

**TRAVEL PLAN
SPORTS PAVILION SEDLEY TAYLOR ROAD (11/0900 FUL)
HILLS ROAD SIXTH FORM COLLEGE**

Part 1 - Outline

1.1 The purpose of this Travel Plan is to specify the:

- methods to be used to discourage the use of the private motor vehicle for trips to and from the
- - sports ground situated off Sedley Taylor Road
 - neighbouring streets of Luard Road and Sedley Taylor Road
- arrangements to encourage the use of alternative sustainable modes of transport to the site including public transport, car sharing, cycling and walking.

1.2 It is proposed to provide information and advice concerning the use of private motor vehicles to the following organisations that use the sports ground in order that they may share this with team members, officials and spectators:

- the College
- opposing colleges/schools on match days
- community users

1.3 The College

1.3.1 Practice Days

The existing custom and practice is that the:

- College students practice sport on Tuesdays during term time; this normally involves up to 130 students
- majority of the students and staff walk to the sports ground and some go by bicycle; a few arrive by car, park at the rugby club car park and depart home after practice if they have no subsequent lessons.

Proposal:

- Students will be told to walk or cycle to the sports ground by the Sport Department Staff.

1.3.2 Match Days

The existing custom and practice is that the:

- College students play matches on Wednesdays during term time; this normally involves up to 100 students

- College students engaged in 'home' matches mainly walk to the sports ground and some go by bicycle; a few arrive by car, park at the rugby club car park and depart home after the match if they have no subsequent lessons
- opposition teams arrive by coach, minibus and car; coaches offload in Sedley Taylor Road and then park at a coach park or other suitable location; minibuses and cars park on the rugby club car park.

Proposal:

- College students will be told to walk and cycle to the sports ground
- Opposition teams will be instructed that:
 - travel to the College sports ground is governed by a travel plan agreed with the City Council as a condition attached to the use of the Pavilion
 - there is limited parking available at the sports ground
 - the use of private motor vehicles is discouraged and that the preferred method of travel is by minibus or coach
 - there is no access to the sports ground or rugby club car park for any vehicle larger than a 17 seat minibus
 - coaches may drop off and pick up in Sedley Taylor Road in accordance with the highway regulations; they are not permitted to wait or park in Sedley Taylor Road or Luard Road and must park in a coach park or other suitable location. There are no facilities for parking at the College.

1.3.3 Opposition teams will be given details of the relevant section of this travel plan by the Sport Department when fixing matches at the College.

1.4 Community use

1.4.1 Community use generates the most traffic. During the summer from the start of the term up to mid-August there are evening cricket matches during the weekdays and day matches at weekends; in the winter football matches take place on Sundays. New terms and conditions for hire have been drawn up that contain a section on access and parking which will be circulated to community users.

Part 2 - Detailed Proposals

2.1 The new pavilion will be provided with 30 secure cycle hoops to encourage the use of cycles to travel to and from the pavilion.

2.2 College Use

- Staff and students:
 - - on cycle or on foot are to access the sports ground via the north access track off the Luard Road/Sedley Taylor Road junction
 - are only to use private motor vehicles if other means of transport are not feasible, to car share where possible and to park at the Cantabrigian Rugby Club accessible from the track at the south end of Sedley Taylor Road.
- **Opposition teams** will have been given the information contained in **Appendix 1** prior to match day. The Sport Department Staff must **agree an arrival time with visiting teams to ensure access to the grounds and pavilion** is managed.

2.3 Community use

- 2.3.1 Community users will be given the information in Terms and Conditions of Sports Pitch Lettings – **Appendix 2** - which includes at **Annex A information** about access and parking. The information will also be available in the Sports Centre section of the College website.

Directions for Visiting Teams to Hills Road Sixth Form College Sports Ground

Hills Road Sixth Form College sports ground is located to the west of Sedley Taylor Road in Cambridge and is separate from the main College site. In order to minimise the use of private vehicles visiting the sports ground a Travel Plan has been agreed with Cambridge City as a planning condition in connection with the construction of a new sports pavilion in 2012. The aim of the Travel Plan is to:

- discourage the use of private motor vehicle trips to and from the sports ground and the neighbouring streets of Sedley Taylor Road and Luard Road
- encourage the use of sustainable modes of transport to the ground including public transport, car sharing, cycling and walking. The following information is therefore given to enable the aims of the Travel Plan to be achieved.

Where possible teams, officials and spectators are asked to arrive:

- by public transport - there are bus stops located outside the entrance to The Perse School on Hills Road and again on Long Road near Long Road Sixth Form College. Service A from Trumpington Park and Ride stops on Long Road. See map:



The guided bus stops at Addenbrooke's - full details may be found at: <http://www.cambridgeshire.gov.uk/transport/around/buses/Bustimetabbusno.htm>

- by cycle or on foot via the north entrance - cycle hoops are provided for 30 cycles at the pavilion. See map:



If private motor vehicles have to be used then vehicle passenger carrying capacity (minimum of 3 passengers) is to be used to maximum effect in order to minimise the number of vehicle movements. Car sharing is therefore strongly encouraged. If necessary the nearby Park and Rides at Babraham and Trumpington (or others as necessary) should be used to meet up before coming to the ground. See <http://www.cambridgeshire.gov.uk/NR/rdonlyres/21309478-7F32-4BAA-8136-9B21D79F656E/0/ParkandRidezcardMapJan2011.pdf> for details.

Coaches are not able to access the ground and should only be used to drop off and pick up in Sedley Taylor Road in accordance with Highway regulations. **Coach drivers are not to turn vehicles in the entrance to the south access track.** Coaches are not permitted to wait or park in Sedley Taylor Road or Luard Road. There are two coach parks in Cambridge (fees apply) at Madingley Road Park and Ride and Cambridge Golf Driving Range. See <http://www.cambridgeshire.gov.uk/NR/rdonlyres/A50713D8-3C51-4362-B316-4F8AB1FFAC59/0/CoachMap1062006.pdf> for details.

A small car park is available at the ground and is situated at Cantabrigian Rugby Club and is only to be used by cars involved in car sharing. The number of cars to be parked there is not to exceed 45. The south access track leading to the club is narrow and not suitable for vehicles larger than a 17 seat minibus, hence **it is not available for coaches. The north access track is not to be used for vehicular access at all.** The entrance to the car park is controlled by a locked gate which should be open on your arrival. In order to preserve the amenity of local residents please do not queue along the south access track and Sedley Taylor Road.

Unless the visitors are from the immediate local area of Cambridge it is likely that coaches or minibuses are the most practicable method for transport.

Terms and Conditions of Sports Pitch Lettings

Charges

It is the policy of Hills Road Sports and Tennis Centre to review all prices and charges annually. The rate for sports pitch lettings operates from 1st August each year.

Payments

Regular bookings :- Payment must be made within 14 days of a monthly invoice issue date.

Casual 'One off' bookings :- Payment must be made before commencement of use of the facilities hired.

Cancellation of bookings :- A casual user must give at least 7 days notice of cancellation in writing to the Manager of the Hills Road Sports and Tennis Centre. The full charge will apply if this period of notice is not met.

Insurance

The sports organisation/organiser shall indemnify the Hills Road Sports Centre against all actions, costs and demands in respect of damage or injury to a person or property which may arise out of the facilities hired by the organiser; and shall take adequate insurance of at least £2.5 million against any reasonable foreseeable risk. A copy of the current certificate of insurance held by the sports organisation/organiser is required by the Sports and Tennis Centre.

Clubs and organisations that provide any form of paid or free instruction or coaching during the period of hire must have adequate insurance.

Safeguarding

Clubs/hirers who have users aged 18 years or younger are required to complete and sign the checklist and declaration for hirers and clubs provided by the Sports and Tennis Centre.

Keys

Keys to the facility must be collected from the Sports and Tennis Centre reception **at least 30 minutes before** the advertised opening time of the gate on the day of the booking. The keys must be signed for. They are issued following receipt of a £10 deposit. The keys **must** be returned immediately after use of the facility.

General

If a pitch is declared unfit by the ground staff, all play is prohibited. Any clubs playing on a pitch declared unfit will be charged for the costs of any damage caused and may have future bookings refused/cancelled.

Sub-letting of the pitches is not permitted.

Changing accommodation is provided.

Clubs must ensure that players do not disrupt or interfere with other matches. Such behaviour may result in the cancellation/refusal of future bookings.

All persons using the pitches/facilities shall behave in a manner that does not cause injury, damage or nuisance to property or other users of the grounds or pavilion. All persons shall comply with any instructions they may receive from the ground staff or Sports and Tennis Centre staff. The club will be liable for any damage caused to the pitch, equipment, building, fences or any other property by their own members, or the members and supporters of a club against whom they are playing.

Clubs are asked to ensure that they treat the facilities in a considerate and proper manner for example no washing of boots in showers/sinks, kicking of footballs/ hitting of cricket balls or similar inside the pavilion, leaving litter.

Dogs are not permitted on the grounds at any time.

The Sports and Tennis Centre accepts no liability for damage to, or loss of, any property or articles or things whatsoever, placed or left in or on the changing room accommodation or ground or any part thereof by an organisation or member of an organisation.

Parking

There is limited space available for parking on the playing fields; the number of vehicles using the car park **must not** exceed the maximum number of spaces (45). No vehicles larger than a 17 seat minibus may access the car park.

Clubs are encouraged to car share or, where possible, walk or cycle to the facility.

Clubs are requested to be considerate of local residents in the nearby streets.

Further information is contained in Annex A

A hirer failing to comply with any of these regulations and conditions will be liable to forfeit the use of the pitch or ground, etc. without any adjustment of fees in respect thereof.

Name of Club/Hirer: _____

Signature: _____

Print name: _____

HRSFC Travel Plan submitted to planning dept 19 Dec

Date: _____

Directions for Community Use of the Hills Road Sixth Form College Sports Ground

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- arrange to **pick up the key** to the gate at least **30 minutes** before opening the gate.
- **open the gate** at least **20 minutes** before the advertised opening time (which allows time for the changing rooms to be opened).

- advertise and inform the teams of the opening time of the gate which should be at least 45 minutes before the commencement of the game (which allows time for changing, team talks, setting up goal posts etc.)
- inform all those connected with the game **not** to arrive at the car park before the time the gate is to be opened
- failure to observe these steps may result in congestion at the entrance to the car park and could prejudice future bookings by the organisation involved.