

YGG Glantaf, Cardiff – Specialist Resource Base (SRB)

Travel Plan

City and County of Cardiff

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Quality information

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YGG Glantaf, Cardiff – Specialist Resource Base (SRB)

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1.Introduction

1.1 Introduction

- 1.1.1 AECOM was commissioned by the City and County of Cardiff (CCC) Education Department to provide transport planning inputs relating to a planning application for the provision of a new Specialist Resource Base (SRB) for pupils with profound learning needs, located on the site of the existing Ysgol Gyfun Gymraeg (YGG) Glantaf.
- 1.1.2 This Travel Plan (TP) has been prepared in respect of the Proposed Development at YGG Glantaf and is submitted to CCC Local Planning Authority (LPA), alongside a planning application. In order to maximise the effectiveness of the TP, the document will be informed through discussions with the school and CCC Education Department. This is an interim document, meaning that the scope of this TP is to outline the initial objectives and measures prior to occupation of the scheme. Upon occupation, the content of this document will be updated and tailored to the specific requirements of the development to form a Full TP.
- 1.1.3 The SRB utilises areas within the mainstream school buildings, accommodating pupils with behavioural issues or similar, who may not be suited to the lesson timetable of the mainstream school, but are not required to attend a separate school elsewhere. The new SRB will be designed to accommodate 60 pupils where the main objective is to provide a safe and inspiring place to learn and grow in independence. The new facility will comprise 30 ASD (Autism Spectrum Disorder) pupil places and 30 number CLN (Complex Learning Needs) pupil places.
- 1.1.4 The existing school already provides facilities for pupils with Additional Learning Needs (ALN) and this will contribute to a significant proportion of the SRB places that will be relocated within this facility. It is understood that there are 22 existing SRB pupils accommodated within YGG Glantaf together with their associated support staff. The proposals therefore seek to formalise some existing facilities with new purpose built facilities and also expand this to a capacity of 60 pupils, an increase over the current situation of 38 in terms of pupil space provision. As part of the proposals, there is expected to be an additional 22 support staff employed to accommodate the increase in pupils.
- 1.1.5 This TP should be read in conjunction with the Transport Statement (TS) submitted to inform the planning application. The TS provides further detail in relation to the proposed development (and how it will operate alongside the existing uses of the site) and its associated traffic generation and impact on the local highway network.

1.2 Scope of the Travel Plan

- 1.2.1 This TP has been produced to inform the application for the provision of a new SRB for pupils with profound learning needs, located on the site of the existing YGG Glantaf. A TP is the generic term for a package of measures to encourage more environmentally friendly travel choices and to reduce the dependence on the private car, particularly in terms of single occupancy vehicle (SOV) journeys.
- 1.2.2 A TP provides a strategy to reduce the transportation impacts of a development and to influence the travel behaviour of all site users, including staff, pupils, parents and guardians, and visitors. In order to remain relevant and effective, a TP requires regular monitoring and review. This process aims to incorporate the changing context within which the TP operates and to integrate new sustainable measures and practices into the strategy. For new developments, it is important that sustainable travel measures are in place prior to occupation as travel habits in favour of walking, cycling and public transport are more readily established from the outset.

1.2.3 In respect of the specific nature of the Proposed Development for an SRB, there is limited opportunity to promote a mode shift to sustainable modes of travel amongst the pupil population, and the needs of these pupils must come first. Whilst the opportunities for pupils to travel to and from school by walking and cycling will be a possibility for those residing in the local area, this is likely to be a small proportion of pupils. Public transport use will also likely be limited, although it should be acknowledged that the majority of pupils are expected to travel as a passenger in a multi-modal vehicle. As such, the TP will focus primarily on the school as a workplace and seek to encourage sustainable travel amongst staff members and visitors.

1.3 Site Location

- 1.3.1 The Proposed Development is located at the existing YGG Glantaf, approximately 4.5km northwest of Cardiff City Centre, adjacent to the River Taff. The existing school is accessed from Gabalfa Road, which borders the site to the east. The premises is bordered to the north by the A4054.
- 1.3.2 There are no changes proposed to the current access arrangements as part of these proposals. The existing school and proposed SRB facility will be served by vehicle and pedestrian accesses on Gabalfa Road and pedestrian access from the A4054 Bridge Road.
- 1.3.1 The location of the Proposed Development is shown in Error! Reference source not found..

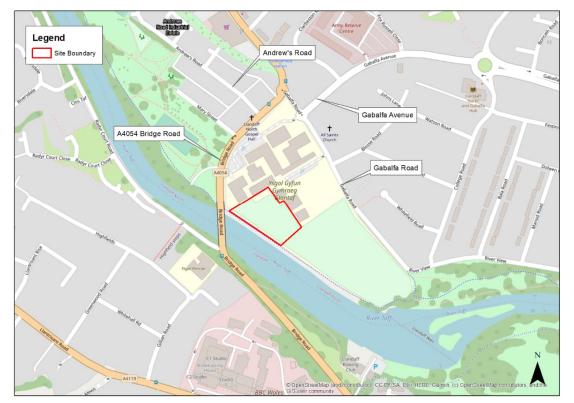


Figure 1-1: Site Location

1.4 Policy Context

- 1.4.1 This document has been prepared in accordance with *Technical Advice Note (TAN) 18: Transport*, published by the WG. TAN 18 sets out technical guidance for the transport related elements of development and also confirms the WG's commitment to sustainable travel via the implementation of TPs for new developments.
- 1.4.2 TAN 18 states that the WG "wishes to promote the widespread adoption of travel plans by businesses, schools, hospitals, tourist attractions and other significant travel-generating uses".

1.5 BREEAM Compliance

- 1.5.1 This TP should be read in conjunction with the TS submitted to inform the planning application for the new school. Both documents seek to contribute to the assessment of the development proposals in line with the latest BREEAM guidance. BREEAM is a scheme for evaluating the sustainability credentials of the built environment.
- 1.5.2 The preparation of this TP is understood to form part of the assessment for BREEAM topic 'Tra 01 Transport Assessment and Travel Plan'. In accordance with the guidance, this TP has been prepared in collaboration with YGG Glantaf to ensure that the document aligns with their operational requirements and that the TP will be implemented following construction of the proposed development.
- 1.5.3 Section 2 of this TP provides an audit of the existing site accessibility. Section 3 sets out an overview of the development proposals, including the sustainable transport measures to be provided through the Proposed Development.

1.6 Report Structure

- 1.6.1 The TP is structured as follows:
 - Section 2 Existing Situation and Site Accessibility: Examines the local transport conditions in the vicinity of the site and makes an assessment on the accessibility of the site to non-car modes of travel;
 - Section 3 Development Proposals: Provides a description of the development proposals, including the proposed means of access by all travel modes and parking provision;
 - Section 4 Scope, Objectives and Implementation: Sets out the scope and objectives for the implementation of the TP;
 - Section 5 Measures and Initiatives: Outlines the measures proposed in order for the TP to meet the objectives;
 - Section 6 Targets and Monitoring: Sets out the initial mode share targets for the monitoring period, against which the success of the TP will be measured, and associated procedures for monitoring and evaluation; and
 - Section 7 Action Plan: Draws together the proposed measures and initiatives, monitoring and review proposals into an action plan that identifies who will be responsible for the delivery of each element of the TP.

2. Existing Site and Accessibility

2.1 Introduction

2.1.1 This section sets out information regarding the local highway network, walking, cycling and public transport accessibility, local amenities and the area's highway safety record.

2.2 Site Location and Existing Usage

- 2.2.1 The Proposed Development is located at the existing YGG Glantaf, approximately 4.5km northwest of Cardiff City Centre, adjacent to the River Taff. The existing school can be accessed from Gabalfa Road, which borders the site to the east and also from the A4054, locally known as Bridge Road, which forms the northern border of the school premises. The location of the Proposed Development is shown in **Figure 1-1**Error! Reference source not found.
- 2.2.2 The Proposed Development comprises the provision of a new SRB facility, located on the site of YGG Glantaf, which is currently in use and will continue to operate with the introduction of the proposals. The existing school has capacity for approximately 1,329 pupils, within this total capacity, there is provision for ALN and SRB pupils. Both the existing school and the proposed facility cater for pupils in a Welsh medium, between the ages of 11-18.

2.3 Local Highway Network

2.3.1 The following section provides a description of the characteristics of the local highway network surrounding the school site. The roads described are labelled and shown on Figure 1-1, for ease of reference. During the preparation of this report and the development of the masterplan, the Welsh Government reviewed and replaced speed limits for streets to 20 mph, this took place on 17th September 2023. The routes described below would be subject to this new legal speed restriction.

A4054 Bridge Road

- 2.3.2 The A4054 lies to the north, west and south of the school and forms part of the Strategic Road Network (SRN). In the vicinity of the site, the A4054 is a single-carriageway road and is subject to a 20mph speed limit. The existing school has a gated access onto the A4054 which leads to the northern car parking areas and to the central building area.
- 2.3.3 The A4054 is a bus route and a bus layby and is located to the immediate west of the school access for west bound travel. A bus stop for eastbound travel is provided opposite the school access. The A4054 has an average carriageway width of approximately 7.5m in the vicinity of YGG Glantaf. The A4054 connects to the A48 approximately 1.3km to the south of the site.

Gabalfa Road

- 2.3.4 Gabalfa Road borders the school to the east and provides existing vehicular access, via two separate junctions and also pedestrian provision at these locations and a traffic free footpath. Gabalfa Road is single-carriageway with an average width of 6.5m. As well as providing access to the school, Gabalfa Road serves the residential areas to the east of the site.
- 2.3.5 Gabalfa Road runs broadly north to south, and at its northern extent Gabalfa Road meets the A4054 at a 3 arm mini roundabout. The A4054 Bridge Road forms the western arm of the junction and the A4054 Station Road forms the northern arm. Station Road is a local bus route a zebra crossing facility exist in close proximity to the mini roundabout junction.

- 2.3.6 At around 35 metres to the south of the A4054 junction, Gabalfa Road forms a 4 arm mini roundabout junction with the main school entrance connecting as the western arm and Gabalfa Avenue connecting as the eastern arm. The vehicular and pedestrian entrance to the school serves the northern car parking areas and the main buildings.
- 2.3.7 To the south of the above location, at a distance of around 70 metres, a pair of gated accesses provide separate vehicular and pedestrian connections to the school. This approach is sign posted as 'Reception' and serves a smaller eastern car park. The footways on the western side of Gabalfa Road leading to this entrance are between 3.5 and 4.5 metres wide. It is assumed that this entrance is used for pupils and also for visitors and support professionals. The is an additional narrow car park accessed to the immediate south of this junction which provides parallel parking adjacent to the school boundary.
- 2.3.8 Within a short walking distance of 50 metres, a gated access is provided from Gabalfa Road, for pedestrians through to the hard surface play areas.

Gabalfa Avenue

2.3.9 Gabalfa Avenue forms the eastern arm of the mini-roundabout connecting the main school access with Gabalfa Road. Gabalfa Avenue is primarily a residential distributor road that runs through the residential areas to the east of the site. It also provides access to a Ministry of Defence (MOD) facility which lies between Gabalfa Road and College Road. Gabalfa Avenue is a local bus route and has an average carriageway width of approximately 6.5m.

2.4 Walking and Cycling

- 2.4.1 Active travel access to the existing school is taken from Gabalfa Road and Bridge Road. Gabalfa Road has footways on both sides of its carriageway, which are provided at a minimum width of 2m. South of the main vehicular access to the school, the footway on the western side of Gabalfa Road (adjacent to the school) widens to approximately 4.5m, allowing for both walking and cycling movements in the vicinity of the school accesses on Gabalfa Road. Crossing facilities in the form of dropped kerbs and tactile paving are provided on all arms of the mini-roundabout between the school access, Gabalfa Road and Gabalfa Avenue. Gabalfa Avenue provides good facilities for pedestrians, with footways segregated by green verges on either side of the carriageway.
- 2.4.2 Footways of 2.0 metres width or greater, are present on both sides of the A4054 Bridge Road, along the entirety of the school boundary and beyond towards Llandaff Bridge, allowing for active travel movements over the River Taff to neighbouring residential areas, as well as Danescourt Railway Station. A zebra crossing is provided on the A4054 on both its eastern and northern approaches to the mini-roundabout connecting with Gabalfa Road, at the northern extent of the school grounds.
- 2.4.3 National Cycle Network (NCN) Route 8 runs directly to the south of the school, along the northern side of the River Taff. The route is referred to as the Taff Trail and provides an off-road walking / cycling route between the site and Cardiff City Centre. As part of the proposals, two new 'community' pedestrian / cycle accesses with be provided to the south-west of the site directly from the Taff Trail, providing both stepped and ramped access between the existing footpath and the school. Short stay cycle parking in the form of Sheffield stands will be constructed adjacent to the stepped access to allow a safe and convenient location for visitors to dismount and store their bikes.
- 2.4.4 CCC's Existing Route Map (ERM) shows routes for walking and cycling which meet Welsh Government standards. In terms of walking, the A4054 (north of Gabalfa Road) is designated as an active travel route (ref. WNWhit7). The Taff Trail, as identified above, which runs directly to the south of the school, is designated as a shared-use walking / cycling path (ref. 8-6), segregated from the road.

Planned Walking & Cycling Improvements

2.4.5 A set of Integrated Network Maps submitted by CCC to the Welsh Government (WG) were approved in February 2018. The maps set out the Council's plans for enhancing active travel infrastructure over the next 15 years. The following network improvements are identified as part of the approved Integrated Network Maps, and of relevance to the Proposed Development:

- 'SCH8' & 'SCH67': School safety improvements required in the short, medium and longer term along Gabalfa Road, where vehicular access to the existing school is taken; and
- 'Route 142': Provision of off-road cycle facilities along Bridge Road (south of Llandaff Bridge) and Radyr Court Road.
- 2.4.6 These proposals will serve to further enhance the existing high level of connectivity by active modes of travel between the site and the local area. A copy of these maps are included within **Appendix A**.

2.5 Public Transport

2.5.1 Existing public transport services operating in the vicinity of the site have been identified with reference to current timetable and routeing information.

Bus Services

2.5.2 The IHT's *Guidance for Providing for Public Transport in Developments*, published in 1999, suggests 400m as the 'acceptable' walking distance to a bus stop. The nearest bus stops are located directly adjacent to the school on the A4054, at the northern access, or within 50m walking distance from the main school entrance. These stops, referred to as 'Ysgol Glantaf', are served by multiple school services, as well as services 24 and 25, which take a circular route between Cardiff City Centre, Llandaff and Whitchurch. An additional service, G1, is available from the bus stop located on the A4054, referred to as 'Cow & Snuffers', approximately 190m walking distance from the school. **Table 2-1** provides a summary of the bus services which are available from the bus stops local to the site.

Service Number (Stop)	Route	Days	First Service	Last Service	Approx. Frequency
		Mon-Fri	07:32	18:47	30 minutes
24 (Ysgol Glantaf)	City Centre – Whitchurch – Llandaff North (Circular)	Sat	08:52	18:22	30 minutes
	(Circular)	Sun	08:48	18:43	Hourly
		Mon-Fri	07:50	19:10	30 minutes
25 (Ysgol Glantaf)	City Centre – Jandaff – Llandaff North (Circular)	Sat	08:39	18:19	30 minutes
		Sun	09:03	18:02	Hourly
G1 (Cow & Snuffers)	Gabalfa – Gwaelod y Garth via Whitchurch (Circular)	Mon-Sat	07:58	18:28	90 minutes
615 (Ysgol Glantaf)	Roath – Heath – Ysgol Glantaf (School Service)	Mon-Fri	08:22	14:55	2 Services
806 (Ysgol Glantaf)	Llanishen – Ysgol Glantaf (School Service)	Mon-Fri	07:55	14:50	2 Services
813 (Ysgol Glantaf)	Lisvane – Ysgol Glantaf (School Service)	Mon-Fri	08:15	14:50	2 Services

Table 2-1: Summary of Local Bus Services

Source: Bustimes.org (October 2023).

2.5.3 Overall, bus services operate at a reasonable frequency from stops in close proximity to the premises, offering multiple services to local destinations as well as further afield to Cardiff, from which a wider range of regional services are available.

Rail Services

- 2.5.4 The nearest railway station is Danescourt station, which is located approximately 900m walking distance from the site via the A4054 and Llandaff Bridge. This equates to a walking time of around 12 minutes and is equivalent to a five minute cycle ride.
- 2.5.5 Facilities provided at Danescourt and services to / from this station are summarised in **Table 2-2** and **Table 2-3** respectively.

Facility	Details	
Car Parking	No	
Disabled Car Parking	No	
Cycle Storage	No	
Staffing / Ticket Office	No	
Self Service Ticket Machines	Yes	
Step Free Access Coverage	Yes	

Table 2-2: Summary of Facilities at Danescourt Railway Station

Source: National Rail (October 2023).

Table 2-3: Summary of Rail Services at Danescourt Railway Station

Direction	Days	First Service	Last Service	Approximate Frequency
Towards Coryton (via Cardiff Centre)	Mon-Sat	07:06	19:37	30 minutes
Towards Radyr	Mon-Sat	07:17	23:06	30 minutes

Source: National Rail (October 2023). All services listed are direct.

2.5.6 Overall, there is a good provision of rail services from Danescourt to key destinations, both locally and regionally. Services begin early in the morning and finish late at night, ensuring a provision to suit a wide range of travel times. Connections at Cardiff Central provide opportunities to board services covering a number of national destinations. Overall, this displays a high availability of rail services to/from the site and surrounding area.

2.6 Accessibility Index

- 2.6.1 A requirement of the BREEAM process is the calculation of the Accessibility Index (AI). In line with the guidance an assessment of the AI of the site has been undertaken using the AI calculator and associated methodology contained within the BREEAM guidance.
- 2.6.2 The assessment involves establishing the average number of bus and rail services per hour from compliant transport nodes during a site's operating hours. The guidance specifies an five-hour operating period (07:30hrs to 10:00hrs & 15:00hrs to 17:30hrs) as the default hours of operation for a typical day for a 'School' site. Compliant transport nodes are those within 1km of the premises for rail and 650m for bus. Danescourt Railway Station is located approximately 900m walk away from the site, via walkable routes. The nearest bus stops are situated directly adjacent to the school, and additionally at approximately 50m walking distance from the main school entrance. For bi-directional services, average frequency has been calculated for one direction only.

- 2.6.3 The AI calculations for the bus and rail services considered as part of the assessment are included in **Appendix B.**
- 2.6.4 The input frequencies of services from compliant nodes results in an **AI of 4.33** which, according to BREEAM guidance, is sufficient to achieve two credits for this building type.

2.7 Accessibility to Amenities

- 2.7.1 The proximity of the site in relation to a specific range of local complementary amenities has been reviewed in line with BREEAM guidance, and in particular Table 7.1 of the guidance contained within topic Tra01. In accordance with Table 7.1, the definition of local amenities includes: 'appropriate food outlets', 'access to cash', and 'access to a recreation or leisure facility for fitness or sports', all to be located within 500m of the site.
- 2.7.2 **Table 2-4** sets out the range of specific amenities referenced in the BREEAM guidance and highlights those within 500m walking distance of the school. This demonstrates the site meets a requirement of BREEAM topic Tra01 which is to demonstrate that 'at least three accessible amenities are present'.

Table 2-4: BREEAM Local Amenities within 500m of the Sit	e

Category	Within 500m?	Name / Location	Distance from site (m)
Appropriate food outlet	\checkmark	Lidl	350m
Access to cash	\checkmark	Texaco Petrol Station	220m
Access to an outdoor open space	\checkmark	On Site	0m
Access to a recreation or leisure facility for fitness or sports	~	On Site	0m
Publicly available postal facility	\checkmark	Postbox (Bridge Road)	180m
Community facility	~	Llandaff North and Gabalfa Hub (Library)	500m
Over the counter services associated with a pharmacy	×	-	-
Public Sector GP surgery or general medical centre	×	-	-
Childcare facility or school	\checkmark	On Site	0m

Note: all distances measured from the site along pedestrian routes.

2.8 Summary

2.8.1 The site is located at the existing YGG Glantaf, approximately 4.5km northwest of Cardiff City Centre, adjacent to the River Taff . There are a good range of local complementary facilities available within a reasonable walking and cycling distance. There is a high level of provision of public transport services close to the Proposed Development, as well as good walking and cycling accessibility to the surrounding residential areas.

3.Development Proposals

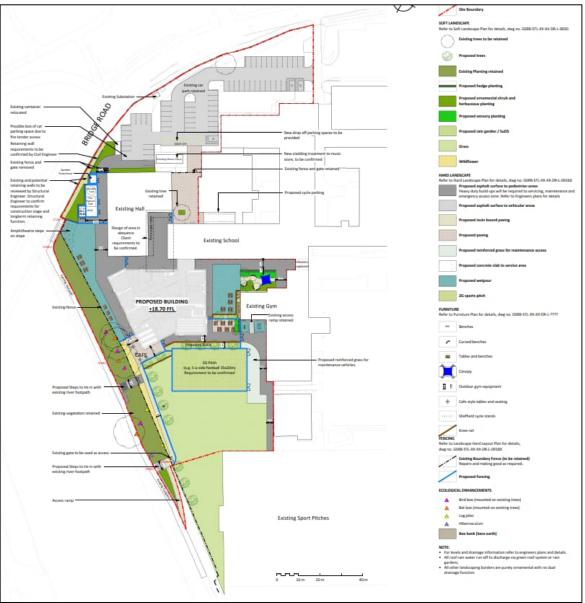
3.1 Introduction

3.1.1 This section of the TP outlines the scheme proposals, including the method of access for all vehicle types, as well as the internal movement, deliveries and servicing strategies.

3.2 Overview of Proposals

- 3.2.1 The Proposed Development comprises of the building of a new Specialist Resource Base (SRB) on the campus of the existing Ysgol Gyfun Gymraeg Glantaf with capacity for 60 pupils. The SRB utilises areas within the mainstream school buildings, accommodating pupils with behavioural issues or similar, who may not be suited to the lesson timetable of the mainstream school, but are not required to attend a separate school elsewhere. The new facility will provide a safe and inspiring SRB to learn and grow with independence by providing the means of delivering integrated education, in line with the current Welsh holistic curriculum.
- 3.2.2 The new SRB will be designed to accommodate 60 pupils where the main objective is to provide a safe and inspiring place to learn and grow in independence. The new facility will comprise 30 ASD (Autism Spectrum Disorder) pupil places and 30 number CLN (Complex Learning Needs) pupil places.
- 3.2.3 The existing school already provides facilities for pupils with Additional Learning Needs (ALN) and also a significant proportion of the SRB places that will be relocated within this facility. It is understood that there are 22 existing SRB pupils supported within YGG Glantaf together with their associated support staff. The proposals therefore seek to formalise some existing facilities with new purpose built facilities and also expand this to a capacity of 60 pupils, an increase of 38 in terms of space provision. As part of the proposals, there is expected to be an additional 22 support staff employed to accommodate the increase in pupils.
- 3.2.4 In addition to the main development purpose, which is to create the SRB, the proposals do include for SUDs features, a new 2G pitch, an integral café and ancillary installations such as sprinkler tank, fire hydrant tank and Bin store. The 2G pitch and café are understood to be proposed as community facilities. With regards to the café this is integral to the new building and will form part of the learning curriculum. The café will be positioned in order to serve users of the Taff Trail. In that regard it does not have a vehicular traffic impact neither will it require parking. It is intended to be accessed by the public in a set location either by bicycle or by walking, and it will not be accessible through the school or the local highway network.
- 3.2.5 An extract of the proposed site layout is illustrated in **Figure 3-1.** A more detailed version is available at **Appendix C.**





3.3 Access Strategy

- 3.3.1 The existing vehicular access on the A4054 Bridge Road and the two accesses on Gabalfa Road will remain in use for the existing school and will also be utilised for the new drop-off and pick up provision.. In the vicinity of the school, the A4054 Bridge Road and Gabalfa Road are all subject to a 20mph speed limit, which is now the national legal norm in street settings. Within this slow speed environment and the limited scale proposed increase in pupils and staff, the existing access arrangements are considered to be appropriate to serve the new development.
- 3.3.2 Appropriate and legible access will be developed and provided (i.e., through on-carriageway markings and appropriate signage) to direct users to appropriate areas to maximise efficiency of movement and minimise conflict.

- 3.3.3 Swept Path Analysis (SPA) has been undertaken on the minor changes to the car parking area, as well as to ensure safe access to the new development can be achieved by service and emergency vehicles. A robust-sized fire tender (8.7m length) has been assessed to ensure emergency access to the proposed SRB facility and adjacent café area can be achieved. This analysis was focused more on the circulatory of the building where roads and car parks do not exist. There is some overrun of spaces shown, although in an emergency setting this would not be an issue.
- 3.3.4 A minibus vehicle has been tested for access to the three proposed drop-off spaces located at the southern extent of the existing car park. The SPA shows that this is achievable, with minibuses able to access the three pick up and drop off bays, before circulating and leaving the existing car park. The proposed drop-off spaces could be managed with a stacking arrangement for both taxis and mini buses, with all vehicles held until the pupils have all dismounted or boarded the transport, then released in front facing order.
- 3.3.5 The proposed site layout indicates an area of bin storage will be provided between the existing car park and the proposed SRB building. It is anticipated that a refuse vehicle would access the bin storage via the existing car park, utilising the area adjacent to the music store to pull in and position itself approximately 25m from the refuse area. This is considered to be within a typical setting where refuse vehicles are permitted to reverse a short distance within the site and where the refuse workers will manoeuvre the bins from the bin store to the refuse vehicle, within the maximum handler walking distances. Swept path analysis has been undertaken to ensure that a 10.2m refuse vehicle is able to manoeuvre through the car park, before performing a turning manoeuvre to exit the site. The swept path analysis is presented in Appendix D of the TS.
- 3.3.6 The integral small scale café will be serviced in the same way as the existing school with the limited stock and deliveries transported by trolley or wheeled cage by the school to the proposed location.

Pedestrian & Cycle Access

- 3.3.7 Pedestrian and cycle access will be retained via the existing segregated vehicle and pedestrian access, located to the south of the existing school main access junction. This will provide a segregated route to the school entrances, separating vehicle access and non-motorised user access. A cycle store will be provided in close proximity to the new building, to allow a safe and convenient location for pupils, staff or visitors to dismount and store their bikes.
- 3.3.8 In addition to the existing provision, two new 'community' pedestrian / cycle accesses with be provided to the south-west of the site directly from the Taff Trail, together they would provide both stepped and ramped access between the existing footpath and the school. Short stay cycle parking in the form of Sheffield stands will be constructed adjacent to the stepped access to allow a safe and convenient location for visitors to dismount and store their bikes.
- 3.3.9 The proposed connection to the trail is considered to be of significant benefit to the existing school staff and pupils also to the proposed new development of the SRB facility. This link would also serve the integral café area which will assist the SRB curriculum and benefit the community.
- 3.3.10 The proposals to link into the Taff Trail has been discussed with the Highway Authority and the principle of this was supported in workshop meetings and well received. It is understood that there are aspirations for the Council to enhance the trail route section that runs in proximity to the school boundary. It is understood that additional width could be added to enhance the shared walking and cycling area. At the time of discussion, it was discussed that detailed surveys would be required for mapping and ecology to understand more around constraints and opportunities.
- 3.3.11 The planning process for the SRB has been progressed as required, at the time of writing the surveys are not yet commissioned. Therefore at this stage the project team and school can confirm that they are committed in continuing discussions with the Highway Authority to work to understand more around what can be achieved.

3.4 Parking

Car Parking

- 3.4.1 The *Managing Transportation Impacts (Incorporating Parking Standards)* has been adopted as Supplementary Planning Guidance (SPG). The SPG sets out the CCC parking standards for different types of new developments. The parking standards seek to assist developers, designers and builders in the preparation and submission of planning applications, and to achieve a common approach to the provision of vehicle parking facilities associated with new development and change of use.
- 3.4.2 Parking standards are identified in the document according to land use and location, with location split into 'Central' and 'Non-Central' areas. This site is considered to be a 'Non-Central' area, the car and cycle parking standards for which are set out in Table P.10 of the SPG.
- 3.4.3 The guidance notes in Chapter 6 of the SPG included the following:

"6.13 There may be scope for applying standards flexibly in exceptional circumstances where the specific use or nature of development if its occupation or management warrants this."

- 3.4.4 The specific use and nature of this development is not fully covered by the land use categories, and it does require flexibility in parking in order to successfully manage the facility and provide the specialist level of provision required. These types of specialist education provision do typically include, across Cardiff and neighbouring authorities, areas for drop off and pick up and the provision of additional parking spaces, over standard school provision, based on operational needs.
- 3.4.5 **Table 3-1** summarises the car parking standards in the SPG and their application to the Proposed Development at full capacity.

Туре	Standard	Maximum Provision
Standard parking	1 per 30 pupils	2 spaces
Powered Two- Wheeler	1 – 5% of total parking spaces	1 space
Disabled parking	6% of total parking spaces, and a further 6% as enlarged standard spaces	2 spaces (1 enlarged)

Table 3-1: CCC Car Parking Standards Applied to Proposed Development

- 3.4.6 **Table 3-1** shows that in regard to non-operational parking, the maximum provision permitted by the standards for mainstream schools is two spaces, relating to the proposed SRB development for 60 pupils. The SPG also states that when the car parking provision is less than 200 spaces, 6% of the total parking spaces should be provided as disabled, and a further 4% as enlarged spaces. On the basis of the maximum provision permitted of two spaces, this equates to one disabled and one enlarged bay.
- 3.4.7 The existing school car park is considered to have sufficient capacity to accommodate the parking requirements of the Proposed Development, including three disabled spaces. There will be no new creation of parking spaces as part of this application and the school will instead manage the existing provision and encourage more sustainable forms of travel for both existing and proposed staff.
- 3.4.8 The SPG states that coach / bus parking is to be provided as required. The provision of an SRB facility will mean that the pupils who attend will be provided with contracted school transport. The extensive area already used to accommodate the current provision of five school buses or coaches has sufficient area to accommodate more coach / bus parking, however, it is not deemed to be required. The Proposed Development layout retains the existing car parking arrangement, with the addition of three pick-up / drop-off spaces to accommodate additional taxi and minibus trips associated with the increase in SRB pupils and formalisation of a new SRB facility. These spaces will be managed by the school and will remain available for use at the appropriate drop-off and collection times.

Cycle Parking

3.4.9 **Table 3-2** summarises the cycle parking standards in the SPG and this will be used to inform the provision to the Proposed Development at full capacity.

Table 3-2: CCC Cycle Parking Standards Applied to Proposed Development

Cycle Parking Type	Standard	Minimum Provision	
Short Stay	1 per 4 long stay spaces	3 spaces	
Long Stay	1 space per 5 pupils	12 spaces	

- 3.4.10 The SPG states that cycle parking should be located in a safe, secure and convenient location and for reasons of security, cycle parking facilities should be positioned in areas that are visible and therefore allow for informal surveillance. A total of 28 cycle stands are proposed to be situated within the site between the existing hall and existing school building. The proposed location is conveniently located along the pedestrian desire lines between the proposed drop-off spaces and the proposed SRB facility.
- 3.4.11 The SPG also requires the provision of appropriate lockers, changing and shower facilities to support staff cycling trips. Changing facilities are designed into the staff WC and there is sufficient area to integrate a shower unit. Personal lockers will be provided within the staff room.

3.5 Construction Traffic

- 3.5.1 Managing the construction effects will form part of the Construction Traffic Management Plan (CTMP) or similar document. The management measures will be intended to protect the environment, amenity and safety of the existing school users and local neighbourhood pupils and employees and visitors, local residents, businesses, the general public and the surroundings in the vicinity of the Proposed Development.
- 3.5.2 As part of the CTMP, a construction vehicle routeing regime for access to the construction site will be identified and agreed with the LHA to ensure that drivers of construction related vehicles do not use inappropriate routes which are unsuitable by virtue of their width, alignment or character. The CTMP will also consider measures to discourage deliveries during peak traffic periods on the highway network. There will be ongoing monitoring of the CTMP during the construction phase to establish the effectiveness of the measures.

3.6 Summary

- 3.6.1 The Proposed Development comprises of the building of new Specialist Resource Base (SRB) on the campus of the existing Ysgol Gyfun Gymraeg Glantaf with capacity for 60 pupils.
- 3.6.2 The existing school already provides facilities for pupils with Additional Learning Needs (ALN) and also a significant proportion of the SRB places that will be relocated within this facility. It is understood that there are 22 existing SRB pupils accommodated within YGG Glantaf together with their associated support staff. The proposals therefore seek to formalise some existing facilities with new purpose built facilities and also expand this to a capacity of 60 pupils, an increase of 38 in terms of space provision. As part of the proposals, there is expected to be an additional 22 support staff employed to accommodate the increase in pupils.
- 3.6.3 The Proposed Development layout retains the existing car parking arrangement, with the addition of three pick-up / drop-off spaces to accommodate additional taxi and minibus trips associated with the increase in SRB pupils and formalisation of a new SRB facility. Pedestrian and cycle access will be retained via the existing segregated vehicle and pedestrian access, located to the south of the existing school main access junction. This will provide a segregated route to the school entrances, separating vehicle access and non-motorised user access. A total of 28 cycle stands are proposed to be situated within the site between the existing hall and existing school building.

- 3.6.4 In addition to the existing provision, two new 'community' pedestrian / cycle accesses with be provided to the south-west of the site directly from the Taff Trail, together they would provide both stepped and ramped access between the existing footpath and the school. Short stay cycle parking in the form of Sheffield stands will be constructed adjacent to the stepped access to allow a safe and convenient location for visitors to dismount and store their bikes.
- 3.6.5 The proposed connection to the trail is considered to be of significant benefit to the existing school staff and pupils also to the proposed new development of the SRB facility. This link would also serve the integral café area which will assist the SRB curriculum and benefit the community.
- 3.6.6 There are also commitments in place to try and investigate opportunities for enhancing the Taff Trail at the boundary with the school and in conjunction with the Highway Authority and its investigations.

4. Aim, Objectives & Implementation

4.1 Introduction

4.1.1 This section of the report outlines the scope and objectives of this TP, including a strategy for its implementation.

4.2 Core Aim

4.2.1 The overall aim of this TP is to reduce the number of SOV car trips associated with the school and encourage more sustainable journeys, where possible, whilst maintaining a safe, inclusive and accessible environment for pupils, staff and visitors. A series of objectives have been defined which align with this aim and provide the strategic direction for measures and initiatives to be developed.

4.3 Objectives

- 4.3.1 The primary objectives of this TP are as follows:
 - To maximise the potential to achieve sustainable mode shift away from SOV use for staff and visitors.
 - To ensure that visitors to the school are provided with the necessary information to make informed travel choices.
 - To regularly review pupil access and travel arrangements so that they continue to meet the needs
 of pupils and minimise transport impact on the local area.
 - To develop a sustainable ethos at the school through engagement and participation in travel and road safety initiatives.

4.4 Implementation

Travel Plan Coordinator

- 4.4.1 A Travel Plan Coordinator (TPC) will be appointed to oversee the implementation and management of the TP. The TPC will be 'hands-on', actively implementing and monitoring the TP.
- 4.4.2 The TPC will be appointed a minimum of six months prior to full occupation of the SRB. It will be the responsibility of YGG Glantaf to appoint the TPC and will undertake the following roles:
 - Acting as the point of contact for the TP;
 - Implement the measures as set out in this TP;
 - Provide internal and external communications relating to the TP;
 - Arranging for travel surveys to be undertaken of the school community;
 - Undertake TP monitoring and evaluation;
 - Review the effectiveness of the TP and measures introduced in order to maintain a focus towards achieving the TP objectives and targets;
 - Set up and chair an internal TP steering group; and
 - Liaison with CCC, transport operators and specialist groups.

Travel Plan Steering Group

4.4.3 The TPC will set up and chair an internal Travel Plan Steering Group (TPSG) that will meet to discuss TP progress and generate new ideas for promoting sustainable travel. It is anticipated that membership of the TPSG will comprise the Head Teacher / Deputy Head, a representation from the teachers and other members of staff, and could potentially be extended to parents / guardians of pupils at the school. The TPSG will meet on a regular basis, at a frequency of at least once per term.

5.Measures and Initiatives

5.1 Introduction

- 5.1.1 This section of the TP sets out the measures that are proposed in order to achieve the objectives set out in Section 4.
- 5.1.2 In order to achieve the reduction in SOV use and encourage a modal shift to more sustainable forms of travel, a number of TP measures will be implemented.
- 5.1.3 As referenced in Chapter 4, a TPC will be appointed who will be responsible in ensuring the success of the TP and its targets and objectives. The TP will contain a range of measures additional to those that will be provided as part of the development to enhance the attractiveness of sustainable travel and to encourage the use of the walking, cycling and public transport infrastructure and services. Additional measures are detailed in this section.

Travel Information

- 5.1.4 Travel information will be distributed to staff and made available to visitors. The intention of which will be to encourage engagement in sustainable modes of transport. The travel information will be communicated through a number of channels including the school prospectus, school website, new starter packs and the school notice board.
- 5.1.5 The travel information will include information such as:
 - Maps and information on local walking and cycling routes;
 - Details of local bus and rail routes / timetables, including promotional offers;
 - Details of public transport discounted fares / season tickets;
 - Arrangements for school pick up / drop off;
 - Details of on-site parking arrangements for staff;
 - Information on local car share schemes (including a school car share scheme) and designated preferential car parking spaces;
 - Details of the 'Cycle 2 Work' scheme;
 - Information on marketing and promotional events at a national and local level; and
 - Reasons and benefits for using sustainable modes of transport.

Walking and Cycling Measures

- 5.1.6 Pedestrian and cycle access will be retained via the existing segregated vehicle and pedestrian access, located to the south of the existing school main access junction. This will provide a segregated route to the school entrances, separating vehicle access and non-motorised user access. A total of 28 cycle stands are proposed to be situated within the premises between the existing hall and existing school building. Lockers, changing and shower facilities will be provided on site as part of the internal building design.
- 5.1.7 The following active travel network improvements are identified as part of the approved Integrated Network Maps, as outlined in **Section 2**:
 - 'SCH8' & 'SCH67': School safety improvements required in the short, medium and longer term along Gabalfa Road, where vehicular access to the existing school is taken; and
 - 'Route 142': Provision of off-road cycle facilities along Bridge Road (south of Llandaff Bridge) and Radyr Court Road.

- 5.1.8 The general walking and cycling measures that will be implemented are as follows:
 - Promotion of the 'Cycle to Work' scheme;
 - Promotion of walking and cycling events such as 'Walk to School Week' and 'Bike Week'; and
 - Promotion of walking and cycling in travel information distributed to staff.

Public Transport Measures

- 5.1.9 As set out in **Section 2**, there is regular provision of public transport services close to the Proposed Development, as well as infrastructure to facilitate walking and cycling accessibility to the surrounding residential areas. In terms of travel by bus, the nearest bus stops are located directly adjacent to the school on the A4054, at the northern access, or within 50m walking distance from the main school entrance.
- 5.1.10 The nearest railway station is Danescourt station, which is situated approximately 900m walking distance from the site via the A4054 and Llandaff Bridge. This equates to a walking time of around 12 minutes and is equivalent to a five minute cycle ride. A range of services call at Danescourt station which link to a number of key destinations, both locally and regionally.
- 5.1.11 The use of public transport will be promoted by:
 - Active dissemination of public transport information through staff presentations, in-house noticeboards, e-mail circulation etc;
 - Promotion of bus checker apps such as those available from Traveline Cymru which offers an
 effective journey planning tool for bus, coach and rail journeys across Wales. Similar services are
 available from First Group Cymru and National Rail.
 - Information will be provided to all new / existing staff in relation to bus passes available for discounted journeys to / from the site for education purposes.

Car Sharing

- 5.1.12 It is considered that car sharing offers the greatest potential for reducing SOV use for staff. Therefore, a car share scheme will be implemented at the school. This will either involve an informal set up where members of staff will form car share groups on an informal basis, through the TPC actively promoting car sharing through the TP and investigating the potential of holding car share events to promote the conversations between staff. An informal school car share database could also be set up to match staff based on their home locations. This will allow those wishing to car share to identify potential matches in journeys.
- 5.1.13 The TPC will also promote use of local car sharing platforms including Liftshare (https://liftshare.com) for those who are interested in car sharing but cannot find a partner within the school. An indication of the financial savings which can be made through car sharing will be provided with the travel information.

Visitor Information

- 5.1.14 Visitors to the school will be encouraged to travel by means other than the car. This will be facilitated through the provision of travel information, including local walking / cycling maps and bus timetables, in a prominent position within the school. The TPC will be responsible for the production and publication of visitor travel information.
- 5.1.15 Pre-planned visitors to the school will be provided with travel information prior to their visit in order to allow them to make well-informed travel arrangements, with an awareness of the sustainable travel options available to them.

Physical Measures and Interventions

- 5.1.16 Physical measures will be implemented to encourage journeys to / from the school site using sustainable transport modes and to ensure that safe and secure access can be provided for non-motorised users.
- 5.1.17 The Proposed Development will benefit from the existing school infrastructure provision. Pedestrian and cycle access will be retained via the existing segregated vehicle and pedestrian access, located to the south of the existing school main access junction. This will provide a segregated route to the school entrances, separating vehicle access and non-motorised user access. A total of 28 cycle stands are proposed to be situated within the site between the existing hall and existing school building. The planned location is conveniently located along the pedestrian desire lines between the proposed drop-off spaces and the proposed SRB facility.
- 5.1.18 In addition to the existing provision, two new 'community' pedestrian / cycle accesses with be provided to the south-west of the premises directly from the Taff Trail, together providing both stepped and ramped access between the existing footpath and the school. Short stay cycle parking in the form of Sheffield stands will be constructed adjacent to the stepped access to allow a safe and convenient location for visitors to dismount and store their bikes.
- 5.1.19 The proposed connection to the trail is considered to be of significant benefit to the existing school staff and pupils as well as to the proposed new development of the SRB facility. This link would also serve the integral café area which will assist the SRB curriculum and benefit the community.
- 5.1.20 There are also commitments in place to try and investigate opportunities for enhancing the Taff Trail at the boundary with the school and in conjunction with the Highway Authority and its investigations.

6. Targets and Monitoring

6.1 Introduction

6.1.1 This section of the TP sets out discussions around baseline mode share and targets for the monitoring period, as well as associated procedures for monitoring and evaluation.

6.2 Mode Share and Targets

- 6.2.1 Mode share targets are used to evaluate the success of the TP and to identify areas on which further measures should be focused in order to help to drive travel behaviour change. To enable the setting of valid and realistic targets, a valid baseline first needs to be established.
- 6.2.2 Section 5 of the TS prepared for the planning application set out the forecast mode share of the staff based at the Proposed Development. This has been determined from 2011 census data using an average mode share of respondents who work in both the Cardiff 023 and 026 Middle Super Output Areas (MSOAs). This shows that 67% of staff are forecast to travel as a driver of a car / van, 5% as a passenger in a car / van, 13% on foot, 11% via public transport (including rail), and 4% via bicycle. This mode share within the TS does not consider any site-specific measures to reduce journeys to and from the school via car modes and is therefore considered to be a robust case for car travel to / from the site.
- 6.2.3 The primary target for this TP is to reduce the 'car' mode share by 6% for staff over five years, consistent with the DfT report *Smarter choices: Changing the way we travel* (2004). Following a baseline travel survey and better understanding of the operational school requirements of staff, specific mode share reduction targets may be confirmed or adjusted as appropriate, during the drafting of the TP and following discussions between CCC and the TPC.
- 6.2.4 As is standard practice, the TP will operate for a period of five years before undergoing review and, as such, the target for this iteration of the TP is set over the full five-year period. In order to maintain focus for the TP, it is proposed that interim targets are set at Year 1 and Year 3.
- 6.2.5 It is expected that a reduction in SOV use will be focused towards the beginning of the plan period, where newly implemented measures are likely to be most effective in encouraging travel behaviour change.

6.3 Monitoring and Evaluation

Introduction

6.3.1 This section outlines the strategy for monitoring and evaluation of the TP. It is important that an effective strategy is in place to measure progress of the TP towards defined objectives, maintain focus for the implementation of the measures and initiatives contained in the TP, and to ensure that the TP continues to be relevant and appropriate for the needs of the school.

Strategy

- 6.3.2 The point at which baseline travel surveys are required will be subject to agreement with CCC as the LHA. A minimum response rate to the travel surveys will be required to be set and agreed to ensure that the data is representative.
- 6.3.3 The format of the baseline and monitoring surveys will also need to be agreed with CCC. In general, these will seek to establish the actual travel patterns, the reasons for travel choice and potential measures to encourage consideration of alternatives. It is envisaged that the surveys will be primarily online-based, but paper copies will also be made available to staff should they prefer.

- 6.3.4 The results of the baseline travel surveys will be analysed and the factors influencing travel behaviour will be investigated. It will then be necessary for the TPC to review and update the respective TP to include additional details and the need for any other measures not already included that require further investigation. Specific objectives and targets will need to be identified, separated into short / medium / long term targets, and will need to be SMART (Specific, Measurable, Achievable, Realistic, and Timed). Specific actions and measures to encourage sustainable modes of travel will be identified. For the on-going management of the TP to be successful and to deliver the desired outcomes, it is important that the parties involved in the delivery of the TP, which means the TPC, TPSG and CCC, work effectively in partnership to achieve the desired results.
- 6.3.5 Monitoring of the TP will be required for a five-year period from the date of the baseline travel surveys. They will be undertaken at intervals of one, three and five years after the date (or close to the date) of the baseline travel surveys. The TPC will aim to coordinate the baseline travel surveys and subsequent monitoring surveys to ensure consistency between the collection of data for the TP. Surveys will avoid sustained periods of inclement weather or when there is significant disruption to the local road or public transport network.
- 6.3.6 A monitoring report will be prepared by the TPC for each monitoring survey. These will identify the results of the surveys and success of the measures implemented in achieving the targets. The reports will be submitted to CCC for comment. If the targets are not met, then it will be necessary to review what remedial measures need to be implemented to mitigate the impact of any under achievement.

7.Action Plan

7.1 Introduction

7.1.1 This section of the TP draws together the proposed measures and initiatives, monitoring and review proposals into an Action Plan that identifies who will be responsible for the delivery of each element of the TP.

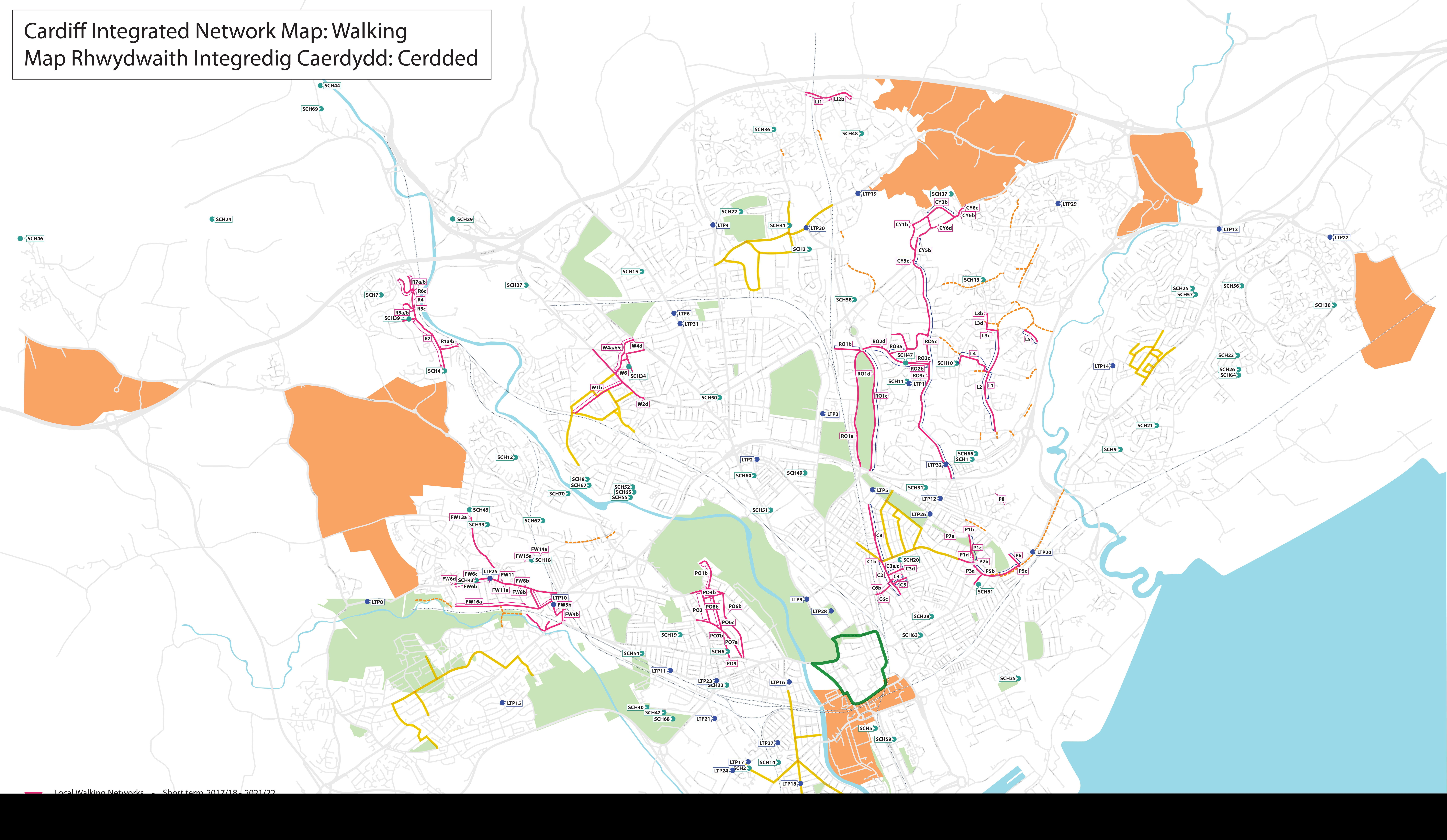
Action Plan 7.2

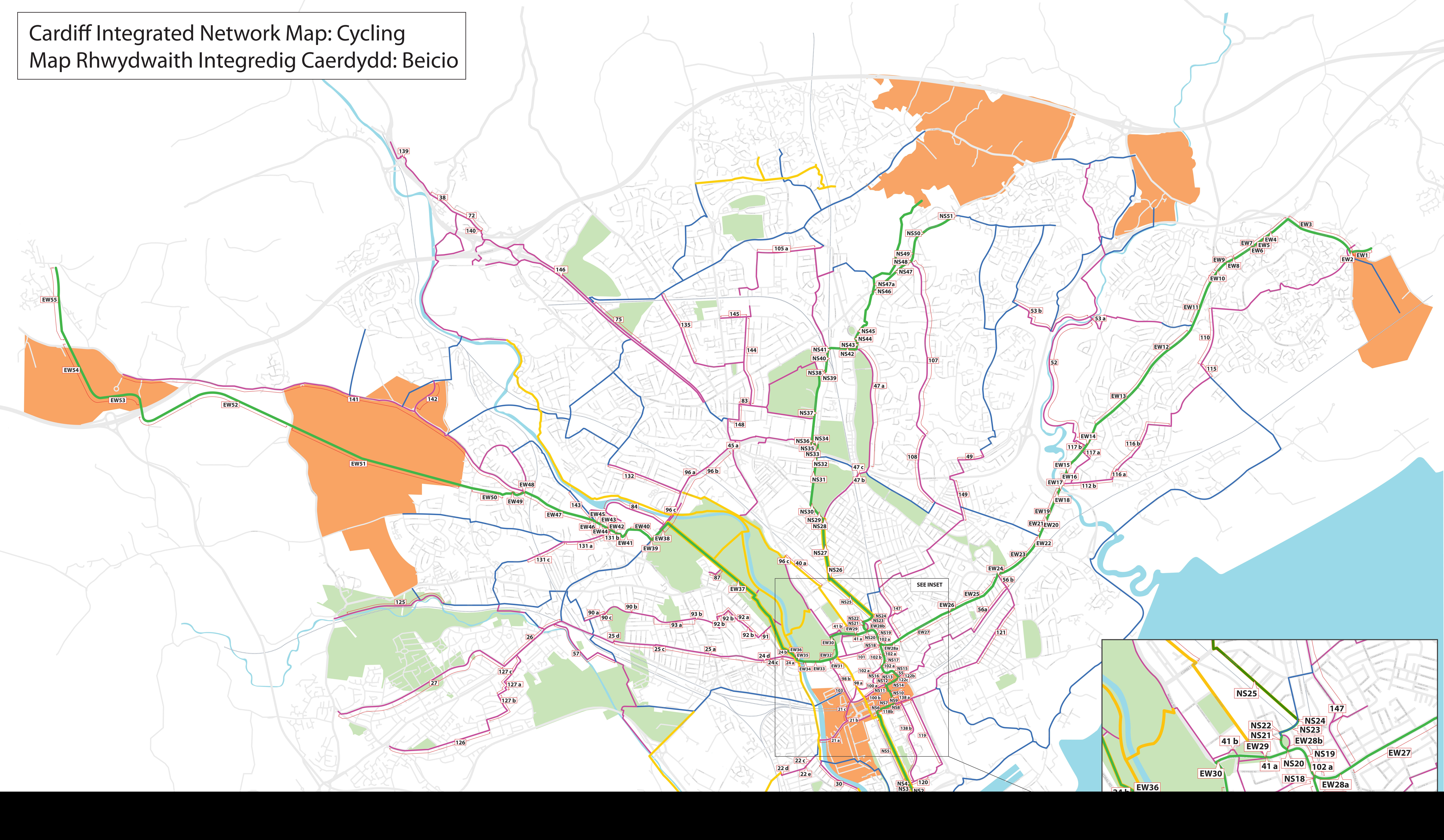
7.2.1 The Action Plan is presented in Table 7-1.

Table 7-1: Travel Plan Delivery Action Plan

Action Type	Travel Plan Action	Responsible Party	Timescale
Proposed Development	Construct on-site sustainable transport infrastructure, including cycle parking, changing facilities, pedestrian access and internal footpaths.	YGG Glantaf	Prior to full occupation
Management	Appoint a TPC	YGG Glantaf	Minimum six months prior to full occupation
Management	Set up a Travel Plan Steering Group.	TPC	Prior to full occupation.
Marketing / Measures	Produce and distribute travel information to all new staff and prospective visitors to the school.	TPC	Prior to full occupation and ongoing
Monitoring	Initial travel survey	TPC	Within three months of full occupation
Monitoring	Update to TP objectives, targets and measures based on the results of initial travel survey	TPC	Following initial travel survey
Monitoring	Liaise with CCC with regards to updated TP and results of initial travel survey	TPC	Following initial travel survey and TP update.
Monitoring	Biennial travel surveys	TPC	Every other year (years 1, 3 and 5 following initial travel survey)
Monitoring	Biennial monitoring report	TPC	Every other year (years 1, 3 and 5 following initial travel survey)
Measures	Promote sustainable travel events throughout the year	TPC	Ongoing
Measures	Promote cycle to work scheme	TPC	Ongoing

Appendix A: CCC Integrated Network Maps





Appendix B: BREEAM Accessibility Index

BREEAM 2018 Tra01/02 Accessibility Index calculator

BR	EE.	A	M®	UK
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Using the drop down boxes make the relevant selections and press the 'Select' button						
Building type	School	▼				
No. nodes required	3 🗸			Select		

NODE 1 - Ysgol Glantaf

Public transport type	Bus									
Distance to node (m)	50									
	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
Average frequency per hour	1.8	1.8	0.2	0.2	0.2	0.2				

NODE 2 - Cow & Snuffers

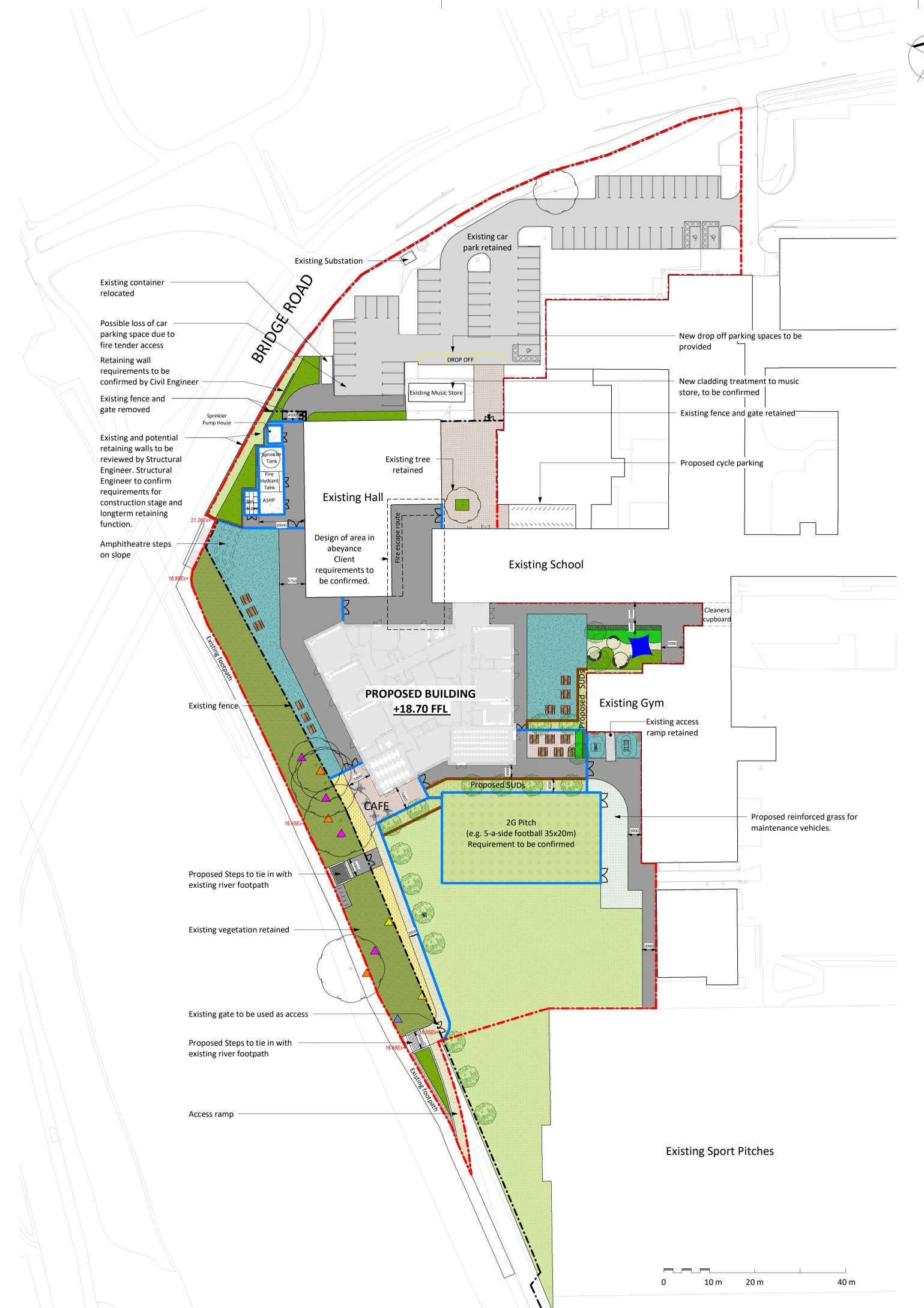
Public transport type	Bus									
Distance to node (m)	190									
	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
Average frequency per hour	0.8									

NODE 3 - Danesacourt Railway Station

Public transport type	Rail									
Distance to node (m)	900									
	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
Average frequency per hour	1.4	1.4								

Accessibility Index 4.43

Appendix C: Proposed Site Layout



- **LEGEND**
- Site Boundary

SOFT LANDSCAPE

Refer to Soft Landscape Plan for details, dwg no. GSRB-STL-XX-XX-DR-L-9020

Existing trees to be retained Proposed trees Existing Planting retained Proposed hedge planting Proposed ornamental shrub and herbaceous planting Proposed sensory planting Proposed rain garden / SuDS Grass

HARD LANDSCAPE

Wildflower

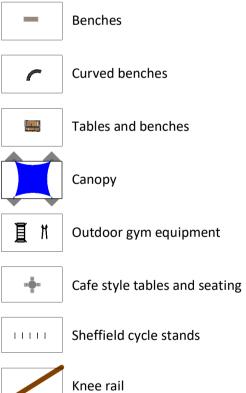
Refer to Hard Landscape Plan for details, dwg no. GSRB-STL-XX-XX-DR-L-09160 Proposed asphalt surface to pedestrian areas Heavy duty build-ups will be required to servicing, maintenance and emergency access zone. Refer to Engineers plans for details Proposed asphalt surface to vehicular areas Proposed resin bound paving Proposed paving Proposed reinforced grass for maintenance access Proposed concrete slab to service area

Proposed wetpour

2G sports pitch

FURNITURE

Refer to Furniture Plan for details, dwg no. GSRB-STL-XX-XX-DR-L-????





Refer to Landscape Hard Layout Plan for details, dwg no. GSRB-STL-XX-XX-DR-L-09180

> Existing Boundary Fence (to be retained) Repairs and making good as required.

Proposed Fencing

ECOLOGICAL ENHANCEMENTS

- Bird box (mounted on existing trees)
- Bat box (mounted on existing trees)
- Log piles
- Hibernaculum

Bee bank (bare earth)

NOTE:

 \land

- For levels and drainage information refer to engineers plans and details. • All roof rain water run-off to discharge via green roof system or rain
- gardens. • All other landscaping borders are purely ornamental with no dual
- drainage function.

STATUS CODE	SCALE
54 : Suitable for stage approval	1:500@A1
DRAWING USAGE:	
ROJECT - ORIGINATOR - VOLUME - LEVEL - TYPE - ROLE - CLASS NUMBER	STATUS _ REVISION
GSRB-STL-XX-XX-DR-L-09001	S4_P32

DRAWING TITLE Landscape GA Plan

Ysgol Glantaf SRB Bridge Road, Cardiff CF14 2JL



S4 P32 28/09/23 Updates to landscape design following client

S4 P29 22/09/23 STAGE 3 ISSUE

meeting/feedback

Responsibility is not accepted for errors made by others in scaling from this drawing.

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