



# Oaklands College & Land south of Sandpit Lane, St Albans

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Framework Education Travel Plan  
(Primary School)

October 2025





# OAKLANDS BLOSSOM & OAKLANDS COLLEGE, ST ALBANS

## FRAMEWORK EDUCATION TRAVEL PLAN

03 October 2025



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### Reading



Evoke Transport  
 Impact Working  
 R + Building  
 2 Blagrave St  
 Reading  
 RG1 1AZ  
 T: 0118 380 0182  
 E: info@evoketransport.co.uk

### Birmingham



Evoke Transport  
 Alpha Works  
 Alpha Tower  
 Suffolk Street Queensway  
 Birmingham  
 B1 1TT  
 T: 0121 663 1719  
 E: birmingham@evoketransport.co.uk  
[www.evoketransport.co.uk](http://www.evoketransport.co.uk)  
[Linkedin.com/company/evoke-transport](https://www.linkedin.com/company/evoke-transport)

### Cheltenham



Evoke Transport  
 The Site  
 24 Chosen View Road  
 Cheltenham  
 GL51 9LT  
 T: 0124 232 3051  
 E: cheltenham@evoketransport.co.uk

## Table of contents

<b>1.</b>	<b>Introduction</b>	<b>1</b>
1.1.	Site Details	1
1.2.	Context	1
1.3.	Site Location	1
1.4.	Travel Plan Purpose	2
1.5.	Travel Plan Structure	2
<b>2.</b>	<b>Travel Plan Context</b>	<b>4</b>
2.1.	Existing Site	4
2.2.	Proposed Development	4
2.3.	Vision	5
2.4.	Transport Hierarchy	6
2.5.	Active Travel Strategy	6
2.6.	Public Transport Arrangements	8
2.7.	Proposed Hard Infrastructure/Mitigation Measures	8
2.8.	Setting the Scene	9
<b>3.</b>	<b>Site Assessment</b>	<b>10</b>
3.2.	Summary of Site Accessibility	10
3.3.	Public Transport Accessibility	12
3.4.	Other Sustainable Modes of Transport	14
3.5.	Baseline Modal Split	15
<b>4.</b>	<b>Travel Plan Focus, Objectives and Targets</b>	<b>17</b>
4.2.	Travel Plan Focus	17
4.3.	SMART Targets	17
4.4.	TP Timescale	18
4.5.	TP Objectives and Targets	18
<b>5.</b>	<b>Travel Plan Measures</b>	<b>19</b>
5.2.	Management, Promotion and Marketing of the TP	19
5.3.	Hard and Soft Measures	20
<b>6.</b>	<b>Management, Monitoring and Reporting</b>	<b>22</b>
6.2.	Travel Plan Management	22
6.3.	Funding	22
6.4.	Monitoring, Review and Reporting	22
<b>7.</b>	<b>Summary and Action Plan</b>	<b>24</b>

## List of Figures

Figure 1 – Indicative Site Location Plan	2
Figure 2 – Transport Hierarchy	6
Figure 3 – Active Travel Routes and Connections Improvements	7
Figure 4 – Travel Plan Considerations	9
Figure 5 – Existing PRow Network	11
Figure 6 – Local Cycle Routes	11
Figure 7 – Cycle Isochrone	12
Figure 8 – Local Bus Services	13
Figure 9 – Transport Hub	15
Figure 10 – SMART Targets	17

## List of Tables

Table 1 – Site Details	1
Table 2 – Primary School TRICS Mode Share	16
Table 3 – Census 2011 and 2021 Method of Travel to Work Workplace Population	16
Table 4 – Initial Staff Travel Plan Targets	18
Table 5 – Monitoring Timetable	23
Table 6 – Action Plan	24

## Appendices

Appendix A – Proposed Layout Plans

# 1. Introduction

## 1.1. Site Details

Table 1 – Site Details

Information	Detail
Travel Plan Version	1
Site Name	Oaklands Blossom
Development Description	Outline application for a 2-form primary school
Site Address	Land south of Sandpit Lane, St Albans
Pupil Numbers	Approximately 420

## 1.2. Context

1.2.1. This Framework Education Travel Plan has been prepared by Evoke Transport Planning Consultants Ltd (Evoke) on behalf of Taylor Wimpey and Oaklands College to support a hybrid planning application for a mixed-use residential-led development on land south of Sandpit Lane and the renovation and construction of new education facilities at Oaklands College in St Albans. The local planning authority (LPA) are St Albans City and District Council (SACDC), and the local highway authority (LHA) are Hertfordshire County Council (HCC).

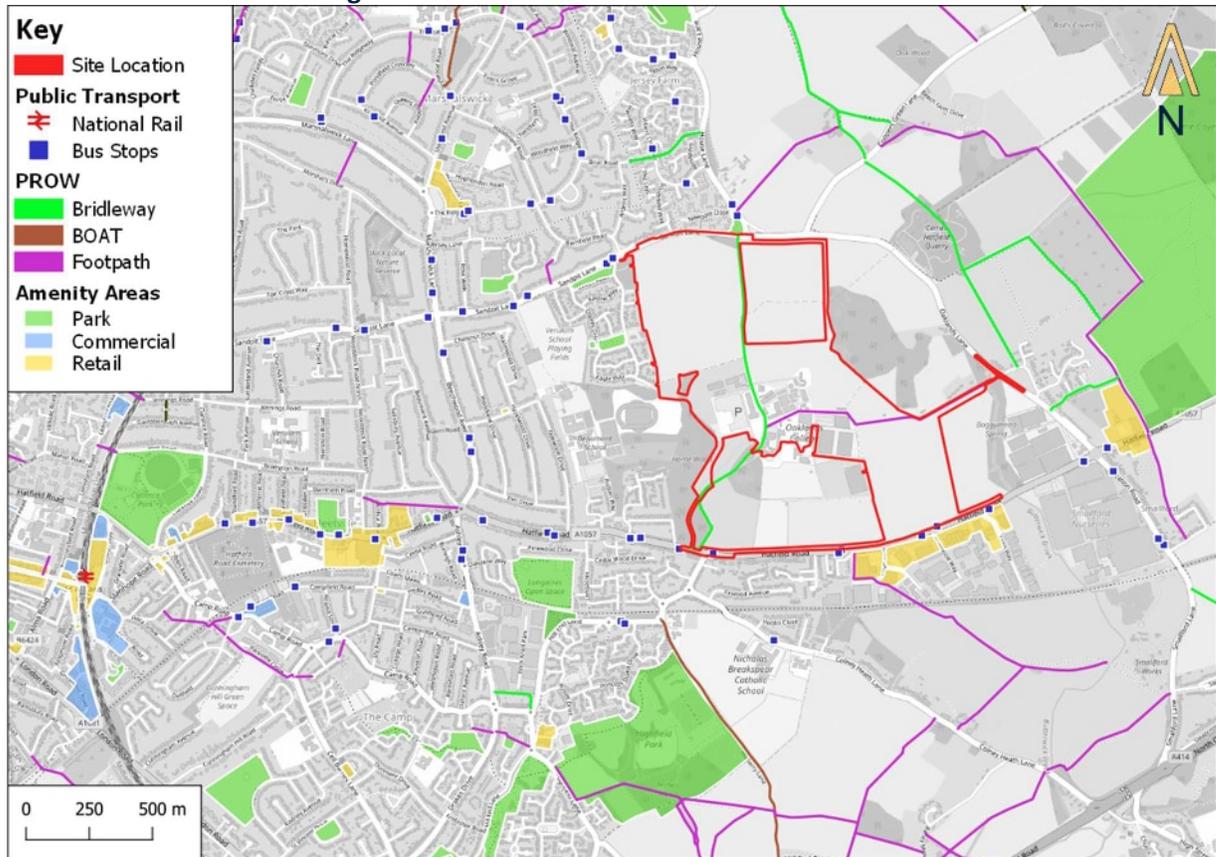
## 1.3. Site Location

1.3.1. The Site lies to the north-east of St Albans, between Sandpit Lane and Hatfield Road, and comprises two main areas:

- Land referred to by the Council as “Site B4 East St Albans” and herein referred to as “Oaklands Blossom” within this report; and
- The Oaklands College and its associated facilities and sports pitches, herein referred to as “Oaklands College”.

1.3.2. The wider site is bordered by Sandpit Lane to the north, land owned by Oaklands College to the east, Hatfield Road to the south and by the recently constructed residential development to the north-west (also delivered by Taylor Wimpey) known as Oaklands Grange and by Home Wood ancient woodland to the south-west. The site currently comprises open land in former arable, pasture and horticultural use and the existing Oaklands College site. Figure 1 outlines the location of the site and surrounding context.

**Figure 1 – Indicative Site Location Plan**



Source: QGIS

## 1.4. Travel Plan Purpose

- 1.4.1. This Framework Education Travel Plan has been produced to support the outline planning application for the primary school. The requirement for an Education Travel Plan is outlined within HCC’s Travel Plan guidance, which requires a TP for all educational developments.
- 1.4.2. It is intended that this TP is a starting point for the Travel Plan process to demonstrate the type of measures that can be delivered. The approach and measures set out in the TP will accord with national and local Government objectives and seek to:
- Reduce the impact of traffic on surrounding roads and local communities;
  - Promote equal opportunities to staff, pupils and parents/guardians by offering wider travel choices;
  - Improve personal and wider community health;
  - Reduce air and noise pollution; and
  - Accord with national, regional and local Government objective.
- 1.4.3. This Travel Plan is submitted alongside a Transport Assessment (TA), an updated College Travel Plan and a Framework Travel Plan for residential aspect, all produced by Evoke.

## 1.5. Travel Plan Structure

- 1.5.1. Following this introduction, this TP is structured as follows:

- **Chapter 2:** Travel Plan Context;
- **Chapter 3:** Site Assessment;

- **Chapter 4:** Travel Plan Focus, Objectives and Targets;
- **Chapter 5:** Travel Plan Measures;
- **Chapter 6:** Management, Monitoring and Reporting;
- **Chapter 7:** Summary and Action Plan.

## 2. Travel Plan Context

### 2.1. Existing Site

2.1.1. The Site lies to the north-east of St Albans, between Sandpit Lane and Hatfield Road, and comprises two main areas:

- Land referred to by the Council as “Site B4 East St Albans” and herein referred to as “Oaklands Blossom” within this report; and
- The Oaklands College and its associated facilities and sports pitches, herein referred to as “Oaklands College”.

2.1.2. The wider site is bordered by Sandpit Lane to the north, land owned by Oaklands College to the east, Hatfield Road to the south and by the recently constructed residential development to the north-west (also delivered by Taylor Wimpey) known as Oaklands Grange and by Home Wood ancient woodland to the south-west. The site currently comprises open land in former arable, pasture and horticultural use and the existing Oaklands College site.

### 2.2. Proposed Development

2.2.1. The development description is:

- *“A Hybrid planning application for a severable phased development comprising:*
  - *Full planning application for the construction of homes (use class C3); new local centre and community facility (use classes E(a to f) and F); a children’s home (use class C2); demolition and renovation of existing college buildings; construction of new college buildings (use class F1.); the creation of Active Travel Routes including footpaths for walking, cycling and equestrian activities; removal and planting of trees; along with the laying out of green infrastructure (including publicly accessible open space) and habitat creation; drainage infrastructure, earthworks, new means of access and alterations to existing access points.*
  - *Outline planning application (access only, all other matters reserved) for the construction new homes (use class C3); new extra care home dwellings (use class C2); land for the construction of a new primary school (use class F.1); demolition and renovation of existing college buildings; construction of new college buildings (use class F1.); the construction of new sports facilities and pitches; the creation of Active Travel Routes including footpaths for walking, cycling and equestrian activities; removal and planting of trees; new energy centre; new recycling facilities; new car parking facilities; along with the laying out of green infrastructure and habitat creation; drainage infrastructure, earthworks, pedestrian and cycle routes, alterations to existing access points.*
  - *The phasing of the development is indicative allowing different phases to commence at different times and independently (severable) from each other. The outline phases are the subject of parameter plans and design codes”.*

2.2.2. The proposed masterplan is attached at **Appendix A**.

2.2.3. In summary, this application is submitted as a hybrid application, comprising:

- Full Detail application for:
  - 167 residential dwellings;
  - A children’s home;
  - New local centre comprising:
    - Up to 578sqm of commercial floorspace (Use Classes E (a to f)); and

- Approximately 100sqm of community floor space (Use Class F);
- ▷ Provision of open space;
- ▷ Demolition works and renovation of existing Oaklands College buildings;
- ▷ Construction of new buildings and education facilities for Oaklands College; and
- ▷ With the following matters to be approved – access, layout, scale, appearance and landscape;

▷ Outline application for:

- ▷ Up to 305 residential dwellings;
- ▷ Up to 70 extra care homes;
- ▷ Land for two form entry primary school, anticipated to provide 420 pupil spaces.

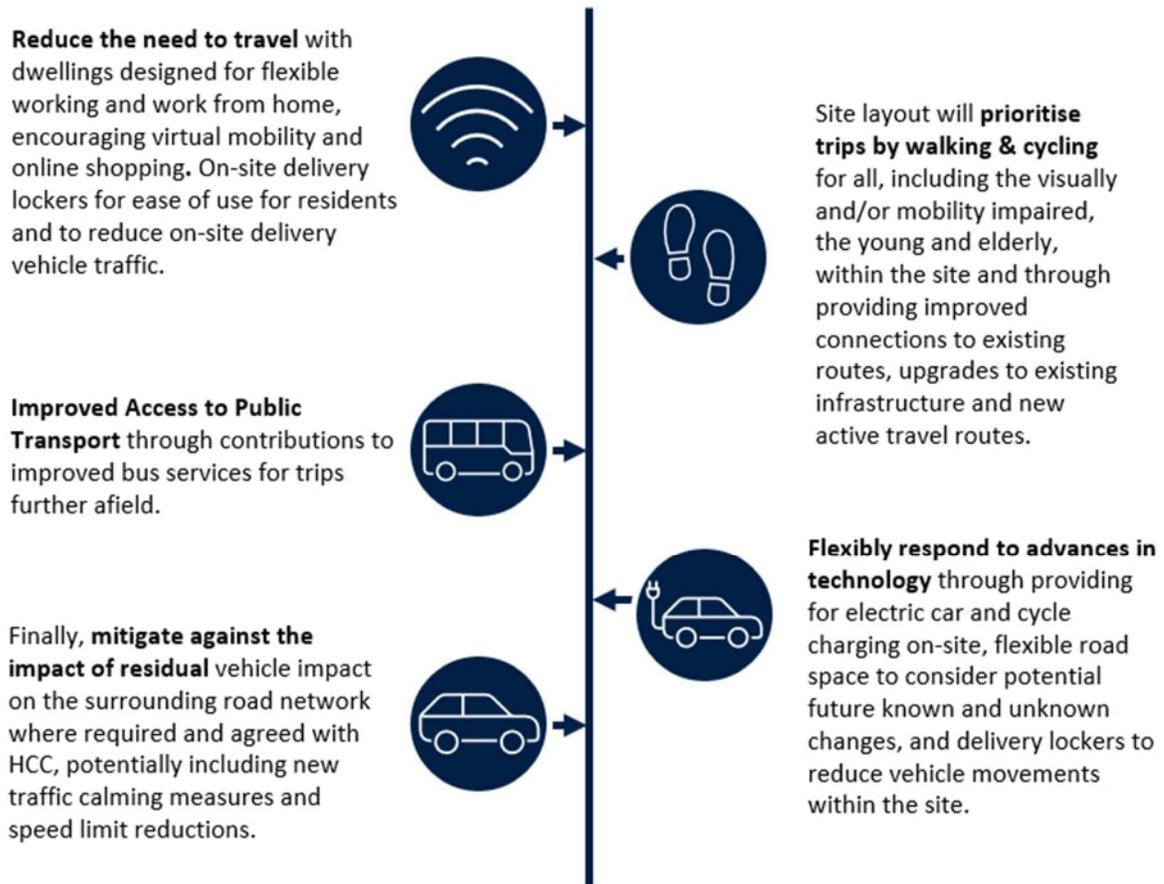
- 2.2.4. Pedestrian and cyclists will be prioritised throughout the development, with access for these users obtained in various locations surrounding the Site, with improvements to existing routes as well as the provision of new routes.
- 2.2.5. Vehicular access to Oaklands Blossom is proposed via the creation of two access points off the southern side of Sandpit Lane, with the eastern access taking the form of a ghost island right-turn lane and the western access taking the form of a simple priority junction.
- 2.2.6. Vehicular access to Oaklands College will be retained from the two existing access points, with both accesses subject to improvements.

### 2.3. Vision

- 2.3.1. The overriding principle of the indicative masterplan is to create a neighbourhood that contains high quality landscaping, including green open spaces and play spaces, in addition to strategic planting to soften the visual impact of the internal road network and built up areas. The proposals will provide safe and suitable vehicular access, however active travel routes and permeability for pedestrians and cyclists has been prioritised at the core of the development, including connections to both formal active travel routes and leisure routes in accordance with HCC's transport user hierarchy. Further information on the vision and transport hierarchy for the whole site is shown in Figure 2.

Figure 2 – Transport Hierarchy

The **Vision** for the site promotes a hierarchical approach to **Transport**:



## 2.4. Transport Hierarchy

- 2.4.1. The preliminary masterplan, including access, on-site and off-site highway considerations have been prepared with the transport hierarchy at the forefront in accordance with local and national policy; placing priority first on a reduced need to travel and travel by active modes (walking and cycling) and public transport.
- 2.4.2. The following sections demonstrate that suitable access to the site can be achieved for all potential future site users and shows that the proposed development would enable supporting off-site improvements which would provide wider benefits to the surrounding local community.

## 2.5. Active Travel Strategy

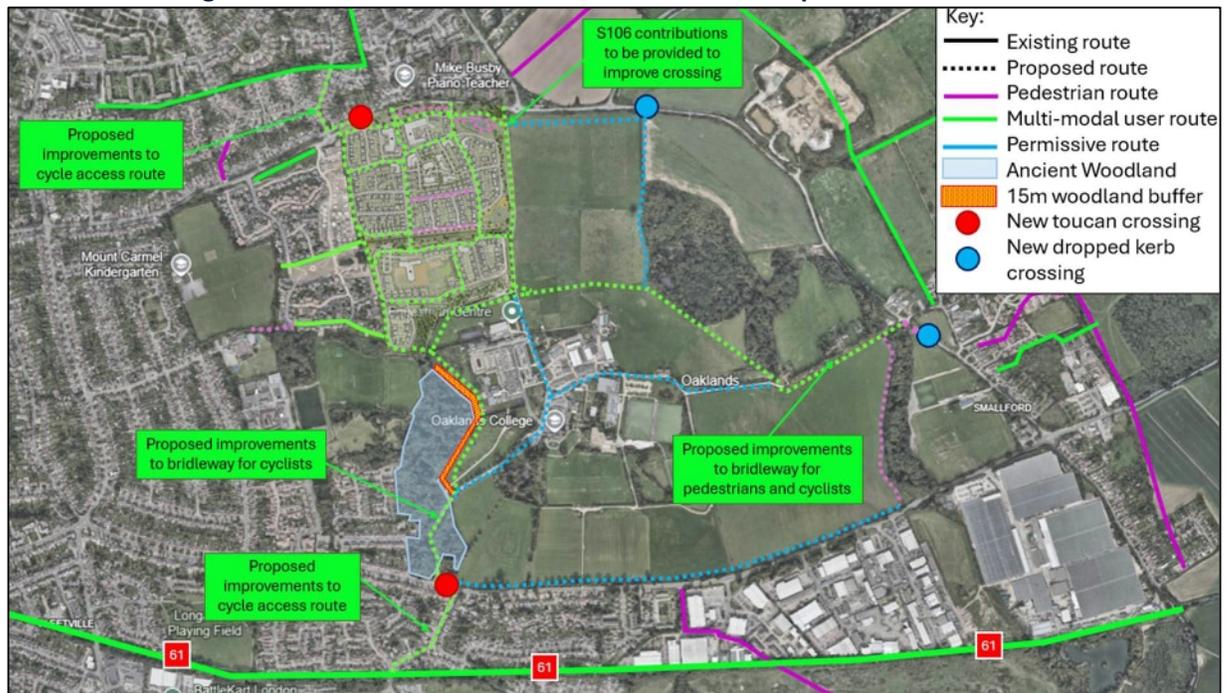
- 2.5.1. The site provides an opportunity to improve active travel links in all directions as well as enhancing existing Public Rights of Ways. Within the draft allocation for the site, a number of key development requirements are outlined, which have been considered and incorporated as part of the development proposals.
- 2.5.2. It is proposed that the following pedestrian and cycle infrastructure is provided as part of the development:

- New 3m wide shared cycle/footway on the southern side of Sandpit Lane, connecting with the existing infrastructure to the west at Oaklands Grange. The shared cycle/footway will be

- provided adjacent to Sandpit Lane’s carriageway to the west of the primary access, with an alternative route offset to the south within the proposed development site to retain the existing vegetation along the carriageway, as provided for the neighbouring Oaklands Grange site;
- New active travel routes and connections provided internally within the site, which will provide improved non-motorised users routes;
  - Existing bridleways within the Site improved to provide enhanced and separate pedestrian, cycle and equestrian routes;
  - New toucan crossing across Sandpit Lane in the north-western corner of the development to connect with existing infrastructure on the northern side;
  - New toucan crossing across Hatfield Road to the east of South Drive to provide new cycle crossing;
  - New 2m wide footway on western side of Oaklands Lane south of East Drive to connect to a new dropped kerb pedestrian crossing equipped with dropped kerbs and tactile paving across Oaklands Lane to connect with existing infrastructure on the eastern side;
  - Contribution to upgrade existing dropped kerb crossing on Sandpit Lane at North Drive to provide a Toucan crossing delivered by HCC;
  - Improvements to the cycle route to Jersey Lane via Barnfield Lane and Ardens Way, through new shared cycle/footway on Barnfield Road, improved signage and road markings and improved crossing facilities;
  - Improvements to the cycle route to Alban Way via Colney Health Lane and Hill End Lane, through new crossings, alterations to the existing highway layout to provide priority to cyclists over vehicles and traffic calming measures to improve the street scene for cyclists.

2.5.3. The proposed improvements are demonstrated in Figure 3.

**Figure 3 – Active Travel Routes and Connections Improvements**



Source: Google Earth

2.5.4. Overall, the site is well positioned to benefit from a number of existing high-quality pedestrian and cycle links within the vicinity of the site. The provision of pedestrian and cycle accesses in multiple locations and in all directions will further enhance these pedestrian and cycle routes for future site users and enhance the permeability of the site connecting to the existing network. The routes are designed to be

accessible for all including those with mobility impairments whilst also benefiting from informal surveillance from adjacent properties and on the desire line to key facilities and services.

- 2.5.5. Within the site itself a network of active travel routes will be provided throughout the site to encourage active travel and provide permeable and attractive routes serving the main pedestrian and cycle desire lines to bus stops and local amenities whilst also routing through the open green spaces within the site.
- 2.5.6. The development proposals involve extensive improvements to the local walking and cycling infrastructure, prioritising these users, in accordance with local policy and guidance. The majority of improvements accord with the requirements outlined within the LCWIP, Sandridge Parish Neighbourhood Plan and the draft site allocation.

## **2.6. Public Transport Arrangements**

- 2.6.1. The proposals incorporate a bus improvement scheme for Oaklands Blossom. The internal layout has been designed to accommodate bus access for the spine road loop, with the intention for the proposals to accommodate a bus route to/from St Albans City Centre.
- 2.6.2. Bus stops will be provided throughout the site to ensure all future end users of the site, including residents, staff, pupils and parents and visitors have access to bus services within a 400m distance, as referred within the 'Bus Services & New Residential Developments' guidance (January 2025).
- 2.6.3. The internal loop road route for buses has been designed with a minimum clear carriageway width of 6.5m wide with the whole route designed to permit two buses to pass in opposing directions, in accordance with the above guidance. The development will provide a public transport contribution to HCC to fund a diverted/extended route or a new route.
- 2.6.4. The proposals also involve improvements to the existing bus stops on Hatfield Road to provide enhanced waiting facilities and areas for bus users; however it is noted that these stops primarily serve Oaklands College and are located outside of typical walking distances to bus services for future users of Oaklands Blossom.

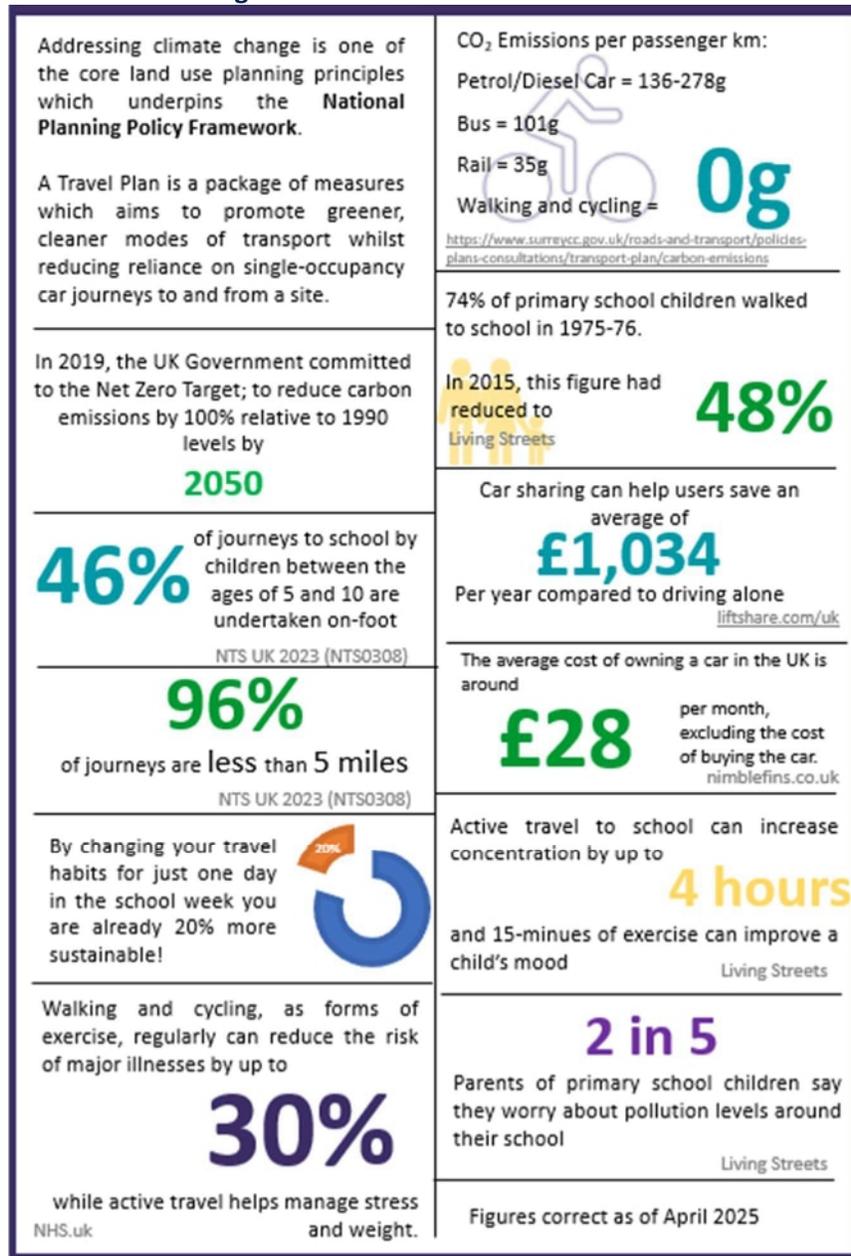
## **2.7. Proposed Hard Infrastructure/Mitigation Measures**

- 2.7.1. The proposed primary school will be provided with cycle parking and electric vehicle charging provision in accordance with SACDC/ HCC's standards; however this will be the subject of a future Reserved Matters application.
- 2.7.2. Identified mitigation measures include:
  - The site has been designed to incorporate key desire lines for all modes, ensuring priority direct access for pedestrian, cyclists and the mobility impaired and connect with existing pedestrian and cycle network;
  - Suitable and appropriate lighting, overlooking and the use of natural surveillance will be applied for routes to maximise the potential for active travel amongst future users;
  - The provision of a toucan crossing facility on Sandpit Lane and Hatfield Road, and a dropped kerb crossing on Oaklands Lane which can be secured through a Section 278 agreement;
  - Provision of contribution for HCC to provide a new Toucan crossing where North Drive adjoins Sandpit Lane;
  - The provision of bus stops and shelters within the site;
  - Provision of mobility hub at the local centre incorporating bus stops, cycle parking and potential car clubs and parcel lockers;
  - A contribution towards improving public transport within the vicinity of the site which can be secured through a Section 106 agreement.

## 2.8. Setting the Scene

- 2.8.1. In accordance with HCC’s Travel Plan Guidance, all educational developments require a Travel Plan to be submitted. The Travel Plan will relate to the primary school development.
- 2.8.2. Figure 4 outlines some of the key considerations that underpin this Travel Plan.

**Figure 4 – Travel Plan Considerations**



### **3. Site Assessment**

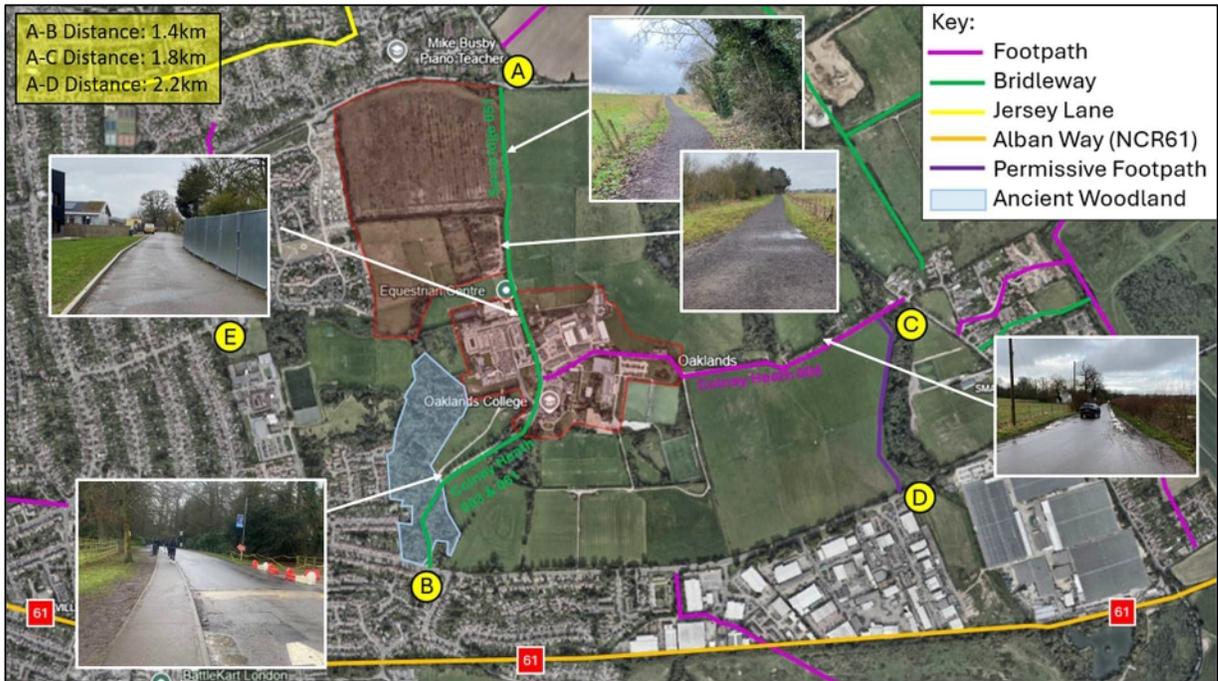
3.1.1. This Chapter provides an assessment of the site, considering the proposed development and infrastructure surrounding the site to support the development proposals which are key to the development of this Travel Plan. Further discussion can be found in the accompanying TA.

#### **3.2. Summary of Site Accessibility**

##### Walking

- 3.2.1. The Chartered Institute for Highways and Transport (CIHT) guidance, 'Planning for Walking' (2015) states that 'walkable neighbourhoods are typically characterised as having a range of facilities within 10 minutes' walking distance (around 800m) with the Guidelines for Providing for Journeys on Foot (2000), stating in paragraph 3.32 that the preferred maximum walking distance to facilities and local services is two kilometres (around 25 minutes).
- 3.2.2. Further CIHT guidance which 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.'
- 3.2.3. Sandpit Lane is provided with a continuous footway on at least one side of the carriageway, with the footway along the site frontage provided on the northern side measuring between 1.5 and 2.0m wide. An uncontrolled pedestrian crossing, equipped with dropped kerbs, tactile paving and a refuge island is provided on the western arm of the roundabout with Barnfield Road, providing a safe crossing point to access infrastructure on the southern side. The neighbouring Oaklands Grange scheme includes a traffic free 3m wide route along its frontage, offset from Sandpit Lane, which provides an alternative route to the west.
- 3.2.4. Hatfield Road is provided with continuous footways on both sides of the carriageway, varying in width between 1.3-3.7m wide. Directly to the west of the Oaklands College South Drive access, a signalised pelican crossing equipped with dropped kerbs and tactile paving is provided for pedestrians to cross Hatfield Road. Other key crossing points benefit from dropped kerbs, tactile paving and refuge islands for wider crossing points, such as Colney Heath Lane.
- 3.2.5. Oaklands Lane to the south of the East Drive access with Oaklands College is provided with a footway on the eastern side of the carriageway, measuring approximately 1.5m in width. The footway provides a continuous route south to pedestrian infrastructure on Hatfield Road.
- 3.2.6. All other roads surrounding the site, including Colney Heath Lane, Barnfield Road and Hill End Lane, are provided with footways on both sides of the carriageway, with crossing points equipped with dropped kerbs and tactile paving.
- 3.2.7. Within and surrounding the site there is an extensive PRow network. The network within the development site is shown in Figure 5, with the mapping of the wider PRow network shown in Figure 1.

**Figure 5 – Existing PROW Network**



Source: Google Maps \*Note: East Drive to be upgraded to a bridleway and Boggymead Spring upgraded to a footpath under the Oaklands Grange S106

**Cycle Network**

3.2.8. Cycling is also considered an important mode of sustainable travel, and five miles (8km) is generally considered an ‘achievable’ cycle distance for most people (source: LTN 1\20, Cycle Infrastructure design). St Albans local cycle routes map is shown in Figure 6, which demonstrates there is a network of cycle routes in and around the site.

**Figure 6 – Local Cycle Routes**

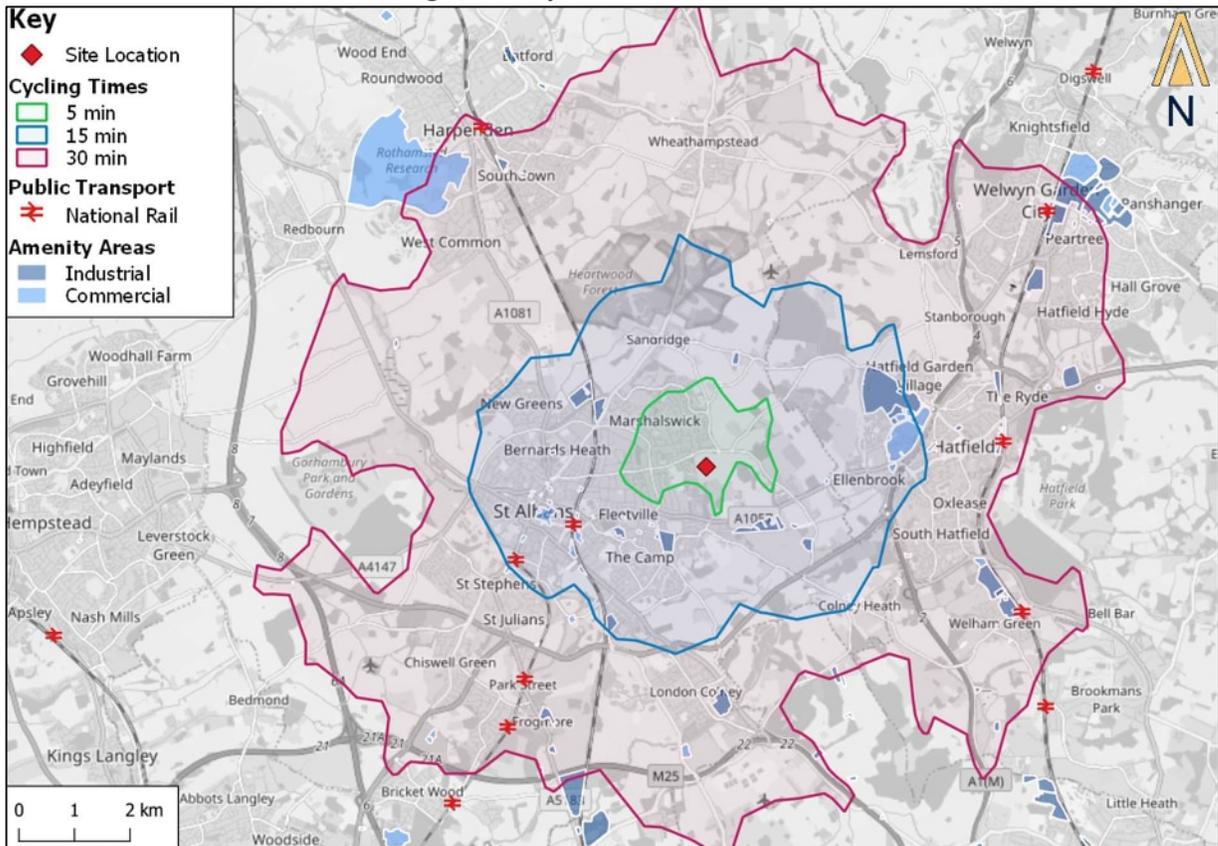


Source: St Albans Cycle Map

3.2.9. Figure 7 demonstrates the areas accessible within a 30-minute cycle of the site, showing that St Albans City Centre and Railway Station are accessible within a 10-minute cycle of the site. In addition, key

employment destinations of Welwyn Garden City, Harpenden and Hatfield are accessible within a 30-minute cycle. As such, it is evident that travel to and from the site by cycle is a viable mode of travel.

**Figure 7 – Cycle Isochrone**



Source: QGIS and OpenStreetMap

### Proposed Pedestrian and Cycle Improvements

- 3.2.10. The development has been designed with a focus on prioritising pedestrian and cycle access to and from the site in order to encourage walking and cycling for all users, regardless of age, health and mobility impairments.
- 3.2.11. As aforementioned in Section 2.5, the development proposals involve a host of improvements to the pedestrian and cycle networks within the site, as well as on the surrounding network, which will provide significant benefits for future end users of the development, as well as existing residents and communities within St Albans, further enhancing the sustainability credentials of the developments.
- 3.2.12. Further detailed information on the proposed schemes can be found within the TA.

## **3.3. Public Transport Accessibility**

### Bus Access

- 3.3.1. The nearest bus stops to Oaklands Blossom are located on Sandpit Lane, to the west of the roundabout junction with Barnfield Road, which are served by the S6 bus route providing a half hourly service to St Albans City centre. Additional bus stops are accessible on House Lane, which are served by the 653 Tigermoth service providing a half hourly service between New Greens, St Albans, Hatfield and Welwyn Garden City.



Luton, Sutton, Brighton and Three Bridges at a frequency of approximately two services per hour in each direction. The station provides step free access to all platforms.

- 3.3.6. The station is provided with a 1,150 cycle stands which are covered by CCTV. Alban Way routes in close proximity to the station with a cycle route provided along Charrington Place up to the station.

#### Proposed Public Transport Improvements

- 3.3.7. The proposals incorporate a bus improvement scheme for Oaklands Blossom. The internal layout has been designed to accommodate bus access for the spine road loop, with the intention for the proposals to accommodate a bus route to/from St Albans City Centre. Bus stops will be provided throughout the site to ensure all future end users of the site, including residents, staff, pupils and visitors have access to bus services within a 400m distance, as referred within the 'Bus Services & New Residential Developments' guidance (January 2025). The internal loop road route has been designed with a minimum clear carriageway width of 6.5m wide with the whole route designed to permit two buses to pass in opposing directions, in accordance with the above guidance. The development will provide a public transport contribution to HCC to fund a diverted/extended route or a new route, to be agreed with HCC.
- 3.3.8. The proposed bus route within Oaklands Blossom is anticipated to provide a more direct and quicker route to St Albans City Centre and Railway Station, enhancing the opportunities for onward travel via rail services. Furthermore the enhanced route to the Alban Way ensures that there is a direct cycle link to the station.

### **3.4. Other Sustainable Modes of Transport**

- 3.4.1. It is proposed that car club vehicles could be provided as part of the development on site. Enterprise anticipate that up to four vehicles could be viable at the development on a phased delivery, with two vehicles provided initially with the others added based on demand.
- 3.4.2. The provision of car club vehicles on site would provide future end users of the site, as well as existing residents surrounding the site, the opportunity to rent a car on the short-term. This on site provision further enhances the sites sustainability credentials, providing future end users with alternative opportunities for travel other than the private car. Whilst it is considered that the car club vehicles would have limited benefit to the primary school, it is considered that the provision of the bays in close proximity to the school ensures that should any staff that need access to a vehicle they could utilise these vehicles.
- 3.4.3. The proposals involve the provision of an on-site mini transport hub, which would comprise a Central Hub in the proposed local centre area. The transport hub will provide various travel options, information and support to employees and site visitors, in addition to day-to-day facilities such as convenience store, potential café and/or co-working space. The on-site transport hub could include parcel lockers which will help to reduce last-mile deliveries by freight.
- 3.4.4. The proposed car club bays would be located near to the transport hub as would the local centre bus stops. In addition cycle parking spaces and information on nearby bus and rail services (including timetable information and directions) would be provided to ensure a central area with access to all potential travel modes.
- 3.4.5. The provision of the on-site transport hub (Figure 9) further supports the sustainability credentials of the development.

Figure 9 – Transport Hub



### 3.5. Baseline Modal Split

- 3.5.1. In the absence of existing travel data for pupils and staff, the baseline modal split has been obtained from the trip generation undertaken in the TA, utilising TRICS data. Within the TA, it was noted that there are negative trip rates associated with the car passenger mode which is as a result of how TRICS calculates car passenger trips for primary schools with regards to parents and pupils. For the modal share, no negative trip rates have been shown to accurately reflect the car share split.
- 3.5.2. The resulting mode share is shown in Table 2, which demonstrates a single modal share for the total school, including staff and pupils, however it is noted that actual surveys will separate staff and pupil mode share.

**Table 2 – Primary School TRICS Mode Share**

Mode	Daily Two-Way Trip Rate	Resulting Mode Share
Train	0.087	2%
Bus	0.392	7%
Taxi	0.021	0%
Motorcycle	0.000	0%
Car Driver	1.536	27%
Car Passenger	1.366	24%
Bicycle	0.139	2%
On foot	2.231	39%
Other	0.000	0%
<b>Total</b>	<b>5.772</b>	<b>100%</b>

- 3.5.3. As shown, the TRICS mode share anticipates that 27% of trips to the primary school will be undertaken on by private car, with an additional 24% undertaken as car passengers. A total of 49% of trips are anticipated to be undertaken by sustainable modes of transport, of which the majority (39%) would be undertaken on-foot.
- 3.5.4. In addition, an analysis of Census 2011 and 2021 data has been undertaken to investigate the journey to work modal split for the existing workplace population. The site is located within the St Albans 008 Middle Layer Super Output Area (MSOA), and the result of this analysis is presented in Table 3.

**Table 3 – Census 2011 and 2021 Method of Travel to Work Workplace Population**

Mode	2011	2021
Train	3%	3%
Bus	2%	3%
Taxi	1%	1%
Motorcycle	0%	0%
Car Driver	70%	69%
Car Passenger	4%	4%
Bicycle	3%	3%
On foot	16%	16%
Other	1%	1%
<b>TOTAL</b>	<b>100%</b>	<b>100%</b>

- 3.5.5. Table 3 shows that method of travel to work has remained similar across the last two census years for the existing workplace population in the vicinity of the site. As shown, the majority (69%) of journeys from the 2021 workplace population are undertaken by private car, with an additional 4% as car passengers. A total of 25% of journeys are undertaken by sustainable modes of transport, with 16% of staff travelling on-foot.

## 4. Travel Plan Focus, Objectives and Targets

4.1.1. Following a review of the existing site conditions 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 ETP seeks to achieve.

### 4.2. Travel Plan Focus

4.2.1. The focus of this TP is to encourage future staff, pupils and parents/guardians to utilise sustainable modes of transport other than private car. The TP will implement a number of hard and soft measures to enhance **active travel** and **public transport** use. Specifically, this will build upon the established network of pedestrian and cycle links within the vicinity, together with improvements to public transport services to support and encourage sustainable travel choices for future site users.

4.2.2. The hard measures proposed include providing **new active travel routes** to encourage walking and cycling for future site users as well as residents within the vicinity, **improvements to existing off-site** pedestrian and cycle routes, as well as providing appropriate cycle storage to support **cycling** use as a realistic and viable mode of travel for all site users. In addition, the design of the internal road network throughout the site will **prioritise and enhance the attractiveness of walking and cycling** and **increase connectivity** through being on the key desire lines to facilities, services and public transport connections. Furthermore, the proposals involve significant contributions to improve bus services on Sandpit Lane to further encourage **public transport use**.

4.2.3. The soft measures proposed involve increasing knowledge and awareness of sustainable transport modes on offer to enhance **public transport** use and uptake of **walking** and **cycling**.

4.2.4. The TP and associated measures will be managed on-site through a Travel Plan Co-ordinator, who will **provide information to staff, pupils and parents / guardians** and generally **manage and monitor the TP**. The provision of information to site users is key to ensure long-term success of the TP.

### 4.3. SMART Targets

4.3.1. SMART (Specific, Measurable, Achievable, Realistic and Time-bound) baseline targets have been set alongside the development objectives for staff based upon Census Data, with no targets set for pupils due to the lack of available data. Once baseline surveys have been undertaken once the school is operational, new targets will be provided for staff and pupils.

4.3.2. Figure 10 breaks down the acronym and identifies the requirements of the targets.

Figure 10 – SMART Targets



#### 4.4. TP Timescale

- 4.4.1. The TP will be formally monitored over seven-years from first occupation, in accordance with HCC’s guidance; however the TP, including many of its measures will be in place from Day 1.
- 4.4.2. The baseline surveys will take place within 3 months following first occupation of the school. The results of the baseline survey will enable tailoring of the Travel Plan targets identified below.

#### 4.5. TP Objectives and Targets

4.5.1. The site-specific objectives, along with the initial targets set out for Years 1, 3, 5 and 7 are set out in Table 4 for staff. As aforementioned, no targets have been produced for pupils. These targets utilise Census 2021 data together with the targets outlined within HCC’s Travel Plan Guidance. Further information in relation to achieving SMART target status is provided in the Action Plan, contained in Table 6 where the following stages are important:

- **Base:** Current mode split for staff based on existing employees working within this MSOA (based on 2021 Census Data).
- **Baseline:** Initial Targets to be updated following first surveys after three months post first occupation;
- **Year 3-5:** Targets monitored and refined, if necessary, as staff, pupils and parents/guardians travel practices are embedded into their everyday lives and visitor travel patterns are established with ongoing measures to continue to encourage mode shift; and
- **Year 7:** The Travel Plan is part of the overall working of the site and is fully integrated with it. Providing staff, pupils and parents/guardians with sustainable travel options is an integral part of the experience and the TP Measures provide maximum benefits.

**Table 4 – Initial Staff Travel Plan Targets**

Specific Objective	How will this be achieved?	Initial TP Targets			
		Baseline (Census 2021)	Year 3	Year 5	Year 7
To reduce reliance on the use of private cars (total decrease of 10% over seven years)	On site Cycle Parking	69%	66%	62%	59%
To increase the use of passenger transport (bus and rail) to and from the development (total increase 2% bus, 1% rail)	Network of Pedestrian and Cycle Routes connecting with existing infrastructure, including improvements to existing network	6%	7%	8%	9%
To increase and support the use of car share to and from the development (total increase 2%)		4%	4.5%	5%	6%
To encourage carbon-neutral, active travel modes to/from the development (total increase 2% walk, 3% cycle)	Public transport contributions for improvements to local bus services	19%	20.5%	23%	24%
To retain all other modes at or around their current (baseline) levels	Specific Travel Plan measures set out in Section 7	2%	2%	2%	2%
<b>TOTAL</b>		<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

## 5. Travel Plan Measures

5.1.1. This Chapter sets out the measures to be implemented through the lifetime of the TP, proportionate to the scale of the development proposals. Whilst the formal TP targets will focus on staff, pupils and parents/guardians, the measures are site-wide, applying to deliveries and visitors.

### 5.2. Management, Promotion and Marketing of the TP

#### Travel Plan Co-ordinator (TPC)

5.2.1. The success of Travel Plans is dependent on a nominated individual(s) being given the time and resources. The TPC is likely to either be an individual(s) from the primary school or an externally appointed private consultant.

5.2.2. The TPC will act as the day-to-day point of contact for enquiries, helping to develop and implement the measures proposed in this TP, and taking a lead role in the monitoring process. Key duties of the TPC include:

#### ➤ Pre-Occupation

- Prepare marketing material advising on travel options to the school;
- Ensure travel details and accessibility are included in staff induction packs and in school marketing information;
- Create Travel Plan Welcome Packs for employees and parents/guardians;
- Liaise with neighbouring Travel Plan Coordinators at any forthcoming developments within the vicinity;
- Ensure that travel planning measures are in place from the outset.

#### ➤ Upon Occupation

- Provide a Welcome Pack to staff and parents/guardians including public transport information, maps of key walking and cycling routes within the vicinity and cycle parking provision on site and in the local area; and
- Undertake travel surveys for staff and pupils within three months of first occupation to ensure that travel patterns have been set by end users and a representative sample will be achieved.

#### ➤ Annual basis thereafter

- The Travel Plan Coordinator would update the staff and pupil travel details through conducting annual surveys, commencing within three months of first occupation, and continuing till 7 years post first occupation. If the headline target has not been met after the 7 years, the surveys would continue on a biennial basis until the target was met up to a maximum of 3 further years;
- Contact and link measures with other Travel Plan Coordinators within the area;
- The Travel Plan Coordinator would contact the local authority Travel Plan Officer as appropriate for travel information updates and feedback of any comments provided by staff or parents/guardians relating to the plan; and
- The Travel Plan Coordinator will seek to raise awareness of the Travel Plan and its importance through for example, newsletters or inclusions within emails/communications with staff and parents/guardians (every six months). It is anticipated that the amount of time that the TPC will spend will vary according to the period of occupation, the organisation of travel planning activities and monitoring. It is not expected that the time dedicated will be uniform throughout the life of the Travel Plan.

### 5.3. Hard and Soft Measures

#### ➤ Walking Measures;

- Provision of legible, direct and accessible internal routes with dropped kerbs and tactile paving on key desire lines;
- Provision of routes within the site and connecting with existing pedestrian network;
- Improvements to existing internal active travel routes to provide enhanced facilities;
- Provision of new shared cycle/footway on Sandpit Lane, with a new toucan crossing;
- Provision of new toucan crossing on Hatfield Road;
- Displaying of walking maps in the Welcome Packs;
- Seek to provide secure buggy storage space within the school for parents/guardians to leave pushchairs for linked journeys;
- Displaying of walking maps in the Welcome Packs and on noticeboards;
- Promote safety advice when walking and local walking groups;
- Promote walking route planner tools including [www.routeyou.com](http://www.routeyou.com) on the school website;
- Raising awareness of the health benefits of walking;
- Liaising with Hertfordshire to ensure that external pedestrian routes to and from the site are appropriately maintained;
- Consider implementing a school walking bus;
- Providing a feedback system to the TPC to enable staff and parents/guardians to advise how walking to and from the site may be improved;
- Promotion of National Walking Month and Walk to School Week and Walk Once a Week (WOW).

#### ➤ Cycling Measures;

- Provision of internal routes on the key desire lines to local facilities and amenities;
- Improvements to existing internal active travel routes to provide segregated cycle facilities;
- Provision of new shared cycle/footway on Sandpit Lane, with a new toucan crossing;
- Provision of new toucan crossing on Hatfield Road;
- Improvements to the existing access route to Alban Way and Jersey Lane;
- Displaying of cycling maps in the Welcome Packs, including advertising existing cycle routes such as Alban Way and Jersey Lane;
- Providing on-site cycle and scooter parking, including electric cycle charging facilities and adaptive spaces to accommodate all types of cycle;
- Seek to provide shower facilities and lockers for staff use;
- Organising cycle training sessions for pupils and staff;
- Provide a puncture repair kit and pump at school reception;
- Monitoring demand for cycle parking and modifying in accordance with demand;
- Advertise cycle groups such as Verulam CC and Breeze;
- Providing a feedback system to enable staff and parents/guardians to advise the TPC how cycling to and from the site may be improved;
- Publicising the health and economic benefits of cycling;
- Providing information on local cycle shops;
- Promotion of cycle security and bike marking schemes to reduce bike theft;
- Promotion of events such as “National Bike Week” and “Love to Ride”;
- Providing information relating to travelling with bikes on trains;
- Encourage the school to sign up to the DfT’s Cycle to Work scheme and encourage staff to utilise;

### ➤ **Public Transport Measures;**

- Display maps and timetables of public transport services available close to the site within the Welcome Pack;
- Contribution towards local public transport improvements which can be secured through a S106 agreement, which will fund a diverted/extended route or a new route;
- Advertise the benefits of Public Transport over car travel;
- Advertise Concessionary Travel e.g. Child fare, students, Pensionable Age passes;

### ➤ **Managing Car Use**

- Potential provision of car club vehicles within the site;
- Provision of electric vehicle charging points;
- Promotion of car sharing schemes such as Liftshare and National Liftshare Week;
- TPC to investigate setting up a car-sharing database for staff and parents. Guaranteed ride home policy should be considered to ensure car sharers a safe journey home should any incident occur whilst at work. Policy to be disseminated to staff/parents through marketing platforms;
- Promotion of websites such as Zapmap;
- Encourage school to sign up to the DfT's EV car scheme and encourage staff to utilise;
- Consider Staggered Drop off and Pick ups for different age groups;
- Consider Breakfast Clubs and After School Clubs;
- Regular newsletters with updates on travel initiatives;
- Consideration of drop off and pick up times/arrangements to ensure efficiency.

## **6. Management, Monitoring and Reporting**

- 6.1.1. This Chapter details how the TP will be managed, monitored and funded over its lifetime and how its progress will be reported to HCC.
- 6.1.2. An important part of the TP is the continual monitoring and review of its effectiveness. It is essential that a TP 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 TP to be refined and adapted in order to improve its progression.

### **6.2. Travel Plan Management**

- 6.2.1. As outlined above, a Travel Plan Coordinator (TPC) will be appointed, who will be responsible for the implementation, administration and monitoring of the TP. The TPC details will be provided to HCC prior to first opening.
- 6.2.2. The TPC will be the first point of contact for all staff, pupils and parents/guardians regarding travel to and from site. 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.
- 6.2.3. 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 TP to staff, pupils and parents/guardians;
  - Organising and undertaking any data collection and monitoring required for the TP (e.g. staff and pupil travel surveys);
  - Acting as the point of contact for all staff, pupils and parents/guardians requiring travel information;
  - Liaising with and reporting the targets and progress of the TP to the Travel Planning Officer at HCC
- 6.2.4. It is anticipated that the amount of time that the TPC will spend will vary over time. Given the scale of the development it is envisaged that the TPC will on average spend 2-3 days a month managing the 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.

### **6.3. Funding**

- 6.3.1. The future school operator will fund the initial implementation of the TP for the development for the initial seven-year period including the monitoring of the Travel Plan and the funding of the TPC role.
- 6.3.2. Many of the measures outlined in the TP, such as provision of information, pedestrian and cycle routes and connections, EV parking and cycle parking facilities will all be provided from Day 1 and embedded into the site regardless of the site TP. Therefore, these measures will continue beyond the formal TP monitoring period.

### **6.4. Monitoring, Review and Reporting**

- 6.4.1. To determine the success of the TP 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.
- 6.4.2. Table 5 provides the proposed timetable for implementing and monitoring the Travel Plan's administrative actions and activities. These will be refined and updated in the Final TP; however they have been based upon the requirements outlined within HCC's Travel Plans guidance document.

**Table 5 – Monitoring Timetable**

<b>Time</b>	<b>Monitoring Tasks</b>
Prior to Opening	Appoint TPC
Year 1 (within 3 months of first occupation)	<p>Undertake pupil surveys using 'hands up' survey to capture students' travel to and from the school. Minimum response rate of 80% required.</p> <p>Undertake staff questionnaire surveys to monitor travel behaviour. Minimum response rate of 50% required.</p> <p>All results uploaded to Modeshift STARS within 30 days</p>
Years 2-7 till 7 years post first occupation	<p>Undertake questionnaire surveys</p> <p>Review targets and measures based on successes and failures observed</p> <p>Submit results to Modeshift STARS within 30 days of survey completion and agree any changes to the Plan and any additional TP measures</p> <p>Implement further measures if required</p>
Ongoing	<p>Continue to informally monitor progress of the TP against the ongoing measures (which will include the car and cycle parking use, EV usage, information provision)</p> <p>Ensure that staff, pupils and parents/guardians needs are continually monitored e.g. car and cycle parking, disabled parking, EV provision.</p>

## 7. Summary and Action Plan

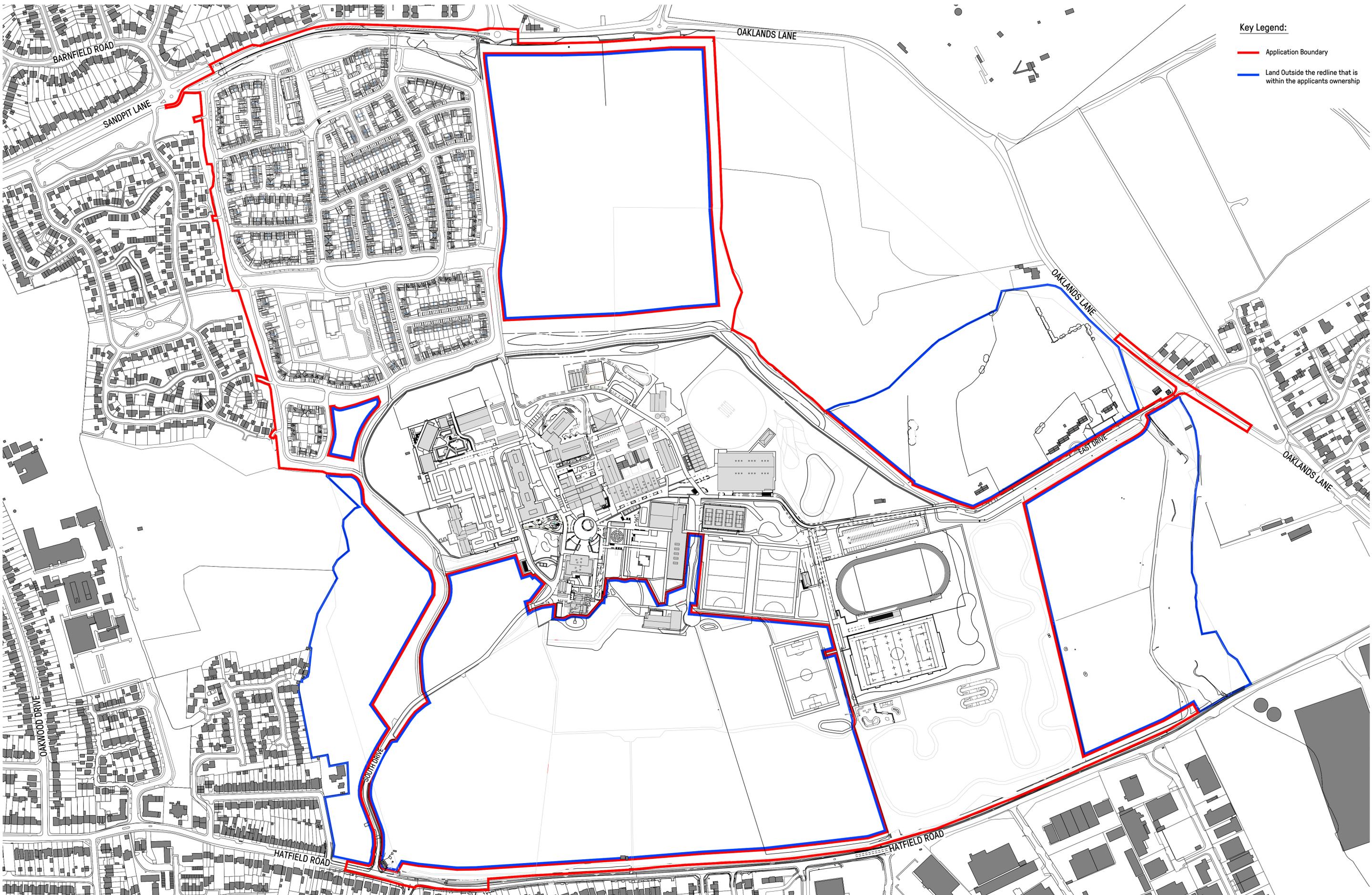
- 7.1.1. This Travel Plan has been prepared by Evoke to support a hybrid planning application for the proposed mixed-use residential-led development on land south of Sandpit Lane, St Albans to promote sustainable transport choices among staff, pupils and parents/guardians to and from the primary school.
- 7.1.2. Considering the existing site and surrounding conditions and the improvement and mitigation measures which are proposed to support the proposed development, the focus of this TP is as follows:
- Measures put in place to **encourage active travel and public transport use**;
  - Appropriate **cycle storage to support cycling**;
  - Enhanced **pedestrian and cycle link connections** to encourage active travel use;
  - Contribution to fund **improved bus services** for Oaklands Blossom, either through a diverted/extended route or a new route;
  - The TP and associated measures will be managed on-site through a designated TPC, who will **provide information to staff, pupils and parents/guardians**, and generally manage and monitor the TP.
- 7.1.3. A TPC will be appointed to oversee the implementation of the TP and to monitor its effectiveness. The TPC details will be submitted to HCC prior to occupation of the development.
- 7.1.4. Initial targets have been set for staff and pupils, though the measures throughout the TP consider all site users including visitors and deliveries. The targets are initially based on Census 2021 Journey to Work (workplace population) data for staff, with no targets yet provided for pupils, but will be updated following completion of staff and pupil questionnaires which will be completed within 3 months of first occupation. Travel Surveys will be repeated annually till seven years post first occupation of the primary school to monitor the success of the TP.
- 7.1.5. Monitoring Reports will be presented to HCC and uploaded to Modeshift STARS within 30 days of data collection and the results and any changes to targets or measures discussed and agreed.
- 7.1.6. Table 6 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 6 – Action Plan**

<b>Specific (S)</b>	<b>Measurable (M)</b>	<b>Actioned by (A)</b>	<b>Realistic (R)</b>	<b>Timed (T)</b>
Travel Plan Co-Ordinator	Appointment of a <b>TPC</b>	Primary school operator	✓	Pre-occupation
	Engage with HCC’s Travel Plan Officer and key local stakeholders for information on local events	TPC	✓	Ongoing
Travel Survey	Undertake annual <b>Travel Surveys</b> of staff and pupils	TPC	✓	Within 3 months of first occupation
	Report survey results to Modeshift STARS and HCC travel planning officers and travel planning team	TPC	✓	Within 30 days of survey completion
General information and raising awareness	<b>Travel Welcome Packs</b> containing all relevant Site travel information distributed to all staff upon employment	TPC	✓	Upon occupation
	Set up <b>Notice Boards</b> devoted to the TP. Include TP information, good news stories, upcoming events and external links (cycle organisations, health statistics etc)	TPC	✓	Upon occupation and reviewed every 6 months and updated as necessary

Specific (S)	Measurable (M)	Actioned by (A)	Realistic (R)	Timed (T)
	E-mail <b>Updates and Newsletters</b> to staff and parents/guardians - either Travel Newsletters or Travel information/incentives combined with a wider newsletter	TPC	✓	Every 3-6 months
	Keep school <b>webpage up to date</b> with latest travel information and contact details, including details of the TP	TPC	✓	Every 3-6 months
Active Travel	Provision of <b>cycle parking, electric cycle charging, scooter and buggy parking</b>	School Operator	✓	Pre-occupation
	Promotion of <b>new and diverted active travel routes</b> within the site	TPC	✓	Once operational
	Promotion of <b>new routes to Alban Way and Jersey Lane</b>	TPC	✓	Once operational
	Monitoring of usage of <b>cycle parking and electric cycle charging</b>	TPC	✓	Ongoing / formal checks made and recorded at regular intervals
	Ensure internal <b>footpaths and cycleways</b> are continually maintained and improved	TPC / Maintenance Team / HCC	✓	Ongoing / formal checks made and recorded at regular intervals
	Aim to obtain <b>Cycle Vouchers or Discounts</b> from local shops	TPC	✓	Pre-occupation and ongoing
	Organise bike skills training sessions for pupils and staff	TPC	✓	At least once per year
	Promote and organise travel events (e.g. Cycle to Work Day etc.)	TPC	✓	At least once per year
	Implement and promote Cycle to Work scheme to staff	TPC	✓	Ongoing
Public Transport	Promote <b>public transport use</b> through provision of walking and cycling route to services, timetable information and ticket information	TPC	✓	Pre-occupation and ongoing
	Promotion of <b>new /diverted bus route</b> to St Albans City Centre	TPC	✓	Once operational
Reducing Car Use	Provide <b>EV parking spaces</b> for all dwellings	TPC	✓	Pre-occupation
	Publicise and encourage use of the car club vehicles	TPC	✓	Ongoing
	Investigate setting up a <b>car-sharing database</b> for staff and parents.	TPC	✓	Ongoing
	Provide <b>promotional material</b> including promotion of <a href="http://www.liftshare.co.uk">www.liftshare.co.uk</a> to staff	TPC	✓	Ongoing
	Details of the car sharing database and additional information (such as external car-share companies) will be provided on the website and in newsletter	TPC	✓	Ongoing
	Monitor <b>usage of EV</b> parking spaces	TPC	✓	Ongoing / formal checks made and recorded at regular intervals

## Appendix A – Proposed Layout Plans



**Key Legend:**

- Application Boundary
- Land Outside the redline that is within the applicants ownership

<p><b>Notes</b></p> <ul style="list-style-type: none"> <li>- Copyright in this drawing remains the property of BM3 Architecture Limited.</li> <li>- Contractors and consultants are to advise BM3 Architecture Limited of any discrepancies.</li> </ul>	<p><b>Revision</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th>Revision</th> <th>Date</th> <th>By</th> <th>Chkd</th> <th>CDM Notes</th> </tr> <tr> <td>A - Application Boundary updated. Minor updates to residential site.</td> <td>21.08.25</td> <td>MBT</td> <td>JB</td> <td></td> </tr> <tr> <td>B - Minor updates to residential site.</td> <td>04.09.25</td> <td>MBT</td> <td>JB</td> <td></td> </tr> <tr> <td>C - Minor updates to College Site.</td> <td>10.09.25</td> <td>MBT</td> <td>JB</td> <td></td> </tr> <tr> <td>D - Minor updates to Residential Site (B4, Oaklands Blossom).</td> <td>01.10.25</td> <td>MBT</td> <td>JB</td> <td></td> </tr> </table>	Revision	Date	By	Chkd	CDM Notes	A - Application Boundary updated. Minor updates to residential site.	21.08.25	MBT	JB		B - Minor updates to residential site.	04.09.25	MBT	JB		C - Minor updates to College Site.	10.09.25	MBT	JB		D - Minor updates to Residential Site (B4, Oaklands Blossom).	01.10.25	MBT	JB		<p>Scale: 1:2500@A1</p> <p>Dated: 10-25</p> <p>Job No.: 72223</p> <p>Drawing No.: D-150</p> <p>Drawn by: MBT</p> <p>Checked: JB</p>	<p><b>Project</b></p> <p>OAKLANDS COLLEGE &amp; OAKLANDS BLOSSOM ST. ALBANS</p>	<p><b>Drawing</b></p> <p>ILLUSTRATIVE MASTERPLAN</p>	<p><b>Client</b></p> <p><b>Taylor Wimpey</b></p> <p>CIS/8 Element: PLANNING</p> <p>Revision: D</p>
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<p><small>© Design 02223 - Sandpit Lane, St Albans 01 WPP/02 CAD/10 DETAILED PLANNING/Proposed Site Layout_Outline area_Rev K.dwg plotted on 01/10/2025 by Monica Tanaka</small></p>		<p><small>London Office: Selous House, 5-12 Mandela Street, Camden Town, London, NW1 0DU</small></p> <p><small>T. 0203 861 3290 E. design@bm3.co.uk</small></p>																												