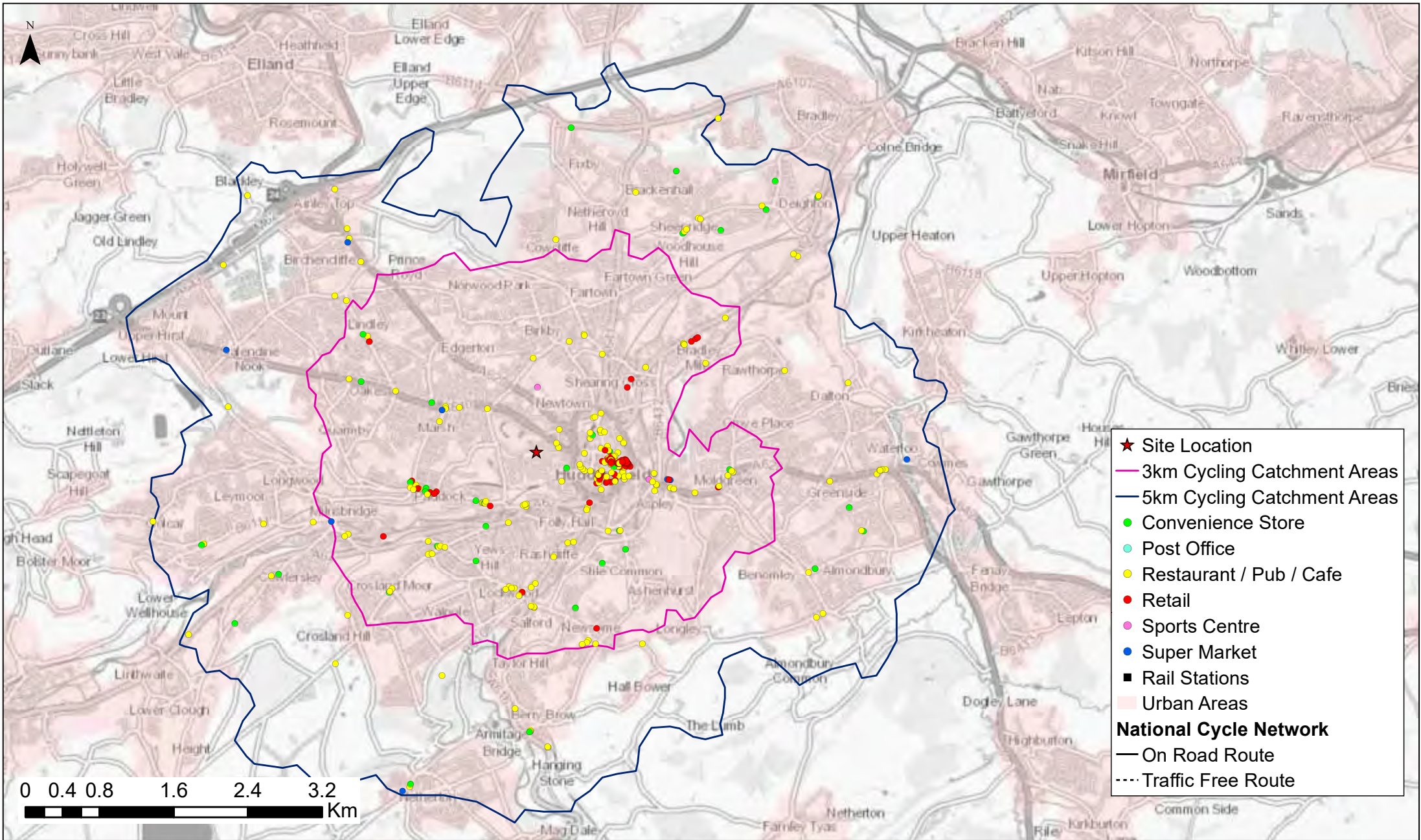
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Checked: BL

Figure 2.1

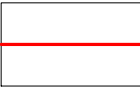




Appendices

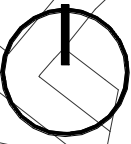
Appendix A Existing Site Layout

Legend

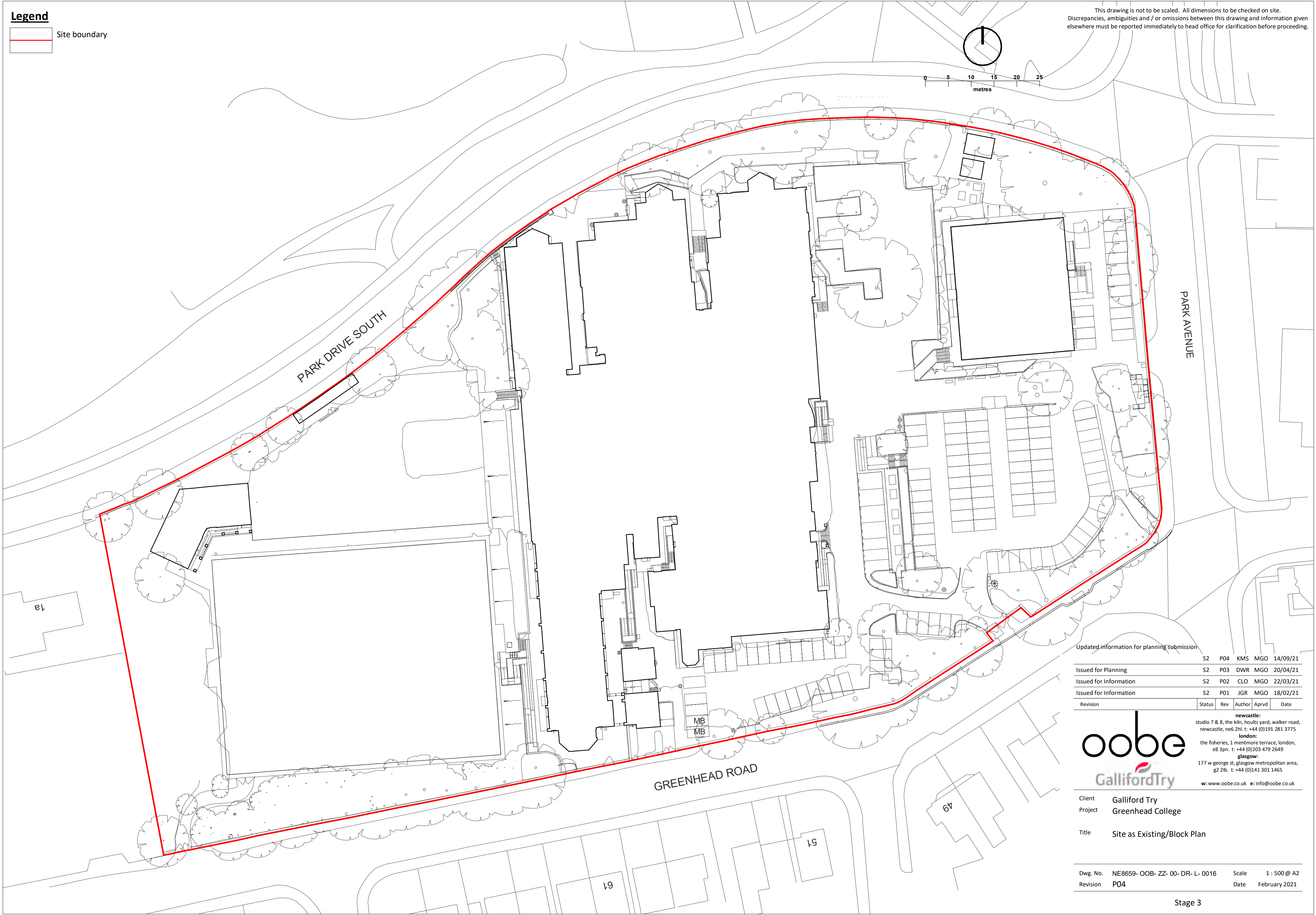


Site boundary

This drawing is not to be scaled. All dimensions to be checked on site.
Discrepancies, ambiguities and / or omissions between this drawing and information given elsewhere must be reported immediately to head office for clarification before proceeding.




0 5 10 15 20 25
metres



Updated information for planning submission

	S2	P04	KMS	MGO	14/09/21
Issued for Planning	S2	P03	DWR	MGO	20/04/21
Issued for Information	S2	P02	CLO	MGO	22/03/21
Issued for Information	S2	P01	JGR	MGO	18/02/21
Revision	Status	Rev	Author	Aprvd	Date

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studio 7 & 8, the kiln, hoults yard, walker road,
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e8 3pn. t: +44 (0)203 479 2649

glasgow:
177 w george st, glasgow metropolitan area,
g2 2lb. t: +44 (0)141 301 1465

w: www.oobe.co.uk e: info@oobe.co.uk

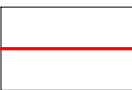
Client Galliford Try
Project Greenhead College

Title Site as Existing/Block Plan

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Revision	P04	Date	February 2021

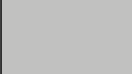
Appendix B Proposed Site Plan

Legend



Site Boundary

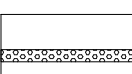
Hardworks



Proposed Tarmacadam
- Impermeable



Proposed Tarmacadam
- Permeable



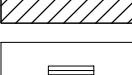
Tactile Paving



Paving Type 1 - Permeable



Existing Surfacing



Steps



Electric charging point

Softworks



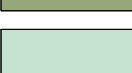
Proposed Grass



Proposed all weather pitch
(astroturf)



Proposed Ornamental Planting



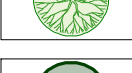
Proposed Wildflower Planting



Proposed Woodland Planting

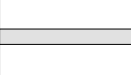


Proposed Tree

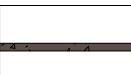


Existing Tree

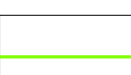
Walls and Fencing



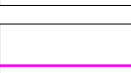
Existing walls to be retained



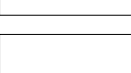
Proposed walls



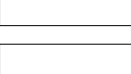
Existing fencing to be retained



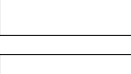
Proposed 3.0m high weldmesh fencing



Proposed 2.4m high weldmesh fencing



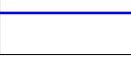
Proposed 2.4m high timber fencing



Proposed 1.8m high weldmesh fencing



Proposed 1.8m high acoustic fencing
Timber close boarded fence with no gaps



Proposed handrail to steps



Double and single gates

Site



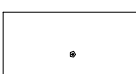
Proposed staff/pupil cycle shelter
5 no. cycle hoops (10 spaces)
2.4m x 5m



Proposed visitor cycle stands

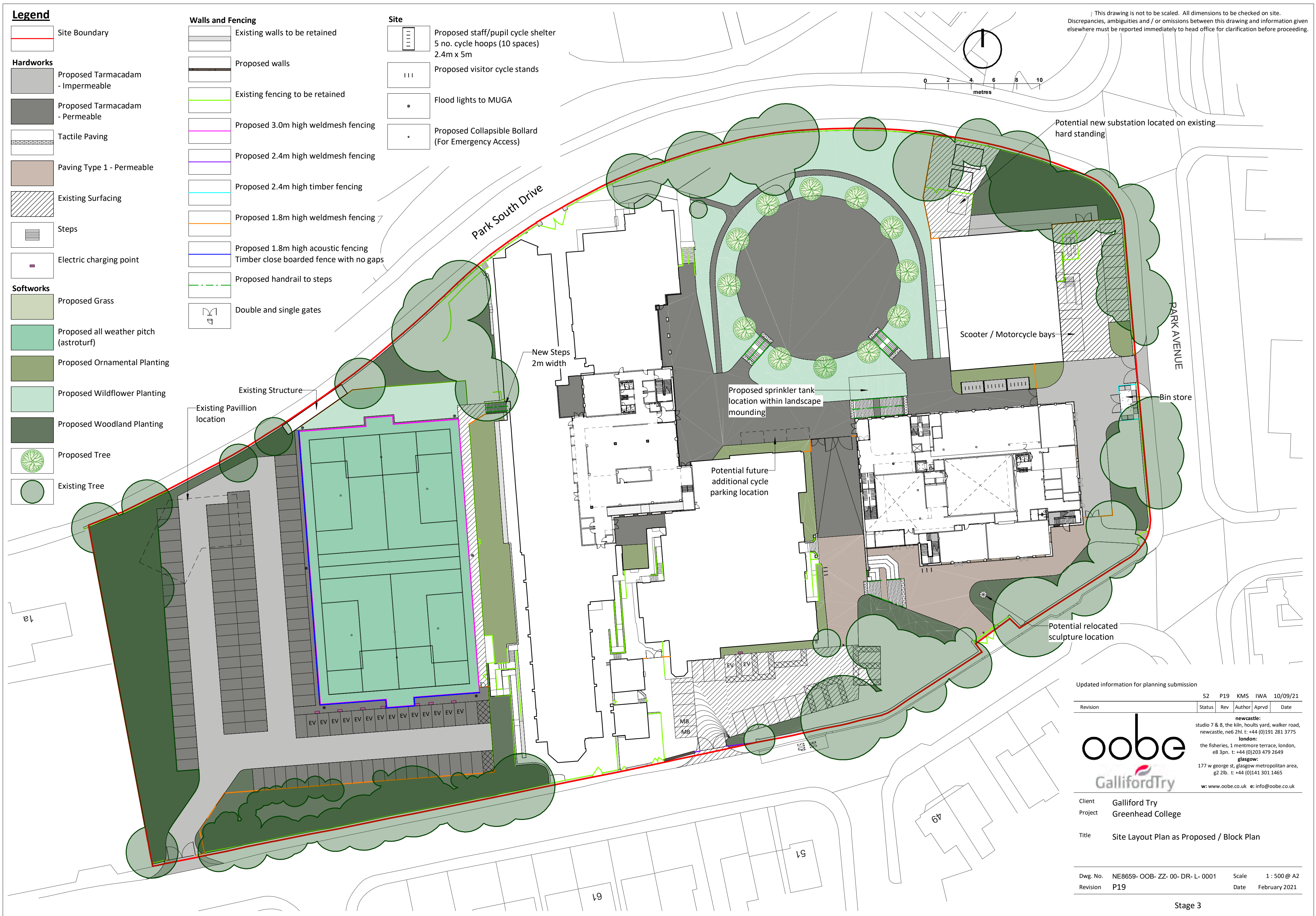


Flood lights to MUGA



Proposed Collapsible Bollard
(For Emergency Access)

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Updated information for planning submission

Revision	Status	Rev	Author	Aprvd	Date
----------	--------	-----	--------	-------	------

newcastle:
studio 7 & 8, the kiln, hoults yard, walker road,
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g2 2lb. t: +44 (0)141 301 1465

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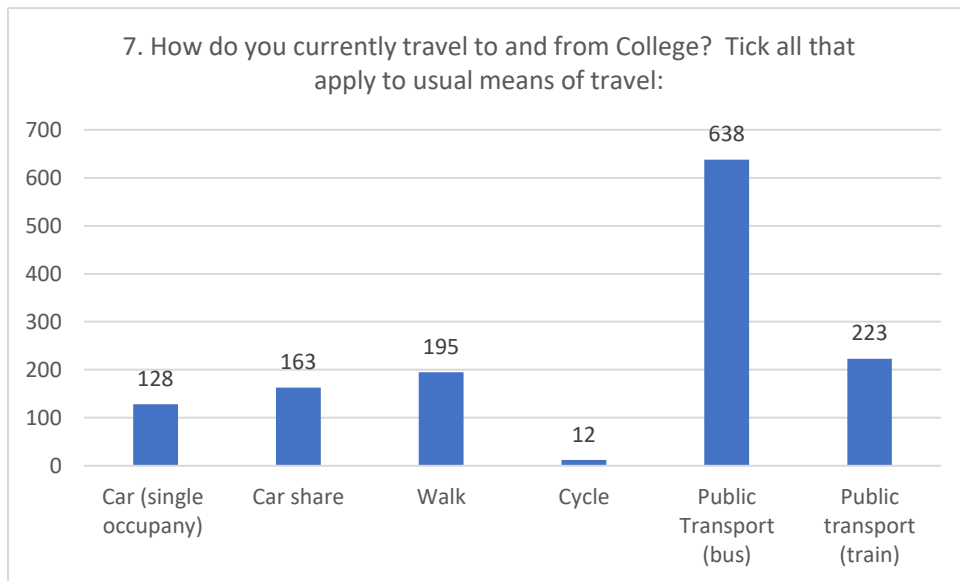
Client Galliford Try
Project Greenhead College

Title Site Layout Plan as Proposed / Block Plan

Dwg. No.	NE8659- OOB- ZZ- 00- DR- L- 0001	Scale	1 : 500 @ A2
Revision	P19	Date	February 2021

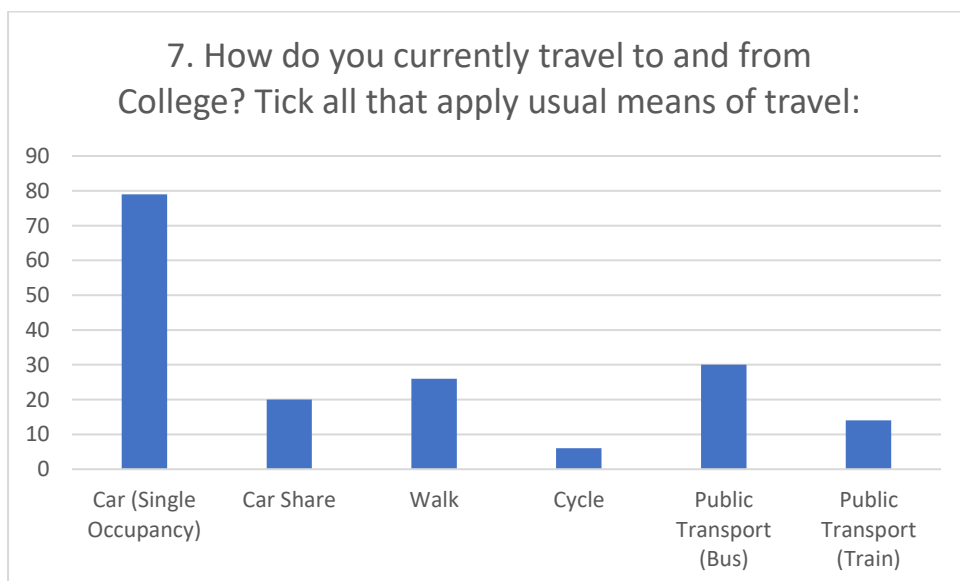
Appendix C 2019 Travel Survey Results

Students



Staff

79 car, 20 car share, 26 walk, 6 cycle, 30 bus, 14 train



Appendix D TPC Checklist

Schedule of TPC Duties and Implementation Timescale

Setting Up

Task	Implementation Date	Completed?
Appoint TPC	Three months prior to opening	
Provide TPC contact details to Kirklees Council	1 month after the appointment	
Obtain Northumberland County Council TPC details	1 month after the appointment	
Contact Kirklees Council Cycling Officer	1 month after the appointment	
Research Health / Travel Information	Within 3 month of school opening	
Contact local bus and rail companies to obtain up-to-date timetables and literature	Within 3 month of school opening	
Review cycle provision purpose	Within 3 month of school opening	
Review walking routes within site to ensure fit for purpose	Within 3 month of school opening	
Set up Travel Plan Working File	Within 3 month of school opening	

Baseline Travel Surveys

Task	Implementation Date	Completed?
Complete baseline travel survey	Within 3 months of opening of school	

On-Going Tasks

Task	Implementation Date	Completed?
Carry out Annual Staff/ Pupil surveys	Every 12 months after the first survey	
Monitoring and Reviewing targets	Annually (after the subsequent survey)	
TPC Provide reports to working group members	Annually (after the subsequent survey)	

Appendix E Contact Personnel Form

Contact Personnel Information

[illegible]