



ST MARY'S UNIVERSITY – R BLOCK

TRAVEL PLAN

31 October 2024



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Appendix A – Proposed Layout Plans

1. Introduction

Information	Detail
Travel Plan Version	2
University Name	St Mary's University, Twickenham
Site Address	Waldegrave Rd, Twickenham TW1 4SX
Travel Plan Co-Ordinator	The Chief Operating Officer with support from The Sustainability Group
Contact Details	020 8240 4000 / estates@stmarys.ac.uk
Type of Institution	Higher Education Institute
Staff / Student Numbers FTE	633 Staff, 4,389 Students
Opening Times	08:00 – 02:00

1.1. Background

1.1.1. Evoke Transport Planning Consultants Ltd (Evoke) has been commissioned by St Mary's University (SMU) Twickenham to produce an updated Travel Plan to support the proposed development of a new teaching block ('Proposed Development') to replace the existing Block R building, in the main SMU Campus. The Local Planning Authority (LPA) and Local Highway Authority (LHA) are the London Borough of Richmond upon Thames (LBRuT).

1.2. Site Context

1.2.1. The proposed development is located within the SMU main Campus, directly to the east of the Sports Centre, and comprises an existing building (known as Block R), which currently accommodates sports and health services and facilities, in the form of gymnasiums, clinic rooms, changing rooms and offices. The existing building has a floor area of 1,324sqm and is supported by three car parking spaces and seven uncovered Sheffield stands, providing 14 cycle parking spaces, to the front of the building. The location of the site is outlined in Figure 1 below.

Figure 1 – Site Location Plan



Source: Google Earth

1.3. Proposed Development

- 1.3.1. The proposed development comprises the demolition of existing R Block and the erection of a replacement teaching block (Use Class F1) comprising 1419sqm of floorspace to provide facilities appropriate for the operation of a new School of Medicine at the Strawberry Hill Campus, with associated landscaping. The proposals involve a minor increase of 95sqm compared to the existing building, with the development not anticipated to result in an increase in the number of staff or students on campus, with the development intended to upgrade and improve the existing facilities on campus.
- 1.3.2. Proposed access to the building will be retained as existing via the internal campus roads and no changes are proposed to the number of car and cycle parking spaces across the campus, with the majority of spaces requiring removal re-provided in close proximity to the site.
- 1.3.3. The proposed layout plans are attached at **Appendix A**.

1.4. SMU Campus Travel Plan

- 1.4.1. SMU first developed a Travel Plan for the campus in 2004 and have been actively promoting sustainable travel since this time. The latest formal Travel Plan document was produced in 2017, with a draft produced by the University in 2023 to cover the period up to 2028.
- 1.4.2. SMU have been actively implementing a range of initiatives to promote and support sustainable travel modes. These have included;
 - Providing travel information on the website and on campus maps;
 - Providing changing rooms, showers and lockers across the campus; and
 - Limiting parking on site through a permit scheme.
- 1.4.3. Whilst Travel Plans with monitoring measures and targets have been produced, they have not yet been fully implemented and therefore the university welcomes the opportunity to now action and formally implement this revised Travel Plan.
- 1.4.4. The Travel Plan is co-ordinated with employees of the university, including the Senior Asset Manager. Additionally, through seeking to implement various infrastructure measures, the University continues to work actively with TfL and LBRuT.
- 1.4.5. The University remains committed to their ongoing Travel Plan activities and continues to implement site-wide measures to support and encourage sustainable travel, in addition to formal and informal monitoring and the setting of annual targets and a commitment to review the Travel Plan every two years.
- 1.4.6. Further detail in relation to specific site-wide measures, site-wide targets and the site-wide monitoring strategy are considered throughout this document.

1.5. Travel Plan Purpose

- 1.5.1. Whilst this University-wide Travel Plan is an 'umbrella' Travel Plan covering the entire St Mary's University estate, this Travel Plan has been prepared specifically in relation to the new teaching block. It is intended to replace the former 2018 SMU Campus Travel Plan and will build upon the measures, targets and monitoring procedures previously outlined.
- 1.5.2. It has been informed by the Travel Statement (TS) for RIBA Stage 2 and has been produced in accordance with the BREEAM requirements outlined in TRA01 and TRA02 of the BREEAM Scheme Document for New Construction (2018). The implementation of measures set out within this Travel

Plan and the targets within it will assist in promoting and encouraging the uptake of sustainable travel modes by future site users with a particular focus on active travel.

1.6. Travel Plan Structure

1.6.1. Following this introduction, this Travel Plan is structured as follows:

- **Chapter 2:** Policy and Guidance Context;
- **Chapter 3:** Existing Situation and Site Accessibility;
- **Chapter 4:** Existing Travel Patterns;
- **Chapter 5:** Proposed Development;
- **Chapter 6:** Travel Plan Objectives and Targets;
- **Chapter 7:** Travel Plan Measures;
- **Chapter 8:** Management, Monitoring and Reporting; and
- **Chapter 9:** Summary and Action Plan.

2. Policy and Guidance Context

2.1.1. The regional and local policy documents that have been considered through the production of this Travel Plan include:

- ✔ National Planning Policy Framework (NPPF) December 2023;
- ✔ Planning Practice Guidance (PPG), March 2014;
- ✔ BREEAM UK New Construction Non-domestic Buildings Technical Manual (2018).
- ✔ The London Plan (2021);
- ✔ Mayor’s Transport Strategy (2018);
- ✔ TfL Travel Planning Guidance (2013);
- ✔ TfL’s Healthy Streets for London (February 2017);
- ✔ TfL Sub-regional Transport Plan West;
- ✔ LBRuT Adopted Local Plan (2015-2018);
- ✔ LBRuT Draft Local Plan (Regulation 19) Consultation (2023);
- ✔ LBRuT Third Local Implementation Plan 2019-2041.

2.1.2. Table summarises the key policy objectives and development-related planning requirements and how this Travel Plan complies.

Table Travel Plan Compliance with Policy & Design Guidance

	Key Travel-Plan Related Policy/Objectives	Travel Plan Compliance
Sustainable Development	<p>At the heart of the NPPF is a presumption in favour of sustainable development (para 10)</p> <p>The London Plan S9.2.1 highlights the government objective for a reduction in carbon emissions to net zero by 2050 which involves a reduction in the need to travel, particularly by private car.</p>	<p>This Travel Plan has been prepared to demonstrate the site’s commitment to sustainable development. The focus of the Travel Plan is to encourage and support the uptake of trips by active travel and public transport and thus reduce reliance on the private car, and therefore accords with the London Plan’s commitment to net zero by 2050 and also with the NPPF.</p>
Threshold	<p>The NPPF and PPG states that a Travel Plan is required for developments ‘that will generate a significant amount of movement’ (para 117)</p> <p>LBRuT’s Draft Local Plan thresholds require that developments of >1,500sqm of F1 higher and further education usage should provide a full Travel Plan. Although the site will hold multiple use classes, all would require a full Travel Plan for a development of this size (c. 4,400 sqm)</p>	<p>The new teaching block meets the LBRuT’s threshold and thus this Travel Plan has been provided to demonstrate the University’s commitment to ensuring access to sustainable travel options. This Travel Plan whilst produced for the new teaching block application, will replace the existing campus-wide Travel Plan.</p>
Travel Plan Role	<p>TPs should provide a range of measures to promote sustainable travel with emphasis on reducing single occupancy car journeys in accordance with the London Plan.</p> <p>TfL’s Travel Planning Guidance states that TP’s are ongoing documents which benefit from monitoring, review and adjustment.</p>	<p>The Travel Plan will replace the existing campus-wide Travel Plan and therefore the measures will not be solely focused on the new teaching block. Measures are tailored to the development location and taking account of known travel patterns.</p>
Consideration of Measures	<p>PPG requires that TP’s should not be used as an excuse for unfairly penalising drivers and cutting provision in a way that is unsustainable.</p>	<p>Measures are tailored to the site location specifically. ‘Soft’ measures such as marketing and promotion of the Travel Plan will use existing branding developed for the site-wide TP, and ‘hard’ measures aim to integrate seamlessly into the existing infrastructure.</p>

Monitoring	<p>TfL's Travel Plan Guidance states that Travel Plans should be set over a minimum five-year timeframe, with interim targets at years one and three.</p> <p>An increase in trips by foot and cycle is an indicator of a network that promotes active travel within the London Plan Transport Strategy;</p>	<p>A proposed monitoring and review strategy has been provided within this document.</p> <p>The Travel Plan Co-ordination and Monitoring will be undertaken by the existing Travel Plan Co-ordinator.</p>
Compliance with the NPPF key test	<p>The NPPF states that development should only be prevented or refused on highway grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe (Para 115).</p> <p>Within this context, applications should:</p> <ol style="list-style-type: none"> Give priority first to pedestrian & cycle movements, facilitate access to high quality public transport (PT) and appropriate facilities to encourage PT use; Address the needs of people with disabilities and reduced mobility; Create safe, secure, attractive places; Allow for the sufficient delivery of goods and access by service and emergency vehicles; and be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations. 	<p>The development will not result in a severe impact or unacceptable impact on highway and therefore complies with the key NPPF transport test.</p> <p>In accordance with the NPPF SMU prioritises sustainable transport modes and has been designed to integrate those with disabilities or reduced mobility to ensure a safe and attractive place.</p>

2.2. BREEAM Criteria Compliance

- 2.2.1. The aim for the Proposed Development is to achieve an 'Excellent' rating under BREEAM UK New Construction v6.0 (BRE, 2022). Under 'Transport', it is possible to achieve two credits towards this rating through the preparation of a compliant and site-specific Travel Assessment and Travel Plan. The Travel Assessment has been prepared separately to this document but has been used to inform the development of the Travel Plan.
- 2.2.2. The aim for the Travel Plan is to provide a long-term management strategy which encourages more sustainable travel. The Travel Plan includes measures to increase or improve more sustainable modes of transport and movement of people and goods during the building's operation.
- 2.2.3. Under TRA 01, BREEAM requires a minimum list of measures to be considered when developing the travel plan. Table 1 outlines these measures and how these have been considered in regards to the Travel Plan for the campus.

Table 1 – BREEAM Travel Plan Measures (Minimum Consideration)

Measure	Evidence
Negotiation with local bus, train or tram companies and increase in the local service provision for the development	Negotiation is continually taking place with TfL, LBRuT and Lime Bike Hire as part of the wider campus-wide Travel Plan. These discussions will continue, including as part of this site-specific Travel Plan. Further detail can be found in Section 6.3.
Provision of a public transport information system in a publicly accessible area	Information boards containing up-to-date timetabling information for bus services and rail services will be provided for all members of staff and students in communal areas across the campus. SMU is also exploring the provision of real time information. Information on how to access the site sustainably for visitors is provided on the university website and will also be provided within induction packs and open days. Further detail can be found in Section 7.2.
Provision of electric recharging stations	Two electric vehicle charging bays are provided within the car park adjacent to the university's main entrance. An additional electric vehicle charging point will be provided adjacent to the new building entrance to increase the campus provision to three spaces.
Provision of parking priority spaces for car sharers	There will be no new car parking provided for the building, with the wider campus car parking areas available for general building users. The three spaces lost to the

Measure	Evidence
	front of the building will be re-provided, with a new disabled space to the front of the building and the other two spaces relocated nearby so no parking is lost.
Consultation with the local highway authority on the state of the local cycling network	TPC will liaise with TfL and LBRuT regarding the cycle network surrounding the site and any recommended improvements.
Provision of dedicated and convenient cycle storage	Dedicated cycle parking facilities for 14 cycles will be re-provided in a sheltered location for the building. This will provide an improvement to the existing provision through providing additional sheltered spaces. Sufficient cycle parking is provided across the campus, as discussed in Sections 3 and 5.
Provision of cyclists' facilities	Across the campus, showers, changing facilities and lockers are provided in various locations for use by all, with all facilities located within 500m of the proposed building via a safe and convenient route. No additional facilities are proposed as part of the development as the existing provision is deemed suitable.
Lighting, landscaping and shelter to create pleasant pedestrian and public transport waiting areas	The proposals involve removing existing parking spaces to the front of the building to provide new landscaping, improving the appearance and the provision of green spaces.
Pedestrians and cyclist friendly (for all types of users regardless of the level of mobility or visual impairments)	Dedicated pedestrian infrastructure is in place in the vicinity of the site, which provide routes to the centre of the access and to both access points. Tactile paving or raised tables are present at all key crossing points, enabling easier access for those with visual impairments. All entrances to the building will be step-free, enhancing pedestrian access to the building for those with mobility impairments.
Restrictions or charging for car parking	SMU Campus operates a parking strategy which allocates permits to staff based on a ranking system, based on those who live furthest away and who travel to the site frequently. Students are not allowed to park on campus, other than blue badge holders as per the accommodation license agreement. Visitors to the site are subject to pay and display restrictions, which is available on all sites
Provision of suitable taxi drop-off or waiting areas	Drop-off and/or waiting is facilitated for at within the car park adjacent to the main campus entrance.

3. Existing Situation and Site Accessibility

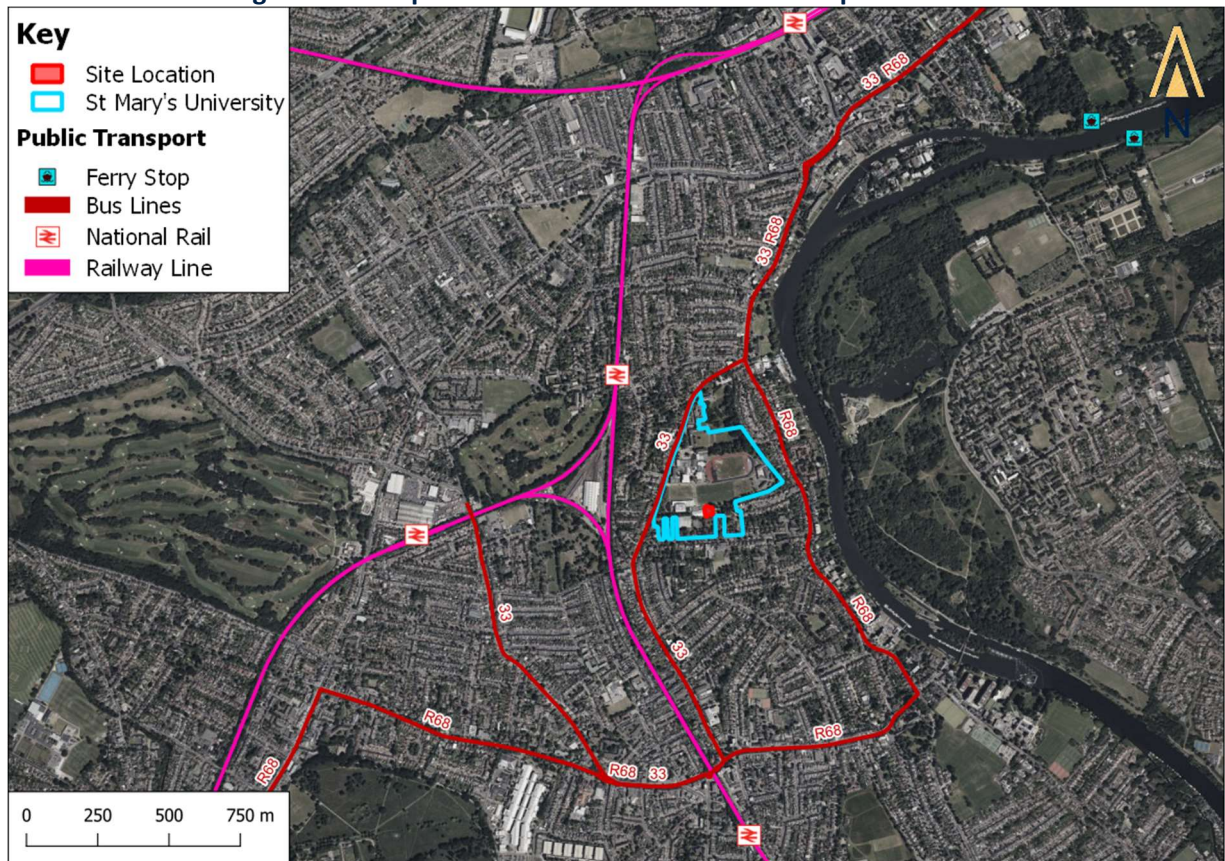
3.1. Introduction

3.1.1. This Chapter provides an assessment of the site, considering the proposed development and infrastructure surrounding the site to support the development proposals which are key to the development of this Travel Plan.

3.2. Wider Site Context

3.2.1. St Mary's University lies to the south of Twickenham and to the north of Teddington. The location of the University in relation to the surrounding highway and public transport network is shown in Figure 2.

Figure 2 – Campus Location and Local Public Transport



Source: Google Maps

3.2.2. The SMU Campus accesses off the A309 Waldegrave Road which in turn connects with the A310 to the north and provides a route to the A316 and the wider Strategic Road Network. To the south the A309 connects with the A313.

3.3. Local Environment

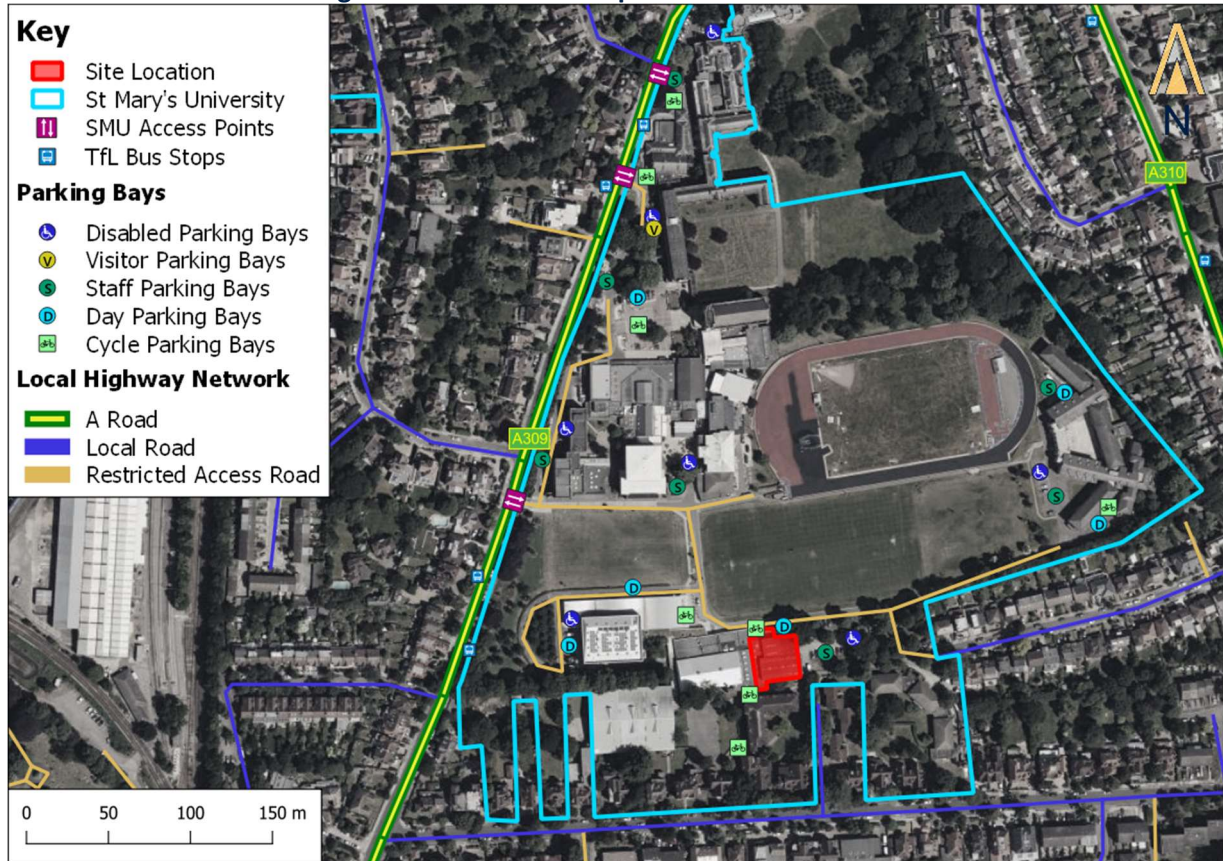
3.3.1. The University campus is accessed in three locations off the western side of Waldegrave Road:

- The northern-most access takes the form of a gated access and is predominantly used for staff and estate deliveries;

- The central access point comprises the main entrance to the campus, where a one-way system is implemented within the main car park. This access is predominantly used by staff parking on site and visitors; and
- The southern access is predominantly used for access to the sports facilities and on-site student accommodation.

3.3.2. A summary of the existing transport conditions and parking facilities around the Proposed Development are shown in Figure 3.

Figure 3 – Baseline Transport Conditions

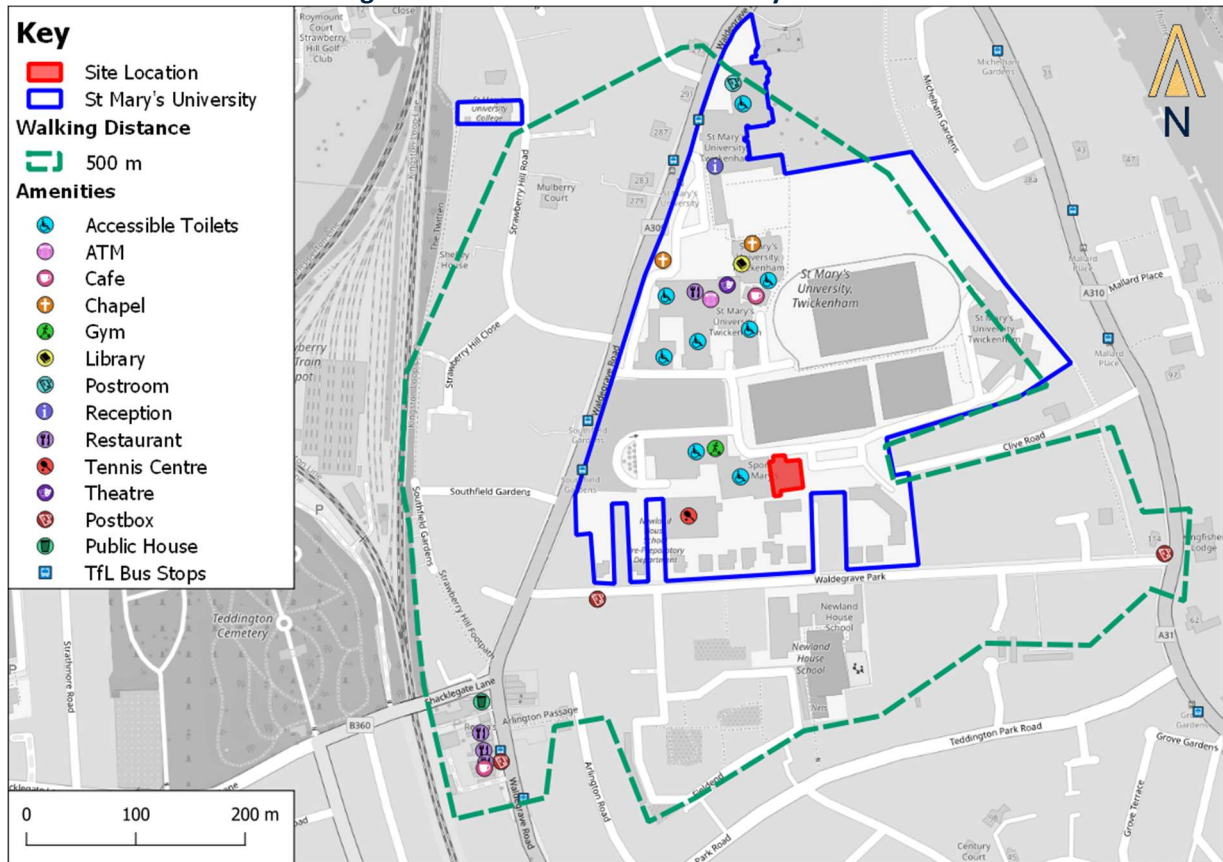


Source: QGIS, with map data from OpenStreetMap

3.3.3. Being a large campus with a population of approximately 4,400 students and 630 staff, on-site facilities across the campus are extensive and have expanded, and adapted over many years to the well-established uses the campus provides today.

3.3.4. Figure 4 illustrates some of the key on-site facilities within 500m walking distance of the proposed development. In addition, a new social centre is being built on site, including four new spaces, including a bar.

Figure 4 – Site Assessment Summary



Source: QGIS, with map data from OpenStreetMap

- 3.3.5. The wide range of on-site campus amenities ensures that the need to travel off-campus during the day is minimal, as all usual daily (and some less frequent) needs are catered for. The facilities also reduce the number of trips taken by staff and students either side of the working day which may otherwise be taken in addition to commuting trips during network peak hours; for example, a staff member would otherwise need to make a detour on their route home to go to the gym or an off-site sports club. Instead, staff and students are more likely to stay on-campus for these uses after lecturing hours, which naturally flattens the peak-hour traffic impact onto the surrounding road network.
- 3.3.6. In addition, the following initiatives are also supported by the University, all of which also help to reduce the need to travel:
- Flexible working
 - Home working
 - Online meetings
 - Video-conferencing
 - Tele-conferencing
- 3.3.7. Some of the other additional facilities provided nearby include restaurants, a medical practice, ATM's, a post box, a library, and parks. A list of amenities within 500m of the Site is provided in Table 2.

Table 2 – Accessible Amenities within 500m

Type	Amenity	Distance from Site
Cash Machine	SMU Piazza	190m
	Bill's Food & Wine Off licence	400m
Convenience Store	Bill's Food & Wine Off licence	400m
Leisure Centre / Gym	SMU Sports Centre	50m
	The Sir Mo Farah Athletics Track	200m
Library	SMU Piazza	190m
Open Space / Park	SMU Park	250m
Post Box	SMU Sports Centre Amazon Lockers	60m
	Waldegrave Road Post Box	220m
	SMU Post Room	280m
Restaurant	Refectory (SMU Piazza)	190m
	Dolce Vita	190m
	Waldegrave Arms and Siyanish Cocktail Bar	400m
	Chicken Cottage	450m
	Mr Cod's	450m
	La Dolce Vita	450m

3.4. Sustainable Access to the Campus

Walking

- 3.4.1. The majority of students using the SMU Campus will live on campus or within the local area. 'Planning for Walking' (CIHT, 2015) states that 'walkable neighbourhoods are typically characterised as having a range of facilities within 10 minutes' walking distance (around 800m). The guidance also notes that *'the propensity to walk or cycle is not only influenced by distance but also the quality of the experience; people may be willing to walk or cycle further where their surroundings are more attractive, safe and stimulating.'*
- 3.4.2. Throughout the campus, pedestrian infrastructure provides connections to all buildings, through either dedicated footways or delineated pedestrian routes. Key crossing points are provided with dropped kerbs and tactile paving to assist with the safe movement of all users.
- 3.4.3. Throughout the campus, footways benefit from street lighting and are overlooked by several key university buildings, providing a good level of natural surveillance. These footways provide access to the wider pedestrian network outside the campus. In addition, there is an additional pedestrian access to the south of the site onto Waldegrave Park which is fob controlled.
- 3.4.4. Waldegrave Road benefits from continuous footways on both sides of the carriageway, measuring between 2.3m and 3.0m in width. A signal-controlled crossing point, equipped with dropped kerbs and tactile paving, is provided directly across the southern access to the campus, providing a safe and formal crossing facility for access to and from the northbound bus stop and the campus.

Cycling

- 3.4.5. Cycling is also considered an important mode of sustainable travel, and five miles (c.8km) is generally considered an 'achievable' cycle distance for most people (source: LTN 1\20, Cycle Infrastructure design).
- 3.4.6. Cycle parking is provided throughout the SMU Campus (222 spaces in total), with the location, type and quantum of on-campus cycle parking shown below in Figure 5.

Figure 5 – Existing Cycle Parking Across Campus



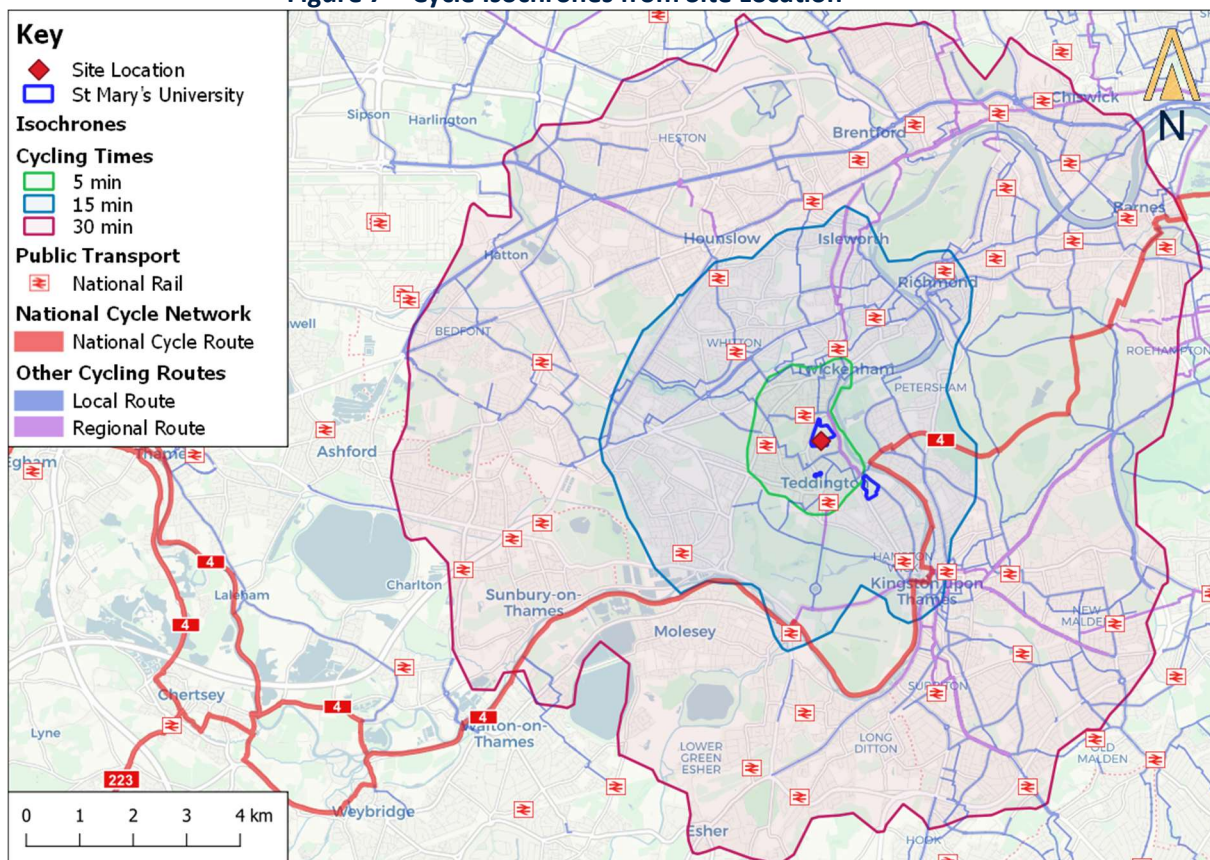
3.4.7. The majority of spaces are Sheffield stands, with parking covered and overlooked by CCTV. A total of seven Sheffield stands, providing 14 spaces for cycles are currently provided to the front of the building. Directly to the west of the site, a total of 68 cycle parking spaces are provided outside the Sports Centre. The types and array of cycle parking around the campus are outlined in Figure 6 below.

Figure 6 –Cycle Parking Across Campus



- 3.4.8. In addition to the cycle parking, throughout the campus there are supporting facilities, including showers, changing facilities and lockers which are free and available for use by all, further encouraging cycling to and from the campus.
- 3.4.9. SMU previously engaged with TfL and LBRuT to discuss the feasibility of placing cycle and scooter hire docking stations within the campus, in close proximity to the proposed development building. It is understood that discussion stopped with no docking stations implemented on site.
- 3.4.10. Various designated cycle routes surround the campus, with Strawberry Vale to the east providing a continuous cycle connection to Twickenham and Richmond to the north and to Kingston upon Thames to the south.
- 3.4.11. A range of formal cycle routes are available within the vicinity of the site, ensuring that cycling can form a viable mode of sustainable travel for the following travel purposes. In particular, the site is near to:
- National Cycle Network Route (NCN) 4 via Teddington Lock approximately 2.1km (a six-minute cycle) south-east of the site which runs north-east towards Barnes, Putney, and Central London and south to Kingston Upon Thames; and
 - A network of local and regional cycle routes within and surrounding Kingston and Richmond.
- 3.4.12. Figure 7 shows a cycle isochrone which demonstrate the areas that can be reached within a 5-, 15-, and 30-minute cycle of the site. The isochrones are generated based on speeds dependent on the surface and highway type. The majority of the routes used would be paved and as such would be subject to an c.18kph cycle speed based on the parameters in the software. A five-minute isochrone would therefore cover a distance of c. 1.5km, with a 30 minute isochrone covering a distance of 9km.

Figure 7 – Cycle Isochrones from Site Location



Source: QGIS, OpenStreetMap, and OpenRouteService (assuming 18 kph cycle speed)

3.4.13. The isochrone demonstrates that the centre of both Twickenham and Teddington are accessible by bike within 5 minutes of the site. Additionally, key destinations such as Richmond, Kingston upon Thames, and Isleworth are accessible within a 15-minute cycle from the site as well as National Cycle Route 4 which is located an approximately six-minute cycle east of the site.

3.4.14. The University has a Cycle2Work Scheme in place for staff, allowing employees to purchase a bicycle and associated safety equipment tax-free through a salary sacrifice scheme. In addition, a cycle mileage allowance of 20p per mile is offered to staff for travel on work associated with University business (not applicable for the commute to/from work).

Public Transport

3.4.15. As the Proposed Development is within Greater London, TfL's WebCAT tool can be used to calculate the Accessibility Index (AI) of the site. The site itself achieves a PTAL rating of 2, with an AI of 7.39.

3.4.16. TfL in calculating Public Transport Accessibility Levels assumes that people will walk up to 640m (approximately eight minutes) to a bus service and up to 960m (approximately 12 minutes) to a rail or Tube service.

3.4.17. Within 300m of the Site along Waldegrave Road there is one accessible bus route; the 33, which routes between Barnes and Fulwell every approximately 10 minutes. In addition, the N33 services these stops providing a night service between Fulwell and Hammersmith. The stops benefit from sheltered seating, with the signalised crossing across Waldegrave Road, equipped with dropped kerbs and tactile paving providing a step free route to both bus stops.

- 3.4.18. An additional bus stop is accessible on Strawberry Vale within approximately 700m of the site using the footpath accessible by Doyle accommodation. The R68 serves these stops, providing connections to Hampton Court and Kew approximately every 15 minutes.
- 3.4.19. The nearest train station is Strawberry Hill Railway Station, a 500m journey north-west of the site (a seven-minute walk or a three-minute cycle). This station provides regular services on the suburban railway loop from London Waterloo with trains calling at destinations such as Twickenham, Richmond, and Putney to the north and Teddington, Kingston, and Wimbledon to the south. Services also run at commuting times on the route to Shepperton, with 'fast' services operating into London Waterloo.
- 3.4.20. In addition, the routes near to the campus offer connections to the wider public transport network, with Twickenham Station accessible in 6 minutes by bus, and Richmond Station, where Overground and Underground District services are accessible within 20 minutes. As a result, users can access regular services on the Overground, District and National Rail lines within 20 minutes of the site.
- 3.4.21. Interest-free loans are available to staff for the purchase of season tickets to enable the most competitively priced ticket options to be secured. Furthermore Students can purchase 18+ Student Oyster Card and save 30% on all Travelcards, Bus and Tram Passes within London.

3.5. Disabled Access

- 3.5.1. There are a total of eight accessible parking spaces currently distributed around the campus for disabled users. The closest designated disabled parking bay to the proposed development is located to the rear of the sports centre (155m from the Site). At least one disabled parking space will be required close to the new building to accord with the requirements of the *London Plan* (Mayor of London, 2021) and *Inclusive Mobility: A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure* (DfT, 2021).
- 3.5.2. The route to the bus stops along Waldegrave Road is step-free with dropped kerbs and tactile paving along the route. The signalised crossing across Waldegrave Road to the north of the southern access provides a step free route for all to access the northbound bus stops.
- 3.5.3. All TfL buses are accessible with wheelchair spaces and priority seats available on all vehicles. Drivers will also pull in close to the kerb at stops to reduce the gap, lower the bus to reduce the step up and deploy the wheelchair ramp where necessary. Additionally, assistance dogs are allowed to travel on all TfL services, including taxis and private hire vehicles.
- 3.5.4. To support disabled users of the SMU Campus, AccessAble, a mobility awareness and investigation company, has created Access Guides for the campus. An annual survey is issued to students and staff to allow for constant improvements to the site's wider accessibility.
- 3.5.5. The Access Guides are comprehensive, containing detailed descriptions of access routes, step-free provision, and facilities for vision- and audio-impaired persons, as well as containing photos of every facility and location. The information in these guides is available primarily through the University's website, but can be downloaded in PDF format.
- 3.5.6. Freedom Passes allow free travel on the Tube, TfL Rail, DLR, London Overground, Trams, Buses and some National Rail services in London for both elderly and disabled people that live in London.
- 3.5.7. TfL offer a free Travel Mentoring service to give people with mobility requirements and disabilities guidance and support on how to travel across London and give them the confidence and knowledge to travel independently. They also offer travel support cards, which allow users to write down any assistance which may be required and can be shown to members of staff at stations.

- 3.5.8. A number of door-to-door services are also available in London, including “Dial-a-Ride”, TfL’s free door-to-door transport service for those who cannot always use other modes of public transport; Taxicards that offer subsidised travel in licensed taxis and private hire vehicles to London residents with serious mobility or visual impairments; and community transport.

3.6. Access by Motor Vehicle

Campus Road Network

- 3.6.1. The University campus is accessed in three locations to the west off Waldegrave Road:
- The northern-most access takes the form of a gated access and is predominantly used for staff and estate deliveries;
 - The central access point comprises the main entrance to the campus, where a one-way system is implemented within the main car park. This access is predominantly used by staff parking on site and visitors; and
 - The southern access is predominantly used for access to the sports facilities and on-site student accommodation.
- 3.6.2. The internal road network within the campus has a 5mph speed limit in place to encourage low vehicle speeds.

Parking

- 3.6.3. Across SMU’s main Campus, a total of 214 parking spaces are provided, with the following breakdown:
- 111 staff spaces;
 - 69 day spaces (available for staff and students only);
 - 24 visitor spaces;
 - 2 Electric Vehicle spaces;
 - 8 accessible spaces; and
 - Numerous motorcycle parking spaces across campus.
- 3.6.4. Three dedicated day car parking spaces are provided to the front of the Proposed Development, which form part of the general parking provision for the SMU Campus.
- 3.6.5. In addition, across SMU’s four other sites, a total of 141 parking spaces are provided, where parking is not in as high demand. SMU actively encourage staff to park on other sites and walk to the main campus.
- 3.6.6. Parking within the main campus is controlled and strictly enforced. Staff must have a permit to park on site, with the annual permit allocated according to the parking permit points matrix. A total of 150 digital permit are available annually. The Parking Matrix calculated points based on a number of factors, with staff requiring a certain number of points or more to qualify for a permit. The matrix takes into account the following:
- Distance travelled to work;
 - Number of transport changes if travelling to work by public transport;
 - Time taken to travel to work;
 - Medical conditions that requires use of a car;
 - Providing transport for young children or dependent care; and
 - University duties requiring own car transport.
- 3.6.7. The parking permits currently cost £150 for full time staff and £75 for part time staff, with staff eligible to share permits between two people, sharing the cost, but only allowing one registered car to park on

campus at any one time. Staff are made aware that having a permit, does not guarantee a parking space.

- 3.6.8. Students are not allowed to permanently park on campus, other than blue badge holders as per the accommodation license agreement. Day spaces are available for staff and students only, with parking costing 60p per hour, with a maximum stay of 12 hours, with no return for six hours. Visitor parking is available within designated bays between 07:00-19:00 Monday to Friday, with visitors needing to report to reception on arrival to book in and paying to park applying at all other times. Finally, electric bays are for electric vehicle charging only with a maximum stay of 4 hours costing £5. After charging, vehicles must be moved to an appropriate bay and paying the required charge.
- 3.6.9. The University appoint a parking enforcement company to frequently visit the site and issue parking fines to any vehicles parking without a permit or parking on restricted areas, such as double yellow lined routes.
- 3.6.10. In terms of encouraging sustainable travel, two electric vehicle charging bays are provided adjacent to the Piazza within 200m of the Proposed Development and are operated by AutoCharge. The university are monitoring the use of the EV bays and have a plan to increase provision if demand requires.
- 3.6.11. Car clubs provide a cost-effective and flexible alternative to owning a car and can help tackle the challenges of climate change and congestion. Car clubs provide the convenience of owning a car without the hassle or costs of repairs, servicing or parking. Members can book cars locally for just an hour or longer periods. They reduce the need for people to own their own cars by providing access to conveniently located high-quality vehicles on an affordable 'pay-as-you drive' basis. The nearest car club vehicle to the site is located approximately 900m south of the site, along Claremont Road, and is operated by ZipCar. This provides a suitable cost-efficient way for students to have the benefits of a car without the need for always travelling by one.

Car Parking Off Site

- 3.6.12. LBRuT in recent years introduced several Controlled Parking Zones (CPZs) in the area, with the most recent St Mary's University CPZ introduced in August 2022. This has severely limited on street parking provision on weekdays with only certain areas designated as pay and display bays with a maximum stay of two hours which generally does not give enough time to students and staff to attend lectures. As a consequence, the publicly available spaces in the SMU CPZ are often unused

3.7. Summary of Site Accessibility

- 3.7.1. St Mary's University lies to the south of Twickenham and to the north of Teddington. The University campus is accessed in three locations off the western side of Waldegrave Road. The Proposed Development is located within the SMU main Campus, directly to the east of the Sports Centre, and comprises an existing building (known as Block R), which currently accommodates sports and health services and facilities
- 3.7.2. On and off-site walking and cycling facilities are extensive, with wide and well-maintained footways permeating the campus and connecting to nearby networks. Additionally, the presence of nearby amenities makes walking an attractive option. Dropped kerbs and tactile paving are present at all road crossings in the vicinity of the site, ensuring ease of access for all.
- 3.7.3. Cycle parking is provided throughout the SMU Campus, with 14 cycle parking spaces provided outside the existing building subject to this development. In addition, supporting facilities, including shower, changing facilities are lockers are available throughout the campus for use by all.

- 3.7.4. Bus stops are available directly outside the site on Waldegrave Road which provide connections to Barnes and Fulwell, including during peak periods. Rail services are accessible from both Fulwell and Strawberry Hill, with Richmond accessible within cycle distance providing access to Overground and Underground lines. The Proposed Development has a PTAL rating of 2.
- 3.7.5. Car parking throughout the main campus is controlled and strictly enforced, with staff permits limited and allocated based on a point matrix.
- 3.7.6. Overall, it is considered that the Proposed Development will benefit from high quality pedestrian, cycle and public transport connections to an array of services and amenities, ensuring good opportunities for users to travel via sustainable modes of transport.

4. Existing Travel Patterns

4.1.1. Separate staff and student travel surveys were undertaken in 2023. Responses were limited with only 41 student responses and 141 staff responses received. Prior to this a survey was undertaken in late 2016 / early 2017, with a total of 919 respondents, of which 40% were students (368 responses) and 60% were staff (551 responses). As such, both survey results have been summarised below due to the limited responses received in 2023.

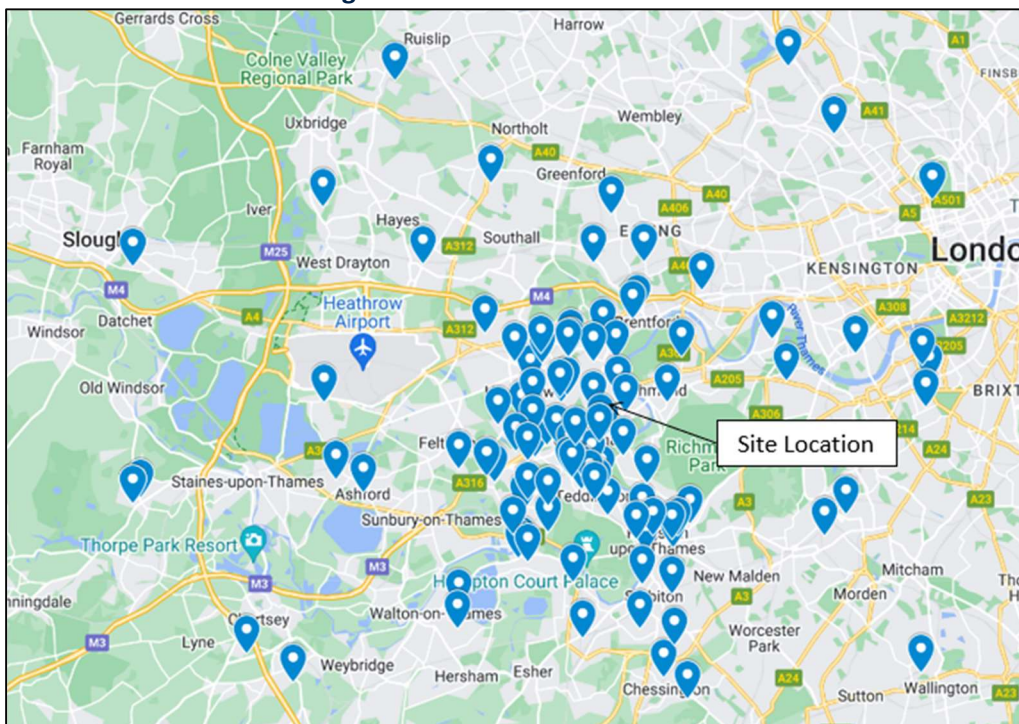
4.2. 2023 Staff Responses

4.2.1. The 2023 survey staff responses have been summarised below:

- 90% of staff are mainly based on the main campus, with 6% of staff working remotely;
- Majority of staff arrive before 9am and depart after 2pm, with a reduced number of employees travelling to the campus on Fridays;
- 29% of respondents hold a University car parking permit and 11% use pay as you go parking on site;
- 43% of respondents travel less than 30 minutes to work, 37% travel between 30-60 minutes and 20% travel over 60 minutes;
- Principle reasons for why they chose to travel to work in the way they do was time, cost and convenience;
- 72% of respondents felt that no options suggested would encourage them to walk to work;
- 43% of respondents felt that no options suggested would encourage them to travel by public transport to work, with 43% stating more frequent reliable transport would encourage them;
- 48% of respondents felt that no options suggested would encourage them to cycle to work. However it was identified that there is a need to improve awareness on existing shower, changing and locking facilities provided at the campus.

4.2.2. Figure 8 shows the locations where staff are travelling from, demonstrating that a significant proportion of staff are travelling a relatively short distance to the University.

Figure 8 – Staff Home Locations



4.3. 2017 Survey Response

4.3.1. The 2017 survey staff and student responses have been summarised below:

- For both staff and students, the principal reason behind their choice was convenience and flexibility. Time savings were also an important consideration in their choice of mode.
- For many students, the cost and lack of realistic alternatives was behind their mode choice.
- For many staff travelling by car, the need to use their car during the day, or before or after
- Lack of availability of car park permits, and problems with finding a parking space were also cited as a deterrent to driving.
- A number of staff highlighted the benefits of being able to work on the train as a positive factor affecting rail as a preferred mode of choice although the infrequent train service was mentioned as an issue by others;
- 30% of students and 20% of staff reported that their journey to University typically took over 60 minutes. 40% of students and 44% of staff typically had a journey of less than 30 minutes.
- 46% of staff and 55% of students cited that they never travel to University by car.
- The majority of staff and student respondents felt that none of the options suggested would encourage them to walk to the University.
- Subsidised/cheaper tickets and more frequent/ reliable services were the most important measures for encouraging public transport use amongst both staff and students. Real-time information and improved ticketing/ timetable information were also important for students relative to staff.
- There was general interest amongst staff and students to introduce/ improve initiatives to encourage cycling. The most commonly cited measures for encouraging cycling were: shower/changing facilities; better cycle parking facilities on campus; and slower traffic/better crossing points (for staff) and discounts at local cycle shops; a cycle hire scheme; and information on cycle routes (for students).

4.4. Modal Share

4.4.1. The resulting modal share from the 2017 and 2023 surveys are summarised in Table 3.

Table 3 – Survey Results Modal Share

Mode	2023 Staff	2017 Staff	2017 Students
Car Driver	38%	39%	27%
Car Passenger / Drop Off	4%	2%	2%
Walk	17%	20%	26%
Cycle	16%	12%	6%
Train / Underground	13%	20%	32%
Bus	9%	7%	8%
Other	3%	-	-

4.4.2. As demonstrated, the staff modal share has stayed relatively the same from 2017 to 2023, with a decrease in train use and those walking, and an increase in cycle and bus use.

5. Proposed Development

5.1. Development Description

- 5.1.1. The proposed development comprises the demolition of existing R Block and the erection of a replacement teaching block (Use Class F1) comprising 1,419sqm of floorspace to provide facilities appropriate for the operation of a new School of Medicine at the Strawberry Hill Campus, with associated landscaping. The proposals involve a minor increase of 95sqm compared to the existing building, with the development not anticipated to result in an increase in the number of staff or students on campus, with the development intended to upgrade and improve the existing facilities on campus.
- 5.1.2. Proposed access to the building will be retained as existing and no changes are proposed to the number of car and cycle parking spaces across the campus, with any spaces requiring removal re-provided in close proximity to the site.
- 5.1.3. The proposed layout plans are attached at **Appendix A**.

5.2. Access

- 5.2.1. Access to the building will be taken from the existing internal road network, as per the existing arrangements. Step free and clear entrance will be provided to and through the building, with a lift provided internally for vertical circulation. Four accessible toilets have been provided.

5.3. Parking

Car Parking

- 5.3.1. The London Plan states that car free development should be the starting point for all development proposals. No additional general car parking is proposed as part of the Proposed Development, as it is anticipated that the new building will not generate additional demand by students / staff and the increase in floor area is only modest (95sqm). The proposals involve the loss of the three existing parking spaces to the front of the building to provide new landscaping.
- 5.3.2. It is proposed that one parking space will be provided to the front of the site, directly adjacent to the main entrance, which will be provided as a disabled bay with active Electric Vehicle (EV) charging provision.
- 5.3.3. The other two car parking spaces lost as part of the development proposals will be re-provided to the east. It is therefore evident that the proposals do not result in the loss of any existing car parking spaces and instead provide a betterment through increasing the Campuses disabled spaces and electric vehicle charging provision.

Electric Vehicle Charging

- 5.3.4. Two electric vehicle parking spaces are currently provided on campus, adjacent to the Piazza. In accordance with the BREEAM transport requirements, electric recharging stations of a minimum of 3kW are to be provided for at least 10% of the total car parking capacity for the development. The proposals involve the relocation of three car parking spaces and therefore in accordance with the measure requirements, one of these bays will be provided with active Electric Vehicle provision, with a minimum power of 3kW.

Cycle Parking

- 5.3.5. The London Plan states that cycle parking for universities should be provided at the following rate:
- Long Stay: 1 space per 4 FTE staff + 1 space per 20 FTE students
 - Short Stay: 1 space per 7 FTE students
- 5.3.6. The BREEAM guidance requires cycle parking for further and higher education to be provided at a rate of 1 space per 10 staff and pupils and students in total.
- 5.3.7. Given the proposed building will not result in any increase in staff or students, no additional cycle parking facilities are to be provided for the building. A total of seven Sheffield stands are provided outside the existing building, which will be removed to accommodate the new building. These spaces will be re-provided to the rear of the building, as sheltered, covered spaces, providing a betterment to the existing provision.
- 5.3.8. As such, no changes are being made to the total cycle parking provision across the campus, with the proposals improving and enhancing the provision through providing additional covered cycle parking. This approach was agreed with LBRuT at pre-application stage. As part of the Travel Plan, demand will be monitored, and if demand regularly exceeds capacity, the University will explore options to increase provision. This will be an ongoing process as part of the Travel Plan.
- 5.3.9. To achieve the relevant transport BREEAM credits, two of the following cycle facilities need to be provided: changing facilities, drying spaces, lockers and showers, with these provided within 500m of the site, via a safe and convenient route. Across the site there are multiple changing areas, lockers and showers provided, all located within 500m of the site, and therefore the existing provision is deemed suitable to accommodate demand. However, as part of the Travel Plan, demand will be monitored.

5.4. Deliveries and Servicing

- 5.4.1. Deliveries and servicing for the new building will occur either to the front or rear of the building, using existing routes. As such, tracking of these routes is not considered necessary. Sufficient refuse storage provision has been provided within the proposed building to the rear.

5.5. Predicted Travel Patterns

- 5.5.1. The Proposed Development is not expected to generate new trips, and travel patterns are expected to remain in line with those associated with the wider campus.
- 5.5.2. Based on the expected use of the new teaching building, the maximum occupancy of the building is 568 people. These numbers have been applied to the existing modal share for the SMU Campus, to provide an indication of expected travel patterns for future users of the building. The results are summarised in Table 4.

Table 4 – Predicted Travel Patterns (Daytime Users)

Mode	SMU Campus Travel Plan Targets (Year 5)	Number of Trips by Mode
Car Driving (alone)	23%	131
Car Share	3%	17
Public Transport	24%	136
Cycling	14%	80
Walking	25%	142
Other	11%	62

6. Travel Plan Objectives and Targets

6.1. Introduction

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

6.2. SMU Campus Travel Plan Objectives and Targets

6.2.1. SMU first developed a Travel Plan for the campus in 2004 and have been actively promoting sustainable travel since this time. The latest formal Travel Plan document was produced in 2017, with a draft produced by the University in 2023 to cover up to 2028.

6.2.2. Since the development of the initial Travel Plan, SMU have been actively implementing a range of initiatives to promote and support sustainable travel modes.

6.2.3. The Overall Vision for this Travel Plan is:

- **To encourage students and staff to use more sustainable ways of travelling to campus through improvements in the quality of provision; promotion of alternatives to the car; and effective engagement with staff and students to develop potential improvements to travel opportunities both on and off campus.**

6.2.4. The supporting objectives of this Travel Plan are to:

- a) promote alternatives to car use;
- b) encourage healthy and active travel (walking and cycling) amongst staff and students;
- c) increase site accessibility and improve transport options for both staff and students;
- d) fulfil the Corporate Social Responsibility requirements of the University.
- e) be a good neighbour in the local community;
- f) contribute to a reduction in CO2 emissions.

6.3. Travel Plan Targets

6.3.1. SMART (Specific, Measurable, Achievable, Realistic and Time-bound) targets have been set alongside the development objectives for staff and students. Figure 9 breaks down the acronym and identifies the requirements of the targets.

Figure 9 – SMART Targets



6.3.2. The baseline modal split has been derived from an average of the 2023 staff mode share and the 2017 student mode share. Initial targets have been set out for Years 1, 3 and 5 in Table 5, which aim to reduce the proportion of car/van drivers to the development by 5% in each of the two subsequent years

following two years from post occupation, in accordance with TfL’s Travel Plan guidance. As such, the proposed targets involve a decrease of 10% in car drivers. Further information in relation to achieving SMART target status is provided in the Action Plan, contained in Section **Error! Reference source not found.**; where the following stages are important:

- **Baseline:** Modal journey split based on an average of 2023 Spring staff surveys and 2017 student surveys;
- **Year 1:** Initial Targets to be updated following a Staff and Student Travel Survey;
- **Year 3:** Targets monitored and refined if necessary as staff and students’ travel practices are embedded into their everyday lives, with ongoing measures to continue to encourage mode shift; and
- **Year 5:** The Travel Plan is part of the overall working of the site and is fully integrated with it. Providing staff and students with sustainable travel options is an integral part of the experience and the Travel Plan Measures provide maximum benefits.

Table 5 – Initial Travel Plan Targets

Specific Objective	How will this be achieved?	Initial Travel Plan Targets		
		Baseline (2023)	Year 3	Year 5
To reduce the level of reliance on the use of private cars	Restricted car parking throughout the site, with permit holder or pay and display bays only.	33%	28%	23%
To increase and support the use of car share to and from the development		3%	3%	3%
To increase the use of public transport (bus and rail) to and from the site	Improved on-site Cycle Parking for staff and students.	31%	23%	24%
To encourage cycling	Measures to encourage car-sharing amongst staff and students.	11%	12%	14%
To increase walking as a healthy and viable option	Training, information provision to all staff and students, managed through the TPC and reception.	22%	24%	25%
Other modes of Transport	More Specific Travel Plan measures are set out in Section 7.	0%	10%	11%
TOTAL		100%	100%	100%

7. Travel Plan Measures

7.1.1. This Chapter sets out the measures to be implemented through the lifetime of the TP across the SMU Campus, which builds upon the measures outlined within the previous TPs.

7.2. 'Soft' Travel Plan Measures

7.2.1. In this section, measures which are primarily information- and policy-based are set out to ensure students and staff have the required information to make an informed decision and are actively encouraged to travel sustainably where possible. A number of the measures are already in place.

Informing Students and Staff

- Engage students as early as possible, i.e. before they start at the University. Prospectuses, open day materials etc include information on our commitment to encouraging sustainable travel habits.
- Provide travel information in invites to open days and wherever possible direct visitors to online travel information ahead of their trip to the University.
- Communicate travel information to staff as part of the appointment / induction process and to students pre-arrival. Information on travel is provided on the staff portal.
- All new students and staff receive a 'Travel to St Mary's University' leaflet prior to their arrival on campus.
- Wayfinding has been improved across the campus with new map totems provided.
- Make available Halls of Residence travel guides, highlighting key information on walking and cycling between the Halls, campus, and town centre.
- Ensure a sustainable transport information stand is present at the Freshers Fair and/or Careers Fair– this could be delivered in partnership with TfL, local cycle providers etc.
- AccessAble guidance will be prepared for the new building with detailed descriptions of access routes, step-free provision, and facilities for vision- and audio-impaired persons.

Cycling Promotion

- Awareness campaigns to inform users about all the available travel options, including the availability of nearby Lime e-bikes.
- Hold cycle promotion days held on campus with a view to enabling and encouraging cycling.
- Ensure that sustainable travel marketed as part of Green Week, Bike Week, One World Week, Community Action Week, People and Planet and Fresher's Week.
- Provide information on the location of cycle parking, changing facilities and shower facilities. For example, cycle users are able to use the facilities across the campus for free. Given the availability of other changing / shower facilities on campus additional facilities are not currently planned for the new building.

Incentives / Financial Support

7.2.2. As part of the Travel Plan], students and staff will be reminded about the below financial support which is available. SMU will liaise with TfL and LBRuT as part of the Travel Plan to identify opportunities for further support.

- Student Oyster Photocard – Students living in a London borough can get discounted travel with an Oyster photocard. Typically they are over 30% cheaper than normal travel passes and afford access tube, bus, DLR and overground services within Greater London.

- Staff Season Ticket Loan – SMU offer interest-free loans to employees for the purchase of annual season tickets for travel by rail and bus based on salary-sacrifice repayable over a 12 month period.
- Staff Interest Free Cycle Loan – SMU offers staff access to an interest free bicycle loan in order to purchase bicycle for commuting to and from work. This is based on a salary sacrifice arrangement and staff must have a contract for a further 12 months.

Communications

- Utilise a series of communication channels to convey information, recognising that a ‘one size fits all’ approach will have more limited impact. This includes the use of emails, student web portal, the monthly student newsletter, posters in Halls of Residences and using notice boards in the key communal areas.
- Review online travel information to ensure it remains up to date and that it is presented in a way that is easy to navigate / use.
- Provide a travel information point in the new building to convey walking, cycling, public transport and sustainable car use information, and also investigate Real Time Information for improved bus stops on Waldegrave Road.
- Undertake personalised journey planning exercises with staff and students as part of the Campus Travel Plan process, encouraging them to consider their travel options.

7.3. ‘Hard’ Travel Plan Measures

- 7.3.1. As part of the Proposed Development and based on consideration of the existing local environment for site users and the proposed use of the new building, infrastructure measures are proposed to support sustainable travel practices and to deliver inclusive access. The measures are summarised below.

Pedestrian and Cycle Infrastructure

- Building Access – Access to the new building will be taken from the existing pedestrian infrastructure, with step free and clear entrance will be provided to and through the building, with a lift provided internally. AccessAble guidance will be prepared for the new building
- Cycle and Scooter Hire Docking Stations – Discussions were previously had with TfL and LBRuT on the introduction of hired cycle and scooter docking stations on campus, however no decision was made. As part of the TP, SMU will look to re-engage and restart discussions to implement these docking stations;
- Cycle Parking - Upgraded cycle parking will be provided in close proximity to the new building, with 14 spaces sheltered and covered by CCTV. Over 200 further cycle spaces are available on campus.

Disabled Users

- Step-free access - step free and clear entrance to and through the building will be provided. Accessible toilets will be provided as well as accessible lifts to the 1st floor.
- Disabled Parking – One disabled parking space will be provided in close proximity to the new building entrance with level access. Cycle parking will also include for larger cycles.

Vehicle Infrastructure:

- General Parking – No additional parking will be provided as part of the proposals. Parking restrictions will remain as set out in Section 3.6.
- Electric Vehicle Charging – One additional parking space will be supplied with an EV charger, increasing the total campus provision to three charging points;

- Car Sharing – Consideration is being given by SMU to the provision of dedicated car sharing spaces within the campus to promote this form of travel. The demand for this will be reviewed as part of the Travel Plan process and if demand is high, dedicated spaces will be implemented.

Servicing and Deliveries:

- General Deliveries and Servicing: The procurement team have in recent times rationalised deliveries to campus to reduce the number of trips and source from local and/or sustainable sources, and will continue to seek opportunities for further improvements.

8. Management, Monitoring and Reporting

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

8.2. Travel Plan Management

- 8.2.1. This Travel Plan has the support of senior management, with the Chief Operating Officer responsible for its successful implementation and for ensuring that adequate resources are assigned to the Plan. Progress with Travel Plan implementation and target achievement will be monitored by the Sustainability Group.
- 8.2.2. The Sustainability Group will be responsible for the implementation, administration and monitoring of the campus Travel Plan.
- 8.2.3. The contact details of a member of the Senior Management Team supporting and overseeing the TPC role are provided below:
- Name: Gavin Hindley
 - Email address: gavin.hindley@stmarys.ac.uk
- 8.2.4. The TPC will be the first point of contact for all staff and students regarding travel to and from the Proposed Development and wider campus. They will establish and maintain a database containing all correspondence to and from and relating to the Travel Plan so far as may be practicable or Data Protection permits.
- 8.2.5. The key responsibilities of the TPC will include:
- Overseeing the development and implementation of the TP;
 - Designing and implementing effective marketing and awareness raising campaigns to promote the Travel Plan to staff and students;
 - Organising and undertaking any data collection and monitoring required for the Travel Plan (e.g. student and staff travel surveys);
 - Acting as the point of contact for all staff and students requiring travel information; and
 - Liaising with and reporting the targets and progress of the Travel Plan to the Travel Planning Officer at LBRuT (if required).
- 8.2.6. It is anticipated that the amount of time that the TPC will spend will vary over time. It is envisaged that the TPC will on average spend 2-3 days a month managing the SMU Campus Travel Plan. However, in the first few months of the Travel Plan implementation and when arranging and analysing Travel Plan Survey results it is likely that the role would take up more time.
- ### 8.3. Funding
- 8.3.1. SMU will fund the initial implementation and ongoing management of the Travel Plan for the new social building including the monitoring of the Travel Plan and the funding of the TPC role.
- 8.3.2. Many of the measures outlined in the TP, such as provision of information, cycle parking facilities, new cycle access will all be provided from Day 1 and embedded into the site regardless of the site TP. In addition, a number of the measures are already implemented across the campus.

8.4. Monitoring, Review and Reporting

- 8.4.1. To determine the success of the Travel Plan in achieving the desired objectives and targets, a defined and regular programme of monitoring is required. The objective of the monitoring process is to regularly assess the travel patterns of site users and identify when and if the Plan, or elements of the Plan strategy, are not working and may need to be changed.
- 8.4.2. Monitoring will typically include a travel survey, a count of cycle parking utilisation; the number of hits on the travel information area of the SMU website and figures provided by AutoCharge in relation to the electric car charging use.
- 8.4.3. Table 6 provides the proposed timetable for implementing and monitoring the Travel Plan’s administrative actions and activities. The timelines will be refined and updated in the Final TP.

Table 6 – Monitoring Timetable

Time	Monitoring Tasks
Prior to Opening	Ensure TPC is aware of responsibilities after the opening of the building
Within one year of Opening	Conduct Staff and Student Travel Survey across the whole campus Provide details to LBRuT (if required) including any refined targets or measures and results of the survey
Years 3 and 5 following agreement of the final Baseline	Undertake Staff and Student Travel Survey and compare results against targets Review targets and measures based on successes and failures observed If requested, submit results to LBRuT and agree any changes to the Plan and any additional measures Implement further measures if required
Ongoing	Continue to informally monitor progress of the Travel Plan against the ongoing measures (which will include public transport use, cycle parking, information provision) Ensure that student and staff needs are continually monitored including usage of the cycle parking spaces and supporting facilities. Make changes to provision as required on an ongoing basis.

9. Summary and Action Plan

- 9.1.1. The Travel Plan has been prepared by Evoke to support the proposed construction of a new building in the main SMU Campus. The proposed development comprises the demolition of existing R Block and the erection of a replacement teaching block (Use Class F1) comprising 1419sqm of floorspace to provide facilities appropriate for the operation of a new School of Medicine at the Strawberry Hill Campus, with associated landscaping. The proposals involve a minor increase of 95sqm compared to the existing building, with the development not anticipated to result in an increase in the number of staff or students on campus, with the development intended to upgrade and improve the existing facilities on campus.
- 9.1.2. The Travel Plan seeks to promote sustainable transport choices among staff and students on their journeys to and from the Proposed Development, and will replace the previous Travel Plan which was last published in 2017. The Travel Plan has been informed by a separate Transport Statement (R-24-0120-TS-01).
- 9.1.3. Considering the existing environment, the proposed use of the building and the measures which are designed to support the Proposed Development, the focus of the Travel Plan is on giving greater priority to pedestrians and cyclists; and providing inclusive access and support for vulnerable users. All measures will be supported by softer measures, including travel plan promotion and information to raise awareness.
- 9.1.4. An existing member of staff will undertake the SMU Campus Travel Plan Co-ordinator role and will oversee the implementation of the Travel Plan and monitor its effectiveness.
- 9.1.5. Initial targets have been set for staff and students. The targets are initially based on the staff and student surveys carried out in 2017 and 2023. The targets will be reviewed following completion of a Travel Plan survey, which will be completed within one year of building occupation. Travel surveys will be repeated in years 3 and 5 to monitor the success of the Travel Plan.
- 9.1.6. Table 7 provides an Action Plan that summarises the programme for the delivery of measures and the associated responsibility for implementation. The Action Plan is set out as a SMART plan.

Table 7 – Action Plan

Specific (S)	Measurable (M)	Actioned by (A)	Realistic (R)	Timed (T)
Travel Plan Co-Ordinator	Appoint a formal TPC at the University	SMU Management	✓	Pre-occupation
Facilities	Continued improvement of on-site facilities (café, restaurants, GP's Office, sports clubs, gym, pharmacy etc.)	SMU Management, Maintenance, TPC	✓	Continuous, as required
Travel Survey	Undertake Initial Travel Survey	TPC	✓	Within one year of occupation or at a timescale to be agreed
	Undertake continual Monitoring Travel Surveys	TPC	✓	After three, and five years after occupation.
Promote and maintain Public Transport use	Student Oyster Photocard Discounts	TPC	✓	Offered to all new students, and on request
	Interest Free Bus/Rail Season Ticket Loans	TPC	✓	Offered within the Staff Induction and promoted to all staff
	Notice boards with live bus and train timetables in the new social building. Seek to provide real life time information in a communal area.	TPC	✓	Ongoing maintenance
Provide inclusive access	Provision and maintenance of one disabled parking space , near to the building entrance	TPC/SMU Maintenance	✓	To be constructed before occupation of the site
	AccessAble guidance will be prepared for the new building in line with the provisions for existing buildings	TPC	✓	Created within 6 months after occupation, with ongoing maintenance
	Provision of 14 covered cycle parking spaces with the ability to accommodate larger than standard cycles	TPC/SMU Maintenance	✓	To be constructed before occupation of the site
Provide information and raise awareness	Travel Plan Induction	TPC	✓	Upon Implementation of the Final Travel Plan
	Prospectuses and open day materials to include information on commitment to encouraging sustainable travel habits;	TPC	✓	Reviewed at the end of each academic year
	Ensure SMU Website is regularly updated to include accurate travel information	TPC	✓	Reviewed quarterly and updated as required
	Seek to provide electronic Notice Boards devoted to the Travel Plan. Include Travel Plan information e.g., good news stories, upcoming events etc.	TPC	✓	Updated at least Quarterly
	Sustainable travel will be marketed as part of Green Week, Bike Week, One World Week, Community Action Week, People and Planet and Fresher's Week	TPC	✓	As required, with review every six months
	Offer Halls of Residence travel guides , highlighting the walking and cycling routes between the Halls and Campus	TPC	✓	Updated at least Quarterly
	Undertake personalised journey planning exercises with staff and students	TPC	✓	Reviewed at the end of each academic year through Campus TP
To support walking and cycling	Maintenance of existing cycle parking , provision of new and improved cycle parking	TPC/SMU Maintenance	✓	New provision alongside New Social Building Construction. Ongoing Maintenance.
	Ensure internal footpaths and cycleways are continually maintained and improved	TPC/SMU Maintenance	✓	Ongoing / formal checks made and recorded at regular intervals
	Staff Interest-Free Cycle Loan	TPC/SMU Management	✓	Offered within the Staff Induction and to all new staff

Specific (S)	Measurable (M)	Actioned by (A)	Realistic (R)	Timed (T)
	Awareness campaigns to inform users about all the extent of the Lime Cycle Hire Scheme	TPC	✓	Through Marketing Material and Travel Surveys
	Seek to re-engage with LBRuT and TfL requiring provision of cycle and scooter hire docking stations within campus	TPC	✓	Following occupation
Reducing the impacts of Car Use	Seek to provide dedicated Car Sharing Bays in prime locations if demand is identified	TPC	✓	Following initial survey within one year of first occupation
	Seek to set up a car sharing database for staff to match potential car share partners	TPC	✓	Following occupation
	Continued implementation of allocating permit scheme based on ranking and monitoring of parking compliance	TPC/SMU Management	✓	Updated at least Quarterly
	Provision of new Electric Vehicle Charging Point	TPC/SMU Maintenance	✓	To be constructed before occupation of the site

Appendix A – Proposed Layout Plans

**St Mary's
University Rugby
Pitch**

**St Mary's Sport
and Health
Services**

**Performance
Education Centre**

BN
STORES

BIKE STORES

UP




Cronin Hall

Tennis Centre

**2x Parking
Spaces**

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-  PROPERTY BOUNDARY
-  SITE BOUNDARY
-  EXISTING BUILDING FOOTPRINT

C01 Planning Set Submission	25/10/2024	LM	SM
P01 Planning Revision	15/10/2024	LM	SM

REV	DESCRIPTION	DATE	BY	CHKD
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RIDGE PROJECT No: 5025779

CLIENT:
ST MARY'S UNIVERSITY

IN ASSOCIATION WITH:
N/A

PROJECT:
'R-BLOCK' DEVELOPMENT : 'CENTENARY BUILDING'

TITLE:
PROPOSED SITE PLAN

DRAWN BY:	CE	CHECKED BY:	LM	APPROVED BY:	SM
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SCALE:	1:250 @ A1	DATE:	25.10.2024
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STATUS:	A3	DESCRIPTION:	AUTHORISED & ACCEPTED
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DRAWING No:	5025779 - RDG - 00 - ZZ - D - A - 010201						
PROJECT:	ORIGINATOR FUNCTION:	SPATIAL FORM:	DISCIPLINE:	NUMBER:	REV:		
5025779	RDG	00	ZZ	D	A	010201	C01

