

# **Centre Point**

## **Residential Travel Plan**

Report

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- A**     **ATTRBUTE ASSESSMENT**
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# 1 Introduction

## Background

- 1.1 This draft Residential Travel Plan (RTP) has been prepared by Steer Davies Gleave on behalf of Almacantar for the refurbishment, extension and alteration works at Centre Point Tower, Centre Point House, Centre Point Link and the public house site, located at 101-103, New Oxford Street, London, WC1A 1DD. Details of the author of this RTP are provided on the control sheet at the back of the document.
- 1.2 The RTP covers the entire residential element of the proposed development which is above the strategic-level threshold. The end occupiers (the residents) are always known at this stage and a full Travel Plan has been produced. A Residential Management Company (RMC) will be appointed prior to occupation of the units to manage this RTP for Centre Point. A Framework Travel Plan has also been prepared for the other commercial uses at the proposed development.
- 1.3 Almacantar (or successor in title) and the RMC will appoint a Travel Plan Coordinator (TPC) prior to occupation who will work approximately 1 day per month and liaise directly with residents. The appointed TPC will work with Almacantar and RMC to update the interim travel plan targets within 7 months of occupation, following the completion of baseline surveys (within 6 months of occupation or 75% occupation).
- 1.4 This RTP has been prepared in accordance with the latest best practice guidance produced by Transport for London (TfL), *Travel Planning for New Development in London* (March 2011).

## Travel Plan Context and Scope

- 1.5 This RTP considers all aspects of travel behaviour to, from and within the site, including:
  - i) Travel to/from work;
  - ii) Visitor travel; and
  - iii) Servicing and waste trips.
- 1.6 A Delivery and Servicing Plan (DSP) is included as part of the Transport Assessment submitted as part of the planning application for the scheme. A summary of the key DSP measures is provided within this RTP.

## Travel Plan Structure

- 1.7 This Travel Plan is divided into ten parts:
  - i) Chapter 1: Introduction;
  - ii) Chapter 2: Site Context, including an overview of the development proposals;
  - iii) Chapter 3: Policy and Best Practice;
  - iv) Chapter 4: Site Assessment;

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- v) Chapter 5: Delivery and Servicing Plan
  - vi) Chapter 6: Travel Survey;
  - vii) Chapter 7: Objectives and Targets;
  - viii) Chapter 8: Travel Plan Management;
  - ix) Chapter 9: Measure and Action Plan; and
  - x) Chapter 10: Monitoring and Review.
- 1.8 The ATTrBuTE software will be used to assess the content of the RTP and the ATTrBuTE summary output are included in Appendix A. This software is TfL's online tool to aid the production of travel plans.
- 1.9 It is expected that comments received from London Borough of Camden and TfL on this draft will be incorporated before the ATTrBuTE testing is undertaken.

## 2 Site Context

### Development Overview

- 2.1 The following sections outline the proposed development.

#### *Centre Point Tower*

- 2.2 The Grade II Listed Centre Point Tower is to be restored and refurbished with a change of use from office to provide 82 residential units. The refurbishment works include but are not necessarily limited to restoration of the exterior façade, including cleaning and repair of the façade materials and replacement glazing to improve the environmental performance of the building. In addition, there will be some alterations to the ground floor layout to facilitate integration of the building and the new public realm around Tottenham Court Road Station.

#### *Centre Point House*

- 2.3 The 36 residential units within Centre Point House would be retained and retail units provided on the ground floor. The existing office use within Centre Point House will be removed.

#### *Centre Point Link*

- 2.4 The Link currently provides conference facilities and it is to be converted to restaurant use.

#### *Public House Site*

- 2.5 The existing pub is to be demolished and is to be replaced by a new building containing 16 residential units (designated as affordable housing).
- 2.6 Table 2.1 below outlines the schedule of the proposed uses on site.

**TABLE 2.1 PROPOSED USES ON SITE**

Use	Area (m <sup>2</sup> )
Residential	33,968 (134 units)
Retail	8,156
<b>Total</b>	<b>42,124</b>

- 2.7 The development is not being phased and is scheduled for a 2016 opening year.

#### *Car, Motorcycle and Cycle Parking*

- 2.8 Two car lifts are proposed for the development which will be accessed from the service area with 17 car parking spaces proposed, together with a further space for operational purposes. The spaces will be leased to residents rather than sold. This will enable parking spaces to be managed in a way that ensures parking spaces are made available for the use of people with mobility issues living in one of the wheelchair accessible units. All of these spaces will have access to electric charging facilities. The scheme will be “car capped” i.e. residents will not be able

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to obtain an on-street parking permit. 5 motorcycle parking bays are also provided.

- 2.9 The Proposed Development provides a significant reduction in car parking and the remaining residual car parking is considered appropriate for the following reasons:
- i) The development was originally built with 153 car parking spaces;
  - ii) There are currently 69 car parking spaces;
  - iii) The previous application (May 2012) proposed 36 car parking spaces and hence the current proposal is a reduction of 50% from the previous proposal;
  - iv) The level of residual parking is a 75% reduction from existing levels;
  - v) This provision is consistent with LB Camden's disabled car parking standards;
  - vi) 17 car parking spaces equates to 0.12 spaces per residential unit;
  - vii) 0.12 spaces residential unit is a very low level of provision; and
  - viii) The scheme will be car capped to prevent take up of car parking permits by residents.
- 2.10 Cycle parking has been provided in accordance with London Borough of Camden standards as set out below.

**TABLE 2.2 CENTRE POINT CYCLE PARKING PROVISION**

Use	Standards	Proposed Area (m <sup>2</sup> )	Cycle Parking
Residential	1-2 Bedroom Dwelling (1 space per unit)	33,968 (134 Units)	165
	2+ Bedroom Dwelling (2 spaces per unit)		
	Visitors (1 per 40 units )		4
Total		33,968	169

- 2.11 A total of 169 cycle parking spaces are proposed as part of the residential element of the development, which accords with LBC standards and London Plan standards.

### ***Deliveries and Servicing***

- 2.12 The arrangements for the deliveries and servicing vehicles have been dealt within in the Delivery and Servicing Plan (DSP). This document can be found appended to the Transport Assessment.

### **Travel Plan Benefits**

- 2.13 Although this site already has an excellent Public Transport Accessibility Level (PTAL) rating which will improve further with the introduction on Crossrail, this RTP will assist with the long-term management strategy for the sustainable movement of both people and goods. The particular focus will be to encourage walking and cycling as an alternative to public transport use.



- 2.14 The travel plan will equally benefit the developer, site occupiers and site users (residents, visitors, delivery/service providers).
- 2.15 Almacantar recognises the value of sustainable travel, including deliveries and servicing and the importance of producing travel plans. Almacantar will work closely with the RMC to develop the RTP and update targets and measures as required.



### 3 Policy and Best Practice

#### Introduction

- 3.1 This section sets out an overview of the transport policies that are relevant to the proposed transport aspects of the development in the LB Camden.
- 3.2 The national, regional and local policy together with relevant travel plan guidance is listed below.

#### **National Policy**

- i) National Planning Policy Framework (2012)

#### **National Travel Plan Guidance**

- ii) Good Practice Guidelines: Delivering Travel Plans through the Planning Process, DfT (2009);
- iii) The Essential Guide to Travel Planning, DfT (2008); and
- iv) Smarter Choices - Changing the Way We Travel, DfT (2004).

#### **Regional Policy**

- v) Mayor's Transport Strategy (2010); and
- vi) The London Plan, Spatial Development Strategy for Greater London (2011).

#### **Regional Travel Plan Guidance**

- vii) Travel Planning for New Development in London, TfL (2011); and
- viii) London Freight Plan, sustainable freight distribution: a plan for London, TfL (2007)

#### **Local Policy**

- ix) Camden Development Policies - London Borough of Camden (2010); and
  - x) Camden Core Strategy - London Borough of Camden (2010).
- 3.3 A review of selected documents is provided below.

#### **National Policy and Guidance**

##### ***National Planning Policy Framework, March 2012***

- 3.4 The National Planning Policy Framework (NPPF) (March 2012) sets out the Government's planning policies for England. The document was formally published on 27 March 2012 and its policies applied with immediate effect. Importantly, almost all existing national guidance in the form of Planning Policy Guidance Notes (PPGs) and Planning Policy Statements (PPSs) were revoked.
- 3.5 Transport policy is dealt with in the 'Promoting Sustainable Transport' section. This section emphasises the need for '*the transport system to be balanced in favour of sustainable transport modes, giving people a real choice about how they travel.*'

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- 3.6 The NPPF states in Paragraph 34 and 35 that *‘developments that generate significant movement should be located where the need to travel will be minimised and the use of sustainable transport modes can be maximised’*. There is an emphasis through Local Plans to *“protect and exploit opportunities for the use of sustainable transport modes for the movement of goods and people”*. Developments should be located and designed where practical to:
- i) *‘accommodate the efficient delivery of goods and supplies;*
  - ii) *give priority to pedestrian and cycle movements, and have access to high quality public transport facilities;*
  - iii) *create safe and secure layouts which minimise conflicts between traffic and cyclists or pedestrians, avoiding street clutter and where appropriate establishing home zones;*
  - iv) *incorporate facilities for charging plug-in and other ultra-low emission vehicles; and*
  - v) *consider the needs of people with disabilities by all modes of transport.’*
- 3.7 The NPPF suggests that a key tool for achieving these aims is a Travel Plan and that all developments that generate a significant amount of movement should be required to produce one.

### ***Smarter Choices - Changing the Way We Travel, DfT (2004)***

- 3.8 This document focuses on case studies and examples of implemented travel plans and initiatives aimed at changing travel habits and promoting sustainable alternatives. Each ‘soft factor’ such as car clubs, have been reviewed and analysed separately together with an additional assessment of their combined potential impact. This RTP has drawn on these case studies and what initiatives have worked beneficially elsewhere.

## **Regional Policy and Guidance**

### ***Mayor’s Transport Strategy (2010)***

- 3.9 The Mayor’s Transport Strategy (2010) highlights the importance of travel planning and smarter travel initiatives to promote the range of health and environmental benefits of walking, particularly in schools, workplaces and in deprived areas where the cost of public transport may be a barrier to travel.
- 3.10 Proposal 61 states:
- “The Mayor, through TfL, working with London boroughs, developers and other stakeholders will promote walking and its benefits through information campaigns, events to raise the profile of walking, and smarter travel initiatives such as school and workplace travel plans.”*
- 3.11 The document also states that the introduction of workplace travel plans has achieved CO<sub>2</sub> travel efficiency. Furthermore, more than 400 organisations collectively employing in excess of 450,000 staff now have TfL supported travel plans in place. An average 13 per cent reduction in the number of car journeys for trips to work has been recorded from those that have undertaken post implementation monitoring

***The London Plan - Spatial Development Strategy for Greater London (July 2011)***

- 3.12 The Mayor published The London Plan in July 2011. The plan addresses the key trends and challenges that London will have to address up to 2031. Of particular importance is the need to encourage more sustainable modes of travel, through the cycling revolution, improving conditions for walking and enhancement of public transport.
- 3.13 Policy 6.3 regarding transport capacity, stresses that new developments that will give rise to significant numbers of new trips should be located where there is already good public transport accessibility with capacity adequate to support the additional demand. Phasing development, the use of travel plans and addressing freight issues may all help reduce the impact of the development

***Travel Planning for New Development in London, TfL (2011)***

- 3.14 The recent guidance sets out best practice in development, implementing, securing and monitoring travel plans and advocates the use of ATTrBuTE.
- 3.15 This RTP has been prepared in accordance with this guidance.

***London Freight Plan, Sustainable freight distribution: a plan for London (2007)***

- 3.16 This documents sets out the plan for the next five to ten years of delivery freight sustainably in London. It recognises that without intervention the predicted growth in freight and servicing will impact more significantly on congestion and climate change. Freight operators have a key role to play in delivery freight sustainably and the Plan contains proposals to deliver improvements on the ground and understanding of issues around freight.
- 3.17 The key projects put forward in the Plan for delivery freight in London more sustainably include, Freight Operator Recognition Scheme (FORS), Delivery and Servicing Plans (DSP) and Construction Logistics Plans (CLP).

**Local Policy**

***Camden Development Policies - London Borough of Camden (2010)***

- 3.18 Camden's development policies forms part of the LDF and contributes towards delivering the core strategy by setting out detailed planning policies that the Council will use when determining applications for planning permission in the borough to achieve the vision and objective of the core strategy.
- 3.19 **Policy DP16** considers the transport implications of development and seeks to ensure that development is integrated with the transport network and that is supported by adequate walking, cycling and public transport links. The policy states the requirement for a Travel Plan Assessment where the transport implications of proposals are significant. This Travel Plan will endeavour to meet all the assessment requirements set out within Policy DP16.



## 4 Site Assessment

### Development Location

- 4.1 The site is located in Central London to the south of the London Borough of Camden (LBC) and adjacent to the City of Westminster. It is bounded by New Oxford Street to the north and Earnshaw Street to the east.
- 4.2 The site is adjacent to Tottenham Court Road Underground Station and St Giles Circus (the Tottenham Court Road / Oxford Street / Charing Cross / New Oxford Street junction). The station provides access to Oxford Street, which is one of the most famous shopping areas in London. The site is located in an extremely busy area of Central London and a large amount of activity is maintained throughout the day and night.

### Cycle Accessibility

- 4.3 The site is served by designated cycle routes. Tottenham Court Road underground station and further is designated as a quieter route recommended by cyclists. These routes connect into a wider cycle network north to Euston Road and south to Soho.
- 4.4 A total of 169 cycle parking spaces are proposed as part of the development, which accords with LBC and London Plan standards. Chapter 2 provides more details on the cycle parking provision.

### Public Transport Accessibility

- 4.5 The close proximity of the site to public transport services is reflected in a high level of accessibility. The current PTAL index for the site is 6b or 'Excellent', this being the highest level achievable.

### London Underground

- 4.6 The closest station to Centre Point is Tottenham Court Road, located immediately adjacent to the site, providing access to the Central and Northern lines. Goodge Street is located approximately 550m to the north of the site and also serves the Northern line. Oxford Street station, located approximately 850m to the west of the site, enables users to access the Victoria, Central and Bakerloo lines. Leicester Square station provides access to the Piccadilly and Northern lines and is located approximately 650m to the south.
- 4.7 The Northern line, which can be caught from Tottenham Court Road, Goodge Street and Leicester Square, operates between High Barnet, Mill Hill East and Edgware in the north and Morden in the south and is 36 miles in length and serves 50 stations. It operates between 05:12 and 01:13 during weekdays and on Saturdays. The first train from Morden departs at 05:12, from High Barnet at 05:20 and Edgware at 05:22. The last train from Tottenham Court Road departs at 00:41 to Edgware and 00:31 to Morden.
- 4.8 The Central Line, which can be caught from Tottenham Court Road and Oxford Circus, operates between West Ruislip and Ealing Broadway in the west and Woodford (via Hainault) and Epping in the east. It is 46 miles in length and serves a

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total of 49 stations. It operates between 05:10 and 01:30 during weekdays and on Saturdays. The first train from Epping departs at 05:10, from Hainault at 05:14 and from West Ruislip at 05:23 and Ealing Broadway at 05:29. The last eastbound and westbound trains from Tottenham Court Road both depart at 00:31 to Epping and West Ruislip.

- 4.9 The Victoria Line, which can be caught from Oxford Street, operates between Walthamstow Central and Brixton and covers 13.3 miles and serves 16 stations. It operates between 05:20 and 01:02 during weekdays and on Saturdays. The first train from Walthamstow Central departs at 05:22 and from Brixton at 05:26. The last trains from Oxford Circus are at 00:29 to Brixton and 00:38 to Walthamstow Central.
- 4.10 The Piccadilly line, which can be caught from Leicester Square, operates between Cockfosters to Heathrow Terminal 5 and Uxbridge. The line is 44.3 miles in length and serves 53 stations. It operates from 04:49 and 01:19 during weekdays and on Saturdays. The first train from Cockfosters is at 05:10 and from South Harrow at 05:16. The last trains from Leicester Square are at 00:35 to Cockfosters and 23:37 to Heathrow Terminal 5 or Rayners Lane.

### ***Crossrail Services***

- 4.11 The Crossrail scheme was approved in 2008 and works have commenced to construct the line that will run under central London from Liverpool Street to Paddington and beyond. The scheme is expected to open in 2018 and will operate 24 trains per hour through the central section. Crossrail will directly connect Tottenham Court Road to Shenfield and Abbey Wood in the east via Liverpool Street and Canary Wharf and to Heathrow, Paddington and beyond to Maidenhead in the west.
- 4.12 Crossrail will deliver a significant increase in capacity through central London, relieving congestion on several Underground lines, particularly the Central line and the Tottenham Court Road entrance will be located immediately adjacent to the site.

### **Bus Services**

- 4.13 The existing day time bus routes in the area are:
- i) Routes with bus stands in St Giles High Street or Earnshaw Street (Routes 1, 134, 176 and 242);
  - ii) Routes with bus stops in St Giles High Street (south) outside the church and then using Denmark Street and turning left into Charing Cross Road (Routes 24, 29); and
  - iii) Routes using Gower Street and Bloomsbury Street southbound, the stop in New Oxford Street and then Oxford Street (Routes 10, 73, 390).

### **Summary**

- 4.14 In summary, the Centre Point Place is very well located in terms of public transport and local amenities/ facilities that can be easily reached by walking and cycling, reducing the need to travel by car.



## 5 Delivery and Servicing Plan

- 5.1 A Delivery and Servicing Plan (DSP) provides a framework to better manage all types of freight vehicle movement to and from individual buildings. A DSP is essentially the equivalent of a travel plan for freight.
- 5.2 A DSP has been prepared for the Centre Point development and is included as an appendix to the Transport Assessment which is submitted as part of the planning application.
- 5.3 A summary of the DSP measures put forward is detailed below. Further measures may be developed once the full needs of the residents and tenants have been identified through servicing and delivery surveys as part of the site wide TRAVL compatible surveys (TRAVL is a database of travel surveys used to assess transport projects in London).

### Management

- i) Work to obtain buy-in from the residents and occupiers to ensure that the DSP is effectively implemented.
- ii) Assign responsibility of the DSP to a Travel Plan Co-ordinator who is responsible for managing the ongoing development, delivery and promotion of the DSP.
- iii) Undertaken travel surveys compatible with TRAVL within six months of occupation, or at 75% occupation - this will inform further development of the DSP and inform progress reports for occupiers.
- iv) Raise awareness and promote DSP initiatives - to encourage sustainable freight movement to/from and within the site.

### Service Vehicle Access

- v) Provide sufficient space and clear routes for servicing and waste vehicles.

### Servicing and Delivery Operations

- vi) Encourage deliveries out of busy (peak) times and use 'best practice' companies/ companies signed up to FORS (Freight Operator Recognition Scheme).
  - vii) Provide central area for waste collections and deliveries to minimise service and delivery vehicle movements.
  - viii) Provide vehicle booking and management system to set out how and when vehicles can best access the development for each purpose. This would encourage off-peak (night-time) movements and the consolidation of servicing and deliveries.
- 5.4 These measures are proposed to be taken forward as the DSP evolves over time in order to encourage sustainable freight movements to Centre Point and to reduce unnecessary servicing and delivery trips, particularly during peak times.



## 6 Travel Survey

### Baseline Travel Data

- 6.1 As the residents of the development are not known at this stage, no baseline surveys have been undertaken. A robust forecast trip generation for the residential land use has though been completed and will form the basis for the interim targets. The full TRAVL compatible baseline travel surveys will be conducted after 6 months or when the development is 75% occupied.
- 6.2 To calculate the forecast trip generation for the proposed development, a residential trip rate has been used. The TRICS and TRAVL databases have been used to obtain peak hour and daily person trip rates for each land use. The assumptions regarding mode split have been derived from an average of Camden, Holborn and Covent Garden Ward and Middle Super Output area (for the area around the site) Census 2001 data. The full details of the trip generation methodology are included within the Transport Assessment and have been agreed with officers at LBC and TfL prior to the formal planning application submission.
- 6.3 A full TRAVL compliant survey will be undertaken within six months of occupation or at 75% occupancy, whichever comes first. These baseline surveys will include multi-modal counts including delivery and servicing data together with resident and visitor questionnaires.

### Proposed Residential Trips

- 6.4 As part of the Transport Assessment a multi-modal assessment of movements has been undertaken for the proposed development. The total combined trips estimated to be generated by the proposed residential element of the development is provided below.

**TABLE 6.1 TOTAL PROPOSED RESIDENTIAL DEVELOPMENT TRIPS BY MODE**

Mode	AM Peak Inbound	AM Peak Outbound	PM Peak Inbound	PM Peak Outbound	Daily (2-way)
Underground	9	23	17	13	280
Rail	4	9	7	5	116
Bus	3	8	6	4	98
Taxi	1	1	1	1	16
Car Driver	1	2	2	1	25
Car Passenger	0	1	1	0	8
Motorcycle	0	1	1	0	8
Cycle	1	2	2	1	25
Walk	8	20	15	11	247
<b>Total</b>	<b>27</b>	<b>67</b>	<b>52</b>	<b>36</b>	<b>823</b>

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6.5 The daily mode share for the residential trips is presented below.

**TABLE 6.2 PROPOSED RESIDENTIAL - MODAL SPLIT**

Mode	Mode Share
Underground	34%
Rail	14%
Bus	12%
Taxi	2%
Car Driver	3%
Car Passenger	1%
Motorcycle	1%
Cycle	3%
Walk	30%
<b>Total</b>	<b>100%</b>

6.6 There will be a total of 17 parking spaces provided for the residents at the proposed development, which is a significant reduction on the present level of parking. This is reflected in the 5% car driver modal share. The high level of public transport accessibility is reflected in the high level of public transport modal share.

### Future Surveys

- 6.7 As the current end occupier is unknown, iTRACE and TRAVL compliant surveys to inform the Travel Plan will be undertaken post occupation. It is expected that LB Camden will confirm when future surveys are required in the development's S106 Agreement.
- 6.8 An approved iTRACE and TRAVL compliant survey company will be used to undertake the surveys. A draft resident travel survey is contained within Appendix B.

## 7 Objectives and Targets

- 7.1 In this section we set out the over-arching Objectives and Targets of the RTP for the Centre Point Place development.
- 7.2 The objectives are supported by a set of quantified SMART (Specific, Measurable, Achievable, Realistic and Timed) Targets so that progress towards achieving them can be measured.

### Objectives

- 7.3 The Objective of this RTP is:
- “To facilitate the sustainable movement of residents and visitors to and from Centre Point.”*
- 7.4 To support the realisation of this overarching objective, several sub-objectives have been set out:
- i) ensure the site is accessible to all and respects the needs of vulnerable groups e.g. those with mobility problems;
  - ii) promote walking and cycling as an alternative to public transport use;
  - iii) increase awareness of the RTP and its constituent measures;
  - iv) encourage the most efficient use of cars and servicing vehicles;
  - v) promote smarter living practices that reduce the need to travel overall or in the peak periods;
  - vi) encourage visitors to use sustainable transport modes to access the site, particularly walking and cycling; and
  - vii) improve the health of residents and minimise the development impacts on the environment.
- 7.5 These objectives support to the principles of the London Plan and MTS to reduce vehicle emissions and increase walking and cycling.

### Targets

- 7.6 Comprehensive TRAVL compliant travel surveys will be conducted once the building is occupied. These surveys will allow a better understanding of the specific travel characteristics for residents and visitors at Centre Point together with servicing movements.
- 7.7 Once the baseline data is collected there will be a better understanding about what is achievable and what measures best suit Centre Point. The surveys will allow the measures and targets to be modified to accurately reflect the site characteristics.
- 7.8 Interim mode share targets (based on the mode share data in Table 6.2) have been identified for the 3rd and 5th year and are presented in Table 7.1.

**TABLE 7.1 CENTRE POINT PLACE RESIDENTIAL MODE SHARE TARGETS**

<b>Mode</b>	<b>Forecast Mode Share</b>	<b>3<sup>rd</sup> Year Target</b>	<b>5<sup>th</sup> Year Target</b>
Walk	30%	32%	34%
Cycle	3%	6%	9%
Public Transport (LUL, Rail, Bus)	61%	58%	53%
Taxi	2%	1%	1%
Car	3%	2%	2%
Motorcycle	1%	1%	1%
<b>Total</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

## 8 Travel Plan Management

### Travel Plan Delivery

- 8.1 Effective management of the RTP, combined with clearly defined roles and responsibilities, is recognised as being fundamental to achieving the objectives of the RTP.
- 8.2 A RMC appointed by Almacantar will manage this RTP for Centre Point and will appoint a Travel Plan Coordinator (TPC). The TPC will be responsible for implementing specific objectives and targets.
- 8.3 It is likely the TPC roles will be undertaken by a member of staff from the RMC on a part time basis (1 day per month) with assistance from colleagues and an external consultancy. The TPC responsibilities will include:
- i) Obtaining and maintaining commitment and support from residents;
  - ii) Implementing an effective marketing campaign of the RTP and its specific measures;
  - iii) Liaising with other occupiers on-site and outside (e.g. stakeholders, boroughs, TfL, public transport operators) at Centre Point Transport Forum meetings;
  - iv) Giving advice and information on transport-related subjects to residents and their visitors;
  - v) Setting up and facilitating the Residential Steering Group meetings and attending the Centre Point Transport Forum meetings; and
  - vi) Coordinating the necessary data collection exercises and monitoring the programme of the RTP.
- 8.4 The Centre Point Transport Forum meetings will take place regularly and include representatives from other site occupiers at Centre Point.

### *Securing and Funding the RTP*

- 8.5 It is envisaged that this RTP will be secured through a s106 agreement.
- 8.6 A series of sustainable transport measures will be implemented as part of the development proposals, demonstrating the commitment to this RTP by Almacantar. These measures include:
- i) Cycle parking provision in line with London Plan standards; and
  - ii) Pedestrian improvements through enhanced permeability and quality of the pedestrian environment.
- 8.7 These design measures will improve connectivity and encourage walking and cycling, whilst minimising car trips to and from the site.
- 8.8 Almacantar will ensure that suitable funding for the RTP is provided. This will ensure future commitment for the RTPs and the on-going monitoring and review.

### Travel Plan Awareness

- 8.9 The success of the RTP is dependent on the development and implementation of an effective marketing strategy which will be developed by Almacantar. The TPC, once identified, will continue to manage this on behalf of the RMC and Almacantar.
- 8.10 To increase awareness of the RTPs, residents and their visitors will be given information on the sustainable ways to travel to and from the site within the local area.
- 8.11 It is essential that residents living at the site are involved in the implementation and evolution of the RTP. The travel surveys and pre-survey marketing will contribute to raising awareness at the outset. The Centre Point Transport Forum and Residential Steering Group meetings will also provide a communication channel for residents to discuss site-wide issues. It will also allow residents to have an input into the on-going development of the RTP.
- 8.12 Almacantar and the TPC will work together to develop a marketing strategy. This will include:
- i) The provision of local transport information on a websites or intranet;
  - ii) The provision of RTP information on a Centre Point development website/intranet with links to relevant external websites e.g. Real Time Travel Information;
  - iii) Provision of cycling information and available cycle training and maintenance courses. LBC provide free cycle training for adults and children and also offer cycle maintenance courses; and
  - iv) An annual review of all marketing information will be undertaken and material updated as appropriate.

### Accessibility and Encouraging Sustainable Travel

- 8.13 The Action Plan in Chapter 9 details the specific measures that are to be pursued in relation to encouraging more sustainable travel patterns such as greater use of cycling, walking, public transport, and the use of other non-single occupant car modes of travel. The Centre Point development has excellent accessibility to public transport and those living and visiting the site already have a wide range of travel options available to them.
- 8.14 Other initiatives include: negotiating with local bicycle shops and car clubs to secure a discount for residents.

### Efficient Use of Private Vehicles

- 8.15 This RTP recognises that the use of private cars varies according to land use and whilst this can be reduced (through encouraging other modes) this cannot be totally eradicated, for various (sometimes personal) reasons such as shift patterns, mobility issues, children etc.
- 8.16 The RTP will encourage residents and their visitors to Centre Point to make informed decisions about how they travel and will encourage the rational use of private cars.



- 8.17 In addition, this RTP advocates good access for servicing, deliveries and emergency services, to avoid congestion in and around the development. Almacantar will strictly manage resident's parking and servicing on site.

**Reducing the need to travel**

- 8.18 The proximity of the site to local facilities including Tottenham Court Road, Oxford Street and Regent Street with good links to public transport services should inherently provide opportunities for people to live, work and play in the surrounding area, thereby reducing the need to travel great distances by car.
- 8.19 To encourage localised patterns of sustainable travel, residents will be made aware of the full range of goods and services available and how to access them on site and within the wider area within their Welcome Packs. The TPC will also promote local employment opportunities among residents to encourage living and working in the local area. These combined initiatives will help to minimise motorised trip generation to and from the development.
- 8.20 The provision of internet connectivity in each residential unit and promotion of the merits of online grocery shopping will also reduce the need for residents to travel by car to the local supermarket.

**Visitor Travel**

- 8.21 The RTP aims to encourage the visitor journeys to the residents at the development to be made by sustainable modes of transport. Visitors to the site will be able to access guidance on how to reach the site by all modes so that they can make an informed decision. This guidance will highlight the commitment to sustainable transport modes.

**Residential Management Challenges**

- 8.22 The residential units on site will have different types of servicing requirements compared to the office and retail. Times of operation will vary as will shift patterns of the residents. It's important that the TPC recognises these challenges and adapt measures to suit individuals. For example, where those working outside normal working hours are still well informed on travel options and safe walking and cycling routes.



## 9 Measures and Action Plan

- 9.1 This section details the measures that Almacantar have set for the RTP. These measures relate to initiatives that will be introduced to achieve the targets set. At this stage, some measures are proposed as interim as the TPC for the residential element of the development will need to develop and prioritise measures which relate directly to the needs of the residents after the baseline travel survey has been conducted.
- 9.2 The separate DSP submitted as an appendix to the Transport Assessment provides a series of measures for managing deliveries and the operational aspects of the development. A summary of the DSP measures are provided in Chapter 5 of this RTP.
- 9.3 An action plan is provided in Table 9.1 below which lists all the measures to be implemented, including a timescale and responsibility.

## Residential Travel Plan

Table 9.1 RTP Action Plan

Measure	Initiative	Timescale for Implementation	Responsibility
<b>Managing the ongoing development and delivery of the RTP with residents</b>			
Appoint Travel Plan Coordinator prior to occupation	Almacantar to liaise with the RMC prior to occupation to identify a TPC	Prior to occupation	Almacantar and RMC
Establish Residential Steering Group	Almacantar and RMC to work with the Residential Steering Group to sign up and attend quarterly meetings with residents.	Upon occupation	RMC and TPC
Attend Centre Point Transport Forum Meetings	Work with the TPC to encourage residents of Centre Point to sign up and attend quarterly meetings	Upon occupancy	RMC and TPC
<b>Increasing Awareness of the RTP</b>			
Feedback to residents at Centre Point	Regular feedback to residents through the Transport Forum and Quarterly Newsletter on progress of travel plan measures and site wide transport issues	Quarterly after the development is occupied.	TPC
Site information/Resident Information Packs	Almacantar to provide information to residents such as access arrangements, walking, cycling, PT including maps, website links real-time journey information	Upon occupation and on-going	Almacantar
RTP information for prospective buyers	TPC to provide information on the	Prior to occupation and on-going	TPC

Measure	Initiative	Timescale for Implementation	Responsibility
	details of the RTP and a summary of the benefits, targets and measures to prospective buyers		
Health and financial benefits	Inform residents and their visitors of the health and financial benefits of walking and cycling, through development website/intranet or with promotional material. Information will include the location of safe walking and cycling routes, TfL Cycle Hire scheme, walk and cycle distances and times and tax efficient cycle purchase schemes.	Upon occupation and ongoing	TPC

### Encouraging Walking and Cycling

Cycle parking and facilities	To provide 169 secure cycle parking spaces for the residential units.	This will be implemented when the Centre Point refurbishment is completed.	Almacantar
Pedestrian facilities, including new public square and improved connectivity	To develop a high quality pedestrian environment within the site and create links with the wider area.	This will be implemented when the Centre Point refurbishment is completed.	Almacantar
Cycle training	Provide cycle training for residents wishing to use cycling as means of travel	Upon occupation and ongoing	TPC
Residents Bicycle User Group	Establish a regular meeting to discuss cycle issues facilitated by the TPC	Upon occupation and ongoing	TPC

## Residential Travel Plan

Measure	Initiative	Timescale for Implementation	Responsibility
<b>Encouraging the best use of cars and servicing vehicles</b>			
Car Parking	Less than 1 parking space per dwelling	This will be implemented when the Centre Point refurbishment is completed.	Almacantar
Disabled Parking	Provision of accessible spaces for residential use in line with standards.	This will be implemented when the Centre Point refurbishment is completed.	Almacantar
Car Club	Provide information on the existing car clubs operating in the area and the location of spaces in relation to the development  TPC to encourage residents to sign up to the car club	Upon occupation and ongoing	TPC
Delivery and Servicing Plan	Ensure the DSP and RTP work together to achieve common targets for reducing and managing deliveries/servicing efficiently	Prior occupation and on-going	Almacantar and TPC
Electric Vehicles	All car parking spaces will be fitted with electric charging points.	This will be implemented when the Centre Point refurbishment is completed.	Almacantar
FORS accredited freight	Including FORS accredited freight companies in the procurement process	Upon occupation and ongoing	TPC

Measure	Initiative	Timescale for Implementation	Responsibility
<b>Promoting smarter living practices</b>			
Development Location	The proximity of the site to Tottenham Court Road, Oxford Street and central London (on foot or via good public transport links) can reduce the number of trips and the distance of those that are made.	Upon occupation and ongoing	Almacantar
Internet Connectivity	To allow for internet connections to be made available in each residential unit and promote the merits of online grocery shopping.	Upon occupation and ongoing	Almacantar

## 10 Monitoring and Review

- 10.1 The RMC and Almacantar will oversee the monitoring and review of the RTP to ensure that the targets remain challenging.
- 10.2 Almacantar will ensure suitable funding for the RTP is provided for future commitment and the on-going monitoring and review.
- 10.3 Table 10.1 below gives the plans and timescales for the monitoring and review of the RTP.

**TABLE 10.1 PLANS AND TIMESCALES FOR TRAVEL PLAN MONITORING AND REVIEW**

Action	Timescale
TRAVL compliant baseline residential delivery travel surveys	Within 6 months of occupation or at 75% occupancy
Future resident travel surveys	3 <sup>rd</sup> and 5 <sup>th</sup> Year
Residential Steering Group Meetings	Quarterly
Centre Point Transport Forum Meetings	Quarterly
Feedback to residents at Centre Point	Quarterly (following Residential Steering Group and Centre Point Transport Forum meetings)
Undertake comprehensive strategic review of all aspects of the RTP (including the objectives, targets, the action plan and the monitoring programme)	6 months, 3 <sup>rd</sup> and 5 <sup>th</sup> Year



## APPENDIX

### A

#### ATTRIBUTE ASSESSMENT



# ATTrBuTe

Travel plan name	Centre Point Residential Travel Plan
Planning application reference number	
Name of travel plan author	Robert Goodall
Email address of travel plan author	rob.goodall@sdgworld.net
Telephone number of travel plan author	0207 910 5549
Name of travel plan assessor	Robert Goodall
Job title/role of travel plan assessor	
Plan Type	Strategic level   Framework   Travel Plan (occupiers known)

--

The development		7/7
Does the travel plan include a) full address of the development? b) contact details for the person responsible for preparing the travel plan?	NONE	2
Does the travel plan include a) a breakdown of the different land uses expected on site? b) details of the size of each type of land use? c) details of how build-out of the development will be phased?	Detailed breakdown.	3
Does the travel plan include details of the number of users expected on site (including employees, residents, deliveries and visitors)?	Trip generation from TA.	1
Does the framework travel plan include a commitment for occupiers of the site to develop individual travel plans within the context of the overarching plan?	NONE	1
Policy		2/2
Does the travel plan include reference to relevant national, regional and local/borough... a) transport and spatial policy? b) travel planning guidance?	Detailed policy section.	2
Site assessment		3/3
To what extent does the travel plan clearly describe the accessibility and quality of... a) existing transport networks and initiatives? b) existing travel initiatives available to all users?	NONE	3
Surveys		2/3
Does the travel plan propose the following? a) TRAVL compliant site user travel and freight surveys? b) an agreed date with the borough for the surveys to take place?	NONE	1
Is a baseline modal split (actual trip numbers and percentage of all trips) estimated for the site?	NONE	1
Objectives		3/3

Does the travel plan include objectives which reflect... a) Mayoral policy & strategic guidance? b) local / borough policy and guidance? c) the challenges and opportunities specific to the site?	NONE	3
Targets		2/2
Are there targets linking directly to each objective?	NONE	1
Have targets appropriate to the phasing of the development been set?	NONE	1
TP Co-ordinator		3/3
Has a site-wide travel plan co-ordinator been identified or is there agreement upon when a co-ordinator will be in place?	NONE	1
Has the framework travel plan co-ordinator.... a) roles and responsibilities been made clear? b) been allocated a sufficient amount of time to spend on the travel plan?	NONE	2
Measures		6/6
To what extent do the site-wide measures... a) support the objectives of the travel plan? b) reflect the context of the site?	NONE	3
Is an action plan provided which includes... a) short / medium / long term actions? b) timescales and responsibilities?	NONE	2
Is the action plan clear on how and when travel plans will be developed among occupying organisations?	NONE	1
Monitoring		2/2
Is a clear site-wide monitoring programme that adheres to the standardised approach included?	NONE	1
Is it clear who is responsible for site-wide monitoring?	NONE	1
Securing and enforcement		1/1
Is it clear how the travel plan will be secured?	NONE	1
Funding		3/6
Has a sufficient budget been set for the site-wide... a) travel plan co-ordinator post? b) measures? c) monitoring programme?	NONE	0
Have funding streams been identified for the site-wide... a) travel plan co-ordinator post? b) measures? c) monitoring programme?	NONE	3
<b>Total - PASS</b>		<b>34</b>

## APPENDIX

### B

#### DRAFT RESIDENT TRAVEL SURVEY



## Introduction

As part of the planning application approval for Centre Point, the Residential Management Company are required to prepare a Travel Plan.

A Travel Plan aims to encourage travel by sustainable modes including walking, cycling and public transport and to identify possible transport problems and improvements.

The Residential Management Company is committed to ensuring that Centre Point is accessible to all and to encouraging sustainable methods of travel by its staff and visitors. Its location within the heart of London provides a great opportunity to promote greener, healthier methods of travel, as Centre Point is highly accessible being located close to several major transport hubs and routes.

Steer Davies Gleave is conducting a travel survey on behalf of Centre Point to understand the travel behaviour of Centre Point staff. This information will be used to identify local transport problems and possible improvements that could be made to improve your journey.

We would appreciate if you could spare a few minutes to complete this survey about your journey experiences to and from your residential unit at Centre Point. Every response is important and valuable. All responses will be confidential and will only be used for analysis, not for marketing purposes. Data will be held in accordance with the Data Protection Act 1998.

By completing this questionnaire your name will be entered into a prize draw whereby you could win a fantastic prize!

Please complete your survey by **(Date)** and return your completed questionnaire to your Line/Store Manager.

If you have any questions or comments about this survey please contact Rob Goodall, Steer Davies Gleave.

# **Resident Travel Survey**

Day and Date: .....

Where relevant, please tick/circle as appropriate.

1. How long have you lived at this property?

	Resident 1	Resident 2	Resident 3
0-3 months			
3-6 months			
More than 6 months			
Etc.			

2. Please state whether you live in Centre Point House or Centre Point Tower.

Centre Point House		Centre Point Tower	
--------------------	--	--------------------	--

3. Please state gender and age group.

	Resident 1		Resident 2		Resident 3	
Age Group	Female	Male	Female	Male	Female	Male
Under 16						
16-24						
25-34						
35-44						
45-54						
55+						
I do not wish to answer this question						

4. How many members of the household are in the following categories of employment or education?

	Resident 1	Resident 2	Resident 3
Working full time			
Working part time			
Full time student			
Part time student			
Not working			

5. For those in employment do any of them work from home?

	Resident 1	Resident 2	Resident 3
Regularly			
Sometimes			
Occasionally			
Never			
Not working			



## Centre Point - Resident Travel Surveys

6. Do you have a disability which affects your travel arrangements?

	Resident 1	Resident 2	Resident 3
Yes			
No			

7. Are any of the people living in this property registered as part of the blue badge scheme?

	Resident 1	Resident 2	Resident 3
Yes			
No			

8. How many people within this household have a current driving licence?

0	
1	
2	
Or more	

9. How many people within this household have access to a car?

0	
1	
2	
Or more	

10. If there are cars based at the property where are the cars parked?

In private parking space (at the residence)	
In private parking space (nearby)	
On road (with permit)	
On road (without permit)	

### TRAVEL DIARY: ONE DIARY PER RESIDENT

**We are seeking to find out how you travel on a designated day.  
Please complete this section for the trips you took on (Date).**

11. Please state if the journey you made is to or from the property. If you have not made any trips on the chosen survey day then please choose 'not applicable' (no journeys on this day). We will still include your results in our analysis.

	Trip 1	Trip 2	Trip 3
To			
From			
Not applicable (no journeys made on the day)			

12. What time did you leave or arrive at the property? (24 hour clock)

	Trip 1	Trip 2	Trip 3
Time	:	:	:

13. What is the postcode of the place you travelled to /from?

	Trip 1	Trip 2	Trip 3
Time	:	:	:

14. Can you estimate the distance that you travelled on this journey?

	Trip 1	Trip 2	Trip 3
0-1 mile			
1-2 miles			
2-5 miles			
5-10 miles			
10+ miles			

15. What was the purpose of this journey?

	Trip 1	Trip 2	Trip 3
Home			
Work/Education			
Leisure			
Shopping			
Personal business			
Pick up/Drop off children			
Other (please specify)			

16. What was your main mode of transport you used for your journey (this is how you travelled the furthest distance)?

Method of Travel	Trip 1	Trip 2	Trip 3
Car driver (alone)			
Car driver (with others)			
Car (as passenger)			
Motorcycle			
Bus			
Tram			
Underground			
Rail			
DLR			
Bike/Rail			
Bicycle			
Walk			
Taxi/minicab			
Other (please specify).....			

17. If you used more than one mode of transport for your journey, please state which other mode you used on this journey .

Method of Travel	Trip 1	Trip 2	Trip 3
Car driver (alone)			
Car driver (with others)			
Car (as passenger)			
Motorcycle			
Bus			
Tram			
Underground			
Rail			
DLR			
Bike/Rail			
Bicycle			
Walk			
Taxi/minicab			
Other (please specify).....			

18. Please state the main reason for choice of main method of travel:

- a. Quicker
- b. Environmentally friendly
- c. Lack of alternative
- d. Convenience
- e. Less stressful
- f. Cheaper
- g. Personal safety
- h. Reliable
- i. Other (please specify).....

19. If you car-shared on your journey how many people did you car share with (including yourself)?

	Trip 1	Trip 2	Trip 3
2			
3			
4			
5 or more			

20. If you used your car for any of your journeys was there a cost associated with parking the vehicle at the destination?

	Trip 1	Trip 2	Trip 3
No cost			
Pay hourly or daily			
Pay monthly			
Not applicable - I am dropped off			

21. If you used your car for any of your journeys how easy was it to find a space at the destination? (please rate 1-5)

	Trip 1	Trip 2	Trip 3
1 (easy)			
2			
3			
4			
5 (difficult)			

22. What would encourage you to travel by bicycle? Choose a maximum of 3 options, indicating by 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> choices.

Description	Choice
Travel information including details of local cycle parking facilities and cycle routes	
More cycle parking	
More direct/increased number of cycle routes	
Improved quality of cycle routes	
Increased road safety	
Better route signage	
Provision of pool bikes	
Cycle training	
On-site bicycle maintenance	
Bike loan scheme	
Discount in local bike shop	
Nothing would encourage me	
Other (please specify).....	
Not applicable	

23. What would encourage you to walk? Choose a maximum of 3 options, indicating by 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> choices.

Description	Choice
Provision of maps to show key pedestrian routes in the local area	
Safer crossing facilities	
Improved lighting/security	
Better signage on key pedestrians routes within the local area	
Nothing would encourage me	
Other (please specify).....	
Not applicable	

Please provide your details to be entered for the prize draw:

Name:.....

Address:.....

.....

Contact Telephone Number:.....

Many thanks for your time. Your help is greatly appreciated.

## CONTROL SHEET

Project/Proposal Name                      Centre Point  
Document Title                                Residential Travel Plan  
Client Contract/Project No.  
SDG Project/Proposal No.                22409501

## ISSUE HISTORY

Issue No.	Date	Details
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v.2	27/03/13	Final
v.3	06/06/13	Final Amended

## REVIEW

Originator                                      Robert Goodall  
Other Contributors  
Review by:                                      Print                      David Bowers  
Sign



## DISTRIBUTION

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