

TRAVEL PLAN

PURPOSE BUILT STUDENT ACCOMMODATION (PBSA)
ROSEMARY STREET, CARDIFF



Client: CNM Estates (East Bay) Ltd

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1.0 DRAFT STUDENT TRAVEL SURVEY

1.0 INTRODUCTION

1.1 Purpose of Report

- 1.1.1 ADL Traffic & Highways Engineering Ltd have prepared this Travel Plan (TP) on behalf of their Client, CNM Estates, to support a planning application for a purpose-built student accommodation (PBSA) consisting of 295no. beds, and associated access and landscaping works at vacant land to the east of 'Cardiff Theatrical Services Ltd' Rosemary Street, Cardiff, CF10 4TT.
- 1.1.2 The Travel Plan examines the issues to be addressed and the range of provisions that can be secured by the developer.
- 1.1.3 The TP comprises a package of measures designed to minimise the number and length of car trips generated by the development, while also supporting sustainable forms of travel and reducing the overall need to travel to and from the development.
- 1.1.4 This Travel Plan has been designed in accordance with Technical Advice Note (TAN 18): Transport (2007) and Cardiff Council's (CC) – Managing Transportation Impacts (Incorporating Parking Standards) (July 2018).
- 1.1.5 The implementation of a Travel Plan is viewed as a positive initiative by CNM Estates to provide travel choice and should make a positive contribution towards reducing the need to travel by private car whilst also facilitating the use of active and sustainable modes of travel.

1.2 Structure of the Travel Plan

- 1.2.1 Chapter 2.0 outlines the policy context at national, regional, and local level, with particular regard to Travel Plans.
- 1.2.2 Chapter 3.0 outlines BREEAM *Tra* 01 and *Tra* 02 specifications.
- 1.2.3 Chapter 4.0 describes the site and surrounding area.

- 1.2.4 Chapter 5.0 describes the proposed development, including access arrangements, parking provision, and delivery / servicing arrangements.
- 1.2.5 Chapter 6.0 of the report provides details on the accessibility of the site to non-car (sustainable) modes of transport.
- 1.2.6 Chapter 7.0 outlines the aims and objectives of the Travel Plan.
- 1.2.7 Chapter 8.0 describes how the Travel Plan will be managed (including the responsibilities of the Travel Plan Co-ordinator) and how the TP would be promoted.
- 1.2.8 Chapter 9.0 describes the measures proposed to achieve the Travel Plan targets for modal shift.
- 1.2.9 Chapter 10.0 sets out the Action Plan describing how the measures are to be put in place.
- 1.2.10 Chapter 11.0 sets out the Travel Plan targets as well as the monitoring and review process.

2.0 POLICY CONTEXT

National Planning Policy Framework (NPPF, 2023)

2.1 With regard to Travel Plans, paragraph 117 of the NPPF states that:

“All developments that will generate significant amounts of movement should be required to provide a Travel Plan, and the application should be supported by a transport statement or transport assessment so that the likely impacts of the proposal can be assessed.”

2.2 The proposed development would generate significant multi-modal movements and therefore warrants the need for a Travel Plan. This TP is supported by an accompanying Transport Assessment (TA). The predominantly “car-free” nature of the development lends itself to a minimal number of vehicular trips.

3.0 BREEAM ASSESSMENT

3.1 BREEAM is the world's leading sustainability assessment method for masterplanning projects, infrastructure, and buildings. It recognises and reflects the value in higher performing assets across the built environment lifecycle, from new construction to in-use and refurbishment.

3.2 In terms of transport, BREEAM comprises *Tra 01 Transport Assessment and Travel Plan* (2 credits) and *Tra 02 Sustainable Transport Measures* (10 credits). The aim of *Tra 01* and *Tra 02* is to reward awareness of existing local transport and identify improvements to make it more sustainable.

3.3 The BREEAM *Tra 01* 'Transport Assessment and Travel Plan' assessment criteria are set out subsequently:

1. *No later than Concept Design stage, undertake a site-specific transport assessment (or develop a travel statement) and draft travel plan, which can demonstrably be used to influence the site layout and built form.*

3.4 To support the planning application, ADL prepared a Transport Assessment (TA) alongside this Travel Plan. Both reports have been progressed during Concept Design in order to influence and advise on site layout from a transport perspective.

2. *The site-specific travel assessment (or statement) shall cover as a minimum:*
 - a. *If relevant, travel patterns and attitudes of existing building or site users towards cycling, walking and public transport, to identify relevant constraints and opportunities.*

3.5 The site comprises of vacant land with no existing or past use, therefore we can assume the traffic generation to be nil. It is assumed that the adjacent occupiers travel to site via the nearby bus stops and good quality walking and cycling infrastructure.

- b. *Predicted travel patterns and transport impact of future building or site users.*

3.6 This Travel Plan sets out a strategy to undertake mode-split surveys of students, with the aim to increase access by active and sustainable travel modes during the lifetime of the plan. The TA estimates the trip generation of the proposals by utilising the TRICS database for “Residential – Student Accommodation” and “Employment – Offices”. The proposed trip rates and traffic generation, based on TRICS data.

3.7 There will be a more accurate understanding of travel patterns once the site is occupied and the travel surveys are completed.

c. *Current local environment for pedestrians and cyclists, accounting for any age-related requirements of occupants and visitors.*

3.8 Chapter 6.0 assesses the accessibility of the site by walking, cycling, and public transport. The needs of disabled and vulnerable people are also discussed; the development will be designed with step-free access from Rosemary Street.

d. *Reporting of the number and type of existing accessible amenities within 500m of the site.*

3.9 Section 6.3 lists the BREEAM compliant amenities within 500 metres of the building entrance.

e. *Disabled access accounting for varying levels and types of disability, including visual impairment.*

3.10 Section 6.2 describes the accessibility of the site to individuals with reduced mobility and visual impairments.

f. *Calculation of the existing public transport Accessibility Index (AI), see Methodology.*

3.11 Section 6.8 discusses the public transport accessibility index using the BREEAM Accessibility Index calculator.

g. *Current facilities for cyclists.*

3.12 Section 6.4 describes the existing cycling infrastructure and facilities in the vicinity of the site, including cycle routes and publicly available storage.

3. *Following a transport assessment (in accordance with the requirements set out in criteria 2), develop a site-specific travel plan that provides a long-term management strategy which encourages more sustainable travel. The travel plan includes measures to increase or improve more sustainable modes of transport and movement of people and goods during the building's operation see Methodology.*

3.13 This BREEAM compliant Travel Plan provides a range of hard and soft measures to encourage and facilitate non-car modes of travel. This report has been prepared as per BREEAM Tra 02 specifications, details regarding how the Plan would be implemented, monitored, and reviewed are discussed in Chapters 8.0 and 11.0.

4. *If the occupier is known, involve them in the development of the travel plan.*

3.14 The occupier is unknown at this stage.

5. *Demonstrate that the travel plan will be implemented and supported by the building's management in operation.*

3.15 The TP would be implemented and supported by ADL in conjunction with the Management Company. ADL would initially take ownership of the TP until a member of staff from the Management Company assumes the position of Travel Plan Coordinator. Ownership of the TP is discussed in greater detail in Chapter 8.0. The Travel Plan (and details regarding how it will be implemented, monitored, and reviewed) will likely be included as a Planning Condition.

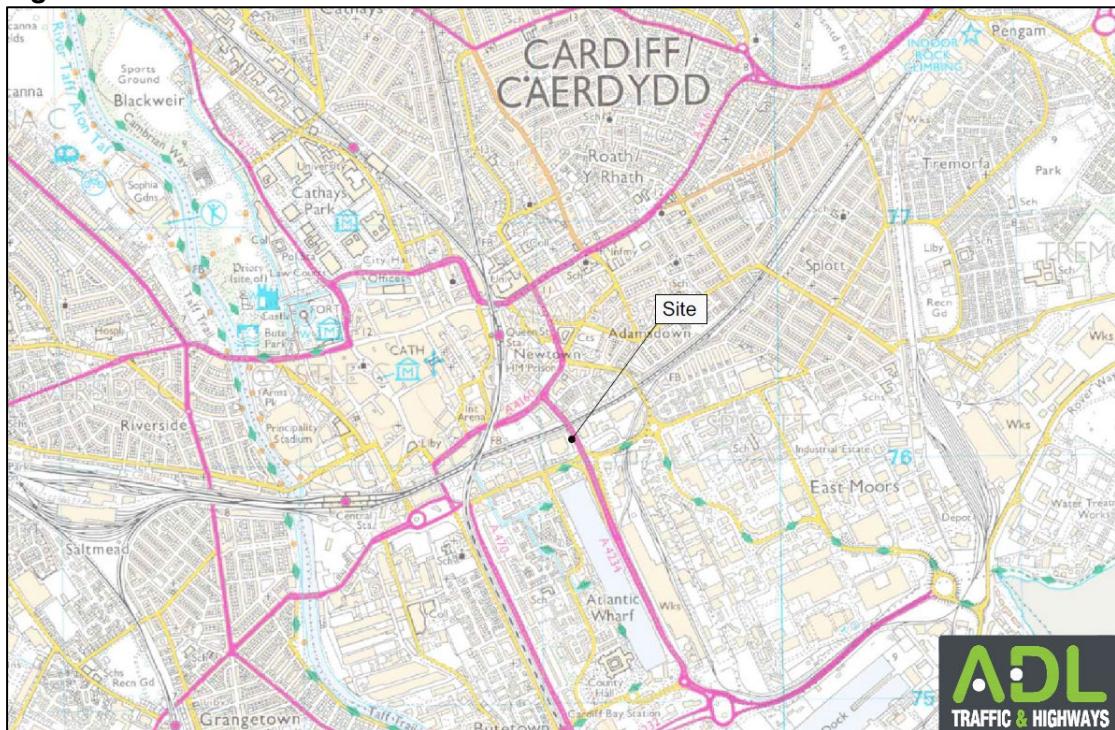
3.16 Sustainable Transport Measures (i.e., Tra 02) are discussed in Chapter 9.0 of this report. Specific to BREEAM, the following measures shall be considered when developing the travel plan (where these measures are addressed are shown in brackets):

- *Negotiation with local bus, train, or tram companies an increase in the local service provision for the development* (Para. 9.4.3)
- *Provision of a public transport information system in a publicly accessible area* (Para. 9.4.2)
- *Provision of electric recharging stations* (Para 9.3.2)
- *Provision of parking priority spaces for car sharers* (Para 9.3.2)
- *Consultation with the local authority on the state of the local cycling network and on improvements* (Para. 9.5.8)
- *Provision of dedicated and convenient cycle storage* (Para 9.5.1)
- *Provision of cyclists' facilities* (Para 9.5.4)
- *Lighting, landscaping, and shelter to create pleasant pedestrian and public transport waiting areas* (Para. 9.4.5)
- *Restrictions or charging for car parking* (Section 9.3)
- *Pedestrian and cyclist friendly (for all types of user regardless of the level of mobility or visual impairment) with the provision of cycle lanes, safe crossing points, direct routes, appropriate tactile surfaces, good lighting and signposting to other amenities, public transport nodes and adjoining off-site pedestrian and cycle routes* (Chapter 6.0)
- *Provision of suitable taxi drop-off or waiting areas* (Para. 9.3.6)
- *Ensure rural buildings have appropriate access to transport to serve the local community adequately (where procured to do so, e.g., community centre)* (N/A)

4.0 SITE AND SURROUNDING AREA

4.1 The site is located on vacant land which is situated adjacent to East Bay Close / Tyndall Street and is accessible via Rosemary Street. The site lies to the east of the city centre and to the north of the Cardiff Bay Area within the Butetown ward (W02000423: Cardiff 049). The site is located approximately 1km to the east of Cardiff Central Railway Station. The site location is shown in Figure 4A.

Figure 4A Site Location



4.2 The site is bounded by Rosemary Street / the railway line to the north, the Central Link (A4234) to the east & East Bay Close approved development (application ref: 22/01404/MJR), East Bay Close / Tyndall Street roundabout to the south, and the 'Cardiff Theatrical Services Ltd' to the west.

5.0 PROPOSED DEVELOPMENT

5.1 The Proposal

5.1.1 The proposal comprises construction of a purpose-built student accommodation (Sui Generis Use) comprising 295no. beds with new landscaped area, plant areas, cycle parking, and car parking at the site of vacant land to the east of 'Cardiff Theatrical Services Ltd' Ellen Street, CF10 4TT.

5.2 Access Arrangements

Pedestrians

5.2.1 The main pedestrian access to the site is provided at the northwest corner of the site on the northern façade of the building, facing to Rosemary Street. Although there will be additional access points to various staircases situated on both the east and western façade of the building located centrally, and to the southern corners which provide access to the student floors / accommodation.

5.2.2 There will be a pedestrianised route around the entire perimeter of the building, and a courtyard / garden provided centrally. The pedestrian footway along the western façade of the building will provide access to the secure and covered cycle storage spaces. The pedestrianised routes will also extend southwards providing a connection to the existing footways on Tyndall Street.

Vehicles

5.2.3 Vehicular access to site will be possible from Rosemary Lane which will extend into the site's parking area. Visibility splays of 2.4 metres x 43 metres from the northern access (onto Rosemary Street) are achievable as per Manual for Streets (MfS, 2007) guidance for 30-mph roads.

Off-site Highway Improvements

5.2.4 As a part of the proposal, it is intended to provide dropped kerbs and tactile paving across the existing accesses into the adjacent 'Cardiff Theatrical Services Ltd' which will provide a connection towards the existing dropped kerb and tactile paving across Ellen Street. Therefore, there will be a continuous and safe pedestrian route connecting the site to the Smart Way and Smart Way Bridge towards Cardiff Centre.

Cyclists

5.2.5 As previously mentioned, the main entrance will front Rosemary Street. There will be a wide pedestrianised area around the perimeter of the building, creating an open and pleasant environment. The bicycle storage spaces are to be secure and covered and situated to the western boundary of the site. There will also be a connection between the site and the footway / cycleway on Tyndall Street which will be gated.

Disabled Accessibility

5.2.6 Wheelchair accessible lifts will be provided to ensure access to all floors is available for individuals with mobility requirements.

5.3 Parking Arrangements

Car Parking

5.3.1 City of Cardiff Council's Managing Transportation Impacts (Incorporating Parking Standards) SPD (July 2018) sets out the *maximum* car parking standards for PBSA at '*1 space per 25 beds for operational parking*'.

5.3.2 It is proposed to provide 4no. parking spaces (2no. standard, and 2no. disabled accessible parking spaces) on-site and accessible from Rosemary Street.

- 5.3.3 Although there will be the provision of 4no. parking spaces, the site will essentially be 'car free' in nature and the parking spaces will help facilitate visitor parking to the site and assist the moving in / moving out periods for students.
- 5.3.4 Students would therefore be precluded from bringing their car to site and from obtaining any parking permits and will be expected to travel to site via sustainable modes of transport given the close links to public transport interchanges

Car Parking – Disabled Provision

- 5.3.5 As mentioned previously, there will be 2no. disabled parking space. Although, these spaces will facilitate visitor parking and moving in / moving out days.
- 5.3.6 When selecting their accommodation and prior to signing the tenancy agreement, students will be aware that the PBSA will essentially be "car-free" and therefore this element will not generate any general (or disabled) parking demand.

5.4 Servicing and Deliveries

- 5.4.1 Deliveries and refuse collection would take place within the parking area off Rosemary Street. Delivery and refuse vehicles would be able to use the existing turning head on Rosemary Street to reverse into the site (allowing the rear of the vehicle to be within close distance of the bin store) and exit in a forward gear.
- 5.4.2 There is a bin store proposed within the immediate vicinity of Rosemary Street. Waste operatives can wheel the bins from the refuse store to the rear of the vehicle (approximately a 13m drag distance) in accordance with Manual for Streets and Part H of the Building Regulations (i.e. within 25m of stores for refuse operatives).
- 5.4.3 Deliveries to the student accommodation would also be able to use the existing turning head and enter the parking area. This would likely include long wheelbase vans, postal delivery vehicles, cars/mopeds associated with food takeaway deliveries as well as less frequent larger deliveries. Vehicle tracking of a refuse vehicle and 7.5T rigid is attached within the Transport Assessment.

5.5 Emergency Access

5.5.1 Regarding emergency vehicle access, Manual for Streets (MfS, 2007) states the following (in terms of access to a building):

"The Building Regulation requirement B5 (2000)10 concerns 'Access and Facilities for the Fire Service'. Section 17, 'Vehicle Access', includes the following advice on access from the highway:

- there should be vehicle access for a pump appliance within 45m of every dwelling entrance for flats/maisonettes"*

5.5.2 A plan showing a 7.7m fire tender entering the site, turning within the courtyard, and existing in a forward gear is provided in the Transport Assessment.

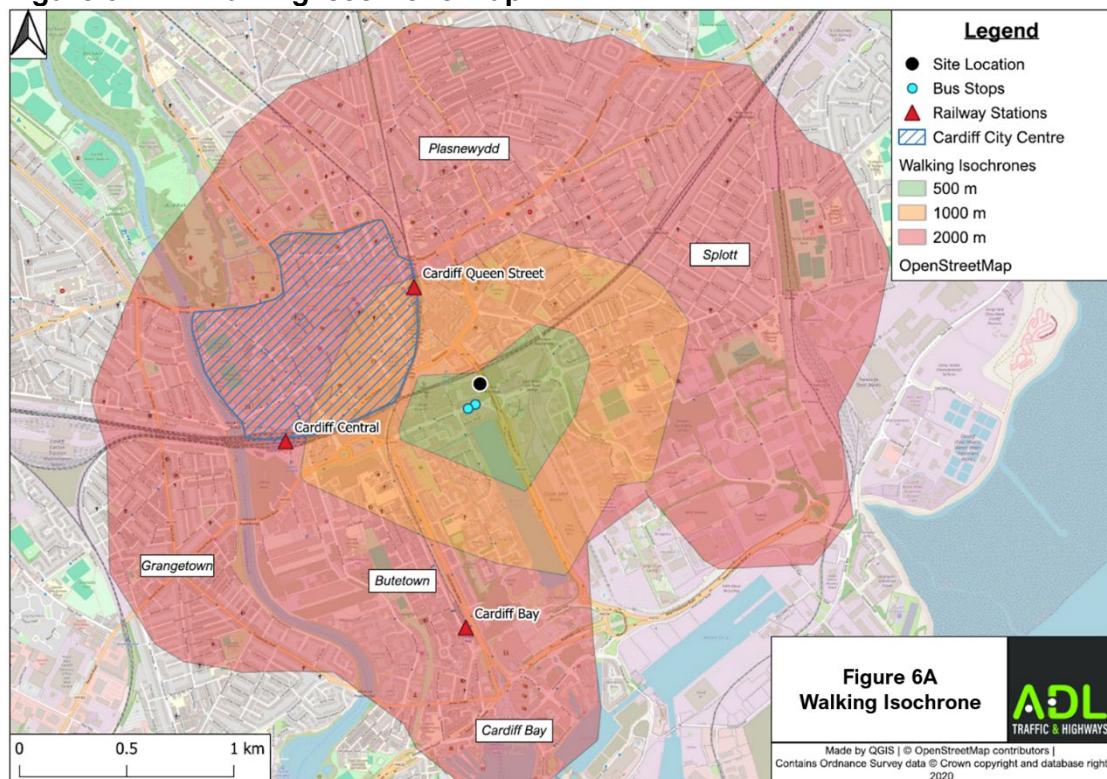
6.0 ACCESSIBILITY

6.1 Walking

Distance

6.1.1 According to Manual for Streets (MfS, 2007) walking offers the greatest potential to replace short car trips, particularly those under two kilometres. A walking isochrone map showing this catchment area (based on true walking distance) is provided as Figure 6A.

Figure 6A Walking Isochrone Map



6.1.2 Figure 6A shows that Cardiff City Centre is within suitable walking distance of the site. This includes Cardiff Central Railway Station, Cardiff Bay, Cardiff Queen Street and surrounding local amenities.

Pedestrian Infrastructure

- 6.1.3. Ellen Street benefits from footways on both sides before continuing on only the southern side Rosemary Street towards the site. Ellen Street western side footway provides access to Smart Way pedestrian connection providing access to Smart Bridge towards Adam Street (A4160) and Cardiff City Centre. This bridge is provided with ramps to enable access for the disabled and cyclists. Pedestrians can use this route to walk to Cardiff City Centre.
- 6.1.4 Tyndall Street and East Tyndall Street have continuous footways on both sides measuring two to three metres wide. The junction of Tyndall Street with Ellen Street is provided with demand-controlled pedestrian crossing with dropped kerbs with tactile paving. There is a staggered pedestrian crossing across Tyndall Street, east of the Ellen Street Junction, which is also demand controlled, with dropped kerbs and tactile paving across both sides of the carriageway, and on the pedestrian island.
- 6.1.5 There are dropped kerbs across Schooner Way at the junction with Tyndall Street, with pedestrian refuge islands on the Schooner Way approach.
- 6.1.6 There is a segregated cycleway/footway path on the north side of East Tyndall Street. Approximately 60 metres east of East Bay Close, there is a staggered toucan crossing across East Tyndall Street, with dropped kerbs and tactile paving.
- 6.1.7 The cycleway/footway on the north side of East Tyndall Street is continuous with that on the west side of Windsor Road. Approximately 50 metres north of the roundabout on Windsor Road, there is a raised table with parallel zebra crossing. This provides step-free access across Windsor Road.
- 6.1.8 There are dropped kerbs and tactile paving across East Tyndall Street, east of the roundabout. There is also a pedestrian refuge island. There are dropped kerbs, with pedestrian refuge island across Ocean Way, which is the southern arm of the roundabout.

6.1.9 The footways on Tyndall Street (fronting Capital Quarter) have two pedestrian crossings with dropped kerbs, tactile paving and central islands where pedestrians can wait to cross the other side. One of these pedestrian crossings is demand-controlled staggered crossing.

6.2 Disabled Accessibility

- 6.2.1 There are no relevant age-related requirements that have been considered for occupants of a student accommodation. Any children or old age visitors to the site would likely be escorted by friends or family.
- 6.2.2 The site will be suitably accessible to people with reduced mobility or those who are visually impaired; based on the existing and committed pedestrian infrastructure on Avon Street and the surrounding network.
- 6.2.3 The area surrounding the site will be suitably level / flush and would therefore be suitable for wheelchair users.

6.3 Local Amenities

- 6.3.1 There are several local amenities within easy walking distance of the site which will serve students and visitors.
- 6.3.2 In accordance with the BREEAM standards for Transport Assessments and Travel Plans, the number and type of accessible amenities located within 500m of the site have been outlined.
- 6.3.3 Importantly, it should be noted that the distances to these amenities are true “walking distances” from the building entrance using safe routes on footways and pedestrian crossings and not “as the crow flies”. The BREEAM compliant amenities and the distances from the site are listed below:

Appropriate food outlet:

- Tyndall St Co-op 300 metres (4-min walk)

Access to cash:

- Tyndall St Co-op ATM 300 metres (4-min walk)

Access to an outdoor open space

- Bute East Dock Footpath 210 metres (3-min walk)

Access to a recreation or leisure facility for fitness or sports:

- InBalance Wellness 360 metres (5-min walk)

Publicly available postal facility:

- *None within 500m walking distance (although marginally on Schooner Way)*

Community facility:

- *None within 500m walking distance*

Over the counter services associated with a pharmacy:

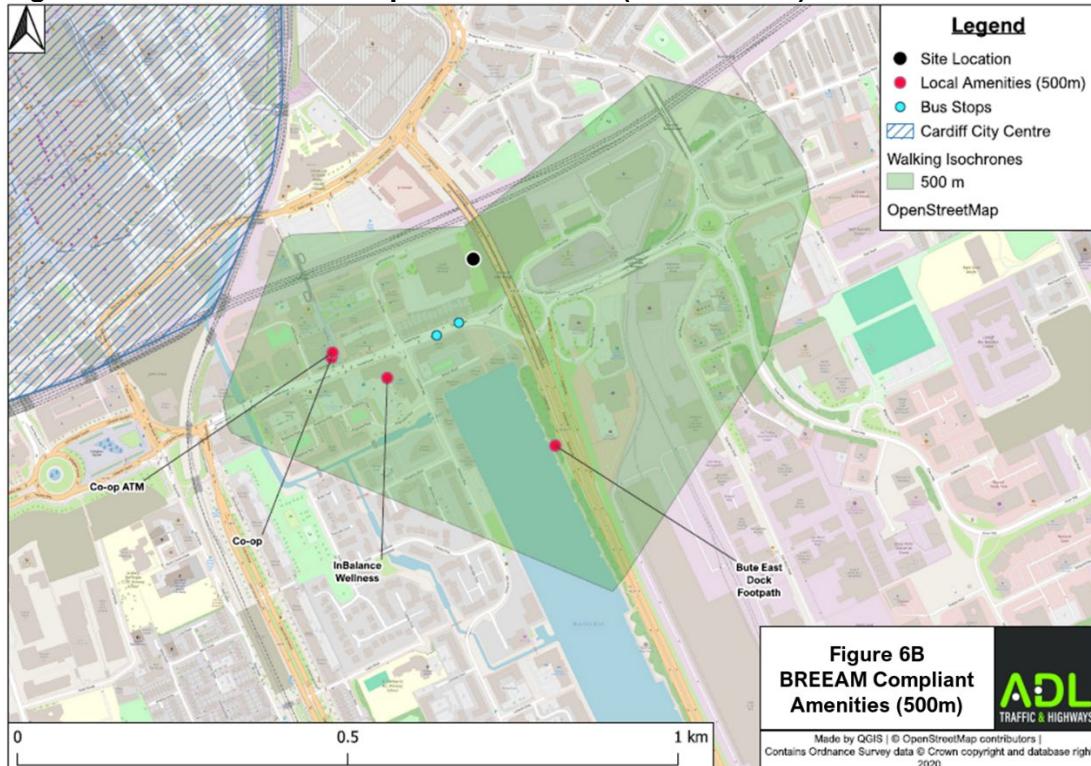
- *None within 500m walking distance*

Public sector GP surgery or general medical centre:

- *None within 500m walking distance*

6.3.4 A plan of BREEAM compliant amenities within 500 metres of the site is shown as Figure 6B.

Figure 6B BREEAM Compliant Amenities (within 500m)



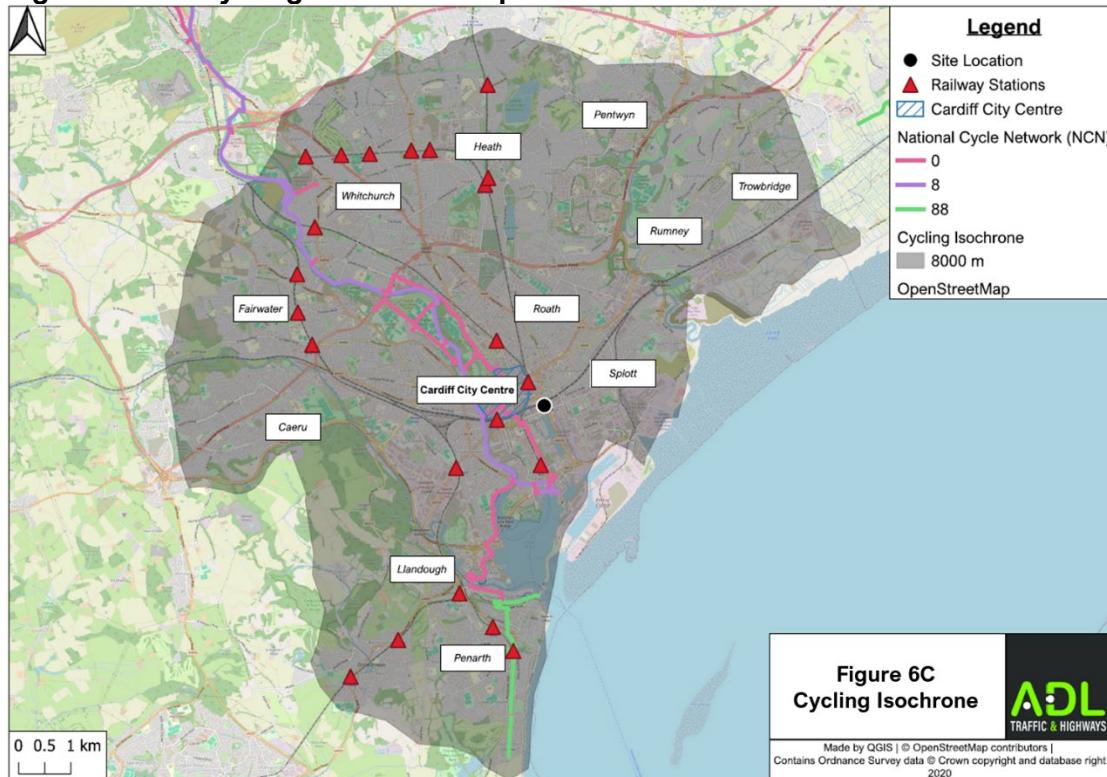
6.3.5 The provision of amenities within walking distance of the site negates the need for journeys to be made by private car and makes walking a convenient and attractive mode of travel for the majority of local journeys. It is also worth noting that the above only shows a selection of the closest nearby amenities. As shown, Cardiff City Centre is marginally situated beyond the 500m catchment.

6.4 Cyclists

Cycling Distance

6.4.1 According to the Department for Transport's *Cycle Infrastructure Design* Local Transport Note (1/20), 8km (i.e., 5 miles) is considered to be a suitable distance to cycle for local journeys. As such, a cycling isochrone map showing this extent is provided in Figure 6C.

Figure 6C Cycling Isochrone Map



6.4.2 Figure 6C shows the majority of the greater Cardiff conurbation is within cycling distance of the site. There is a large potential catchment for students to cycle for local journeys.

- ***Local Cycle Infrastructure***

6.4.3 Within the vicinity of the site there is extensive cycle infrastructure provided in the form of shared footway / cycleways with clear signage.

6.4.4 Furthermore, there is also Advanced Stop Lines (ASL) provided in the immediate vicinity of the site in locations such as at the Ellen Street / Tyndall Street and Schooner Way / Tyndall Street Junction.

- ***National Cycle Routes***

6.4.5 Cardiff is served by the National Cycle Network (NCN) which forms a complex and diverse network of on-road and traffic free, way-marked long distance cycle routes across the UK. Route 8 is a long-distance route between Cardiff and Holyhead (Anglesey) via Brecon, Builth Wells, Machynlleth, Porthmadog and Bangor. Route 8 benefits from some traffic-free sections, and is accessible on Penarth Road (approximately 1.4km to the west, i.e. a 8-minute bicycle journey) where it continues northwards along the River Taff towards Cardiff Central Railway Station.

6.4.6 NCN Route 88 is a proposed coastal route between Newport, Cardiff, Bridgend and Margam County Park. The Cardiff to Penarth section has recently benefited from a new bridge which has been installed which crosses the River Ely between Penarth and the International Sports Village at Cardiff Bay.

6.4.7 There are also extensive National Cycle Network Links (NCN Route 0) which provide a range of connections across Cardiff between residential areas and the main National Cycle Network Routes. The closest NCN Link to the site is situated on Bute Street and provides access towards Wood Street where it meets NCN Route 8.

6.5 Public Transport

Bus

6.5.1 According to the Chartered Institute for Highways and Transportation (CIHT) “Buses in Urban Development” report (2018), 500 metres is considered the preferred maximum walking distance to bus stops on core corridors with two or more high-frequency services.

6.5.2 The nearest bus stops to the site are located on Tyndall Street approximately 100m to the southwest of the site (i.e. a 2-min walk) which is accessible via the good quality footways and pedestrian light-controlled crossing. Based on Section 4.1, the pedestrian infrastructure between the site and this bus stop is good.

6.5.3 The bus stops are provided with bus flags and timetable information boards. The services are summarised in Table 6A below:

Table 6A Summary of Services

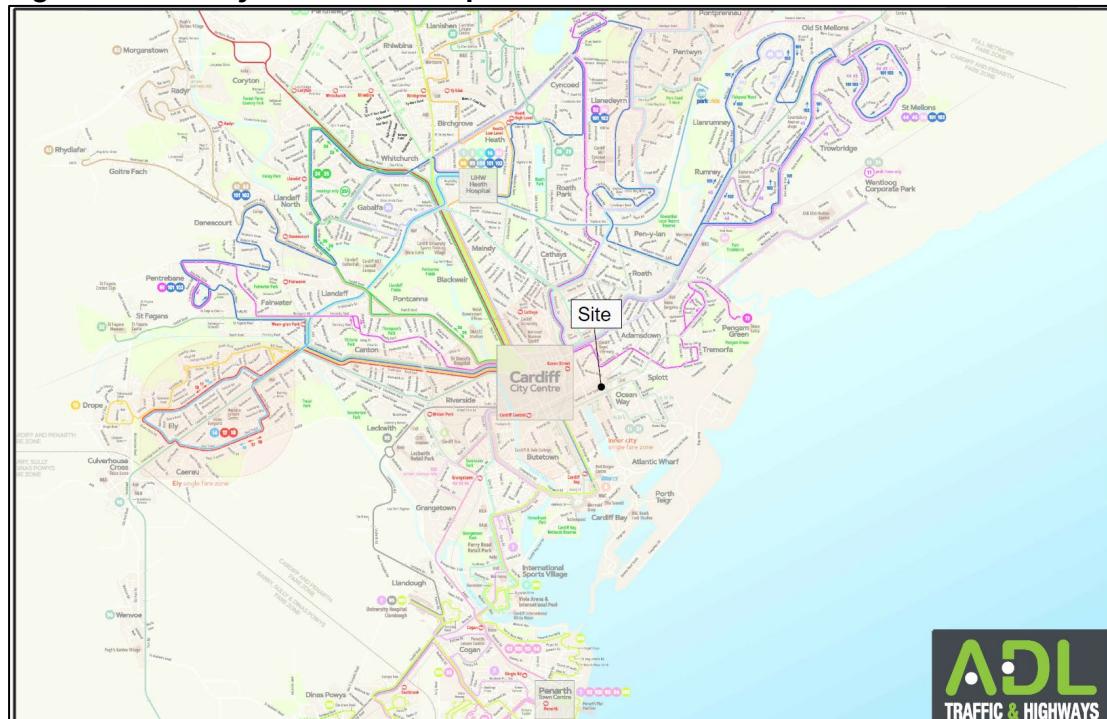
Service	Route	Frequency (Per Hour)		
		Mon-Fri	Sat	Sun
1 / 1A	City Circle (Clockwise)	2 / hr	1 / hr	-
2 / 2A	City Circle (Anti – clockwise)	2 / hr	1 / hr	-

Source: <https://www.traveline.info/> as of 07.10.2025

6.5.4 Table 6A demonstrates that the site is well served by bus regular bus services which provide an extensive connection around Cardiff. The clockwise and anti-clockwise bus services provide a circular route via Cardiff Bay, Grangetown, Canton, CMet Llandaff, Heath Hospital, Albany Road, Tremorfa and Spott.

6.5.5 The bus services 1 and 2 also provide great connection for onward travel across Cardiff with the bus service providing access to Cardiff Central Railway Stations and additional bus stops with alternative bus services.

Figure 6D City Centre Bus Map



National Services (Coach)

6.5.6 For national services; National Express operators run inter-city services across the UK. National Express services are available at the Cardiff Coach Station, approximately 3.0km (12-minute cycle) from the site, respectively. These services would be used by students for journeys home to visit family / friends as well as the start / end of term.

Rail

6.5.7 Cardiff Central Railway Station is the principal railway station serving Cardiff, on the South Wales Main Line. The entrance is approximately 1.1km from the site, via Tyndall Street.

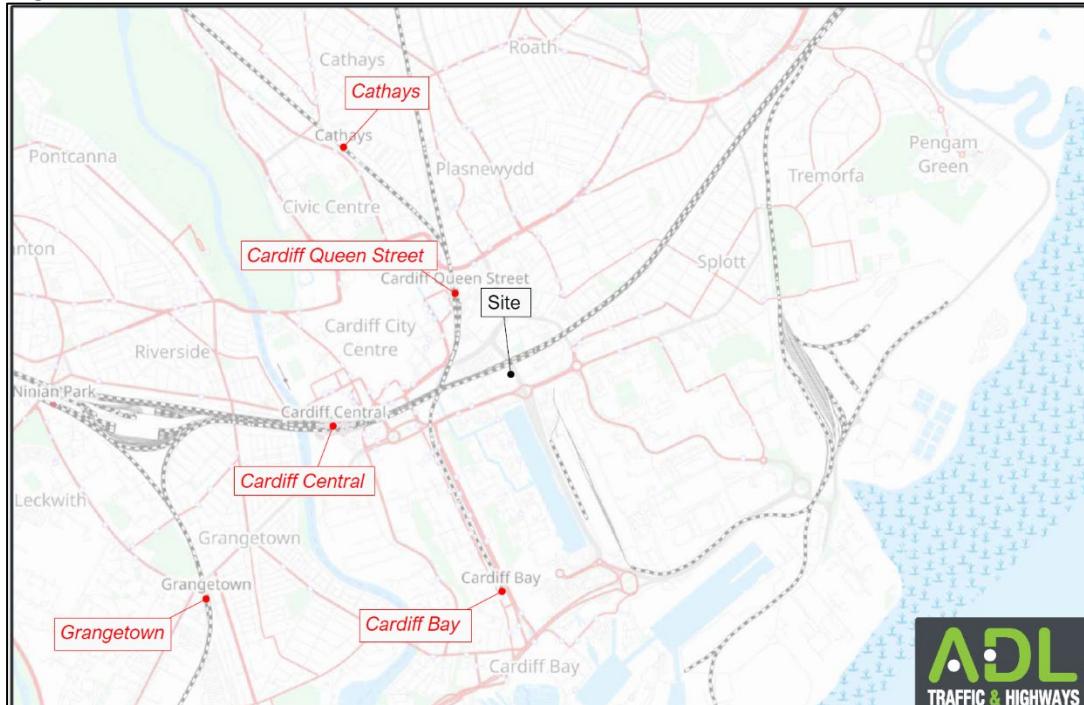
6.5.8 Cardiff Central Railway Station provides both intercity and local rail services. The station provides regular rail services to major destinations such as Carmarthen, Bridgend, Swansea, Nottingham, Manchester Picadilly, London Paddington and Portsmouth Harbour.

6.5.9 The station is equipped with 156 cycle parking spaces. Sheffield stands are provided at the east end of platforms 1 and 2, 3 and 4, 6 and 7. Sheffield stands are also located outside the southern entrance to the station. There is step-free access coverage to all platforms and the ticket office. The station benefits from as a Category A step-free accessibility.

6.5.10 Cardiff Queen Street Railway Station is also located approximately 1.1km from the site, via Smart Bridge and Churchill Way. The station is equipped with 36 cycle parking spaces. There is step-free access coverage to all platforms and the ticket office.

6.5.11 A plan of the train stations within the vicinity of the site is provided as Figure 6E.

Figure 6E Train Station Map



6.6 Car Clubs

6.6.1 Car clubs are a pay-as-you-drive option for short term car use. This gives proposed site users the flexibility to use a car (as required), without the need to bring a car to site. There is one Car Club spaces within 1km of the site as outlined below:

- Enterprise Car Club (10 Churchill Way CF10 2HE): 1km

6.6.2 The Car Club Annual Report by CoMoUK (2021) states that each car club space, on average (in the UK), reduces car ownership locally by 20 cars.

6.7 Accessibility Index

6.7.1 As demonstrated within the Transport Assessment (TA) the site has a calculated public transport Accessibility Index of 11.97.

- 6.7.2 There are local amenities and facilities within suitable walking and cycling distance of the site. There is also a network of public transport links, including Cardiff Queen Street Railway Station, within walking distance of the site which provide diverse and ample travel options for residents of the proposed development.

- 6.7.3 The accessibility of the site justifies the “car-free” nature of the proposals, with only 4no. parking spaces which will be predominantly used for visitor parking and moving in / moving out days.

7.0 AIMS AND OBJECTIVES

- 7.1 The core aim of this Travel Plan is to maximise the number of journeys made by walking, cycling, and public transport, whilst minimising journeys made by motor vehicles, principally single occupancy car travel.
- 7.2 The measures identified in this Travel Plan relate to students who will occupy the site. Visitor travel will be influenced by facilities provided for their use, including footways, cycle provision, and access to public transport. The measures discussed in this report are designed to achieve the aims and objectives of the TP with regard to visitor trips, but these cannot be set targets.
- 7.3 The main objectives of the TP are to:
 - Minimise single occupancy car travel to and from the development;
 - Identify which measures are needed to maximise the use of non-car travel;
 - Lead to a change in the travel behaviour of individuals to sustainable modes and then maintain that change;
 - Identify ways of reducing the need to travel to and from the development; and
 - To reduce the number of freight movements or delivery vehicles travelling to and from the site.
- 7.4 The car-free nature of the development discourages vehicle trips in the strongest possible way. The surrounding pedestrian infrastructure on Tyndall Street and accessibility to the city centre via Smart Way / Bridge, and provision of cycle parking facilitate access to the site by walking and cycling. The proposal therefore is maximising the potential for sustainable travel modes.

8.0 MANAGEMENT AND DELIVERY STRUCTURE

8.1 Management

8.1.1 The successful impact of the Travel Plan will be dependent upon buy-in from occupants of the development, and the processes put in place to support, implement, and develop the measures outlined.

8.1.2 The nominated Travel Plan Coordinator (TPC) plays a vital role in the success of the Travel Plan and is responsible for the day-to-day management, co-ordination, promotion, and implementation of the Travel Plan. The TPC will also be a point of contact for Cardiff City Council, and for any occupants who have queries about their travel.

8.1.3 In the interim period before the development is granted planning permission and subsequently occupied, the TPC role will be assigned to ADL Traffic and Highways Engineering Ltd (i.e., the transport consultants), who's contact details are as follows:

- Ben Harnett (Assistant Transport Planner) – ben@adltraffic.co.uk

8.1.4 It is the responsibility of the TPC to ensure that:

- Monitoring of the plan is carried out in accordance with the requirements as detailed below in this section of the Travel Plan;
- Surveys are carried out;
- Appraisal of the measures is included;
- New / remedial measures are put forward if appropriate;
- Awareness is raised regarding transport issues both nationally and locally;
- Monitoring reports are submitted at the requisite times to the CCC;
- Responses are given to any requests or comments by CCC within the specified periods; and
- Liaison with the support officers of CCC is undertaken as appropriate.

8.2 Marketing and Communication Strategy

8.2.1 The incoming students will be informed of the Travel Plan prior to moving into the development. This will be in the form of a Travel Information Pack distributed by the TPC / student management company.

8.2.2 Travel Information Packs will be distributed to new resident students; they will contain information of existing services and infrastructure to facilitate sustainable travel. The Packs will include:

- Walking and cycling maps;
- Public transport maps and information;
- Details on the location and provision of cycle parking;
- Information on cycle training and maintenance providers;
- Information about access to other services and facilities, such as car share websites;
- Details of local taxi services in Cardiff; and
- Information on car club schemes in the vicinity of the site.

8.2.3 The Travel Information Packs would be compiled by the TPC prior to first occupation. This will help to ensure that students are fully aware of the Travel Plan process before they start and during their tenancy.

8.2.4 The Travel Information Packs will be made available online on the website, and in the tenancy forms via QR code (or equivalent). This will help to ensure that the students are fully aware of the TP process when they enter the tenancy agreement and before their tenancy.

8.2.5 The Travel Information Packs would be subject to a regular review, as detailed in Section 11.4.

8.2.6 The TPC would also be responsible for promoting national travel awareness programmes. For example: Walk to Work Week, Bike Week, Car Free Day; and Big Commuting Challenge.

9.0 MEASURES AND INITIATIVES

9.1 Introduction

9.1.1 This section of the Travel Plan describes the measures that are proposed in order for the Travel Plan to meet the Aims and Objectives detailed in Chapter 7.0.

9.1.2 The following will be considered:

- Marketing the Travel Plan
- Minimising single occupancy car travel and promote car sharing
- Promotion of public transport use
- Promotion of cycling
- Promotion of walking

9.1.3 These measures are linked back to the stated objectives and address site-specific transport issues, with the aim to improve accessibility and to offer viable sustainable travel choices.

9.2 Marketing of the Travel Plan

9.2.1 Travel Information Packs will be distributed to all new students. They will comprise up-to-date travel information together with sustainable transport measures and contact details of the Travel Plan Coordinator (TPC).

9.2.2 The Travel Information Packs and TPC would promote the following Cardiff City Council website for cycling:

- <https://www.cardiff.gov.uk/ENG/resident/Parking-roads-and-travel/Walking-and-cycling/Pages/Walking-and-cycling.aspx>

9.2.3 A noticeboard containing public transport maps, car sharing form, cycling and walking routes, and related information would be provided in communal areas. A live (real-time) digital device with pre-loaded apps and/or bookmarks for searching public transport (bus / train) and active (walking / cycling) routes will be provided.

9.2.4 The TPC would promote national travel awareness programmes such as:

- Walk to Work Week
- Bike Week
- Car Free Day
- Big Commuting Challenge

9.3 Minimise Single Occupancy Car Travel

9.3.1 No on-site car parking will be available to students, and they will not be able to obtain parking permits. This strongly discourages car use.

9.3.2 As the proposed development will essentially be “car-free”, there will be no electric vehicle (EV) charging provision on site or priority spaces for car sharers.

9.3.3 If students do wish to use a car, there are car clubs located in walking distance of the site. The following website (and similar) would be promoted:

- <https://www.enterpriseclub.co.uk/gb/en/home.html>

9.3.4 Should students' friends/family visit, they are able to 'book' one of four parking spaces at the site frontage. However, it is suggested that visitors use alternative modes of transport. The following link provides details of public car parks in Cardiff:

- <https://www.cardiff.gov.uk/ENG/resident/Parking-roads-and-travel/parking/Car-parks/Pages/Car-Parks.aspx>

9.3.5 It is envisaged that a proportion of the students would need to be driven to the development to move in/out at the start/end of their tenancy. A moving strategy has been outlined in the Transport Assessment.

9.3.6 Details of local taxi companies could be provided in the Travel Information Pack, noticeboard, and promoted on the live transport information device.

9.4 Promotion of Public Transport

9.4.1 The travel information board (and / or real-time information system) would provide details of the Cardiff Bus web page, which provides up-to-date links to all local bus companies, bus timetables, and real time information. The links relating to public transport are listed below:

- <https://www.cardiffbus.com/>
- <https://www.cardiff.gov.uk/ENG/resident/Parking-roads-and-travel/Public-transport/Pages/Public-transport.aspx>
- <https://www.traveline.cymru/>

9.4.2 The provision of up-to-date public transport timetables and information on locally recognised safe and maintained walking routes to Cardiff Central and Cardiff Queen Street and local bus stops would be provided in the Travel Information Pack and on noticeboards. This would be supplemented by a live Real Time Transport Information System (digital device) in a common area with pre-loaded apps for searching information on public transport, walking, and cycling.

9.4.3 The TPC could liaise with local bus service providers regarding occupation dates so operators can timetable accordingly to forecasted demand.

9.4.4 The TPC should ensure that all students are able to access such websites or that printed copies of the route details are available.

9.4.5 The existing public transport in the vicinity of the site is suitably equipped with seating, shelter, and timetable information and will be easily accessible via the footpath connection from the site onto Tyndall Street footways. The surrounding pedestrian infrastructure is well equipped and good quality which will encourage trips by foot.

9.5 Promotion of Cycling

Hard Measures

9.5.1 There are a total of 148 long-stay cycle parking spaces proposed within a covered and secure location. The cycle storage spaces are situated to the western boundary of the site which is easily accessible via the pedestrian footway link around the entire perimeter of the site.

9.5.2 Given that this is a purpose-built student accommodation, changing and shower facilities are built in.

Soft Measures

9.5.5 Information for cycling will be promoted, including route planning websites/apps. This will be in the Travel Pack and available to search on the Real Time Transport Information System. The Keeping Cardiff Moving website provides information regarding cycling in Cardiff:

- <https://keepingcardiffmoving.co.uk/>

9.5.6 Students that are residents on site would not need lockers or additional showering facilities as they are provided as part of the accommodation. There will be two members of staff on site associated with the student accommodation element, an accommodation manager, and a security person. Locker facilities will be provided for these staff. The only visitors expected to the PBSA element are those people visiting students based at that building. It is assumed they will use the student's facilities for showering, if necessary.

9.5.7 The TPC could co-ordinate with a Bicycle User Group (BUG) which would enable cyclists on site to discuss issues and identify areas for enhancement of facilities/infrastructure which could be brought to the attention of CCC.

9.5.10 *Keeping Cardiff Moving* is an organisation which provides information with regard to cycling in Cardiff and the surrounding area, which includes route planning and bike hire options. The link to the website is provided below:

- <https://keepingcardiffmoving.co.uk/cycle/>

9.5.11 Free adult individual cycle training is available to everyone living, working, or studying in Cardiff. This is a course which delivers training for people who want to ride confidently on the road. The address for the website is provided below:

- <https://www.cardiff.gov.uk/ENG/resident/Parking-roads-and-travel/Road-Safety/Adult-Cycle-Training/Pages/default.aspx>

9.6 Promotion of Walking

9.6.1 The site is located within a mature urban environment with comprehensive pedestrian infrastructure in the vicinity of the site. The site layout plan shows that the development would be integrated with the existing footway on Rosemary Street at the frontage of the site and Tyndall Street to the south.

9.6.2 The site is located within walking distance of a range of existing amenities including leisure and retail outlets. As a result, the location of the development mitigates against needing a car for many journeys by virtue of its proximity to facilities that students would use.

9.6.3 The site would provide well-maintained and lit accesses that link to the external network. These will be kept free from vegetation. The links would be as direct as possible to minimise walking distances and travel times for pedestrians onto the site.

9.6.4 Safe pedestrian routes in the direct vicinity of the development site would be maintained. This includes street lighting.

9.6.5 The provision of generic information, such as directions to the train station, bus stops etc. which is available to both students and visitors, would be provided on a Travel Information board (and real-time system) within the student accommodation. The TPC assigned to the development could also provide this on a map, highlighting local facilities.

9.6.6 Routes, maps, and information regarding walking in Cardiff can be found at the Keeping Cardiff Moving website:

- <https://keepingcardiffmoving.co.uk/>

10.0 ACTION PLAN

10.1 This Chapter draws together the proposed measures, monitoring, and review proposals into an indicative Action Plan that identifies who will be responsible for the delivery of each element.

10.2 This Action Plan would be updated to reflect the outcome of each biennial survey to take into account any changes necessary in the proposed measures. The outcome of the monitoring and review process and any impact on this Action Plan will be agreed with Cardiff City Council.

10.3 Table 10A provides an indicative action plan which summarises how the Travel Plan would be monitored, implemented, and reviewed.

Table 10A Indicative Action Plan

	Description	Responsibility	Timescale
1	Student management company takes ownership of the TP and appoint the TPC.	Management company	Prior to occupation
2	ADL to be the initial point of contact for the newly appointed TPC. ADL will also provide the TPC with CCC's TP Officer contact details and provide CCC with the TPC's contact details	ADL	During TP handover
3	Ensure Welcome Pack contains up-to-date public transport information	TPC	On-going
4	Make an initial point of contact with CCC	TPC	Within 1 month of appointment
5	Ensure on-site facilities to promote walking and cycling including secure cycle parking and pedestrian/cycle routes are appropriately maintained	TPC	On-going
6	Undertake 1 st travel survey	TPC	Within 3 months of full occupation
7	Submit the results to CCC	TPC	Within 1 month of survey
8	Analyse the results and set targets in liaise with CCC	TPC	Within 2 months of survey
9	Revise the TP and submit revised TP to CCC for approval	TPC	Within 3 months of survey
10	Repeat steps 7 – 10	TPC	Year 3 and Year 5
11	Be a point of contact for all residents with regards to travel matters	TPC	On-going
12	If the targets are not met, liaise with CCC to put forward remedial measures	TPC	Year 1, 3 and 5
13	Further review to be undertaken within 6 months of implementing the remedial measures	TPC	6 months after the remedial measures are implemented

- 10.4 The minimum overall budget allocated to be spent during the 5-year life of the Travel Plan on measures, including implementation, direct incentives, monitoring, and promotion of the Travel Plan will be agreed with CCC.

- 10.5 Once agreed, the Action Plan will be amended in detail as per Cardiff City Council's action plan template. This would include all relevant measures described in Chapter 9.0 and their annual costings, together with details of management and co-ordination and monitoring and review.

11.0 TARGETS, MONITORING AND REVIEW

11.1 Targets

- 11.1.1 SMART targets will be adopted at the development site. SMART stands for **S**pecific, **M**easurable, **A**chievable, **R**ealistic and **T**imebound.
- 11.1.2 A baseline travel survey will be undertaken within 3 months of full occupation of the development. The results of the baseline travel survey would be used to set travel targets (mode split) for students and staff.
- 11.1.3 Given that the development would essentially be “car-free”, the proportion of trips made by car will be negligible. The indicative target would be to increase the proportion of trips made by walking and cycling, followed by public transport. Targets will be reviewed after conducting the baseline travel survey (within 3 months of full occupation).
- 11.1.4 Before setting the targets, the TPC would liaise with Cardiff City Council for their suggestions and approval. If the targets are met by Year 5, Travel Plan monitoring would become voluntary.

11.2 Baseline Travel Data

- 11.2.1 Until the development is occupied, baseline travel data can only be predicted based on the multi-modal trip generation from the Transport Assessment for both the PBSA and commercial elements of the development.
- 11.2.2 The predicted multi-modal trip generation is summarised in Table 11A.

Table 11A Multi-Modal Trips – Total Proposed Development

Mode	Time	In	Out	2-Way
Total People	08:00 – 09:00	4	29	33
	17:00 – 18:00	34	19	53
	Daily	266	282	548
Total Vehicles	08:00 – 09:00	1	1	2
	17:00 – 18:00	1	2	3
	Daily	26	29	55
Pedestrians	08:00 – 09:00	2	17	19
	17:00 – 18:00	20	12	32
	Daily	160	170	330
Public Transport Users	08:00 – 09:00	1	10	11
	17:00 – 18:00	11	4	15
	Daily	66	73	139
Cyclists	08:00 – 09:00	0	1	1
	17:00 – 18:00	1	1	2
	Daily	9	8	17

11.2.3 Table 11A demonstrates that the dominant mode share would be on foot.

11.2.4 These predicted movements would be confirmed once the travel surveys are completed.

11.3 Monitoring

11.3.1 Travel Plans are ‘active’ documents that must be reviewed on a regular basis to demonstrate that the measures implemented have, over time, met the agreed targets.

11.3.2 It is the responsibility of the TPC to ensure that monitoring takes place and that the outputs are reported to Cardiff City Council. A monitoring report would be submitted biennially over a 5-year period (i.e., Years 1, 3, and 5). The responsibility of the Travel Plan is the TPC, who would likely be a member of staff of the student management company.

11.3.3 Monitoring would be undertaken over a 5-year period, in Years 1, 3, and 5.

11.3.4 The TPC will be responsible for distributing travel surveys in these years, collecting the data, and analysing the results. An online survey tool (such as Survey Monkey, or equivalent) will be used. A suitable response rate would be agreed with Cardiff City Council.

11.3.5 The surveys would be designed to be as concise as possible to achieve the greatest response rate possible. The sample size will determine the duration in which surveys are open. Typically, a two-week period is considered appropriate.

11.3.6 The travel surveys would establish the travel patterns of student residents. The following information would be sought:

- Student mode share for travel to/from university
- Student mode share for travel to/from other destinations (i.e., leisure, shopping purposes)
- Student mode share for start/end of term trips to/from home (including home location)
- Opinions of pedestrian, cycling, and public transport infrastructure

11.3.7 Sample questionnaire forms for students are provided as Appendices 1.0 respectively.

11.4 Review

11.4.1 Review and revision of the Travel Plan is fundamental to determining whether it is delivering, or requires revision, further monitoring, or ultimately enforcement.

11.4.2 During the 5-year life of the Travel Plan, Cardiff City Council would undertake systematic and planned reviews, providing the developer/occupier and Council with the opportunity to discuss and make changes to achieve the agreed outcomes. This would enable the Travel Plan to be adjusted and avoid the need for resorting to enforcement action.

11.4.3 Until the fifth anniversary of the first occupation of the premises the management company would carry out a revision of the Travel Plan at a time agreed with the CCC. The Revised TP shall be prepared by the TPC and would include the results of the travel surveys and an assessment on the effectiveness of:

- The measures being implemented; and
- The achievement of targets set in the Travel Plan.

11.4.4 It should also analyse student travel behaviour and suggest, if necessary, measures which will be most effective in achieving the aims and objectives of the TP.

11.4.5 The report should validate and suggest adjustments, if necessary, to the targets in the TP and suggest:

- How the Travel Plan could be improved to ensure measures are being implemented;
- What additional measures may need to be provided; and
- Any changes in targets to be agreed with CCC.

11.4.6 Until the fifth (5th) anniversary of the first occupation of the premises and following the work carried out in accordance with the above, the TPC will submit a revised and updated TP on every annual anniversary of the date that the TP is approved.

11.4.7 The “review/revise/adopt” process is to be repeated each year up to and including the fifth year of occupation.

STUDENT SURVEY



Sustainable travel is of ever-increasing importance in our developing world, so we want to see how we can help reduce the number of car journeys to and from this building and see if we can do our part to help the environment.

Please fill in this questionnaire and return it to:

Name: _____ By Date: _____

Thank you,

Travel Plan Co-Ordinator Date: _____

Section 1 – Your Journey to This Hall of Residence

- 1) Where did you travel from? (address and post/zip code)

- 2) What was your main form of transport to get here?

Section 2 – Your Travel Whilst at The Hall of Residence

- 1) What was your typical travel pattern for last week?

	Journey 1		Journey 2	
	Time Start	Time Finish	Time Start	Time Finish
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

- 2) Whilst living in halls of residence, do you have access to a car?

3) If you have access to a car, where do you park? (*if you park on a street, please name the street you usually park on*)

4) How do you travel to places other than the place of study?

5) In the last week what modes of travel have you used to each destination? Please tick as many boxes as apply for each destination or leave column blank if you did not visit that destination.

	<i>To University / Work</i>	<i>To your Home</i>	<i>To Friends</i>	<i>Other (Please state)</i>
Car (alone)				
Car share (as driver)				
Car share (as passenger)				
Bus				
Train				
Cycle				
Motorcycle				
Walking				
Taxi				
Other				

6) If by bus which number/s did you use?

STUDENT SURVEY

7) How long does it take you to get to and from your travel destinations?

	<i>To University / Work</i>	<i>To your Home</i>	<i>To Friends</i>
Car (alone)			
Car share (as driver)			
Car share (as passenger)			
Bus			
Train			
Cycle			
Motorcycle			
Walking			
Taxi			
Other			

8) Currently, what would you regard as a barrier preventing travel using the following modes:

	<i>Barrier / Reason for not considering</i>
Walking	
Cycling	
Public Transport	

9) Do you have a disability that requires you to have a car on site or nearby?

Thank you for taking the time to answer this questionnaire. Your answers are greatly appreciated and will provide a beneficial insight.

