





Plasyfelin Primary School, Caerphilly

Travel Plan

Project Number: 60741299

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Quality information

Prepared by	Checked by	Verified by	Approved by
			
Ben Burton Senior Consultant	Spiro Panagi Associate Director	Jeremy Douch Regional Director	Spiro Panagi Associate Director

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Distribution List

# Hard Copies	PDF Required	Association / Company Name

Prepared by:

AECOM Limited
5 Callaghan Square
Cardiff CF10 5BT
United Kingdom

T: +44 29 2067 4600
aecom.com

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1. Introduction

1.1 Introduction

- 1.1.1 AECOM was commissioned by Caerphilly County Borough Council (CCBC) to provide transport planning inputs into the redevelopment of Plasyfelin Primary School.
- 1.1.2 The proposals include for a complete redevelopment of Plasyfelin Primary School. This comprises the addition of a new replacement building, car parking provision, safe crossing points and a 3G MUGA pitch. At this stage of the design it is expected that the proposals will expand the capacity of the school from the current 287 pupils to 480 pupils through the inclusions of additional general provision as well as a nursery facility.
- 1.1.3 In order to maximise the effectiveness of the TP, the document will be informed through discussions with the school and Caerphilly County Borough Council's 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 Proposed Development. At the time of writing, discussions with the school are still ongoing and inputs relating to the specific operational needs of the school are yet to be confirmed. Upon occupation, the content of this document will be updated and tailored to the specific requirements of the development to form a Full TP.

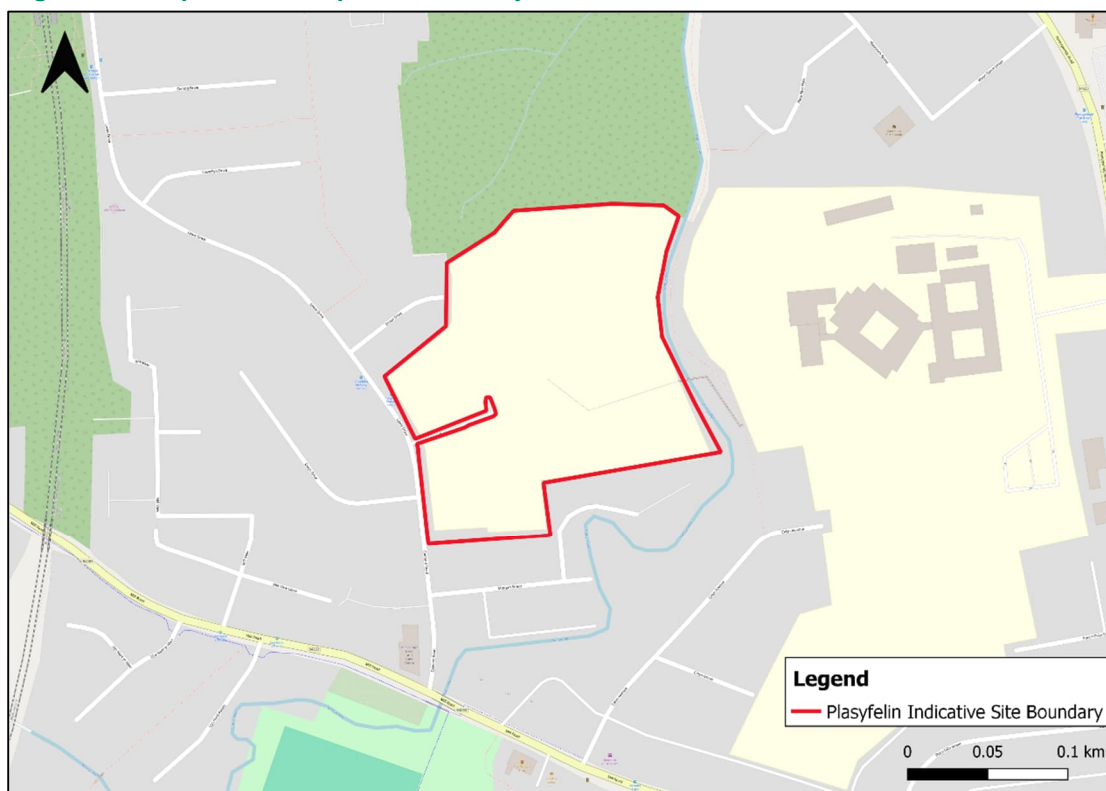
1.2 Scope of the Travel Plan

- 1.2.1 There are opportunities for pupils to walk and cycle to school as the footpaths in neighbouring residential areas are well connected. With the close proximity to a railway station and bus stops with active services, there are opportunities for pupils to travel to and from school by public transport. As such, the TP will focus primarily on the school as a workplace and seek to encourage sustainable travel amongst staff members and visitors. In the assessments carried out in this report staff travel makes up the majority of trips to and from the development site during the AM and PM peak hours.

1.3 Site Location

- 1.3.1 The Proposed Redevelopment considered within this TP is located in Caerphilly, at the existing Plasyfelin Primary School premises. The site is bordered to the west by Caenant Road / Lewis Drive, which provides the primary access for all modes. The premises is bounded to the south by Morgan Street and to the north by a woodland area containing mature trees. There is an existing gated access to the northwest of the site via Emlyn Drive. The immediate area surrounding the school is predominantly residential in nature. The boundary of the Proposed Development is shown in **Figure 1-1**.

Figure 1-1: Proposed Development Boundary



1.4 What is a Travel Plan and Why Implement One?

- 1.4.1 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.
- 1.4.2 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.

1.5 Policy Context

- 1.5.1 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.
- 1.5.2 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*".

1.6 BREEAM Compliance

- 1.6.1 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 Plasyfelin Primary school to ensure that the document aligns with their operational requirements and that the TP will be implemented following construction of the Proposed Development.

- 1.6.2 Section 2 of this TP provides an audit of the existing site accessibility. Section 3 of this TP provides an overview of the development proposals, including the sustainable transport measures to be provided through the proposed development.

1.7 Report Structure

- 1.7.1 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 of the TP provides a description of the site location and its existing usage, the local highway network, current safety record and traffic conditions, and accessibility for non-car modes of travel.

2.2 Site Location and Existing Usage

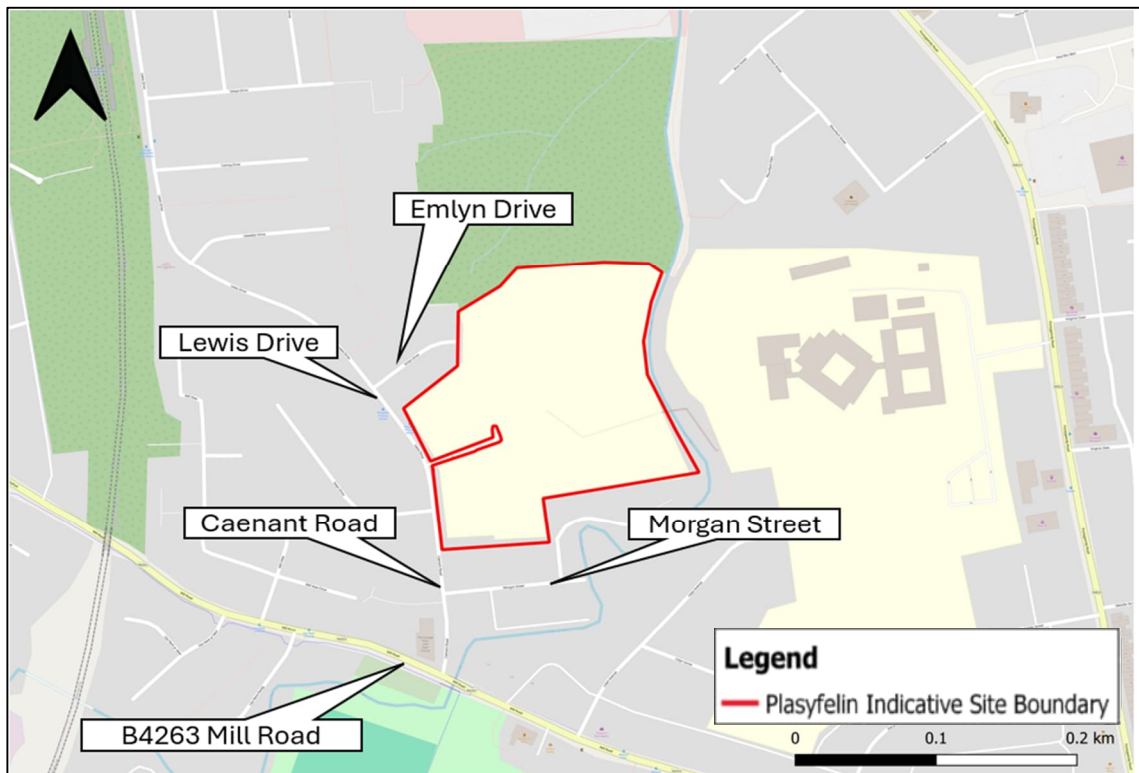
2.2.1 The site is bordered to the west by Caenant Road / Lewis Drive, which provides the primary access for all modes. The site is bounded to the south by Morgan Street and to the north by a woodland area containing mature trees. To the east the site is bound by trees which line Nant yr Aber, separating the site from the Ysgol Gyfun Cwm Rhymni site. Two cul-de-sacs bound the site to the north and south, Emlyn Drive and Morgan Street, respectively. There is an existing gated access to the northwest of the site via Emlyn Drive. The immediate area surrounding the site is predominantly residential in nature. The boundary of the Proposed Development is shown in **Figure 1-1**.

2.2.2 The site is currently occupied by Plasyfelin Primary School, with the proposals seeking to replace and enhance existing facilities. Plasyfelin Primary School is currently understood to provide facilities for a current enrolment of 287 pupils, with 45 members of staff, including teaching and ancillary staff. This is our understanding of the existing staff levels. The school operates a typical education term timetable, with the Autumn Term between September and December, the Spring Term between January and March and the Summer Term between April and July.

2.3 Local Highway Network

2.3.1 The following paragraphs provide a description of the characteristics of the local highway network surrounding the proposed development. The roads described below are labelled on **Figure 2-1**.

Figure 2-1: Local Highway Network



Caenant Road/Lewis Drive

- A.1.1 Access to the site is currently taken via Caenant Road / Lewis Drive. Caenant Road is identified as a 20mph zone, which was in place prior to the nationwide changes in Welsh speed limits. It is a single carriageway residential street with a road width of approximately 5.0m. There are various speed cushions or humps in place along the route.
- A.1.2 The road primarily provides access to neighbouring residential areas, the Energlyn & Churchill Park Railway Station and Plasfelin Primary School. The route is also part of a local bus route with bus stops provided in close proximity to the school entrance.

B4263 Mill Road

- A.1.3 The B4263 Mill Road is a main local distributor route to the south of Caenant Road / Lewis Drive. The speed limit in the locality of the site 20mph. The road has a width of around 5.0m and is a single carriageway, it operates as one-way to the east of Dol-Y-Felin Street / Tafwys Walk, (westbound) located to the east of the school. There are traffic calming measures along this route including priority loss areas. The road primarily serves as a connection to the centre of Caerphilly and local residential areas.
- A.1.4 Mill Road is a bus route, with multiple stops provided in the vicinity of the site. It also serves as a local destination for day to day facilities.

Emlyn Drive

- 2.3.2 Emlyn Drive is a residential cul de sac which borders the site to the north. A gated access exists at the back of the turning head, which provides access to the northern areas of the school grounds.. The route is narrow with footways of 0.5 metres width provided on each side. Access to private driveways is provided along its short length and on street parking also occurs.

Morgan Street

Morgan Street borders the southern extent of the site. The road is a residential cul-de-sac which provides direct access to private driveways and also to the rear of properties along the school site boundary. Footways are provided on both sides of the route and these appear to be of appropriate or standard width.

2.4 Walking and Cycling

- 2.4.1 There are limited existing, designated walking or cycling routes available in close proximity to the site. However, footways are present along the residential routes, these are generally supplemented with dropped kerbs and tactile paving in the vicinity of the site. Caenant Road has historically been a 20mph zone, prior to changes in national residential route speed limits. . Footways on Caenant Road are generally in the order of 2 metres in width and street lighting is in place. Caenant Road is adjoined by a number of residential cul-de-sacs, all of which have continuous footway provision of some form, to provide continuous active travel connections to the main road. Traffic calming features, in the form of speed bumps, are in place throughout the length of Caenant Road / Lewis Drive, which alongside the 20mph speed limit, has helped to contribute to a relatively low-speed traffic environment.
- 2.4.2 The nearest designated cycle route (Council ref. CCBC Link 13) is located on Mill Road, to the south of the site, and follows the alignment of National Cycle Network (NCN) 475. Mill Road comprises the main distributor route to the south of Caenant Road / Lewis Drive. The nearest crossing facilities to this route are available approximately 25 metres to the east of the junction between Mill Road / Caenant Road and are provided in the form of a zebra crossing.

- 2.4.3 It is however noted that a number of future walking / cycling route improvements are identified as part of Caerphilly's Integrated Network Maps, including a walking and cycling route along the length of Caenant Road / Lewis Drive (ref. INMC58), connecting to Energlyn & Churchill Park Railway Station. Further walking and cycling route improvements are proposed along Mill Road (INMC377) and to the east of the school along Celyn Avenue and Nant yr Aber, which currently comprises an off-street walking route alongside the river, connecting to the Asda Superstore located to the north of the school.
- 2.4.4 In terms of a wider active travel network connection, NCN route 475 forms part of a wider, continuous route between Caerphilly and Senghenydd, to the northwest. NCN 475 continues southwards through Morgan Jones Park, connecting to NCN 4 to the south of Caerphilly Castle. NCN 4 forms part of a long-distance route between London and Fishguard, encompassing destinations such as Bath, Bristol, Newport, Swansea and Tenby.

Planned Walking & Cycling Improvements

- 2.4.5 According to DataMapWales' Active Travel Network Mapping, and as indicated above, there is a future walking route (ref. INMC58) proposed along Caenant road/ Lewis Drive, adjacent to the site. This will provide a connection to the existing walking and cycling route ref. CCBC Link 13 and proposed route ref. INMC56, located along Mill Road.

2.5 Public Transport

- 2.5.1 Existing public transport services operating in the vicinity of the proposed development 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 to access existing services to the Proposed Site are located approximately 70m walking / cycling distance from the existing school access, for both eastbound and westbound travel. These stops are named 'Churchill Park, after Plasyfelin Primary School' and 'Churchill Park o/s Plasyfelin Primary School' and are situated on Lewis Drive. There is one service which serves these stops, this is the G service from Caerphilly to Churchill Park Howard Drive. This service also serves the rail station stop 'Energlyn and Churchill Park Station' located 340m away. There are further bus stops within walking distance of approximately 230m, along Mill Road named 'Caerphilly, before Llys Nant Pandy' and 'Caerphilly, after Llys Nant Pandy'. These stops are served by service C Caerphilly to Penyrheol and service E Senghenydd to Caerphilly. Along Nantgarw Road, situated 550m from the site are two stops named 'Caerphilly, before Crescent Road' and 'Caerphilly, after Crescent Road'. These stops are served by the 26, 86X, 120, K, L and B services.
- 2.5.3 **Table 2-1** provides a summary of the bus services which are available from the bus stops on Lewis Drive and also on Mill Road. Times and frequencies listed are reflective of the latest available timetable, which may be reduced compared to before the COVID-19 pandemic.

Table 2-1: Summary of Local Bus Services

Service	Relevant Stop	Route	Days	First Service	Last Service	Approximate Frequency
G	Churchill Park, after Plasyfelin Primary School	Caerphilly Interchange	Mon-Fri	08:56	18:01	Hourly
		Stand 2 to Churchill Park Howard Drive	Sat	08:56	18:01	Hourly
	Churchill Park, o/s Plasyfelin Primary School	Churchill Park Howard Drive	Mon-Fri	08:02	17:02	Hourly
		Churchill Park Howard Drive to Caerphilly	Sat	08:02	17:02	Hourly

		Interchange Stand 11					
C	Caerphilly, after Llys Nant Pandy	Caerphilly Interchange Stand 3 to Penyrheol Terminus	Mon-Fri	07:15	22:40	Every 30 mins- 1 hour	
			Sat	07:16	22:40	Every 30 mins- 1 hour	
			Sun	11:24	20:24	Every 1-2 hours	
	Caerphilly, before Llys Nant Pandy	Penyrheol Terminus to Caerphilly Interchange Stand 11	Mon-Fri	07:35	22:57	Every 30 mins- 1 hour	
			Sat	07:35	22:57	Every 30 mins- 1 hour	
			Sun	09:44	20:44	Every 1-2 hours	
E	Caerphilly, before Llys Nant Pandy	Senghenydd High Street – Caerphilly Interchange Stand 11	Mon-Fri	09:20	17:20	Hourly	
			Sat	09:20	17:20	Hourly	
	Caerphilly, after Llys Nant Pandy	Caerphilly Interchange Stand 2 – Senghenydd Upper Brynhyfryd Terrace	Mon-Fri	09:38	17:38	Hourly	
			Sat	09:38	17:38	Hourly	
	26	Caerphilly, after Crescent Road	Ebbw Vale - Abertillery - Blackwood - University Hospital Of Wales and Caerphilly - Cardiff	Mon-Fri	06:32	19:57	Hourly
				Sat	06:32	19:57	Hourly
Sun				08:47	19:47	Hourly	
86X	Caerphilly, before Crescent Road	Caerphilly Interchange Stand 11 – University Hospital of Wales	Mon-Fri	06:49	20:20	Hourly	
			Sat	07:22	19:22	Hourly	
	Caerphilly, after Crescent Road	University Hospital of Wales – Caerphilly Interchange Stand 11	Mon-Fri	05:57	19:17	Hourly	
			Sat	06:32	18:32	Hourly	
120	Caerphilly, before Crescent Road	Blaen-cwm Turning Circle - Caerphilly Interchange Stand 7	Mon-Fri	07:35	21:04	30 mins	
			Sat	07:37	21:04	30 mins	

	Caerphilly, after Crescent Road	Caerphilly Interchange Stand 2 - Caledfryn	Mon-Fri	09:13	17:13	Hourly
		Ffordd Eynon Evans	Sat	09:13	17:13	Hourly
K	Caerphilly, before Crescent Road	Caledfryn Ffordd Eynon Evans - Caerphilly Interchange Stand 11	Mon-Fri	09:44	17:49	Hourly
			Sat	09:44	17:49	Hourly
B	Caerphilly, after Crescent Road	Caerphilly Interchange Stand 1 - Senghenydd Turning Circle	Mon-Fri	06:23	23:02	20 mins
			Sat	06:23	23:02	20 mins
			Sun	10:54	22:23	Hourly
	Caerphilly, before Crescent Road	Senghenydd Cenydd Terrace - Cardiff Greyfriars Road GE	Mon-Fri	05:57	23:38	20 mins
			Sat	05:57	23:38	20 mins
Sun	09:31	22:56	Hourly			
L	Caerphilly, before Crescent Road (Also serves Brynccenydd Heol-y-Parc (o/s 46))	Caerphilly - Caerphilly via Glenfields, Brynccenydd	Mon-Fri	09:04	16:27	1-2 hours
			Sat	09:04	14:32	1-2 hours

Source: *Bustimes.org* (December 2024)

- 2.5.4 Overall, the above summary shows there are multiple and viable options for bus travel in the study area via bus, with services running regularly throughout the day, to a range of local destinations.

Rail Services

- 2.5.5 The site benefits from the close proximity of Energlyn and Churchill Park railway station, located to the northwest of the site. This station is located on the Cardiff City Line and is approximately 380m from the school, via a short walk or by cycle. The station offers regular local services between Penarth via Cardiff City Centre and other services to Rhymney and Bargoed. Energlyn and Churchill Park is accessible via Lewis Drive.
- 2.5.6 Aber railway station is also within reasonable walking distance, located approximately 1km away from the site. Regular services run from this station to Cardiff Central, Penarth, Bargoed, Rhymney and Ystrad Mynach. This station runs on the same line as Energlyn & Churchill Park with some additional local services.
- 2.5.7 Facilities provided at the station and services to / from these are summarised in **Table 2-2** and **Table 2-3** respectively.

Table 2-2: Summary of Facilities at Energlyn and Churchill Park & Aber Stations

Facility	Station	
	Energlyn and Churchill Park	Aber
Car Parking	No	128 spaces

Disabled Car Parking	No	No
Taxi Rank	No	No
Cycle Storage	8 spaces	No
Staffing / Ticket Office	No	No
Self Service Ticket Machines	Yes	Yes
Step Free Access Coverage	Yes, Category B2	Yes, Category B2

Source: Transport for Wales (December 2024).

Table 2-3: Summary of Rail Services at Energlyn and Churchill Park Station

Station	Direction	Days	First Service	Last Service	Approximate Frequency
Energlyn & Churchill Park	Towards Cardiff Central	Mon-Fri	06:32	22:19	30 minutes
		Sat	06:31	22:19	30 minutes
		Sun	09:36	21:34	Hourly
	Towards Bargoed	Mon-Fri	06:16	22:59	30 minutes
		Sat	06:16	23:00	30 minutes
		Sun	09:16	22:18	Hourly

Source: Transport for Wales (December 2024).

- 2.5.8 In summary, there is a frequent provision of rail services from the nearby station to local destinations, and into Cardiff City Centre. Services begin early in the morning and finish late at night, ensuring a provision to suit a wide range of commuting times. Connections at Cardiff Central provide opportunities to board services providing access to 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 current guidance an assessment of the AI of the site has been undertaken using the AI calculator and associated methodology contained within the BREEAM documents.
- 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 a five-hour operating period (07:30hrs – 10:00hrs & 15:00hrs – 17:30hrs) as the default hours of operation for a typical day for 'Preschool, school, sixth form college' building types, which is deemed appropriate for this site. Compliant transport nodes are those within 1km of the premises for rail and 650m for bus.
- 2.6.3 With regard to rail accessibility, two stations are reachable within 1km walking distance of the school. The nearest railway station is Energlyn & Churchill Park, which is approximately 380m walking distance to the north of the site, via Lewis Drive. Aber Railway Station is located approximately 1km walking distance to the south of the site. Both stations are therefore eligible for inclusion in the calculation, providing regular services to Cardiff and other local destinations. The nearest bus stops are located approximately 70m to the north of the school on Lewis Drive. Additional services from three other bus stops, all located within 650m walking distance of the site, have been considered in the calculation. For bi-directional services, average frequency has been calculated for one direction only.
- 2.6.4 The AI calculations and the bus nodes and services considered as part of the assessment are included in **Appendix A**. The input frequencies of services from compliant nodes results in an **AI of 8.20**, which according to BREEAM guidance, is sufficient to achieve three 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** demonstrates that there is a good range of the specific amenities referenced in the BREEAM guidance within 500m walking distance of the existing school access. Specifically, this meets a requirement of BREEAM topic Tra01 which is to demonstrate that 'at least three accessible amenities are present'.
- 2.7.3 It should be noted that there are further facilities located beyond the BREEAM 500m requirement, which also contribute to the sustainable location of the site. These include an Asda superstore, Trecenydd Business Park, Morrisons with an ATM and Owain Glyndwr playing field.

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

Category	Within 500m?	Name / Location	Distance from site (m)
Appropriate food outlet	✓	The Masons Arms (Pub Restaurant) and Golden Valley Chinese Take Away	190m
Access to cash	✗	-	-
Access to an outdoor open space	✓	On-site and Morgan Jones Park	0m/200m
Access to a recreation or leisure facility for fitness or sports	✓	On-site	0m
Publicly available postal facility	✓	Mill Road	230m
Community facility	✓	St Helen's Church	500m
Over the counter services associated with a pharmacy	✗	-	-
Public Sector GP surgery or general medical centre	✗	-	-
Childcare facility or school	✓	On-site	0m

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

3. Development Proposals

3.1 Introduction

3.1.1 This section of the TP outlines the development 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 intends to redevelop and replace the existing Plasyfelin Primary School with a new facility, this will be contained within the existing site boundary. The redevelopment and associated expansion will include the repurposing of some of the amenity grassland to the east of the school.

3.2.2 At this stage, the draft preferred option shows the following elements will potentially be included within the design:

- A main school building to the southwest of the premises, to include classrooms, a main hall, a small hall, a kitchen, and administration rooms;
- A revised pupil capacity from the 287 current provision/enrolment to 480 on a two form entry basis, this will also include provision for a 60 place nursery; Two hard play areas adjacent to the east and south of the main school building;
- One soft play area to the north of the main school building;
- Two Multi-Use Game Areas (MUGA) in the centre and north of the site;
- A new formal parking area in the centre of the site, indicatively showing 67 total parking spaces, three of which are for marked for disabled use;
- Cycle parking spaces and associated facilities, to be provided in accordance with SPG and also BREEAM requirements; and
- A service yard in the southwest corner of the school.

A.1.5 At this stage of the design process, it is expected that the proposals will expand the capacity of the school from the current enrolment of 287 pupils to 480 pupils through the inclusions of additional general provision as well as a nursery facility. Based on the current understanding, there are around 45 teaching and ancillary staff in the school. As part of the proposals, it is anticipated that this number is likely to increase in association with the increase in pupil capacity. The details of proposed staff increases will be developed further over the forthcoming design development stages.

3.2.3 An extract of the proposed site layout is shown on **Figure 3-1**. A full version of the plan is included in **Appendix B**.

Figure 3-1: Proposed Site Layout Plan



3.3 Access Strategy

- 3.3.1 Vehicular access to the Proposed Development's will continue to be provided from the existing access along Caenant Road/Lewis Drive, with modest but appropriate enhancements. Under the proposed use of the existing arrangements, junction visibility splays of 2.4m by 25m, commensurate with the 20mph speed restriction on Caenant Road / Lewis Drive, have been considered in each direction. The visibility extents are shown on a plan contained at **Appendix C** of the accompanying TA, demonstrating that the visibility splays can be accommodated within the highway extent.
- 3.3.2 Pedestrian access will also be delivered primarily through this route with a revised network of internal footways and crossings at logical and safe places. The proposals also identify the potential to link with the footpath to the eastern boundary of the site at Nant yr Aber.
- 3.3.3 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. The access with Caenant Road / Lewis Drive will be reconfigured to appropriate modern standards and ensured that it operates safely and efficiently for all users.

- 3.3.4 Deliveries, servicing and refuse collection will continue to take place, as per the arrangements of the existing school, served from Caenant Road/Lewis Drive. Internally, the Stage 2 layout has indicatively shown a service area to the southwest corner of the site. Swept Path Analysis (SPA) investigations have been conducted to simulate the manoeuvrability of a robust length 11.3m refuse vehicle. The vehicle simulation includes the reconfigured site access junction, moving through the internal site layout and assessing the turning manoeuvre within the proposed servicing area to the southwest corner of the site, where bin storage is proposed to be located. SPA has demonstrated these manoeuvres are achievable without the requirement for any significant amendments to the internal layout. An equivalent exercise has been undertaken for an 8.60m fire appliance, to demonstrate emergency vehicle access can be achieved and can circulate the internal site layout. The consideration of these large rigid vehicle is suitably robust to serve as a proxy vehicle for school deliveries which are usually carried out by similar or smaller sized rigid commercial vehicles. The results of the SPA for these vehicles is contained in **Appendix C** of the accompanying TA.
- 3.3.5 SPA has been conducted for a robust 'large car' of 5m length, to ensure the proposed car parking area can be accessed and manoeuvred within. This has demonstrated that all spaces can be easily accessed without any issue. The result of this analysis is demonstrated in **Appendix C** of the accompanying TA.

3.4 Parking Provision

Car Parking

- 3.4.1 The consideration of the proposed level of parking, has endeavoured to provide an appropriate level of provision that achieves a suitable balance between meeting the needs of parking standards and development demands but working to promote sustainable transport.
- 3.4.2 At this design stage, there are a total of 67 proposed car parking spaces including three disabled spaces. One Commercial vehicle space, 5% motorcycle spaces and 10% EV charging spaces will also be provided, based on the CCBC Parking SPG, and informed by general guidance.
- 3.4.3 The exact allocation of parking spaces is yet to be confirmed at the time of writing and layout options are at the space fit or concept design stage. In the future design stages and once the relevant information is available regarding staff uplift, the parking provision will need to be reviewed and refined to ensure compliance against the SPG parking standards.

Cycle Parking

- 3.4.4 The provision of cycle parking spaces will be based on both the standards contained within the CCBC Parking SPG, as well as BREEAM requirements which have been set for educational building types category. From an initial review, the BREEAM requirement is likely to be greater than that of the Parking SPG. At this stage of design development, it is forecast that the proposals will work to comply with the BREEAM requirements, which sets out a requirement of one cycle space per 10 staff and students (combined) and could exceed the CCBC standards.
- 3.4.5 In terms of the design of the parking arrangements, secure storage racks will be provided and these will include appropriate access, to a fixed structure with overhead covering. These will be served with adequate lighting and designed in positions of appropriate surveillance which makes them visible from occupied buildings.
- 3.4.6 In addition to secure external cycle parking, internal facilities such as lockers, drying areas, changing rooms and shower facilities will be provided. This will provide the key support structure which will assist those who wish to cycle do so as a primary travel mode all year round.

4. Scope, 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 Scope

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.

4.2.2 A series of objectives have been defined which align with this aim and provide the strategic direction for measures and initiatives to be developed.

4.2.3 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 proposed development. At the time of writing, discussions with the school are still ongoing. Upon occupation, the content of this document will be updated and tailored to the specific requirements of the development to form a Full TP.

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 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 redevelopment of the school. It will be the responsibility of Plasyfelin Primary School 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 CCBC, 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, nominated 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 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, either via the website, in hard copy form or both. The intention of which will be to encourage engagement in sustainable modes of transport. 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
 - Benefits for using sustainable modes of transport.
- 5.1.5 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.

Walking and Cycling Measures

- 5.1.6 The provision of cycle parking spaces will be based on both the standards contained within the CCBC Parking SPG, as well as BREEAM requirements which have been set for educational building types category. In terms of the design of the parking arrangements, secure racks will be provided with appropriate access, in a fixed structure with overhead covering. These will be served with adequate lighting and designed in positions of appropriate surveillance which makes them visible from occupied buildings. In addition, internal facilities such as lockers, drying areas, changing rooms and shower facilities will be provided.
- 5.1.7 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

- 5.1.8 The TPC will ensure that staff and prospective visitors are made aware of local routes, through promotion of local bus and rail services and timetables. Details on the close proximity of the rail stations will be shared together with rail timetable information.

Car Sharing

- 5.1.9 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 conversation 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.
- 5.1.10 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.
- 5.1.11 The school will develop a strategy for the management and enforcement of any car sharing spaces. The use of these spaces by car sharers will also be monitored on a regular basis to ensure that they are fit-for-purpose. In the event of poor uptake over a consistent period of time, the school will take a decision whether to return one or more of the parking spaces to general use.

Visitor Information

- 5.1.12 Visitors to the school will be encouraged to travel to the premises 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.
- 5.1.13 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 plans, with an awareness of the sustainable travel options available to them.

Physical Measures and Interventions

- 5.1.14 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.
- 5.1.15 It is proposed that people of all ages and abilities shall be able to easily enter into, and move through the landscape and each space within it via level or ramped entry points where necessary. Internal footways will be aligned to suit desire lines and entry points and internal access roads which require crossing will include dropped kerbs, tactile paving, and on-carriageway markings as appropriate. The focus will also be on the easy and direct transition to and from transport modes and the school.

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 TA prepared for the planning application set out the forecast mode share of the staff based at the proposed development. This has been determined from 2021 census data using respondents who work in the 'Caerphilly 022' MSOA. This shows that 80% of staff and pupils are forecast to travel as a driver of a car / van, 10% on foot, 7% via public transport (including rail), 2% via bicycle and 0% via motorcycle.
- 6.2.3 The primary target for this TP is to reduce the number of staff car trips and, more specifically, SOV use. The target will be to reduce the 'car' mode share 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 CCBC 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 CCBC as the Local Highway Authority (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 CCBC. 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 CCBC, 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 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 CCBC 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.

7.2 Action Plan

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.	The CCBC Education Project team	Prior to Occupation
Management	Appoint a TPC	The School	Minimum six months prior to Occupation
Management	Set up a Travel Plan Steering Group.	TPC	Prior to occupation.
Marketing / Measures	Produce and distribute travel information to all new staff and prospective visitors to the school.	TPC	Prior to Occupation and Ongoing
Monitoring	Initial travel survey	TPC	Within three months of 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 CCBC 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

8. BREEAM Compliance

8.1.1 **Table 8-1** provides a checklist of information to show where the BREEAM requirements have been met, which will assist in determining compliance.

Table 8-1: BREEAM Criteria and Compliance

Number	Criteria	Compliance
TRA 01	a: Existing, travel patterns and opinions of existing building or site users towards cycling, walking and public transport, to identify relevant constraints and opportunities.	Information not available. However valid statistics have been used from Census Data which includes this site and how people travel into and out of the area.
	b: Travel patterns and transport impact of future building or site users.	Set out in Section 5 and 6 of the TA.
	c: Current local environment for pedestrians and cyclists, accounting for any age-related requirements of occupants and visitors;	Set out in Section 2 of the TA and also the TP.
	d: Reporting of the number and type of existing accessible amenities, within 500m of the site	Set out in Section 2 of the TA and also the TP.
	e: Disabled access accounting for varying levels and types of disability, including visual impairment.	Shown on layout drawings contained within Appendix B.
	f: Calculation of the existing public transport Accessibility Index (AI)	Set out in Section 2 of the TA and Appendix A and also Section 2 of the TP and Appendix A.
	g: Current facilities for cyclists	Information not available.
	The occupier has been involved in the development of the TP.	The Education Department and School has been involved through the project and Travel Plan preparation.
	The TP will be implemented post construction and will be supported by the building's management in operation.	The TP includes a commitment to the implementation of the measures and regime contained within.
	TRA 02	Public Transport Measures The existing AI achieves all 28 (1). Increase in AI through (i) negotiations with bus / train companies (2) or (ii) a dedicated service (3). Public Transport information system (1).
<i>Credits 1 to 10 Transport Options Implemented</i>	Private Transport Measures Electric charging for at least of 10% of the total car parking capacity (1). Car sharing group or facility for at least 5% of the total car parking capacity (1).	Electric charging will be provided for at least 10% of the total car parking capacity, as set out in Section 3 of this TP.
	Active Travel Measures Consult with the Local Authority on the state of the local cycle networks and public accessible routes (2). Compliant cycle storage (1). At least two compliant cyclist facilities (1). Three existing amenities present (1).	<ul style="list-style-type: none"> It is forecast that the proposals will work to comply with the BREEAM requirements for educational building types. The proposed Council improvements for the local network have been considered and reported. Some of these will provide enhanced active travel facilities in the immediate vicinity of the site. Internal facilities will include lockers drying areas, staff changing rooms and shower facilities. The existing amenities include a bus stop near the school access to link with active travel journeys, separate pedestrian access to the south of the main access and some existing level of cycle parking

Number	Criteria	Compliance
	<p>Alternative Transport Measures Site specific improvement measures (not covered above) implemented (1-3).</p>	<p>and nearby connections to designated cycle network routes.</p> <p>Council based schemes have been identified, as required, these have been published by the Council to show how the active travel network will be expanded in the county borough. The schemes relevant and immediately local to this development have been set out in Section 2 of this TP.</p>

Appendix A BREEAM Accessibility Index (AI) Calculation

BREEAM 2018 Tra01/02 Accessibility Index calculator



Using the drop down boxes make the relevant selections and press the 'Select' button

Building type

No. nodes required

Select

Plas y Felin Primary School

Public transport type	Bus									
Distance to node (m)	72									
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
	0.8									

Llys Nant Pandy

Public transport type	Bus									
Distance to node (m)	250									
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
	2	0.8								

Heol y Parc

Public transport type	Bus									
Distance to node (m)	550									
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
	0.6									

Crescent Road

Public transport type	Bus									
Distance to node (m)	550									
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
	3	1	0.8	2	0.6					

Energlyn & Churchill Park

Public transport type	Rail									
Distance to node (m)	400									
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
	2.4	1.2								

Aber

Public transport type	Rail									
Distance to node (m)	900									
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
	3.8	1.2								

Accessibility Index	8.20
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Appendix B Proposed Site Layout



Notes:

- This drawing is copyright.
- Do not scale dimensions from this drawing.
- This drawing is to be read in conjunction with all other relevant drawings. All discrepancies on this drawing are to be reported to the architect.
- Do not modify any element of this drawing.
- Use drawing only for purpose(s) issued.
- This drawing may contain colour.

Scale Bar
0 5m 15m 25m
Scale: 1:500

North Point
N

Key Plan

Hazard

1 HAZ-xx To warn of significant hazards or information that is unusual. To be read in conjunction with all other consultant's information. Refer to CDM Schedule XXXX (B) WB-XX-SC-A-572-0010

The following external model files are included within this drawing:

Please note:

1. Sprinkler Tank location is indicative and subject to design development and review with Fire Engineer and CDM Advisor.
2. Sprinkler Tank dimensions are also indicative and subject to specialist input.
3. Landscape strategy under going RIBA 3 design development and is subject to detailed analysis and specification.
4. Initial Swept Path Analysis has been undertaken for the vehicle routes; road layout and turning arrangements are to be further developed as the design progresses.
5. Memorial Garden and Growing Area to potentially be relocated; to be determined by construction phasing as scheme develops.
6. Potential one-way car parking system still to be agreed; to be developed during RIBA 3 design.

PO1	06/12/2024	First issue for PAC	VS	CF
Rev	Date	Revision Notes	Drawn	Review
Logos				



Project
Plaslyfelin Primary School

Drawing Title
PROPOSED SITE PLAN

Job Number 144724	Date 21/11/2024	Security Classification	Drawn By VS
Scale@A1 1 : 500	Purpose FOR PLANNING		Reviewed By CF
Drawing Number PYF-ARC-XX-XX-PL-A-100111			Revision P01

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