



# Oaklands College & Land south of Sandpit Lane, St Albans

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Framework College Travel Plan

October 2025





# OAKLANDS BLOSSOM & OAKLANDS COLLEGE, ST ALBANS

## OAKLANDS COLLEGE TRAVEL PLAN

03 October 2025



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## Table of contents

<b>1.</b>	<b>Introduction</b>	<b>1</b>
1.1.	Site Details	1
1.2.	Context	1
1.3.	Site Location	1
1.4.	Travel Plan Purpose	2
1.5.	Travel Plan Structure	2
<b>2.</b>	<b>Travel Plan Context</b>	<b>4</b>
2.1.	Existing Site	4
2.2.	Proposed Development	4
2.3.	Transport Hierarchy	5
2.4.	Vision	5
2.5.	Transport Hierarchy	6
2.6.	Active Travel Strategy	6
2.7.	Public Transport Arrangements	8
2.8.	Proposed Hard Infrastructure/Mitigation Measures	8
2.9.	Setting the Scene	9
<b>3.</b>	<b>Site Assessment</b>	<b>10</b>
3.2.	Existing Operation	10
3.3.	Summary of Site Accessibility	12
<b>4.</b>	<b>Existing Travel Patterns</b>	<b>17</b>
4.1.	Baseline Modal Split	17
4.2.	Pupil Survey Results	17
4.3.	Staff Survey Results	18
<b>5.</b>	<b>Travel Plan Focus, Objectives and Targets</b>	<b>20</b>
5.2.	Travel Plan Focus	20
5.3.	SMART Targets	20
5.4.	TP Timescale	20
5.5.	TP Objectives and Targets	21
<b>6.</b>	<b>Travel Plan Measures</b>	<b>22</b>
6.2.	Management, Promotion and Marketing of the TP	22
6.3.	Hard and Soft Measures	23
<b>7.</b>	<b>Management, Monitoring and Reporting</b>	<b>25</b>
7.2.	Travel Plan Management	25
7.3.	Funding	25
7.4.	Monitoring, Review and Reporting	25
<b>8.</b>	<b>Summary and Action Plan</b>	<b>27</b>

## List of Figures

Figure 1 – Indicative Site Location Plan	2
Figure 2 – Transport Hierarchy	6
Figure 3 – Active Travel Routes and Connections Improvements	7
Figure 4 – Travel Plan Considerations	9
Figure 5 – Existing Oaklands College Cycle Parking	11
Figure 6 – Existing Parking Provision across Oaklands College	11
Figure 7 – Existing PRow Network	13
Figure 8 – Local Cycle Routes	13
Figure 9 – Cycle Isochrone	14
Figure 10 – Local Bus Services	15
Figure 11 – Student Postcodes	18
Figure 12 – Staff Postcodes	19
Figure 13 – SMART Targets	20

## List of Tables

Table 1 – Site Details	1
Table 2 – Existing Oaklands College Mode Share (2024/2025)	17
Table 3 – Student Distance to Oaklands College	17
Table 4 – Initial Staff Travel Plan Targets	21
Table 5 – Monitoring Timetable	26
Table 6 – Action Plan	27

## Appendices

Appendix A – Proposed Layout Plans

## 1. Introduction

### 1.1. Site Details

Table 1 – Site Details

Information	Detail
Travel Plan Version	2
Site Name	Oaklands College
Development Description	Application for demolition works and renovation of existing buildings and construction of new buildings and education facilities
Site Address	Oaklands College, St Albans
UK Provider Reference Number	10004835
Type of Business/School	Independent Further Education
Existing Student Numbers	3,650
Existing Staff Numbers	450
Proposed Student Numbers	4,198
Proposed Staff Numbers	495

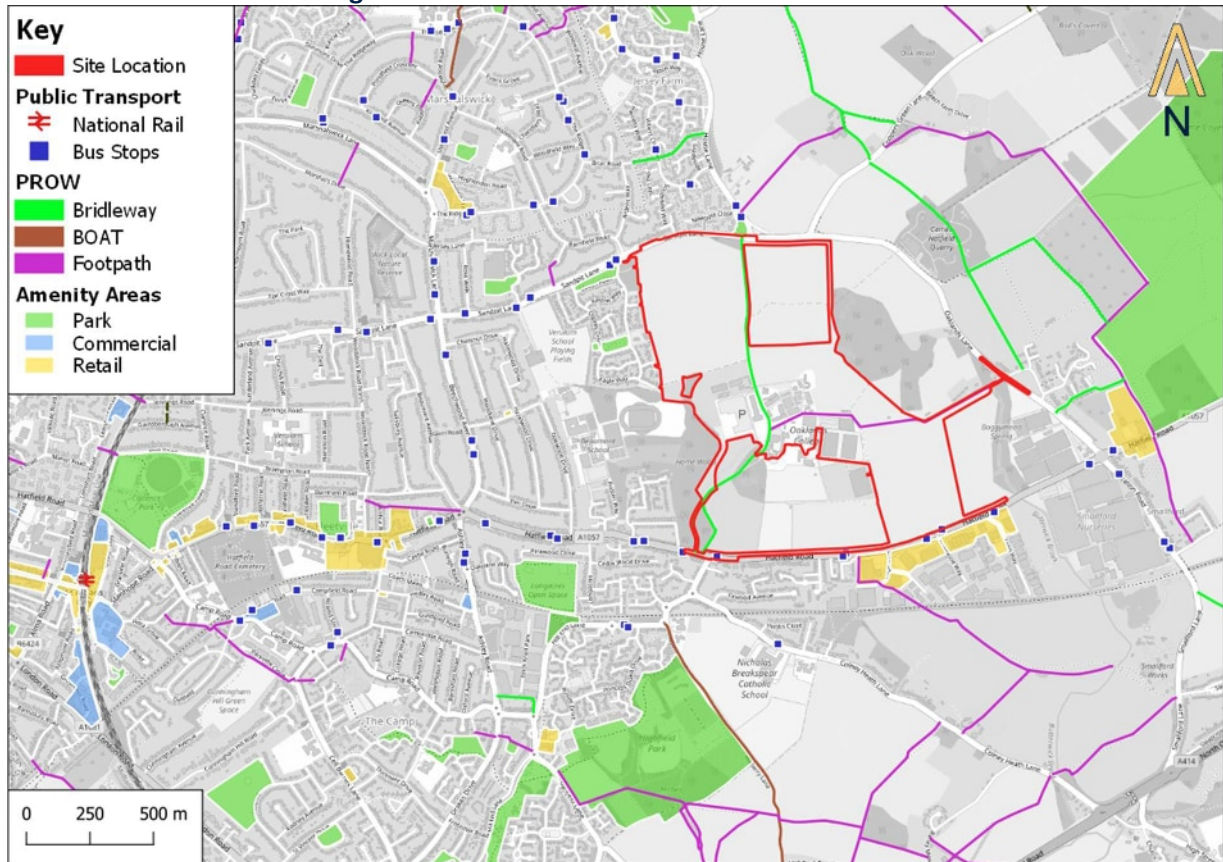
### 1.2. Context

- 1.2.1. This Framework Education Travel Plan has been prepared by Evoke Transport Planning Consultants Ltd (Evoke) on behalf of Taylor Wimpey and Oaklands College to support a hybrid planning application for a mixed-use residential-led development on land south of Sandpit Lane and the renovation and construction of new education facilities at Oaklands College in St Albans. The local planning authority (LPA) are St Albans City and District Council (SACDC), and the local highway authority (LHA) are Hertfordshire County Council (HCC).
- 1.2.2. The development proposals involve the renovation and construction of new education facilities at Oaklands College, following demolition of existing structures. The proposals are anticipated to result in a 15% increase in student numbers and a 10% increase in staff numbers at the College.

### 1.3. Site Location

- 1.3.1. The Site lies to the north-east of St Albans, between Sandpit Lane and Hatfield Road, and comprises two main areas:
- Land referred to by the Council as “Site B4 East St Albans” and herein referred to as “Oaklands Blossom” within this report; and
  - The Oaklands College and its associated facilities and sports pitches, herein referred to as “Oaklands College”.
- 1.3.2. The wider site is bordered by Sandpit Lane to the north, land owned by Oaklands College to the east, Hatfield Road to the south and by the recently constructed residential development to the north-west (also delivered by Taylor Wimpey) known as Oaklands Grange and by Home Wood ancient woodland to the south-west. The site currently comprises open land in former arable, pasture and horticultural use and the existing Oaklands College site.

**Figure 1 – Indicative Site Location Plan**



Source: QGIS

## 1.4. Travel Plan Purpose

- 1.4.1. This revised College Travel Plan has been produced to support the planning application for the proposals at Oaklands College and is an update of the former BREEAM Transport Statement and Travel Plan produced by Markides Associates in December 2024. The requirement for an updated Education Travel Plan is outlined within HCC’s Travel Plan guidance, which requires a TP for all educational developments, and within the pre-application consultation guidance received from HCC Highways.
- 1.4.2. This TP considers the existing measures in place to encourage sustainable travel and those which could be newly implemented, extended, or improved to provide a long-term modal shift away from the private car as far as reasonably possible.
- 1.4.3. This Travel Plan is specifically for the St Albans Campus. This document has been designed to be flexible in nature, providing a framework of aims and objectives, the results from the baseline surveys, potential TP measures and a framework implementation and monitoring schedule. This TP should be regularly reviewed and updated.
- 1.4.4. This Travel Plan is submitted alongside a Transport Assessment (TA), an updated College Travel Plan and a Framework Travel Plan for residential aspect, all produced by Evoke.

## 1.5. Travel Plan Structure

- 1.5.1. Following this introduction, this TP is structured as follows:

- **Chapter 2:** Travel Plan Context;
- **Chapter 3:** Site Assessment;

- **Chapter 4:** Existing Travel Patterns;
- **Chapter 5:** Travel Plan Focus, Objectives and Targets;
- **Chapter 6:** Travel Plan Measures;
- **Chapter 7:** Management, Monitoring and Reporting;
- **Chapter 8:** Summary and Action Plan.

## 2. Travel Plan Context

### 2.1. Existing Site

2.1.1. The Site lies to the north-east of St Albans, between Sandpit Lane and Hatfield Road, and comprises two main areas:

- Land referred to by the Council as “Site B4 East St Albans” and herein referred to as “Oaklands Blossom” within this report; and
- The Oaklands College and its associated facilities and sports pitches, herein referred to as “Oaklands College”.

2.1.2. The wider site is bordered by Sandpit Lane to the north, land owned by Oaklands College to the east, Hatfield Road to the south and by the recently constructed residential development to the north-west (also delivered by Taylor Wimpey) known as Oaklands Grange and by Home Wood ancient woodland to the south-west. The site currently comprises open land in former arable, pasture and horticultural use and the existing Oaklands College site.

### 2.2. Proposed Development

2.2.1. The development description is:

- *“A Hybrid planning application for a severable phased development comprising:*
  - *Full planning application for the construction of homes (use class C3); new local centre and community facility (use classes E(a to f) and F); a children’s home (use class C2); demolition and renovation of existing college buildings; construction of new college buildings (use class F1.); the creation of Active Travel Routes including footpaths for walking, cycling and equestrian activities; removal and planting of trees; along with the laying out of green infrastructure (including publicly accessible open space) and habitat creation; drainage infrastructure, earthworks, new means of access and alterations to existing access points.*
  - *Outline planning application (access only, all other matters reserved) for the construction new homes (use class C3); new extra care home dwellings (use class C2); land for the construction of a new primary school (use class F.1); demolition and renovation of existing college buildings; construction of new college buildings (use class F1.); the construction of new sports facilities and pitches; the creation of Active Travel Routes including footpaths for walking, cycling and equestrian activities; removal and planting of trees; new energy centre; new recycling facilities; new car parking facilities; along with the laying out of green infrastructure and habitat creation; drainage infrastructure, earthworks, pedestrian and cycle routes, alterations to existing access points.*
  - *The phasing of the development is indicative allowing different phases to commence at different times and independently (severable) from each other. The outline phases are the subject of parameter plans and design codes”.*

2.2.2. The proposed masterplan is attached at **Appendix A**.

2.2.3. In summary, this application is submitted as a hybrid application, comprising:

- Full Detail application for:
  - 167 residential dwellings;
  - A children’s home;
  - New local centre comprising:
    - Up to 578sqm of commercial floorspace (Use Classes E (a to f)); and

- Approximately 100sqm of community floor space (Use Class F);
  - Provision of open space;
  - Demolition works and renovation of existing Oaklands College buildings;
  - Construction of new buildings and education facilities for Oaklands College; and
  - With the following matters to be approved – access, layout, scale, appearance and landscape;
- Outline application for:
- Up to 305 residential dwellings;
  - Up to 70 extra care homes;
  - Land for two form entry primary school, anticipated to provide 420 pupil spaces.

- 2.2.4. Pedestrian and cyclists will be prioritised throughout the development, with access for these users obtained in various locations surrounding the Site, with improvements to existing routes as well as the provision of new routes.
- 2.2.5. Vehicular access to Oaklands Blossom is proposed via the creation of two access points off the southern side of Sandpit Lane, with the eastern access taking the form of a ghost island right-turn lane and the western access taking the form of a simple priority junction.
- 2.2.6. Vehicular access to Oaklands College will be retained from the two existing access points, with both accesses subject to improvements.

### **2.3. Transport Hierarchy**

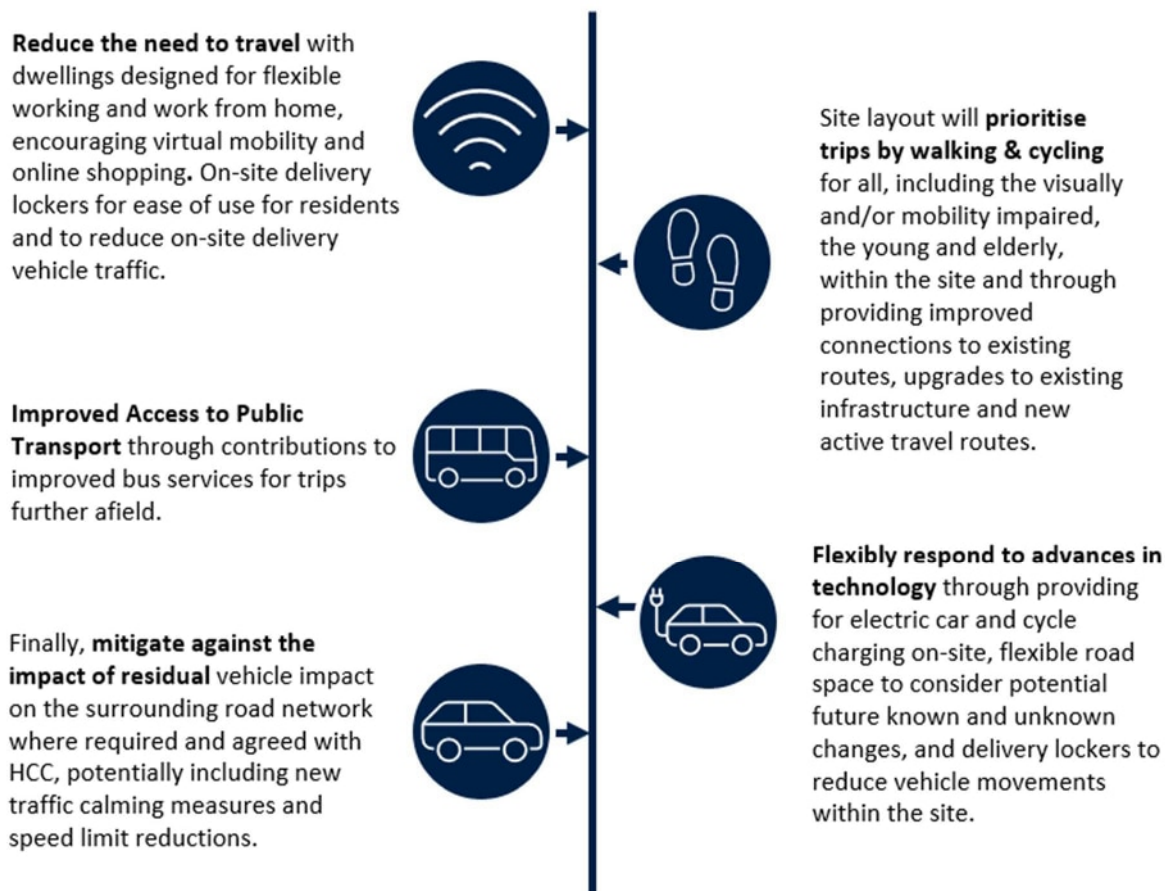
- 2.3.1. The preliminary masterplan, including access and off-site highway considerations have been prepared with the transport hierarchy at the forefront in accordance with local and national policy; placing priority first on a reduced need to travel and travel by pedestrians, cyclists and public transport.
- 2.3.2. The following sections demonstrate that suitable access to the site can be achieved for all potential future site users and shows that the proposed development would enable supporting off-site improvements which would provide wider benefits to the surrounding local community.

### **2.4. Vision**

- 2.4.1. The overriding principle of the indicative masterplan is to create a neighbourhood that contains high quality landscaping, including green open spaces and play spaces, in addition to strategic planting to soften the visual impact of the internal road network and built up areas. The proposals will provide safe and suitable vehicular access, however active travel routes and permeability for pedestrians and cyclists has been prioritised at the core of the development, including connections to both formal active travel routes and leisure routes in accordance with HCC's transport user hierarchy. Further information on the vision and transport hierarchy for the whole site is shown in Figure 2.

Figure 2 – Transport Hierarchy

The **Vision** for the site promotes a hierarchical approach to **Transport**:



## 2.5. Transport Hierarchy

- 2.5.1. The preliminary masterplan, including access, on-site and off-site highway considerations have been prepared with the transport hierarchy at the forefront in accordance with local and national policy; placing priority first on a reduced need to travel and travel by active modes (walking and cycling) and public transport.
- 2.5.2. The following sections demonstrate that suitable access to the site can be achieved for all potential future site users and shows that the proposed development would enable supporting off-site improvements which would provide wider benefits to the surrounding local community.

## 2.6. Active Travel Strategy

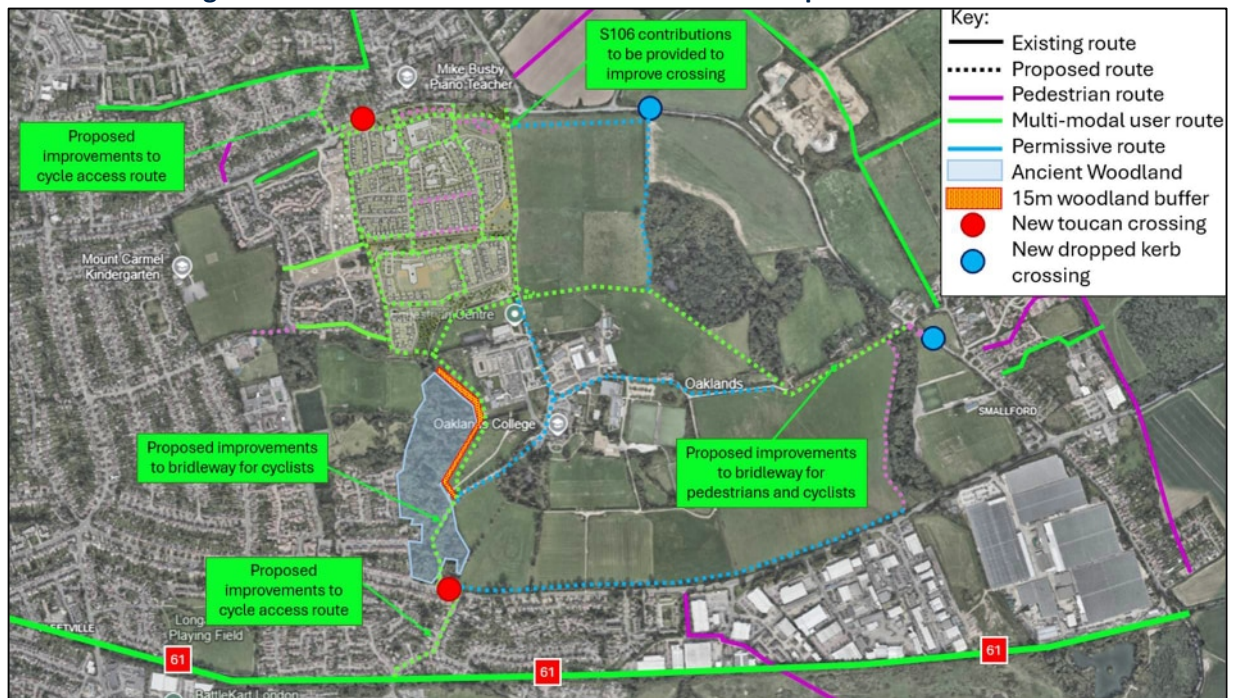
- 2.6.1. The site provides an opportunity to improve active travel links in all directions as well as enhancing existing Public Rights of Ways. Within the draft allocation for the site, a number of key development requirements are outlined, which have been considered and incorporated as part of the development proposals.
- 2.6.2. It is proposed that the following pedestrian and cycle infrastructure is provided as part of the development:

- New 3m wide shared cycle/footway on the southern side of Sandpit Lane, connecting with the existing infrastructure to the west at Oaklands Grange. The shared cycle/footway will be

- provided adjacent to Sandpit Lane’s carriageway to the west of the primary access, with an alternative route offset to the south within the proposed development site to retain the existing vegetation along the carriageway, as provided for the neighbouring Oaklands Grange site;
- New active travel routes and connections provided internally within the site, which will provide improved non-motorised users routes;
  - Existing bridleways within the Site improved to provide enhanced and separate pedestrian, cycle and equestrian routes;
  - New toucan crossing across Sandpit Lane in the north-western corner of the development to connect with existing infrastructure on the northern side;
  - New toucan crossing across Hatfield Road to the east of South Drive to provide new cycle crossing;
  - New 2m wide footway on western side of Oaklands Lane south of East Drive to connect to a new dropped kerb pedestrian crossing equipped with dropped kerbs and tactile paving across Oaklands Lane to connect with existing infrastructure on the eastern side;
  - Contribution to upgrade existing dropped kerb crossing on Sandpit Lane at North Drive to provide a Toucan crossing delivered by HCC;
  - Improvements to the cycle route to Jersey Lane via Barnfield Lane and Ardens Way, through new shared cycle/footway on Barnfield Road, improved signage and road markings and improved crossing facilities;
  - Improvements to the cycle route to Alban Way via Colney Health Lane and Hill End Lane, through new crossings, alterations to the existing highway layout to provide priority to cyclists over vehicles and traffic calming measures to improve the street scene for cyclists.

2.6.3. The proposed improvements are demonstrated in Figure 3.

**Figure 3 – Active Travel Routes and Connections Improvements**



Source: Google Earth

2.6.4. Overall, the site is well positioned to benefit from a number of existing high-quality pedestrian and cycle links within the vicinity of the site. The provision of pedestrian and cycle accesses in multiple locations and in all directions will further enhance these pedestrian and cycle routes for future site users and enhance the permeability of the site connecting to the existing network. The routes are designed to be

accessible for all including those with mobility impairments whilst also benefiting from informal surveillance from adjacent properties and on the desire line to key facilities and services.

- 2.6.5. Within the site itself a network of active travel routes will be provided throughout the site to encourage active travel and provide permeable and attractive routes serving the main pedestrian and cycle desire lines to bus stops and local amenities whilst also routing through the open green spaces within the site.
- 2.6.6. The development proposals involve extensive improvements to the local walking and cycling infrastructure, prioritising these users, in accordance with local policy and guidance. The majority of improvements accord with the requirements outlined within the LCWIP, Sandridge Parish Neighbourhood Plan and the draft site allocation.

## **2.7. Public Transport Arrangements**

- 2.7.1. The proposals incorporate a bus improvement scheme for Oaklands Blossom. The internal layout has been designed to accommodate bus access for the spine road loop, with the intention for the proposals to accommodate a bus route to/from St Albans City Centre.
- 2.7.2. Bus stops will be provided throughout the site to ensure all future end users of the site, including residents, staff, pupils and parents and visitors have access to bus services within a 400m distance, as referred within the 'Bus Services & New Residential Developments' guidance (January 2025). In addition, a stop will be provided in the south-western corner of the site to ensure Oaklands College users can access this service within short walking distance using North Drive.
- 2.7.3. The internal loop road route for buses has been designed with a minimum clear carriageway width of 6.5m wide with the whole route designed to permit two buses to pass in opposing directions, in accordance with the above guidance. The development will provide a public transport contribution to HCC to fund a diverted/extended route or a new route.
- 2.7.4. The proposals also involve improvements to the existing bus stops on Hatfield Road, which serve Oaklands College. The proposals involve shifting the westbound bus stop to the east of Colney Heath Lane, the removal of the eastbound bus layby and subsequent widening of the existing footway to provide enhanced waiting facilities and areas for bus users. In addition, both stops will be provided with shelter and real-time information to improve further improve the facilities.

## **2.8. Proposed Hard Infrastructure/Mitigation Measures**

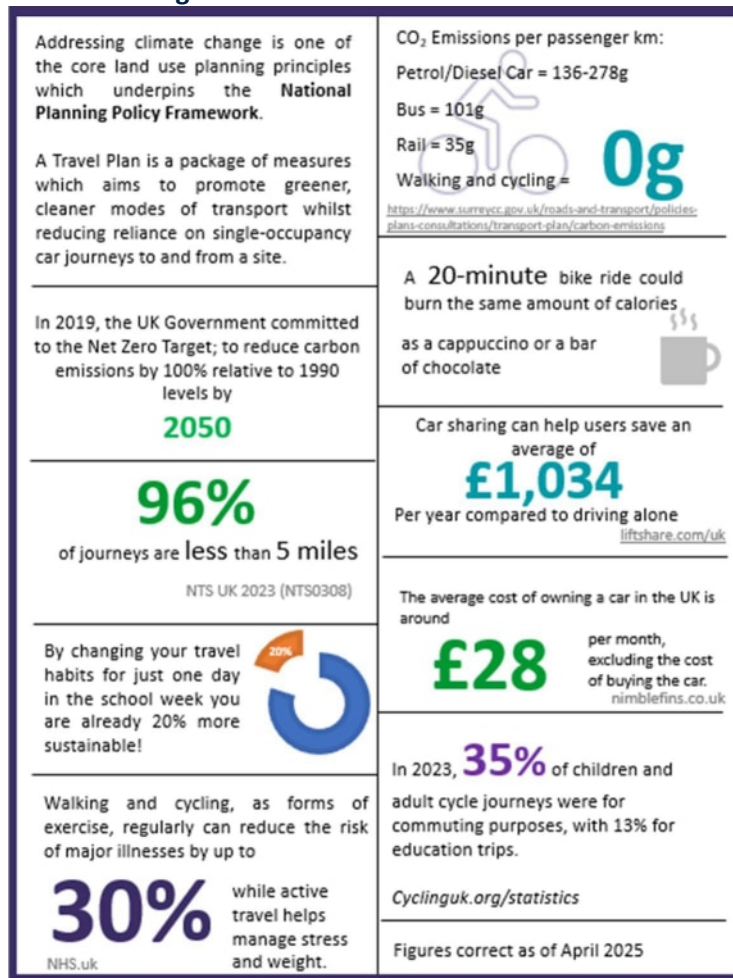
- 2.8.1. The proposals involve new cycle parking and electric vehicle charging provision in accordance with SACDC's standards.
- 2.8.2. Identified mitigation measures include:
  - The site has been designed to incorporate key desire lines for all modes, ensuring priority direct access for pedestrian, cyclists and the mobility impaired and connect with existing pedestrian and cycle network;
  - Significant improvements to the existing access routes to the site for pedestrians and cyclists;
  - Suitable and appropriate lighting, overlooking and the use of natural surveillance will be applied for routes to maximise the potential for active travel amongst future users;
  - The provision of a toucan crossing facility on Sandpit Lane and Hatfield Road, and a dropped kerb crossing on Oaklands Lane which can be secured through a Section 278 agreement;
  - Provision of contribution for HCC to provide a new Toucan crossing where North Drive adjoins Sandpit Lane;
  - The provision of bus stops and shelters within Oaklands Blossom within walking distance of North Drive;

- Improvements to the existing bus stops on Hatfield Road to enhance waiting facilities;
- Provision of mobility hub at the local centre incorporating bus stops, cycle parking and potential car clubs and parcel lockers;
- A contribution towards improving public transport within the vicinity of the site which can be secured through a Section 106 agreement.

## 2.9. Setting the Scene

- 2.9.1. In accordance with HCC’s Travel Plan Guidance, all educational developments require a Travel Plan to be submitted. This Travel Plan will relate to Oaklands College.
- 2.9.2. Figure 4 outlines some of the key considerations that underpin this Travel Plan.

**Figure 4 – Travel Plan Considerations**



### 3. Site Assessment

3.1.1. This Chapter provides an assessment of the site, considering the proposed development and infrastructure surrounding the site to support the development proposals which are key to the development of this Travel Plan. Further discussion can be found in the accompanying TA.

#### 3.2. Existing Operation

3.2.1. Oaklands College is one of the largest further education and training providers in Hertfordshire and the site comprises the St Albans Campus. The College is an independent further education facility for student aged 16 and over, with a current total of 3,650 pupils and 450 staff.

3.2.2. The college accommodates a number of additional uses outside of the educational use, including regular and irregular uses, which have been summarised below:

##### ➤ Regular Use

- Hockey Club: regular usage for weekday evenings and weekends
- Zoo/farm/stables restaurant: weekend and Thursday evenings. Approximately 50-100 guests per week;
- Regular sports facility use, in evenings, on weekends and in school holidays. Between 1400-2000 attendees per week;

##### ➤ Irregular Use

- Lambing: 2 day event 10am -10pm. 3000-6000 attendees per day;
- OaktoberFeast: 1 day event. 10000 attendees
- Oakfest: 1 day event. 3000-5000 attendees per day;
- FE Games: 1 day event. 2000-3000 attendees per day;
- Foodies Festival: 3 day event. 5000-6000 attendees per day;
- Nashville Event: 3 day event. 5000-6000 attendees per day.

##### Access

3.2.3. There are currently three main access points to the St Albans Campus; South Drive, East Drive and North Drive. North Drive is a designated bridleway, providing access from Sandpit Lane to the north of the College for pedestrians, cyclists and equestrians. South Drive comprises the main access to the College from Hatfield Road to the south-west of the campus, which is also a designated bridleway, with separate pedestrian and vehicle provision. East Drive comprises the secondary access to the College from Oaklands Lane to the east of the campus, which is a designated Public Right of Way (PRoW) footpath with vehicle access to the College.

##### Parking Provision

3.2.4. Cycle parking is currently provided across the Oaklands College campus in various locations, as shown in Figure 5. This demonstrates that a total of 114 formal cycle parking spaces are provided across the campus, of which 82 spaces benefit from shelter. Existing sports changing rooms provide staff and students with opportunities for showering and changing facilities for when travelling to the College by active modes of transport.

**Figure 5 – Existing Oaklands College Cycle Parking**



Source: Google Earth

- 3.2.5. The proposals at Oaklands College involve the provision of 164 new cycle parking spaces, of which 108 spaces are to be provided within three secure and sheltered cycle stores, and the remaining 56 spaces as short-stay Sheffield stands distributed across the campus.
- 3.2.6. Within the previous Oaklands College Travel Plan, it was stated that the total parking provision across the College was 589 spaces. As part of the recent changes to the campus to create a car free centre, all parking within the centre of the campus has already been removed, with a new informal overflow car park provided on the northern side of East Drive, as shown in Figure 6 below.

**Figure 6 – Existing Parking Provision across Oaklands College**



Source: Google Earth

- 3.2.7. The proposals at Oaklands College involve re-providing the existing parking spaces on East Drive within a new car park which will be located further east. A total of 153 car parking spaces are proposed within

the new car park, including eight disabled spaces and 31 spaces equipped with active electric vehicle charging provision, as well as seven new coach spaces.

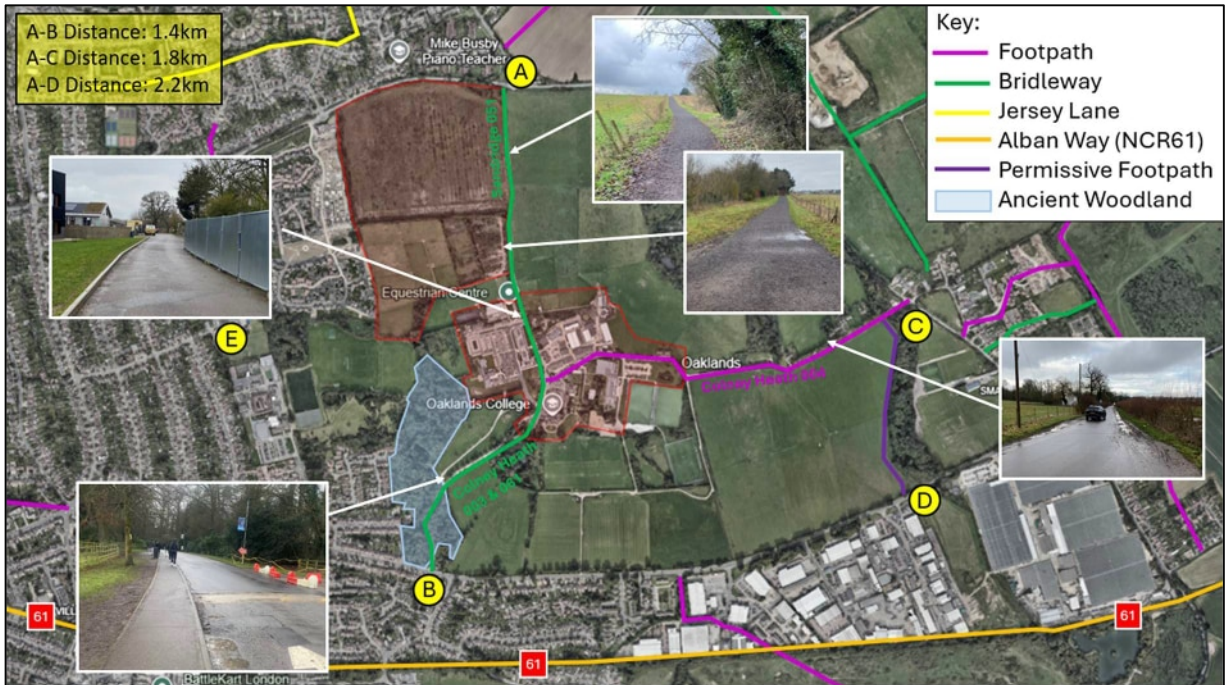
- 3.2.8. In addition, the proposals involve the provision of four new disabled parking spaces adjacent to the new Gateway building, and six minibus drop off bays by the new High Needs building. As such, the development proposals will retain parking at the previous levels, whilst improving the provision for disabled users, minibuses and coaches.

### **3.3. Summary of Site Accessibility**

#### Walking

- 3.3.1. The Chartered Institute for Highways and Transport (CIHT) guidance, 'Planning for Walking' (2015) states that 'walkable neighbourhoods are typically characterised as having a range of facilities within 10 minutes' walking distance (around 800m) with the Guidelines for Providing for Journeys on Foot (2000), stating in paragraph 3.32 that the preferred maximum walking distance to facilities and local services is two kilometres (around 25 minutes).
- 3.3.2. Further CIHT guidance which also notes that 'the propensity to walk or cycle is not only influenced by distance but also the quality of the experience; people may be willing to walk or cycle further where their surroundings are more attractive, safe and stimulating.'
- 3.3.3. Hatfield Road is provided with continuous footways on both sides of the carriageway, varying in width between 1.3-3.7m wide. Directly to the west of the Oaklands College South Drive access, a signalised pelican crossing equipped with dropped kerbs and tactile paving is provided for pedestrians to cross Hatfield Road. Other key crossing points benefit from dropped kerbs, tactile paving and refuge islands for wider crossing points, such as Colney Heath Lane.
- 3.3.4. Oaklands Lane to the south of the East Drive access with Oaklands College is provided with a footway on the eastern side of the carriageway, measuring approximately 1.5m in width. The footway provides a continuous route south to pedestrian infrastructure on Hatfield Road.
- 3.3.5. All other roads surrounding the site, including Colney Heath Lane and Hill End Lane, are provided with footways on both sides of the carriageway, with crossing points equipped with dropped kerbs and tactile paving.
- 3.3.6. Within and surrounding the site there is an extensive PRow network. The network within the development site is shown in Figure 7, with further information on each route provided below. In addition, mapping of the wider PRow network is shown in Figure 1.

**Figure 7 – Existing PROW Network**



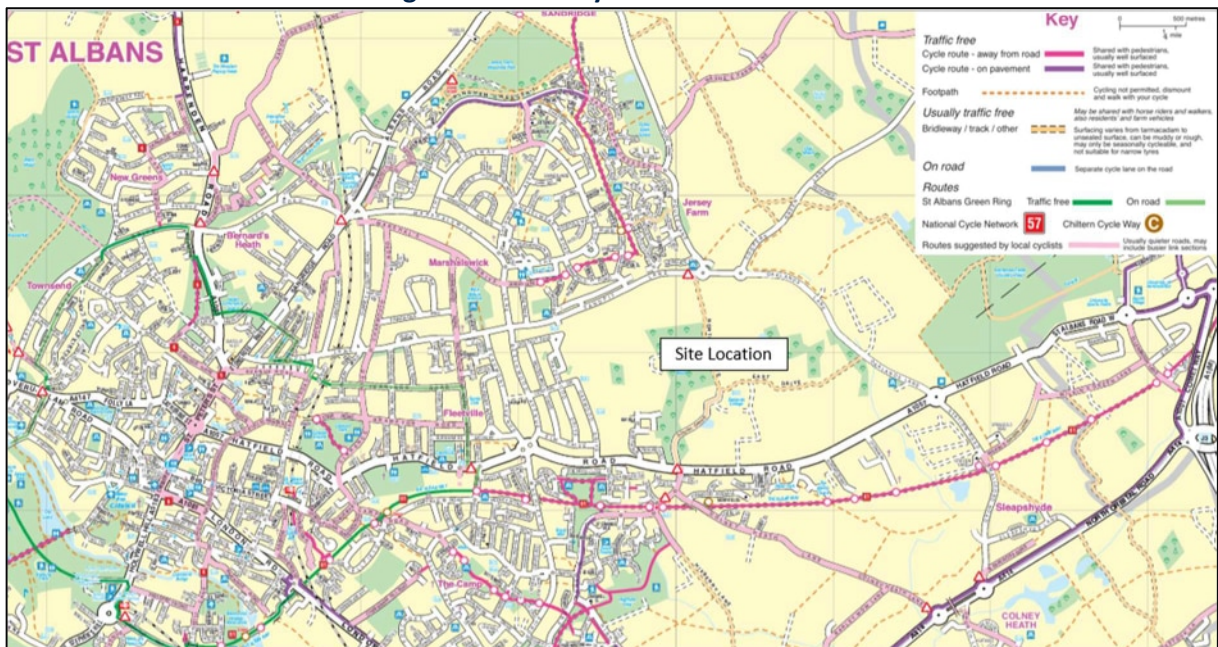
Source: Google Maps

\*Note: East Drive to be upgraded to a bridleway and Boggymead Spring upgraded to a footpath under the Oaklands Grange S106

**Cycle Network**

3.3.7. Cycling is also considered an important mode of sustainable travel, and five miles (8km) is generally considered an ‘achievable’ cycle distance for most people (source: LTN 1\20, Cycle Infrastructure design). St Albans local cycle routes map is shown in Figure 8, which demonstrates there is a network of cycle routes in and around the site.

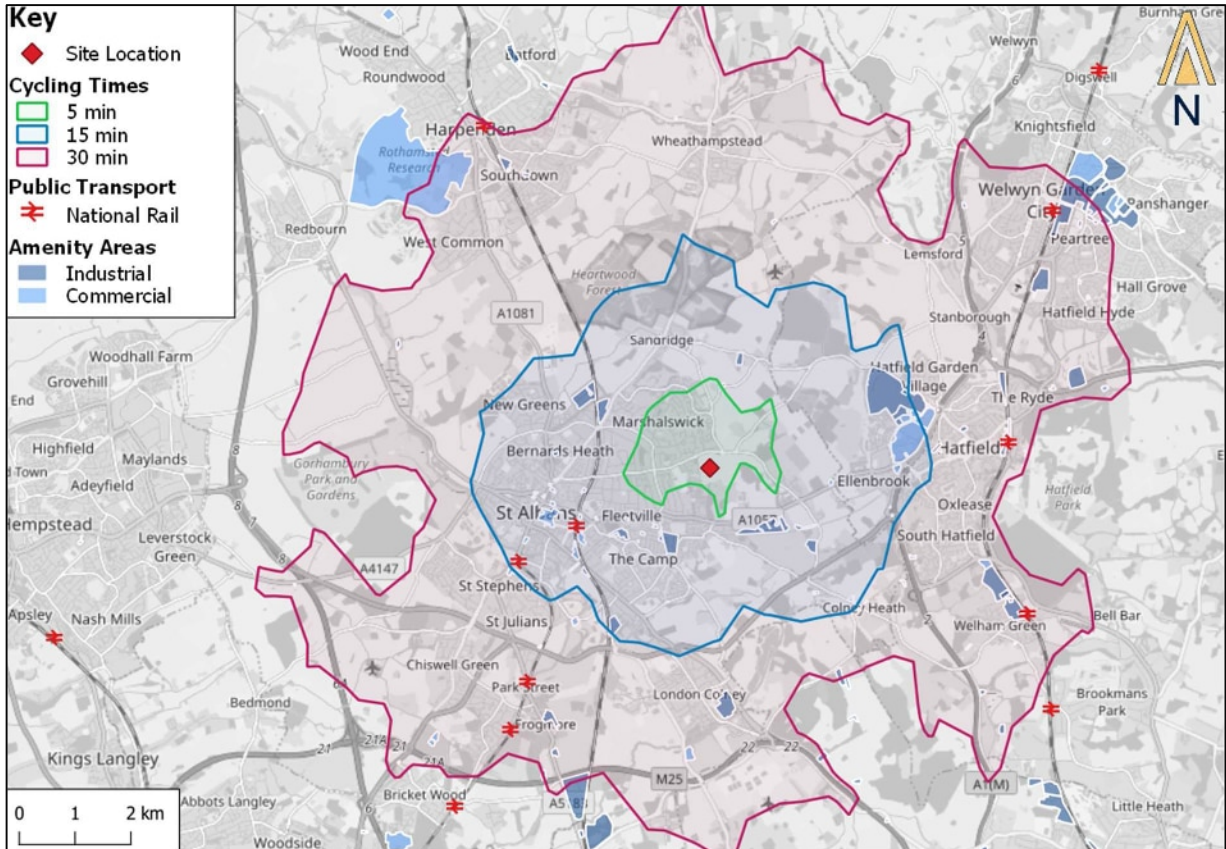
**Figure 8 – Local Cycle Routes**



Source: St Albans Cycle Map

3.3.8. Figure 9 demonstrates the areas accessible within a 30-minute cycle of the site, showing that St Albans City Centre and Railway Station are accessible within a 10-minute cycle of the site. In addition, key employment destinations of Welwyn Garden City, Harpenden and Hatfield are accessible within a 30-minute cycle. As such, it is evident that travel to and from the site by cycle is a viable mode of travel.

**Figure 9 – Cycle Isochrone**



Source: QGIS and OpenStreetMap

#### Proposed Pedestrian and Cycle Improvements

- 3.3.9. The development has been designed with a focus on prioritising pedestrian and cycle access to and from the site in order to encourage walking and cycling for all users, regardless of age, health and mobility impairments.
- 3.3.10. As aforementioned in Section 2.6, the development proposals involve a host of improvements to the pedestrian and cycle networks within the site, as well as on the surrounding network, which will provide significant benefits for future end users of the development, as well as existing residents and communities within St Albans, further enhancing the sustainability credentials of the developments.
- 3.3.11. Further detailed information on the proposed schemes can be found within the TA.

#### Bus Access

- 3.3.12. Within Stagecoach’s Bus Services New Residential Developments Design Guide (2017), 400m is generally accepted by most stakeholders, including Stagecoach, as an appropriate guideline to aim to meet. However, there will be circumstances where, to achieve this standard for all dwellings within a scheme, results in an inefficient and contrived layout, greatly undermining the potential effectiveness of the proposed bus route.



### Rail Access

- 3.3.17. St Albans City Railway Station is located 3.1km to the south-west of the site, accessible by an 11-minute cycle or by existing bus services. Services from St Albans City Railway Station run between Bedford, Luton, Sutton, Brighton and Three Bridges at a frequency of approximately two services per hour in each direction. The station provides step free access to all platforms.
- 3.3.18. The station is provided with a 1,150 cycle stands which are covered by CCTV. Alban Way routes in close proximity to the station with a cycle route provided along Charrington Place up to the station.

### Proposed Public Transport Improvements

- 3.3.19. The proposals involve improvements to the existing bus stops on Hatfield Road. The proposals involve shifting the westbound bus stop to the east of Colney Heath Lane, the removal of the eastbound bus layby and subsequent widening of the existing footway to provide enhanced waiting facilities and areas for bus users. In addition, both stops will be provided with shelter and real-time information to further improve the facilities.
- 3.3.20. In addition, the enhanced route to the Alban Way ensures that there is a direct cycle link to the station.

## 4. Existing Travel Patterns

### 4.1. Baseline Modal Split

- 4.1.1. Within the Travel Plan produced in December 2024 to support the BREEAM Assessment at the College, the document involved existing student mode share information, which has been reproduced below. The previous Travel Plan included census mode share for staff and therefore to calculate an accurate existing mode share, a travel survey was undertaken for existing staff of Oaklands College in March 2025. A total of 419 staff responses were received, equating to a 74% response rate. The resulting modal share for existing students and staff are summarised below in Table 2.

**Table 2 – Existing Oaklands College Mode Share (2024/2025)**

Mode	Pupils	Staff
Train	60%	2.4%
Bus		4.8%
Taxi	0%	0%
Motorcycle	0%	0%
Car Driver	4%	78.2%
Car Passenger	0%	5.1%
Bicycle	2%	1.3%
On foot	35%	7.8%
Other	0%	0.4%
<b>TOTAL</b>	<b>100%</b>	<b>100%</b>

- 4.1.2. Table 2 shows that the majority (60%) of pupils arrive to the college by public transport, with the majority anticipated to be by bus. A total of 37% of pupils travel by active modes of transport, with 35% on-foot. Only 4% of pupils arrive by private car.
- 4.1.3. With regards to staff, 78% of journeys are undertaken by private car, with an additional 5% as car passengers. A total of 16% of journeys are undertaken by sustainable modes of transport, with the majority (8%) undertaken on-foot.

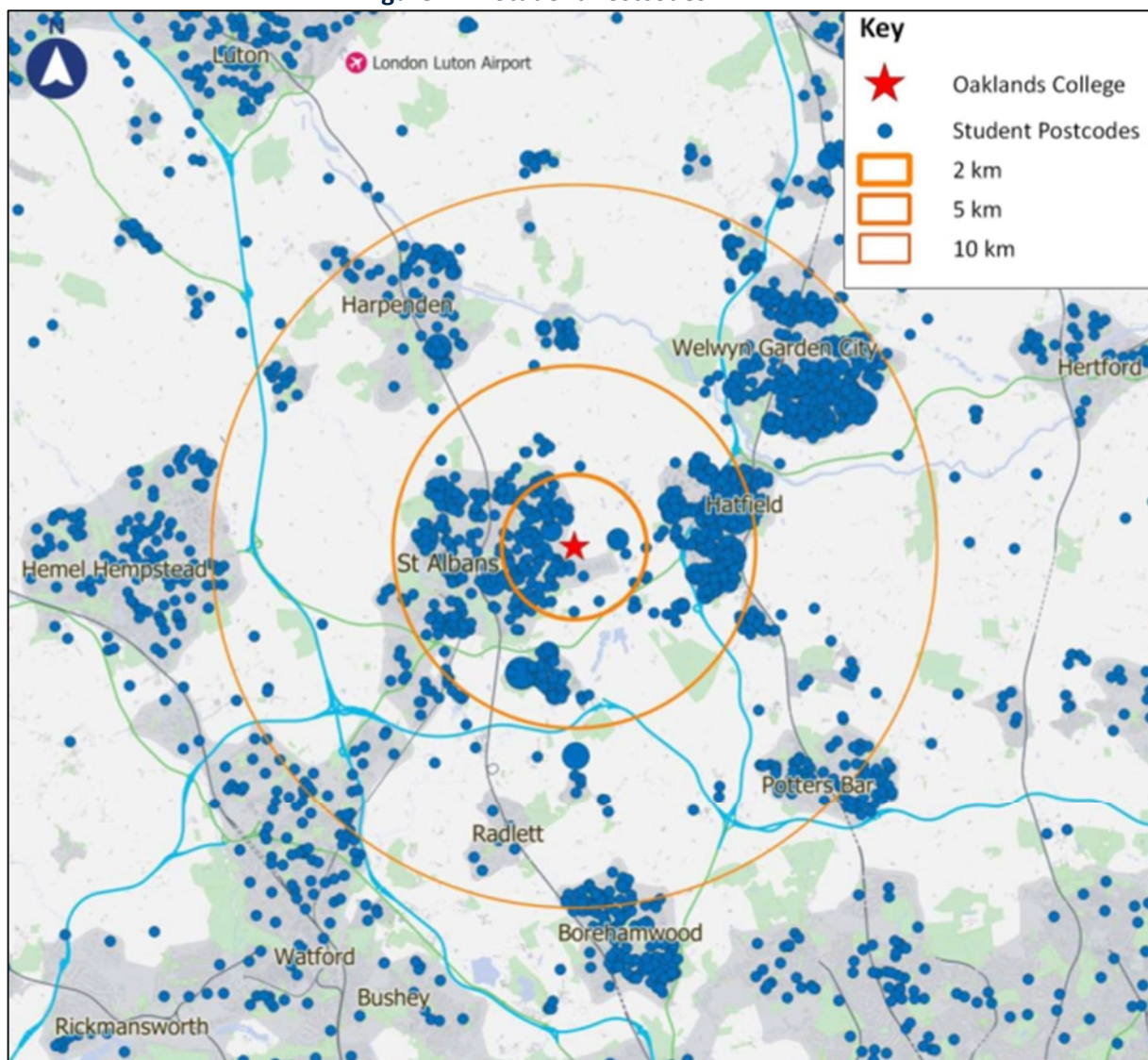
### 4.2. Pupil Survey Results

- 4.2.1. Student's home postcodes were collected and analysed to understand the distances that students travel to the College. Table 3 and Figure 11 show that students live some distance from the college with only 4% living within a 2km catchment area and 20% living within a 5km catchment area. The majority (51%) of students live more than 10km from the college.

**Table 3 – Student Distance to Oaklands College**

Distance	Number of Students	% of Students
Up to 2km	135	4%
2-5km	656	20%
5-10km	841	25%
More than 10km	1729	51%

Figure 11 – Student Postcodes



Source: Markides Associates Travel Plan (Document Number BTSTP01)

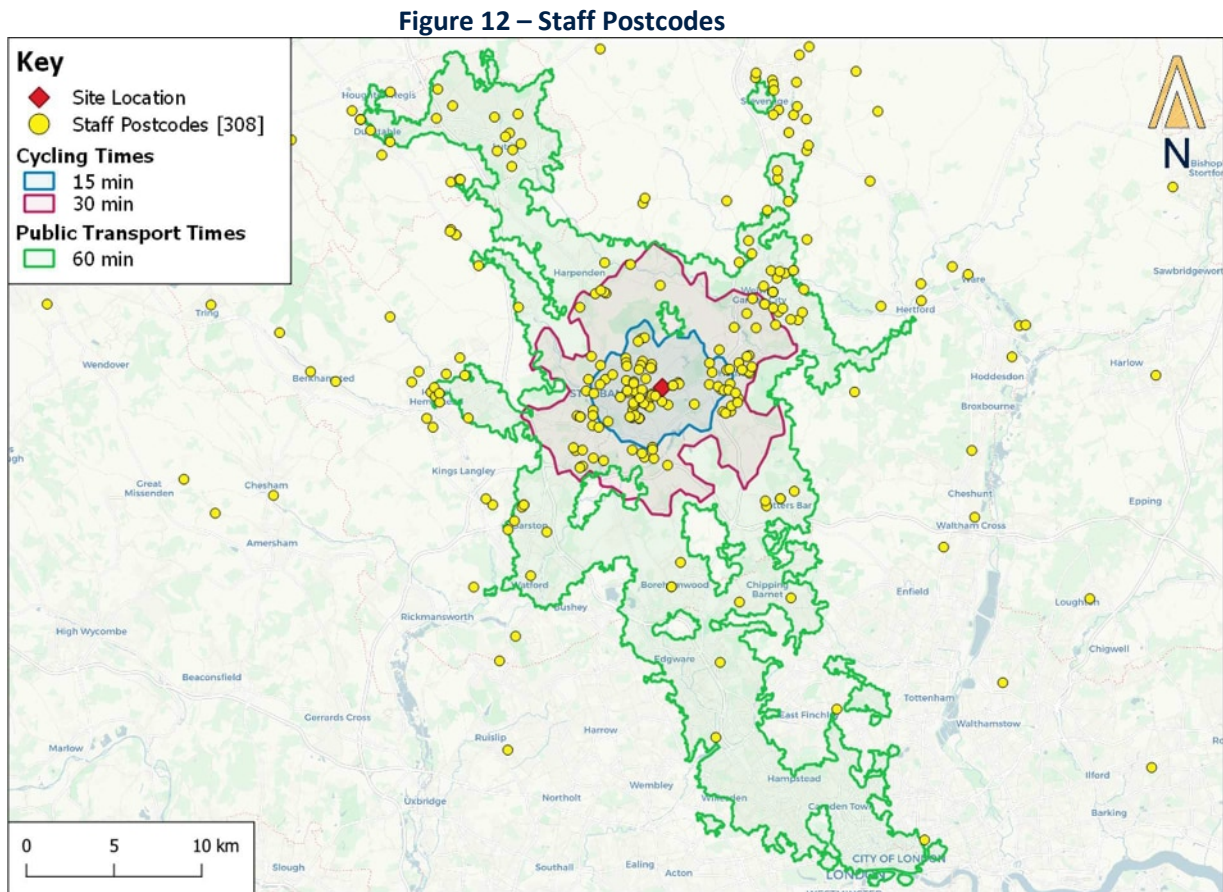
- 4.2.2. The postcode areas with the highest number of pupils are AL7 (south-east of Welwyn) and AL10 (north Hatfield) with 11 and 10% of students respectively, both located to the east of the college with bus services 301, 602, and 724 available to/from these areas. The remaining postcodes within the St Albans area consist of approximately 24% of the students, giving a total of 46% of students in the AL postcodes.
- 4.2.3. Of the remaining students approximately 14% live within Stevenage postcode areas (SG), 10% in Luton postcodes area (LU), and 7% in both Enfield (EN) and Hemel Hempstead (HP) postcode areas.

### 4.3. Staff Survey Results

- 4.3.1. As aforementioned, a staff survey was undertaken in March 2025. A summary of the key findings is outlined below.
  - 66% of staff work full-time, with 30% part-time and 4% as contractors/agency staff;
  - 75% of staff typically start work between 6am-9am, with the 18% starting between 9am-12pm;
  - 81% of staff typically finish work between 3pm-6pm, with 7% saying their shift patterns are too varied;
  - 95% of staff are not Blue Badge holders;

- Of those that cycle to the College, 11% use the Alban Way cycle route, 5% use the Jersey Lane cycle route, 63% don't use the routes but know of them, however 21% of cyclists have never heard of these routes;
- Convenience/ease, no alternative and faster were the most frequently selected factors that influence choice of travel;
- When asked for reasons why staff don't travel to work by bus or train, the most frequent answers were 'journey is too long by bus/train', 'no direct bus/train services available' and 'no services available from home';
- When asked for reasons why staff don't walk to work, 73% of respondents said too far;
- When asked for reasons why staff don't cycle to work, 53% of respondents said too far, 13% said don't have a bike and 9% said too dangerous.

4.3.2. Staff postcode data was obtained as part of the survey, with the results shown in Figure 12.



Source: QGIS

- 4.3.3. As demonstrated above, a total of 24% (74) of staff live within St Albans, within a 15-minute cycle of the College campus. An additional 18% (55) live within a 30-minute cycle. As such, it is evident that 42% of staff live within a reasonable cycle distance of the college, predominantly within St Albans and Hatfield, which are accessible via the Alban Way, with the proposals improving access to this route which will further enhance opportunities for cycle by travel for staff.
- 4.3.4. In addition, of the staff postcodes provided, a total of 62% (192) of staff live within a 60-minute journey time by public transport to the College. As such, it is evident that there is potential to increase the percentage of staff travelling by sustainable modes of transport to the site, with high potential for increases in cycle use and public transport use.

## 5. Travel Plan Focus, Objectives and Targets

5.1.1. Following a review of the existing site conditions and current mode split, and the measures which this proposal will put in place to support and encourage travel by sustainable modes, this Chapter details the objectives and targets which this ETP seeks to achieve.

### 5.2. Travel Plan Focus

5.2.1. The focus of this TP is to encourage future staff, pupils and visitors to utilise sustainable modes of transport other than private car. The TP will implement a number of hard and soft measures to enhance **active travel** and **public transport** use. Specifically, this will build upon the established network of pedestrian and cycle links within the vicinity, together with improvements to public transport services to support and encourage sustainable travel choices for future site users.

5.2.2. The hard measures proposed include providing **new active travel routes** to encourage walking and cycling for future site users as well as residents within the vicinity, **improvements to existing off-site** pedestrian and cycle routes, as well as providing appropriate cycle storage to support **cycling** use as a realistic and viable mode of travel for all site users. In addition, the design of the internal road network throughout the site will **prioritise and enhance the attractiveness of walking and cycling** and **increase connectivity** through being on the key desire lines to facilities, services and public transport connections. Furthermore, the proposals involve improvements to the existing bus stops on Hatfield Road to further encourage **public transport use**.

5.2.3. The soft measures proposed involve increasing knowledge and awareness of sustainable transport modes on offer to enhance **public transport** use and uptake of **walking** and **cycling**.

5.2.4. The TP and associated measures will be managed on-site through a Travel Plan Co-ordinator, who will **provide information to staff, pupils and visitors** and generally **manage and monitor the TP**. The provision of information to site users is key to ensure long-term success of the TP.

### 5.3. SMART Targets

5.3.1. SMART (Specific, Measurable, Achievable, Realistic and Time-bound) targets have been set alongside the development objectives for staff and pupils based upon baseline survey data.

5.3.2. Figure 13 breaks down the acronym and identifies the requirements of the targets.

Figure 13 – SMART Targets



### 5.4. TP Timescale

5.4.1. The TP will be formally monitored over seven-years from first occupation, in accordance with HCC's guidance; however the TP, including many of its measures will be in place from Day 1.

5.4.2. The monitoring surveys will take place within three months following first occupation of the new development buildings.

## 5.5. TP Objectives and Targets

5.5.1. The site-specific objectives, along with the initial targets set out for Years 1, 3, 5 and 7 are set out in Table 4 for staff. The overarching target for students is to retain the reduced level of car trips undertaken by students, given the existing low level of car use amongst students. As such, no formal targets have been produced, however mode share will continue to be monitored over the TP lifetime.

5.5.2. These targets utilise the baseline data together with the targets outlined within HCC’s Travel Plan Guidance. Further information in relation to achieving SMART target status is provided in the Action Plan, contained in Table 6 where the following stages are important:

- **Baseline:** Current mode split for staff based on current survey results. Initial Targets outlined;
- **Year 2-6:** Targets monitored and refined, if necessary, as staff and pupils travel practices are embedded into their everyday lives and visitor travel patterns are established with ongoing measures to continue to encourage mode shift; and
- **Year 7:** The Travel Plan is part of the overall working of the site and is fully integrated with it. Providing staff and pupils with sustainable travel options is an integral part of the experience and the TP Measures provide maximum benefits.

5.5.3. The overarching target for staff is to reduce the use of private car, with a resultant increase in the use of sustainable modes of transport.

**Table 4 – Initial Staff Travel Plan Targets**

Specific Objective	How will this be achieved?	Initial Staff TP Targets			
		Baseline (2025)	Year 3	Year 5	Year 7
To reduce level of reliance on the use of private cars (total decrease of 10% over seven years)	On site Cycle Parking	78%	75%	72%	68%
To increase the use of passenger transport (bus and rail) to and from the development (total increase 2% bus, 2% rail)	Network of Pedestrian and Cycle Routes connecting with existing infrastructure, including improvements to existing network	7%	8%	9%	11%
To increase and support the use of car share to and from the development (total increase 2%)	Public transport contributions for improvements to local bus services	5%	6%	7%	7%
To encourage carbon-neutral, active travel modes to/from the development (total increase 2% walk, 2% cycle)	Specific Travel Plan measures set out in Section 6	9%	10%	11%	13%
To retain all other modes at or around their current (baseline) levels		1%	1%	1%	1%
<b>TOTAL</b>		<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

5.5.4. The overarching target for students is to retain the reduced level of car trips undertaken by students, given the existing low level of car use amongst students. As such, no formal targets have been produced.

## 6. Travel Plan Measures

6.1.1. This Chapter sets out the measures to be implemented through the lifetime of the TP, proportionate to the scale of the development proposals. Whilst the formal TP targets will focus on staff and pupils, the measures are site-wide, applying to deliveries and visitors.

### 6.2. Management, Promotion and Marketing of the TP

#### Travel Plan Co-ordinator (TPC)

6.2.1. The success of Travel Plans is dependent on a nominated individual(s) being given the time and resources. The TPC is likely to either be an individual(s) from the College or an externally appointed private consultant.

6.2.2. The TPC will act as the day-to-day point of contact for enquiries, helping to develop and implement the measures proposed in this TP, and taking a lead role in the monitoring process. Key duties of the TPC include:

#### ➤ Pre-Occupation

- Prepare marketing material advising on travel options to the College;
- Ensure travel details and accessibility are included in staff induction packs and in college marketing information;
- Create Travel Plan Welcome Packs for employees and students;
- Liaise with neighbouring Travel Plan Coordinators at any forthcoming developments within the vicinity;
- Ensure that travel planning measures are in place from the outset.

#### ➤ Upon Occupation

- Provide a Welcome Pack to staff and pupils including public including public transport information, maps of key walking and cycling routes within the vicinity and cycle parking provision on site and in the local area; and
- Undertake updated travel surveys for staff and pupils within three months of first occupation of new buildings to ensure that travel patterns have been set by end users and a representative sample will be achieved.

#### ➤ Annual basis thereafter

- The Travel Plan Coordinator would update the staff and pupil travel details through conducting annual surveys, commencing within three months of first occupation of new buildings, and continuing till 7 years post first occupation. If the headline target has not been met after the 7 years, the surveys would continue on a biennial basis until the target was met up to a maximum of 3 further years;
- Contact and link measures with other Travel Plan Coordinators within the area;
- The Travel Plan Coordinator would contact the local authority Travel Plan Officer as appropriate for travel information updates and feedback of any comments provided by staff or pupils relating to the plan; and
- The Travel Plan Coordinator will seek to raise awareness of the Travel Plan and its importance through for example, newsletters or inclusions within emails/communications with staff and pupils (every six months). It is anticipated that the amount of time that the TPC will spend will vary according to the period of occupation, the organisation of travel planning activities and monitoring. It is not expected that the time dedicated will be uniform throughout the life of the Travel Plan.

### 6.3. Hard and Soft Measures

#### ➤ Walking Measures;

- Provision of legible, direct and accessible internal routes with dropped kerbs and tactile paving on key desire lines;
- Provision of routes within the site and connecting with existing pedestrian network;
- Improvements to existing internal active travel routes to provide enhanced facilities;
- Provision of new shared cycle/footway on Sandpit Lane, with a new toucan crossing;
- Provision of new toucan crossing on Hatfield Road;
- Provision of new footway and dropped kerb crossing on Oaklands Lane;
- Displaying of walking maps in the Welcome Packs and on noticeboards;
- Promote safety advice when walking and local walking groups;
- Promote walking route planner tools including [www.routeyou.com](http://www.routeyou.com) on the development website;
- Raising awareness of the health benefits of walking;
- Liaising with Hertfordshire to ensure that external pedestrian routes to and from the site are appropriately maintained;
- Providing a feedback system to the TPC to enable staff and pupils to advise how walking to and from the site may be improved;
- Promotion of National Walking Month.

#### ➤ Cycling Measures;

- New cycle parking provided across the college campus;
- Provision of internal routes on the key desire lines to local facilities and amenities;
- Improvements to existing internal active travel routes to provide segregated cycle facilities;
- Provision of new shared cycle/footway on Sandpit Lane, with a new toucan crossing;
- Provision of new toucan crossing on Hatfield Road;
- Improvements to the existing access route to Alban Way and Jersey Lane;
- Displaying of cycling maps in the Welcome Packs, including advertising existing cycle routes such as Alban Way and Jersey Lane;
- Advertising shower facilities and lockers for staff use;
- Seek to organise Bike Doctor sessions;
- Monitoring demand for cycle parking and modifying in accordance with demand;
- Advertise cycle groups such as Verulam CC and Breeze;
- Providing a feedback system to enable staff and pupils to advise the TPC how cycling to and from the site may be improved;
- Publicising the health and economic benefits of cycling;
- Providing information on local cycle shops;
- Promotion of cycle security and bike marking schemes to reduce bike theft;
- Promotion of events such as “National Bike Week” and “Love to Ride”;
- Providing information relating to travelling with bikes on trains;
- Encourage College to sign up to the DfT’s Cycle to Work scheme and encourage staff to utilise to purchase bikes or cycling equipment;

#### ➤ Public Transport Measures;

- Display maps and timetables of public transport services available close to the site within the Welcome Pack;
- Improvements to existing bus stops on Hatfield Road to enhance existing waiting facilities;

- Contribution towards local public transport improvements which can be secured through a S106 agreement, which will fund a diverted/extended route or a new route through Oaklands Blossom which will be accessible to staff and students;
- Advertise the benefits of Public Transport over car travel;
- Advertise Concessionary Travel e.g. Child fare, students, Pensionable Age passes;

#### ➤ **Managing Car Use**

- Provision of electric vehicle charging points within new East Drive car park;
- Promotion of car sharing schemes such as Liftshare and National Liftshare Week;
- TPC to investigate setting up a car-sharing database for staff and pupils. Guaranteed ride home policy should be considered to ensure car sharers a safe journey home should any incident occur whilst at work. Policy to be disseminated to staff/parents through marketing platforms;
- Promotion of websites such as Zapmap;
- Encourage school to sign up to the DfT's EV car scheme and encourage staff to utilise;
- Consideration of drop off and pick up times/arrangements to ensure efficiency.

## **7. Management, Monitoring and Reporting**

- 7.1.1. This Chapter details how the TP will be managed, monitored and funded over its lifetime and how its progress will be reported to HCC.
- 7.1.2. An important part of the TP is the continual monitoring and review of its effectiveness. It is essential that a TP is not a one-off event, but a continually evolving process. Regular monitoring and reviewing will help to gauge progress towards targets and objectives, and, if necessary, enable the TP to be refined and adapted in order to improve its progression.

### **7.2. Travel Plan Management**

- 7.2.1. As outlined above, a Travel Plan Coordinator (TPC) will be appointed, who will be responsible for the implementation, administration and monitoring of the TP. The TPC details will be provided to HCC prior to first occupation of the new buildings.
- 7.2.2. The TPC will be the first point of contact for all staff and pupils regarding travel to and from site. They will establish and maintain a database containing all correspondence to and from and relating to the Travel Plan so far as may be practicable or Data Protection permits.
- 7.2.3. The key responsibilities of the TPC will include:
  - Overseeing the development and implementation of the TP;
  - Designing and implementing effective marketing and awareness raising campaigns to promote the TP to staff, pupils and parents/guardians;
  - Organising and undertaking any data collection and monitoring required for the TP (e.g. staff and pupil travel surveys);
  - Acting as the point of contact for all staff and students requiring travel information;
  - Liaising with and reporting the targets and progress of the TP to the Travel Planning Officer at HCC.
- 7.2.4. It is anticipated that the amount of time that the TPC will spend will vary over time. Given the scale of the development it is envisaged that the TPC will on average spend 2-3 days a month managing the Travel Plan. However, in the first few months of the Travel Plan implementation and when arranging and analysing Travel Plan Survey results it is likely that the role would take up more time.

### **7.3. Funding**

- 7.3.1. Oaklands College will fund the initial implementation of the TP for the development for the initial seven-year period including the monitoring of the Travel Plan and the funding of the TPC role.
- 7.3.2. Many of the measures outlined in the TP, such as provision of information, pedestrian and cycle routes and connections, EV parking and cycle parking facilities will all be provided from Day 1 and embedded into the site regardless of the site TP. Therefore, these measures will continue beyond the formal TP monitoring period.

### **7.4. Monitoring, Review and Reporting**

- 7.4.1. To determine the success of the TP in achieving the desired objectives and targets, a defined and regular programme of monitoring is required. The objective of the monitoring process is to regularly assess the travel patterns of site users and identify when and if the Plan, or elements of the Plan strategy, are not working and may need to be changed.
- 7.4.2. Table 5 provides the proposed timetable for implementing and monitoring the Travel Plan's administrative actions and activities. These will be refined and updated in the Final TP; however they have been based upon the requirements outlined within HCC's Travel Plans guidance document.

**Table 5 – Monitoring Timetable**

<b>Time</b>	<b>Monitoring Tasks</b>
Prior to Opening	Appoint TPC
Year 1 (within 3 months of first occupation of new buildings)	<p>Undertake pupil surveys using 'hands up' survey to capture students' travel to and from the college. Minimum response rate of 80% required.</p> <p>Undertake staff questionnaire surveys to monitor travel behaviour. Minimum response rate of 50% required.</p> <p>All results uploaded to Modeshift STARS within 30 days</p>
Years 2-7 till 7 years post first occupation	<p>Undertake questionnaire surveys</p> <p>Review targets and measures based on successes and failures observed</p> <p>Submit results to Modeshift STARS within 30 days of survey completion and agree any changes to the Plan and any additional TP measures</p> <p>Implement further measures if required</p>
Ongoing	<p>Continue to informally monitor progress of the TP against the ongoing measures (which will include the car and cycle parking use, EV usage, information provision)</p> <p>Ensure that staff, pupils and parents/guardians needs are continually monitored e.g. car and cycle parking, disabled parking, EV provision.</p>

## 8. Summary and Action Plan

- 8.1.1. This Travel Plan has been prepared by Evoke to support a hybrid planning application for the proposed development at Oaklands College, St Albans to promote sustainable transport choices among staff, pupils and visitors to and from the College.
- 8.1.2. Considering the existing site and surrounding conditions and the improvement and mitigation measures which are proposed to support the proposed development, the focus of this TP is as follows:
- Measures put in place to **encourage active travel and public transport use**;
  - Appropriate **cycle storage to support cycling**;
  - Enhanced **pedestrian and cycle link connections** to encourage active travel use;
  - Improvements to existing **bus stops** on Hatfield Road, through enhancing waiting facilities;
  - The TP and associated measures will be managed on-site through a designated TPC, who will **provide information to staff, pupils and visitors**, and generally manage and monitor the TP.
- 8.1.3. A TPC will be appointed to oversee the implementation of the TP and to monitor its effectiveness. The TPC details will be submitted to HCC prior to occupation of the development.
- 8.1.4. Initial targets have been set for staff and pupils, though the measures throughout the TP consider all site users including visitors and deliveries. The targets are based on baseline survey data undertaken at the College in 2024 and 2025. Travel Surveys will be repeated annually till seven years post first occupation of the new buildings to monitor the success of the TP.
- 8.1.5. Monitoring Reports will be presented to HCC and uploaded to Modeshift STARS within 30 days of data collection and the results and any changes to targets or measures discussed and agreed.
- 8.1.6. Table 6 provides an Action Plan that summarises the programme for the delivery of measures and the associated responsibility for implementation. The Action Plan is set out as a SMART plan.

**Table 6 – Action Plan**

<b>Specific (S)</b>	<b>Measurable (M)</b>	<b>Actioned by (A)</b>	<b>Realistic (R)</b>	<b>Timed (T)</b>
Travel Plan Co-Ordinator	Appointment of a <b>TPC</b>	Oaklands College	✓	Pre-occupation
	Engage with HCC’s Travel Plan Officer and key local stakeholders for information on local events	TPC	✓	Ongoing
Travel Survey	Undertake annual <b>Travel Surveys</b> of staff and pupils	TPC	✓	Within 3 months of first occupation
	Report survey results to Modeshift STARS and HCC travel planning officers and travel planning team	TPC	✓	Within 30 days of survey completion
General information and raising awareness	<b>Travel Welcome Packs</b> containing all relevant Site travel information distributed to all staff upon employment	TPC	✓	Upon occupation
	Set up <b>Notice Boards</b> devoted to the TP. Include TP information, good news stories, upcoming events and external links (cycle organisations, health statistics etc)	TPC	✓	Upon occupation and reviewed every 6 months and updated as necessary

Specific (S)	Measurable (M)	Actioned by (A)	Realistic (R)	Timed (T)
	E-mail <b>Updates and Newsletters</b> to staff and parents/guardians - either Travel Newsletters or Travel information/incentives combined with a wider newsletter	TPC	✓	Every 3-6 months
	Keep college <b>webpage up to date</b> with latest travel information and contact details, including details of the TP	TPC	✓	Every 3-6 months
Active Travel	Provision of <b>cycle parking and electric cycle charging</b>	Oaklands College	✓	Pre-occupation
	Promotion of <b>new and diverted active travel routes</b> within the site	TPC	✓	Once operational
	Promotion of <b>new routes to Alban Way and Jersey Lane</b>	TPC	✓	Once operational
	Monitoring of usage of <b>cycle parking and electric cycle charging</b>	TPC	✓	Ongoing / formal checks made and recorded at regular intervals
	Ensure internal <b>footpaths and cycleways</b> are continually maintained and improved	TPC / Maintenance Team / HCC	✓	Ongoing / formal checks made and recorded at regular intervals
	Aim to obtain <b>Cycle Vouchers or Discounts</b> from local shops	TPC	✓	Pre-occupation and ongoing
	Organise <b>bike skills training sessions</b> for pupils and staff	TPC	✓	At least once per year
	Promote and organise <b>travel events</b> (e.g. Cycle to Work Day etc.)	TPC	✓	At least once per year
Public Transport	Implement and promote <b>Cycle to Work</b> scheme to staff	TPC	✓	Ongoing
	Promote <b>public transport use</b> through provision of walking and cycling route to services, timetable information and ticket information	TPC	✓	Pre-occupation and ongoing
Reducing Car Use	Promotion of <b>new /diverted bus route</b> to St Albans City Centre	TPC	✓	Once operational
	Provide <b>EV parking spaces</b> for all dwellings	TPC	✓	Pre-occupation
	Investigate setting up a <b>car-sharing database</b> for staff and parents.	TPC	✓	Ongoing
	Provide <b>promotional material</b> including promotion of <a href="http://www.liftshare.co.uk">www.liftshare.co.uk</a> to staff	TPC	✓	Ongoing
	Details of the <b>car sharing database</b> and additional information (such as external car-share companies) will be provided on the website and in newsletter	TPC	✓	Ongoing
	Monitor <b>usage of EV parking spaces</b>	TPC	✓	Ongoing / formal checks made and recorded at regular intervals

## Appendix A – Proposed Layout Plans

