Proposed Apart-Hotel Development
14 Bedford Row & 12-14 Jockey's Fields,
Camden

Transport Statement

For

True North Management Limited

motion

Document Control Sheet

Proposed Apart-Hotel Development

14 Bedford Row & 12-14 Jockey's Fields, Camden

True North Management Limited

This document has been issued and amended as follows:

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12/04/24	1st Draft	GL	PdeJ
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1.0 Introduction

1.1 This Transport Statement has been prepared by Motion on behalf of True North Management Limited to accompany a planning application for the refurbishment of 14 Bedford Row & 12-14 Jockey's Fields, Camden, in the London Borough of Camden (LBC) (herein referred to as 'the site').

1.2 The site is located on the eastern side of Bedford Row, south of the A401; to the north of Holborn. The area would be classified as a mix of residential and business areas. Currently, 14 Bedford Row and 12-14 Jockey's Fields, contains office space across six floors.

1.3 The site is in an accessible location, close to Chancery Lane London Underground station as well as a number of local bus stops. Further to this, the site is located close to a range of amenities including convenience stores, health facilities and schools.

1.4 The site is currently 2,358 sqm of unoccupied office space. The proposals include the refurbishment of the existing office space to apart-hotel use providing accommodation for 65 rooms.

1.5 This Transport Statement has been prepared to consider the highway and transportation aspects of the proposals. Following this introduction, the remainder of this Transport Statement is structured as follows:

- Section 2 sets out the national, regional and local policy impacting the site;
- Section 3 provides the baseline conditions for the site;
- Section 4 sets out the development proposals and the change in infrastructure;
- Section 5 calculates the trip generation for the proposed development;
- Section 6 contains general details of the Framework Travel Plan and the draft Delivery and Servicing Management Plan; and,
- Section 7 provides a summary and conclusion for this development proposal.

2.0 Policy Context

Overview

2.1 The following section details the national, regional, and local policies that are of relevance to the proposed development and by which it will be assessed.

2.2 The key policy documents which set the context for the development proposals are as follows:

- National Planning Policy Framework – December 2023;
- The London Plan – March 2021; and,
- Camden Local Plan – July 2017.

2.3 It is worth noting, the London Bourgh of Camden consulted on a new draft Local Plan (Regulation 18) from 17th January 2024 to 13th March 2024. The Local Plan will cover the period from 2026-2041, and is targeted for adoption in early 2025.

National Planning Policy Framework

2.4 The National Planning Policy Framework (NPPF) December 2023 sets out the Government's planning policies for England and how they are expected to be applied.

2.5 The NPPF presumes in favour of sustainable development and is a material consideration in planning decisions. Paragraph 108 says that:

"Transport issues should be considered from the earliest stages of plan-making and development proposals, so that:

a) the potential impacts of development on transport networks can be addressed;

b) opportunities from existing or proposed transport infrastructure, and changing transport technology and usage, are realised – for example in relation to the scale, location or density of development that can be accommodated;

c) opportunities to promote walking, cycling and public transport use are identified and pursued;

d) the environmental impacts of traffic and transport infrastructure can be identified, assessed and taken into account – including appropriate opportunities for avoiding and mitigating any adverse effects, and for net environmental gains; and

e) patterns of movement, streets, parking and other transport considerations are integral to the design of schemes, and contribute to making high quality places."

2.6 Following on from this, Paragraph 109 states:

"The planning system should actively manage patterns of growth in support of these objectives. Significant development should be focused on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes. This can help to reduce congestion and emissions, and improve air quality and public health. However, opportunities to maximise sustainable transport solutions will vary between urban and rural areas, and this should be taken into account in both plan-making and decision-making."

2.7 Off-street parking provision is referred to in Paragraph 107, which says that, in setting local parking standards for development, local planning authorities should take into account accessibility; the type, mix and use of the development; the availability of and opportunities for public transport; local car ownership levels; and an overall need to reduce the use of high-emission vehicles.

2.8 Paragraph 112 states:

"Maximum parking standards for residential and non-residential development should only be set where there is a clear and compelling justification that they are necessary for managing the local road network, or for optimising the density of development in city and town centres and other locations that are well served by public transport (in accordance with chapter 11 of this Framework). In town centres, local authorities should seek to improve the quality of parking so that it is convenient, safe and secure, alongside measures to promote accessibility for pedestrians and cyclists."

2.9 Paragraph 114 states:

"In assessing sites that may be allocated for development in plans, or specific applications for development, it should be ensured that:

a) appropriate opportunities to promote sustainable transport modes can be – or have been – taken up, given the type of development and its location;

b) safe and suitable access to the site can be achieved for all users;

c) the design of streets, parking areas, other transport elements and the content of associated standards reflects current national guidance, including the National Design Guide and the National Model Design Code 46; and

d) any significant impacts from the development on the transport network (in terms of capacity and congestion), or on highway safety, can be cost effectively mitigated to an acceptable degree."

2.10 This is followed by Paragraph 115 stating:

"Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe."

The London Plan

2.11 Following the Examination in Public and acceptance by The Mayor of issues raised by the Secretary of State, the new London Plan was adopted in March 2021. With regards to transport, the most pertinent to these proposals are as follows:

2.12 Policy T2 Healthy Streets:

"A) Development proposals and Development Plans should deliver patterns of land use that facilitate residents making shorter, regular trips by walking or cycling.

B) Development Plans should:

1) promote and demonstrate the application of the Mayor's Healthy Streets Approach to: improve health and reduce health inequalities; reduce car dominance, ownership and use, road danger, severance, vehicle emissions and noise; increase walking, cycling and public transport use; improve street safety, comfort, convenience and amenity; and support these outcomes through sensitively designed freight facilities.

2) identify opportunities to improve the balance of space given to people to dwell, walk, cycle, and travel on public transport and in essential vehicles, so space is used more efficiently and streets are greener and more pleasant.

C) In Opportunity Areas and other growth areas, new and improved walking, cycling and public transport networks should be planned at an early stage, with delivery phased appropriately to support mode shift towards active travel and public transport. Designs for new or enhanced streets must demonstrate how they deliver against the ten Healthy Streets Indicators.

D) Development proposals should:

1) demonstrate how they will deliver improvements that support the ten Healthy Streets Indicators in line with Transport for London guidance

2) reduce the dominance of vehicles on London's streets whether stationary or moving

3) be permeable by foot and cycle and connect to local walking and cycling networks as well as public transport."

2.13 Policy T4 Assessing and mitigating transport impacts:

"A) Development Plans and development proposals should reflect and be integrated with current and planned transport access, capacity and connectivity.

B) When required in accordance with national or local guidance, transport assessments/statements should be submitted with development proposals to ensure that impacts on the capacity of the transport network (including impacts on pedestrians and the cycle network), at the local, network-wide and strategic level, are fully assessed. Transport assessments should focus on embedding the Healthy Streets Approach within, and in the vicinity of, new development. Travel Plans, Parking Design and Management Plans, Construction Logistics Plans and Delivery and Servicing Plans will be required having regard to Transport for London guidance.

C) Where appropriate, mitigation, either through direct provision of public transport, walking and cycling facilities and highways improvements or through financial contributions, will be required to address adverse transport impacts that are identified.

D) Where the ability to absorb increased travel demand through active travel modes has been exhausted, existing public transport capacity is insufficient to allow for the travel generated by proposed developments, and no firm plans and funding exist for an increase in capacity to cater for the increased demand, planning permission will be contingent on the provision of necessary public transport and active travel infrastructure.

E) The cumulative impacts of development on public transport and the road network capacity including walking and cycling, as well as associated effects on public health, should be taken into account and mitigated.

F) Development proposals should not increase road danger."

2.14 Policy T5 Cycling:

"A) Development Plans and development proposals should help remove barriers to cycling and create a healthy environment in which people choose to cycle. This will be achieved through:

1) supporting the delivery of a London-wide network of cycle routes, with new routes and improved infrastructure

2) securing the provision of appropriate levels of cycle parking which should be fit for purpose, secure and well-located. Developments should provide cycle parking at least in accordance with the minimum standards set out in Table 10.2 and Figure 10.2, ensuring that a minimum of two short-stay and two long-stay cycle parking spaces are provided where the application of the minimum standards would result in a lower provision.

B) Cycle parking should be designed and laid out in accordance with the guidance contained in the London Cycling Design Standards. Development proposals should demonstrate how cycle parking facilities will cater for larger cycles, including adapted cycles for disabled people.

C) Development Plans requiring more generous provision of cycle parking based on local evidence will be supported.

D) Where it is not possible to provide suitable short-stay cycle parking off the public highway, the borough should work with stakeholders to identify an appropriate on-street location for the required provision. This may mean the reallocation of space from other uses such as on street car parking. Alternatively, in town centres, adding the required provision to general town centre cycle parking is also acceptable. In such cases, a commuted sum should be paid to the local authority to secure provision.

E) Where it is not possible to provide adequate cycle parking within residential developments, boroughs must work with developers to propose alternative solutions which meet the objectives of the standards. These may include options such as providing spaces in secure, conveniently-located, on-street parking facilities such as bicycle hangers."

F) Where the use class of a development is not fixed at the point of application, the highest potential applicable cycle parking standard should be applied.

Land Use	London Plan (2021) Minimum Cycle Parking Standards	
	Long stay	Short stay
Hotels	1 space per 20 bedrooms	1 space per 50 bedrooms

Table 2.1 - London Plan Minimum Cycle Parking Standards

2.15 Policy T6.4 Hotel and leisure uses parking:

'In the CAZ and locations of PTAL 4-6, any on-site provision should be limited to operational needs, disabled persons parking and parking required for taxis, coaches and deliveries or servicing.

In locations of PTAL 0-3, schemes should be assessed on a case-by- case basis and provision should be consistent with the Healthy Streets Approach, mode share and active travel targets, and the aim to improve public transport reliability and reduce congestion and traffic levels.

All operational parking must provide infrastructure for electric or other UltraLow Emission vehicles, including active charging points for all taxi spaces.

Disabled persons parking should be provided as set out in Policy T6 .5 Non-residential disabled persons parking.'

2.16 Policy T6.4 also states:

'Hotel and leisure uses should be located in accessible locations to encourage walking, cycling and public transport use. Where Development Plans specify lower local maximum standards for general or operational parking, these should be followed.'

Camden Local Plan

2.17 The Camden Local Plan 2017 provides key transport policies relating to the development proposals in terms of transport are set out below.

2.18 Policy T1 – Prioritising walking, cycling and public transport states:

"The Council will promote sustainable transport by prioritising walking, cycling and public transport in the borough.

Walking

In order to promote walking in the borough and improve the pedestrian environment, we will seek to ensure that developments:

a) improve the pedestrian environment by supporting high quality public realm improvement works;

b) make improvements to the pedestrian environment including the provision of high quality safe road crossings where needed, seating, signage and landscaping;

c) are easy and safe to walk through ('permeable');

d) are adequately lit;

e) provide high quality footpaths and pavements that are wide enough for the number of people expected to use them. Features should also be included to assist vulnerable road users where appropriate; and

f) contribute towards bridges and water crossings where appropriate.

Cycling

In order to promote cycling in the borough and ensure a safe and accessible environment for cyclists, the Council will seek to ensure that development:

a) provides for and makes contributions towards connected, high quality, convenient and safe cycle routes, in line or exceeding London Cycle Design Standards, including the implementation of the Central London Grid, Quietways Network, Cycle Super Highways and;

b) provides for accessible, secure cycle parking facilities exceeding minimum standards outlined within the London Plan and design requirements outlined within our supplementary planning document Camden Planning Guidance on transport. Higher levels of provision may also be required in areas well served by cycle route infrastructure, taking into account the size and location of the development;

c) makes provision for high quality facilities that promote cycle usage including changing rooms, showers, dryers and lockers;

d) is easy and safe to cycle through ('permeable'); and k. contribute towards bridges and water crossings suitable for cycle use where appropriate.

Public Transport

In order to safeguard and promote the provision of public transport in the borough we will seek to ensure that development contributes towards improvements to bus network infrastructure including access to bus stops, shelters, passenger seating, waiting areas, signage and timetable information. Contributions will be sought where the demand for bus services generated by the development is likely to exceed existing capacity. Contributions may also be sought towards the improvement of other forms of public transport in major developments where appropriate.

Where appropriate, development will also be required to provide for interchanging between different modes of transport including facilities to make interchange easy and convenient for all users and maintain passenger comfort"

2.19 Policy T2 – Parking and car-free development states:

"The Council will limit the availability of parking and require all new developments in the borough to be car-free. We will:

a) not issue on-street or on-site parking permits in connection with new developments and use legal agreements to ensure that future occupants are aware that they are not entitled to on-street parking permits;

b) limit on-site parking to: i. spaces designated for disabled people where necessary, and/or ii. essential operational or servicing needs;

c) support the redevelopment of existing car parks for alternative uses; and

d) resist the development of boundary treatments and gardens to provide vehicle crossovers and on-site parking"

Summary

2.20 It is evident that the location of the application site in relation to sustainable modes of transport is a key consideration when assessing its acceptability. New developments need to make appropriate connections to local walking and cycle networks and links to nearby public transport facilities to further encourage the use of sustainable modes of transport.

2.21 The development site is in an accessible location, which maximises opportunities for the use of sustainable travel modes through its proximity to day-to-day facilities and high frequency bus services and rail connections.

3.0 Baseline Conditions

Overview

3.1 So that the context of the site can be established, a review of the study area has been undertaken. The following text provides a summary of the results of this review and makes reference to the location and current use of the site.

Site Details

3.2 The site currently comprises three interconnected buildings with 2,358 sqm of office space across six floors, with access taken from Bedford Row, as well as being accessible via Jockey's Fields to the rear of the development. The site lies within the London Borough of Camden. The site location can be seen in Figure 3.1.

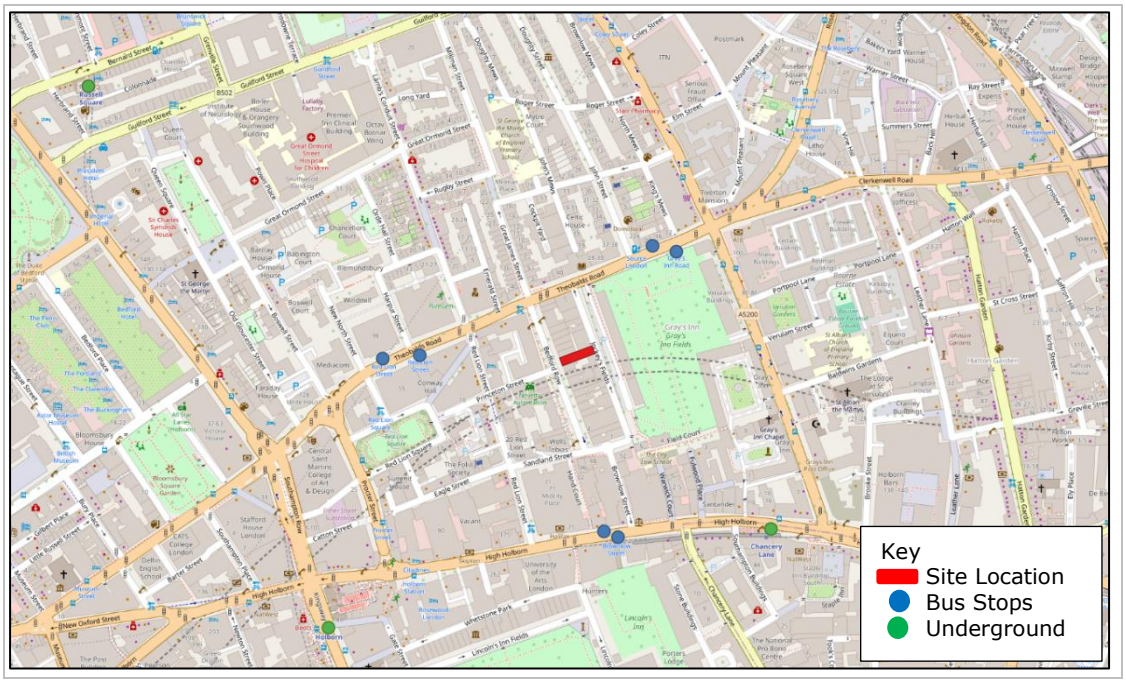


Figure 3.1 - Site Location

Existing Highway Network

3.3 The site is located along Bedford Row, a two-way single carriageway subject to a 20 miles per hour speed limit providing access north to Theobalds Road, which connects west to the A40 and east to the A2500; the A40 provides access between Holborn, Central London and the M40. To the south Bedford Row provides access to other residential roads as well as the A140.

3.4 Bedford Row has marked residential permit parking holder bays along both sides of the carriageway. These are under permit CA-D from Monday to Friday 08:30am – 06:30pm and Saturdays 08:30am to 1:30pm.

3.5 Jockey's Fields has marked parking bays along the east hand side of the access road. Part of the road is designated to permit holder parking CA-D from Monday to Friday 08:30am – 06:30pm and Saturdays 08:30am to 1:30pm. Other parking bays are available for non-permit holders with pay by phone from Monday to Friday 08:30am – 06:30pm and Saturdays 08:30am to 1:30pm.

Road Safety Review

3.6 In order to provide a full and comprehensive review of the existing highway network and traffic conditions, Personal Injury Collision (PIC) data surrounding the site has been acquired from *Crashmap* for the most recent 5-year period. Crashmap demonstrates that there was only 1 incident reported within the immediate vicinity of the site. This incident was deemed as a slight incident and occurred between a motorcycle and pedal cycle. The full incident report, obtained from *Crashmap* is included within **Appendix A**.

3.7 The above collision record is not considered abnormal over a five-year period. It is not considered that the incidents occurred as a result of an unsafe highway network, but due to driver error.

Accessibility by Non-Car Modes

3.8 It is generally accepted that walking and cycling provide important alternatives to the private car and should be encouraged to form part of longer journeys via public transport. The Chartered Institution of Highways and Transportation released two documents, 'Planning for Walking' in April 2015 and 'Planning for Cycling' in October 2014. The documents provide an insight into the sustainable methods of transport, including:

- *"Across Britain about 80% of journeys shorter than 1 mile are made wholly on foot…but beyond that distance cars are the dominant modes"* (Planning for Walking, 2015).
- *"Majority of cycling trips are used for short distances, with 80% being less than five miles and with 40% being less than two miles"* (Planning for Cycling, 2014).

3.9 The NPPF recognises that *"the transport system needs to be balanced in favour of sustainable transport modes, giving people a real choice about how they travel".* Furthermore, Manual for Streets identifies 'walkable neighbourhoods' as *"having a range of facilities within 10 minutes' (up to about 800m) walking distance of residential areas which residents may access comfortably on foot".*

3.10 Within Manual for Streets, it is noted that 800 metres is not considered the maximum walking distance for pedestrians, highlighting that walking can replace short car trips, particularly those under 2 kilometres. The National Travel Survey 2020 (NTS) also noted that *"81% of all trips under one mile are walks"*, making it the most frequent mode of travel for very short distances.

Accessibility by Foot

3.11 Bedford Row benefits from wide pavements on both sides of the carriageway, street lighting is provided and the footways connect with other local roads, including the A401 and A40, providing a continuous access route into Holborn and to local transport connections and amenities. Dropped kerbs, with tactile parking are provided at crossing points to aid accessibility for those who may need it.

3.12 Pedestrian access to the site is via Bedford Row. Wheelchair access is currently available via Jockey's Fields, to the rear of the site which can be accessed via heading north or south along Bedford Row.

Accessibility by Cycle

3.13 Although there are no on-road cycle provisions located along Bedford Row, the low traffic speeds and flat topography, it is deemed acceptable for cyclists to use.

3.14 Approximately 170 metres north-west of the site cycleway 41 (C41) passes through which connects Holborn to Euston Station. This also connects to C6 which provides access from Paddington to Farringdon; other London cycle routes are situated close to the site including C10, C52 and C11 providing access to a number of destinations across London.

Public Transport Accessibility

3.15 The PTAL output for 14 Bedford Row sits within 6b (best) as the site is within walking distance of a number of public transport options as detailed in the paragraphs below.

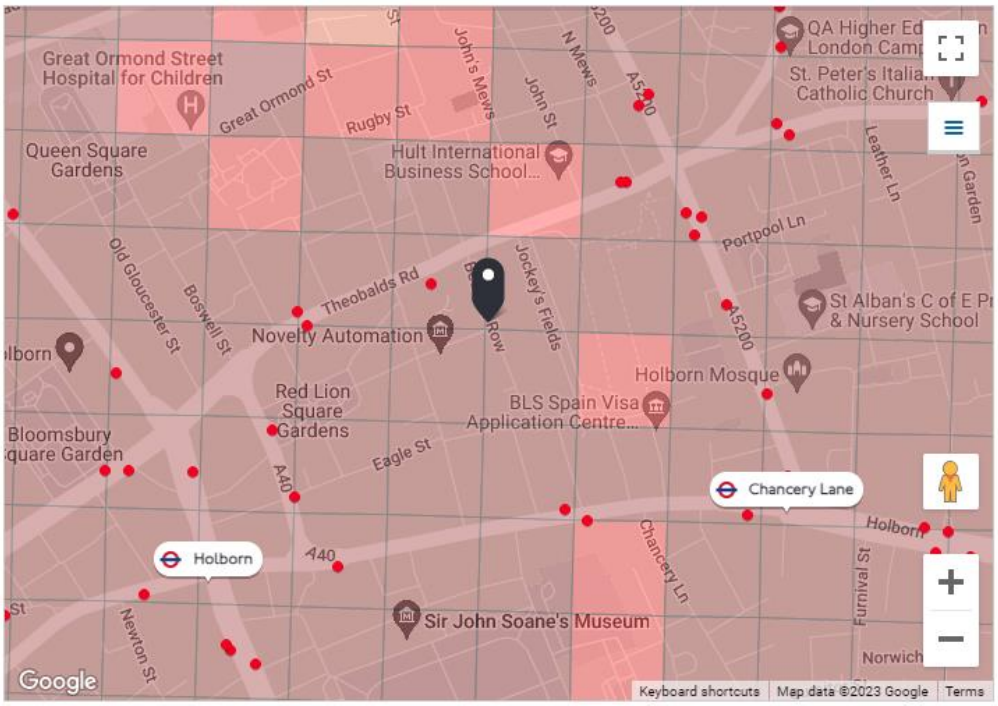


Figure 3.2 - PTAL Output

Accessibility by Bus

3.16 As shown within Figure 3.1, the nearest bus stop to the site is located approximately 230 metres north-west of the site, along Theobalds Road, which equates to a 3-minute walk. This bus stop is provided with a bus shelter, bus flag and timetable information. Table 3.1 below summarises the services and frequency of services at this bus stop.

Service	Route	Approximate Frequency		
		Mon-Fri	Sat	Sun
55	Walthamstow Bus Station – Hackney Central Station – Old Street Station – Oxford Circus Station	Every 5-9 minutes	Every 7-11 minutes	Every 9-13 minutes
243	Redvers Road – Bruce Grove Station – Old Street Station – Waterloo Station	Every 7-10 minutes	Every 12-13 minutes	Every 9-12 minutes
N19	Finsbury Park Interchange – Angel Station – Piccadilly Circus – Sloane Square – Clapham Junction	Every 30 minutes	Every 30 minutes	Every 30 minutes
N38	Walthamstow Bus Station – Piccadilly Circus – Victoria Bus Station or Buckingham Palace Road	Every 20 minutes	Every 13-15 minutes	Every 20 minutes
N41	Trafalgar square – Angel Station – Seven Sisters Station – Tottenham Hale Bus Station	Every 30 minutes	Every 30 minutes	Every 30 minutes
N55	St Thomas of Canterbury Church – South Woodford Station – Lea Bridge Station – Oxford Circus Station	Every 30 minutes	Every 30 minutes	Every 30 minutes

Table 3.1 – Local Bus Services from Theobald Road

3.17 Additional services are available from the bus stops located approximately 250 metres south of the site along the A40. Table 3.2 below summarises the services and frequency of services at this bus stop.

Service	Route	Approximate Frequency		
		Mon-Fri	Sat	Sun
8	Bow Church – Bethnal Green Station - St Paul's Station – St Giles High Street	Every 6-10 minutes	Every 6-10 minutes	Every 9 -12 minutes
59	Telford Avenue – Brixton Station – Holborn Station – St Bartholomew's Hospital	Every 5-8 minutes	Every 7-11 minutes	Every 10-13 minutes
133	Streatham Station – Brixton Station – Borough Sation – Holborn Station	Every 7-11 minutes	Every 7-10 minutes	Every 11-13 minutes
N8	The Lowe – Gants Hill Station – Maryland Station – St Paul's Station – Oxford Circus Station	Every 20 minutes	Every 20 minutes	Every 20 minutes
N25	Hainault Street – Stratford Bus Station – Cornhill – Holborn Station – Oxford Circus Station	Every 7-9 minutes	Every 11-13 minutes	Every 7-9 minutes
N242	Wardle Street – Hackney Central Station – Liverpool Street Station – St Giles High Street	Every 30 minutes	Every 30 minutes	Every 30 minutes

Table 3.2 – Local Bus Services from the A40

Accessibility by Rail

3.18 Farringdon railway station is located approximately 1.1km east of the site, which equates to a 17-minute walk or 7-minute cycle. The station is served by Thameslink and the Elizabeth Line, with step-free access as well as staff assistance during peak periods through until midnight each day. Table 3.3 outlines the services available from Farringdon Station and frequency.

Service	Route	Approximate Frequency		
		Mon-Fri	Sat	Sun
Thameslink				
Cambridge	Farringdon – London St Pancras International – Finsbury Park – Stevenage – Hitchin – Letchworth Garden City – Baldock – Ashwell and Morden – Royston – Cambridge	2 per hour	Non-direct	Non-direct
Brighton	Farringdon – City Thameslink - London Blackfriars – London Bridge – East Croydon – Gatwick Airport – Three Bridges- Balcombe – Haywards heat h-Wivelsfield – Burgess Hill – Hassocks – Preston Park – Brighton	4-5 per hour	3 per hour	3 per hour
St Albans City	Farringdon – London St Pancras International – Kentish Town – West Hampstead Thameslink – Cricklewood – Brent Cross West – Hendon – Mill Hill Broadway – Elstree & Borehamwood – Radlett – St Albans City	10 per hour	10 per hour	6 per hour
Bedford	Farringdon – London St Pancras International –West Hampstead Thameslink – St Albans City – Harpenden – Luton Airport Parkway – Leagrave – Harlington – Flitwick - Bedford	7 per hour	7 per hour	4 per hour
Sutton	Farringdon – London Blackfriars – Elephant & Castle – Loughborough Junction – Herne Hill – Tulse Hill – Streatham – Mitcham Eastfield's – Mitchan Junction – Hackbridge – Carshalton – Sutton	4 per hour	4 per hour	4 per hour
Elizabeth Line				
Abbey Wood	Farringdon – London Liverpool Street – Whitechapel – Canary Wharf – Custom House – Woolwich – Abbey Wood	10 per hour	10 per hour	8 per hour
Heathrow Terminal 5	Farringdon – Tottenham Court Road – Bond Street – London Paddington – Ealing Broadway – West Ealing – Hayes and Harlington – Heathrow Terminal 2 & 3 – Heathrow Terminal 5	2 per hour	2 per hour	2 per hour
Shenfield	Farringdon – London Liverpool Street – Whitechapel – Stratford – Maryland – Forest Gate – Manor Park – Ilford – Seven Kings – Good Mayes – Chadwell Heath – Romford – Gidea Park – Harold Wood – Brentwood – Shenfield	7 per hour	7 per hour	4 per hour
Paddington	Farringdon – Tottenham Court Road – Bond Street – London Paddington	16 per hour	16 per hour	16 per hour
Reading	Farringdon – Tottenham Court Road – Bond Street – London Paddington – Ealing Broadway – Southall – Hayes and Harlington – West Drayton – Langley – Slough – Burnham – Taplow – Maidenhead – Twyford - Reading	1 per hour (others available with changes)	2 per hour	2 per hour

Table 3.3 – Train Services available from Farringdon Station

3.19 Close to the site are a number of tube stations as indicated in Figure 3.1. The closest tube station to the site is Chancery Lane which is located approximately 450 metres south-east of the site off the A40. Chancery Lane provides access to the Central Line which provides services to Ealing Broadway, Epping, Loughton, Newbury Park, North Acton, Ruislip Gardens, West Ruislip and White City.

3.20 Other destinations are available from Farringdon Station via the Tube Lines, which provide regular services seven days a week;

- The Circle Line towards Liverpool Street and Hammersmith;
- The Hammersmith and City Line towards Barking and Hammersmith; and
- The Metropolitan Line which provides access towards Aldgate, Amersham, Chesham, Uxbridge and Watford.

3.21 Tables 3.1, 3.2 and 3.3 demonstrates that there is a variety of frequent services to a range of different local and national locations ensuring that the site is accessible by public transport.

Car Clubs

3.22 Camden has the largest network of car clubs in London (nearly 250 cars with Zipcar and Enterprise Car Club). Car clubs can make finding a parking space easier as well as allowing people to use a car without owning one. The closest car club car parking space is located on the northern end of Bedford Row, approximately 75 metres north of the site. Further information of how to utilise the car clubs can be found on their websites. Figure 3.3 shows the location of the closest car clubs in relation to the site.

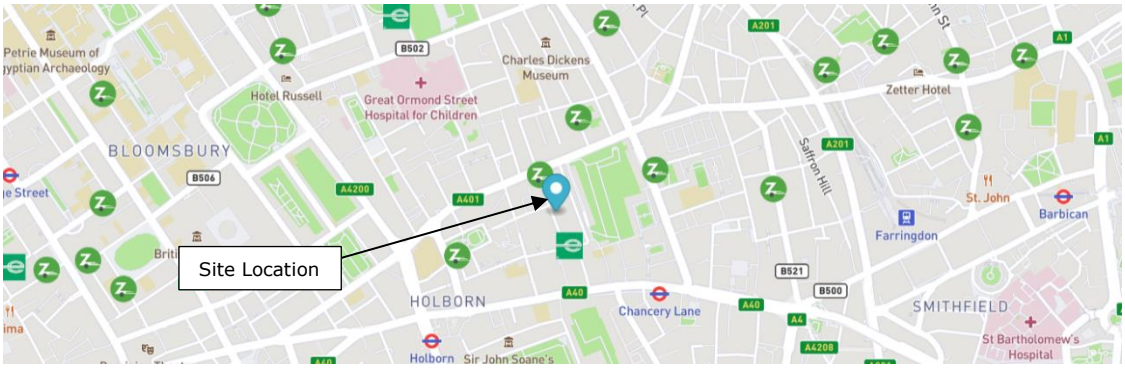


Figure 3.3 - Car Club Locations

Access to Local Amenities

3.23 The site is located close to Holborn which has a number of everyday amenities. Figure 3.4 and Table 3.4 summarises some of the amenities and the duration of travel to local facilities on foot and by cycle.

Figure 3.4 - Local Amenities Map

Amenity	Distance (metres)	Travel Time (minutes)	
		Walking	Cycling
Convenience Store/Supermarkets			
Co-op Food	350	5	2
Boswell Mini Market	500	7	3
Sainsburys	500	7	2
Health Facilities			
The Holborn Medical Centre	400	5	2
Grays Inn Medical Group	500	7	3
Bedford Square Medical Centre	1,200	17	6
Schools			
City Junior School	230	3	2
Saint George the Martyr C of E Primary School	350	5	2
St Alban's C of E Primary and Nursery School	650	8	4
Leisure/ Social Facilities			
PureGym London Holborn	210	3	2
Gymbox Holborn	400	5	2
Oasis Sports Centre	1,000	14	6

Table 3.4 – Local Amenities

Local Infrastructure Improvements

Holborn Liveable Neighbourhood – Cycle improvements

3.25 In December 2022, Camden Council approved a range of cycling pedestrian, road safety changes and public realm improvements to High Holborn, Drake Street, Procter Street, Red Lion Square and Southampton Row. These roads lie some 350m to the west of Bedford Row.

3.26 The approved scheme will:

- Reduce Drake Street and Procter Street to one traffic lane and one bus lane (permitting cycles and taxis), to allow space for a segregated cycle track. Bus stops and bus stands will be relocated and consolidated;
- Add a "cycle gate" on Procter Street at the junction with High Holborn and a separate signal operated cycle lane on High Holborn, approaching Procter Street, providing further road safety benefits for people cycling;
- Add a cycle early release and bigger cycle box at the junction of High Holborn and Southampton Row, with two-stage right turn facilities, and buff-coloured surfaces at pedestrian crossings;
- Permit two-way cycling in and out of Red Lion Square;

- On Fisher Street, introduce a westbound exit onto Southampton Row for cycles only, as well as improved wayfinding for eastbound cyclists to improve the connection to Red Lion Square and provide an alternative southbound route from Southampton Row to High Holborn that avoids the Theobalds Road/Drake Street junction;
- Introduce contra flow cycling on Catton Street;
- Increase cycle boxes from 5m to 7.5m at the junction of Theobalds Road and Drake Street;
- Extend the existing southbound bus lane, also permitting taxis and cycles, on Southampton Row from Catton Street through the junction to 20m south of High Holborn;
- Change the ahead and right turn lane on Kingsway north to a right turn only into Remnant Street;
- Relocate the existing loading bay on High Holborn by 50m, with loading permitted 24 hours a day. East of Procter Street, allow loading but ban parking on the north side of High Holborn between the hours of 7pm-7am, with a new cycle facility provided east of Procter Street outside of loading hours;
- Provide loading on Procter Street on the approach to High Holborn, permitted 7pm-7am; and
- Improvements to public realm in the area by adding planting including rain gardens.

3.27 The works are currently underway and are expected to be completed in the Summer of 2024. These proposals will enhance existing accessibility by foot and cycle to 14 Bedford Row from the wider network.

Summary

3.28 The above review demonstrates that the site is accessible by transport modes that have the potential to reduce reliance upon the private car. In this regard, it is considered that the location of the site accords with paragraphs 109 of the National Planning Policy Framework as set out in Section 2 and as such gives future users a genuine choice about how they travel.

4.0 Proposed Development

4.1 The site at 14 Bedford Row & 12-14 Jockey's Fields is currently unoccupied office space of 2,358 sqm across 6 floors with pedestrian access taken via both Bedford Row and Jockey's Fields. The proposal is for the office space to be refitted to an apart-hotel use accommodating 65 rooms with amenity space and cycle parking.

4.2 The proposed site does not have any vehicle access into the building and therefore the development will be car-free. Bedford Row has marked residential permit parking holder bays along both sides of the carriageway. These are under permit CA-D from Monday to Friday 08:30am – 06:30pm and Saturdays 08:30am to 1:30pm.

4.3 Pedestrian access to the site will be via the existing access onto Bedford Row. Step free access is currently via Jockey's Fields, however a ramp will be able to be placed for the access along Bedford Row should it be required.

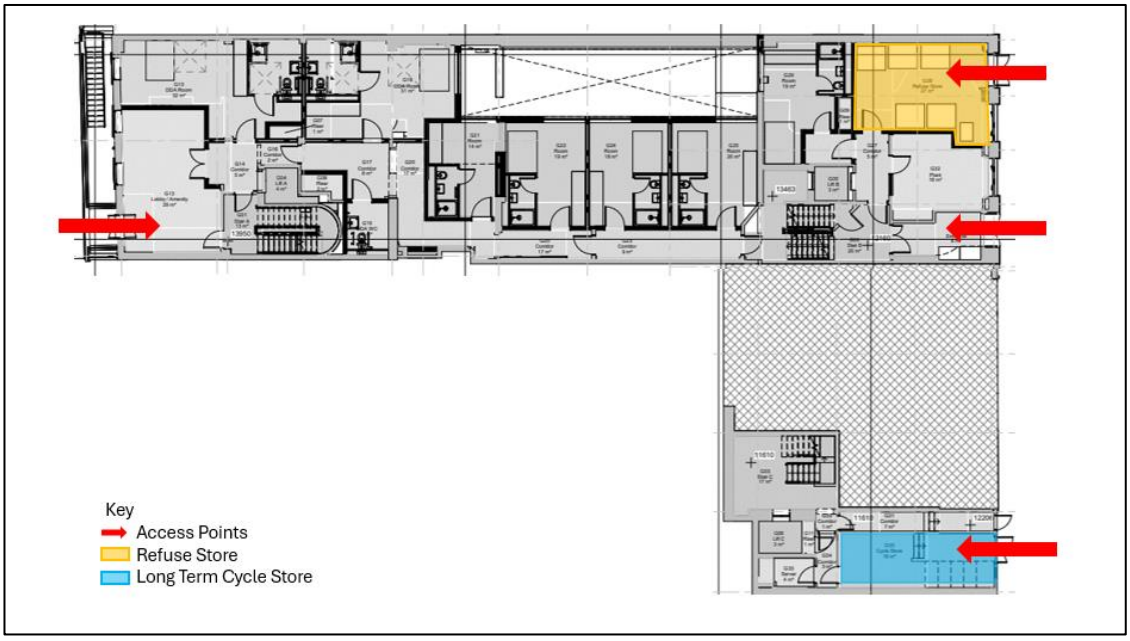


Figure 4.1 - Proposed Ground Floor Arrangements

Servicing Strategy

4.4 Servicing for the site will be undertaken via Jockey's Fields to the rear of the development. Vehicles will enter from Bedford Row and exit onto the A401 Theobalds Road. Due to the layout of Bedford Row and Jockey's Fields, access for service vehicles to the rear of the development site is restricted to 6.7 metre long vehicles. Measures will be in place to ensure deliveries and waste collection via Jockey's Fields is carried out only using 6.7m long vehicles or less. Longer vehicles will be able to access the site from Bedford Row.

4.5 Deliveries for the development will have the option to take place either from Jockey's Fields or to the front of the development along Bedford Row. Further detail of the Delivery and Servicing for the site is provided within the 'Delivery and Servicing Plan' prepared by Motion alongside this Transport Statement.

Parking Strategy

4.6 The development will be car-free due to its location to central London and public transport accessibility close to the site. On-street parking is provided along Bedford Row, Jockey's Fields and Princeton Street

(located to the west of the site); however, these have restrictions for permit holders only from 08:30am-06:30pm Monday to Friday and 08:30am-01:30pm on Saturday.

Accessible Parking

4.7 The nearest on-street accessible parking is located along Red Lion Street approximately 120 metres west of the site. Blue badge holders may also park on single yellow lines closer to the site for up to 3 hours.

4.8 The apart-hotel is car-free and has no off-street space for car parking. Given that the Class C1 Apart-hotel use is in a highly accessible location in terms of public transport, the future apart-hotel guests are likely to access the facility by alternative modes of transport other than the private car.

EVC Provision

4.9 The London Plan (2021) outlines the Mayor's commitment to introduce electric vehicle charging facilities across London as part of new developments where car parking is provided. Given that there are no dedicated off-street parking spaces being provided as part of the development, there are no proposals to include electric car charging facilities.

Cycle parking

Long Stay (staff)

4.10 The current office space does not include any cycle parking facilities. The proposed development will include long-stay cycle parking within the building in a dedicated store, in accordance with The London Plan, with a step-free access via Jockey's Fields to the rear of the development. The London Plan requires one space per 20 bedrooms long-stay provision for apart-hotel use and therefore a minimum of 4 no. cycle parking spaces will be provided in the dedicated ground floor cycle store.

Short Stay (visitors)

4.11 The London Plan requirement for short-stay cycle parking for apart-hotel use is 1 space per 50 bedrooms, therefore at least two cycle spaces should be provided. The development site abuts directly onto the local footway (London Borough of Camden highway) and therefore there is no space to accommodate dedicated short-stay cycle parking for visitors. The proposed strategy will be to encourage visitors to utilise the existing Sheffield cycle stands (9 stands/18 spaces) located to the front of the development on Bedford Row directly outside the building. There are additional cycle parking spaces around the area, including a 'Lock-it Safe' provided along Red Lion Street, 100 metres west of 14 Bedford Row as shown in Figure 4.1.

Figure 4.2 - Covered Cycle Parking Location

Proposed Taxi/ Private Hire Vehicle Access Strategy

Set Down

4.12 It is accepted by TfL that taxis operating in London are permitted to set down passengers at any location including red routes and bus stops. Given the restrictions around the site, the likely kerbside areas where passengers staying at the proposed apart-hotel development will be set down is likely to be along Bedford Row.

4.13 The single yellow lines located to the front of the development is adequate for a vehicle to park up and drop off a passenger visiting the apart-hotel. The traffic volumes along Bedford Row are not high enough to present a problem for vehicles pulling over and people to exit and move around the vehicle.

Pick-Up

4.14 A proportion of guests will access the apart-hotel by taxi, either direct or as part of the final part of the journey by public transport. Typically taxi drivers stop in a safe place where the passengers can board as required. The closest main road to the site is the A401, 85 metres north of the site, where there is bus lanes for vehicles to safely pull into and allow other vehicles to pass should the taxi temporarily stop. However, the majority of pick-ups will the same as the drop off location along Bedford Row.

4.15 Private Hire vehicles (excluding Ubers) which are pre-booked by apart-hotel guests, may wait on-street for a short period until the passenger has left the apart-hotel to commence their onward journey.

Coach Access

4.16 If coach access is required for the proposed apart-hotel, drop off and pick up will be available on the single yellow line adjacent to 14 Bedford Row or on Bedford Row carriageway. Vehicles will need to approach from the north and egress via the other local roads. Bedford Row is a quiet, low traffic road with wide carriageways which can easily accommodate a coach if it is required.

5.0 Trip Generation

5.1 This section describes the expected multi-modal trips associated with the development proposals. Reference has been made to the TRICS database in order to establish total person trip rates for the morning and evening peak periods. Analysis of the existing office use has been undertaken to compare this to the proposed apart-hotel use. Trip Rates and proposed person trips have been undertaken with the proposed based on the existing office floor space and the proposed 65 room apart-hotel.

5.2 When assessing the impacts of a development, it is generally considered that the peak traffic times are weekday mornings (08:00-09:00) and weekday evenings (17:00-18:00). It is during these periods that development trips and those on the adjacent transport network are likely to be at their greatest. The information provided within this section considers these peak hours as well as the daily movements (07:00-19:00).

Existing Use

5.3 The site is currently vacant but has permission to be utilised as an office. On this basis the existing trip rates will be based on the category in TRICS of '02-Employment: A-Office' under the following criteria:

- Locations in England, including Greater London;
- Sites between 1000 and 5000 square/metres; and,
- Areas classed as 'Edge of Town Centre' and 'Edge of Town'.

5.4 The current trip generation, assuming the office space was in use is contained in Table 5.1 below. The full TRICS report is contained at **Appendix B**.

	Person Trip Rate (Office)			Current Total Person Trips (2,358 sqm)		
	In	Out	Total	In	Out	Total
AM Peak (08:30 – 09:00)	1.422	0.082	1.504	33	2	35
PM Peak (17:00-17:30)	0.046	1.278	1.324	1	30	31
Daily (07:00-19:00)	9.661	9.716	19.377	228	229	457

Table 5.1 – Office Trip Rate assuming the space is being utilised

5.5 Table 5.1 suggests that the total person trips for the office in the AM peak period would be 35 with a GIA of 2,358 sqm. In the evening this would be approximately 31 person trips. Over an average day there could be up to 457 two-way person movements from the proposed apart-hotel.

Proposed Use

5.6 As the proposed site will accommodate an apart-hotel use, trip generation has been undertaken using the Hotel TRICS data set using the category '06-Hotel, Food and Drink: A-Hotels', as this is the most relevant to the development itself, under the following criteria.

- Locations in England, including Greater London;
- Sites with over 50 bedrooms; and,
- Areas classed as 'Edge of Town Centre' and 'Edge of Town'.

5.7 The predicted trip generation of the site, assuming the development will hold 65 rooms, is contained in Table 5.2. The full TRICS report is contained at **Appendix C**.

	Person Trip Rate (Hotel)			Proposed Total Person Trips (65 Rooms)		
	In	Out	Total	In	Out	Total
AM Peak (08:00 – 09:00)	0.157	0.274	0.431	10	18	28
PM Peak (17:00-18:00)	0.289	0.179	0.468	19	12	30
Daily (07:00-19:00)	2.872	2.626	5.498	187	171	357

Table 5.2 – Proposed Apart-Hotel Trip Rate and Associated Trips

5.8 Table 5.2 suggests that the total person trips for the apart-hotel in the AM peak period would be 28 with 65 rooms. In the evening this would be approximately 30 person trips. Over an average day there could be up to 357 two-way person movements from the apart-hotel.

Net Change

	Existing Use			Proposed Apart-Hotel Demand			Net Change		
	In	Out	Total	In	Out	Total	In	Out	Total
AM Peak (08:00 – 09:00)	33	2	35	10	16	26	-23	+16	-7
PM Peak (17:00-18:00)	1	30	31	17	11	28	+18	-18	-1
Daily (07:00-19:00)	228	229	457	172	158	330	-41	-58	-100

Table 5.3 – Total Person Net Change

5.9 The above demonstrates that there will be a significant reduction in the number of trips from the site. The net change of the site suggests that there will be a reduction in the number of trips overall, with a reduction of 100 trips. As a result, the site will reduce the impacts on the local the public transport services.

Mode Share

5.10 For the purpose of this analysis, the office mode share has been found using information provided from 2011 Census data. The census data used was 'WP7103EW – Workplace and usual residence by method of travel to work' with the area E33029357 (Camden). The table below shows the trip distribution of the office space using the TRICs output from Table 6.1 and the percentage from the Census data.

Mode	Mode Share Percentage	Office Trips			
		AM Peak		PM Peak	
		In	Out	In	Out
Underground, metro, light rail, tram	24%	8	0	0	7
Train	42%	14	2	1	12
Bus, minibus	8%	2	0	0	2
Taxi	1%	0	0	0	0
Motorcycle, moped or scooter	2%	1	0	0	1
Driving a car or van	7%	2	0	0	2
Passenger in a car or van	0%	0	0	0	0
Bicycle	8%	3	0	0	3
On Foot	8%	3	0	0	3
Total	100%	33	2	1	30

Table 5.4 – Mode Share Office Space

5.11 As Table 5.4 indicates, the majority of people within the area travel to work via train or an alternative light rail choice. During the peak hours there is up to 14 people using the train for the site at any one time.

5.12 To assess the change in distribution with the proposed apart-hotel mode share, TRICS has been used to determine the spread of the additional trips across the local transport network. It is worth noting that due to the location of the site and the fact there is no onsite car parking, the 'car users' and 'car passengers' (which equates to 61%) of mode share has been equally distributed into the other modes of travel. Details are presented in Figure 5.5.

Mode	Mode Share Percentage	Apart-Hotel Trips			
		AM Peak		PM Peak	
		In	Out	In	Out
Underground, metro, light rail, tram	26%	3	4	4	4
Train	3%	0	1	1	0
Bus, minibus	29%	3	6	6	4
Taxi	8%	1	1	1	1
Motorcycle, moped or scooter	3%	0	1	1	0
Bicycle	3%	0	0	1	0
On Foot	29%	3	5	5	3
Total	100%	10	18	19	12

Table 5.5 – Mode Share Proposed apart-hotel

5.13 The analysis shows that the predicted trips from the apart-hotel will predominantly use the Underground or alternative light rail choices, buses or by foot to reach the site. The number of people accessing the site during peak time will reduce from the current site (when occupied) as shown in Table 5.6.

Mode	Predicted change in trips					
	AM Peak			PM Peak		
	In	Out	Total	In	Out	Total
Underground, metro, light rail, tram	-5	+3	-2	+3	-4	-1
Train	-14	-1	-15	-1	0	-1
Bus, minibus	+1	+5	+6	+5	+1	+6
Taxi	+1	+1	+2	+1	+1	+2
Motorcycle, moped or scooter	-1	+1	0	+1	-1	0
Bicycle	-3	0	-3	+1	-3	-2
On Foot	0	+5	+5	+5	0	+5
Total	-23	+14	-9	+16	-19	-3

Table 5.6 – Predicted change in trips

5.14 The key change will be a minor increase in bus trips and taxi demands. The development is very well served by London Buses and the increase of up to 6 two-way person trips per hour will have negligible effect. The increase in taxi demands is very slight and will not impact on the operation of the local road network.

5.15 In summary, with regard to the trip analysis, the findings are as follows:

- Trip generation analysis for the existing office use has been carried out using TRICS and Census data to determine the typical demands across the local transport network;
- The predicted apart-hotel use trips have been estimated using TRICS data to represent the future use;
- There will be a slight change in person trips onto the transport network, with a reduction in total trips during the peak hours and over a typical day;
- There will be a minor shift in travel patterns with more bus and taxi trips than the existing use and a reduction in rail trips;
- The expected changes will not impact on the operation of the local transport network.

Service Vehicle Demands

Existing use – office use

5.16 The estimated servicing demands for the existing office use has been based on the following trip rates and these have been previously agreed on similar schemes in the London:

- General Commercial Use 0.2 vehicles per 100sqm per day (GEA);

5.17 The office servicing trip demands for the are set out in Table 4.1.

Mode	Morning Peak			Evening Peak			Daily		
	In	Out	Two-Way	In	Out	Two-Way	In	Out	Two-Way
LGVs	1	1	2	0	0	0	3	3	6
HGVs	0	0	0	0	0	0	2	2	4
TOTAL	1	1	2	0	0	0	5	5	10

Table 5.7 - Existing Servicing Demands - LGV and HGV trips – 2,400 sqm GFA

5.18 The existing office use has the potential to attract some 10 two-way service vehicle trips per day.

Proposed use – Apart-Hotel

5.19 The estimated servicing demands for the proposed apart-hotel use has been based on the following trip rates and these have been previously agreed on similar schemes in the London:

- Apart-Hotel use: 0.1 vehicles per 100 sqm per day (GEA).

5.20 The apart-hotel servicing trip demands for the apart-hotel use are set out in Table 4.22.

Mode	Morning Peak			Evening Peak			Daily		
	In	Out	Two-Way	In	Out	Two-Way	In	Out	Two-Way
LGVs	0	0	0	0	0	0	2	2	4
HGVs	0	0	0	0	0	0	1	1	2
TOTAL	0	0	0	0	0	0	3	3	6

Table 5.8 - Predicted Servicing Demands - LGV and HGV trips – 65 bed apart-hotel

5.21 The operational vehicle demands will be in the order of 6 no. two-way trips per day with 1 no. HGV (expected to be a refuse collection vehicle) and 4 no. LGVs (deliveries). This level of demand can be accommodated on the space available on Bedford Row (single yellow lines) and the space to the rear of the proposed apart-hotel on Jockey's Fields. When compared with the existing use, the quantum of service vehicle trips for the apart-hotel use will reduce when compared with existing office use.

5.22 In summary, with regard to the servicing, the findings are as follows:

- There will be an overall reduction in service vehicle demands with the introduction of an apart-hotel;
- All vehicles expected to service the site will be able to stop close to the development;
- Servicing vehicles may access Bedford Row (all vehicles) and Jockey's Fields (smaller vehicles upto 6.7m long);
- A 6.7m long refuse collection vehicle will be able to access the rear of the building via Jockey's Fields to collect waste as the existing arrangements.

Trip Generation - Summary

5.23 Trip generation data for the proposed 65-bedroom apart-hotel scheme has been calculated based on data obtained from the TRICS database and online Census data. The predicted future apart-hotel trip demands are expected to be spread out over the daytime period and the analysis indicates that there will an insignificant change, if any, on the local transport network during the typical morning and evening periods (0800-0900 and 1700-1800 hours).

6.0 Framework Travel Plan and Draft Delivery and Servicing Management Plan

6.1 A Framework Travel Plan (Travel Plan) has been produced in accordance with TfL guidance. The Travel Plan sets out the structure for sustainable travel for the apart-hotel use and outlines the measures to be incorporated within the proposals. This is attached at **Appendix D**.

6.2 The Travel Plan will be used as a basis to agree the terms of any legal agreement, including conditions and planning obligations relating to the proposed measures identified in the document. The Travel Plan will then be updated at post-permission and pre-opening as necessary, in accordance with the agreed measures secured through conditions and planning obligations. Appropriate agreed measures and monitoring commitments will then be implemented by the developer, where stated, in accordance with these obligations.

6.3 The implementation of pre-occupation measures included within the Travel Plan will be the responsibility of the Travel Plan Co-ordinator (TPC). The TPC role will be undertaken by either a nominated employee of the Site management company or an appointed consultant. The success of the travel plan will be regularly monitored and reviewed to ensure that the Travel Plan continually develops in its lifetime.

Draft Delivery and Servicing Management Plan

6.4 The Delivery and Servicing Management Plan will outline the proposed delivery and servicing strategy for the operational site. The DSMP incorporates the proposed refuse and recycling management strategy for the proposed development. The document is provided in **Appendix E**. The key aspects to include in the DSMP are as follows:

- Review of access and servicing arrangements;
- Servicing management strategy;
- Swept path analysis; and
- Monitoring.

7.0 Summary and Conclusion

7.1 Motion has been appointed by True North Management Limited to advise on highways and transport matters associated with the planning submission for the redevelopment of 14 Bedford Row & 12-14 Jockey's Fields, Camden, in the London Borough of Camden.

7.2 The site is located to the north of Holborn in a built-up area of local services, office space and residential units. Currently the site contains office space. Bedford Row connects to the A401 providing access across Central London.

7.3 The site is located close to a number of bus stops and London Underground tube stations including Holborn. There are also a range of everyday amenities including convenience stores and restaurants, doctors and tourist attractions.

7.4 The proposals include the reconfiguration of an existing office use to an apart-hotel use providing accommodation for 65 bedrooms with access from Bedford Row.

7.5 This Transport Statement has demonstrated the following:

- The proposals accord with the national, regional and local planning policies;
- The site is accessible by a wide range of transport opportunities including bus, rail, cycle and foot;
- The site will remain a car-free development, there is a nearby on-street disabled parking bay 120m from the site and guests may also access the site by one of the many accessible public transport services operating nearby;
- Long-term cycle parking will be in accordance with local standards, there is no opportunity to provide short-stay parking on the site, but there are short-stay cycle spaces within close proximity of the site;
- Servicing will be undertaken via Jockey's Fields; servicing will be strictly managed to reduce local congestion and potentially consolidate deliveries to reduce future servicing vehicle movements.

7.6 A Framework Travel Plan has been prepared to support the new apart-hotel proposals. The document will form the basis for a green travel strategy to be developed by the apart-hotel for staff and visitors to reduce the need to travel by private car. The apart-hotel is located close to many public transport services and many London Tourist attractions are within easy walking distance.

7.7 It is therefore demonstrated that the development proposals accord with local and national transport planning policies and would not have a material effect on the local highway and transport networks or infrastructure. It is concluded that there are no reasons why the proposals should be resisted on traffic or transportation grounds.

Appendix A

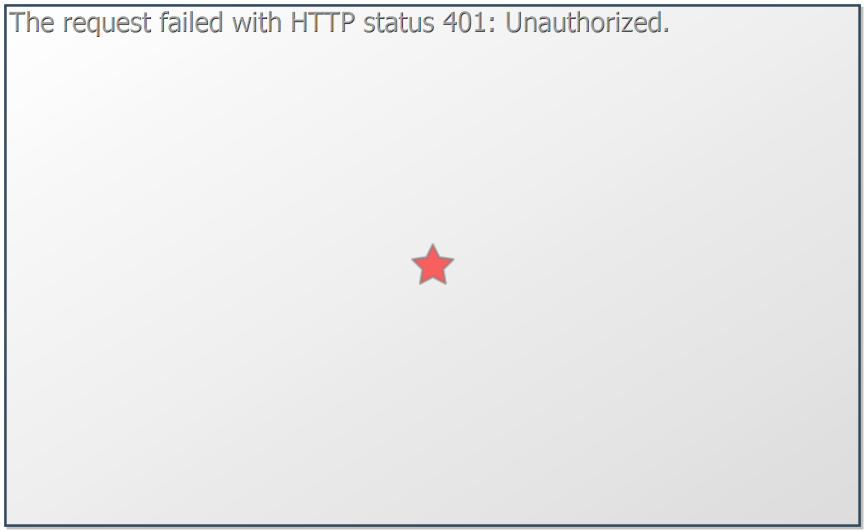
Accident Data

crashmap.co.uk

Validated Data

Crash Date:	Tuesday, April 20, 2021	**Time of Crash:**	4:13:00 PM	**Crash Reference:**	**2021010302694**

Highest Injury Severity:	Slight	**Road Number:**	U0	**Number of Casualties:**	2
Highway Authority:	Camden			**Number of Vehicles:**	2
Local Authority:	Camden London Borough			**OS Grid Reference:**	530803 181795
Weather Description:	Fine without high winds				
Road Surface Description:	Dry				
Speed Limit:	20				
Light Conditions:	Daylight: regardless of presence of streetlights				
Carriageway Hazards:	None				
Junction Detail:	T or staggered junction				
Junction Pedestrian Crossing:	No physical crossing facility within 50 metres				
Road Type:	Single carriageway				
Junction Control:	Give way or uncontrolled				



Validated Data

Vehicles involved

Vehicle Ref	Vehicle Type	Vehicle Age	Driver Gender	Driver Age Band	Vehicle Maneouvre	First Point of Impact	Journey Purpose	Hit Object - On Carriageway	Hit Object - Off Carriageway
1	Motorcycle over 50cc and up to 125cc	1	Male	36 - 45	Vehicle proceeding normally along the carriageway, not on a bend	Front	Unknown	None	None
2	Pedal cycle	-1	Female	26 - 35	Vehicle is in the act of turning right	Front	Unknown	None	None

Casualties

Vehicle Ref	Casualty Ref	Injury Severity	Casualty Class	Gender	Age Band	Pedestrian Location	Pedestrian Movement
1	1	Slight	Driver or rider	Male	36 - 45	Unknown or other	Unknown or other
2	2	Slight	Driver or rider	Female	26 - 35	Unknown or other	Unknown or other

Appendix B

TRICS Outputs – Office Use

Motion High Street Guildford Licence No: 734001

Calculation Reference: AUDIT-734001-240105-0157

TRIP RATE CALCULATION SELECTION PARAMETERS:

Land Use : 02 - EMPLOYMENT
Category : A - OFFICE
MULTI-MODAL TOTAL VEHICLES

Selected regions and areas:

01	GREATER LONDON		
	BN	BARNET	1 days
02	SOUTH EAST		
	ES	EAST SUSSEX	1 days
	WS	WEST SUSSEX	1 days
03	SOUTH WEST		
	BC	BOURNEMOUTH CHRISTCHURCH & POOLE	1 days
04	EAST ANGLIA		
	NF	NORFOLK	1 days
07	YORKSHIRE & NORTH LINCOLNSHIRE		
	AK	WAKEFIELD	1 days
	NY	NORTH YORKSHIRE	1 days
08	NORTH WEST		
	GM	GREATER MANCHESTER	1 days

This section displays the number of survey days per TRICS® sub-region in the selected set

Primary Filtering selection:

This data displays the chosen trip rate parameter and its selected range. Only sites that fall within the parameter range are included in the trip rate calculation.

Parameter:	Gross floor area
Actual Range:	1230 to 3697 (units: sqm)
Range Selected by User:	1000 to 5000 (units: sqm)

Parking Spaces Range: All Surveys Included

Public Transport Provision:
Selection by: Include all surveys

Date Range: 01/01/15 to 11/11/22

This data displays the range of survey dates selected. Only surveys that were conducted within this date range are included in the trip rate calculation.

Selected survey days:

Monday	2 days
Tuesday	1 days
Wednesday	1 days
Thursday	2 days
Friday	2 days

This data displays the number of selected surveys by day of the week.

Selected survey types:

Manual count	8 days
Directional ATC Count	0 days

This data displays the number of manual classified surveys and the number of unclassified ATC surveys, the total adding up to the overall number of surveys in the selected set. Manual surveys are undertaken using staff, whilst ATC surveys are undertaking using machines.

Selected Locations:

Edge of Town Centre	6
Edge of Town	2

This data displays the number of surveys per main location category within the selected set. The main location categories consist of Free Standing, Edge of Town, Suburban Area, Neighbourhood Centre, Edge of Town Centre, Town Centre and Not Known.

Selected Location Sub Categories:

Residential Zone	1
Built-Up Zone	3
No Sub Category	4

This data displays the number of surveys per location sub-category within the selected set. The location sub-categories consist of Commercial Zone, Industrial Zone, Development Zone, Residential Zone, Retail Zone, Built-Up Zone, Village, Out of Town, High Street and No Sub Category.

Inclusion of Servicing Vehicles Counts:

Servicing vehicles Included	3 days - Selected
Servicing vehicles Excluded	6 days - Selected

Secondary Filtering selection:

Use Class:

Not Known	8 days

This data displays the number of surveys per Use Class classification within the selected set. The Use Classes Order (England) 2020 has been used for this purpose, which can be found within the Library module of TRICS®.

Filter by Site Operations Breakdown:
All Surveys Included

Population within 500m Range:
All Surveys Included

Secondary Filtering selection (Cont.):

Population within 1 mile:

1,001 to 5,000	1 days
5,001 to 10,000	1 days
15,001 to 20,000	2 days
20,001 to 25,000	2 days
25,001 to 50,000	2 days

This data displays the number of selected surveys within stated 1-mile radii of population.

Population within 5 miles:

25,001 to 50,000	1 days
75,001 to 100,000	1 days
125,001 to 250,000	3 days
250,001 to 500,000	1 days
500,001 or More	2 days

This data displays the number of selected surveys within stated 5-mile radii of population.

Car ownership within 5 miles:

0.6 to 1.0	5 days
1.1 to 1.5	3 days

This data displays the number of selected surveys within stated ranges of average cars owned per residential dwelling, within a radius of 5-miles of selected survey sites.

Travel Plan:

Yes	2 days
No	6 days

This data displays the number of surveys within the selected set that were undertaken at sites with Travel Plans in place, and the number of surveys that were undertaken at sites without Travel Plans.

PTAL Rating:

No PTAL Present	7 days
3 Moderate	1 days

This data displays the number of selected surveys with PTAL Ratings.

LIST OF SITES relevant to selection parameters

1 AK-02-A-01 OFFICES WAKEFIELD
PIONEER WAY
CASTLEFORD
WHITWOOD
Edge of Town
No Sub Category
Total Gross floor area: 1230 sqm
Survey date: TUESDAY *23/05/17* *Survey Type: MANUAL*

2 BC-02-A-08 OFFICES BOURNEMOUTH CHRISTCHURCH & POOLE
HOLDENHURST ROAD
BOURNEMOUTH

Edge of Town Centre
Built-Up Zone
Total Gross floor area: 2600 sqm
Survey date: WEDNESDAY *14/09/22* *Survey Type: MANUAL*

3 BN-02-A-01 OFFICES BARNET
MOON LANE
HIGH BARNET

Edge of Town Centre
No Sub Category
Total Gross floor area: 1366 sqm
Survey date: THURSDAY *11/11/21* *Survey Type: MANUAL*

4 ES-02-A-12 COUNCIL OFFICES EAST SUSSEX
VICARAGE LANE
HAILSHAM

Edge of Town Centre
Built-Up Zone
Total Gross floor area: 3640 sqm
Survey date: THURSDAY *26/11/15* *Survey Type: MANUAL*

5 GM-02-A-09 LEASED OFFICES GREATER MANCHESTER
NEW MOUNT STREET
MANCHESTER

Edge of Town Centre
Built-Up Zone
Total Gross floor area: 2500 sqm
Survey date: MONDAY *26/09/16* *Survey Type: MANUAL*

6 NF-02-A-05 COUNCIL OFFICES NORFOLK
YARMOUTH ROAD
NORWICH

Edge of Town
Residential Zone
Total Gross floor area: 3697 sqm
Survey date: MONDAY *12/09/22* *Survey Type: MANUAL*

7 NY-02-A-03 DISTRICT COUNCIL OFFICES NORTH YORKSHIRE
STATION ROAD
RICHMOND

Edge of Town Centre
No Sub Category
Total Gross floor area: 1590 sqm
Survey date: FRIDAY *06/05/22* *Survey Type: MANUAL*

LIST OF SITES relevant to selection parameters (Cont.)

8 WS-02-A-07 BUSINESS TECHNOLOGY WEST SUSSEX
HAM ROAD
SHOREHAM-BY-SEA

Edge of Town Centre
No Sub Category
Total Gross floor area: 2780 sqm
Survey date: FRIDAY *11/11/22* *Survey Type: MANUAL*

This section provides a list of all survey sites and days in the selected set. For each individual survey site, it displays a unique site reference code and site address, the selected trip rate calculation parameter and its value, the day of the week and date of each survey, and whether the survey was a manual classified count or an ATC count.

TRIP RATE for Land Use 02 - EMPLOYMENT/A - OFFICE
MULTI-MODAL TOTAL VEHICLES
Calculation factor: 100 sqm
BOLD print indicates peak (busiest) period
Total People to Total Vehicles ratio (all time periods and directions): 1.78

	ARRIVALS			DEPARTURES			TOTALS		
Time Range	No. Days	Ave. GFA	Trip Rate	No. Days	Ave. GFA	Trip Rate	No. Days	Ave. GFA	Trip Rate
00:00 - 00:30									
00:30 - 01:00									
01:00 - 01:30									
01:30 - 02:00									
02:00 - 02:30									
02:30 - 03:00									
03:00 - 03:30									
03:30 - 04:00									
04:00 - 04:30									
04:30 - 05:00									
05:00 - 05:30									
05:30 - 06:00									
06:00 - 06:30									
06:30 - 07:00									
07:00 - 07:30	8	2425	0.206	8	2425	0.021	8	2425	0.227
07:30 - 08:00	8	2425	0.412	8	2425	0.026	8	2425	0.438
08:00 - 08:30	8	2425	0.871	8	2425	0.057	8	2425	0.928
08:30 - 09:00	8	2425	0.897	8	2425	0.082	8	2425	0.979
09:00 - 09:30	8	2425	0.526	8	2425	0.124	8	2425	0.650
09:30 - 10:00	8	2425	0.299	8	2425	0.082	8	2425	0.381
10:00 - 10:30	8	2425	0.232	8	2425	0.170	8	2425	0.402
10:30 - 11:00	8	2425	0.216	8	2425	0.103	8	2425	0.319
11:00 - 11:30	8	2425	0.113	8	2425	0.077	8	2425	0.190
11:30 - 12:00	8	2425	0.082	8	2425	0.124	8	2425	0.206
12:00 - 12:30	8	2425	0.155	8	2425	0.242	8	2425	0.397
12:30 - 13:00	8	2425	0.201	8	2425	0.258	8	2425	0.459
13:00 - 13:30	8	2425	0.242	8	2425	0.155	8	2425	0.397
13:30 - 14:00	8	2425	0.242	8	2425	0.201	8	2425	0.443
14:00 - 14:30	8	2425	0.139	8	2425	0.149	8	2425	0.288
14:30 - 15:00	8	2425	0.119	8	2425	0.232	8	2425	0.351
15:00 - 15:30	8	2425	0.113	8	2425	0.201	8	2425	0.314
15:30 - 16:00	8	2425	0.113	8	2425	0.299	8	2425	0.412
16:00 - 16:30	8	2425	0.124	8	2425	0.309	8	2425	0.433
16:30 - 17:00	8	2425	0.098	8	2425	0.495	8	2425	0.593
17:00 - 17:30	8	2425	0.010	8	2425	0.773	8	2425	0.783
17:30 - 18:00	8	2425	0.031	8	2425	0.722	8	2425	0.753
18:00 - 18:30	7	2596	0.017	7	2596	0.374	7	2596	0.391
18:30 - 19:00	7	2596	0.006	7	2596	0.132	7	2596	0.138
19:00 - 19:30									
19:30 - 20:00									
20:00 - 20:30									
20:30 - 21:00									
21:00 - 21:30									
21:30 - 22:00									
22:00 - 22:30									
22:30 - 23:00									
23:00 - 23:30									
23:30 - 24:00									
Total Rates:			5.464			5.408			10.872

This section displays the trip rate results based on the selected set of surveys and the selected count type (shown just above the table). It is split by three main columns, representing arrivals trips, departures trips, and total trips (arrivals plus departures). Within each of these main columns are three sub-columns. These display the number of survey days where count data is included (per time period), the average value of the selected trip rate calculation parameter (per time period), and the trip rate result (per time period). Total trip rates (the sum of the column) are also displayed at the foot of the table.

*To obtain a trip rate, the average (mean) trip rate parameter value (TRP) is first calculated for all selected survey days that have count data available for the stated time period. The average (mean) number of arrivals, departures or totals (whichever applies) is also calculated (COUNT) for all selected survey days that have count data available for the stated time period. Then, the average count is divided by the average trip rate parameter value, and multiplied by the stated calculation factor (shown just above the table and abbreviated here as FACT). So, the method is: COUNT/TRP*FACT. Trip rates are then rounded to 3 decimal places.*

Parameter summary

Trip rate parameter range selected:	1230 - 3697 (units: sqm)
Survey date date range:	01/01/15 - 11/11/22
Number of weekdays (Monday-Friday):	8
Number of Saturdays:	0
Number of Sundays:	0
Surveys automatically removed from selection:	1
Surveys manually removed from selection:	0

This section displays a quick summary of some of the data filtering selections made by the TRICS® user. The trip rate calculation parameter range of all selected surveys is displayed first, followed by the range of minimum and maximum survey dates selected by the user. Then, the total number of selected weekdays and weekend days in the selected set of surveys are show. Finally, the number of survey days that have been manually removed from the selected set outside of the standard filtering procedure are displayed.

TRIP RATE for Land Use 02 - EMPLOYMENT/A - OFFICE
MULTI-MODAL TOTAL PEOPLE
Calculation factor: 100 sqm
BOLD print indicates peak (busiest) period
Total People to Total Vehicles ratio (all time periods and directions): 1.78

	ARRIVALS			DEPARTURES			TOTALS		
Time Range	No. Days	Ave. GFA	Trip Rate	No. Days	Ave. GFA	Trip Rate	No. Days	Ave. GFA	Trip Rate
00:00 - 00:30									
00:30 - 01:00									
01:00 - 01:30									
01:30 - 02:00									
02:00 - 02:30									
02:30 - 03:00									
03:00 - 03:30									
03:30 - 04:00									
04:00 - 04:30									
04:30 - 05:00									
05:00 - 05:30									
05:30 - 06:00									
06:00 - 06:30									
06:30 - 07:00									
07:00 - 07:30	8	2425	0.227	8	2425	0.015	8	2425	0.242
07:30 - 08:00	8	2425	0.515	8	2425	0.021	8	2425	0.536
08:00 - 08:30	8	2425	1.221	8	2425	0.036	8	2425	1.257
08:30 - 09:00	8	2425	1.422	8	2425	0.082	8	2425	1.504
09:00 - 09:30	8	2425	0.948	8	2425	0.149	8	2425	1.097
09:30 - 10:00	8	2425	0.608	8	2425	0.124	8	2425	0.732
10:00 - 10:30	8	2425	0.320	8	2425	0.196	8	2425	0.516
10:30 - 11:00	8	2425	0.314	8	2425	0.134	8	2425	0.448
11:00 - 11:30	8	2425	0.242	8	2425	0.160	8	2425	0.402
11:30 - 12:00	8	2425	0.129	8	2425	0.186	8	2425	0.315
12:00 - 12:30	8	2425	0.268	8	2425	0.624	8	2425	0.892
12:30 - 13:00	8	2425	0.459	8	2425	0.886	8	2425	1.345
13:00 - 13:30	8	2425	0.531	8	2425	0.783	8	2425	1.314
13:30 - 14:00	8	2425	0.752	8	2425	0.454	8	2425	1.206
14:00 - 14:30	8	2425	0.402	8	2425	0.268	8	2425	0.670
14:30 - 15:00	8	2425	0.392	8	2425	0.397	8	2425	0.789
15:00 - 15:30	8	2425	0.160	8	2425	0.335	8	2425	0.495
15:30 - 16:00	8	2425	0.253	8	2425	0.443	8	2425	0.696
16:00 - 16:30	8	2425	0.232	8	2425	0.490	8	2425	0.722
16:30 - 17:00	8	2425	0.160	8	2425	0.649	8	2425	0.809
17:00 - 17:30	8	2425	0.046	8	2425	1.278	8	2425	1.324
17:30 - 18:00	8	2425	0.021	8	2425	1.098	8	2425	1.119
18:00 - 18:30	7	2596	0.033	7	2596	0.666	7	2596	0.699
18:30 - 19:00	7	2596	0.006	7	2596	0.242	7	2596	0.248
19:00 - 19:30									
19:30 - 20:00									
20:00 - 20:30									
20:30 - 21:00									
21:00 - 21:30									
21:30 - 22:00									
22:00 - 22:30									
22:30 - 23:00									
23:00 - 23:30									
23:30 - 24:00									
Total Rates:			9.661			9.716			19.377

This section displays the trip rate results based on the selected set of surveys and the selected count type (shown just above the table). It is split by three main columns, representing arrivals trips, departures trips, and total trips (arrivals plus departures). Within each of these main columns are three sub-columns. These display the number of survey days where count data is included (per time period), the average value of the selected trip rate calculation parameter (per time period), and the trip rate result (per time period). Total trip rates (the sum of the column) are also displayed at the foot of the table.

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Appendix C

TRICS data – Hotel use

Motion High Street Guildford Licence No: 734001

Calculation Reference: AUDIT-734001-240104-0110

TRIP RATE CALCULATION SELECTION PARAMETERS:

Land Use : 06 - HOTEL, FOOD & DRINK
Category : A - HOTELS
MULTI-MODAL TOTAL VEHICLES

Selected regions and areas:

01	GREATER LONDON		
	EN	ENFIELD	1 days
02	SOUTH EAST		
	HC	HAMPSHIRE	1 days
04	EAST ANGLIA		
	NF	NORFOLK	1 days
05	EAST MIDLANDS		
	DS	DERBYSHIRE	1 days
06	WEST MIDLANDS		
	WO	WORCESTERSHIRE	1 days
07	YORKSHIRE & NORTH LINCOLNSHIRE		
	AL	CALDERDALE	1 days
	NY	NORTH YORKSHIRE	1 days

This section displays the number of survey days per TRICS® sub-region in the selected set

Primary Filtering selection:

This data displays the chosen trip rate parameter and its selected range. Only sites that fall within the parameter range are included in the trip rate calculation.

Parameter:	Number of bedrooms
Actual Range:	38 to 157 (units:)
Range Selected by User:	24 to 200 (units:)

Parking Spaces Range: All Surveys Included

Public Transport Provision:
Selection by: Include all surveys

Date Range: 01/01/15 to 16/11/21

This data displays the range of survey dates selected. Only surveys that were conducted within this date range are included in the trip rate calculation.

Selected survey days:

Monday	2 days
Tuesday	2 days
Thursday	1 days
Friday	2 days

This data displays the number of selected surveys by day of the week.

Selected survey types:

Manual count	7 days
Directional ATC Count	0 days

This data displays the number of manual classified surveys and the number of unclassified ATC surveys, the total adding up to the overall number of surveys in the selected set. Manual surveys are undertaken using staff, whilst ATC surveys are undertaking using machines.

Selected Locations:

Edge of Town Centre	3
Edge of Town	4

This data displays the number of surveys per main location category within the selected set. The main location categories consist of Free Standing, Edge of Town, Suburban Area, Neighbourhood Centre, Edge of Town Centre, Town Centre and Not Known.

Selected Location Sub Categories:

Industrial Zone	1
Development Zone	1
Residential Zone	3
Built-Up Zone	1
Out of Town	1

This data displays the number of surveys per location sub-category within the selected set. The location sub-categories consist of Commercial Zone, Industrial Zone, Development Zone, Residential Zone, Retail Zone, Built-Up Zone, Village, Out of Town, High Street and No Sub Category.

Inclusion of Servicing Vehicles Counts:

Servicing vehicles Included	5 days - Selected
Servicing vehicles Excluded	2 days - Selected

Secondary Filtering selection:

Use Class:

C1	7 days

This data displays the number of surveys per Use Class classification within the selected set. The Use Classes Order (England) 2020 has been used for this purpose, which can be found within the Library module of TRICS®.

Population within 500m Range:
All Surveys Included

Secondary Filtering selection (Cont.):

Population within 1 mile:

1,001 to 5,000	1 days
5,001 to 10,000	1 days
10,001 to 15,000	1 days
15,001 to 20,000	1 days
20,001 to 25,000	1 days
25,001 to 50,000	1 days
50,001 to 100,000	1 days

This data displays the number of selected surveys within stated 1-mile radii of population.

Population within 5 miles:

25,001 to 50,000	1 days
75,001 to 100,000	1 days
125,001 to 250,000	3 days
250,001 to 500,000	1 days
500,001 or More	1 days

This data displays the number of selected surveys within stated 5-mile radii of population.

Car ownership within 5 miles:

0.6 to 1.0	3 days
1.1 to 1.5	4 days

This data displays the number of selected surveys within stated ranges of average cars owned per residential dwelling, within a radius of 5-miles of selected survey sites.

Travel Plan:

No	7 days

This data displays the number of surveys within the selected set that were undertaken at sites with Travel Plans in place, and the number of surveys that were undertaken at sites without Travel Plans.

PTAL Rating:

No PTAL Present	6 days
1a (Low) Very poor	1 days

This data displays the number of selected surveys with PTAL Ratings.

LIST OF SITES relevant to selection parameters

1 AL-06-A-01 TRAVELODGE CALDERDALE
DEAN CLOUGH
HALIFAX

Edge of Town Centre
Development Zone
Total Number of bedrooms: 51
Survey date: MONDAY *22/10/18* *Survey Type: MANUAL*

2 DS-06-A-04 HOLIDAY INN DERBYSHIRE
CARTER LANE EAST
SOUTH NORMANTON

Edge of Town
Residential Zone
Total Number of bedrooms: 157
Survey date: FRIDAY *15/10/21* *Survey Type: MANUAL*

3 EN-06-A-01 HOTEL ENFIELD
COCKFOSTERS ROAD
HADLEY WOOD

Edge of Town
Residential Zone
Total Number of bedrooms: 80
Survey date: TUESDAY *16/11/21* *Survey Type: MANUAL*

4 HC-06-A-07 TRAVELODGE HAMPSHIRE
COVE ROAD
FLEET

Edge of Town
Out of Town
Total Number of bedrooms: 40
Survey date: THURSDAY *09/09/21* *Survey Type: MANUAL*

5 NF-06-A-04 HOTEL NORFOLK
THORPE ROAD
NORWICH
THORPE HAMLET
Edge of Town Centre
Built-Up Zone
Total Number of bedrooms: 38
Survey date: MONDAY *25/11/19* *Survey Type: MANUAL*

6 NY-06-A-01 ASCEND HOTEL NORTH YORKSHIRE
PARK PARADE
HARROGATE

Edge of Town Centre
Residential Zone
Total Number of bedrooms: 100
Survey date: TUESDAY *23/10/18* *Survey Type: MANUAL*

7 WO-06-A-04 PREMIER INN WORCESTERSHIRE
GROVEWOOD ROAD
MALVERN

Edge of Town
Industrial Zone
Total Number of bedrooms: 64
Survey date: FRIDAY *12/11/21* *Survey Type: MANUAL*

This section provides a list of all survey sites and days in the selected set. For each individual survey site, it displays a unique site reference code and site address, the selected trip rate calculation parameter and its value, the day of the week and date of each survey, and whether the survey was a manual classified count or an ATC count.

TRIP RATE for Land Use 06 - HOTEL, FOOD & DRINK/A - HOTELS
MULTI-MODAL TOTAL VEHICLES
Calculation factor: 1 BEDRMS
BOLD print indicates peak (busiest) period
Total People to Total Vehicles ratio (all time periods and directions): 1.69

	ARRIVALS			DEPARTURES			TOTALS		
Time Range	No. Days	Ave. BEDRMS	Trip Rate	No. Days	Ave. BEDRMS	Trip Rate	No. Days	Ave. BEDRMS	Trip Rate
00:00 - 01:00									
01:00 - 02:00									
02:00 - 03:00									
03:00 - 04:00									
04:00 - 05:00									
05:00 - 06:00									
06:00 - 07:00									
07:00 - 08:00	7	76	0.049	7	76	0.143	7	76	0.192
08:00 - 09:00	7	76	0.121	7	76	0.187	7	76	0.308
09:00 - 10:00	7	76	0.121	7	76	0.162	7	76	0.283
10:00 - 11:00	7	76	0.102	7	76	0.119	7	76	0.221
11:00 - 12:00	7	76	0.094	7	76	0.100	7	76	0.194
12:00 - 13:00	7	76	0.083	7	76	0.079	7	76	0.162
13:00 - 14:00	7	76	0.094	7	76	0.083	7	76	0.177
14:00 - 15:00	7	76	0.143	7	76	0.111	7	76	0.254
15:00 - 16:00	7	76	0.136	7	76	0.125	7	76	0.261
16:00 - 17:00	7	76	0.132	7	76	0.104	7	76	0.236
17:00 - 18:00	7	76	0.147	7	76	0.113	7	76	0.260
18:00 - 19:00	7	76	0.179	7	76	0.094	7	76	0.273
19:00 - 20:00	7	76	0.149	7	76	0.066	7	76	0.215
20:00 - 21:00	7	76	0.087	7	76	0.051	7	76	0.138
21:00 - 22:00	7	76	0.047	7	76	0.034	7	76	0.081
22:00 - 23:00									
23:00 - 24:00									
Total Rates:			1.684			1.571			3.255

This section displays the trip rate results based on the selected set of surveys and the selected count type (shown just above the table). It is split by three main columns, representing arrivals trips, departures trips, and total trips (arrivals plus departures). Within each of these main columns are three sub-columns. These display the number of survey days where count data is included (per time period), the average value of the selected trip rate calculation parameter (per time period), and the trip rate result (per time period). Total trip rates (the sum of the column) are also displayed at the foot of the table.

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Parameter summary

Trip rate parameter range selected:	38 - 157 (units:)
Survey date date range:	01/01/15 - 16/11/21
Number of weekdays (Monday-Friday):	7
Number of Saturdays:	0
Number of Sundays:	0
Surveys automatically removed from selection:	0
Surveys manually removed from selection:	0

This section displays a quick summary of some of the data filtering selections made by the TRICS® user. The trip rate calculation parameter range of all selected surveys is displayed first, followed by the range of minimum and maximum survey dates selected by the user. Then, the total number of selected weekdays and weekend days in the selected set of surveys are show. Finally, the number of survey days that have been manually removed from the selected set outside of the standard filtering procedure are displayed.

TRIP RATE for Land Use 06 - HOTEL, FOOD & DRINK/A - HOTELS
MULTI-MODAL TOTAL PEOPLE
Calculation factor: 1 BEDRMS
BOLD print indicates peak (busiest) period
Total People to Total Vehicles ratio (all time periods and directions): 1.69

	ARRIVALS			DEPARTURES			TOTALS		
Time Range	No. Days	Ave. BEDRMS	Trip Rate	No. Days	Ave. BEDRMS	Trip Rate	No. Days	Ave. BEDRMS	Trip Rate
00:00 - 01:00									
01:00 - 02:00									
02:00 - 03:00									
03:00 - 04:00									
04:00 - 05:00									
05:00 - 06:00									
06:00 - 07:00									
07:00 - 08:00	7	76	0.066	7	76	0.209	7	76	0.275
08:00 - 09:00	7	76	0.157	7	76	0.274	7	76	0.431
09:00 - 10:00	7	76	0.179	7	76	0.275	7	76	0.454
10:00 - 11:00	7	76	0.175	7	76	0.213	7	76	0.388
11:00 - 12:00	7	76	0.142	7	76	0.196	7	76	0.338
12:00 - 13:00	7	76	0.138	7	76	0.134	7	76	0.272
13:00 - 14:00	7	76	0.142	7	76	0.138	7	76	0.280
14:00 - 15:00	7	76	0.251	7	76	0.187	7	76	0.438
15:00 - 16:00	7	76	0.223	7	76	0.198	7	76	0.421
16:00 - 17:00	7	76	0.242	7	76	0.196	7	76	0.438
17:00 - 18:00	7	76	0.289	7	76	0.179	7	76	0.468
18:00 - 19:00	7	76	0.313	7	76	0.172	7	76	0.485
19:00 - 20:00	7	76	0.300	7	76	0.123	7	76	0.423
20:00 - 21:00	7	76	0.168	7	76	0.100	7	76	0.268
21:00 - 22:00	7	76	0.087	7	76	0.032	7	76	0.119
22:00 - 23:00									
23:00 - 24:00									
Total Rates:			2.872			2.626			5.498

This section displays the trip rate results based on the selected set of surveys and the selected count type (shown just above the table). It is split by three main columns, representing arrivals trips, departures trips, and total trips (arrivals plus departures). Within each of these main columns are three sub-columns. These display the number of survey days where count data is included (per time period), the average value of the selected trip rate calculation parameter (per time period), and the trip rate result (per time period). Total trip rates (the sum of the column) are also displayed at the foot of the table.

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Appendix D

Framework Travel Plan

Proposed Apart-Hotel Development
14 Bedford Row & 12-14 Jockey's Fields,
Camden

Framework Travel Plan

For

True North Management Limited

Document Control Sheet

Proposed Apart-Hotel Development

14 Bedford Row & 12-14 Jockey's Fields, Camden

True North Management Limited

This document has been issued and amended as follows:

Date	Issue	Prepared by	Approved by
12/04/2024	1st Draft	GL	PdeJ
23/04/2024	2nd Draft	GL	PdeJ

Motion
84 North Street
Guildford
GU1 4AU
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W www.motion.co.uk

Contents

Figures

1.0 Introduction

1.1 Motion has been appointed by True North Management Limited to prepare this Framework Travel Plan and provide transport consultancy advice in relation to the redevelopment of office space into 65 apart-apart-hotel rooms at 14 Bedford Row & 12-14 Jockey's Fields, Camden, in the London Borough of Camden (LBC).

1.2 The site lies in an urban area of Camden approximately 550m northeast of Holborn and is surrounded by predominantly residential and business buildings.

1.3 The site at 14 Bedford Row & 12-14 Jockey's Fields, is currently unoccupied office space of 2,358 sqm across 6 floors with access taken via both Bedford Road and Jockey's Fields. The proposal is for the office space to be converted to an apart-hotel use accommodating 65 rooms, there will be no car parking for this development due to its location to local amenities and its use.

1.4 TfL defines a Travel Plan as 'a long-term management strategy for an organisation or site that seeks to deliver sustainable transport objectives through action and is articulated in a document that is regularly reviewed'. A Travel Plan involves identifying an appropriate package of measures aimed at promoting sustainable travel, with an emphasis on reducing reliance on 'single occupancy car journeys'.

1.5 A Travel Plan should establish a structured strategy with clear objectives and targets, supported by suitable policies and quality measures for implementation. Whilst the location of a development, its physical design, and proximity to facilities and services create the conditions to make sustainable travel choices a natural option. Communicating these opportunities to the occupier and workers is critical to the success of the Travel Plan.

1.6 The Travel Plan should demonstrate a holistic approach by incorporating both the 'hard' engineering measures and the 'soft' communications and management measures necessary to address the transport impacts arising from development.

1.7 The contact details for the Consultant who has prepared the Framework Travel Plan for the 14 Bedford Row & 12-14 Jockey's Fields project are provided as follows:

Consultant:	Developer:
Motion	True North Management Limited
84 North Street	The Lighthouse Building
Guildford	1 King's Cross Bridge
Surrey, GU1 4AU	London, N1 9NW
Contact Name: Phil de Jongh	
Tel Number: 01483 531500	Email: hello@truenorthm.com

Structure of the Travel Plan Statement

1.8 The Travel Plan sets out a series of objectives, targets and measures, and is intended to establish the overarching mechanisms to manage the Travel Plan and monitor its effectiveness for influencing travel choices in accordance with the agreed targets. Planning guidance highlights the emphasis being placed on the integration of land-use, transport, and planning decisions. In order to achieve good integration, high density development should be encouraged in areas with excellent levels of accessibility to public transport.

1.9 The implementation of pre-occupation measures included within the Travel Plan will be the responsibility of the developer and/or the apart-hotel operator.

1.10 The Travel Plan Co-ordinator (TPC) for implementation of the Travel Plan will be appointed by the Apart-Hotel Management team. The TPC for the Travel Plan will periodically report to the London Borough of Camden.

1.11 The structure of this Framework Travel Plan is set out below:

- Chapter 2: Planning Policy and Best Practice;
- Chapter 3: Context and Site Assessment;
- Chapter 4: Proposed Development
- Chapter 5: Travel Demands;
- Chapter 6: Objectives and Targets;
- Chapter 7: Package of Measures;
- Chapter 8: Management;
- Chapter 9: Monitoring and Review; and
- Chapter 10: Action Plan.

2.0 Planning Policy and Best Practice

Policy Overview

2.1 Relevant local, regional, and national planning policy and guidance has been reviewed to provide context for assessment of the proposed development.

National Policy

National Planning Policy Framework – December 2023

2.2 The latest National Planning Policy Framework (NPPF) was published in December 2023. In promoting sustainable transport and generating Travel Plans, the NPPF identifies at paragraph 108 that:

'Transport issues should be considered from the earliest stages of plan-making and development proposals, so that:

a) the potential impacts of development on transport networks can be addressed;

b) opportunities from existing or proposed transport infrastructure, and changing transport technology and usage, are realised – for example in relation to the scale, location or density of development that can be accommodated;

c) opportunities to promote walking, cycling and public transport use are identified and pursued;

d) the environmental impacts of traffic and transport infrastructure can be identified, assessed and taken into account – including appropriate opportunities for avoiding and mitigating any adverse effects, and for net environmental gains; and

e) patterns of movement, streets, parking and other transport considerations are integral to the design of schemes, and contribute to making high quality places.'

2.3 Followed by paragraph 117 stating that:

'All developments that will generate significant amounts of movement should be required to provide a travel plan, and the application should be supported by a transport statement or transport assessment so that the likely impacts of the proposal can be assessed.'

National Planning Practice Guidance – March 2014

2.4 The National Planning Practice Guidance (NPPG) was published in March 2014, offering updated and revised guidance on planning where necessary. The online version allows stakeholders to be altered in real time when future amendments to individual policies are made, thereby ensuring that the most up to-date guidance documents are available.

2.5 The NPPG provides additional guidance to supplement the planning policies contained in the NPPF.

2.6 The guidance on Travel Plans refers back to Paragraph 32 of the NPPF, and there are no major changes from previous guidance on their scope or content.

2.7 Paragraph 9 of the NPPG states that the need for a Travel Plan for a particular development will depend on factors including:

- Travel Plan policies contained within the local authority's Local Plan;
- Proposed development quantum's, and in particular whether they fall above or below any thresholds which may exist for the production of Travel Plans;
- Existing public transport availability and patronage; and

- Site-specific considerations, which could include proximity to environmentally sensitive areas or the need to focus on particular elements within the Travel Plan (e.g. minimising traffic generation levels).

2.8 Paragraph 11 gives details of the approach to be taken when drawing up a Travel Plan. Guidance points include:

- Setting specific outcomes rather than just outlining the process to be followed;
- Considering all journeys associated with the proposed development, including visitor trips;
- Taking a reasonable approach to sanctions in the event of targets not being met. In particular, it is noted that Travel Plans can only impose certain conditions if they are consistent with Government policy; and
- Advising that "it is often best to retain the ability to establish certain elements of the Travel Plan or review outcomes after the development has started operating" so that the actual operational and occupational characteristics of the developments can be taken into account once it is up and running. In this respect, a more fluid approach is deemed preferable to one which is overly prescriptive prior to occupation.

2.9 Paragraph 12 offers guidance on the monitoring of Travel Plans. The developer and the local authority should agree on the monitoring plan to be followed and with whom the responsibility for ensuring compliance lies. The guidance advises that monitoring should continue until the development's travel

patterns are deemed to be consistent with the Travel Plan objectives, after which point the Travel Plan could remain active but would become a voluntary initiative.

Good Practice Guidance Guidelines: Delivering Travel Plans Through the Planning Process, DfT – March 2014

2.10 The DfT guidelines are intended to assist all stakeholders, in both the public and private sectors, to secure an effective policy framework, determine when a Travel Plan is required, how it should be prepared and what it should contain within the context of an integrated planning and transport process. They also set out how Travel Plans should be evaluated, secured, implemented and then also monitored and managed in the longer term as part of this process.

2.11 When determining whether a Travel Plan is needed the local planning authorities should consider:

- *'the Travel Plan policies (if any) of the Local Plan;*
- *the scale of the proposed development and its potential for additional trip generation (smaller applications with limited impacts may not need a Travel Plan);*
- *existing intensity of transport use and the availability of public transport;*
- *proximity to nearby environmental designations or sensitive areas;*
- *impact on other priorities/ strategies (such as promoting walking and cycling);*
- *the cumulative impacts of multiple developments within a particular area;*
- *whether there are particular types of impacts around which to focus the Travel Plan (eg minimising traffic generated at peak times); and*
- *relevant national policies, including the decision to abolish maximum parking standards for both residential and non-residential development.'*

2.12 Travel Plans should identify specific required outcomes as well as targets and measures and future monitoring, additionally they should set explicit outcomes.

Regional

The London Plan – March 2021

2.13 The London Plan was adopted in March 2021 and aims to ensure that London's transport is easy, safe, and convenient for everyone and actively encourages more walking and cycling and makes better use of the Thames.

2.14 Policy T4 Assessing and Mitigating Transport Impacts States:

'..Transport assessments should focus on embedding the Healthy Streets Approach within, and in the vicinity of, new development. Travel Plans, Parking Design and Management Plans, Construction Logistics Plans and Delivery and Servicing Plans will be required having regard to Transport for London guidance.'

2.15 Policy T5 refers to cycling and cycle parking, those relevant to the development are provided in Table 2.1. These are minimum standards.

Land Use	Long-stay (e.g. for guests or employees)	Short-stay (e.g. for visitors or customers)
C1 Hotel	1 space per 20 bedrooms	1 space per 50 bedrooms

Table 2.1 – London Cycle Parking Standards

Travel Planning for New Development in London – November 2013

2.16 In November 2013, TfL published the new guidance on the requirements for travel plans for new developments in London.

2.17 The type of Travel Plan required should be considered in context of a range of circumstances. Thresholds set out in Table 2.2 state which type of Travel Plan is required. In cases where occupiers do not meet the thresholds a Travel Plan is not required. Where this is the case, it will be encouraged that occupiers take up sustainable transport initiatives. It should also be noted that such occupiers will continue to benefit from the site wide Travel Plan measures.

Land Use	Travel Plan Statement	Full Travel Plan	TP Requirement for development
C1 Hotel	>20 staff but less than 100 beds	>= 100 beds	Framework Travel Plan

Table 2.2 – TFL Travel Plan Thresholds

2.19 This section briefly outlines the existing transport environment in relation to site accessibility and the pedestrian, cycle, public transport and highway networks. The Transport Assessment will include a detailed appraisal of the existing transport network and programmed improvements.

2.20 The overall development quantum is presented in paragraph 1.1. Based on the above thresholds in Table 2.2, a Framework Travel has been produced. Where developments comprising of one or more elements that exceed the thresholds or outline planning permission for which specific elements are not yet established, a Framework Travel Plan will be required.

2.21 Where appropriate, iTRACE will be used in the development of the future Travel Plan as well as the emerging TfL Guidance and Tools.

2.22 Travel plans may also be required in specific circumstances for developments below the thresholds shown:

- Where the proposed development has the potential for significant traffic impact which requires mitigation or has accessibility issues to be addressed. This may apply particularly to mixed-use developments where each individual land use may not reach these thresholds but in combination will have a significant impact, or to developments that may generate a lot of visitor trips
- For phased developments where the initial phasing may not reach the specified threshold, but future phases will reach/exceed the threshold; and
- For applications for extensions or other proposals, where the proposal itself does not reach the threshold but where the combined existing and proposed development meets or exceeds the threshold.

2.23 A Framework Travel Plan should include:

- A commitment to individual Travel Plan development by occupiers of the site, where they relate to elements of the scheme that exceed the thresholds;
- As occupiers are confirmed, they will need to submit a full travel plan statement, as appropriate for their occupation. This requirement should be included within the terms of the lease, or before ownership is transferred if the site is sold;
- Baseline travel patterns delivered;
- Measures to be delivered site-wide, and responsibility for the delivery and funding of these;
- Future actions for Travel Plan development and refinement; and
- Preliminary targets based on associated transport assessment predictions with appropriate timescales.

Mayor's Transport Strategy

2.24 Transport for London (TfL) reiterates the description of Travel Plans set out in the London Mayor's Transport Strategy: "*… long-term management strategies which should support sustainable and active travel at both new and existing developments*."

2.25 The guidance covers: the benefits of a travel plan, recommended contents, TfL's monitoring process, and how TfL secures and enforces the achievement of Travel Plan targets.

2.26 The thresholds for requiring a Travel Plan according to the nature and scale of the proposed/approved development are provided in the 'Transport Assessment' section of the TfL website.

Local Policy

Camden Local Plan -July 2017

2.27 The Camden Local Plan was adopted in July 2017 and outlines policies for the area. Within the document there are a number of policies which refer to transport and more importantly Travel Plans.

2.28 Policy A1 Managing the impact of development states:

"The Council will seek to protect the quality of life of occupiers and neighbours. We will grant permission for development unless this causes unacceptable harm to amenity.

We will:

a. seek to ensure that the amenity of communities, occupiers and neighbours is protected;

b. seek to ensure development contributes towards strong and successful communities by balancing the needs of development with the needs and characteristics of local areas and communities;

c. resist development that fails to adequately assess and address transport impacts affecting communities, occupiers, neighbours and the existing transport network; and

d. require mitigation measures where necessary.

The factors we will consider include:

e. visual privacy, outlook;

f. sunlight, daylight and overshadowing;

g. artificial lighting levels;

h. transport impacts, including the use of Transport Assessments, Travel Plans and Delivery and Servicing Management Plans;

i. impacts of the construction phase, including the use of Construction Management Plans;

j. noise and vibration levels;

k. odour, fumes and dust; l. microclimate; m. contaminated land; and n. impact upon water and wastewater infrastructure."

Camden Planning Guidance – Transport – January 2021

2.29 Section 3 of the Camden Planning Guidance (Transport) was adopted in January 2021 and supports policies set out in the Camden Local Plan 2017. Within the document it states:

"Travel Plans enable a development to proceed without adverse impact on the transport network through promoting a greater use of sustainable travel and thereby helping to tackle congestion and air pollution.

The requirements of a travel plan will be tailored to the specific characteristics of the site and nature of the development."

2.30 Within the document they outline what should be included within a Travel Plan and what measures should be promoted through the document.

3.0 Context and Site Assessment

Site Context

3.1 This section demonstrates that the site is well located in terms of its proximity to public transport services. All key services and facilities can also be accessed on foot or by an extensive network of cycle routes.

3.2 The following sections consider the local transport network, including public transport services, cycle and pedestrian routes and the highway network.

3.3 The site is accessed via Bedford Row a two-way single carriageway subject to a 20 miles per hour speed limit providing access north to Theobalds Road which connects west to the A40 and east to the A2500. The site is located within close proximity to Holborn tub station as well as a number of bus stops. The site location can be seen in Figure 3.1.

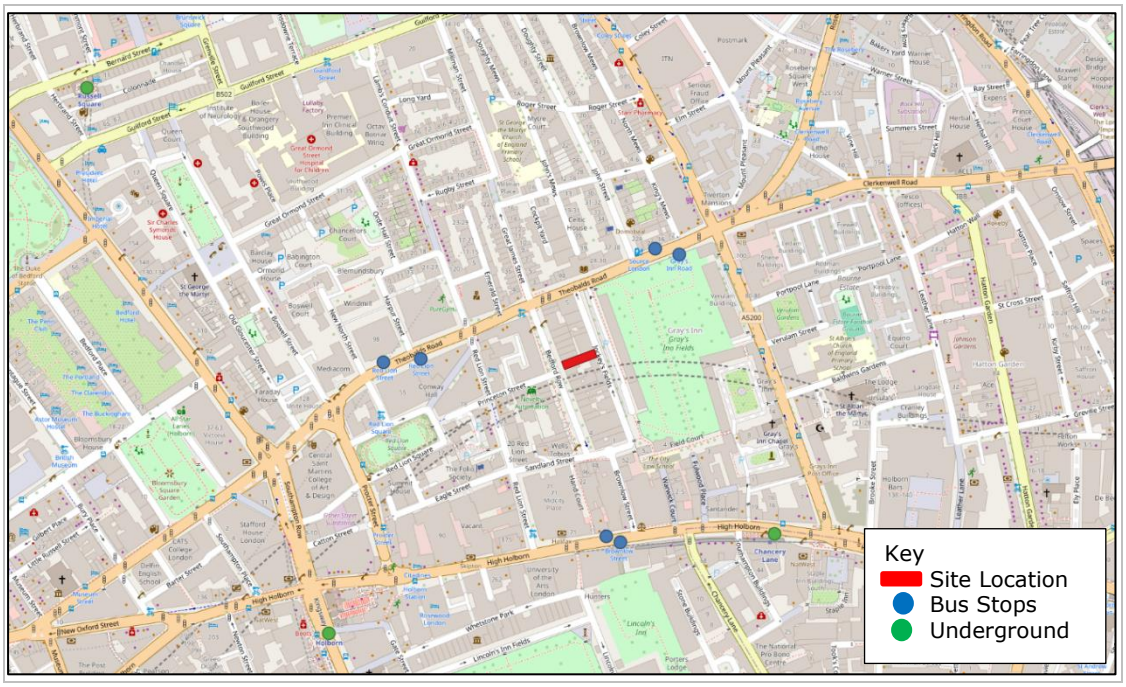

Figure 3.1- Site Location Plan

Sustainable Transport Accessibility

3.4 It is generally accepted that walking and cycling provide important alternatives to the private car and should be encouraged to form part of longer journeys via public transport. The Chartered Institution of Highways and Transportation released two documents, 'Planning for Walking' in April 2015 and 'Planning for Cycling' in October 2014. The documents provide an insight into the sustainable methods of transport, including:

- *"Across Britain about 80% of journeys shorter than 1 mile are made wholly on foot…but beyond that distance cars are the dominant modes"* (Planning for Walking, 2015).
- *"Majority of cycling trips are used for short distances, with 80% being less than five miles and with 40% being less than two miles"* (Planning for Cycling, 2014).

3.5 The NPPF recognises that *"the transport system needs to be balanced in favour of sustainable transport modes, giving people a real choice about how they travel".* Furthermore, Manual for Streets identifies

'walkable neighbourhoods' as *"having a range of facilities within 10 minutes' (up to about 800m) walking distance of residential areas which residents may access comfortably on foot".*

3.6 Within Manual for Streets, it is noted that 800 metres is not considered the maximum walking distance for pedestrians, highlighting that walking can replace short car trips, particularly those under 2 kilometres. The National Travel Survey 2020 (NTS) also noted that *"81% of all trips under one mile are walks"*, making it the most frequent mode of travel for very short distances.

3.7 The Chartered Institution of Highways and Transportation (CIHT) 'Guidelines for Providing Journeys on Foot' (2000) suggests acceptable, desirable and preferred maximum walking distances ('acceptable' walking distances would vary between individuals). Table 3.1 summarises the suggested walking distances for pedestrians without mobility impairment for some common trip purposes.

Description of Walking Distances	Distance to Destination (metres)		
	Town Centres	Commuting/ Schools	Elsewhere
Desirable	200	500	400
Acceptable	400	1,000	800
Preferred Minimum	800	2,000	1,200

Table 3.1 – Suggested Walking Distances, 'Providing for Journeys on Foot', CIHT, 2000

Accessibility by Foot

3.8 Bedford Row benefits from wide pavements on both sides of the carriageway, these are continuously lit and continue onto other local roads providing a continuous access route into Holborn and to local transport connections and amenities. Dropped kerbs are provided at crossing points to aid accessibility.

3.9 Pedestrian access to the site is via Bedford Row directly into the site. Wheelchair access is currently available via Jockey's Fields, to the rear of the site which can be accessed via heading north or south along Bedford Row.

Accessibility by Cycle

3.10 Although there are no on-road cycle provisions located along Bedford Row, the low speed limit and flat topography, it is deemed acceptable for cyclists to use.

3.11 Approximately 170 metres north-west of the site cycleway 41 (C41) passes through which connects Holborn to Euston Station. This also connects to C6 which provides access from Paddington to Farringdon; other London cycle routes are situated close to the site including C10, C52 and C11 providing access to a number of destinations across London.

3.12 Located approximately 100 metres north of the site along the A401, are Santander Cycles which provide fast and easy access for 24 cycles that can be used around London. To use these bikes, users must tap their card and then can use the bike, other parking bays are situated around London for drop off/ puck up.

Public Transport Accessibility

3.13 The Public Transport Accessibility Level (PTAL) is a development planning tool used within London which provides a guide to the relative accessibility of an area. PTAL scores range from 1 to 6b, where 6b is the highest score and 1 the lowest. The application site has a PTAL score of 6b (best) which indicates that the site is highly accessible by public transport.

3.14 The PTAL output for 14 Bedford Row sits within 6b (best) as the site is within walking distance of a number of tube stations, train stations and bus stops as detailed in the paragraphs below.

Accessibility by Bus

3.15 The nearest bus stop to the site is located approximately 230 metres north-west of the site, along Theobalds Road which equates to a 3-minute walk. This bus stop is provided with a bus shelter, flag and timetable information. Table 3.1 below summarises the services and frequency of services at this bus stop.

Service	Route	Approximate Frequency		
		Mon-Fri	Sat	Sun
55	Walthamstow Bus Station – Hackney Central Station – Old Street Station – Oxford Circus Station	Every 5-9 minutes	Every 7-11 minutes	Every 9-13 minutes
243	Redvers Road – Bruce Grove Station – Old Street Station – Waterloo Station	Every 7-10 minutes	Every 12-13 minutes	Every 9-12 minutes
N19	Finsbury Park Interchange – Angel Station – Piccadilly Circus – Sloane Square – Clapham Junction	Every 30 minutes	Every 30 minutes	Every 30 minutes
N38	Walthamstow Bus Station – Piccadilly Circus – Victoria Bus Station or Buckingham Palace Road	Every 20 minutes	Every 13-15 minutes	Every 20 minutes
N41	Trafalgar square – Angel Station – Seven Sisters Station – Tottenham Hale Bus Station	Every 30 minutes	Every 30 minutes	Every 30 minutes
N55	St Thomas of Canterbury Church – South Woodford Station – Lea Bridge Station – Oxford Circus Station	Every 30 minutes	Every 30 minutes	Every 30 minutes

Table 3.1 – Local Bus Services from Theobalds Road

3.16 Additional services are available from the bus stops located approximately 250 metres south of the site along the A40. Table 3.2 below summarises the services and frequency of services at this bus stop.

Service	Route	Approximate Frequency		
		Mon-Fri	Sat	Sun
8	Bow Church – Bethnal Green Station - St Paul's Station – St Giles High Street	Every 6-10 minutes	Every 6-10 minutes	Every 9 -12 minutes
59	Telford Avenue – Brixton Station – Holborn Station – St Bartholomew's Hospital	Every 5-8 minutes	Every 7-11 minutes	Every 10-13 minutes
133	Streatham Station – Brixton Station – Borough Sation – Holborn Station	Every 7-11 minutes	Every 7-10 minutes	Every 11-13 minutes
N8	The Lowe – Gants Hill Station – Maryland Station – St Paul's Station – Oxford Circus Station	Every 20 minutes	Every 20 minutes	Every 20 minutes
N25	Hainault Street – Stratford Bus Station – Cornhill – Holborn Station – Oxford Circus Station	Every 7-9 minutes	Every 11-13 minutes	Every 7-9 minutes
N242	Wardle Street – Hackney Central Station – Liverpool Street Station – St Giles High Street	Every 30 minutes	Every 30 minutes	Every 30 minutes

Table 3.2 – Local Bus Services from the A40

Accessibility by Rail

3.17 Farringdon railway station is located approximately 1.1km east of the site, which equates to a circa 17 minute walk or 7 minute cycle. The station is served by Thameslink and the Elizabeth Line, it has some step free access as well as staff assistance during peak periods and through until midnight each day. Table 3.3 outlines the services available from Farringdon Station and the frequency of them.

Service	Route	Approximate Frequency		
		Mon-Fri	Sat	Sun
Thameslink				
Cambridge	Farringdon – London St Pancras International – Finsbury Park – Stevenage – Hitchin – Letchworth Garden City – Baldock – Ashwell and Morden – Royston – Cambridge	2 per hour	Non-direct	Non-direct
Brighton	Farringdon – City Thameslink - London Blackfriars – London Bridge – East Croydon – Gatwick Airport – Three Bridges- Balcombe – Haywards heat h-Wivelsfield – Burgess Hill – Hassocks – Preston Park – Brighton	4-5 per hour	3 per hour	3 per hour
St Albans City	Farringdon – London St Pancras International – Kentish Town – West Hampstead Thameslink – Cricklewood – Brent Cross West – Hendon – Mill Hill Broadway – Elstree & Borehamwood – Radlett – St Albans City	10 per hour	10 per hour	6 per hour
Bedford	Farringdon – London St Pancras International –West Hampstead Thameslink – St Albans City – Harpenden – Luton Airport Parkway – Leagrave – Harlington – Flitwick - Bedford	7 per hour	7 per hour	4 per hour
Sutton	Farringdon – London Blackfriars – Elephant & Castle – Loughborough Junction – Herne Hill – Tulse Hill – Streatham – Mitcham Eastfield's – Mitchan Junction – Hackbridge – Carshalton – Sutton	4 per hour	4 per hour	4 per hour
Elizabeth Line				
Abbey Wood	Farringdon – London Liverpool Street – Whitechapel – Canary Wharf – Custom House – Woolwich – Abbey Wood	10 per hour	10 per hour	8 per hour
Heathrow Terminal 5	Farringdon – Tottenham Court Road – Bond Street – London Paddington – Ealing Broadway – West Ealing – Hayes and Harlington – Heathrow Terminal 2 & 3 – Heathrow Terminal 5	2 per hour	2 per hour	2 per hour
Shenfield	Farringdon – London Liverpool Street – Whitechapel – Stratford – Maryland – Forest Gate – Manor Park – Ilford – Seven Kings – Good Mayes – Chadwell Heath – Romford – Gidea Park – Harold Wood – Brentwood – Shenfield	7 per hour	7 per hour	4 per hour
Paddington	Farringdon – Tottenham Court Road – Bond Street – London Paddington	16 per hour	16 per hour	16 per hour
Reading	Farringdon – Tottenham Court Road – Bond Street – London Paddington – Ealing Broadway – Southall – Hayes and Harlington – West Drayton – Langley – Slough – Burnham – Taplow – Maidenhead – Twyford - Reading	1 per hour (others available with changes)	2 per hour	2 per hour

Table 3.3 – Train Services from Farringdon Station

3.18 Close to the site are a number of tube stations as indicated in Figure 3.1. The closest tube station to the site is Chancery Lane which is located approximately 450 metres south-east of the site off the A40. Chancery Lane provides access to the Central Line which provides services to Ealing Broadway, Epping, Loughton, Newbury Park, North Acton, Ruislip Gardens, West Ruislip and White City.

3.19 Other destinations are available from Farringdon Station via the Tube Lines, which provide regular services seven days a week;

- The Circle Line towards Liverpool Street and Hammersmith;
- The Hammersmith and City Line towards Barking and Hammersmith; and
- The Metropolitan Line which provides access towards Aldgate, Amersham, Chesham, Uxbridge and Watford.

Car Clubs

3.20 Camden has the largest network of car clubs in London (nearly 250 cars with Zipcar and Enterprise Car Club). Car clubs can make finding a parking space easier as well as allowing people to use a car without owning one. The closest car club car parking space is located on the northern end of Bedford Row, approximately 75 metres north of the site. Further information of how to utilise the car clubs can be found on their websites. . Figure 3.2 shows the location of the closest car clubs in relation to the site.

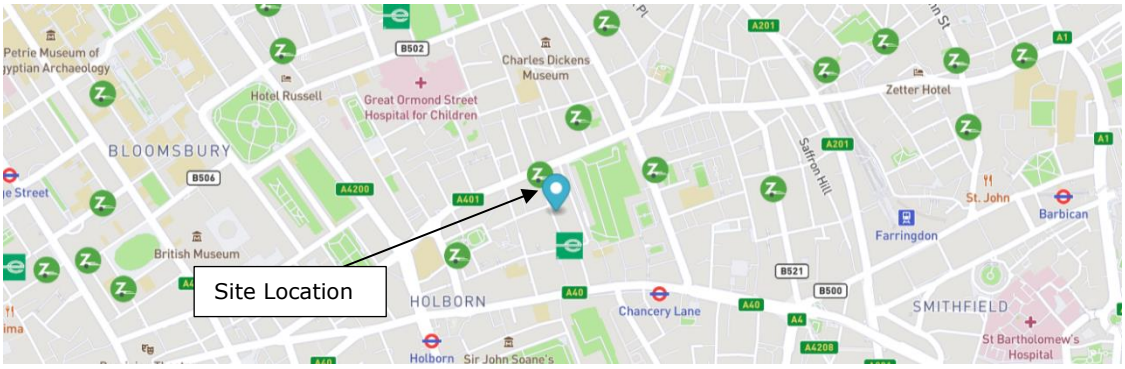

Figure 3.2 - Car Club Locations

Access to Local Amenities

3.21 The site is located close to Holborn and a number of everyday amenities. Table 3.4 summarises the duration of travel to local facilities on foot and by cycle.

Amenity	Distance (metres)	Travel Time (minutes)	
		Walking	Cycling
Convenience Store/Supermarkets			
Co-op Food	350	5	2
Boswell Mini Market	500	7	3
Sainsburys	500	7	2
Health Facilities			
The Holborn Medical Centre	400	5	2
Grays Inn Medical Group	500	7	3
Bedford Square Medical Centre	1,200	17	6
Leisure/ Social Facilities			
PureGym London Holborn	210	3	2
Gymbox Holborn	400	5	2
Oasis Sports Centre	1,000	14	6

Table 3.4 – Local Amenities

3.23 Figure 3.3 shows the location of everyday amenities in relation to the site.

Figure 3.3 - Local Amenities Map

Summary

3.24 The above review demonstrates that the site is situated within an area of very good accessibility by public transport. The Site is close to a number of bus routes as well as rail facilities, these provide access to a number of local amenities as well as other neighbourhoods.

4.0 Proposed Development

4.1 The site at 14 Bedford Row & 12-14 Jockey's Fields is currently unoccupied office space of 2,358 sqm across 6 floors with pedestrian access taken via both Bedford Road and Jockey's Field. The proposal is for the office space to be refitted to an apart-hotel use accommodating 65 rooms with amenity space and cycle parking.

4.2 The proposed site will be car-free and therefore there is no space to provide any on-site parking. Bedford Row has marked residential permit parking holder bays along both sides of the carriageway. These are under permit CA-D from Monday to Friday 08:30am – 06:30pm and Saturdays 08:30am to 1:30pm.

4.3 Pedestrian access to the site will be via the existing access onto Bedford Row. The front access is not wheelchair/ blue-badge accessible, however there is accessible access to the rear of the development via Jockeys Fields, which can be accessed via both ends of Bedford Row. Figure 4.1 shows the access locations and cycle parking arrangements for the development.

Figure 4.1 – General access and cycle parking arrangements

Parking Strategy

4.4 The development will be car-free due to its location to Central London and public transport accessibility close to the site (PTAL 6b). The nearest on-street accessible parking is located along Red Lion Street approximately 120 metres west of the site.

Cycle parking

Long Stay (staff)

4.5 The proposed development will include long-stay cycle parking within the building in a dedicated store, in accordance with The London Plan, with a step-free access via Jockey's Fields to the rear of the development. The London Plan requires one space per 20 bedrooms long-stay provision for apart-hotel use and therefore a minimum of 4 no. cycle parking spaces will be provided in the dedicated ground floor cycle store.

Short Stay (visitors)

4.6 The London Plan requirement for short-stay cycle parking for apart-hotel use is 1 space per 50 bedrooms, therefore at least two cycle spaces should be provided. The development site abuts directly onto the local footway (London Borough of Camden highway) and therefore there is no space to accommodate dedicated short-stay cycle parking for visitors. The proposed strategy will be to encourage visitors to utilise the existing Sheffield cycle stands (9 stands/18 spaces) located to the front of the development along Bedford Row directly outside the building.

5.0 Travel Demands

5.1 The likely trip rates have been assessed for the current use of the site as well as the development proposal, these are presented fully within the Transport Statement. To assess the likely use of the modes of transport, census data for the local area has been analysed between the current and proposed use to understand which modes of transport are most likely to be used.

Current Mode Share

5.2 For the purpose of this analysis, the office mode share has been found using information provided from 2011 Census data. The census data used was 'WP7103EW – Workplace and usual residence by method of travel to work' with the area E33029357 (Camden). The table below shows the trip distribution of the office space using the TRICs output from Table 5.1 and the percentage from the Census data.

Mode	Mode Share Percentage	Office Trips			
		AM Peak		PM Peak	
		In	Out	In	Out
Underground, metro, light rail, tram	24%	8	0	0	7
Train	42%	14	2	1	12
Bus, minibus	8%	2	0	0	2
Taxi	1%	0	0	0	0
Motorcycle, moped or scooter	2%	1	0	0	1
Driving a car or van	7%	2	0	0	2
Passenger in a car or van	0%	0	0	0	0
Bicycle	8%	3	0	0	3
On Foot	8%	3	0	0	3
Total	100%	33	2	1	30

Table 5.1 – Mode Share Office Space

5.3 As Table 5.1 indicates, the majority of people within the area travel to work via train or an alternative light rail choice. During the peak hours there is up to 14 people using the train for the site at any one time.

Proposed Use Mode Share

5.4 To assess the change in distribution with the proposed apart-hotel mode share, TRICS has been used to determine the spread of the additional trips across the local transport network. It is worth noting that due to the location of the site and the fact there is no onsite car parking, the 'car users' and 'car passengers' (which equates to 61%) of mode share has been equally distributed into the other modes of travel. Details are presented in Figure 5.2.

Mode	Mode Share Percentage	Apart-Hotel Trips			
		AM Peak		PM Peak	
		In	Out	In	Out
Underground, metro, light rail, tram	26%	3	4	4	4
Train	3%	0	1	1	0
Bus, minibus	29%	3	6	6	4
Taxi	8%	1	1	1	1
Motorcycle, moped or scooter	3%	0	1	1	0
Bicycle	3%	0	0	1	0
On Foot	29%	3	5	5	3
Total	100%	10	18	19	12

Table 5.2 – Mode Share Proposed Apart-Hotel

Analysis

5.5 The analysis shows that the predicted trips from the apart-hotel will predominantly use the Underground or alternative light rail choices, buses or by foot to reach the site. The number of people accessing the site during peak time will reduce from the current site (when occupied) as shown in Table 5.3.

Mode	Predicted change in trips					
	AM Peak			PM Peak		
	In	Out	Total	In	Out	Total
Underground, metro, light rail, tram	-5	+3	-2	+3	-4	-1
Train	-14	-1	-15	-1	0	-1
Bus, minibus	+1	+5	+6	+5	+1	+6
Taxi	+1	+1	+2	+1	+1	+2
Motorcycle, moped or scooter	-1	+1	0	+1	-1	0
Bicycle	-3	0	-3	+1	-3	-2
On Foot	0	+5	+5	+5	0	+5
Total	-23	+14	-9	+16	-19	-3

Table 5.3 – Predicted change in trips

5.6 The key change will a minor increase in bus trips and taxi demands. The development Is very well served by London Buses and the increase of up to 6 two-way person trips per hour will have negligible effect. The increase in taxi demands is very slight and will not impact on the operation of the local road network.

6.0 Management

Travel Plan Coordinator

6.1 Prior to the development becoming occupied, a Travel Plan Coordinator will be appointed by the developer to take overall responsibility for the day-to-day operation of the Travel Plan and to oversee the implementation of associated measures specified within it. This may be a member of the apart-hotel staff.

6.2 The Travel Plan Coordinator will be responsible for the development and administration of the Travel Plan, overseeing the implementation of the measures, on-going monitoring of the Plan and the Travel Plan review. The Travel Plan Coordinator will be allocated sufficient time and resources to spend on the monitoring and updating of the Travel Plan.

6.3 The contact details of the Travel Plan Coordinator will be supplied to LB Camden's Travel Plan Officer as well as being contained in the Travel Packs for the benefit of staff.

6.4 The main duties of the TCP are as follows:

- To lead the development and implementation of the Travel Plan and promote measures which aim to increase use of sustainable travel choices;
- To have responsibility for raising awareness of the Travel Plan and the measures contained within it;
- To act as the point of contact within the development for anyone requiring transport advice or information;
- To monitor the progress of the Travel Plan towards its targets and to take action where appropriate to ensure the targets are met; and
- To be responsible for keeping the Travel Plan document up to date, including the action plan and monitoring reports.

6.5 The Travel Plan Coordinator will be responsible for the implementation of the Travel Plan including the measures set out within the Plan, the on-going monitoring of the Plan and liaison with apart-hotel staff/guests. The Travel Plan Coordinator will be responsible for coordinating activities with LB Camden's Travel Plan Officer as necessary.

Promotion

6.6 The future apart-hotel operator will be made aware of the existence of the Framework Travel Plan. The details of the Plan, its objective in promoting awareness of the impact of traffic on the environment and the role of individuals in achieving the objectives of the Plan will be explained by the Travel Plan Coordinator and set out within a development 'Travel Leaflet' (Travel Information Pack) to be provided to new staff when the apart-hotel is first occupied. Staff will be made aware of the benefits of living/working in a development that has a Travel Plan. Such benefits include better access to services and jobs, improved travel options, opportunities for a healthier lifestyle, reduced need to own a car and inclusion in a more vibrant community. The Travel Plan aspect will also be extended to apart-hotel guests to provide information on access options by the various modes of travel.

6.7 The Travel Plan Coordinator will promote the health benefits of walking and will provide staff/apart-hotel guests with maps showing safe walking routes in the local area. They will also liaise with the local authority about any issues reported to them with regard to pedestrian routes. More information about the Travel Plan will be advertised on notice boards so that staff/visitors know who to contact if they wish to discuss specific matters directly. The notice board will also be used to publicise travel related events and facilities.

6.8 Travel Packs will be issued to each new member of staff when the apart-hotel is first occupied and when new staff commence work at the apart-hotel. These packs will contain cycling and pedestrian maps, public transport information, details of nearby car club vehicles and contact details of the Travel Plan Coordinator.

7.0 Package of Measures

Outline

7.1 This chapter outlines the overarching measures which will be implemented throughout the development in order to achieve the objectives identified within Chapter 5 and providing support for employees travelling to work by alternative modes of transport. The measures have been grouped into two types as follows:

- 'Hard' engineering measures incorporated into the design of the development; - 'Key services and facilities'; and
- 'Soft' communications and management measures which will be implemented as part of the development proposals to ensure that sustainable travel behaviour is maximised.

7.2 The proposed apart-hotel seeks to deliver 65 bedrooms and therefore a Travel Plan is required. The final apart-hotel operator is not yet known, this Framework Travel Plan has been prepared to set out all the components of the development and the general structure of a future Full Travel Plan. Employees and visitors to the apart-hotel will benefit from the measures being implemented for the scheme.

7.3 The range of overarching measures which are to be implemented for the apart-hotel operator are detailed below. Any additional measures that are specific to the apart-hotel operator (once known) will be provided prior to occupation.

Hard Measures

7.4 It should be recognised that many physical aspects of the design of the new development will influence travel patterns from the outset. The hard engineering measures that will be incorporated into the design of the development are set out below. It should be noted that appropriate hard engineering measures will be provided prior to occupation, thus funding of the measures are largely the developer's responsibility, unless they are part of the fit out.

Car Parking Provision

7.5 No car or motorcycle parking will be provided on-site. The absence of any on-site car parking provision together with its highly accessible location on Bedford Row will serve to discourage employees and visitors from driving and make travelling by a sustainable mode of transport a natural choice.

Cycle Parking Provision

7.6 Secure cycle parking will be provided as part of the development. The cycle parking will be located within the building and provide a minimum of 3 cycle parking spaces in a secure location. The usage of cycle parking will be monitored on an annual basis as part of the overall monitoring procedure to ensure that there is adequate spare capacity to support the initiatives aimed at increasing cycling to work amongst staff.

Cycle to Work Scheme

7.7 The national Cycle to Work Scheme enabling employees to purchase a bicycle on a tax-free basis will be promoted to all apart-hotel staff.

Encouraging physical activity as part of daily travel

7.8 Employees will be offered personal health advice including changing travel behaviour, details of local gyms and running clubs.

'Soft' Measures - Communication and Promotion

Appointment of a Travel Plan Coordinator

- Prior to the development becoming occupied, a Travel Plan Coordinator will be appointed by the apart-hotel management team to take overall responsibility for the day-to-day operation of the Travel Plan Statement and to oversee the implementation of associated measures specified within it.
- The Travel Plan Coordinator will be responsible for the development and administration of the Travel Plan, overseeing the implementation of the measures, on-going monitoring of the Plan and the Travel Plan review. The Travel Plan Coordinator will be allocated sufficient time and resources to spend on the monitoring and updating of the Travel Plan.

7.9 The contact details of the Travel Plan Coordinator will be supplied to LB Camden's Travel Plan Officer as well as being contained in the Travel Packs for the benefit of apart-hotel employees and visitors.

7.10 The main duties of the Travel Plan Coordinator are as follows:

- To lead the development and implementation of the Travel Plan and promote measures which aim to increase use of sustainable travel choices;
- To have responsibility for raising awareness of the Travel Plan and the measures contained within it;
- To act as the point of contact within the development for anyone requiring transport advice or information; and,
- To monitor the progress of the Travel Plan towards its targets and to take action where appropriate to ensure the targets are met.

Community Notice Board

7.11 Community notice boards providing travel information to employees and visitors could be placed in prominent locations.

7.12 The notice boards will include information such as locations of cycle parking; public transport service access points, and upcoming travel initiatives or events organised by the TPC, such as Bike Week and the cycle to work scheme.

8.0 Objectives and Targets

Objectives – Apart-Hotel Use

8.1 TfL's guidance for Travel Plans sets out that objectives should cover a range of outcomes that are specific to the context of the proposed development. The achievement of these objectives is measured by the targets that are set.

8.2 The objectives of this Travel Plan are to:

- Establish sustainable travel principles;
- Encourage healthy and active travel including walking and cycling to work;
- Support car free lifestyles amongst staff; and
- Raise awareness of sustainable modes of transport available for staff, particularly cycling; and - Raise awareness of sustainable modes of transport available for guests and visitors.

Targets – Apart-Hotel Use

8.3 Appropriate SMART (Specific; Measurable; Achievable; Realistic and Time-bound) targets are proposed. Two types of targets have been identified:

- 'Aim' type targets are those which relate to outcomes achieved through implementation of measures; and;
- 'Action' type targets are physical actions that can be achieved by a set date (e.g. appointing a Travel Plan Co-ordinator).

8.4 The apart-hotel travel will be split between staff and visitors and measures will be provided. Details of both target types are provided in the following sections.

'Aim' Type Targets

8.5 The Travel Plan targets aim to measure the progress made towards achieving the travel plan objectives. These targets are to be achieved within 5 years of the launch of the Travel Plan with interim targets. This Vision identifies how increased cycling can support the economy, the environment and the health of individuals.

'Action' Type Targets

8.6 The following action targets could be proposed for 14 Bedford Row & 12-14 Jockey's Fields:

- Appoint a Travel Plan Coordinator and implement information through notice boards, information packs and provide information to guests; and,
- Implement ways for people to travel more sustainably via bike and walking programmes.

9.0 Monitoring and Review

9.1 The major aim of the Travel Plan is to affect a reduction in private car use to and from the site in favour of sustainable travel choices, such as walking, cycling and public transport. A suitable indicator of the success of the Plan is therefore the modal shift over time towards sustainable travel choices.

9.2 Other less direct objectives of the Plan are to promote an awareness of transport issues and the impact of traffic on the local environment, and to maximise accessibility to the site. Awareness can be difficult to monitor, although one indicator might be the familiarity with the Travel Plan and understanding of its aim to reduce motorised travel.

Monitoring

9.3 The monitoring measures outlined below incorporate both the collection of 'quantitative' analytical data and 'qualitative' data in the form of general feedback and correspondence:

- Usage of cycle parking spaces and demand for additional provision;
- Awareness of the Travel Plan;
- Usual mode of travel;
- Alternative modes of travel used;
- Reasons for modal choice; and
- Motivations/measures that would enable modal shift.

9.4 Information gathered through the monitoring process will be recorded for input to the Travel Plan review (outlined below). The information will be made available to the Local Planning Authority and to staff/guests on request.

10.0 Action Plan

10.1 It is important that, as far as possible, the measures associated with this Travel Plan are in place before or soon after the implementation of the Plan. Table 10.1 provides an 'Action Plan' timetable.

Measure/Action	Indicative Timeline	Party
Provide showers, changing facilities & lockers	During Construction	SWTPC
Provide travel information online	Prior to occupation	
Include Travel Plan responsibilities in leases for tenants		
Appoint Site-Wide Travel Plan Co-ordinator (SWTPC)		
Advise London Borough of Camden of TPC contact details	During the Plan monitoring period	
Produce Travel Information Packs	Prior to occupation of each room	SWTPC
Be the point of contact for site-related travel enquiries and on-site operations/facilities	Throughout lifetime of Travel Plan programme	SWTPC
Liaise with Occupier Travel Plan Co-ordinators (OTPCs) from each tenant company		
Report travel targets to London Borough of Camden		
Arranging production site-wide Travel Information Pack (TIP) in electronic and hard copy format		
Regularly review and update TIP		
Supply TIP to tenants		
Liaise and comply with SWTPC		Each tenant
Provide Travel Information Pack to staff as part of induction process	Within one month of occupation; and repeat as necessary during the Plan monitoring period	
Derive modal split targets	Within six months of occupation	
Approve each report from SWTPC	Within 6 weeks of receipt of report	London Borough of Camden
Approve sign-off of TP Programme once targets have been met	Within 6 weeks of receiving the final report from TPC	

Table 10.1 – Action Plan

Appendix E

Draft Delivery and Servicing Management Plan

Proposed Apart-Hotel Development
14 & 12-14 Jockey's Fields, Bedford Row, Camden

Delivery and Servicing Plan

For

True North Management Limited

motion

Document Control Sheet

Proposed Apart-Hotel Development

14 & 12-14 Jockey's Fields, Bedford Row, Camden

True North Management Limited

This document has been issued and amended as follows:

Date	Issue	Prepared by	Approved by
12/04/2024	1st Draft	GL	PdJ
23/04/2024	2nd Draft	GL	PdJ

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Appendices

1.0 Introduction

1.1 This Delivery and Servicing Plan has been prepared by Motion on behalf of True North Management Limited to accompany a planning application for the refurbishment of 14 Bedford Row & 12-14 Jockey's Fields, Camden, in the London Borough of Camden (LBC) (herein referred to as 'the site'). This document sets out the proposed Delivery and Servicing Management Plan to be adopted by the building occupiers/site management team when the development is completed and operational.

1.2 The site is accessed via Bedford Row, south of the A401; to the north of Holborn. The area would be classified as a mix of residential and business areas. The site is currently 2,358 sqm of unoccupied office space. The proposals include the reconfiguration of the existing office space to apart-hotel use providing accommodation for 65 bedrooms.

1.3 The purpose of the Delivery and Servicing Management Plan (DSMP) is to ensure that delivery and servicing activities associated with the development can be undertaken in a safe, efficient and sustainable manner. This DSMP will therefore consider the day-to-day servicing activities associated with the development with reference to the proposals outlined above.

1.4 Following this introduction, the remainder of the Delivery and Servicing Management Plan comprises the following sections:

- Section 2 – Baseline Conditions;
- Section 3 – Access and Servicing Arrangements;
- Section 4 – Refuse Management Strategy;
- Section 5 – Servicing Trip Attraction;
- Section 6 – Servicing Management;
- Section 7 – Monitoring; and
- Section 8 – Summary.

2.0 Baseline Conditions

2.1 The site currently comprises a building with 2,358 sqm of office space across six floors, with access taken from Bedford Row, as well as being accessible via Jockey's Fields to the rear of the development. The site lies within the London Borough of Camden. The site location can be seen in Figure 2.1.

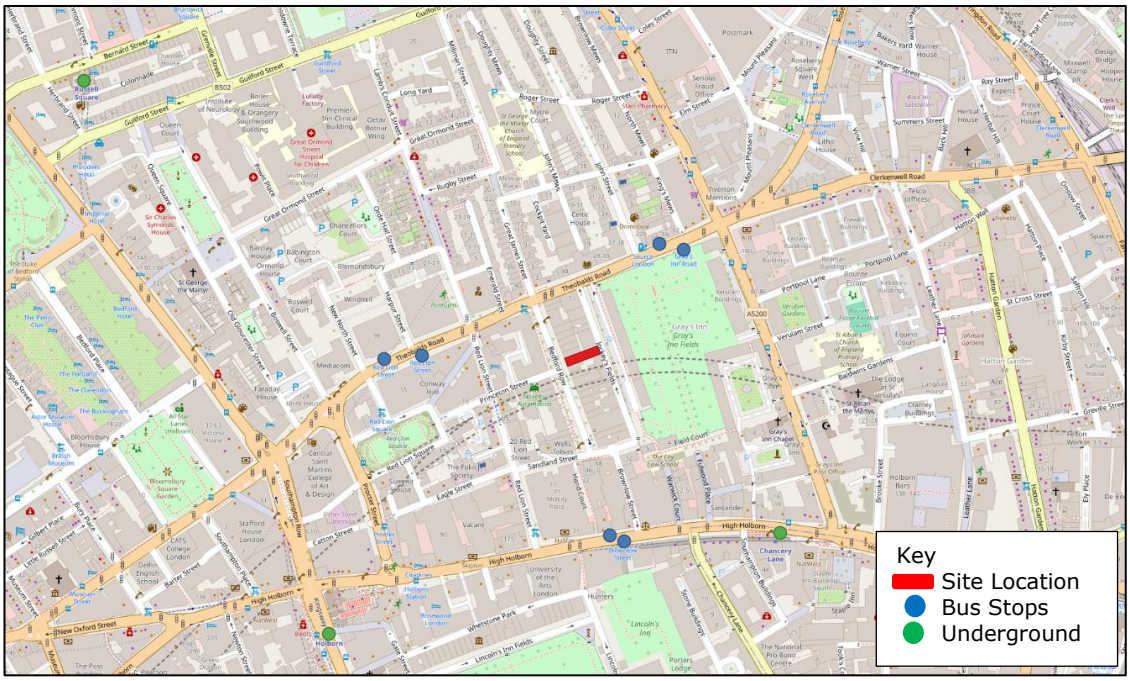


Figure 2.1 - Site Location

Existing Highway Network

2.2 The site is accessed along Bedford Row, a two-way single carriageway subject to a 20 miles per hour speed limit providing access north to Theobalds Road, which connects west to the A40 and east to the A2500; the A40 provides access between Holborn, Central London and the M40, providing further access through to Wales. To the south Bedford Row provides access to other residential roads as well as the A140.

2.3 Bedford Row has marked residential permit parking holder bays along both sides of the carriageway. These are under permit CA-D from Monday to Friday 08:30am – 06:30pm and Saturdays 08:30am to 1:30pm.

2.4 Jockey's Fields has marked parking bays along the east hand side of the access road. Part of the road is designated to permit holder parking CA-D from Monday to Friday 08:30am – 06:30pm and Saturdays 08:30am to 1:30pm. Other parking bays are available for non-permit holders with pay by phone from Monday to Friday 08:30am – 06:30pm and Saturdays 08:30am to 1:30pm.

Local Highway Network

A40 – Theobalds Road

2.5 The A401 Theobalds Road is a two-way road located to the north of the site. It is a mix-use street with residential dwellings, businesses and amenities subject to a 30 miles per hour speed limit, the carriageway has a bus/ cycle lane along its northern edge heading eastbound.

2.6 Approximately 20 metres east of the junction from Theobalds Road onto the A401 there is a signalised crossing point. There are lit footways along both sides of the carriageway as well as a number of permit parking bays.

2.7 Approximately 220 metres west of the site, the A401 connects to the A40. This is highly likely to be one of the main routes vehicles take to access the site as it is a major connecting road through London. To the east the A40 provides access towards the City of London and the west it provides access outside of the London towards the M25 and M4.

A5201 – Clerkenwell Road

2.8 Approximately 250 metres east of the junction with Bedford Row, the A401 becomes the A5201 Clerkenwell Road which is a two-way single carriageway subject to a 20 miles per hour speed.

2.9 Cycle lanes are present at intervals along the carriageway as well as dopped kerbs and tactile paving to assist with pedestrian crossing movements. The footways along the A5201 are wide and lit providing access to local amenities.

Wider Highway Network

2.10 The site is located close to Central London with the start at the M4 being approximately 13 kilometres west of the site, which would take between 30 minutes to 1 hour and 15 minutes to drive. The M4 provides connections to other major roads that enable travel across the county, including the M25 which provides access around London as well as the M1 and M40. The route towards the M4 and M25 via the A40 and towards the A1 and A201 via the A40/ A521 from the site is shown in Figure 2.2 below.

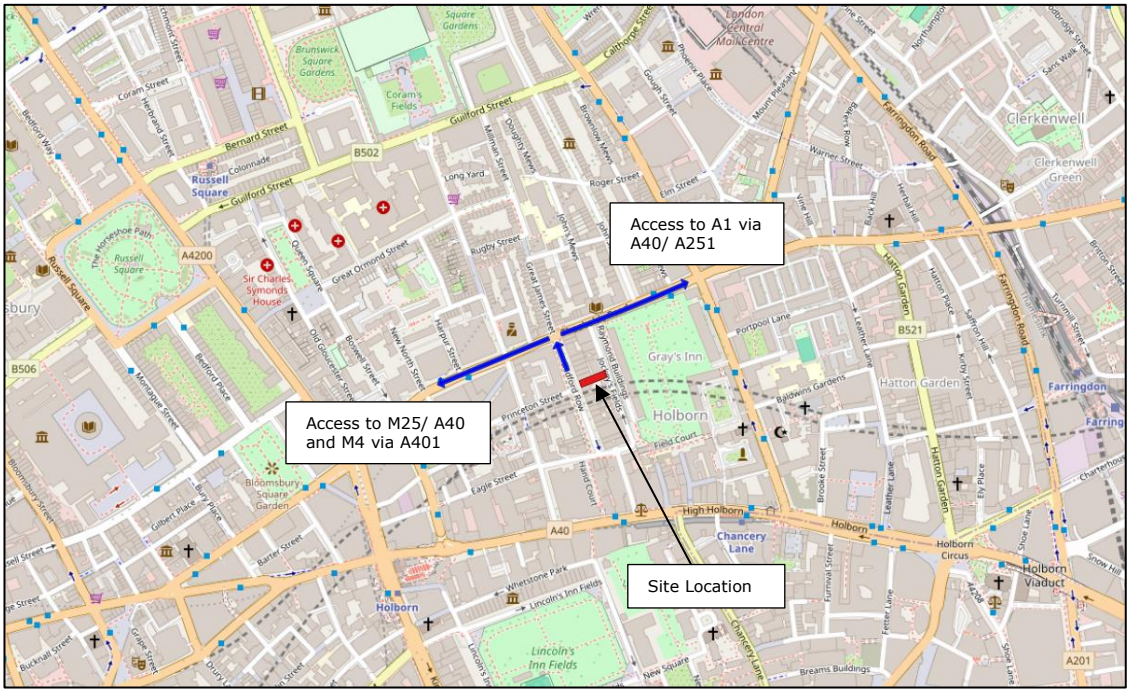


Figure 2.2 - Access to wider Highway Network

3.0 Access and Servicing Arrangements

3.1 The development proposal for the site includes the refit of the office space into an apart-hotel with 65 rooms as well as amenity space and access via Bedford Row with onsite secure cycle parking with access via Jockey's Fields. A site layout plan is shown in Figure 3.1.

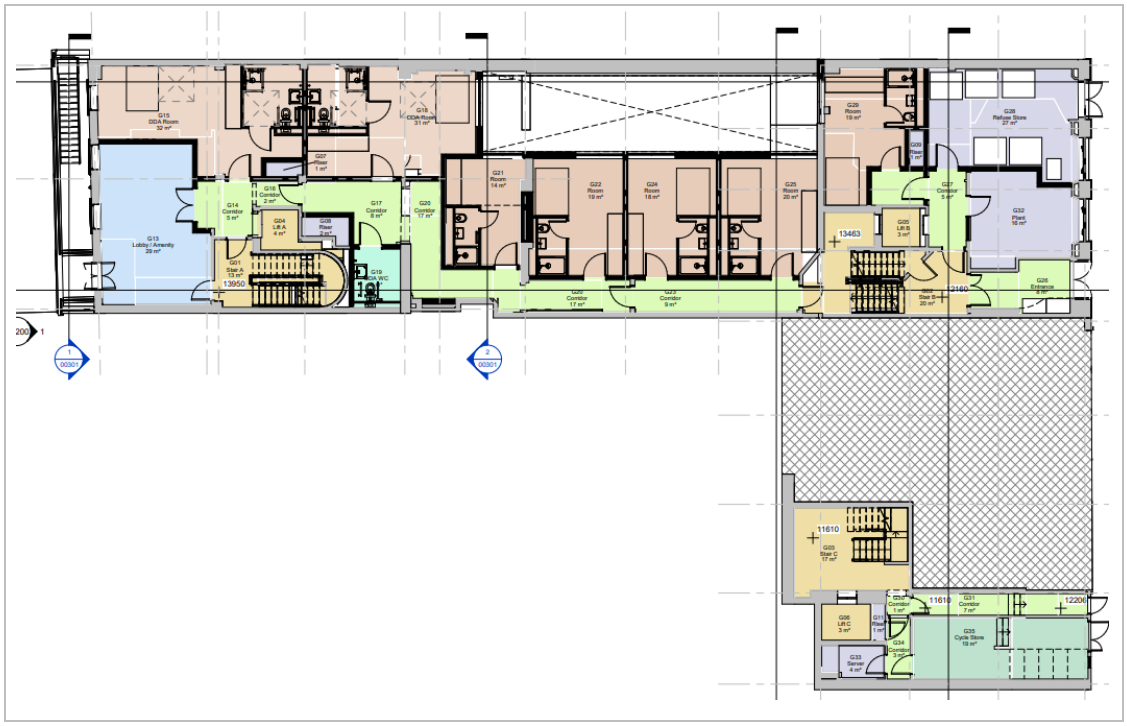


Figure 3.1 - Site Layout

Access

3.2 The proposed site will be car free and therefore there is no space to provide any on-site parking. Pedestrian access to the site will be via the existing access onto Bedford Row. The front access is not wheelchair/ blue-badge accessible, however there is accessible access to the rear of the development via Jockeys Fields, which can be accessed via both ends of Bedford Row.

Servicing and Deliveries

3.3 Servicing for the site will be undertaken via Bedford Row . Vehicles will enter from Bedford Row and exit onto the A401 Theobalds Road. Due to the layout of Bedford Row and Jockey's Fields, only service vehicles up to 6.7m long can be used to service the rear of the site.

3.4 A refuse store will be located on the ground floor with easy access for both users and refuse collectors. Figure 3.2 shows the access locations to the site as well as the servicing locations.

Figure 3.2 - Servicing Strategy

3.5 Deliveries for the development will have the option to take place either to the front of the development along Bedford Row at the single yellow line located directly in front of the development, or to the rear along Jockey's Fields. Any deliveries or refuse collections from Jockey's Fields will be specifically carried out by 6.7m long vehicles. Confirmation has been provided by First Mile a London Waste contractor, that 6.7 m refuse lorries are available to collect from constrained locations (confirmation provide in **Appendix A**. An example of one of their smaller refuse collection lorries is provide in Figure 3.3.

Figure 3.3: Example of 6.7m long refuse collection vehicle.

4.0 Servicing Trip Attraction

Estimated Service Vehicle Generation

4.1 The estimated servicing demands for the proposed apart-hotel uses have been based on the following trip rates and these have been previously agreed on similar schemes in the London:

- Apart-Hotel use: 0.1 vehicles per 100 sqm per day (GEA).

4.2 The apart-hotel servicing trip demands for the are set out in Table 4.1.

Mode	Morning Peak			Evening Peak			Daily		
	In	Out	Two-Way	In	Out	Two-Way	In	Out	Two-Way
LGVs	0	0	0	0	0	0	2	2	4
HGVs	0	0	0	0	0	0	1	1	2
TOTAL	0	0	0	0	0	0	3	3	6

Table 4.1: Predicted Servicing Demands - LGV and HGV trips – 65 bed apart-hotel

4.3 The operational vehicle demands will be in the order of 6 no. two-way trips per day with 1 no. HGV (expected to be a refuse collection vehicle) and 4 no. LGVs (deliveries). The proposed servicing vehicle profile for the daily demands is provided in **Appendix B**. This level of demand can be accommodated on the space available on Bedford Row (single yellow lines) and the space to the rear of the proposed apart-hotel on Jockey's Fields.

5.0 Refuse and Recycling Strategy

5.1 The development proposes an 'apart-hotel' business providing accommodation for up to 65 bedrooms. There will not be a support restaurant as part of the development and therefore the waste generation volumes have been calculated on the basis of the British Standard BS5906:2005 Waste management in buildings - Code of practice (1-star hotel).

5.2 The London Borough of Camden does not provide waste generation metrics for commercial waste, and therefore the waste generation volumes for the Proposed Development were calculated using the waste guidance provided in the British Standard BS5906:2005 Waste management in buildings - Code of practice.

Proposed Waste Strategy

5.3 Refuse and recycling from the apart-hotel development will be stored within the waste area until the pre-arranged collection day.

5.4 On collection days, the appointed waste management contractor will temporarily park their Refuse Collection Vehicle on Jockey's Fields close within 10 metres of the waste store. The waste from the bin will be transferred into the vehicle by the waste operatives.

5.5 The general refuse and recycling collections would be separate – the site management team would need to pre-arrange collection times to minimise conflict. The management team will ensure there are no other deliveries during the early morning period when the waste collections are programmed as part of the managed operations. The regular apart-hotel waste collection may well be co-ordinated with other collections in the area.

Apart-Hotel Waste Demands

5.6 The proposed apart-hotel use will accommodate 65 bedrooms. By reference to the British Standard, an apart-hotel of this type will generate some 150 litres of waste per bedroom per week.

5.7 The total waste generated per week for the development is 9,000 litres for both general waste and recyclable waste. The split of waste is proposed to be 60% general refuse and 40% recyclables The expected waste demand for each stream and the required refuse storage is provided in Table 5.1.

	Commercial – BS Storage requirement – Central Waste Store		
	General Refuse (1,100 litre bins)	**Recyclable Waste (1,100 litre bins)**	**Total**
Refuse Generation (per week)	3,456 litres	5,184 litres	9,000 litres
Three-day storage (1,100 litre bins) – three collections per week	2	3	5

Table 5.1: Summary of Apart-Hotel Bin Storage – proposed use (65-bedrooms)

5.8 The proposed waste storage will be based on 2 collections per week on the basis of three-day storage. The central waste storage area will accommodate a total of 5 no. 1,100 litre bins for both general refuse and recyclable waste storage.

5.9 The waste store will also provide waste storage for food waste within a 360-litre bin with regular collections programmed as part of the waste collection strategy.

Waste Storage

5.10 The assumed split of refuse and recycling is 40:60 with refuse and recycling in 1,100 litre bins for the apart-hotel use.

5.11 The provision of 2 refuse bins and 3 dry mixed dry recyclable bins (1,100 litre) for the proposed apart-hotel use is based on un-compacted waste and will offer three-day waste storage. A typical example of a 1,100 litre bin for the commercial units is shown in Figure 5.1.

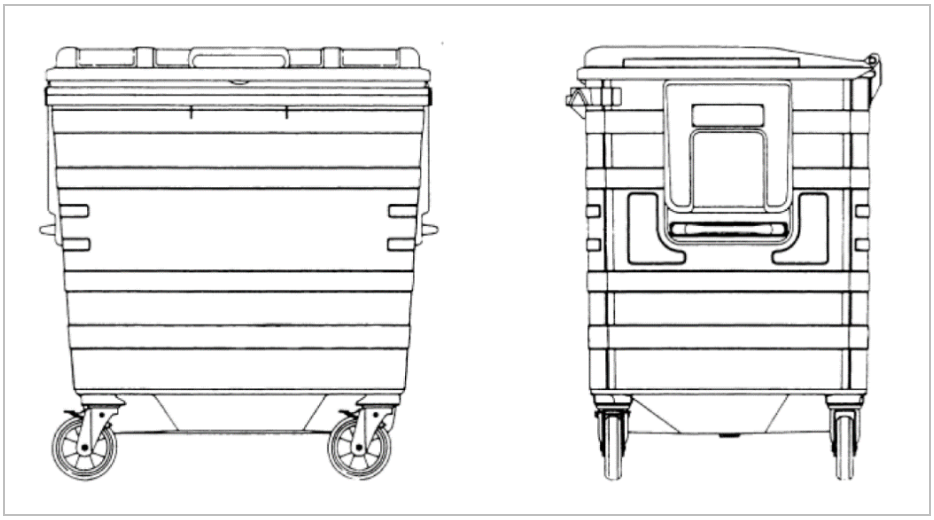


Figure 5.1 - Example of a 1,100 litre bin

5.12 The dimensions of a typical 1100 litre bin are set out below:

	Dimensions		
	Width (mm)	**Depth (mm)**	**Height (mm)**
1,100 litre bins	1,260	1,000	1,390

Figure 5.2: Typical 1,100 litre Eurobin Dimensions

5.13 The waste store will be within the building with appropriate ventilation and a wash-down area will be provided.

5.14 The indicative refuse store layouts and the proposed refuse bin routes between the store and the collection point is presented on Figure 5.3:

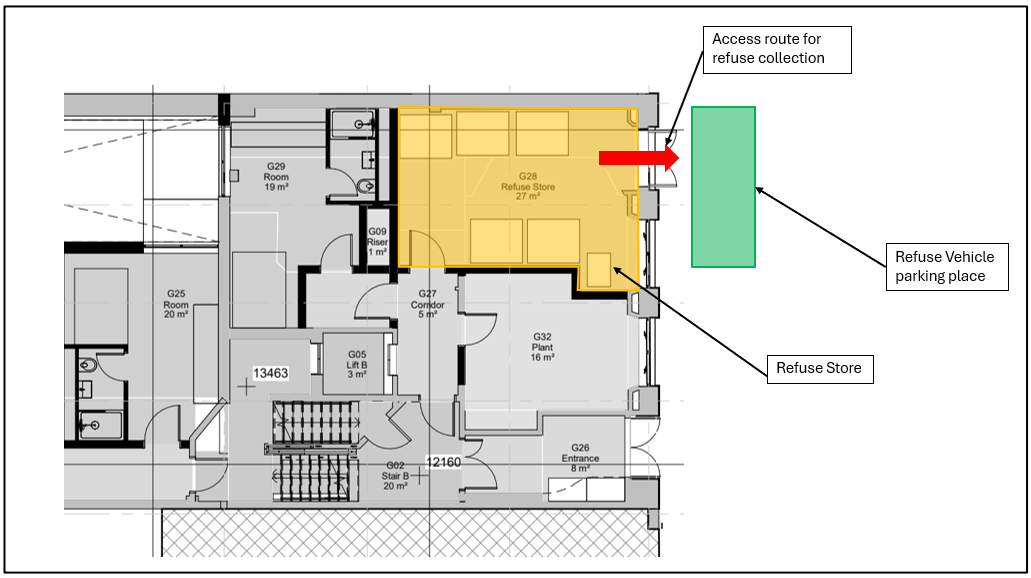


Figure 5.3 - Proposed Waste Storage

Waste Room/ Storage Area Layout - General

5.15 In line with BS5906:2005, Part H6 of the Building Regulation (2002), the following measures have been designed into the Proposed Development to ensure that all mandatory waste storage requirements are complied with;

- A minimum of 150mm clearance is required between each bin and wall;
- The entrance of the waste room will be free from steps and projections;
- There will not be any routes, where wheeled bins are to be pushed, that will have a gradient of more than 1:12 or that include steps or kerbs;
- Storage area for waste and recyclable material will be clearly designated for this use only, by a suitable door or wall sign and, where appropriate, with floor markings;
- The walls and roofs of the waste room will be free from non-combustible and impervious material and be fire resistant;
- The waste room will have adequate security, lighting, proper ventilation and wash down facilities (waste pipe and drainage);
- Gullies will be positioned so as not to be in the track of the container trolley wheels;
- Waste collection operatives (designated waste company who will collect waste) will not be required to carry dustbins or up to 360 litre wheelie bins more than 20m in total, carry waste sacks more than 20m in total or transport a Eurobin up to 1,100 litres, more than 10m in total and transport compacted waste or recyclable material along a gradient whether rising or falling;
- Electrical supplies will be provided as required (e.g. for the installation of a compactor);
- All bins in the store will need to be accessible and step-free;
- The route between the bin store and the refuse collection point is wide enough to allow bins to pass through easily and does not involve being taken through the non-back of house parts of the building. As a minimum, doorways along the waste route should be a minimum of 1.5m wide; and
- The store will contain instructional signage detailing correct use of facilities.

6.0 Servicing Management

6.1 The purpose of the DSMP is to ensure that delivery and servicing activity associated with the proposed development can take place in a safe, efficient and sustainable manner. Site management will be responsible for ongoing management and implementation of the DSMP.

6.2 Site management will liaise with occupiers to manage the arrival of deliveries with the aim of avoiding deliveries during peak hour on the highway network and to avoid peaks in delivery activity on site.

Service Vehicle Access

6.3 Due to the constraints for vehicles accessing Jockey's Fields, all servicing vehicles over 6 metres will utilise the area located to the front of the development between the car parking bays.

6.4 Vehicles of 6.7 metres, including the refuse vehicle, will service the site from the rear of the development.

6.5 The vehicles proposed to use the development are:

- 6.7m Refuse Collection Vehicles;
- 7m delivery vans;
- 8m rigid HGV;
- 8m fire appliances; and,
- 10m rigid HGVs.

Swept Path Analysis

6.6 The swept path analysis for vehicles operating at the proposed site are provided in **Appendix C** and include:

- Motion Drawing 2310108-TK10 – 6.7m Refuse Collection Vehicle;
- Motion Drawing 2310108-TK11 – Fire Appliance; and,
- Motion Drawing 2310108-TK12 – 8m Rigid HGV.

Servicing Management Strategy

6.7 The development will include a dedicated Building Management Team who will be responsible for the movements of deliveries and waste around the building to ensure they are in the correct location.

6.8 In order to enforce the service and refuse strategy, the following measures will be introduced by an Building Management team:

- Communication of Delivery Restrictions: As part of the appointment of all contracts at the development that would involve deliveries or collections, the company being contracted will be made aware of the delivery access restrictions and be asked to accept these restrictions in writing. It is envisaged that all delivery vehicles, as far as reasonably possible, will be approved and contracted suppliers, with the driver names and vehicle registrations of suppliers held by development security staff;
- Delivery Scheduling: Scheduling routine deliveries to occur outside of the network peak hours to avoid congestion and minimise impact on the road network at the busiest and most constrained times;
- Synchronising Deliveries: Synchronisation of deliveries from common suppliers (i.e. for soft drinks, paper supplies, etc.) with other occupiers and land uses within the site, therefore reducing the number

of deliveries to the site whilst simultaneously reducing the economic and environmental costs associated with goods vehicle deliveries;

- Accommodating Special Deliveries: Any special deliveries to the site such as plant maintenance vehicles will need to be pre-arranged. The delivery time and duration will be negotiated with the Building Management office to minimise the impact upon the routine daily servicing requirements of the development. Out of peak deliveries will be encouraged for such deliveries where possible; and
- Encouraging Deliveries by Sustainable Modes: Occupiers of the site will be encouraged to use suppliers who are affiliated to the Freight Operator Recognition Scheme and operating green fleets complying with the emission standards set out by the London Emission Zones. Workplace occupiers will also be encouraged to publicise sustainable 'best practice' measures via the Freight Information Portal. In so doing this measure will contribute towards encouraging more maintenance contractors to use electric vehicles.

Drivers Training/ Freight Operator Recognition Scheme

6.9 The FORS project is designed to encourage freight operators to take up green fleet management and the use of best practice and to increase the sustainability of London's freight distribution. The project has already been developed with trade union involvement and with close collaborative partnership to engage effectively with freight operators and facilitate the sharing of information.

6.10 Operators join the scheme as members, with tiers of membership reflecting freight operator achievements. It will offer members incentives to increase the sustainability of their operations and to develop their skills, including best practice development for:

- Training to improve safety and reduce CO_2 emissions;
- Maintenance, to improve safety and reduce fuel consumption, CO_2 and emissions;
- Management of road risk to improve safety, particularly for pedestrians and cyclists;
- Fuel efficiency, to save costs and reduce CO_2 and emissions;
- The use of low-carbon engine technologies such as hybrid and electric vehicles, hydrogen fuel cells and biofuels to reduce CO_2 and other emissions.

6.11 FORS promotes the uptake of best practice covering fuel efficiency, alternative fuels and low carbon vehicles, management of road risk, legal record keeping and reducing penalty charge notices through these higher high Silver and Gold levels. It will also recognise operator achievements with rewards that encourage operators to raise standards to reduce, in particular, CO_2 emissions and collisions between Heavy Goods Vehicles (HGVs) and cyclists.

6.12 Benefits will be developed recognising operators needs. These will include a subsided training programme called London Freight Booster which will include an NVQ Level 2 qualification that supports the ongoing competencies requirements for drivers.

6.13 Members will also benefit from advice about fuel efficiency, Penalty Charge Notice (PCN) reduction, legal record keeping and the management of occupational road risks. Tailored action plans to help reduce collisions, emissions and costs will also be developed.

7.0 Monitoring

7.1 Site Management will be responsible for the ongoing monitoring of the DSMP. The monitoring process will generate information by which the plan can be evaluated. Monitoring activity will include the recording of deliveries and collections made to and from the site.

7.2 The monitoring process will enable the DSMP to be modified as appropriate to respond to any issues that arise. The management of the site will undertake a comprehensive review of the plan with the representatives of the occupants annually.

7.3 Any changes or amendments to the DSMP arising as a result of monitoring or the annual review will be submitted to the Council for approval.

8.0 Summary

8.1 This Delivery and Servicing Plan has been prepared by Motion on behalf of True North Management Limited to accompany a planning application for the refurbishment of 14 Bedford Row & 12-14 Jockey's Fields, Camden, in the London Borough of Camden (LBC).

8.2 The purpose of the Delivery and Serving Management Plan (DSMP) is to ensure that the delivery and servicing activities associated with the development can be undertaken in a safe, efficient and sustainable way. This DSMP will therefore consider the day-to-day servicing associated with the development in reference to the obligations as outlined above.

Appendix A

Confirmation Email

Customer Team at First Mile <customers@thefirstmile.co.uk>(Customer Team at First Mile via pmklvz8l9c8nhknd.35nloss4

To Gemma Lester

Reply | Reply All | Forward

Thu 11/04/2024 11:43

Good morning Gemma,

Thank you for getting in touch.
Our shortest vehicle capable of picking up a 1100L bin is 6.7m long.

Please let me know if you need anything else.

Kind regards,

Rob
Customer Success Executive
Call us 24/7 on 0333 300 3448

Appendix B

Proposed Servicing Demand

14 BEDFORD ROW - PROPOSED - SERVICE VEHICLE GENERATION - APRIL 2024

Future Servicing Demands

	Retail		Restaurant/Café		Bars		Entertainment & Cinema		Office inc workshops		Hotel		Residential (standard)		Residential (share occ)		Internet Deliveries	
	GFA	NFA	GFA	NFA	GFA	NFA (70%)	GFA	NFA	GFA	NFA	GFA	NFA	GFA	NFA	GFA	NFA		People
Floor Area	0		0				0		0		2500		0	0	0	0		0
Trip Rate (veh/100m²)	0.85		1.2				0.25		0.2	0.29	0.1	0	0.06	0.09	0.07	0.09	Deliveries / person	0.03
Vehs/day	**0**		**0**		**0**	**0**	**0**		**0**	**0**	**3**	**0**	**0**	**0**	**0**	**0**		**0**
Vehs/peak hr	0		0		0	0	0		0	0	0		0	0	0	0	0	0

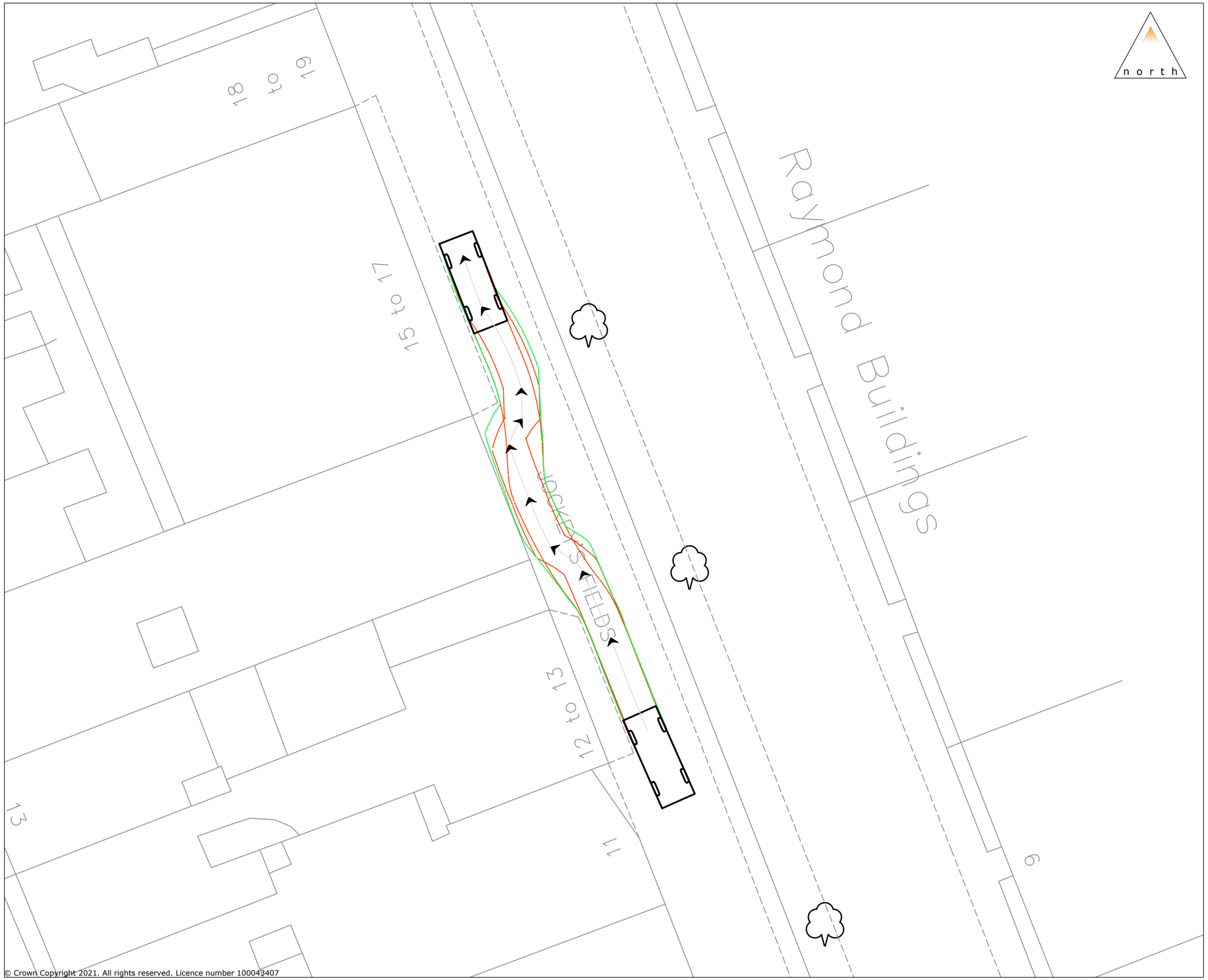
Time period	Service Vehicle Arrivals %								Service Vehicle Arrivals											Vehicle Type			Bays	
	Retail	Rest/Café	Bars	Ent & Cinema	Office	Hotel	Residential	Resi Internet deliveries	Retail	Rest/Café	Bars	Ent & Cinema	Office	Hotel	Resi std	Resi shared	Resi Internet deliveries	Total Arrivals	HGV	LGV	Small van	Total Bays	Service Veh Acc	
				*assumed								*assumed												
0000 - 0100	0.0%	0.0%	0.0%	0.0%	1.5%	0.0%	0.0%	0.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
0100 - 0200	0.0%	0.0%	0.0%	0.0%	0.3%	0.0%	0.0%	0.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
0200 - 0300	0.0%	0.0%	0.0%	0.0%	0.6%	0.0%	0.0%	0.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
0300 - 0400	0.0%	0.0%	0.0%	0.0%	1.1%	0.0%	0.0%	0.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
0400 - 0500	0.0%	0.0%	0.0%	0.0%	2.0%	0.0%	0.0%	0.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
0500 - 0600	0.0%	0.0%	0.0%	1.0%	2.9%	0.0%	0.0%	0.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
0600 - 0700	10.6%	22.0%	0.0%	5.0%	6.1%	5.6%	4.0%	0.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	
0700 - 0800	9.6%	21.0%	5.0%	10.0%	8.1%	5.6%	8.0%	0.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	
0800 - 0900	12.6%	18.0%	10.0%	10.0%	7.4%	11.1%	4.0%	5.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	
0900 - 1000	14.0%	8.0%	15.0%	10.0%	10.7%	13.9%	2.0%	12.0%	0	0	0	0	0	1	0	0	0	1	0	1	0	1	1	
1000 - 1100	8.5%	2.0%	10.0%	5.0%	7.9%	8.3%	3.0%	12.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	
1100 - 1200	7.4%	3.0%	15.0%	0.0%	8.7%	11.1%	3.0%	10.0%	0	0	0	0	0	1	0	0	0	1	0	1	0	1	1	
1200 - 1300	8.5%	3.0%	5.0%	0.0%	6.9%	11.1%	5.0%	10.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	
1300 - 1400	8.5%	13.0%	4.0%	5.0%	6.2%	5.6%	5.0%	8.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	
1400 - 1500	7.4%	10.0%	4.0%	5.0%	6.6%	5.6%	5.0%	10.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	
1500 - 1600	6.4%	0.0%	5.0%	10.0%	4.7%	8.3%	5.0%	10.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	
1600 - 1700	4.3%	0.0%	10.0%	10.0%	4.7%	2.8%	5.0%	8.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	
1700 - 1800	0.0%	0.0%	10.0%	10.0%	2.5%	0.0%	10.0%	10.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1800 - 1900	0.0%	0.0%	5.0%	5.0%	5.0%	5.6%	10.0%	5.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	
1900 - 2000	2.1%	0.0%	2.0%	5.0%	1.8%	0.0%	10.0%	0.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2000 - 2100	0.0%	0.0%	0.0%	3.0%	1.6%	0.0%	10.0%	0.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2100 - 2200	0.0%	0.0%	0.0%	3.0%	0.8%	0.0%	10.0%	0.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2200 - 2300	0.0%	0.0%	0.0%	2.0%	0.3%	2.8%	0.0%	0.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	
2300 - 0000	0.0%	0.0%	0.0%	1.0%	1.6%	2.8%	1.0%	0.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	
	100.0%	100.0%	100.0%	100%	100.0%	100.0%	100.0%	100.0%	**0**	**0**	**0**	**0**	**0**	**2**	**0**	**0**	**0**	**2**	0	2	0	1	1	

References:
1. Business, goods and service vehicle trip generation at office developments (C.R. Eastman. 1992)
2. Shopping centres: Deliveries and Servicing. (J.B. Rowlands & J.G. Wardley.1998)
3. Surveys at Broadgate (OAP 1989 and Broadgate Estates 1998) for offices
4. Hotel Numbers from surveys at London Metropole Hotel (1989) and Selfridges Hotel (2000):
Based on 0.3 trip rate/ 100m² for highly serviced (restaurants/bars, gym,spa,etc)
0.1 trip rate/ 100m² for low serviced hotels . Information supported by Malmaison Hotels (2016)
5. Department stores trip rate is around 0.5 trips/100m²-It will vary according to Distribution centre use. Based on the Selfridges survey (2000). Retail distribution based upon Paddington Surveys in May 2000
6. Residential Internet Deliveries Ref: Urban Logisitics: Management, Policy and Innovation in a Rapidly Changing Environment (2019).
Notes:
Turnaround of 25mins for HGV, 15mins for LGVs and 25 min for maintenance/service/long-term vehicles.

TITLE: 14 Bedford Row
JOB NO: 2310108
DATE: 12/04/24

Appendix C

Swept Path Analysis



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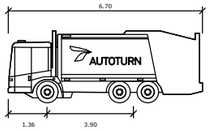

First Mile Refuse

		meters
Width	:	2.50
Track	:	2.50
Lock to Lock Time	:	6.0
Steering Angle	:	40.8

motion

Guildford - London - Reading
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Project:
Bedford Row, Holborn

Title:
Swept Path Analysis
6.7m Refuse

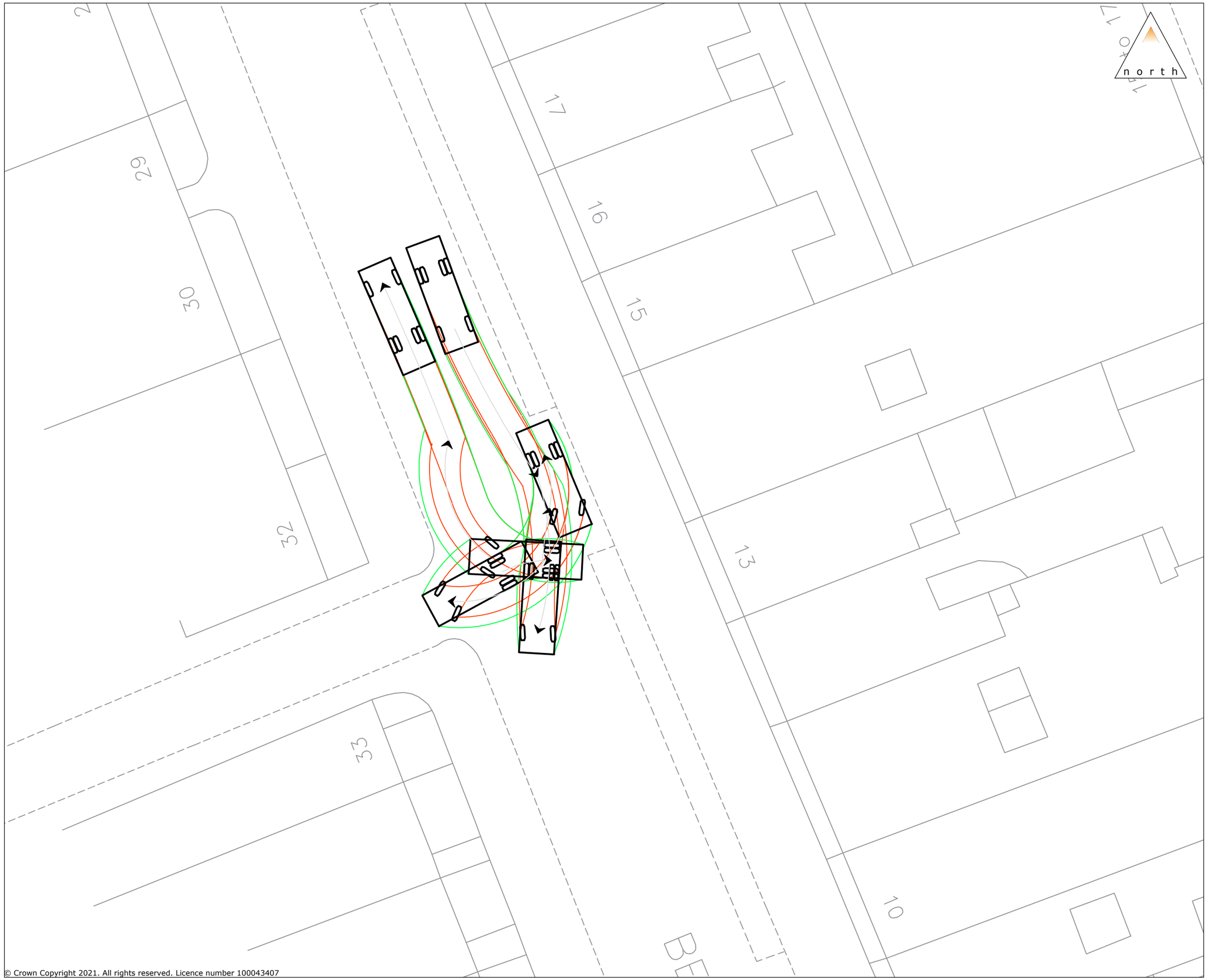
Client:
True North Management Limited

Drawing Status:

Scale: 1:250 (@ A3) Date:12/04/2024

Drawn: GL Checked: PDJ Approved: PDJ

Drawing: Revision:
2310108-TK10



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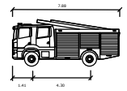
Rev:	Description:	Date:	Rev By:	Chk'd:



Fire Appliance Scania Emergency One

meters

Width	:	2.45
Track	:	2.45
Lock to Lock Time	:	6.0
Steering Angle	:	33.7

motion

Guildford - London - Reading
www.motion.co.uk

Project:
Bedford Row, Holborn

Title:
Swept Path Analysis
Fire Appliance

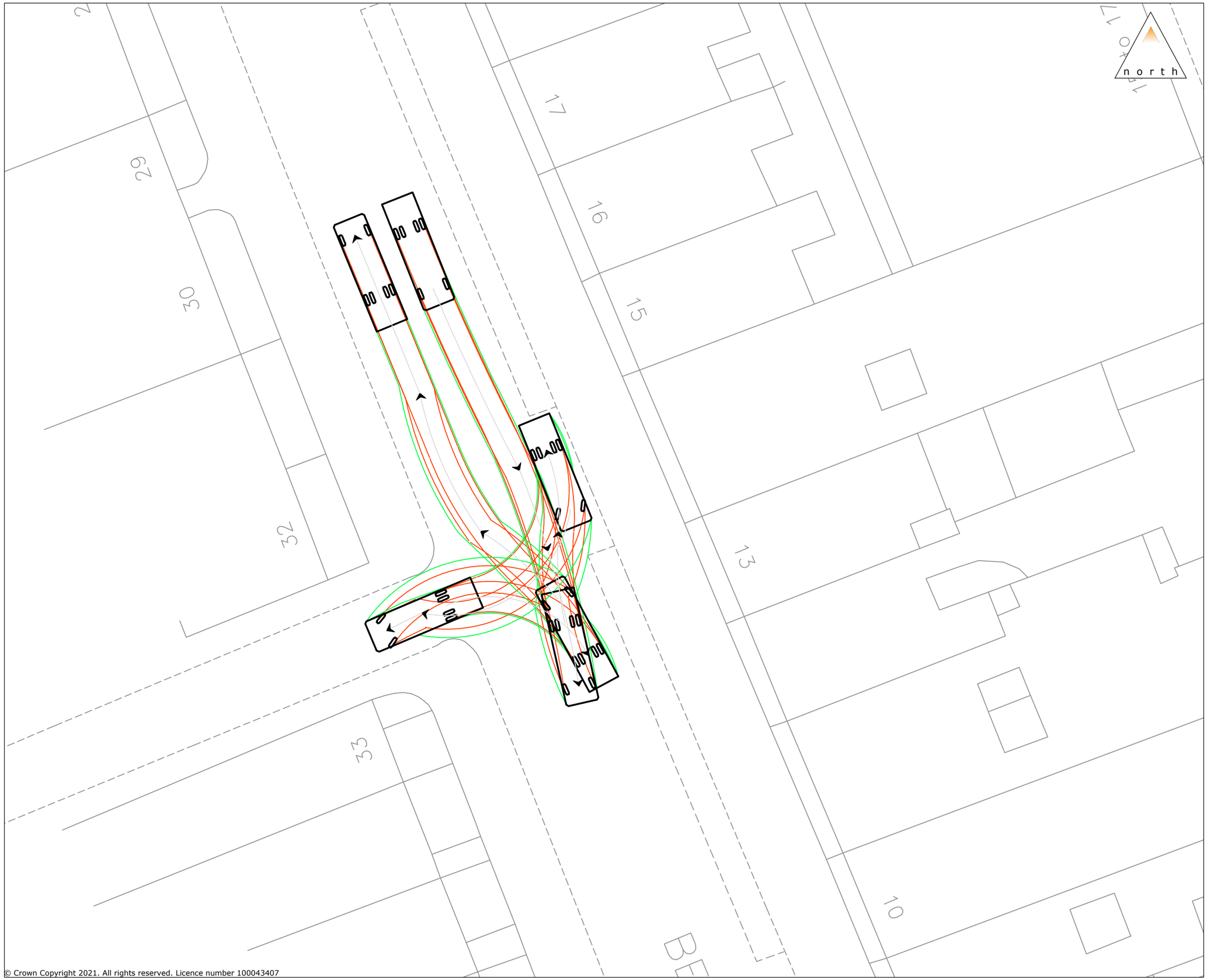
Client:
True North Management Limited

Drawing Status:

Scale: 1:250 (@ A3) Date:05/04/2024

Drawn: GL Checked: PDJ Approved: PDJ

Drawing: Revision:
2310108-TK11



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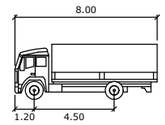
Rev:	Description:	Date:	Rev By:	Chk'd:



8.0m Rigid

	meters
Width	: 2.30
Track	: 2.12
Lock to Lock Time	: 6.0
Steering Angle	: 42.7

motion

Guildford - London - Reading
www.motion.co.uk

Project:
Bedford Row, Holborn

Title:
Swept Path Analysis
8m Rigid

Client:
True North Management Limited

Drawing Status:

Scale: 1:250 (@ A3) Date:05/04/2024

Drawn: GL Checked: PDJ Approved: PDJ

Drawing: Revision:
2310108-TK12