



Holy Trinity Church, Finchley Road, London, NW3 5HT

## TRAVEL PLAN

for Proposed Refurbishment & Extension  
on behalf of Lighthouse London

2025/8527/TP01

March 2025

## DOCUMENT CONTROL

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for Proposed Refurbishment & Extension

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## **1 INTRODUCTION**

### **1.1 Background**

1.1.1 RGP is commissioned by Lighthouse London to provide transport and highways input in support of proposed development at Holy Trinity Church, Finchley Road, London NW3 5HT ("the site").

1.1.2 The site is located within the Finchley Road/Swiss Cottage Town Centre, opposite Finchley Road tube station and the O2 shopping centre. The Church occupies the majority of the site, with the main entrance accessed via a series of steps from Finchley Road. A second accessible entrance is situated on the northern elevation, accessed via a pedestrian footpath which runs from Finchley Road to Alban House, a residential building, located to the rear of the Church.

1.1.3 The development proposals are summarised as follows:

*"The extension and refurbishment of the existing Holy Trinity Church (Use Class F1) to provide improved worship space and an ancillary café, with a new level access provided from Finchley Road."*

1.1.4 A copy of the proposed Site Plans is attached hereto at **Appendix A** for reference.

### **1.2 Policy Context**

1.2.1 Holy Trinity Church is committed to supporting sustainable travel patterns for its congregation, staff and visitors. This Travel Plan has been developed in alignment with local policies, regulations, and strategies designed to improve transportation choices, reduce car dependency, and enhance accessibility to and from the site. This section outlines the key policies that shape and guide the implementation of the Travel Plan.

1.2.2 The need to manage transport in new developments is embedded within national, regional and local policy, with the need to reduce car dependency, increase travel choices and encourage sustainable travel supported by the National Planning Policy Framework (NPPF) which states that all developments that will generate significant amounts of movement should be required to provide a travel plan (Paragraph 118).

1.2.3 Furthermore, Paragraph 111 of the NPPF recommends that planning policies support an appropriate mix of uses across an area, and within larger scale sites, to minimise the number and length of journeys needed for employment, shopping, leisure, education and other activities.

1.2.4 The London Plan 2021, Para. 5.1.10, recognises the importance of shared use and co-location of social infrastructure in reducing the need to travel and improving accessibility, while Para. 10.4.3 suggests that the use of Travel Plans may help reduce the negative impact of development on the transport network and reduce potentially harmful public health benefits.

- 1.2.5 The Mayor has a strategic target for 80 per cent of all trips in London to be made by foot, cycle or public transport by 2041. This Travel Plan aims to support the achievement of the target. The key policies and strategies for transport are outlined in The Mayor's Transport Strategy. It recognises that *"commercial and residential development should be planned around good public transport access and well-connected town centres, so fewer people need to rely on cars."*

### 1.3 What is a Travel Plan?

- 1.3.1 A Travel Plan is a strategy through which journeys to and from a location are managed. It comprises a package of measures tailored to the needs of an individual site and aimed at promoting more sustainable travel (walking, cycling and public transport) and reducing reliance on the private car. The development of such measures can reduce the impact of travel and transport whilst also bringing a range of benefits to individuals and the local community, including reduced air pollution and use of fossil fuels.

- 1.3.2 For **Staff and Visitors**, a Travel Plan can:

- Help provide less stressful options for travel, with the ability to socialise;
- Present opportunities to build healthy exercise into daily life; and
- Reduce the cost of travel.

- 1.3.3 For **employers and organisations**, a Travel Plan can:

- Satisfy local planning and highway authorities;
- Improve the company/organisation's 'green credentials' and strengthen their brand as seen by visitors;
- Improve corporate social responsibilities, above that of competitors;
- Offer financial savings to the business, its staff and visitors; and
- Improve staff retention and morale.

- 1.3.4 For the **local community**, a Travel Plan can:

- Make local streets less congested, less dangerous, less noisy and less polluted;
- Enhance public transport;
- Improve the environment and the routes available for walking and cycling; and
- Help create a place which is better to live in, work in and visit, which in turn can attract investment.

- 1.3.5 A Travel Plan is a strategy through which an organisation is able to manage journeys related to its operation.



## 2 BASELINE CONDITIONS

### 2.1 Site Location & Local Highway Network

- 2.1.1 The site is located on the eastern side of Finchley Road within the London Borough of Camden. On the opposite side of Finchley Road is Finchley Road Underground Station (circa 50m from the site entrance) which is served by both the Jubilee and Metropolitan lines.
- 2.1.2 The site is bounded by Finchley Road to the west, Lief House and associated surface car parking to the north/northwest, Alban House to the east and 120 Finchley Road to the south/southeast.
- 2.1.3 The surrounding area largely comprises retail and commercial uses. The figure below illustrates the site location in the context of the surrounding infrastructure and amenities.

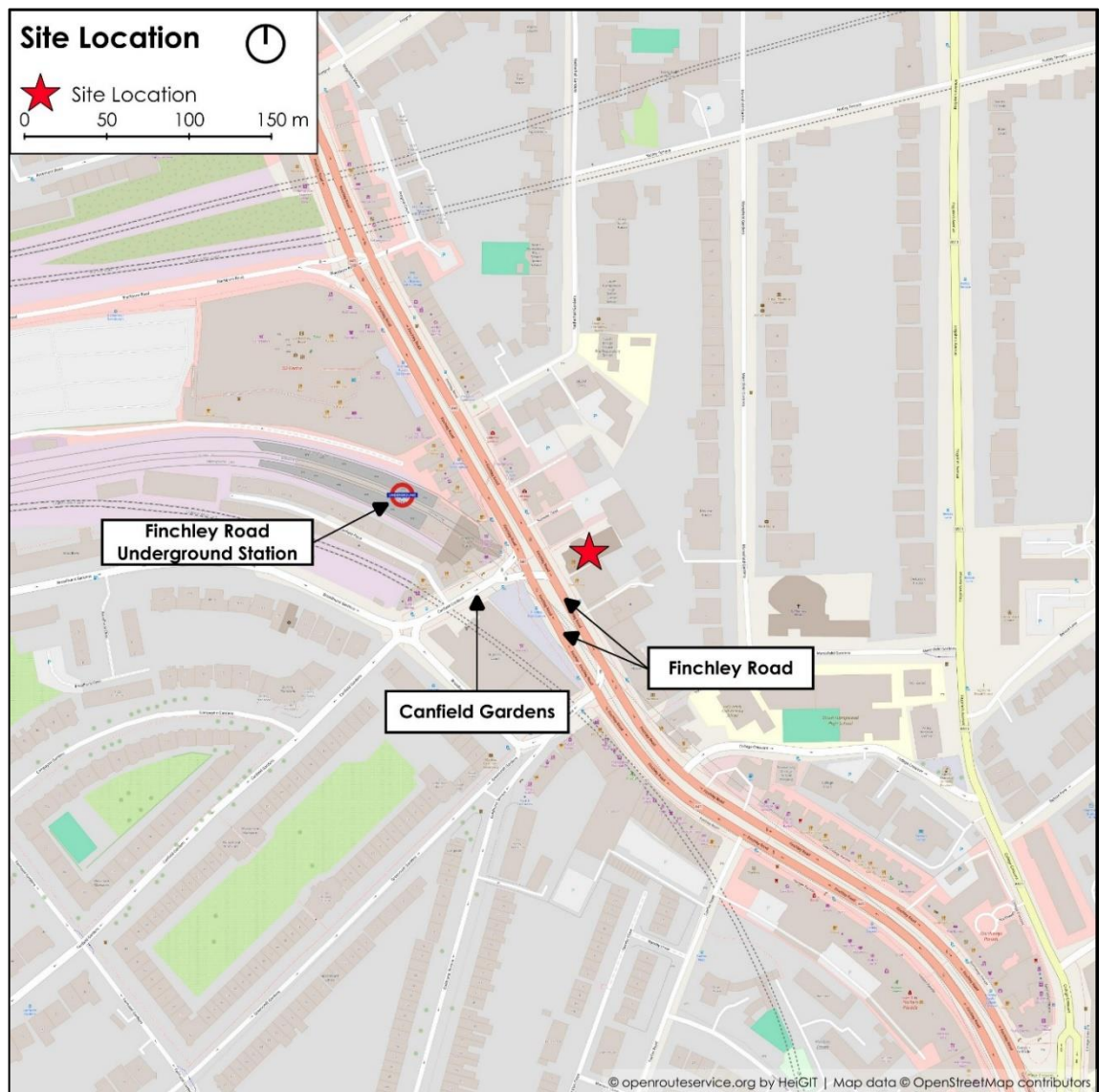


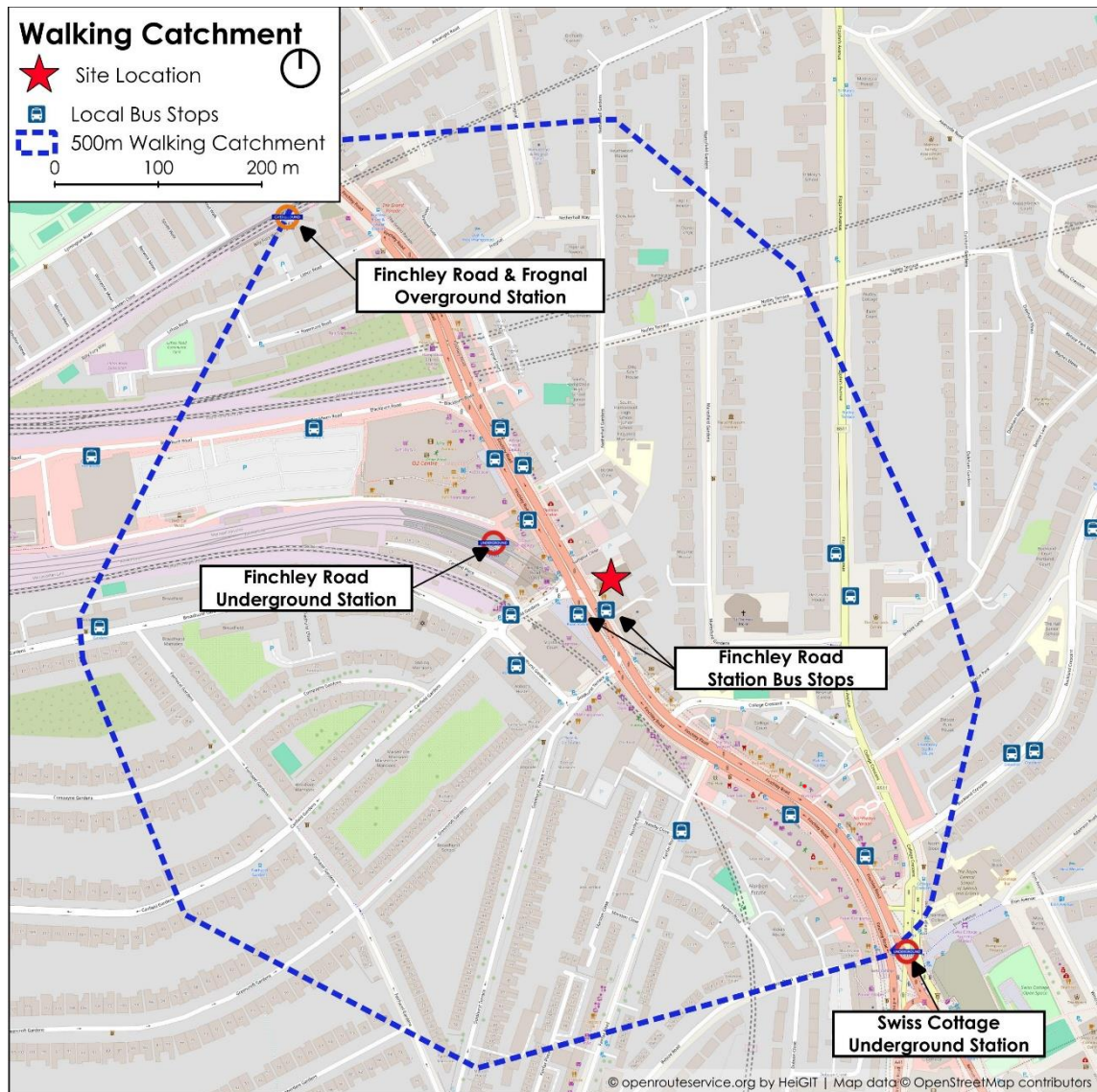
Figure 1 Site Location

- 2.1.4 Local amenities include the O2 Centre which benefits from retail and restaurant facilities, with the centre circa 180m walk north of the site.

## **2.2 Accessibility Credentials**

### **Walking**

- 2.2.1 Access to the site is taken from Finchley Road which benefits from footpaths along both sides of the road. These existing footways provided connectivity to local amenities and public transport stops and stations. The footways benefit from incidences of active frontages, dropped kerbs, lighting, tactile paving, transition points and wayfinding signage.
- 2.2.2 Located 20m north of the site is a pedestrian pelican crossing that which provides direct pedestrian access to Finchley Road Underground Station and Canfield Gardens. Additionally, north of the site is a pedestrian tunnel that allows pedestrians to walk underneath Finchley Road into the Underground Station rather than using the crossing.
- 2.2.3 The figure below outlines an indicative 500m catchment surrounding the site, reflecting all viable routes locally to the site including on carriageway footways and footpath routes.



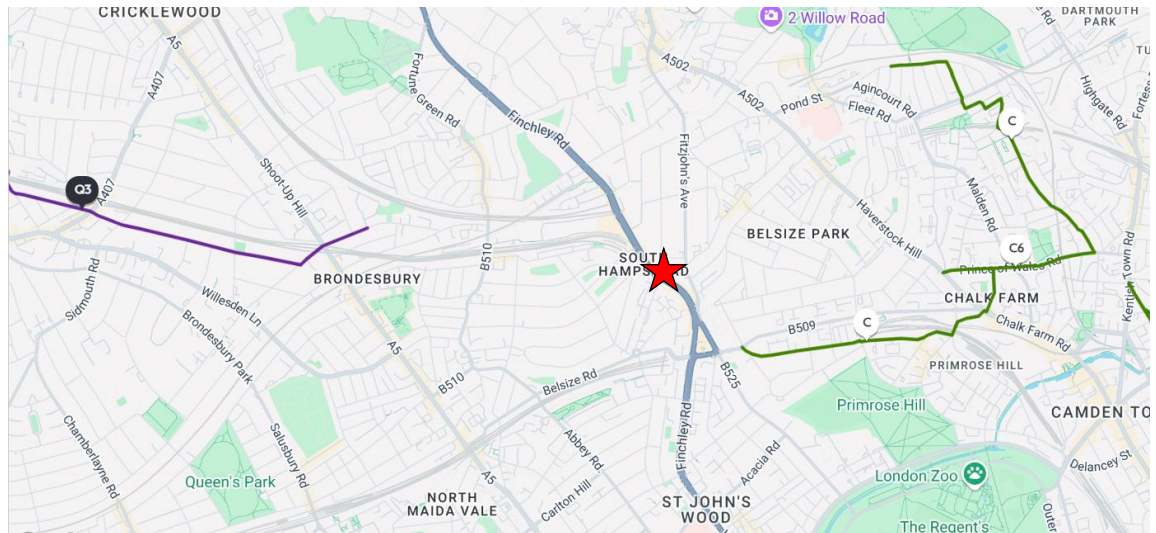
**Figure 2 Indicative 500m Walking Catchment**

- 2.2.4 Additionally, as shown above, Swiss Cottage Underground Station is located marginally outside the 500m walking catchment to the south of the site. To the north is also Finchley Road & Frognal Overground Station which is served by the Mildmay line with terminal destinations of Clapham Junction, Stratford and Richmond.

## Cycling

- 2.2.5 Located to the east of the site is Transport for London Cycleway C. This route includes key destinations such as Islington, Camden town and Russell Square. Quietway 3 is additionally located to the west connecting Gladstone Park and the Brondesbury area. These cycle ways are shown in the figure below.





**Figure 3** Local Cycle Routes (TFL)

- 2.2.6 Within the vicinity of the site, there are no dedicated on-carriageway cycleways. However, the general road layout within the vicinity of the site is inclusive for cyclists including the bus lane located adjacent to the site.

### Public Transport

- 2.2.7 The site achieves a Public Transport Accessibility Level (PTAL) of 6b, rated as providing "excellent" accessibility. PTAL assesses public transport services to comprise bus (within 640m) and rail (within 960m) of a site. The extract below illustrates the site in relation to surrounding areas and PTAL scores. The PTAL calculation report is attached hereto at **Appendix C** for reference.

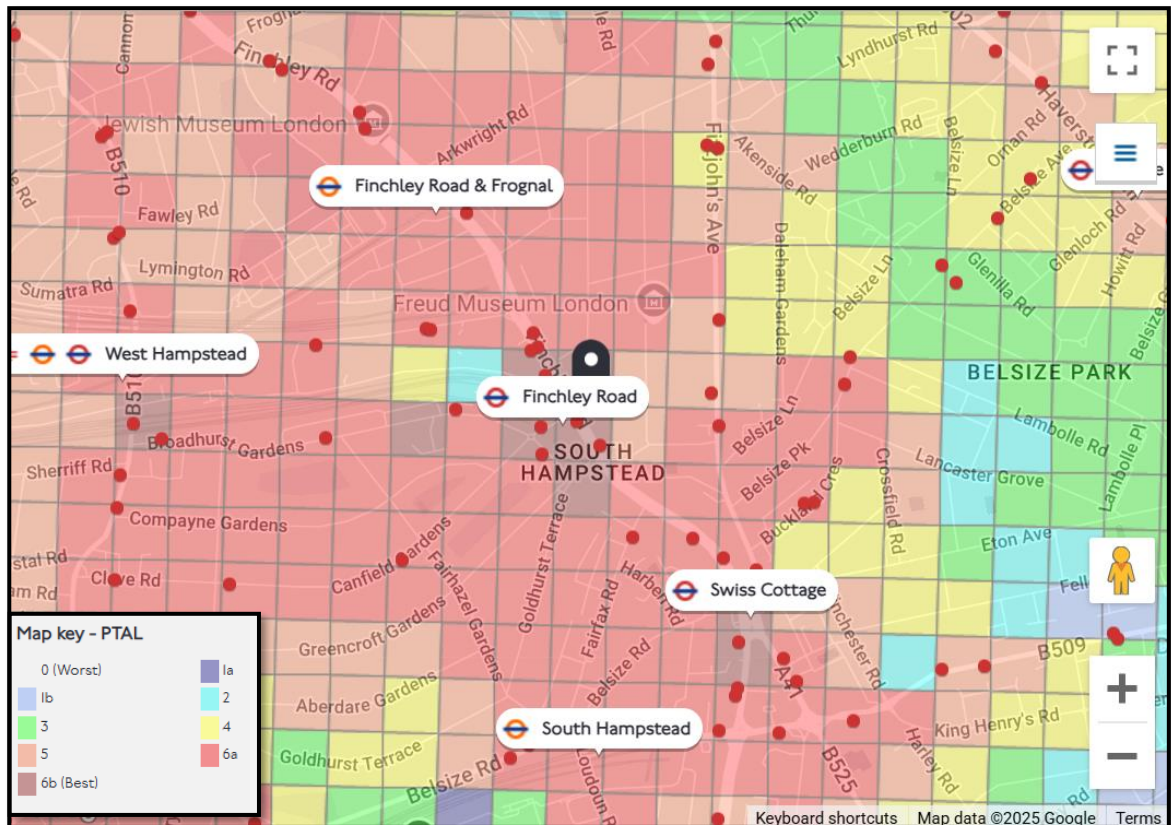


Figure 4 WebCAT Extract

2.2.8 Bus services within 640m comprise the routes as summarised below.

Bus Service	Terminal Destinations	Average Weekday Frequency	Average Frequency on Weekends
113	Edgware – Marble Arch	Every 10 minutes	Every 10 minutes
N113	Edgware – Marble Arch	Every 35 minutes	Every 35 minutes
C11	Brent Cross Shopping Centre – Archway	Every 11 minutes	Sat: Every 12 minutes Sun: No service
13	North Finchley – Victoria	Every 11 minutes	Sat: Every 20 minutes Sun: Every 30 minutes
187	Central Middlesex Hospital – Finchley Road	Every 13 minutes	Every 20 minutes
268	Golders Green – Finchley Road	Every 14 minutes	Sat: Every 15 minutes Sun: Every 20 minutes

Figure 5 Bus Services Summary

2.2.9 A map illustrating local bus routes is attached hereto at **Appendix D**.

2.2.10 London Underground and Overground Services within 960m comprise the routes as summarised below.

**Finchley Road & Frognal Train Station**

- The Mildmay line – Stratford, Clapham and Richmond

**Finchley Road Underground Station**

- The Metropolitan line – For Whitechapel, Uxbridge, Amersham or Chesham -
- The Jubilee line – for Stratford and Stanmore

**South Hampstead Train Station**

- The Lioness line – Watford to Euston

**2.3 Accessibility Summary**

2.3.1 The above review demonstrates that the site is accessible by a variety of modes of transport that have the potential to reduce reliance upon the private car and increase active travel. It is therefore considered that the proposals fully accord with the guiding principles of the NPPF, The London Plan and Camden Council policies.

2.3.2 It is anticipated that the extensive range of public transport services will act as the primary mode of transport for the congregation, staff and visitors travelling to / from the site. The measures contained within this Travel Plan further seek to increase the awareness of and use of sustainable transport modes, where possible.

3 TRAVEL BEHAVIOUR

- 3.1.1 In lieu of any current travel data, the multi-modal trip generation forecast has been derived from a previous survey undertaken at the site in support of a previous planning application (ref. 2017/2092/P). Full details are provided in the Transport Statement prepared by RGP (2025/8527/TS01) prepared to support the latest application.
- 3.1.2 The table below summarises the results of the survey in respect of Church visitor travel behaviours.

Mode	Modal Split
Pedestrian	41%
Cycle	19%
Public Transport	33%
Vehicle	7%
Total	100%

Figure 6 Forecast Worship Space Multi-Modal Trip Data

- 3.1.3 As summarised, up to 93% of travel to and from the church could be active (walking and cycling) and sustainable (bus and rail) modes, with it anticipated that any vehicle movements would predominantly comprise deliveries and private hire/taxi trips. It is considered the anticipated travel behaviour data as summarised is a suitable starting point to derive initial Travel Plan aims, objectives and targets.
- 3.1.4 Travel behaviour surveys would be completed within six months of occupation to establish the travel behaviour of site users. Monitoring surveys would be completed on the third and fifth anniversaries of the initial occupation of the site to monitor travel behaviour change and ensure the Travel Plan aims, objectives and targets are achievable and proportionate. Travel behaviour surveys would be compliant with the methodology as detailed in Transport for London 'How We Monitor The Progress Of Travel Plans' guidance document.



## **4 AIMS, OBJECTIVES AND TARGETS**

### **4.1 Context**

- 4.1.1 This Travel Plan represents a long-term management strategy for integrating proposals for sustainable travel through the promotion and encouragement of the use of sustainable travel (walk, cycle, bus and rail) modes.
- 4.1.2 However, in consideration of the “excellent” accessibility credentials of the site, this Travel Plan also aims to promote and encourage the use of active (walk and cycle) over public transport (bus and rail) modes to realise capacity, environmental and health benefits.

### **4.2 Aim**

- 4.2.1 The overall aim of this Travel Plan is to promote and encourage the use of sustainable travel modes.

### **4.3 Objectives**

- 4.3.1 The objectives of this Travel Plan are:
- To increase awareness of the advantages and availability of sustainable travel modes.
  - To implement a package of hard and soft measures to facilitate sustainable travel modes.

### **4.4 Targets**

- 4.4.1 The targets of this Travel Plan are to promote and encourage the use of sustainable travel modes. The targets would be in line with 'SMART' criteria:
- **S**pecific
  - **M**easurable
  - **A**chievable
  - **R**ealistic
  - **T**ime-bound
- 4.4.2 The following Travel Plan target has been set:

**To increase the proportion of arrivals at / departures from the site by active (walk and cycle) modes by 10% by the end of Year 5 of this Travel Plan**

- 4.4.3 Travel behaviour surveys would be completed within six months of the proposals occupation to establish the travel behaviour of site users, with the above target reviewed to ensure it is achievable and proportionate. Travel behaviour surveys would be compliant with the methodology as detailed in Transport for London 'How We Monitor The Progress Of Travel Plans' guidance document.
- 4.4.4 Should travel behaviour surveys demonstrate the target has been achieved prior to its target date, a more challenging target would be developed, while should surveys demonstrate that progress is not being made toward achieving the target, the reason(s) why would be investigated (including a review of current measures which would be added to or modified) to ensure the overall target is met.

## **5 TRAVEL PLAN MEASURES**

### **5.1 Travel Plan Coordinator**

5.1.1 A Travel Plan Coordinator would be appointed who would be responsible for all aspects of travel planning at the site. The TPC would take lead of the Travel Plan and raise awareness of the Travel Plan aims, objectives and target. The TPC would monitor and evaluate the behaviour travel surveys undertaken throughout the life of this Travel Plan. It would be ensured the TPC has adequate resources available to them to fully implement the Travel Plan. The TPC contact details are provided below:

- Name: **TBC**
- Contact Number: **TBC**
- Contact Email: **TBC**

5.1.2 Camden Council would be provided with the contact details of the Travel Plan Coordinator. Should a Travel Plan Coordinator change role or leave, Camden Council would be provided with updated details for the new TPC.

### **5.2 Measures & Action Plan**

5.2.1 An Action Plan outlining the proposed Travel Plan measures and actions identified for the site, along with responsibilities, estimated costs and implementation timescales is attached at **Appendix E**. The Action Plan also pinpoints the objective that each measure will support to ensure that any initiative is targeted to achieving the overall aim for this site.

5.2.2 The Action Plan includes the following measures:

#### Objective 1

- Travel Plan Coordinator (TPC)
- Public Transport Information
- Website Information
- Face-to-Face Promotion
- Social Media Promotion
- Travel Information Leaflet
- Promotion of apps (e.g. Strava, TfL Go, CityMapper)

#### Objective 2

- Free Wi-Fi
- Cycle Parking / Storage

- Buggy / Scooter Store
- Puncture Repair Kit
- Travel Noticeboard / Information Point

### **5.3 Effectiveness of Travel Plan Measures**

- 5.3.1 The specified measures and initiatives should act to achieve the overall aim of the Travel Plan, consequently increasing the use of sustainable modes and achieving the targets set.



## **6 REVIEW**

### **6.1 Implementation and Funding**

- 6.1.1 An initial budget would be allocated for the implementation of the Travel Plan and reviewed by the Travel Plan Coordinator annually to identify whether any adjustments are required in order to achieve the Travel Plan aim, objectives and target.
- 6.1.2 The implementation of some measures (e.g. cycle parking) would be met as part of the construction phase, whilst the ongoing monitoring and management would be part of the Travel Plan Coordinator role.
- 6.1.3 Any other associated costs to fund on-going Travel Plan measures would be met by Management. This for example could include maintenance costs and other resources as necessary to implement the initiatives outlined.

### **6.2 Monitoring**

- 6.2.1 Travel behaviour surveys would be completed within six months of the proposals occupation to establish the travel behaviour of site users which would represent year one of the Travel Plan and inform an updated and revised Travel Plan.
- 6.2.2 Monitoring surveys would be completed on the third and fifth anniversaries of the initial occupation of the site to monitor travel behaviour change and ensure the Travel Plan aims, objectives and targets are achievable and proportionate.
- 6.2.3 The surveys would inform a monitoring report which would be prepared by the Travel Plan Coordinator and would demonstrate how the Travel Plan has been implemented to date to include:
- A statistical summary of the mode split, informed by the monitoring surveys.
  - The progress of the Travel Plan in achieving its aim, objectives and targets
  - A plan for future actions, to include remedial measures as required.
- 6.2.4 The above list is not exhaustive, with the Travel Plan Coordinator encouraged to include further information as appropriate. A copy of the monitoring report would be provided to Camden Council.
- 6.2.5 Travel behaviour surveys would be compliant with the methodology as detailed in Transport for London 'How We Monitor The Progress Of Travel Plans' guidance document.

## APPENDIX A

THE CONTRACTOR IS TO CHECK AND VERIFY ALL BUILDING AND SITE DIMENSIONS, LEVELS AND SEWER INVERT LEVELS AT CONNECTION POINTS BEFORE WORK STARTS.

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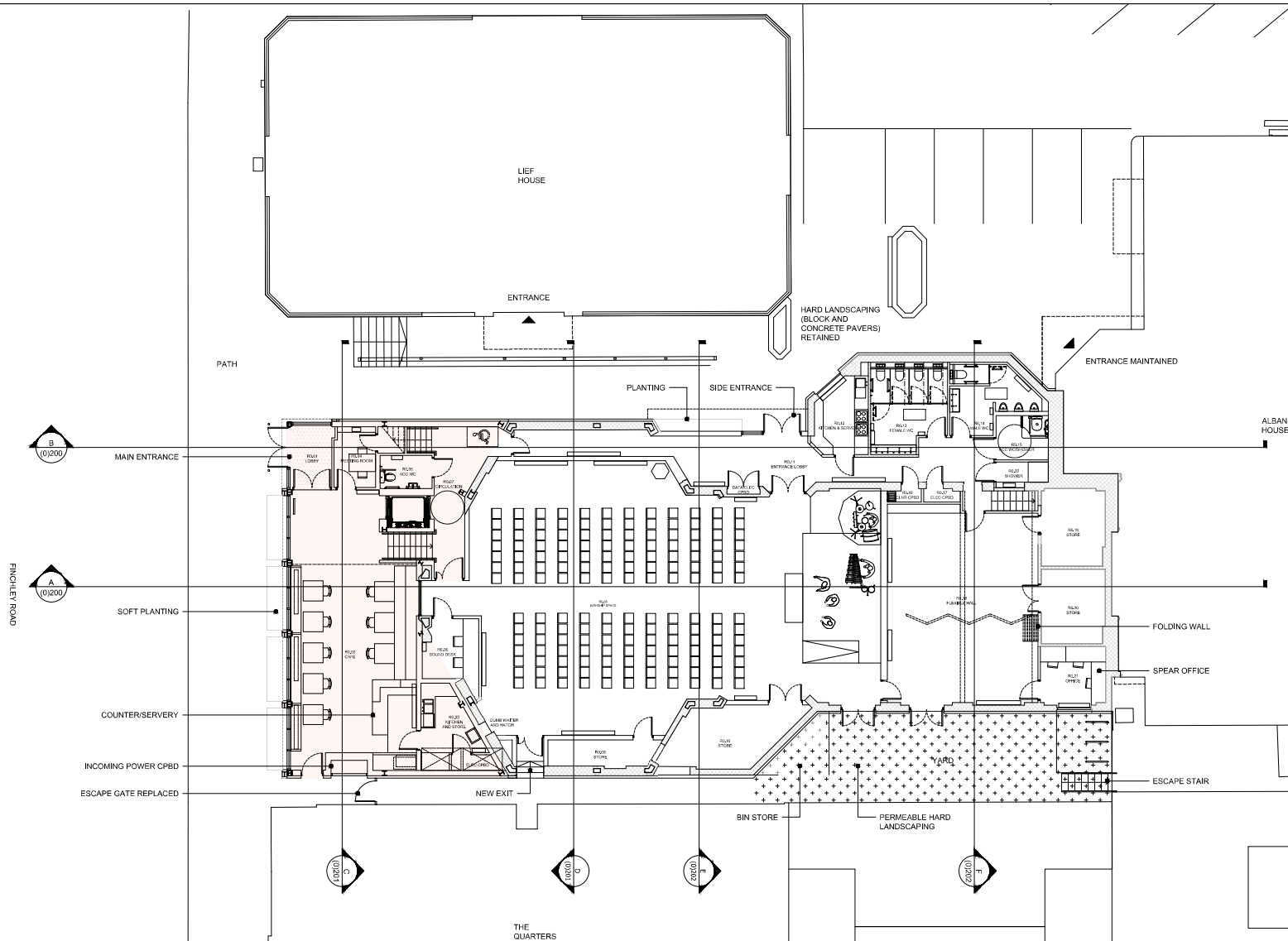
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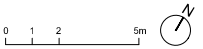
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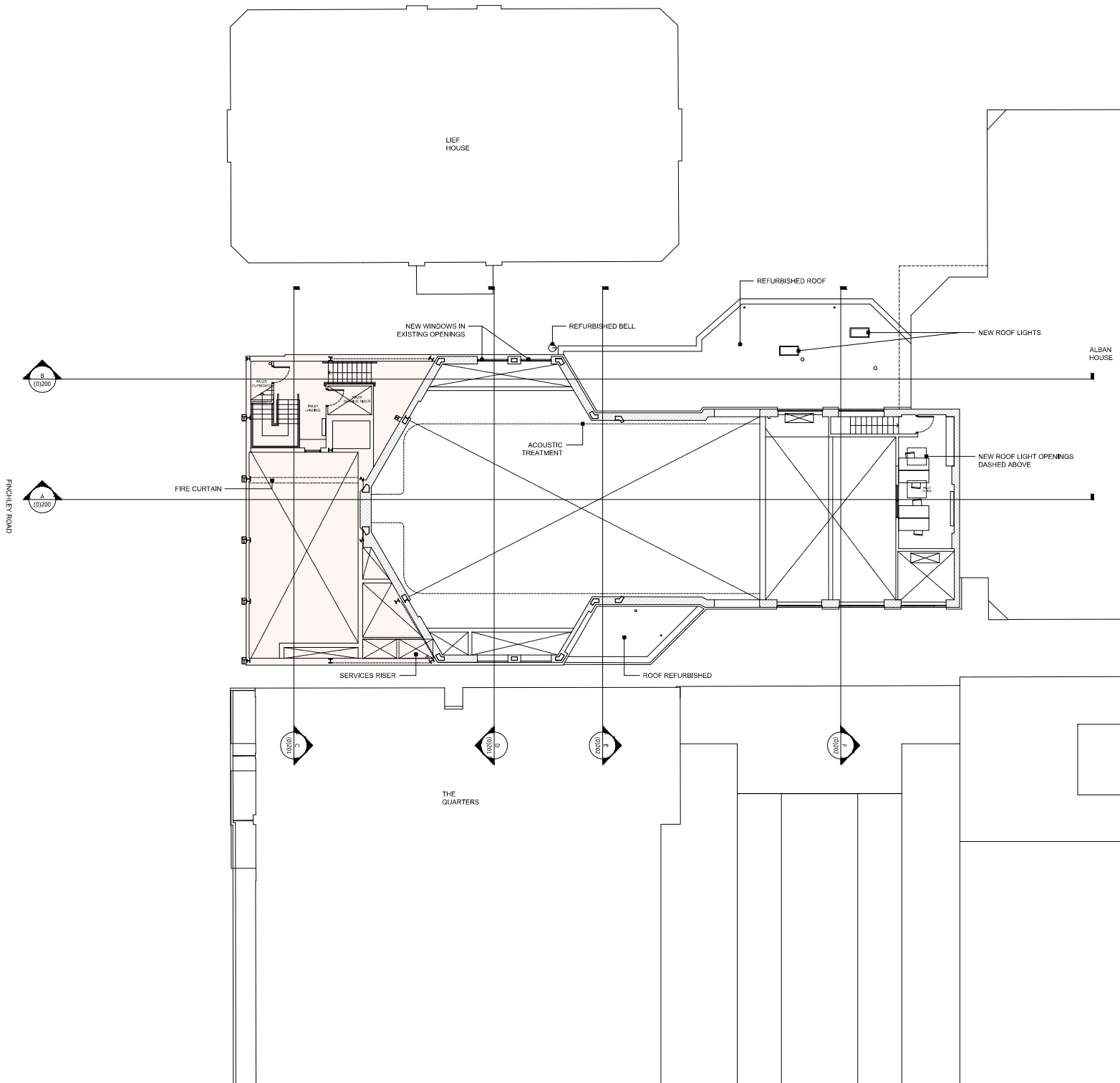
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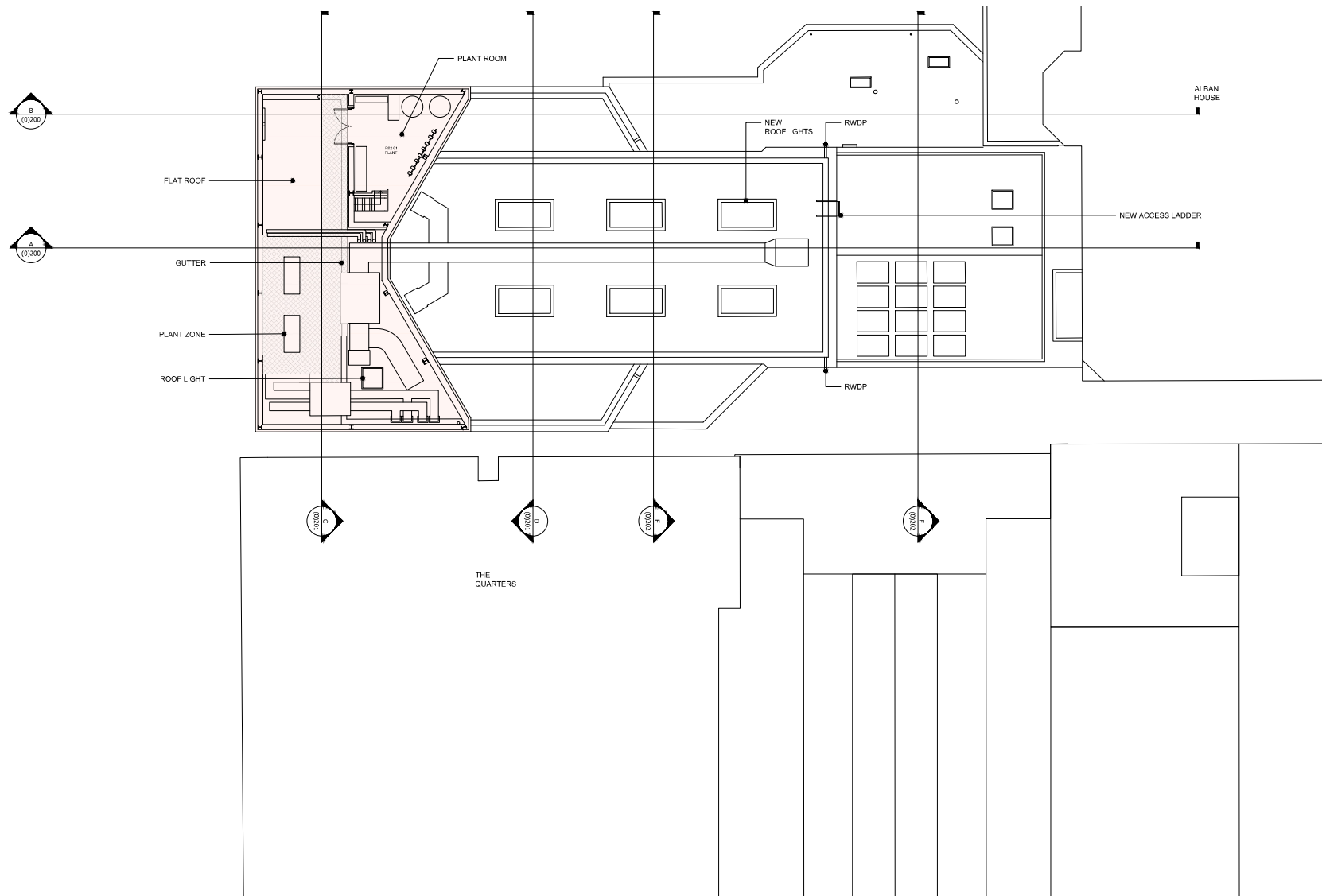
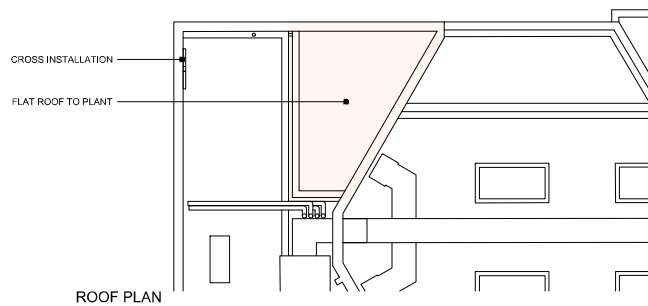
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## **APPENDIX B**

# WebCAT PTAL Report

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## Site Details

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Grid Cell: 101975

Easting: 526345

Northing: 184652

Report Date: 25/02/2025

Scenario: Base Year

## Calculation Parameters

-----

Day of Week: M-F

Time Period: AM Peak

Walk Speed: 4.8 kph

Bus Node Max Walk Access Time (mins): 8

Bus Reliability Factor: 2.0

LU Station Max Walk Access Time (mins): 12

LU Reliability Factor: 0.75

National Rail Station Max Walk Access Time (mins): 12

National Rail Reliability Factor: 0.75

Mode	Stop	Route	Distance (metres)	Frequency (vph)	Walk Time (mins)
SWT (mins)		TAT (mins)	EDF	Weight	AI
Bus	FINCHLEY RD STN S/B	C11	33.71	7.5	0.42
4.67	0.5	2.34			6
Bus	FINCHLEY RD STN S/B	113	33.71	7	0.42
4.47	0.5	2.24			6.29
Bus	FINCHLEY RD STN S/B	82	33.71	8.75	0.42
5.13	1	5.13			5.43
Bus	FINCHLEY RD STN S/B	13	33.71	8	0.42
4.86	0.5	2.43			5.75
Bus	FINCHLEY RD STN S/B	268	33.71	5	0.42
3.56	0.5	1.78			8
Bus	FINCHLEY RD STN S/B	187	33.71	5.5	0.42
3.81	0.5	1.9			7.45
Bus	FAIRFAX RD FINCHLEY RD	31	248.61	10	3.11
0.5	1.85				5
Bus	SWISS COTTAGE COLLEGE CR	46	434.8	6	5.44
12.44	2.41	0.5	1.21		7
Rail	Finchley Road & Frognal	'CLPHMJ2-STFD 2L50			514.18
8.92	15.35	1.95	1	1.95	3.67
Rail	Finchley Road & Frognal	'STFD-CLPHMJ2 2Y11			514.18
8.92	15.35	1.95	0.5	0.98	3.67
LUL	Finchley Road	'WembleyPark-Stratfo			71.82
9.82	3.05	0.5	1.53		3.67
LUL	Finchley Road	'WillesdenGreen-Stra			71.82
				4.33	0.9
					7.68



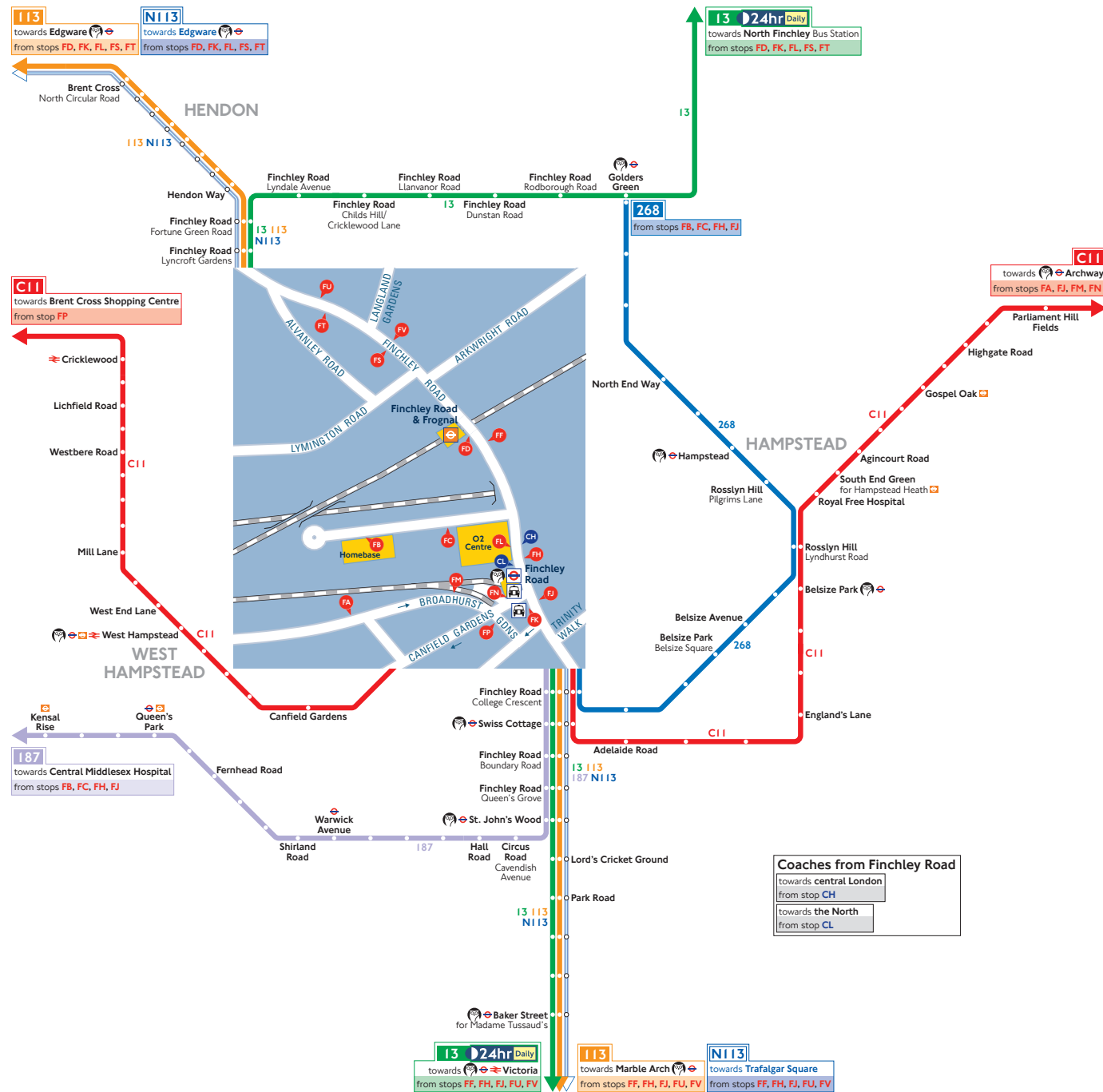
8.58	3.5	0.5	1.75					
LUL	Finchley Road	'Stratford-Stanmore	'	71.82	17	0.9	2.51	
3.41	8.79	1	8.79					
LUL	Finchley Road	'Amer-AldgateFast	'	71.82	1	0.9	30.75	
31.65	0.95	0.5	0.47					
LUL	Finchley Road	'Ches-AldgateFast	'	71.82	2	0.9	15.75	
16.65	1.8	0.5	0.9					
LUL	Finchley Road	'Uxbridge-AldSlow	'	71.82	5.33	0.9	6.38	
7.28	4.12	0.5	2.06					
LUL	Finchley Road	'BakerSt-AmerFast	'	71.82	1.33	0.9	23.31	
24.2	1.24	0.5	0.62					
LUL	Finchley Road	'Watford-BStreetSF	'	71.82	2.33	0.9	13.63	
14.52	2.07	0.5	1.03					
LUL	Finchley Road	'Watford-AldSfast	'	71.82	3.67	0.9	8.92	
9.82	3.05	0.5	1.53					
LUL	Finchley Road	'Aldg-WatfordSlow	'	71.82	3.67	0.9	8.92	
9.82	3.05	0.5	1.53					
LUL	Finchley Road	'BakStr-WatfordSlow	'	71.82	1.67	0.9	18.71	
19.61	1.53	0.5	0.76					
LUL	Finchley Road	'BkStr-UxbridgeSFast	'	71.82	2.33	0.9	13.63	
14.52	2.07	0.5	1.03					
LUL	Finchley Road	'Uxbridge-BStreetSl	'	71.82	3.67	0.9	8.92	
9.82	3.05	0.5	1.53					
LUL	Finchley Road	'Ald-HarrowHill	'	71.82	1.33	0.9	23.31	
24.2	1.24	0.5	0.62					
LUL	Finchley Road	'BStreet-WembleyPk	'	71.82	0.33	0.9	91.66	
92.56	0.32	0.5	0.16					
LUL	Finchley Road	'BakerSt-HarrowHill	'	71.82	0.67	0.9	45.53	
46.42	0.65	0.5	0.32					
Rail	South Hampstead	'WATFJDC-EUSTON 2C06	'	645.4	2.67	8.07	11.99	
20.05	1.5	0.5	0.75					
Rail	South Hampstead	'EUSTON-WATFJDC 2D86	'	645.4	3	8.07	10.75	
18.82	1.59	0.5	0.8					

Total Grid Cell AI: 47.98

PTAL: 6b

## APPENDIX C

# Buses from Finchley Road



## How to use this map

- Find your destination on the map
- See the coloured lines on the map for the bus routes that go to your destination
- Check the map (at the end of each coloured line) for the bus stops to catch your bus from
- Use the central map to find the nearest bus stop for your route
- Look for the bus stop letters at the top of the stop (see example for stop A to the right)



## Key

	Connections with London Underground
	Connections with London Overground
	Connections with National Rail
	Tube station with 24-hour service Friday and Saturday nights

## Ways to pay

- Use contactless (card or device). It's the same fare as Oyster pay as you go and you don't need to top up
- Download the free TfL app to top up or buy a ticket anytime, anywhere, or visit [tfl.gov.uk/oyster](https://tfl.gov.uk/oyster). Alternatively, find your nearest Oyster Ticket Stop at [tfl.gov.uk/ticketstopfinder](https://tfl.gov.uk/ticketstopfinder) or visit your nearest TfL station
- The Hopper fare offers you unlimited pay as you go Bus and Tram journeys within one hour. Always use the same card or device to touch in
- If you fail to show on demand a ticket, validated smartcard or other travel authority valid for the whole of your journey you may be liable for a penalty fare or prosecuted.

Coaches from Finchley Road

towards central London

from stop CH

towards the North

from stop CL

## APPENDIX D

## Action Plan - Holy Trinity Church, Finchley Road, London, NW3 5HT

OBJECTIVE	MEASURE	TARGET GROUP	DETAILS	RESPONSIBILITY	ESTIMATED COST / BUDGET	OUTCOME / IMPLEMENTATION TIMESCALES
<b>Objective 1: To increase awareness of the advantages and availability of sustainable travel modes</b>	Travel Plan Coordinator (TPC)	N/A	TPC to be appointed prior to occupation and trained to ensure they are fully aware of their responsibilities . (Job description attached).	Site Operator / Management Company	3-5 hours per month. Staffing budget	To be appointed prior to occupation.
	Public Transport Information	All	Publicise public transport routes, timetables and fare information to all site users.	TPC	Part of TPC role (4 hours a year) £80 annually	Prior to occupation and then quarterly review for the 5 years of the plan.
	Website Information	Congregation / Visitors	The website will promote sustainable travel, highlighting underground, rail, bus, cycling and walking links.	Site Operator to initiate / TPC to populate and manage	Part of TPC role (10 hours a year) £200 annually	Prior to occupation and then quarterly review and promotion for the 5 years of the plan.
	Face-to-Face Promotion	All	Promote the Travel Plan during events, services and staff meetings (as appropriate).	TPC	Part of TPC role (10 hours a year) £200 annually	Ongoing for the life of the Travel Plan.
	Social Media Promotion	All	Promotion of travel events/information via social media sites such as Twitter, Facebook and/or LinkedIn.	TPC	Part of TPC role (10 hours a year) £200 annually	Ongoing for the life of the Travel Plan.
	Travel Information Leaflet	All	Distribute information leaflets.	TPC	Preparation costs c£750 + printing	Prepare and distribute prior to occupation.
	App Promotion	All	Promote applications such as Strava, TfL Go and City Mapper to encourage sustainable travel	TPC	Part of TPC role (10 hours a year) £200 annually	Ongoing for the life of the Travel Plan.
<b>Objective 2: To implement a package of hard and soft measures to facilitate sustainable travel modes.</b>	Free Wi-Fi	Congregation / Visitors	Free Wi-Fi is available on site to enable staff / visitors to obtain travel information, including real time updates.	Site Operator / Site Owner to implement	Construction budget	To be established as part of the construction phase.
	Cycle Parking / Storage	All	Covered and secure cycle parking will be provided on-site. Located to the south of the site.	Construction Company	Construction budget Minimum circa £30 per Sheffield style cycle rack. Plus c. £120 installation cost per rack.	To be established as part of the construction phase.
	Buggy / Scooter Store	Congregation / Visitors	Provide a suitable area for the storage of buggies and scooters. Located on first floor.	Site Operator	-	To be installed as part of the construction phase.
	Puncture Repair Kit	All	A puncture repair kit, pump and geared bike maintenance equipment will be made available to borrow from the cafe.	TPC	Initial outlay of c£20 for pump, c.£3 for the puncture kits and c.£30 for the bike maintenance equipment. Replace puncture repair kit as required at c.£3 a set.	Prior to opening, then as required.
	Travel Noticeboard / Information Point	All	A Travel Noticeboard will be established in a prominent place on-site. This will include walking and cycling maps/routes, bus and rail timetable information.	Site Operator / TPC to install	Noticeboard costs - variable	Prior to opening and reviewed quarterly.
<b>Monitoring</b>	Travel Surveys		Collection of baseline data relating to the modes of travel used by site users six months of the proposals occupation, repeating in Year 5.	TPC	c. £2000-£4000 per annum	To be completed for baseline in six months of the proposals occupation, repeating in Year 5.
	Interim Monitoring		'Snapshot surveys' and review of car and cycle parking usage.	TPC	Part of TPC role (4 hours a year) £80 annually	To be completed during Years 2 and 4 after occupation.
	Target Review		Set targets in Year 1 and then review all targets in Years 3 and 5 to establish whether the targets are being met. Revise measures/targets accordingly.	TPC	Responsibility of TPC to arrange	Targets to be set after 6 months of occupation, following completion of the corresponding Travel Survey and reviewed in Year 5.





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