

CONSTRUCTION SKILLS CENTRE & SITE ACCOMMODATION AT FORMER MARIA FIDELIS SCHOOL SITE TRAVEL PLAN

August 2021

1CP01-MDS_ARP-TM-REP-SS08_SL23-990011 – C01

Revision Key:

P = Preliminary Documents/Drawings – P01, P02, P03
C = Contractual Documents/Drawings – C01, C02, C03
X = As Built Mark-Up Drawings – X01, X02, X03
Z = As Built Record Drawings – Z01, Z02, Z03

Revision	Author	Checked By	Approved By	Date Approved **/**/****	Reason for Revision
C01	Katherine Wong	Robert O'Leary	Matthew Rhodes	---	
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DISCLAIMER: This report takes into account the particular instructions and requirements of our client. It is not intended for and shall not be relied upon by any third party. SDSC shall have no responsibility or liability to any third party.

1 Executive Summary

- 1.1.1 The site is located in the northern part of the former Maria Fidelis Catholic School and is adjacent to the HS2 Station worksite to the north.
- 1.1.2 The Proposed Development is to provide a Construction Skills Centre (CSC) and Site Accommodation for site operatives and management staff to facilitate the construction of HS2 Euston Station. There is an existing consent for a CSC on site.
- 1.1.3 The site is located close to walking and cycling routes, and within walking distance to a range of bus services as well as London Underground and National Rail services from a number of nearby stations. The site has the highest achievable Public Transport Accessibility Level (PTAL) of 6b.
- 1.1.4 The purpose of a Travel Plan is to promote sustainable travel behaviour. This Travel Plan has been prepared in accordance with Camden Planning Guidance (CPG) on Transport (2021). This report covers staff and pupil travel to the CSC, and staff travel to the Site Accommodation. This is in accordance to LBC guidance which states that higher education institutions should be treated as workplace for the purposes of Travel Plans.
- 1.1.5 The objectives of this Travel Plan are to:
- Increase the share of journeys made by walking and cycling;
 - Address the access needs of all site users, by supporting walking, cycling and public transport to promote healthy lifestyles and sustainable communities; and,
 - Improve awareness amongst occupiers about the different travel options and facilities available.
- 1.1.6 A range of measures have been identified with the aim to meet these objectives. The proposed measures are set out in Chapter 6. The management of the Travel Plan is contained in Chapter 7, and the Monitoring and Review strategy is contained in Chapter 8.

2 Introduction

2.1 Background context

- 2.1.1 This report has been produced by the Mace Dragados Joint Venture (MDjv) on behalf of High Speed 2 Ltd (HS2 Ltd), to support a full planning application for a Construction Skills Centre and Site Accommodation at the former Maria Fidelis School site (the 'Proposed Development').
- 2.1.2 The Proposed Development would provide:
- a Construction Skills Centre ('CSC') on behalf of London Borough of Camden ('LBC'), for which a similar scheme was previously granted planning permission under LBC application reference 2019/3091/P; and
 - a Site Accommodation facility to accommodate approximately 2,500 site operatives and management staff, including office space, ancillary rooms, WCs, showers and changing rooms, and on-site catering. This is required as part of the High Speed Two ('HS2') railway project and will facilitate the construction of HS2 Euston Station.
- 2.1.3 The Proposed Development is required for a temporary period of 10 years from occupation and will be removed following the construction of HS2 Euston Station.
- 2.1.4 A summary of the application and how this report fits into the suite of documents can be found in the Planning Statement.

2.2 Description of development

- 2.2.1 Erection of a six-storey combined CSC (Class F1(a) - Education) and Site Accommodation (Class E(g)(i) – Offices) to facilitate the construction of HS2 Euston station, as meanwhile uses for a period of up to 10 years from occupation.
- 2.2.2 The Proposed Development would provide 1,378sqm of CSC floorspace and 5,747sqm of Site Accommodation floorspace. The overall site area is 0.24ha. The maximum height of the building would be 22.4m and the building would be 77m wide and 18m deep.
- 2.2.3 The building would utilise modular construction, using modern methods of construction and assembly on-site to the form described above.
- 2.2.4 Vehicular access to the Site Accommodation would be delivered via a combination of the existing HS2 worksite to the north and Cobourg Street. Vehicular access arrangements for the Site Accommodation would change throughout the construction and operational period to accommodate wider HS2 works to the north of the site. Vehicular access for the CSC would remain as previously approved with infrequent servicing use of North Gower Street (consented under extant permission 2019/3091/P).

- 2.2.5 Pedestrian access to the CSC would be via the open space to the south of the building. Pedestrian access to the Site Accommodation would only be from Hampstead Road and through the existing HS2 worksite to the north.

2.3 Site description

- 2.3.1 The site is located in the northern part of the former Maria Fidelis Catholic School in the London Borough of Camden. The site is currently vacant but had most recently been used as outdoor play space associated with the school and a two-storey ancillary school building, constructed in the 1990s, remains on-site.
- 2.3.2 The land immediately to the south of the site is occupied by the five-storey former school building, which was constructed in the interwar period. Planning consent was granted (subject to completion of s.106 agreement) in October 2020 for the mixed-use redevelopment of the former school building.
- 2.3.3 The surrounding area is a mix of residential and commercial uses, with Euston Station located to the north east. To the north of the site is the HS2 Euston Station construction site, which was formerly St. James's Gardens.
- 2.3.4 The site is accessed via North Gower Street to the west and via Cobourg Street to the east. Starcross Street is located to the south of the wider Maria Fidelis site and connects North Gower Street and Cobourg Street. Hampstead Road is located beyond North Gower Street to the west of the site. There are no Listed buildings on-site and the application site is not within a Conservation Area. The buildings on the eastern (no's 190-204) and western (no's 211-229) North Gower Street, located approximately 100 metres to the south of the site, are Grade II Listed. 108 Hampstead Road, located 20 metres to the north east of the application site, is Locally Listed.

2.4 Report structure

- 2.4.1 The purpose of a Travel Plan is to promote sustainable travel behaviour. This Travel Plan has been prepared in accordance with Camden Planning Guidance (CPG) on Transport (2021). This report covers staff and pupil travel to the CSC, and staff travel to the Site Accommodation. This is in accordance to LBC guidance which states that higher education institutions should be treated as workplace for the purposes of Travel Plans.
- 2.4.2 This report is structured as follows:
- **Chapter 3 – Site Assessment:** sets out the details of local transport services, walking and cycling routes within the area.
 - **Chapter 4 – Objectives:** sets out what the travel plan hopes to achieve.
 - **Chapter 5 – Preliminary targets:** provides specific targets for modal shift.

- **Chapter 6 – Package of measures:** details of the proposed initiatives to be implemented.
- **Chapter 7 – Management:** Details of how the travel plan will be managed and contact details of the Travel Plan Coordinator (TPC).
- **Chapter 8 – Monitoring and review :** How and when the travel plan will be monitored and when this will be reported to the Council.
- **Chapter 9 – Action Plan:** A comprehensive list of the measures which sets out what will be implemented and when. These are set aside from the objectives and targets identified above.

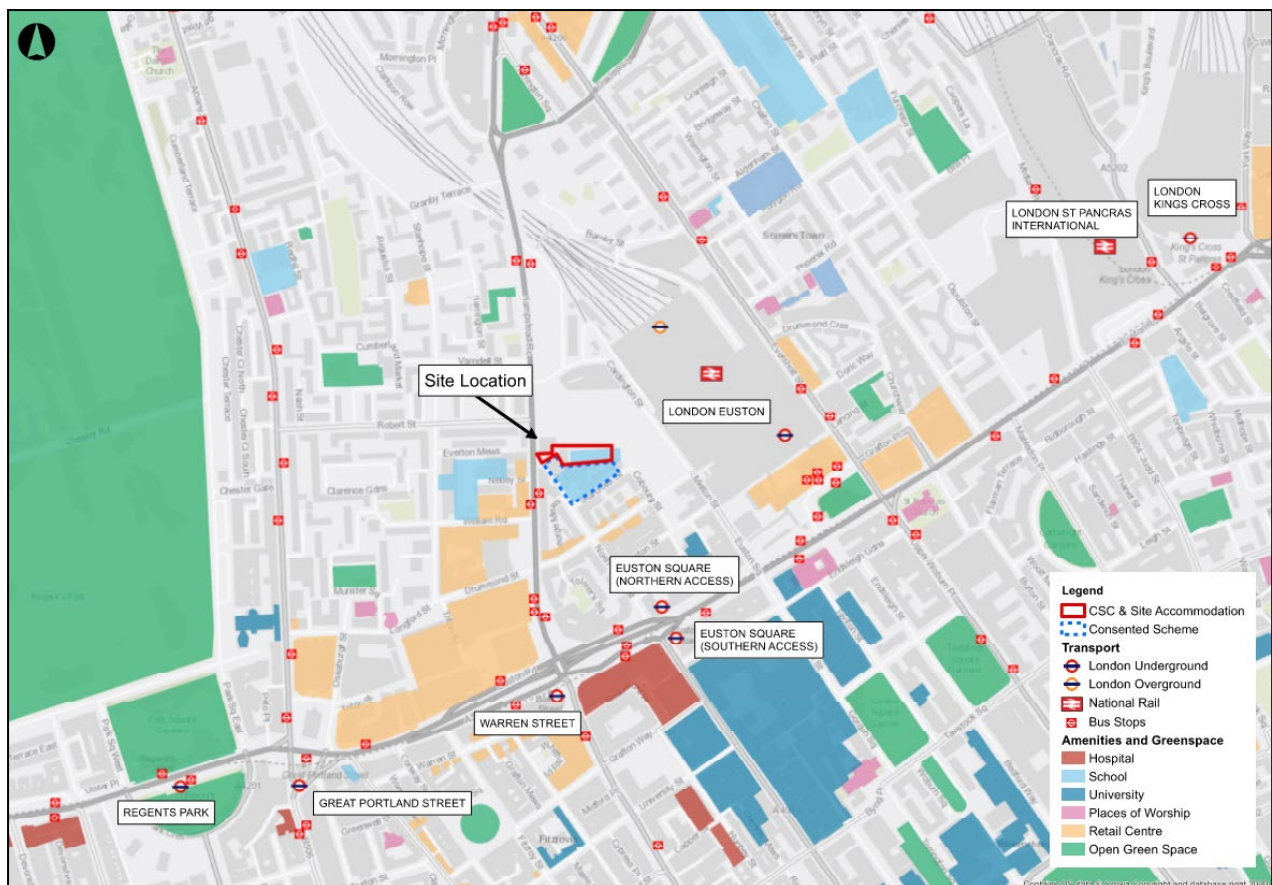
3 Site Assessment

3.1.1 This section summarises the accessibility of the site by walking, cycling and public transport.

3.2 Site location and consented use

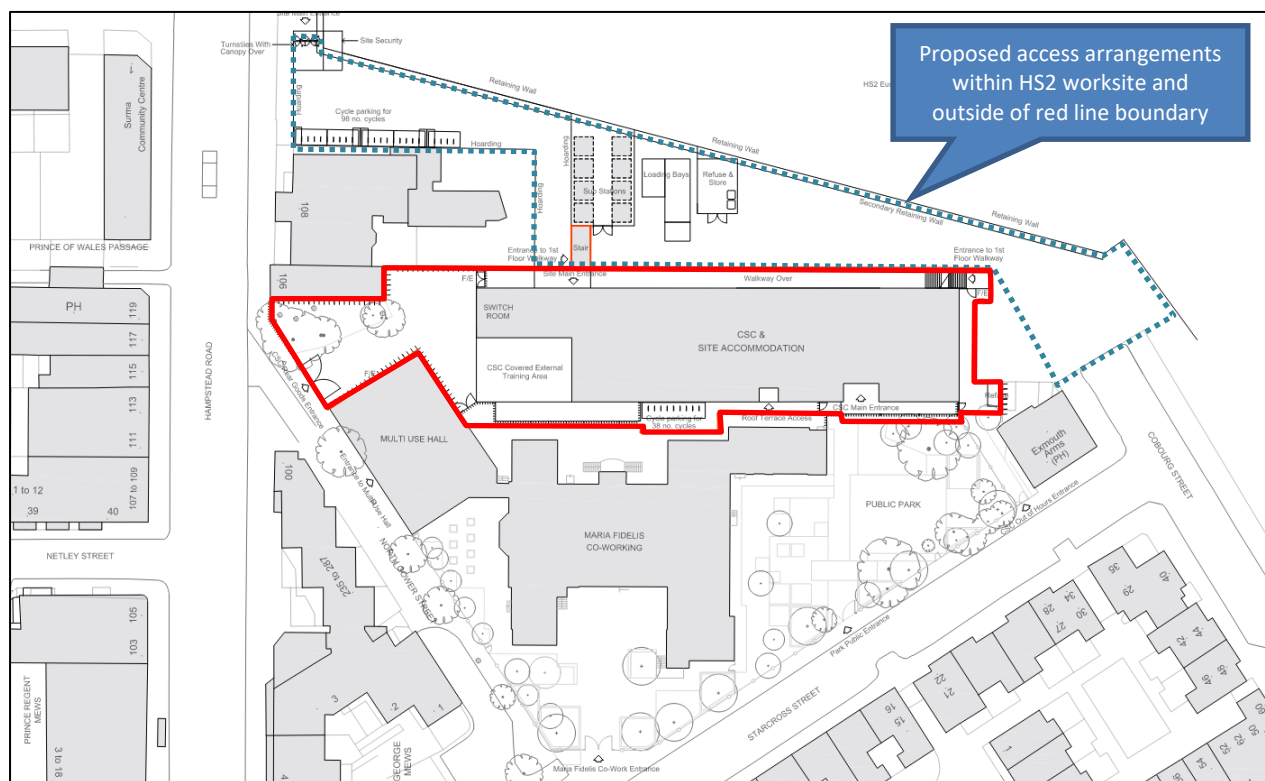
3.2.1 The proposed Site Accommodation will be accessed from the A400 Hampstead Road and the CSC will be accessed from Starcross Street. The existing Maria Fidelis School building is located to the south of the site. The site is approximately 300m west of Euston Station. The postcode of the site is NW1 2LY. The site location in the context of the wider area is shown in Figure 1.

Figure 1: Site location plan



3.2.2 The red line boundary for the Proposed Development is shown in Figure 2. To the north of the site is the HS2 Station worksite, where there will be works undertaken under HS2 Act powers to provide access to the Proposed Development (as indicated in Figure 2). It has been agreed with LBC that this area will not be part of the red line boundary of this application.

Figure 2: Red line boundary



3.2.3 A planning consent was granted in October 2020 for the redevelopment of the former Maria Fidelis school building (planning reference: 2019/3091/P). The extent of the planning application is shown in Figure 3.

Figure 3: Consented site layout



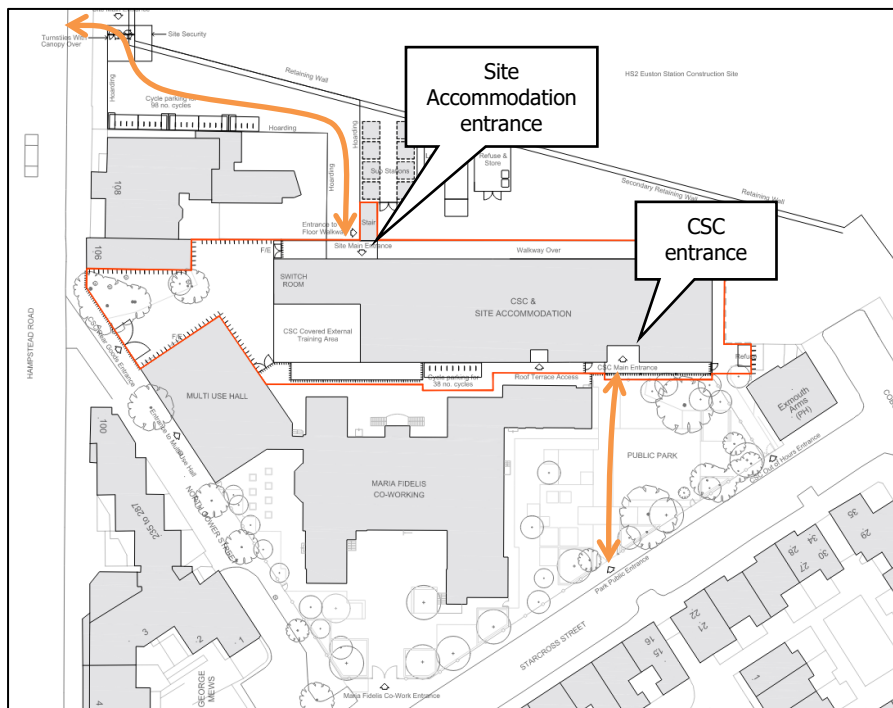
- 3.2.4 The red line boundary for the proposed planning application is within the existing planning permission to provide the CSC. The Proposed Development retains the consented CSC and incorporates the provision of a new Site Accommodation to facilitate the construction of HS2 Euston.

3.3 Walking

- 3.3.1 The proposed pedestrian access strategy for the building is as follows and as shown in Figure 4:

- CSC – Access will be via Starcross Street and the open space as per the previously consented application.
- Site Accommodation – Access will be only via the A400 Hampstead Road and through the existing HS2 worksite to the north.

Figure 4: Proposed pedestrian access



- 3.3.2 Footways are provided along all local roads, including the A400 Hampstead Road to the west, Starcross Street to the south and Cobourg Street to the southeast. These provide convenient connections to public transport services and various amenities and facilities in the immediate area.
- 3.3.3 The northern end of North Gower Street is pedestrianised and as part of the consented Maria Fidelis development, will be used by occasional servicing vehicles for the CSC.
- 3.3.4 A signal-controlled pedestrian crossing is provided adjacent to the site on the A400 Hampstead Road, to the north of North Gower Street. Further crossing facilities are provided at the A400 Hampstead Road / Cardington Road junction to the north, and the A400 Hampstead Road junctions with Drummond Street and A501 Euston Road junction to the south. Along quieter streets dropped kerbs and tactile paving are provided at crossing points.

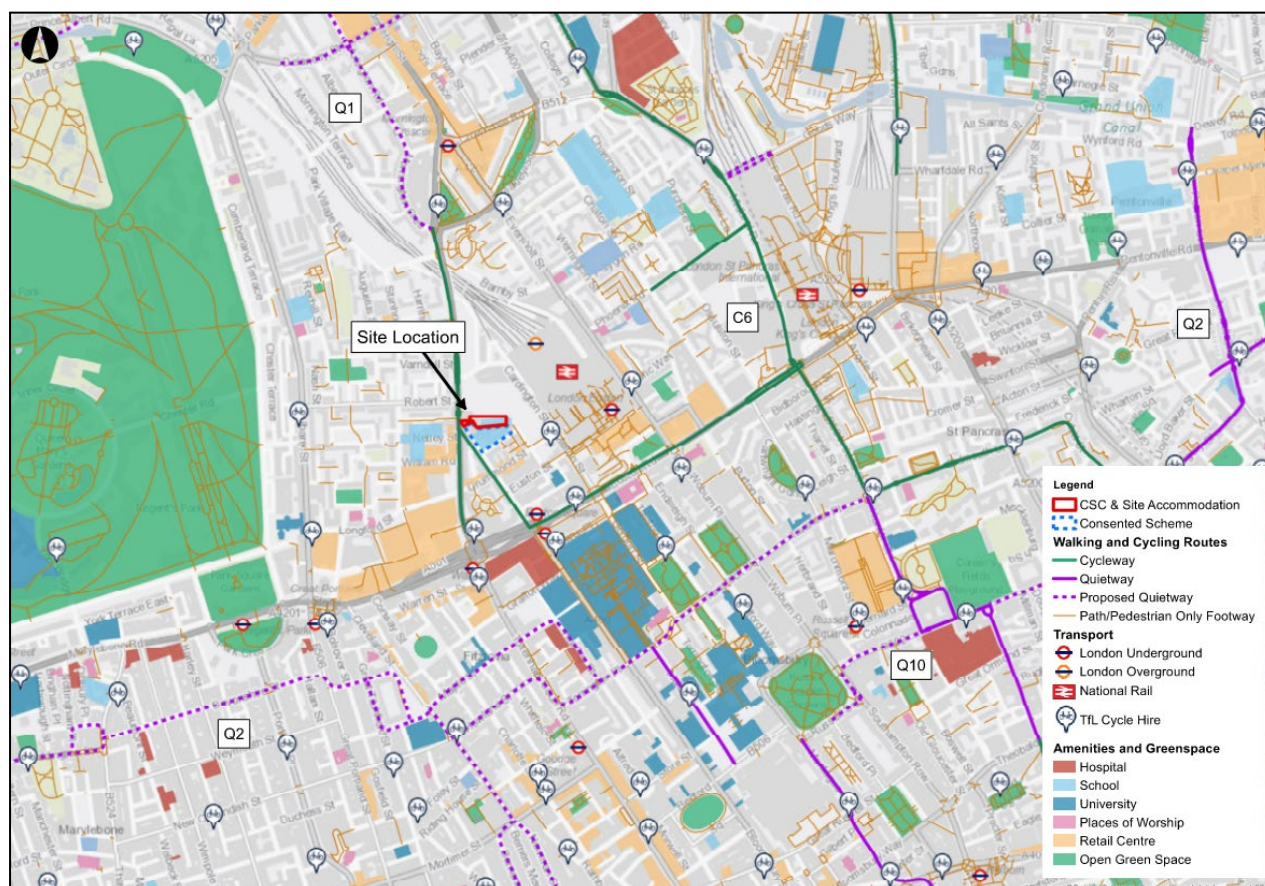
3.4 Cycling

Cycling routes

- 3.4.1 There are a number of cycle routes in the vicinity of the site. The A400 Hampstead Road has an on-road local cycle lane, which provides access to central London to the

south. The local cycle routes, including cycleways, Quietways and Cycle Superhighways, are shown in Figure 5.

Figure 5: Cycle Routes in Relation to the Site



Cycle parking

3.4.2 There will be 98 cycle parking spaces provided for the Site Accommodation and 38 cycle parking spaces for the CSC. These exceed the cycle parking requirements set out in the London Plan (2021). The London Plan references former land use classes, and for the Proposed Development, B1 cycle parking standards are used for the Site Accommodation and D1 cycle parking standards are used for the CSC, as shown in Table 1.

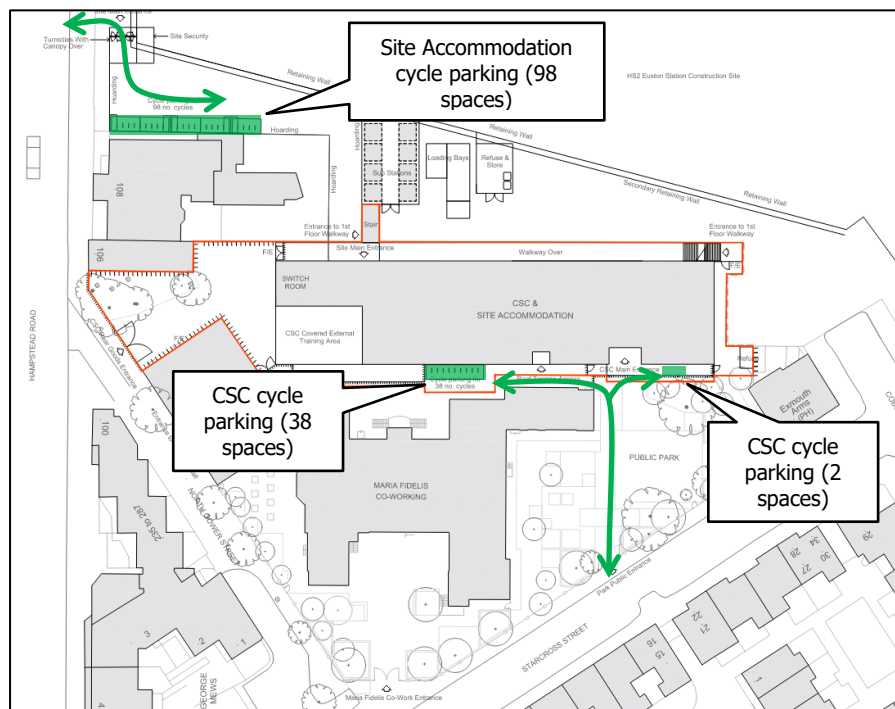
Table 1: Proposed Cycle Parking Provision

Use Class	Land Use	London Plan (2021) Requirements			Proposed Cycle Parking
		Long stay	Short stay	Total	
B1	Business Offices	77	11	88	98
D1	College	14	18	32	40
	Total	91	29	120	138

3.4.3 For all phases of operation, access to the cycle parking is as follows and indicated in Figure 6:

- CSC – Access will be via Starcross Street and the cycle parking is provided to the east of the building.
- Site Accommodation – Access will be via the A400 Hampstead Road and the cycle parking will be provided to the north of the site within the HS2 worksite.

Figure 6: Proposed cycle parking location and access



3.4.4 The cycle parking provision will be in the form of Sheffield stands on the lower tier with racks on the upper tier. These cycle parking will be secure and covered and 5% of cycle parking spaces will be suitable for a larger accessible bike. There will also be two Sheffield stands by the entrance to the CSC (one-sided parking only) for any short stay cycle parking drop-offs, e.g. couriers.

3.4.5 On-street Sheffield stands are provided within the vicinity of the site, including at the following locations:

- The A400 Hampstead Road (30 spaces)
- North Gower Street/Drummond Street (14 spaces)
- Cobourg Street/Drummond Street (6 spaces)

- Melton Street (78 spaces)

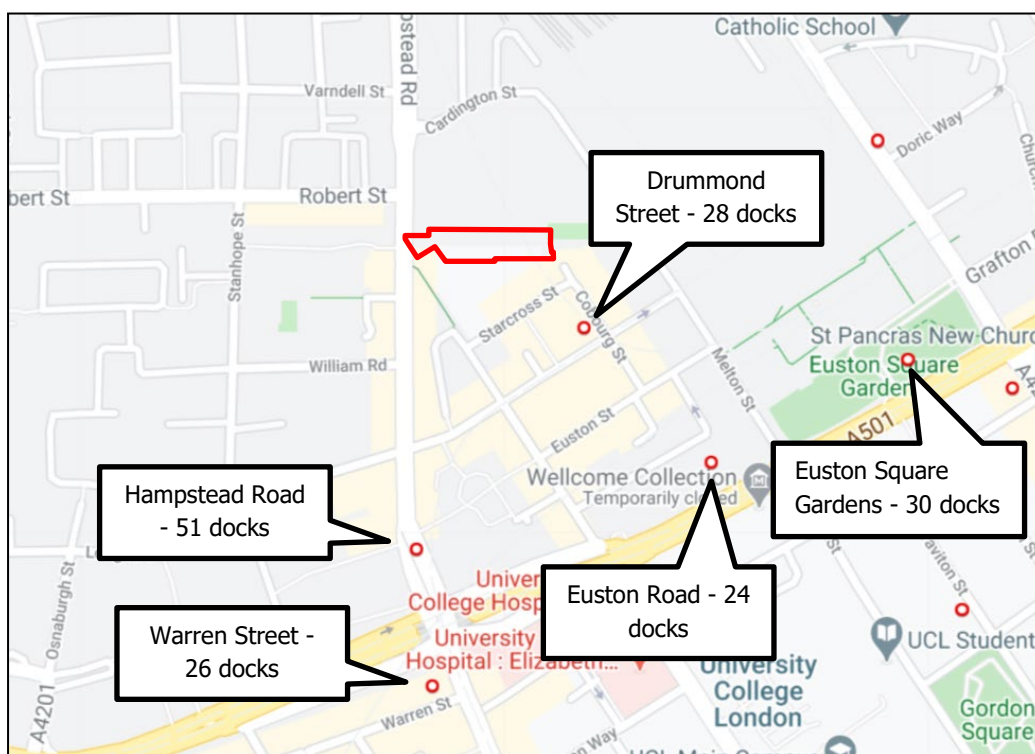
3.4.6 In total, 128 spaces are available within around 150m (one to two minute walk) of the site.

Cycle hire

3.4.7 The site is located in close proximity to existing TfL cycle hire docking stations. The nearest docking stations to the site are as follows and the locations are shown in Figure 7:

- Drummond Street – 28 docks (approximately 140m south).
- The A501 Euston Road – 24 docks (approximately 310m south).
- The A400 Hampstead Road – 51 docks (approximately 320m south).
- Euston Square Gardens – 30 docks (approximately 390m south east).
- Warren Street Station – 26 docks (approximately 460m south west).

Figure 7: Cycle hire locations

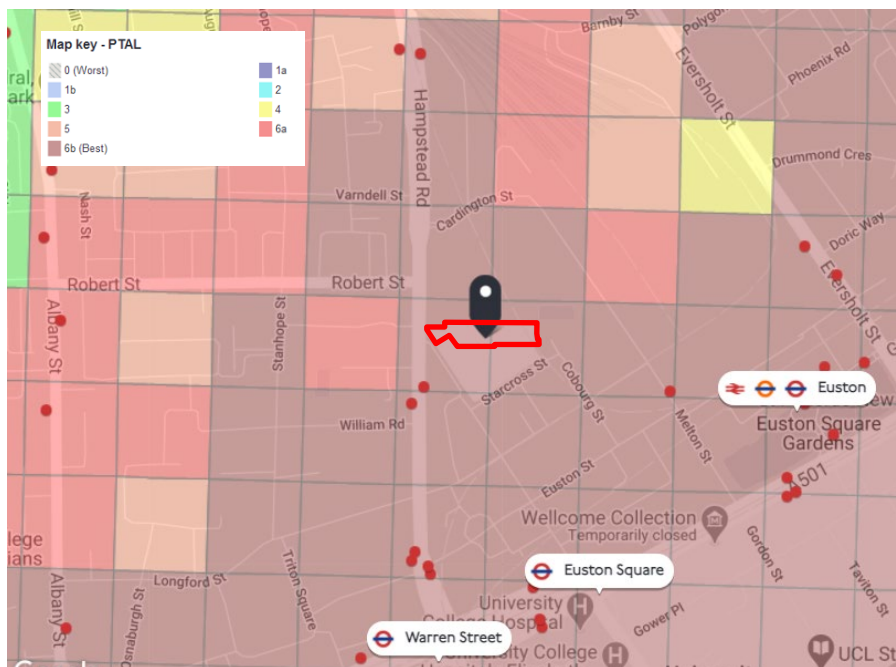


Source: <https://tfl.gov.uk/modes/cycling/santander-cycles>

3.5 Public transport

- 3.5.1 The site is close to a wide range of public transport services. Euston, Euston Square, Warren Street, and Great Portland Street Underground stations, and Euston Mainline Station, are within walking distance and frequent bus services are available from the A400 Hampstead Road, A501 Euston Road and Albany Street. More details regarding each of the available transport services are given below.
- 3.5.2 Public Transport Accessibility Level (PTAL) is a measure of the public transport accessibility of a chosen location on a scale of 1a to 6b, with 6b being the highest. Based on TfL's WebCAT online database, the site has the highest PTAL rating of 6b which indicates an 'excellent' connectivity to the surrounding network. This is shown on Figure 8.

Figure 8: Public Transport Accessibility Level (WebCAT)



3.6 Buses

- 3.6.1 The nearest bus stops to the site are:
- The A400 Hampstead Road to the south of North Gower Street – approximately 100m from the Site Accommodation access and 230m from the CSC.
 - The A501 Euston Road by Warren Street Station – approximately 450m from the Site Accommodation access and 520m from the CSC.

- Albany Street by Robert Street – approximately 450 from the Site Accommodation and 670m from the CSC.

3.6.2 A summary of the bus stops are provided in Table 2 below.

Table 2: Local Buses Services

Route no.	Route	Peak Weekday Frequency (buses per hour)
Hampstead Road, Bus Stop K and J		
24	Grosvenor Road – Royal Free Hospital	10
27	Chiswick Business Park – Chalk Farm	8
29	Lordship Lane – Trafalgar Square	15
134	North Finchley Bus Station – Warren Street	12
Warren Street, Bus Stops X, V, and KA		
18	Euston - Sudbury	12
30	Hackney Wick- Marble Arch	6
73	Stoke Newington – Oxford Circus	12
205	Cleveland Terrace – Bow Church	7
390	Archway – Victoria	10
Albany Street, Bus Stops Q and N		
88	Parliament Hill Fields – Clapham Common	7
Total buses per hour per direction		99

3.7 London Underground

3.7.1 There are five London Underground Stations located within 960m of the site:

- Euston (approximately 300m from CSC and 550m from the Site Accommodation) and Warren Street (approximately 480m) are served by the Northern and Victoria lines. Mornington Crescent (approximately 700m from Site Accommodation and 900m from CSC) is also served by the Northern line.
- Euston Square (approximately 350m to 400m) and Great Portland Street (approximately 800m) are served by the Hammersmith and City, Circle and Metropolitan lines

3.7.2 The approximate trains per hour (tph) in each direction during peak times are shown in Table 3.

Table 3: Approximate London Underground peak frequencies

London Underground Line	Approximate peak frequency (tph) in each direction
Northern Line (Bank branch)	24
Northern Line (Charing Cross branch)	24
Victoria Line	36
Hammersmith & City and Circle	13
Metropolitan	15
Total	112

3.7.3 In terms of improvement works, TfL are currently working on planned upgrades to the Circle, District, Hammersmith & City and Metropolitan Lines to increase train frequency and reliability as part of the Four Lines Modernisation scheme.

3.8 National Rail

3.8.1 Euston railway station provides local and regional services to the West of England and Scotland including to Birmingham, Crewe, Liverpool, Manchester, Edinburgh and Glasgow. This station has 18 platforms.

3.9 Highway network

Surrounding roads and streets

3.9.1 The roads surrounding the site can be summarised as follows:

- The A400 Hampstead Road to the west.
- North Gower Street to the west.
- Cobourg Street to the east.
- Starcross Street on the south.

3.9.2 The A400 Hampstead Road is a strategic route and is part of the TfL Road Network (TLRN, also known as Red Route).

3.9.3 The A400 Hampstead Road has a speed limit of 30 mph and other surrounding local streets have a speed limit of 20 mph.

On-street car parking and loading facilities

3.9.4 At the western end of Starcross Street, there are on-street pay by phone parking bays with a maximum stay of 2 hours (Monday to Friday, 8.30am to 6.30pm). The other on-street parking bays on Starcross Street and Cobourg Street are for residential permit holders only (permit zone CA-G, Monday to Friday 8.30am to 6.30pm).

- 3.9.5 In terms of on-street loading, there are sections of double yellow lines on Cobourg Street and Starcross Street where loading is permitted.
- 3.9.6 The A400 Hampstead Road is no stopping between 8am to 7pm, Monday to Saturday. There are on-street loading bays near to North Gower Street. Loading is allowed outside of the Red Route no stopping hours, and the eastern bays also allow loading between 10am and 4pm, and the western bays allow loading between 8am and 4pm.

4 Objectives

- 4.1.1 The Travel Plan focuses on encouraging staff and pupils to the site to travel by active and sustainable modes of transport.
- 4.1.2 The objectives of this Travel Plan are to:
- Increase the share of journeys made by walking and cycling;
 - Address the access needs of all site users, by supporting walking, cycling and public transport to promote healthy lifestyles and sustainable communities; and,
 - Improve awareness amongst occupiers about the different travel options and facilities available.

5 Preliminary Targets

- 5.1.1 For the Travel Plan to succeed, preliminary targets should be set to allow for the ongoing monitoring and assessment of the Travel Plan's measures and success. Targets are should be SMART - Specific, Measurable, Achievable, Realistic and Timed.
- 5.1.2 A set of preliminary targets has been developed for staff and pupils to the site using the baseline mode split forecasts provided in the Transport Assessment. As the Travel Plan will be an evolving document, these initial targets will be continually reviewed and revised in agreement with the reviewing authorities should it be evident that the targets set are not being achieved.

5.2 Targets

The forecast baseline mode splits from the Transport Assessment and the preliminary targets for the CSC and Site Accommodation is shown in Table 4 and Table 5, respectively.

Table 4: CSC baseline and preliminary mode share targets

Mode	Baseline	Year 1	Year 3	Year 5
Underground	24%	24%	24%	24%
Train	28%	28%	28%	28%
Bus	7%	7%	7%	7%
Taxi	0%	0%	0%	0%
Motorcycle	0%	0%	0%	0%
Car driver	4%	3%	2%	1%
Car passenger	0%	0%	0%	0%
Cycling	0%	1%	2%	3%
Walking	37%	37%	37%	37%
Total	100%	100%	100%	100%

Table 5: Site Accommodation baseline and preliminary mode share targets

Mode	Baseline	Year 1	Year 3	Year 5
Underground	37%	36%	36%	35%
Train	42%	42%	42%	42%
Bus	11%	11%	10%	10%
Taxi	0%	0%	0%	0%
Motorcycle	1%	1%	1%	1%
Car driver	0%	0%	0%	0%
Car passenger	0%	0%	0%	0%
Cycling	4%	5%	6%	7%
Walking	5%	5%	5%	5%
Total	100%	100%	100%	100%

- 5.2.1 It is important to note that the initial baseline and future year target mode splits presented within this Travel Plan are subject to change, as these figures are based upon the current forecast mode split for the development. Within 12 months of occupation, an initial travel survey will be undertaken which will be used to identify a confirmed baseline. Once this data has been obtained, future year targets can then be amended if necessary.
- 5.2.2 If the data collected through monitoring surveys (discussed in Section 8) indicates that mode splits are not following the aspired patterns, the Travel Plan co-ordinator will assess which measures have been effective and which have been ineffective. They will then make further decisions regarding which measures to maintain and which to replace by alternatives.

6 Package of Measures

6.1.1 The following initiatives are aimed at encouraging the use of active, sustainable and healthy travel by site staff and pupils.

6.2 Welcome Packs

6.2.1 Consideration will be given to the distribution of welcome packs to all staff and pupils upon occupation of the site. These would include information on the local walking, cycling and public transport networks, including:

- Walking and cycling maps;
- Public transport maps, routes, timetables and fares;
- Provision of information about the TfL cycle hire scheme; and
- The pack would also explain the health and environmental benefits of utilising sustainable modes of transport, including walking and cycling.

6.3 Noticeboards

6.3.1 Notice boards to be provided in prominent, communal and accessible areas within CSC and Site Accommodation to provide latest transport information and contact details.

6.4 Measures to facilitate walking

6.4.1 The following measures will be considered to further encourage walking for site staff:

- Make a pool of umbrellas available to encouraging walking in all weather conditions; and
- Promote initiatives such as National Walking Month or the 10,000 step challenge.

6.5 Measures to facilitate cycling

6.5.1 The Proposed Development will be provided short stay and long stay cycle parking for the CSC and Site Accommodation. Showers, changing and drying facilities and lockers will also be provided.

6.5.2 The following measures will also be considered to further encourage cycling for site staff:

- Provide interest-free cycle loans to enable staff to purchase cycles and spread the payments for them out over a period of time. This could be in the form of the Government's Cycle to Work scheme, or a privately-run scheme;
- Negotiate discounts at local bike shops for staff purchases;
- Payment of a cycle mileage allowance for staff using their own cycles to undertake business trips;

- Organise cycle training for staff and pupils, for example through courses arranged by LBC;
- Organise cycle maintenance classes;
- Promote initiatives and events such as Ride London, Sustrans Cycle to Work Day and National Car Free Day; and
- Set up a Bicycle User Group (BUG); this would enable staff to meet to discuss problems and issues that may arise and offer staff that may not be confident enough to cycle alone the opportunity to join a “buddy scheme” where people can pair up with fellow cyclists who live on similar routes or are travelling to the same meeting or event.

6.6 Measures to facilitate public transport

6.6.1 The following measure will be considered to further encourage public transport for site staff:

- Provision of an interest-free season ticket loan for staff;
- Promote use of route planners (e.g. TfL Journey Planner, City Mapper) and provide information about carrying cycles on trains.

7 Management

7.1 Introduction

- 7.1.1 To maximise the chances of the Travel Plan's success, it is important to have a clear implementation strategy, identifying roles and responsibilities to maintain the momentum of the Travel Plan.

7.2 Travel Plan Co-ordinator

- 7.2.1 Prior to the occupation of the Proposed Development, a Travel Plan Co-ordinator will be appointed to oversee the implementation and monitoring of the Travel Plan.
- 7.2.2 It is expected that the CSC and Site Accommodation will have separate Travel Plan Co-ordinators to manage the different travel patterns of the building users.

7.3 Role of the Travel Plan Co-ordinator

- 7.3.1 The Travel Plan Co-ordinator's responsibilities will include:
- Establishing and co-ordinating a Travel Plan Steering Group with meetings as required;
 - Organising Travel Plan induction sessions;
 - Identifying key milestones, deliverables and a programme to oversee the development and implementation of specific initiatives;
 - Developing and disseminating appropriate marketing information/materials;
 - Overseeing the implementation of Travel Plan measures in a timely manner;
 - Liaising with any appropriate groups/organisations (e.g. TfL, LBC to ensure co-ordinated working;
 - Undertaking appropriate monitoring of the Travel Plan, including any appropriate review and revisions;
 - Monitoring and reviewing progress and identifying targets for taking the Travel Plan forward;
 - Ensuring that the work of the Travel Plan is co-ordinated with other activities of the Proposed Development; and
 - Ensuring that there is sufficient time to spend on the Travel Plan and to perform all their duties.

8 Monitoring and Review

8.1 Introduction

- 8.1.1 A Travel Plan is an evolving document and as such requires regular monitoring and reviewing to provide constant improvements with the aim of achieving the targets, aims and objectives set out within the document. Frequent reviewing will aid in assessing progress towards achieving the Plan's targets and objectives and help understand whether the Travel Plan needs adaption or refinement.

8.2 Monitoring Surveys

- 8.2.1 Within six months of occupation, an initial monitoring survey will be undertaken which will double up as a baseline survey to establish mode splits. This will inform the review of the Travel Plan which will take place within one year of occupation. Following this, subsequent surveys will be undertaken in years three and five to assess if the Travel Plan's aims are being achieved and whether modifications will need to be made to achieve the Travel Plan's overarching objectives. The survey will be analysed against several indicators to establish how well the Travel Plan measures are achieving their aims.
- 8.2.2 Monitoring of the Travel Plan will be based upon feedback forms which will have been distributed to staff in their Welcome Packs. This will allow for site-specific travel characteristics to be reconfirmed, against which the targets set can be reviewed and adjusted accordingly.

8.3 Travel Survey Methodology

- 8.3.1 Travel Plan surveys will be done after one, three and five years, with monitoring reports produced following the surveys. The monitoring will be the responsibility of the Travel Plan Co-ordinator. Based on published TfL guidance the monitoring will include the following elements as a minimum:
- Multi-modal counts of all trips undertaken to and from the site;
 - Full site audit;
 - Cycle parking counts; and
 - Uptake of travel planning measures.

8.4 Monitoring Report

- 8.4.1 The Travel Plan Co-ordinator will prepare a full monitoring report following the one, three and five year surveys, which will be issued to LBC and any relevant stakeholders. This report will contain all survey data as well as any measures which

have been implemented, commentary on the success of the measures, proposals for amendments to the measures and next steps.

8.4.2 The report will compare the surveyed mode shares against the original targets set. The purpose of this is so that if the targets have not been met then the report will outline measures to resolve this.

8.4.3 Staff will receive summarised versions of the Travel Plan and any other interested parties will be able to access the document.

9 Action Plan

9.1.1 An indicative Action plan for implementation of the Travel Plan is shown in Table 6.

Table 6: Indicative Action Plan

Measure	Timing
Implement of physical measures – cycle parking, showers, changing rooms, pedestrian access.	During construction
Appointment of TPC(s)	Prior to occupation
Produce Travel Plan information (Welcome Packs and noticeboard)	Prior to occupation
Distribute Welcome Packs	Upon occupation
Initial travel survey	6 months and review / reporting within Year 1
Monitoring surveys	Year 3 and Year 5
Travel Plan monitoring reports	Within a month of each survey
Promotional material and events	Ongoing