



Greenhead College

Travel Plan

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1 Introduction

1.1 Background

Greenhead College (the college) is a 6th form college specialising in the teaching of A-Levels and some Level 3 BTEC qualifications located in Huddersfield. The college is continuously reviewing their property and estates strategy to manage and improve their estate. These improvements include addressing condition issues, reducing carbon emissions, improving efficiency and accommodating exceptional growth, when requested to do so by Kirklees Council.

Currently the college numbers are capped at a maximum of 2,800 students on site at any one time via a planning condition imposed during the construction of the newest building on the campus (the Hirst Building). It is believed that this unusual planning condition was applied by the Local Planning Authority due to concerns regarding the volume of car parking occurring within the local area, affecting neighbouring residents.

The college maintains a proactive approach to transport strategy and travel planning. This is focussed on maximising travel by sustainable modes and exploiting the benefits of being located close to major transport hubs in Huddersfield Town Centre.

This new Travel Plan explores the local transportation network, reviews recent whole-college travel surveys for staff and students and sets out a number of strategic actions to be implemented into the college to reduce the number private vehicles driving to the site. It will be updated regularly to ensure all information is current and all targets and actions are regularly checked and analysed.

There are approximately 2,700 students and 185 full-time equivalent staff at Greenhead College in the 2024/25 Academic Year. The college day starts at 08:55 and finishes at 16:00, with the exception of Wednesdays when there is an optional enrichment programme in the afternoon session. The site is open from 07:00 Monday to Friday with most students arriving on site after 08:00. Occasional maintenance access is provided on a Saturday and the college does not run any regular evening or weekend events.

The college facilities currently consist of a number of buildings varying in age and condition on a single site. The main building has been retained from Greenhead High School for Girls which operated between 1909 and 1977 on the site prior to becoming solely a 6th form college. The newest building on the site was completed and opened in October 2023. Only some outdoor PE lessons are conducted off the main college site, with all other lessons conducted on the one campus. It is planned to continue to improve the college's estate over the coming years to provide excellent teaching accommodation, improve student experience, address condition issues and reduce carbon emissions. Options for proportionate expansion will be assessed to address exceptional demand and when requested by Kirklees Council.

A Travel Plan was written by Stantec on behalf of Galliford Try for the most recent construction project in 2022, however, the college decided to build on this work and prepare a more comprehensive action plan that is regularly monitored and meets their current needs.

The location of the college within the surrounding area can be seen within Figure 1-1 below. The highway network, access into the site and active and sustainable transport infrastructure is explored within *Section 3.2* of this report.

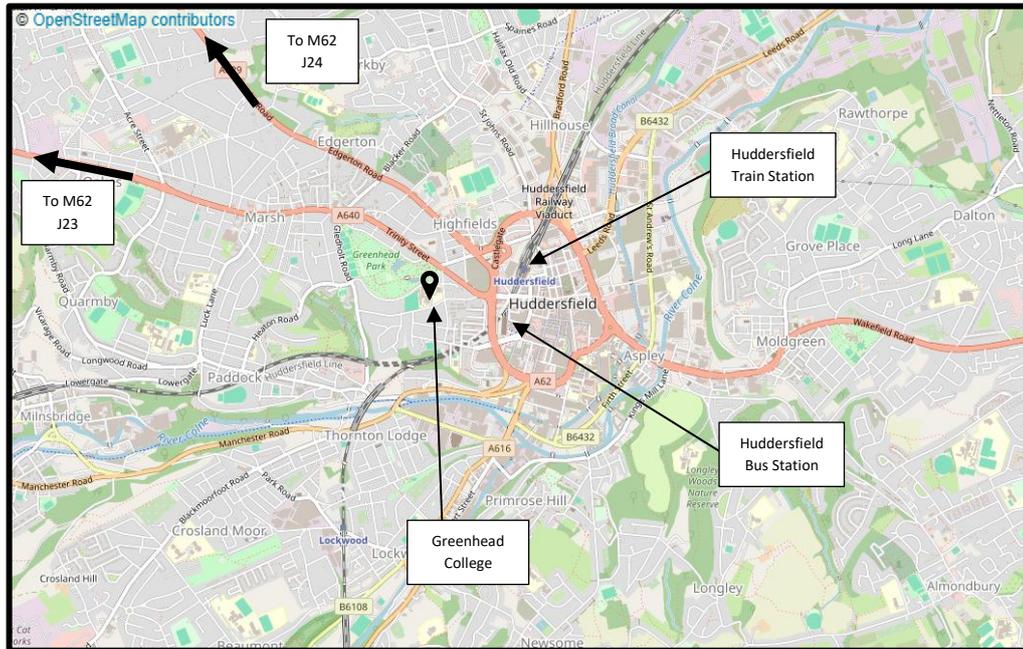


Figure 1-1 - Location of Greenhead College

1.2 What is a Travel Plan?

A Travel Plan is a package of measures designed to reduce the number and length of car trips generated by a development. Travel Plans can also reduce social and environmental impacts and can help reduce economic costs. There are several ways to manage transport impacts that a development can generate:

- Improve the quality of non-car modes;
- Provide incentives for using active and sustainable transport modes;
- Provide disincentives for the use of the car;
- Restrict access to the site via high emission modes of transport; or
- A combination of each of these.

It is important that a Travel Plan is not static in time, developed to satisfy a planning application; rather that it is a document and process that will evolve over time and accommodate improvements in local and regional transport infrastructure. The Travel Plan should be implemented in close consultation with the staff and students to ensure that there is support for the aims and detailed measures proposed.

This Travel Plan assesses the current highways surrounding Greenhead College, including the active and sustainable transport infrastructure. It also contains detailed travel information gathered from Travel Surveys of staff and students carried out in September 2024. Refer to *Section 4 - Results of Staff and Student Travel Surveys* to see an overview of staff and student responses.

A Travel Plan Coordinator will be appointed from within the Staff Cohort and will be responsible for updating this Travel Plan year-on-year as well as promoting all initiatives within.

1.3 Travel Plan Objectives

The objectives of this Travel Plan are as follows:

- Increase the proportion of staff and students using sustainable travel modes and reduce the number of trips to the site using high emission modes of transport (e.g. private car) and thereby improve air quality.
- To maximise the safety and reliability of journeys to and from the college.
- To minimise the number of car trips to and from the college and therefore reduce the demand for car parking.
- To minimise the potential for Road Traffic Collisions.
- To promote a range of viable low-cost travel options for students, staff and visitors.
- To foster good relations within the community.
- To encourage staff and students to lead healthy lifestyles by walking or cycling to the College.
- Improve the use technology to promote sustainable transport choices and provide an element of personalised Travel Planning, where appropriate.
- Create an appropriate system of initiatives to encourage travel by sustainable means.

2 Policy Context

This Travel Plan has been written such that all existing local, regional and national planning policies are recognised and complied with. The full details of each policy have not been explored within this plan, but each relevant policy is listed below.

2.1 National Planning Policy Guidance

- National Planning Policy Framework 2021 and associated Planning Practice Guidance
- Creating Growth, Cutting Carbon – Making Sustainable Local Transport Happen
- Cycling and Walking Investment Strategy (CWIS) & CWIS 2
- Gear Change: A Bold Vision for Cycling and Walking

2.2 Regional and Local Policy Guidance

- Kirklees Local Plan (Adopted February 2019)
- West Yorkshire Local Transport Strategy 2040 (Adopted August 2017)
- Kirklees Local Cycling and Walking Infrastructure Plan: Phase 1

3 College Overview

3.1 Site Location and Existing Use

Greenhead College is located approximately 0.5 miles outside of Huddersfield Town Centre, located directly adjacent to Greenhead Park, a Grade II listed park and Conservation Area. The college is in a mostly suburban area, immediately surrounded by residential properties with direct access by motor vehicle, public transport routes and active travel modes into Huddersfield Town Centre. The college site is bounded by Greenhead Road to the south, Park Avenue to the east, Park Drive South to the north and residential properties to the west.

Huddersfield Train Station and Huddersfield Bus Station are located approximately 0.5 and 0.4 miles east of Greenhead College respectively. Within the residential roads surrounding the college, a number of different Traffic Regulation orders are present including:

- Permit holder parking only.
- Free non-timed marked parking bays.
- Designated blue badge bays.
- Monday-Friday 8am-6pm 3 hours, no return within 1 hour parking.

Several areas also have restricted parking with double yellow lines. Figure 3-1 below shows the extent of the site boundary with the local highway network and features. Figure 3-2 shows the site in the wider context of the local highway network.

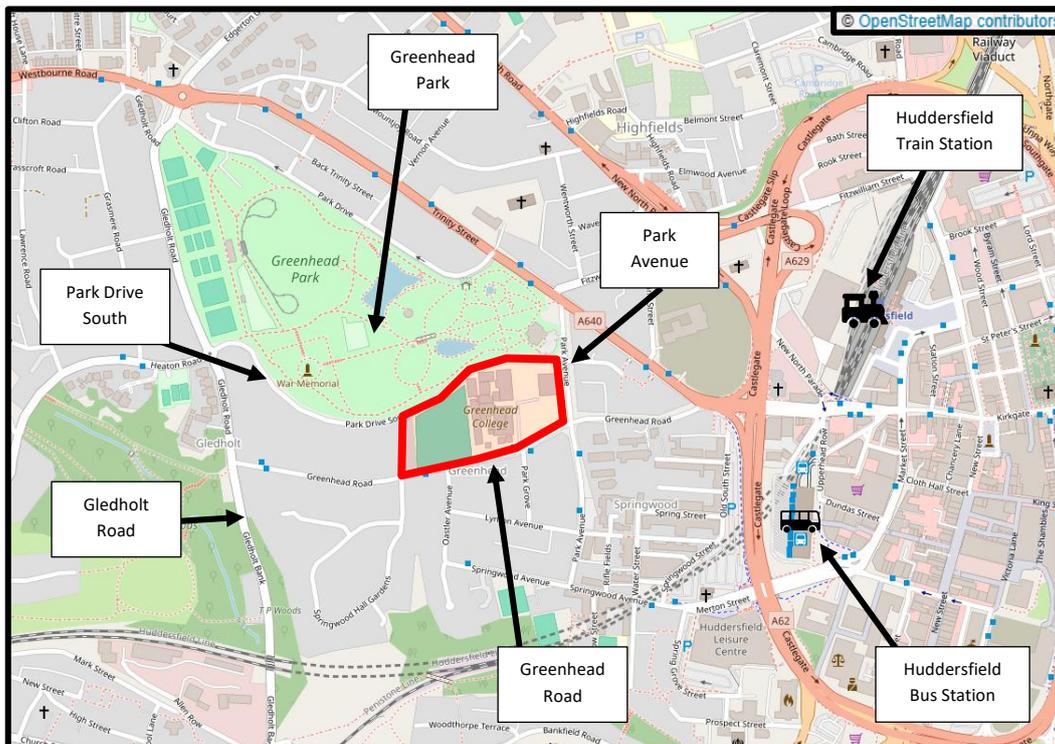


Figure 3-1 - Extent of Greenhead College Campus Boundary in Relation to the Local Highway Network

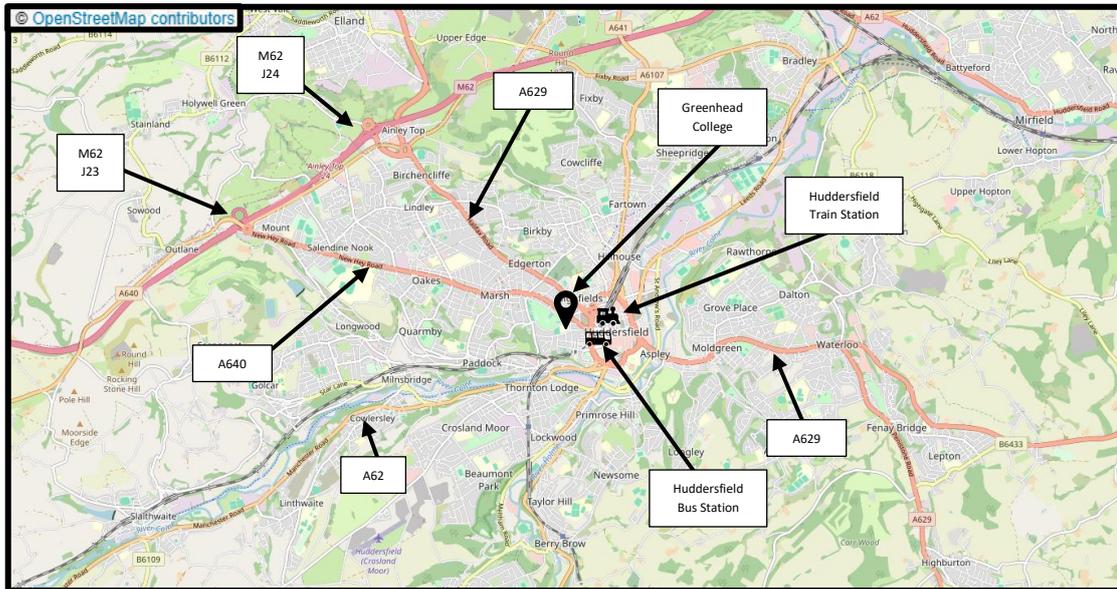


Figure 3-2 - Greenhead College in the Context of the Wider Highway Network

3.2 Site Accessibility

3.2.1 Walking and Disabled Access

Greenhead College is in a suburban area of Huddersfield on the fringe of the town centre with residential properties to the south, east and west and Greenhead Park to its north. The site currently has two main points of pedestrian access located on Greenhead Road and Park Drive South, these can be seen within Figure 3-3 below. Throughout the college day, both entrances are guarded by security guards to ensure that no unauthorised access occurs to retain the secure line and safeguarding requirements of the college. The pedestrian access point located on Greenhead Road is not widely accessible by people with limited mobility or who are in a wheelchair. Due to the significant level differences on the College site, a set of steps provides access from the pedestrian entrance point to the main concourse and main building. Alternatively, a vehicle access point is provided approximately 65m west of the pedestrian access point on Greenhead Road which provides level access to the main building and concourse. Pedestrians with limited mobility can also access the lower floor of the Hirst Building from the pedestrian access point on Greenhead Road, within this building they are able to use the provided lifts to access the main level of the college site.

An additional pedestrian access is provided from the main car park for Greenhead College located on the western side of the site, into the secure line of the college. These entrance points, however, are secured via pass-controlled access gates and are mainly used by staff members parking within the confines of the college site.

A former pedestrian access point on the south-eastern corner of the college site (junction of Park Road and Greenhead Road) is no longer in use.

Surrounding the college site, the footways are reasonable quality and between around 1.4 and 2.2m in width. A small number of buildouts are present around the college site to provide a traffic calming measure in addition to providing dropped kerbs and tactile paving for uncontrolled pedestrian crossings.

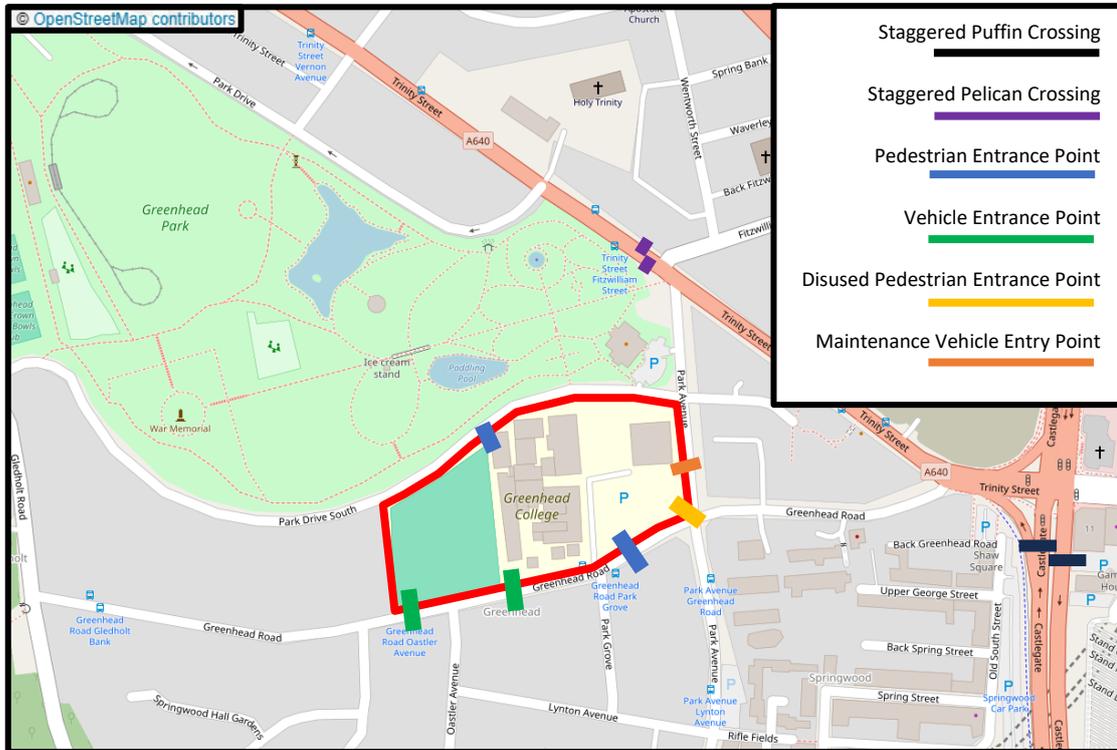


Figure 3-3 - Locations of Pedestrian Crossings and Access Points

3.2.2 Cycling

There is not a significant volume of cycling infrastructure available surrounding the Greenhead College Site. A painted on-road route is available for northbound cyclists only along the A640, Trinity Street, extending up to Westbourne Road and New Hey Road. An off road, shared pedestrian and cycle route is provided for a short length to the east of the college site along Castlegate and to the south of the college site along the River Colne, however, these routes do not provide significant benefit for people wishing to access the college site. A few other short lengths of separated cycle infrastructure are provided within Huddersfield town centre along with National Cycle Route 69 and long sections of on-road painted cycle infrastructure to the north-east of Huddersfield Town Centre.

No cycle map appears to be published by Kirklees Council for the area surrounding Greenhead College nor the town centre. Therefore, information on the current cycleways were taken from OpenStreetMap. It is understood that work on a new Kirklees Local Cycling and Walking Infrastructure Plan (LCWIP) is ongoing, with the support of the West Yorkshire Combined Authority (WYCA). Greenhead College would like to actively contribute to the development of the LCWIP.

Overall, there is minimal cycle infrastructure available for people wishing to access the Greenhead College site.

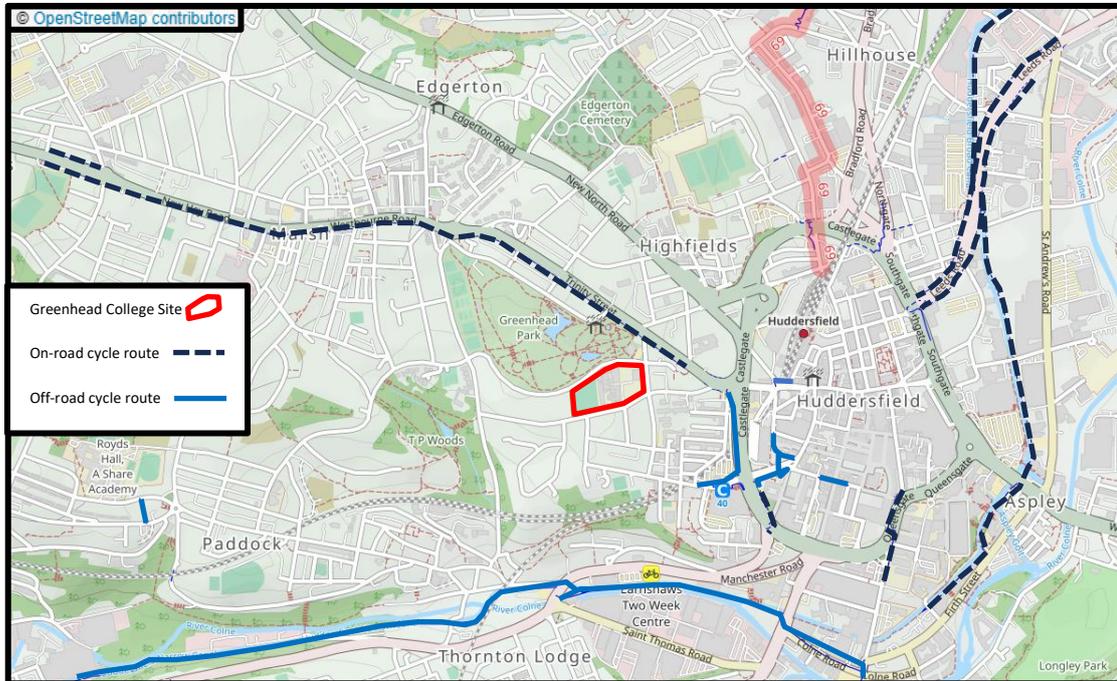


Figure 3-4 - Cycle Routes within Vicinity of Greenhead College

On the college site, there is cycle parking for 42 cycles and 30 of these spaces are covered. Two additional areas for short stay cycle parking for visitors are planned as part of the final phase of the current development. Cycle parking usage is monitored and a site for potentially extending cycle parking capacity by 30 additional cycles has been identified.

3.2.3 Bus

There are no dedicated buses servicing Greenhead College, however, the site is very well served by local bus routes. The college site is located approximately 0.4 miles west of Huddersfield Bus Station, which provides a significant volume of services throughout the region. The bus station is approximately an 8-minute walk from the college site, into Huddersfield Town Centre. Additionally, bus stops are provided on Greenhead Road, Trinity Street and Park Avenue surrounding Greenhead College. The location of all bus stops can be seen within Figure 3-5 below.

Bus routes that service the local bus stops and Huddersfield Bus Station include the route services as overleaf, full details of the routes can be seen within Appendix A.

181	202	203	229	231	232	254	261
301	302	303	304	306	307	308	310
314	315	316	323	324	328	341	342
343	354	355	356	358	360	363	370
371	372	373	374	375	377	378	382
383	384	385	387	393	394	395	396
501	536	537	549	900	901	902	D1
D2	D3	FTB	K60	X1	X49		

Table 3-1 - Bus Service Number Designations Servicing Stops Surrounding Greenhead College

In addition to the local buses servicing the Huddersfield Bus Station, National Express services 131, 134, 465 and 564 travel through Huddersfield via this destination and Megabus services 82 and 84.

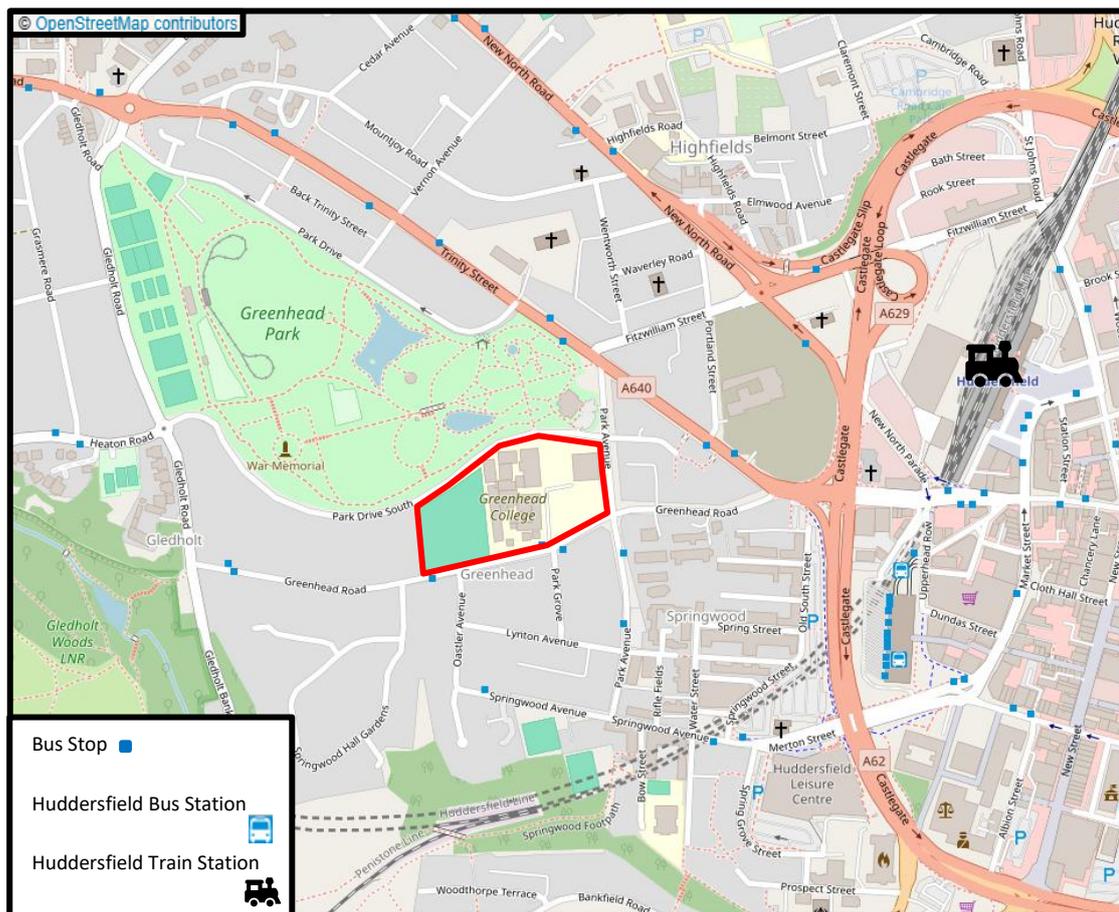


Figure 3-5 - Location of Bus Stops, Huddersfield Bus Station and Huddersfield Train Station within Vicinity of College Site

3.2.4 Rail

Huddersfield Rail Station is located approximately 0.5 miles east of the Greenhead College site, its location can be seen in Figure 3-5 above. This rail station is approximately an 8-minute walk from the Greenhead College Campus and provides routes to Dewsbury, Leeds, Manchester and national destinations. Table 3-2 below shows the services and destinations catered for from Huddersfield Train Station and their frequency of operation. Further links can be made to other national destinations from major railway stations accessed via these routes.

The short distance of the rail station from the college site, in addition to the range of destinations and frequency of services provided from the station, provides significant connections for pupils, staff and other visitors travelling to the college site.

Final Destination	Route	Frequency
Bradford Interchange	Huddersfield → Brighouse → Halifax → Low Moor → Bradford Interchange	1 per hour
Hull	Huddersfield → Deighton → Mirfield → Ravensthorpe → Dewsbury → Batley → Morley → Cottingley → Leeds → Selby → Brough → Hull	1 per hour
Leeds	Huddersfield → Dewsbury → Leeds	3 per hour
Liverpool Lime Street	Huddersfield → Stalybridge → Manchester Victoria → Newton-le-Willows → Lea Green → Liverpool Lime Street	1 per hour
Manchester Airport	Huddersfield → Manchester Victoria → Manchester Oxford Road → Manchester Picadilly → Manchester Airport Huddersfield → Manchester Airport	1 per hour
Manchester Piccadilly	Huddersfield → Manchester Piccadilly Huddersfield → Slaithwaite → Marsden (Yorks) → Greenfield → Mossley (Manchester) → Stalybridge → Manchester Piccadilly	3 per hour
Manchester Victoria	Huddersfield → Stalybridge → Manchester Victoria Huddersfield → Manchester victoria	2 per hour
Saltburn	Dewsbury → Leeds → York → Thirsk → Northallerton → Yarm → Thornaby → Middlesbrough → Redcar Central → Saltburn	1 per hour
Scarborough	Huddersfield → Leeds → York → Malton → Seamer → Scarborough	16:28, 17:10, 18:29

Sheffield	Huddersfield → Lockwood → Berry Brow → Honley → Brockholes → Stocksmoor → Shepley → Denby Dale → Penistone → Silkstone Common → Dodworth → Barnsley → Mombwell → Elsecar → Chapeltown (South Yorkshire) → Meadowhall → Sheffield	1 per hour
Newcastle	Huddersfield → Dewsbury → Leeds → York → Northallerton → Darlington → Durham → Chester-le-Street → Newcastle	1 per hour
York	Huddersfield → Dewsbury → Leeds → York	3 per hour

Table 3-2 - Train Services from Huddersfield Train Station

3.2.5 Highway Access and Car Parking

Regular access into the Greenhead College site for motor vehicles is provided at two points, both located on Greenhead Road. One of these vehicle access points allows for access into the main car park for staff and authorised visitors and is located to the south-west of the college site. This car park does not have any allocated spaces and operates on a first come, first serve basis for staff and visitors. It has a number of EV chargers for use by approximately 14 staff vehicles and approximately 126 marked spaces. On the southern boundary of the college site, a second vehicle access point allows vehicle access into the smaller car park on the site. This smaller car park has designated parking bays for an additional 23 vehicles, which includes 8 blue badge bays. Space is also provided on-campus for parking two college mini-buses. The location of these vehicle access points can be seen within Figure 3-3 above.

A vehicle access point was created during the construction of the newest building on the site (the Hirst Building) from Park Avenue on the eastern boundary of the college site. This vehicle entry point is not regularly used and is allocated for maintenance access, large deliveries and emergency access only. Construction activities remain ongoing on this side of the site for the final phase of the current development.

The pedestrian access point located on the northern boundary of the college site is wide enough to accommodate motorised vehicles, however, due to the layout of the college buildings, any motor vehicles would likely be unable to travel far into the site and is therefore sparsely used for motor vehicles.

Surrounding the college, the adjacent roads have a number of different Traffic Regulation orders present including:

- Permit holder parking only.
- Free non-timed marked parking bays.
- Designated blue badge bays.
- Monday-Friday 8am-6pm 3 hours, no return within 1 hour parking.

Several areas also have restricted parking by the occurrence of double yellow lines. A survey of the surrounding parking took place during the Summer 2024 period in college holidays and again in the Autumn Term during college hours to assess the levels of parking occurring around the college site. The summary results can be seen within Appendix B.

4 Results of Staff and Student Travel Surveys

4.1 Undertaking the Travel Survey

Separate Staff and Student Travel Surveys were undertaken at Greenhead College in September and October 2024. Staff were provided a link to an online survey which they could completely anonymously via Microsoft Forms. Student surveys were undertaken within tutor groups as a hands up survey in which the tutor inputted the results into Microsoft forms.

4.2 Results of the Staff Travel Survey

In total 221 Staff responded to the Travel Survey, this makes up approximately 76% of the members of staff currently working at the college and a mix of full-time and part-time staff. The split of roles of the staff members that responded to the survey can be seen within Figure 4-1 below and the split of staff working pattern in Figure 4-2 below.

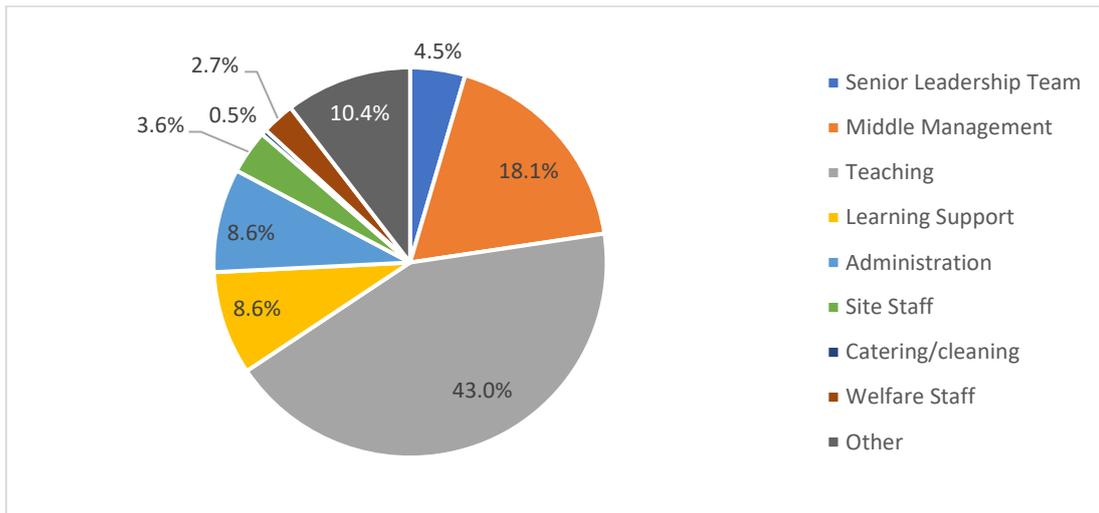


Figure 4-1 - Staff Roles of Those Who Responded to the Survey

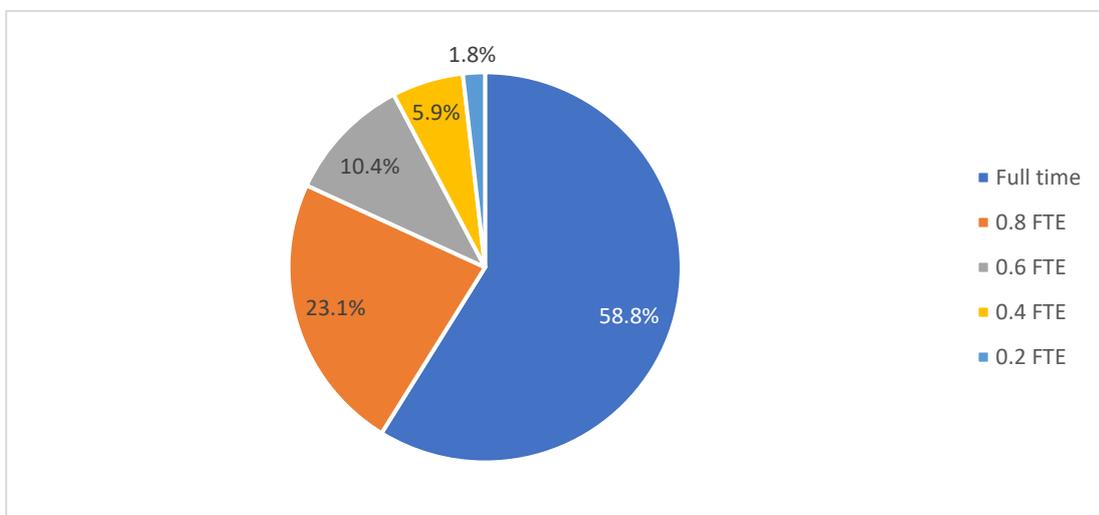


Figure 4-2- Working Pattern of Staff Who Responded to the Survey

The split between the different arrival and departure times of the staff surveyed can be seen in Figure 4-3 and Figure 4-4 below. From the results it can be seen that the most popular arrival time was between 8:00am and 8:40am and the most popular departure time was between 4:00pm and 5:00pm

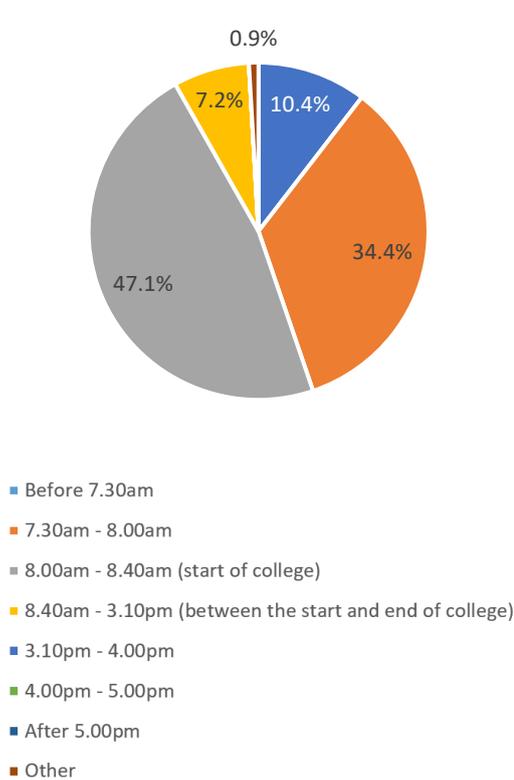


Figure 4-3 – Split of Arrival times to the College Site

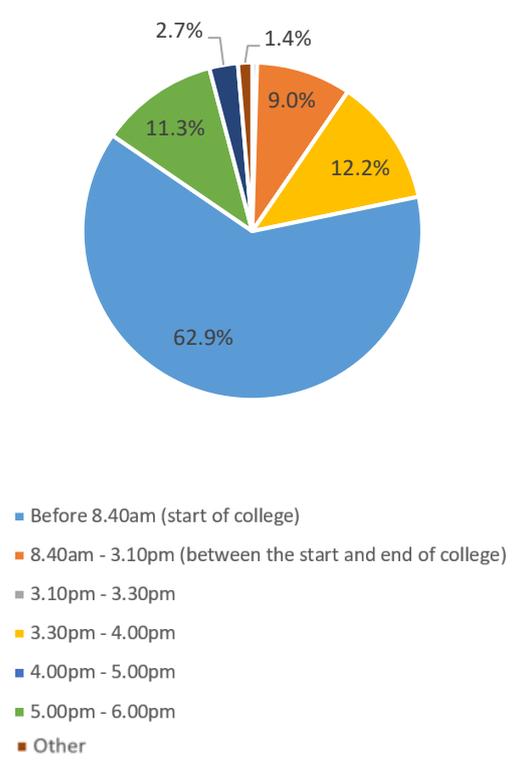
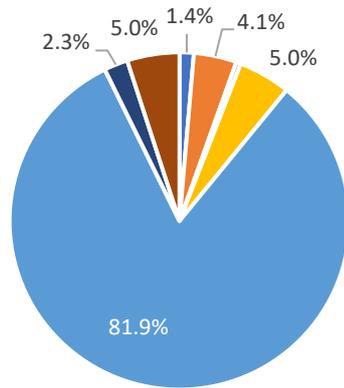


Figure 4-4 - Split of Departure Times from the College Site

The mode of transport used to travel to and from the college site were both analysed to identify any changes between transport mode usage. Staff were most likely to drive themselves to the college site, with approximately 81% of the respondents to the survey using this transportation mode. This is broadly as expected, given the specialist nature of the teaching and the large distances that some staff travel from.

The number of people who are the passenger within a car when travelling home from college is higher than travelling to college in the morning.



■ Walk ■ Bicycle ■ Motorbike ■ Car (Passenger) ■ Car (Driver) ■ Taxi ■ Train ■ Bus

Figure 4-5 - Modal Split Travelling to the College Site

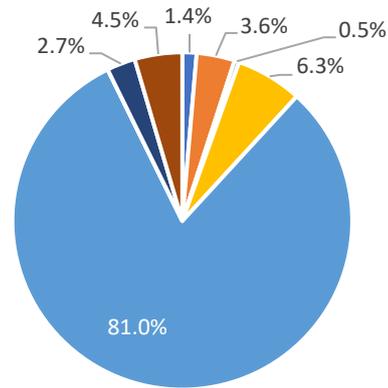


Figure 4-6 - Modal Split Travelling Home from the College Site

Buses use by staff members include the D1, X1, 184, 229, 301, 302, 310, 314, 316, 324, 328, 358, 360, 370, 371, 372, 382, 383 and 501.

Staff who travel to college by car were asked where they park. 100% of respondents indicated that they park on-site and 0% indicated that they park on surrounding public highways.

To further inform the Travel Plan and any proposed new infrastructure on the college site, the staff surveyed were asked if they currently own or are looking to purchase an electric vehicle within the next 18 months. The results can be seen within Figure 4-7 and Figure 4-8 below.

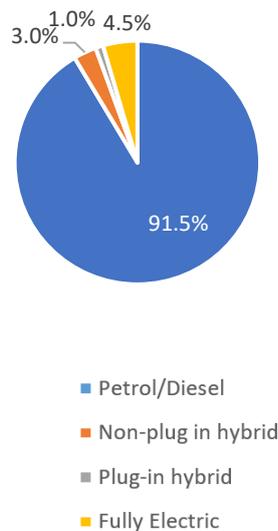


Figure 4-7 - Type of Vehicle Driven to College

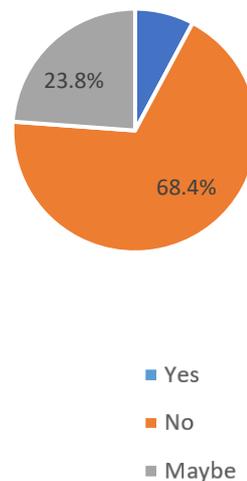


Figure 4-8 – Considering buying an Electric Vehicle

It can be seen that 4.5% of the staff that responded to the survey already own and use a fully electric vehicle to travel to the college site, with an additional 7.8% of staff indicating they would be looking to buy a fully electric vehicle within the next 18 months. A further 23.8% of staff indicated that they were considering buying a fully electric vehicle within the next 18 months.

Staff were also asked to state how long their commute to and from the college site took them in the AM and PM. The results can be seen in Figure 4-9 and Figure 4-10 below.

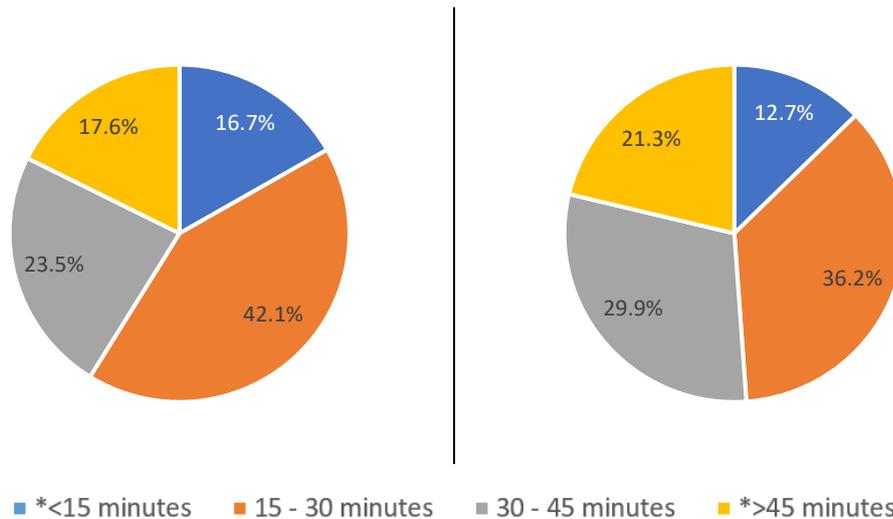


Figure 4-9 - Travel Time to the College Site

Figure 4-10 - Travel Time from the College Site

On average, staff travel times increase from travelling to the college to travelling home from the college. With approximately 41.1% of the staff having a travel time above 30 minutes travelling to the college site, whereas 51.2% of staff have a travel time over 30 minutes on their way home.

Within the survey, staff were asked if they would be interested in receiving information surrounding active and sustainable travel. 11.8% of the staff stated they were interested in a cycle to work scheme, 10.9% stated they would be interested in discount bus passes. 5.9% of the staff stated they would be interested in becoming part of a car sharing scheme and 6.8% stated that they would be interested in a salary sacrifice season ticket loan scheme for public transportation.

Furthering to this, staff were asked if any measures would encourage them to cycle to the college more, with the most popular measures providing dedicated staff showers and changing areas (34 people), cycle to work schemes (25 people), lockers (20 people) and staff only covered cycle parking (19 people). An additional comments box was included at the conclusion of the survey to allow staff to feedback any comments regarding travel to the college site. Feedback from this section included:

- Current showers seem insufficient in terms of quantity and quality. Staff would be more likely to cycle and run to college if they had good quality showers and changing area, including an area to air clothes. The small number of showers makes people hesitant due to the timings of their lessons starting.
- Larger lockers to be provided (within the changing room) for staff who cycle or run to the college site to store work clothes, towels etc.
- Cycle routes surrounding the college, although this is not something Greenhead College can directly impact, representations to Kirklees Council to include strategic cycle routes surrounding the college within their Local Cycling and Walking Infrastructure Plan (LCWIP) may result in future improvements.
- For an access control gate to be provided at the eastern side of the college site. Due to the times staff work, the standard pedestrian gates are locked, meaning that staff using public transport from Huddersfield town centre have to walk in the opposite direction to exit via the main car park where there are currently access control gates.

4.3 Results of the Student Travel Survey

The Travel survey undertaken by the students was tailored to their needs and age. The survey was undertaken during tutorial sessions as a hands-up survey to maximise the number of responses and therefore provide an accurate overview of the transportation habits of the students at Greenhead College.

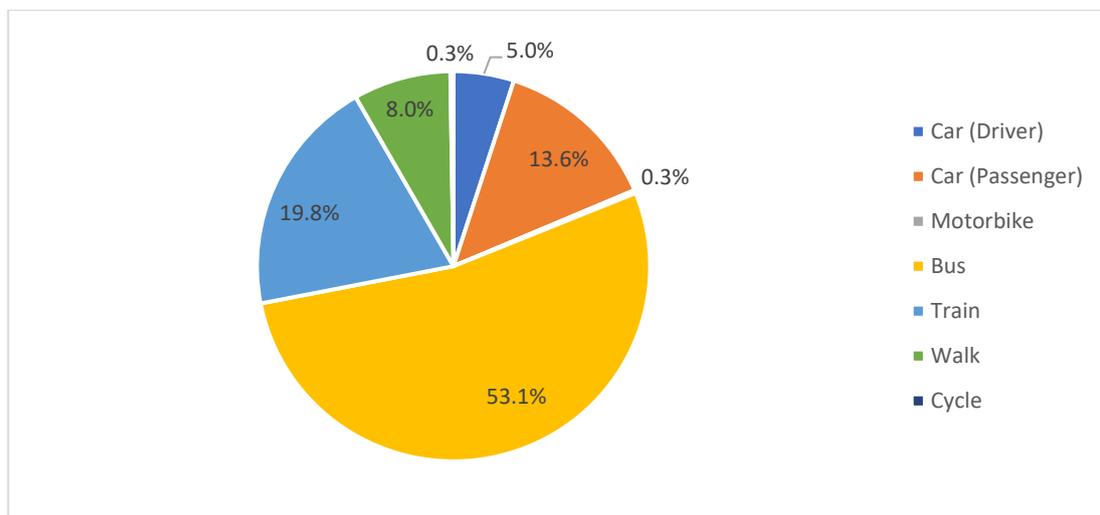


Figure 4-11 – Student Travel Mode to and From College

It can be seen from Figure 4-11 above that most students that answered the survey travel to the college via bus (53.1%) and 19.8% travel by train. 5.0% of the students drive their own vehicles to college and 13.6% of students are dropped off by a parents/guardian or share a lift to the college with friends. The number of car drivers is likely to fluctuate during the year as more students pass their driving test and as the Year 13 students finish their studies earlier in the year.

5 Sustainable Transport Strategy

To be successful, the Travel Plan and sustainable transport options need to be distilled into practical well-publicised information that can be used by staff, students and visitors to Greenhead College.

A travel information pack will be made available on the College website for all current and future staff, students, parents and visitors to access. The information pack will include up-to-date information on active and sustainable transportation e.g. cycle maps, bus timetables and routes, train timetables with walking and cycling routes from the train and bus stations, location of cycle parking on the site and how to access this. This information will be distributed to all new staff and students at Greenhead College within their introductory pack of information.

The responsibilities of the Travel Plan Coordinator are set out below:

- Develop and distribute a pack of information regarding active and sustainable transportation to the college staff and students, including relevant initiatives included within this report that would help to increase the use of active and sustainable travel.
- Develop lesson material to be used within tutorial sessions to promote active and sustainable transport.
- Ensure any required transport information is easily accessible to all staff and students, whether via an online portal or via noticeboards within communal areas of the college.
- Monitor the Travel Plan implementation including undertaking surveys on the number of cycles using each on-site parking area throughout the year.
- Ensure staff travel surveys are undertaken a minimum of once a year with student travel surveys undertaken twice a year to indicate the number of pupils passing their driving test who start to use their own cars to drive to college. Collate the responses and update the Travel Plan with targets for the following year/6months, including new initiatives to meet these targets.
- Ensure the Travel Plan is kept up-to-date with the latest statistics, public transport information, plans and initiatives to promote active and sustainable travel.
- Liaise with staff and students regularly regarding their mode of transport and any suggestions to increase the use of Active and Sustainable Transport Options.
- Liaise with College Leadership Team (CLT), with regards to transport issues and initiatives.
- Update the roles and responsibilities for the Travel Plan Coordinator as the role develops.

6 Travel Plan Implementation and Targets

The Travel Plan should be made available for all staff, students and visitors to Greenhead College to access and read. The information within this document should be distilled into practical information and distributed to new staff and pupils in the form of a Travel Planning information pack. A dedicated section of the college website should provide practical information on ticketing, routes, discounts and incentives for sustainable travel.

Two Action Plan sections are described below, these contain a package of measures designed to increase the use of active and sustainable transport by the staff and students at Greenhead College.

6.1 Student Action Plan

Measure	Date for Completion	Responsibility
Social media posts and other information distributed to students and parents regarding the dangers of drop-off and pick-up outside the college.	Ongoing	Travel Plan Coordinator

Table 6-1 - Car Reduction Action Plan

Measure	Date for Completion	Responsibility
Monitor and record cycle parking usage monthly	Ongoing	Travel Plan Coordinator
Ensure covered cycle parking is in a good state of repair	Ongoing	Travel Plan Coordinator
Investigate potential for external e-bike charging facilities for students and staff	Spring 2025	Director of Estates & Operations
Organise a Dr Bike (or similar course/session) semi-regularly for students to get their bikes fixed and teach them how to do their own maintenance.	From adoption of Travel Plan	Travel Plan Coordinator
Petition Kirklees Council to consider implementation of LTN 1/20 compliant cycle routes surrounding the college within their LCWIP.	Ongoing	Travel Plan Coordinator and CLT.
Consider a drying room facility that students could access securely, once the new changing rooms have been completed	Autumn 2025	Director of Estates & Operations

Table 6-2 - Cycling Action Plan

Measure	Date for Completion	Responsibility
Participate in National Walking Month (supported by Living Streets resources)	Ongoing	Travel Plan Coordinator

Table 6-3 - Walking Action Plan

Measure	Date for Completion	Responsibility
Advertise and encourage the take-up of student discounted bus and train tickets	Ongoing	Travel Plan Coordinator
Establish a dedicated section of the college website with links to ticketing options and real-time information on public transport	Summer 2025	Travel Plan Coordinator

Table 6-4 - Public Transport Action Plan

6.2 Staff Action Plan

Measure	Date for Completion	Responsibility
Create a database of all staff who want to car share, including the first part of their postcode or general area for other staff to access to see if any car sharing would be available.	Within 6 months of Travel Plan becoming adopted	Travel Plan Coordinator
Dedicate 5-10 spaces closest to the building for staff who car share. Number of spaces to be reviewed annually and scheme to be enforced by site staff.	After the setup of the car sharing database	Travel Plan Coordinator
Review the number of EV chargers and usage of these. Procure additional charging facilities if demand rises above capacity.	Within 12 months of the Travel Plan becoming adopted	Travel Plan Coordinator and CLT.
Implement booking system to ensure car charge spaces are changed over during the college day.	After installation of EV chargers	Travel Plan Coordinator and CLT.

Table 6-5 - Car Reduction Action Plan

Measure	Date for Completion	Responsibility
Advertise the cycle to work scheme more widely within the staff cohort	Every year	Travel Plan Coordinator
Review the development of a staff shower and changing area with large lockers and an airing room for clothes – requested by staff during Travel Survey	Within 12 months of the Travel Plan becoming adopted	Director of Estates & Operations
Designate some covered cycle parking spaces as “staff only” to improve staff cycling rates	Spring 2025	Director of Estates & Operations
Monitor and record cycle parking usage monthly	From the adoption of the Travel Plan	Travel Plan Coordinator
Organise a Dr Bike (or similar course/session) semi-regularly for staff to get their bikes fixed and teach them how to do their own maintenance.	From adoption of Travel Plan	Travel Plan Coordinator
Petition Kirklees Council to consider the implementation of LTN 1/20 compliant cycle routes surrounding the college within their LCWIP.	Ongoing	Travel Plan Coordinator and CLT.

Table 6-6 - Cycling Action Plan

Measure	Date for Completion	Responsibility
Look at the possible development of a staff shower and changing area with large lockers and an airing room for clothes – requested by staff during Travel Survey	Within 12 months of the Travel Plan becoming adopted	Travel Plan Coordinator and CLT.
Participate in National Walking Month (supported by Living Streets)	Ongoing	Travel Plan Coordinator
Look at implementing an access control gate to the east of the staff to use after hours – requested by staff during Travel Survey	Within 12 months of the Travel Plan becoming adopted	Travel Plan Coordinator and CLT.
Arrange joint promotion of Couch to 5km programme for staff, with the support of PE staff and wellbeing champions in college	Autumn 2025	Travel Plan Coordinator

Table 6-7 - Walking/Running Action Plan

Measure	Date for Completion	Responsibility
Look at implementing an access control gate to the east of the staff to use after hours – requested by staff during Travel Survey	Within 12 months of the Travel Plan becoming adopted	Travel Plan Coordinator and CLT.
Review the possibility of salary sacrifice schemes for staff to buy their yearly bus/train ticket	September 2025	Travel Plan Coordinator and CLT.
Provide information regarding any discounted bus or train tickets for staff	Ongoing	Travel Plan Coordinator
Provide detailed public transport information (including routes and timetables) to all staff at the start of each academic year.	Ongoing	Travel Plan Coordinator

Table 6-8 - Public Transport Action Plan

6.3 Travel Mode Targets

The travel survey data as presented within Section 4 above has been used as the basis of the targets as set out below. It is suggested that a travel survey is undertaken on the staff at the college once a year, with a survey undertaken on the students twice a year, within the Autumn Term and the Summer Term (prior to exam season beginning). This will allow a good overview of the transportation habits of all regularly accessing the college to be analysed. Staff surveys should be undertaken online via a link provided within the weekly overview email and student surveys should be undertaken as a hands up survey within tutorial groups.

Mode of Transport	Baseline Survey AM – September 2024	Baseline Survey PM – September 2024	Suggested Target – September 2025	Suggested Target – September 2026
Walk	1.4%	1.4%	2.2%	3.0%
Bicycle	4.1%	3.6%	4.5%	5.5%
Motorbike	0.5%	0.5%	0.5%	0.5%
Car (Passenger)	5.0%	6.3%	8.0%	9.5%
Car (Driver)	81.9%	81.0%	76.1%	71.0%
Train	2.3%	2.7%	3.4%	4.5%
Bus	5.0%	4.5%	5.0%	6.0%

Table 6-9 - Staff Travel Targets

Mode of Transport	Baseline Survey – September 2024	Suggested Target – September 2025	Suggested Target – September 2026
Car (Driver)	5.0%	4.0%	2.5%
Car (Passenger)	13.6%	9.7%	4.2%
Motorbike	0.3%	0.3%	0.3%
Bus	53.1%	55.0%	58.0%
Train	19.8%	21.0%	22.0%
Walk	8.0%	9.0%	10.0%
Cycle	0.3%	1.0%	2.0%

Table 6-10 - Student Travel Targets



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