
Crows Nest Over Station Development – Site B

Green Travel Plan

Prepared for: Thirdi Crows Nest Commercial Developments Pty Ltd

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Revision

Revision	Date	Comment	Prepared By	Approved By
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Acknowledgment of Country

In the spirit of reconciliation, Stantec acknowledges the Traditional Custodians of country throughout Australia and their connections to land, sea and community. We pay our respect to their Elders past and present, and extend that respect to all Aboriginal and Torres Strait Islander peoples.

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1. Introduction

1.1 Background

It is understood that a State Significant Development Application (SSDA) is to be lodged with the Department of Planning, Housing and Infrastructure (DPHI) for a mixed-use development (predominantly residential) above the Crows Nest Metro Station, otherwise known as Crows Nest Over Station Development (OSD) Site B. The subject site will be one of three OSD sites (identified as sites A, B and C).

A concept SSDA was lodged with the DPHI (SSD-9579) for all three sites and was approved in 2020.

Stantec was commissioned by Thirdi Group to prepare a Green Travel Plan (GTP) to support the proposed SSDA for Site B.

The location of the subject site and the surrounding road network is shown in Figure 1.

Figure 1: Subject site and its environs



Base image source: Nearmap

Crows Nest OSD Site B is a 14 storey tower above the Crows Nest Metro Station.

The site area is 1,872m². The concept approval includes a maximum height to the top of the service zone of RL 158m and includes a maximum residential FSR of 13,000m².

The Metro Station is comprised of three levels:

- Ground Level – Hume Street includes the OSD tower lobby, retail, and back of house spaces.
- Level 01 includes a retail mezzanine, back of house, and a loading dock which is used for OSD garbage collection and is a future easement for rail authority access.
- Level 02 contains plant rooms for the metro station.

The OSD car parking levels are located on level 5 and 6. These are naturally ventilated with 27 car spaces on level 5 and 28 car spaces on level 6. There is a total of 55 spaces.

Apartments are located from level 7 to 18. Level 19 and 20 contain penthouses.

The roof terrace on level 17 includes communal gardens and pools, as well as private penthouse terraces.

- Level 7-8: 10 apartments per floor
- Level 9-18: 11 apartments per floor
- Level 19: 8 apartments (5 x two storey)
- Level 20: 3 apartments
- Total number of apartments: 130

1.2 Secretary's Environmental Assessment Requirements

This GTP has been prepared to address issue 10 of the Secretary's Environmental Assessment Requirements (SEARs) for SSD-61400212 issued on 25 August 2023.

Provide a transport and accessibility impact assessment which includes:

Proposals to promote sustainable travel choices for employees, residents, guests and visitors, such as connections into existing walking and cycling networks, minimising car parking provision, encouraging car share and public transport, providing adequate bicycle parking and high-quality end-of-trip facilities and implementing a Green Travel Plan.

It is noted that this GTP pertains to Site B only.

1.3 Purpose of this Report

The aim of this GTP is to inform delivery and promotion of a variety of transport choices for the tenants and visitors, so that any negative effects of excess car use are mitigated. The objectives of this travel plan are:

- Promote actions to raise awareness of the different transport choices for travel to and from the site.
- Identify priority actions to maintain and increase the numbers of students travelling to the College on foot, bicycle, scooter, bus and train.
- Identify priority actions to encourage tenants and visitors to consider travelling via walking, cycling, public transport or using these as a component of their journey to and from the College.
- To recommend measures to improve safety and convenience of walking, cycling and public transport options; and
- To document recommended monitoring methods, to continue to promote alternative transport choices in years to come.

1.4 References

In preparing this report, reference has been made to the following:

- an inspection of the site and its surrounds.
- SSD-9579 Consolidated Consent.
- Sydney Metro City & South West: Crows Nest Over Station Development Transport, Traffic and Pedestrian Assessment Report (prepared by Metron, dated November 2018).
- Crows Nest Station Design Site A & B OSD Enabling Report (prepared by Sydney Metro, dated 29 June 2023).
- North Sydney Council Development Control Plan (DCP) 2013.
- plans for the proposed development prepared by Woods Bagot.



2. Green Travel Plan

A Travel Plan is a package of measures aimed at promoting and encouraging sustainable travel and reducing reliance on the private car. The purpose of a Travel Plan is not to be 'anti-car', but to make apparent, encourage and support broader community expectations for carrying out their daily business in a more sustainable way. Travel Plans can provide both:

- measures which encourage reduced car use (disincentives or 'sticks')
- measures which encourage or support sustainable travel (also known as active transport), reduce the need to travel or make travelling more efficient (incentives or 'carrots').

Active transport relates to physical activity undertaken as a means of transport. It includes travel by foot, bicycle and other non-motorised vehicles. Use of public transport is also included in the definition as it often involves walking or cycling as an access or egress mode and promotes relatively sustainable options. The Green Travel Plan would promote the use of transport, other than the private car, for choice of travel to and from the site, which is more sustainable and environmentally friendly. Ultimately however, end users will choose their most suitable means of transport.

This Green Travel Plan in this instance is also aided by the high level of public transport services and accessibility available to/from the site.



3. Proposed Development

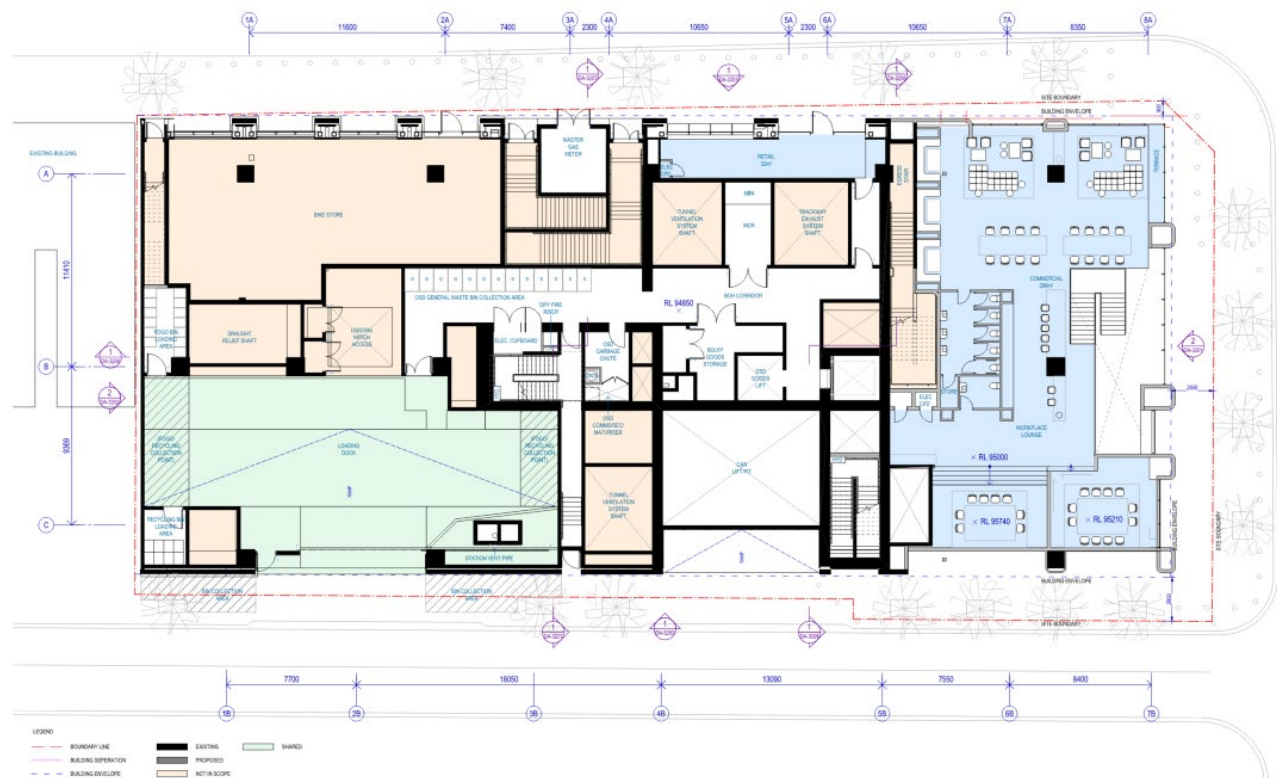
The proposed development includes construction of a mixed-use building (predominantly residential) above the Crows Nest Metro Station, which will comprise 130 units, 55 car parking spaces and 347m² GFA of retail space. Pedestrian access to the site is proposed along Hume Street frontage, whilst vehicular access to the Level 5 and 6 car parks will be off the Clarke Lane frontage.

A breakdown of the residential units is shown in Table 1 and the site plan shown in Figure 2.

Table 1: Breakdown of units

Land-use	Unit type	No. of units/ GFA
Residential	1-bedroom	44 units
	2-bedroom	64 units
	3-bedroom	22 units
	Total	130 units
Retail	-	347m ² GFA

Figure 2: Site Plan – Upper Ground Level



Source: Woods Bagot (2024)

4. Strategic Context

The purpose of this section is to review the existing strategic context as it relates to development site, Crows Nest and the wider North Sydney area. Strategies from both State Government and North Sydney Council have been considered, in order to understand the shared transport vision and directions toward a more sustainable future. This section provides the necessary background information for which the following sections can build upon, ensuring that this Green Travel Plan's proposed targets and operational initiatives are in alignment with government strategies.

4.1 Sydney Metro: Integrated Station Development

The NSW Government's Sydney Metro: Integrated Station Development (ISD) (November 2017) strategy outlines its vision for integrated station developments for the Sydney Metro projects and acknowledges the 'once-in-a-century' opportunity to shape the future growth of Sydney for generations to come. The strategy notes the importance of the St Leonards and Crows Nest precinct as a key employment centre which, combined with the new Metro station, is identified as a key area for housing growth, as well as a unique opportunity for renewal and activation.

The ISD includes a range of 'Excellence in Design' principles to support the place making and urban design requirements of integrated station developments of which a number are relevant to the indicative OSD.

4.2 St Leonards & Crows Nest Precinct Strategic Transport Study

A Strategic Transport Study was completed to support the St Leonards and Crows Nest Precinct 2036 Plan. The transport study, together with the Draft Precinct Plan, indicates that by 2036, the number of residents living in St Leonards and Crows Nest is expected to grow from 15,000 residents to anywhere between 24,500 residents and 40,600 residents. The number of jobs in the precinct are expected to grow from 45,600 to up to 63,500.

The study found that the capacity of most of the road network would be able to absorb such growth, except for some sections along the Pacific Highway, which would act as a bottleneck to the rest of the local network.

The study recommended that the following strategic interventions be made through transport infrastructure (as apply to Crows Nest station and surrounds):

- Car parking rates for future development, particularly close to the provision of high capacity and frequency public transport services should adopt a minimalist approach to reduce the impact of additional vehicle traffic in the Precinct;
- Improvements to pedestrian infrastructure, including new pedestrian connections where currently lacking, particularly at intersections, and improvements to footpath and pedestrian walkway treatments to cater for future growth;
- Improvements to the bicycle network, including filling in missing links and ensuring that major trip generators are connected to the cycle network;
- Enhancing access to existing and proposed rail and metro stations; and
- Consolidation of bus stops and consideration of pedestrian and bus customer conflict points near Crows Nest station.

4.3 Future Transport Strategy 2056

The Future Transport Strategy 2056 (Future Transport) is a 40-year strategy for Sydney and Regional NSW prepared by Transport for NSW (TfNSW) in response to the expected population and economic growth in NSW as well as providing an understanding of the future of transportation. Future Transport 2056 is supported by two key documents, Greater Sydney Services and Infrastructure Plan and Regional NSW Services and Infrastructure Plan, which provide guidance and planning for these areas.

Future Transport is the NSW Government's framework for planning and improving NSW transport system and was developed as part of the 5-year update to the 2012 Long Term Transport Master Plan for NSW. The plan enables Sydney to prepare for a period of population growth with a vision for setting a pathway up to 2056. This vision is based on Greater Sydney being a metropolis of three cities (Eastern Harbour City, Central River City and Western Parkland City).

Sydney Metro City and Southwest and the proposed Crows Nest station form a key part of this future vision. It offers a modern technologically advanced public transport system solution, which through the provision of a strategic public transport hub, supports both place making and efficient connections to and from the Crows Nest. Future activity



generated by the indicative OSD (this application) will directly benefit from Sydney Metro, which will help to appropriately manage its impacts through its proximity within Crows Nest and its alignment with the objectives of this strategy.

4.4 North Sydney Transport Strategy

The North Sydney Transport Strategy (NSTS, North Sydney Council, 2017) acknowledges that:

‘Sydney Metro will connect Sydney’s north-western suburbs to the Bankstown Line via Chatswood, Crows Nest, North Sydney and the Sydney CBD. Sydney Metro will accommodate 20-30,000 trips in the peak hour with potential to accommodate approximately 40% of the road based trips that currently utilise the Metro corridor. This has the potential to deliver a paradigm shift in the way Sydney’s residents and workers travel to, from and through North Sydney.’

This highlights North Sydney Council’s recognition that the Sydney Metro project will be the catalyst for significant mode shift in North Sydney Local Government area.

The NSTS defines the following modal hierarchy for North Sydney LGA:

- Priority 1 – Walking
- Priority 2 – Cycling
- Priority 3 – Public transport
- Priority 4 – Local deliveries and freight
- Priority 5 – Private vehicles

This broadly aligns with State Government access priorities for transport interchanges (such as the Crows Nest Station) and will be used to prioritise the provisions for access, facilities, and space for the indicative OSD.

The NSTS flags the preparation of a number of mode-specific strategies, and includes some of Council’s initial aims and objectives for these strategies:

- North Sydney Walking Strategy
- North Sydney Integrated Cycling Strategy (completed 2014)
- North Sydney Public transport and Advocacy Strategy
- North Sydney Local Deliveries and Freight Action Plan – set area-based delivery infrastructure based on sharing of assets by multiple delivery destinations, encourage deliveries to be undertaken outside of peak pedestrian and traffic periods, support increase in rail freight, identify preferred road freight/ delivery/ construction routes through the LGA and investigate delivery options that minimise impacts on the road network (for example, last mile by bicycle or drones).
- North Sydney Parking and Traffic Action Plan – area-based parking rates based on walkability to key destinations and public transport accessibility and services, amendments to residential parking permit schemes, consideration of emerging technologies and transport trends (for example. Car-share requirements, autonomous vehicles, road-user charging).

5. Alternative Transport Options

This section outlines the alternative transport options that will be available to the residents, employees and visitors, associated with Site B.

5.1 Public Transport

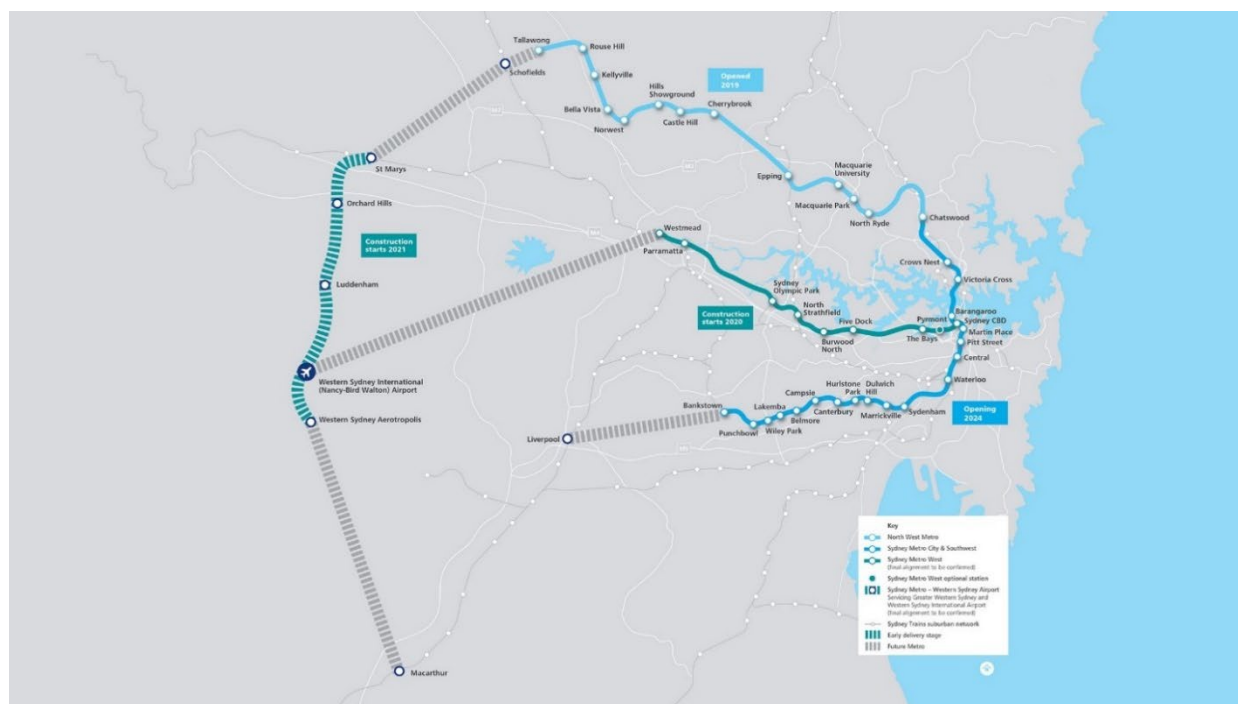
5.1.1 Sydney Metro

The completion of the Sydney Metro City & South-West project in 2024, is expected to increase public transport accessibility in the surrounding area and increase public transport options. The new line will connect with the North West Metro line at Chatswood and provide direct connection between Chatswood to Sydenham and onto Bankstown via the Sydney's CBD. The project will involve the delivery of six new metro stations, including Crows Nest and will significantly increase capacity on the public transport network to/ from the area, further driving development and expansion in the area.

Future projects are also in the pipeline to further improve the Sydney Metro network and improve accessibility and travel times for workers, particularly to/ from Sydney CBD and Parramatta.

An overview of the future Sydney Metro network is shown in Figure 3.

Figure 3: Sydney Metro Route Alignments



Source: Transport for NSW (2023)

5.1.2 Rail

The St Leonards train station is located approximately 550m north west of the indicative OSD site. The station is serviced by the T1 North Shore and Western Line, Northern Line services, and Central Coast and Newcastle Line. The rail network context is shown in Figure 4.

The station provides a high level of service for people accessing various locations, with frequent, direct services to major employment centres such as the Sydney CBD, North Sydney CBD, Chatswood and Macquarie Park during the weekday peak periods. Train frequencies occur every 3-4 minutes during peak period. Note: service changes will occur once Sydney Metro City and Southwest opens in 2024. It is assumed that service frequencies will either be maintained or increased to all destinations listed across all time periods.

Figure 4: Rail network



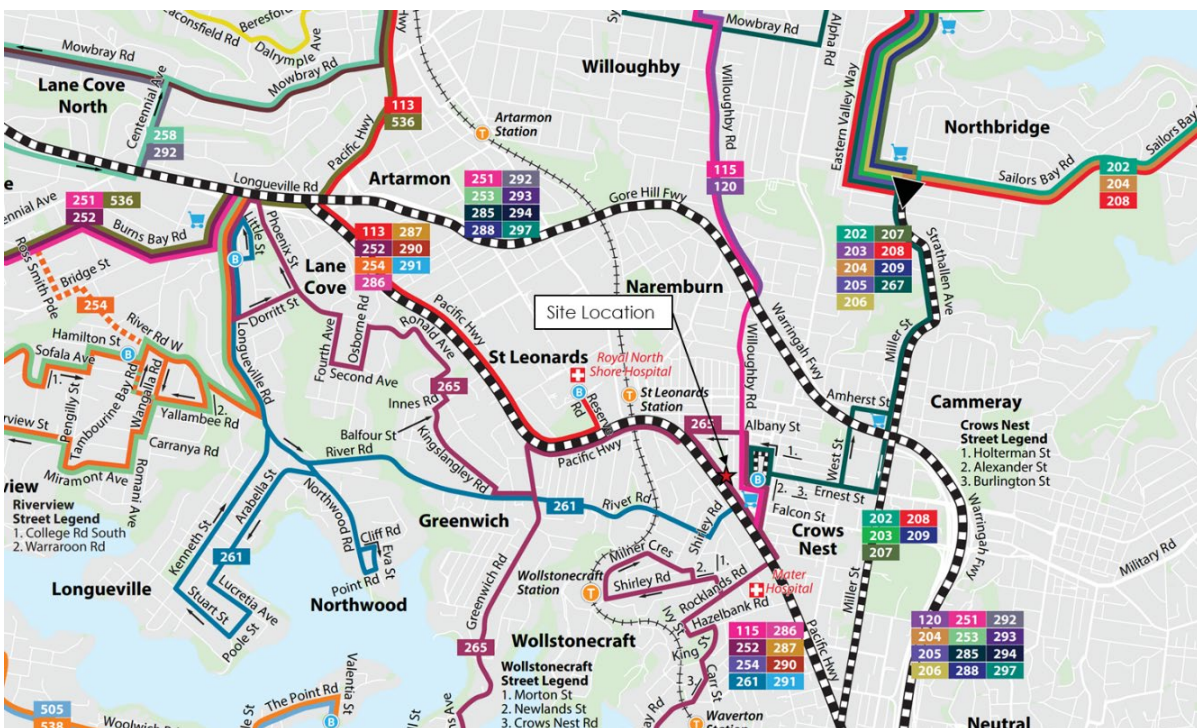


Source: Transport for NSW, accessed August 2023

5.1.3 Bus

Numerous bus stops are located close to the Crows Nest OSD site, with buses serving a variety of destinations across the North Shore, Northern Beaches, Northern Suburbs and Inner City. A summary of where bus routes operate in the greater area are shown in Figure 5

Figure 5: North West Sydney bus network map



Source: Transport for NSW, accessed August 2023

A number of bus routes operate outside of Crows Nest OSD along Pacific Highway and Willoughby Road. These routes primarily serve the northern suburbs. The primary bus stops near the site are:

- Pacific Highway – one stop, northbound, south of Oxley Street (relocated from south of Hume Street).
- Pacific Highway – one stop, southbound, north of Hume Street.



- Willoughby Road – one stop, northbound, south of Holtermann Street.
- Willoughby Road – one stop, southbound, south of Holtermann Street.

Bus services to most destinations are focused heavily on providing weekday peak direction services, with some bus services to destinations not provided in the non-peak direction on weekdays (for example outbound in AM peak) or at weekends. Service frequencies at weekends are also generally lower than during weekdays, however trunk routes to major destinations such as the Sydney CBD, North Sydney, Chatswood, Lane Cove, Neutral Bay and Green Square maintain a reasonably high frequency through the weekend, across various services.

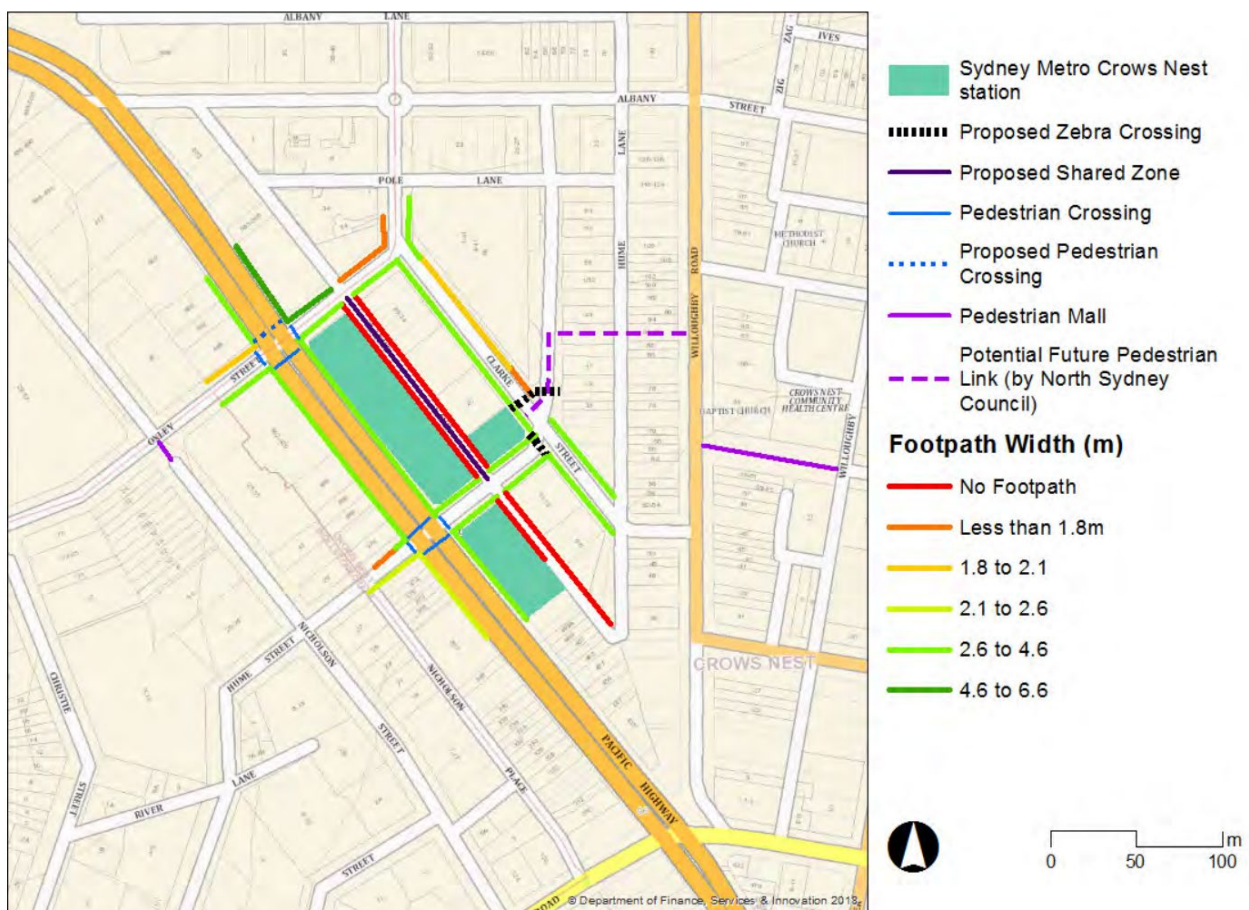
Existing bus stops throughout Crows Nest are generally of good quality and provide a combination of shelter, seating, covered seating and service information at all stops, with most containing all four.

5.2 Active Transport

5.2.1 Pedestrian Infrastructure

Improvements to the existing pedestrian infrastructure will be made as part of the delivery of the Crows Nest Metro Station. The proposed improvements are shown in Figure 6.

Figure 6: Proposed improvements to the surrounding pedestrian infrastructure



Source: Sydney Metro City & South-West Crows Nest OSD Transport, Traffic & Pedestrian Assessment Report (2018)

The key features of the pedestrian network around the proposed Crows Nest OSD include:

- predominantly covered footpaths along the Pacific Highway
- frequent signalised pedestrian crossings along the Pacific Highway provide appropriate crossing facilities near the site
- signalised crossings on the Pacific Highway at Oxley Street and Hume Street
 - no pedestrian leg on the north-west side of the Oxley Street / Pacific Highway intersection



- widened footpaths on the western frontage and part of the eastern frontage of Clarke Street, including covered sections at the south eastern ends. This is a result of new developments along the Pacific Highway being required to have a three-metre public domain set back and is expected to produce a wider footpath along this section of the Pacific Highway over time.
- partly widened footpaths on Oxley Street with partly sheltered sections of footpath
- sporadic placement of trees for shade along footpaths without awnings
- inconsistent and narrowing sections of footpath on Clarke Street at Hume Street Park
- a lack of pedestrian crossings within the blocks bound by the Pacific Highway, Albany Street and Willoughby Road (excluding the crossing at Clarke Street / Willoughby Road)
- no pedestrian footpaths or amenity provided along Hume Lane or Clarke Lane (south of Oxley Street).

The Sydney Metro 2018 Transport Report noted that there were generally low pedestrian volumes in the existing environment around the proposed OSD site.

Key destination points from the proposed Crows Nest OSD site include to:

- St Leonards train station;
- Royal North Shore and North Shore Private Hospital campus;
- shops and workplaces along the Pacific Highway (north and south);
- St Leonards office precinct;
- North Sydney CBD;
- Crows Nest town centre, primarily Willoughby Road between Albany Street and Falcon Street;
- local schools including North Sydney Girls High, Cammeraygal High School and North Sydney Boys High; and
- the Mater Hospital.

However, it should be noted that the new metro station and associated bus stops are likely to be the preferred transport mode for OSD residents, employees and visitors, resulting in changes to existing pedestrian trip patterns, including a large proportion of pedestrian trips between the OSD and the metro station below.

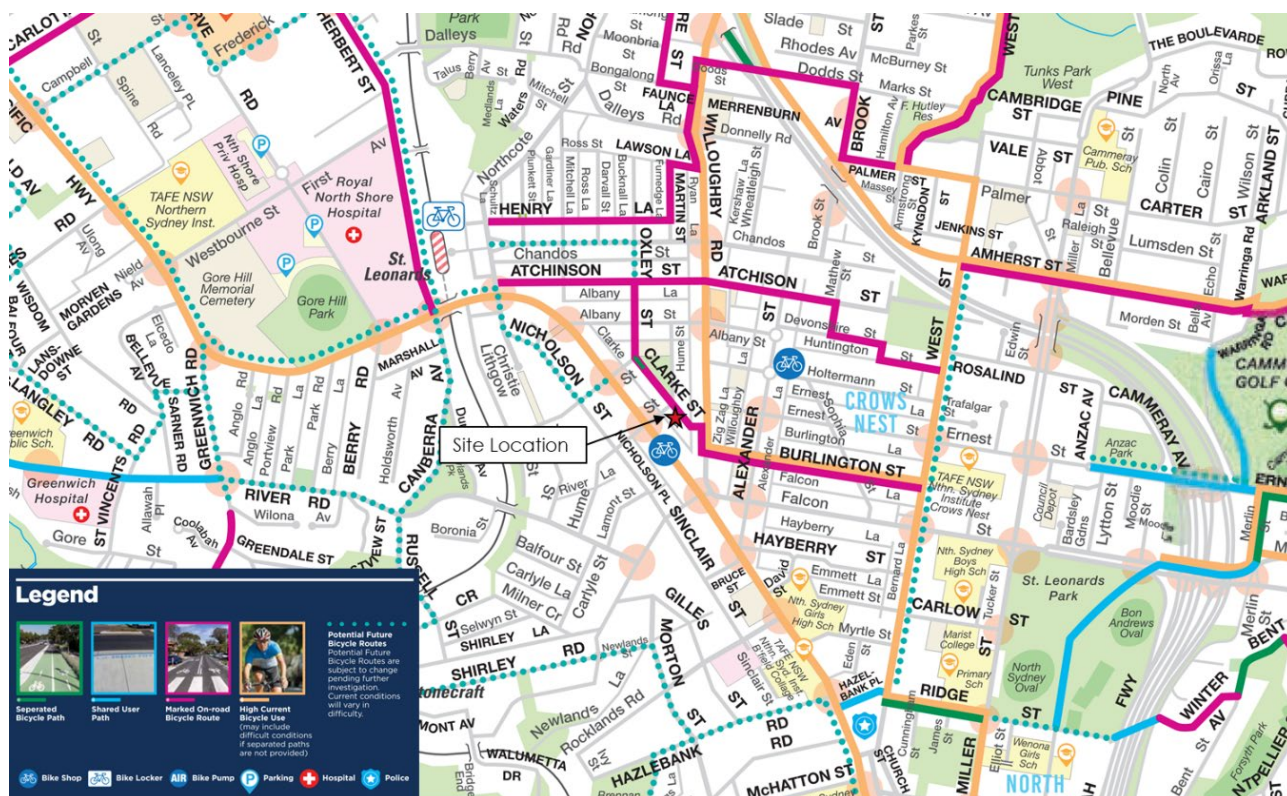
It should also be noted that North Sydney Council is in the process of implementing its proposed upgrades for Hume Street Park, which will provide new pedestrian connections from Hume Street and Clarke Street through to Willoughby Road, including the pedestrianisation of Hume Street north of Clarke Street, and a new mid-block pedestrian link from Hume Street to Willoughby Road. The first stage of the Hume St Park expansion project was completed in 2022, adding more than 1,200 square metres of new open space in Crows Nest.

As part of the Crows Nest Station works, pedestrian movements and access will be improved by the development of new crossing points on nearby streets and the widening of footpaths along the OSD site through increased ground floor setbacks.

5.2.2 Cycling Infrastructure

There is a limited cycling network through the Crows Nest town centre, which provides a partial connection to the proposed Crows Nest OSD site. The existing cycling network is shown in Figure 7, note that the description and level of difficulty identified is based on the North Sydney Council dataset and other local routes exist in the area.

Figure 7: Crows Nest cycling network and infrastructure



Source: North Sydney Cycling Guide and Map, accessed June 2023

The cycling network along these routes is incomplete and of moderate difficulty, with some gaps, circuitous routes and steep grades. The cycle network provides a connection through Crows Nest, connecting to St Leonards Station and North Sydney CBD via a series of mixed traffic roads, marked lanes and small sections of separated cycleways and shared paths.

Some public bike racks are installed along Willoughby Road for cyclists accessing Crows Nest town centre, however these do not feature weather protection and there are none currently installed in the immediate vicinity of the proposed Crows Nest OSD site.

It is noted that as part of the broader Crows Nest Station development, a separated cycleway will be installed on Hume Street, connecting the cycle route on Clarke Street to the cycle route on Nicholson Street.

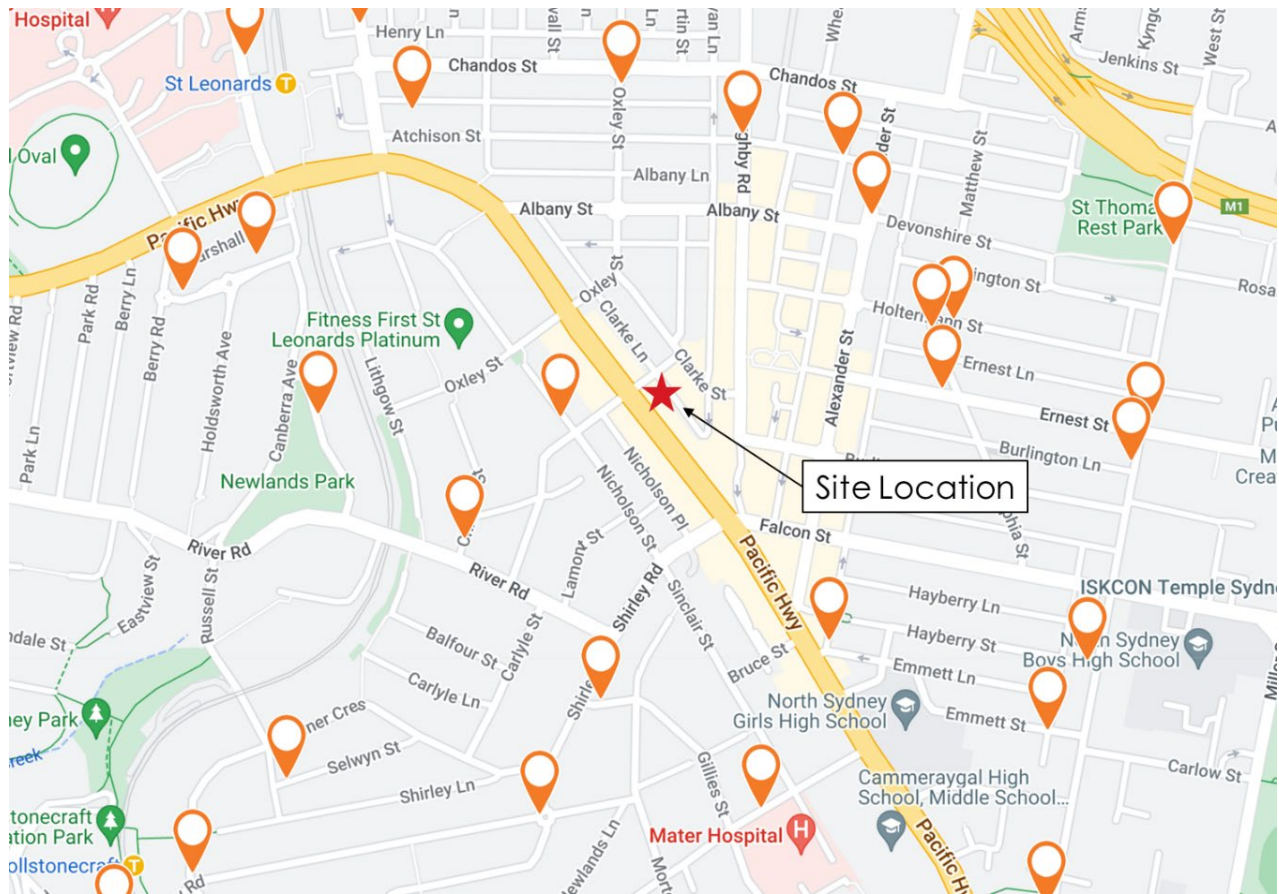
The North Sydney Council DCP requires new development to make provision for secure bicycle facilities and end of trip facilities which is expected to address deficiencies in secure cycle parking facilities over time.

5.3 Local Car Sharing Initiatives

Car share schemes have become increasingly common throughout Sydney and are now recognised as a viable transport option for a range of trip purposes throughout Sydney, particularly shorter trips. Such facilities are likely to be of benefit to future tenants at the site.

GoGet car share for example has a significant number of pods close to the site, as shown Figure 8, with opportunities to provide further facilities as part of the precinct redevelopment to further limit travel by private car. Other providers like Flexicar and Car Next Door also offer services in the area.

Figure 8: GoGet car share pods



Source: GoGet (2023)

6. Existing Travel Mode Share

The 2021 Census Method of Travel to Work (MTW) data, available via the Australian Bureau of Statistics (ABS), details existing travel patterns to employment areas and the mode of travel to work. The MTW data for the St Leonards and Crows Nest areas have been analysed.

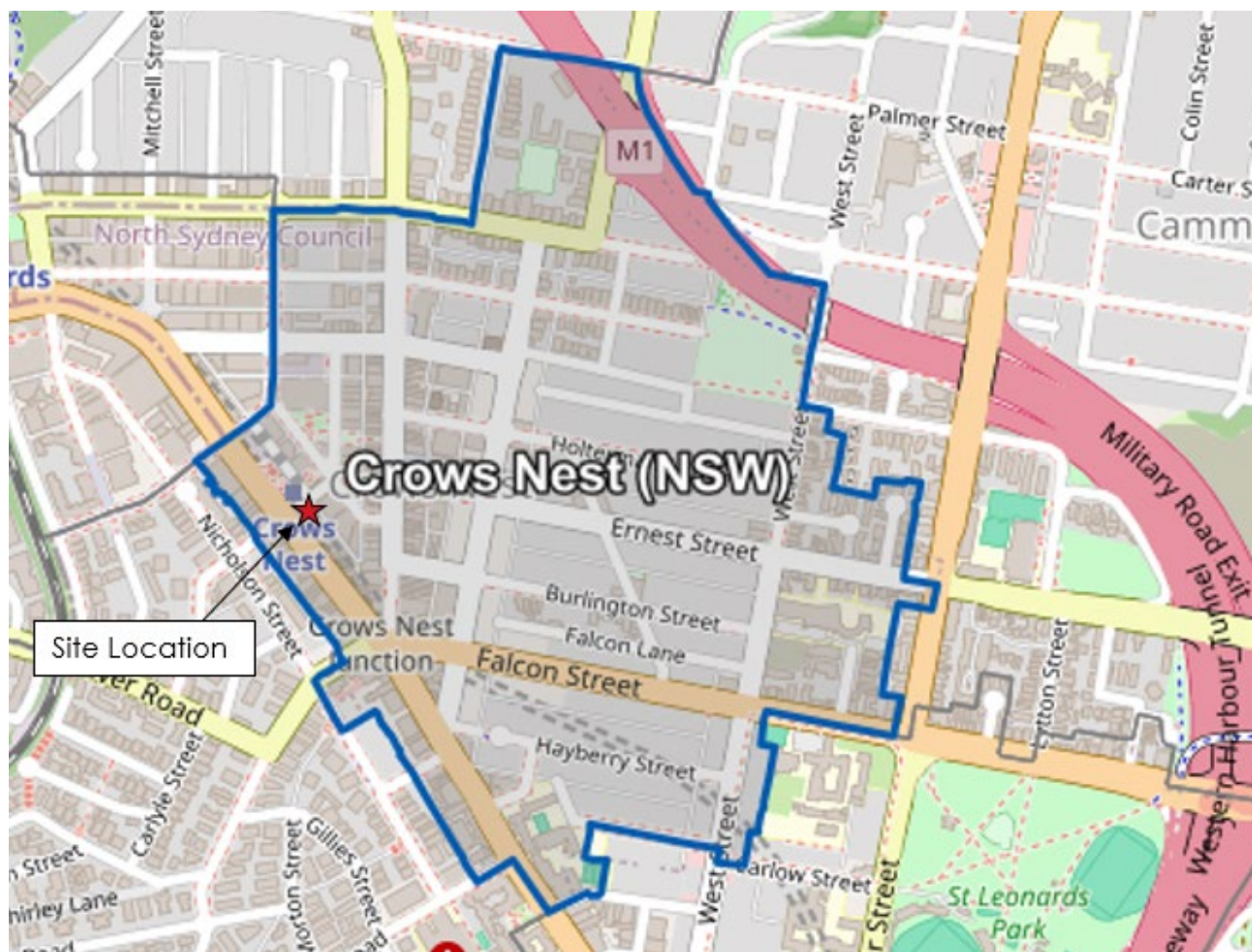
The physical geography or catchment of these areas is shown below in Figure 9 for St Leonards and in Figure 10 for Crows Nest.

Figure 9: St Leonards Statistical Area



Source: ABS (2024)

Figure 10: ABS Destination Zones around the proposed Crows Nest Station



Source: ABS (2024)

The 2021 mode split for commute to work for residents living in the St Leonards and Crows Nest area is shown in Table 2.

Table 2: 2021 mode split for commute to work for residents living in St Leonards and Crows Nest

Mode	St Leonards	Crows Nest
Car (as driver)	12.3%	14.9%
Walked only	7.1%	7.5%
Train	5.5%	3.4%
Bus	1.3%	1.4%
Car (as passenger)	1.0%	1.1%
Did not go to work	7.7%	9.1%
Worked at home	61.7%	59.5%
Other/not stated	3.4%	3.1%
total	100%	100%

Source: ABS, Method of Travel to Workplace 2021

[1] "Other" includes census responses for Ferry, Light Rail, Truck, Motorbike and Other. Data excludes "Not applicable" and "Did not go to work".

From Table 2, it can be seen that large proportion of people were working at home at the time. This is due to the various government regulations and travel restrictions in place at the time, as a result of the Covid-19 pandemic. As such, the 2021 MTW data is not considered an accurate reflection of the travel behaviour of residents living in the St Leonards and Crows Nest area.

Table 3 summarises the 2016 mode split for commute to work for residents living in St Leonards and Crows Nest area, which is considered a more accurate reflection of the travel behaviour as it represents how residents travelled to work before the pandemic.

Table 3: 2016 mode split for commute to work for residents living in St Leonards and Crows Nest

Mode	St Leonards	Crows Nest
Car as driver	22.4%	29.9%
Car as passenger	1.8%	2.2%
Walked only	14.3%	16.3%
Cycling	0.5%	1.2%
Train	49.2%	17.2%
Bus	6.4%	23.6%
Worked from home	3.4%	6.4%
Other/not stated	1.9%	3.1%
total	100%	100%

From Table 3, it can be seen that in 2016:

- Train was the main mode of travel to work for the largest proportion of residents (approximately 41 per cent) for residents living in St Leonards, whilst private vehicles was still the primary mode of transport for residents living in Crows Nest (approximately 29 per cent).
- 13 per cent of residents living in St Leonards reported walking only as their main mode of travel, whilst Crows Nest was slight higher at approximately 15 per cent.
- Public transport and active transport comprise a total of 60 per cent of all trips to work for residents in the St Leonards whilst Crows Nest is lower at approximately 40 per cent.

Public and active transport are anticipated to increase further following the implementation of the Sydney Metro Crows Nest Station, particularly for residents living within Crows Nest.

6.1.1 Walk Score

A walk score and transit score (<https://www.walkscore.com/>) provide an assessment of how accessible a development is to public transport, parks, restaurants, entertainment centres and schools, that is, in terms of walking distance. A higher walk score and transit score correlates to a reduced need for a car. Whilst there is no official recognition of the walk score and transit score by Transport for NSW, the score is especially relevant for future residents at the site, as it gives insight into how accessible the area is for people travelling without a car. The score lies on a scale between 0 and 100.

Walk Score gives the following description on what each score means:

Table 4: Walk Score and Transit Score classifications

Score	Walk score meaning
90 - 100	Walker's Paradise Daily errands do not require a car
70 - 89	Very Walkable Most errands can be accomplished on foot
50 - 69	Somewhat Walkable Some errands can be accomplished on foot
25 - 49	Car-Dependent Most errands require a car
0 - 24	Car-Dependent Almost all errands require a car

The subject site was given a **walk score of 99**, meaning that residents' daily errands do not require a car. Regarding the broader walk score, Crows Nest is the 18th most walkable neighbourhood in Sydney with a walk score of 92, whilst St Leonards has a walk score of 87.



7. Objectives & Targets

7.1 Objectives

The aim of the GTP is to bring about better transport arrangements for living at the site – specifically to minimise the reliance on single occupancy car journeys to and from the site given its location and accessibility to alternative travel modes.

The key objectives of the Green Travel Plan are:

- to encourage walking
- to encourage cycling
- to encourage the use of public transport
- to reduce the use of the car, in particular single car occupancy
- where it is necessary to use the car, encourage more efficient use.

It is the intention therefore that the travel plan would deliver the following benefits:

- enable higher public and active travel mode share targets to be achieved
- contribute to greenhouse gas emission reductions and carbon footprint minimisation
- contribute to healthy living for all
- contribute to social equity and reduction in social exclusion
- improve knowledge and contribute to learning.

7.2 Target Mode Share

Based on the transport network described in Section 5, this section identifies potential travel patterns to and from the new development. It builds on the walking and public transport networks already (or will be) available around the premise, as well as the limited on-site car parking provision, identifying transport modes which may be best suited to meet the travel demand for the site. This guides the actions and initiatives recommended in Section 8 of this GTP, to respond to available transport infrastructure and current travel patterns in the local area.

Based on the MTW data for residents, outlined in Table 3, it is recommended that the following realistic opening year mode share targets be adopted for the development. This takes into account:

- An existing large proportion of residents already using active and public transport prior to opening of Metro
- A limited supply of on-site car parking spaces
- The opening of Crows Nest Metro station directly adjacent to the development
- The opening of additional retail and office space within the development and the precinct reducing the need to travel

Table 5: Opening year target mode split

Mode	Split
Public and Active Transport	90%
Private Vehicles (as driver and passenger)	10%

8. Recommended Initiatives

8.1 Travel Plan Committee

It is recommended that a Travel Plan Committee is formed comprising representatives of the strata management, the Building Manager and tenants associated with Site B. A Travel Plan Coordinator should also be nominated to take charge and lead the committee.

Responsibilities of the Travel Plan Committee and Coordinator will include, but not limited to:

- Coordinating implementation of initiatives.
- Conducting regular surveys or other data collection processes to measure progress.
- Communicating the travel plan to the tenants and visitors.

The Travel Plan Committee will be required to oversee the implementation of the actions of the Travel Plan. These might not all be implemented at the same time but may be staged over time as appropriate.

This GTP is expected to be a living document, developed and progressed with the actual performance of the activities, measured and reviewed against the target mode shares.

The Travel Plan Committee will take responsibility for the Plan, adopting ownership and accountability for the actions.

8.2 Travel Access Guide (TAG)

A Travel Access Guide (TAG) should be developed for the development and distributed to the residents and employees associated with Site B. The TAG should provide the following information:

- Map of:
 - Nearby public transport services (train station, bus stops)
 - Safest walking and cycling routes
 - College vehicular and pedestrian access points
 - Accessible parking areas and paths
 - On-campus car parks
- Frequency of public transport services

The TAG will provide information such as nearby bus stops, train services, surrounding cycle routes, locations of bicycle parking and end of trip facilities etc.

The TAG can be placed on the building's noticeboard or distributed to the residents and employees as information pamphlets or brochures or as email.

The TAG should be reviewed and updated as part of the annual review of this GTP.

8.3 Other Initiatives

It is recommended that operational opportunities are actioned to encourage greater use of sustainable transport. This GTP outlines a suite of proposed actions and initiatives that can be implemented to change travel behaviour towards the recommended mode share targets. Relevant initiatives presented in the development's Sustainability Strategy are also included and indicated as such. While all of the proposed initiatives are highly encouraged, the actions that are congruent with the Sustainability Strategy have the highest priority for implementation immediately after the development's opening.

The appointment of a Travel Plan Coordinator is paramount for the implementation of GTP initiatives and should be completed prior to the opening of the development.



8.3.1 Walking

Action	Timeframe
Identify residents working near the site that may be interested in walking to work	After opening
Produce a TAG showing safe walking routes to and from the site with times, not distances, to local facilities, such as shops and public transport stops.	After opening

8.3.2 Cycling

Action	Timeframe
Establish an internal Bicycle Users Group (BUG). BUGs are formed by people who want to work together to improve facilities for cyclists and encourage cycling.	After opening
Develop a 'bike buddy' scheme for inexperienced cyclists	After opening
Organise an after-work or weekend ride. It doesn't have to be long or strenuous and could end somewhere for dinner or drinks. The idea is to encourage people who might be reluctant to cycle to give it a go.	After opening
Provide sufficient bicycle parking to meet peak needs	Before opening
Have good, secure bicycle parking in an easily accessible location	Before opening
Provide bicycle parking for visitors	Before opening
Ensure bicycle parking is clearly visible or provide signage to direct people to bicycle bays	Before opening
Supply a toolkit consisting of puncture repair equipment, a bike pump, a spare lock and lights that can be used by residents or staff associated with the retail/ commercial space	After opening
Provide a pool bicycle for residents to use when making short work trips during the day	After opening
Come to an arrangement with a local bicycle retailer for cheap servicing of resident/ staff bikes and other incentives	After opening
Provide an on-site bicycle maintenance service (either as a special one day event or on a regular basis)	After opening
Include leisurely bicycle routes in the TAG	After opening

8.3.3 Public Transport

Action	Timeframe
Include public transport routes surrounding the site in the TAG	After opening
Put up a notice board with leaflets and maps showing the main public transport routes to and from the site	After opening
Provide train and bus timetables for services in the local area as part of household welcome packs	After opening
Provide an opal card with credit included as part of household welcome packs	After opening

8.3.4 Car

Action	Timeframe
Re-allocate car parking spaces for bicycle parking	Before opening



9. Monitoring and Review

As aforementioned, the Travel Plan Committee and Coordinator will be responsible for monitoring and reviewing this GTP.

Monitoring and review are a process that sets out a systematic approach to measure the impact of the GTP and its initiatives.

The GTP will be reviewed quarterly to track progress with regards to implementation of actions and achievement of goals.

The travel survey should capture the travel mode splits (as shown in Section 5.0) but should also gather information of current travel behaviours and attitudes, including:

- What are the reasons why residents, employees and visitors use their current mode of transport?
- What needs to change for residents, employees and visitors to use alternative modes of transport?

An annual report should also be prepared for the Travel Plan Committee, by the Travel Plan Coordinator, which will detail progress against objectives and targets. The annual report will identify any modifications to the GTP that are needed, such as revision of objectives or targets, or the addition or alteration of measures. The Travel Plan Committee will then review the annual report and implement any actions as necessary. The review should consider:

- Are the targets still realistic? Are they still ambitious? Should they be updated?
- Is the site struggling to achieve targets? What are the likely reasons for this?
- Are there any gaps with regards to actions?
- What is preventing further improvement on mode share, and how can this be addressed?

The steps outlined above should not be considered as a linear process, but rather an on-going cycle. Travel planning requires regular review and adjustments – a review may reveal the need to reconsider objectives or targets, or to add new actions to create greater incentives for the uptake of sustainable transport choices.





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