

Risetall Ltd

10 and 10a Belmont Street, Camden

Green Travel Plan

Doc Ref: D121139
August 2009, v0.1



Prepared for:

Risetall Ltd
46 Great Marlborough Street
London
W1F 7JW



SCOTT WILSON

Our Mission

To consistently provide expert, inspiring and sustainable solutions that meet the planning, engineering, management and environmental needs of our clients across the world.

10 and 10a Belmont Street, Camden

Green Travel Plan

August 2009, v0.1

Prepared by: Consultant
Rhiannon Jones

Reviewed by: Associate
Mark Gould

Approved by: Technical Director
Saf Ballout

This document has been prepared in accordance with the scope of Scott Wilson's appointment with its client and is subject to the terms of that appointment. It is addressed to and for the sole and confidential use and reliance of Scott Wilson's client. Scott Wilson accepts no liability for any use of this document other than by its client and only for the purposes for which it was prepared and provided. No person other than the client may copy (in whole or in part) use or rely on the contents of this document, without the prior written permission of the Company Secretary of Scott Wilson Ltd. Any advice, opinions, or recommendations within this document should be read and relied upon only in the context of the document as a whole. The contents of this document do not provide legal or tax advice or opinion.

© Scott Wilson Ltd 2007

Scott Wilson Ltd
6 – 8 Greencoat Place
London
SW1P 1PL

Tel +44 (0) 20 7798 5000
Fax +44 (0) 20 7798 5001

www.scottwilson.com

Table of Contents

1.	INTRODUCTION.....	3
	Overview	3
	Policy Context.....	3
2.	DEVELOPMENT PROPOSALS	5
	General Context	5
	Former Development Site Use.....	5
	Site Boundary and Surrounding Land Uses	6
	Summary of the Development Proposals.....	6
3.	SITE ACCESSIBILITY ASSESSMENT.....	12
	Public Transport	12
	Walking and Cycling	17
4.	TRAVEL PLAN STRATEGY.....	21
	Management.....	21
	Marketing.....	21
	General Travel Plan Working Arrangements.....	21
5.	PROPOSED PACKAGE OF MEASURES	23
	Measure 1 - Establish the Role of the Travel Plan Co-ordinator.....	24
	Measure 2 - Annual Residential Travel Survey	25
	Measure 3 – Loading Area Management	27
	Measure 5 – Provide a Welcome Pack for Residents	30
	Measure 6 – Access to Internet Travel Information	31
	Measure 7 – Procurement of Environmentally Responsible Service Providers	32
6.	SUMMARY & CONCLUSIONS.....	33
	APPENDIX A - TRAVEL PLAN SUMMARY FRAMEWORK.....	1
	APPENDIX B - SUPPORTING DRAWINGS	1
	APPENDIX C - TRAVEL SURVEY FORM EXAMPLE	2
	APPENDIX D - INDICATIVE WELCOME PACK INFORMATION	5

List of Tables

Table 2-1 Development Land Use Schedule	8
Table 2-2 Summary of GIA Schedule	8
Table 2-3 Street Car Parking Restrictions surrounding Belmont Street (Source: www.park-up.com)	9
Table 2-4 LBC Cycle Parking Standards and Requirements	10
Table 3-1 Bus Service Routes and Frequencies (Source: Taken from TfL's Website)	15
Table 3-2 Summary of the public transport in the surrounding area.	17
Table 3-3 Car Club Locations within 1km of the site (Source: www.citycarclub.co.uk , www.streetcar.co.uk , www.whizzgo.co.uk) .	20
Table 5-1 London Borough of Camden's Cycle Parking Standards .	28
Table 5-2 Cycle Parking Required based on Camden's standards..	28

List of Figures

Figure 2-1- Location of the Proposed Development (Not to Scale) Source: ©Google Earth Image 2009 BlueSky.....	5
Figure 2-2 Existing Site Layout and Application Black Line Boundary (Not to Scale) Source: John Pardey Architects.....	6
Figure 3-1 Bus network surrounding the proposed development (Source: TfL Website)	14
Figure 3-2 Map of cycle routes local to the site of the proposed development (Not To Scale) (Source: www.LondonCycleNetwork.org.uk).....	18
Figure 3-3 Cyclist Access to the site from Ferdinand Street (Source: Scott Wilson site visit 07/10/08).....	19

1. INTRODUCTION

Overview

- 1.1 The aim of this Travel Plan is to identify measures through which this development can contribute and conform to the aims of strategic and sustainable transportation development in the London area. These measures will be aimed at maximising the use of the existing and planned public transportation network and other alternative transport modes, whilst minimising, but recognising the need for, private car traffic.
- 1.2 This Travel Plan relates to the student accommodation development at 10 and 10a Belmont Street, in the London Borough of Camden. The development will comprise of the following:
- 163 bedrooms;
 - 2146 sqm office space
 - 110 bicycle storage;
 - Laundry & store;
 - Waste storage;
 - Student communal space (including a screen room, quiet study area and seating area with roof terrace)
 - Plant room
- 1.3 The development plans can be found in Appendix B.
- 1.4 This Travel Plan details the measures that have been incorporated into the design of the building to assist sustainable travel, as well as providing details of the framework by which initiatives have been implemented, and their ongoing monitoring by occupiers of the development.
- 1.5 This Travel Plan document is structured to initially put the development and its surroundings into context. The remainder of the document then details the initiatives adopted and provides the framework for their implementation.

Policy Context

- 1.6 The Travel Plan has been formulated in the context of both Transport for London Guidance and that provided by Camden Borough Council and the North Central Travel Plan Network.

Transport for London Guidance

- 1.7 The Travel Plan is consistent with Transport for London's Guidance for new developments in London and supports the achievement of transport objectives in the 'London Plan' and the 'Mayor's Transport Strategy'. The Department for Transport

(DfT)/ Department for Communities and Local Government publication entitled 'Guidance on Transport Assessments' (March 2007) encourages planning applicants in the Capital and borough officers to refer to London-specific guidance on development-related travel plans when preparing and securing travel plans.

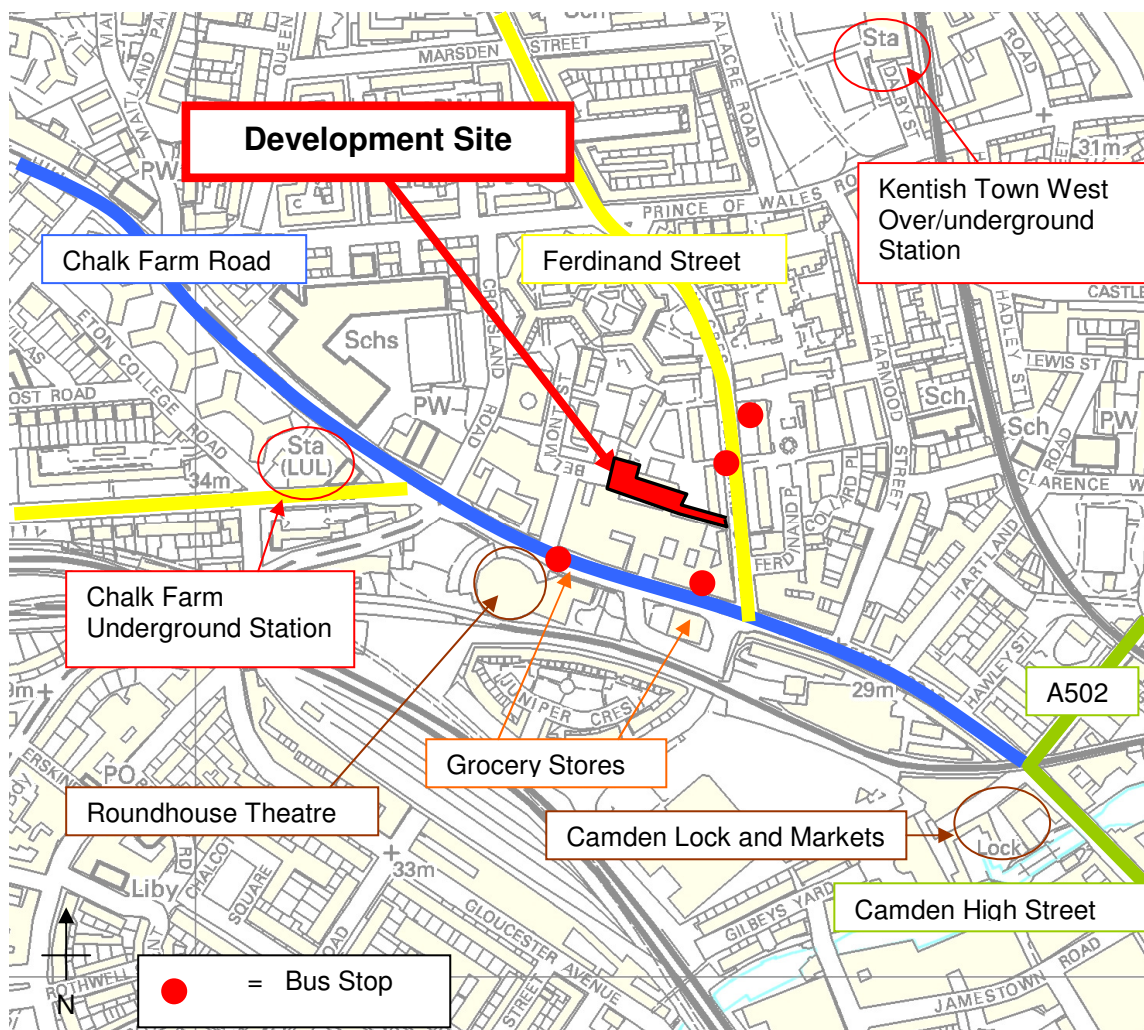
North Central Travel Plan Network

- 1.8 Consultation with Camden Borough Council's Travel Plan officers has ensured that this Travel Plan is consistent with local policy requirements.

2. DEVELOPMENT PROPOSALS

General Context

- 2.1 The proposed site is located in Chalk Farm, in the north region, of the London Borough of Camden. The Borough has a resident population of 231,900 people (*ONS Mid-Year Estimates, 2007*), placing it 7th out of the 33 London Boroughs in terms of population density. Figure 2.1 shows the location of the site in the context of the London Borough of Camden.



Source: © Crown copyright , All rights reserved. 2009 License Number 0100031673

Figure 2-1- Location of the Proposed Development (Not to Scale)

Former Development Site Use

- 2.2 The proposed development site is currently occupied by a; five-storey, former piano factory at 10a Belmont Street and a terraced house at no.10 Belmont Street. The gross

floor area of the site is 5856 m², with the car park/service area forming approximately 750 m² of this total.

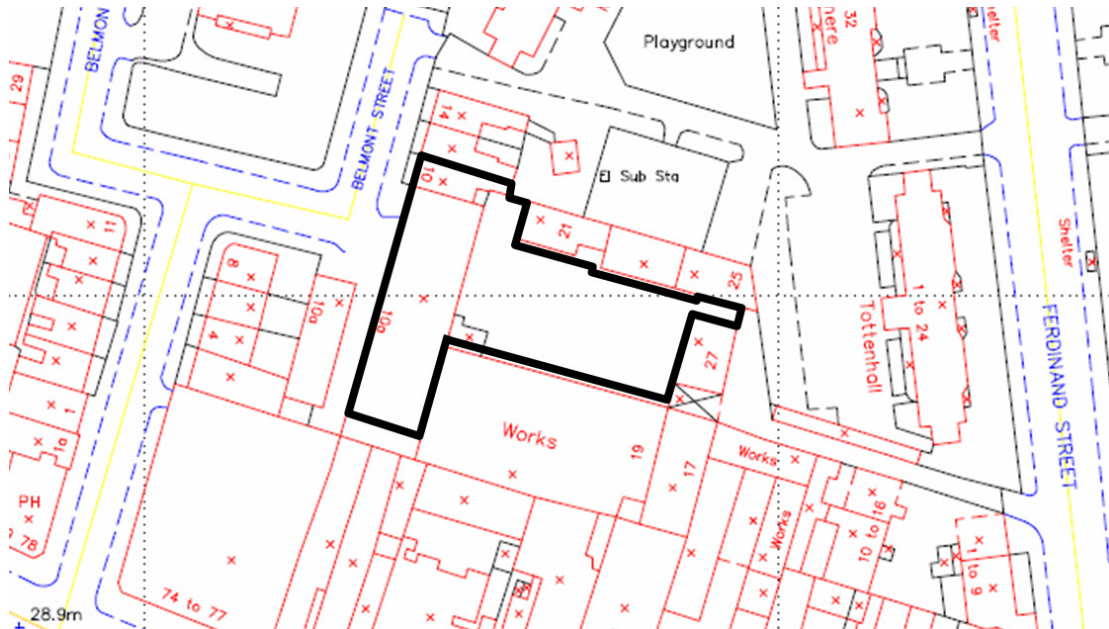


Figure 2-2 Existing Site Layout and Application Black Line Boundary (Not to Scale)
Source: John Pardey Architects

Site Boundary and Surrounding Land Uses

- 2.3 The area immediately surrounding the development site demonstrates a wide range of land uses. The development site is located on Belmont Street, which directly accesses Chalk Farm Road to the South, and Mead Road to the West accesses Ferdinand Street.
- 2.4 The site's proximity to Chalk Farm Road and Camden High Street means there is easy access to an array of facilities and amenities, including local schools and a health centre. This includes shopping facilities such as a market, a Morrison's Superstore, retail outlets on Camden High Street, and educational facilities including a library, sports centres, and both primary and secondary schools. Overall the site is strategically placed in close proximity to all local amenities, services and transport links, allowing easy access for residents and visitors to the development.

Summary of the Development Proposals

- 2.5 The development proposals are for the provision of high quality student accommodation and facilities on a single site. This will consist of the demolition of the five-storey former piano factory at 10a Belmont Street and a neighbouring terraced house at number 10 Belmont Street. This will enable erection of a new 7-storey (with additional basement, lower basement and roof terrace) development. The proposed development will house 163 residential units with shared bathrooms and kitchen facilities, and 2146sqm of office space. There will be no vehicle parking and will be accessible by pedestrians and service vehicles only. The main pedestrian access will be on Belmont Street for both the

students and office users. The resident users will be served by a separate entrance to that of the office workers. There will be 110 bicycle parking spaces that will be located in the new development. 86 cycle stands are located in the basement (-2), providing spaces for the students. 24 cycle parking spaces are available to the rear of the development allocated for office employees and visitors.

- 2.6 The bicycle parking will be 'Sheffield' design of stand as described in Camden's Streetscape Design Manual and in the Josta 2-tier system
- 2.7 The table below provides a summary of the development proposals and floor space.

Floor	Land Use	GFA (sqm)	Total No. of Bedrooms	No. of Bedrooms (Disabled)
-2	Offices	587	0	0
	Student Accommodation	524		
	Total GIA	1,111		
-1	Offices	1,073	0	0
	Student Accommodation	0		
	Total GIA	1,073		
Ground	Offices	486	0	0
	Student Accommodation	79		
	Total GIA	565		
1	Offices	0	24	2
	Student Accommodation	554		
	Total GIA	554		
2	Offices	0	25	3
	Student Accommodation	554		
	Total GIA	554		
Floors 3 to 6 (each)	Offices	0	25	3
	Student Accommodation	539		
	Total GIA	539		
7	Offices	0	14	8
	Student Accommodation	443		
	Total GIA	443		
Grand Total GIA (sqm)		6,456	163	13

Table 2-1 Development Land Use Schedule

Land Use	Total GIA (sq m)
Offices	2,146
Student Accommodation	4,310
Total GIA	6,456

Table 2-2 Summary of GIA Schedule

Car Parking

- 2.8 No car parking will be provided on site or allocated off site. This will deter residents from travelling by car and will promote the use of public transport.
- 2.9 Street parking within the vicinity of the Belmont Street site is permit holder bays and, pay and display. The area surrounding the site is subject to a number of parking restrictions.
- 2.10 Parking on the surrounding roads is currently restricted and is in the London Borough of Camden's Controlled Parking Zones (shown in table 2-3). All parking within this area is Pay and Display.

Distance	Location	Hours of Operation	No. of Bays	Pay and Display Tariff	CPZ
10m	Chalk Farm Road NW1	Mon to Fri 8.30am to 6.30pm	9	£1.60 per hour, 20p for 5 mins	CA-F
100m	Crogsland Road NW1	Sat & Sun 9.30am to 5.30pm	9		
100m	Belmont Street NW1		7		
130m	Haverstock Hill NW3	Mon to Fri 9.00am to 6.30pm Sat 9.30am to 1.30pm	20	£1.60 per hour, 20p for 5 mins	CA-B
140m	Ferdinand Street NW1	Mon to Fri 8.30am to 6.30pm	2	£1.60 per hour, 20p for 5 mins	CA-F
160m		Sat & Sun 9.30am to 5.30pm	4		
180m	Regent's Park Road	Mon to Fri 8.30am to 6.00pm		£2.40 per hour, 20p for 5 mins	CA-J
200m	Ferdinand Place NW1	Mon to Fri 8.30am to 18.30pm Sat & Sun 9.30am to 5.30pm	2	£1.60 per hour, 20p for 5 mins	CA-F
200m	Chalk Farm Road NW1	Mon to Fri 8.30am to 6.30pm Sat & Sun 9.30am to 5.30pm	3	£1.60 per hour, 20p for 5 mins	CA-F
200m	Regent's Park Road NW1	Mon to Fri 8.30am to 6.00pm	10	£2.40 per hour, 20p for 5 mins	CA-J
210m	Malden Crescent NW1	Mon to Fri 8.30am to 18.30pm Sat & Sun 9.30am to 5.30pm	3	£1.60 per hour, 20p for 5 mins	CA-F

Table 2-3 Street Car Parking Restrictions surrounding Belmont Street (Source: www.park-up.com)

- 2.11 There are 2 motorcycle parking is located within walking distance from the site. The nearest is on Belmont Street which is 10m from the site in parking zone CA-F and the second is on Regents Park Road 180m from the site in car parking zone CA-J.
- 2.12 Disabled Parking is located on Belmont Street 60m from the site in Car Parking Zone CA-F. Maximum parking time is 3-4 hours

Cycle Parking

- 2.13 The London Borough of Camden Planning Standards Guidelines recommend that in residential institutions (C2 land uses) and Office (B1 land uses), the following cycle parking standards should be used:-

LBC Regulation	Standard	Total Cycle Spaces Required for the Development
C2 Staff	from 500sqm, 1 space per 250sqm	17
C2 Visitor	from 500sqm, 1 space per 250sqm	17
C2 Residents	1 per 2 rooms	82
B1 Staff	from 500sqm, 1 space per 250sqm	9
B1 Visitor	from 500sqm, 1 space per 250sqm	9

Table 2-4 LBC Cycle Parking Standards and Requirements

- 2.14 The TfL guidelines set out in TfL's Cycle Parking Standard Guidelines indicate that one cycle parking space should be allocated per 250sqm for the office section and for the student accommodation 1 cycle rack per 2 student rooms should be provided.
- 2.15 Based on Camden's standards described above, a total of 134 cycle spaces are recommended, given the proposed 2146 sqm GFA of office space and 4310 sqm GFA residential element with 163 bedrooms.
- 2.16 The development proposals incorporate 110 cycle spaces, thereby exceeding the required 100 spaces required by the TfL's cycle parking standards but a slight shortfall on Camden's specifications. A total of 86 cycle parking spaces will be provided in the lower basement (-2) with a further 24 spaces located to the rear of the development.
- 2.17 B1 office allocated cycle parking is allocated to the cycle stands at rear of the development. Access to the cycle parking is available via the front and rear entrances. There is easy access for cyclists to walk their bicycles through the building from the Belmont Street entrance to the rear.
- 2.18 C2 residential allocated cycle parking will be located internally within the basement floor (-2) of the development. These can be accessed via the front and rear student entrances on the ground floor. The visitors will gain access to the building via the resident's keycards and use the lift to access the lower basement.
- 2.19 The lift down to the lower basement level parking area will enable easy access for cyclists to the area as the lift is located adjacent to the rear access point. The lifts will be provided to an adequate size to enable easy movement of bicycles between floors (6.75m x 4.5m).

- 2.20 The cycle parking spaces to the rear of the development will be provided in the form of 'Sheffield' type stands as described in Camden's Streetscape Design Manual. Cycle parking in the lower basement will utilise the Josta 2-tier system.
- 2.21 The individual student bedrooms will each have shower facilities and it is not therefore proposed to provide separate shower and locker facilities for student residents. Shower facilities for use by employees will be provided within the office section of the building in the Upper Basement (-1). These shower facilities will also serve employees associated with the student accommodation element of the development proposals.

Servicing and Refuse Collection

- 2.22 Servicing of the offices and student accommodation will be undertaken via the service yard at the rear of the development in the 'servicing/deliveries area' as shown in the site plans available Appendix B.
- 2.23 The refuse storage area will be located in the basement levels (-1 and -2). It is proposed that there will be twelve 1,100 litre Eurobins in the lower basement (6 for the residential element and 6 for the office) and 2 Wheeled-bins in the upper basement for office recycling waste. Cleaning staff will collect the waste from the student accommodation and the offices and place the waste in the allocated containers.
- 2.24 Refuse will be compacted daily. On designated collection days, refuse vehicles will collect refuse from the delivery yard to the rear of the site accessed from Ferdinand Street. The lift is of adequate size to accommodate the bins from the lower basement to the ground floor.
- 2.25 The majority of deliveries to the development will take place via the service yard at the rear of the site, however due to the 3.2meter height restriction the front entrance on Belmont Street may have to be used in some circumstances.
- 2.26 Emergency vehicles will access the site from Belmont Street.
- 2.27 The biomass boiler and fuel store is located in the lower basement at the front of the development. The pipe to connect to the fuel store is located on Belmont Street and therefore deliveries will take place from here. Deliveries to the biomass store were impossible via the rear of the development due to the 3.2 meter height restriction located 45 meters from the building.
- 2.28 The new development proposals will not require any alterations to the existing highway layout.

3. SITE ACCESSIBILITY ASSESSMENT

Public Transport

- 3.1 Access from the site to both rail and the bus services are considered to be very good, with many key interchange points accessible by a single journey leg.
- 3.2 A summary of public transport access and provision can be found below.

Rail Services

- 3.3 The closest Overground rail station to the proposed development site is Kentish Town West Rail Station, approximately 600m from the site (7 minute walk). This station provides access to London Overground services between Stratford (East London) and Richmond (West London). The journey time from Kentish Town West to Stratford is 25 minutes, with Richmond approximately 40 minutes away. Approximately 4 trains per hour operate in each direction.
- 3.4 Kentish Town national rail station is approximately 1300 meters (15 minute walk time) to the northeast of the development site and provides half hourly services to Wimbledon, Sutton (Surrey) as well as services to St Pancras International Rail Station and Luton Airport. Access to Gatwick Airport and Brighton as well as various destinations in Europe are available via St Pancras. Although Kentish Town station lies outside of the comfortable 10 minute walk time, it may still provide a convenient access point to the national rail network for infrequent journeys using direct services to the destinations served.
- 3.5 Kentish Town West and Kentish Town Station are not step-free and cannot therefore be accessed by wheelchair users or easily utilised by the mobility impaired.
- 3.6 Walking times are estimates and assume an average walking speed of 4.8kph. It should be noted that these walking time estimates do not take into account waiting times to cross roads.

London Underground

- 3.7 Chalk Farm Underground Station is the closest station to the development, located approximately 300m from the site. This is in zone 2 and accesses the Edgware branch of the Northern Line. The northern line crosses London north to south from Edgware/Barnet in the north to Morden in the south, following two routes through the city centre – via Bank and via Charing Cross. Northern Line trains serve Chalk Farm Station every 2-6 minutes on weekdays, with an average of 16 trains an hour in each direction. The journey time on the Northern Line from Chalk Farm to London Euston is 5 minutes and to Waterloo is 15 minutes.
- 3.8 Camden Town and Belsize Park are both within easy walking distance to the site; however these join the same branch of the Northern Line as Chalk Farm which is within closer distance to the site.

- 3.9 Camden Town underground station is the nearest station to access to the High Barnet/Mill Hill East Branch of the Northern Line. This is located 900 metres from the site which is approximately 10 minutes walk.
- 3.10 Chalk Farm and Belsize Park underground stations are not step-free and cannot therefore be accessed by wheelchair users or easily utilised by the mobility impaired. Camden Town underground station does not have step-free access but it is possible to change between platforms serving the Northern Line Northbound towards Woodside Park and the Northern Line Northbound towards Hendon Central.

Bus Services

- 3.11 The Belmont Street development site is served by a number of bus services on Chalk Farm Road. Bus stop CF is the closest northbound bus stop to the development, located approximately 100 metres from the development site. Bus stop CE is the closest southbound bus stop to the development, approximately 200m from the development located on the same side of the highway. Bus stop CK is located on Ferdinand Street, which is approximately 100m from the site and serves buses northbound towards Hampstead Heath and southbound towards Pimlico.
- 3.12 Bus route 31 serves Camden Town and Shepherds Bush and runs approximately every 5 minutes.
- 3.13 Bus route 168 serves Central London and Hampstead Heath and runs every 6 minutes.
- 3.14 Bus route 393 serves Chalk Farm and Clapton running every 12 minutes.
- 3.15 The 24-hour 24-bus route serves Pimlico and Hampstead Heath and runs every 5 minutes.
- 3.16 The 24-hour 27-bus route from Chalk Farm to Turnham Green and runs every 6 minutes.
- 3.17 The proposed development site is also in the proximity of Night bus routes. N5 Serves Edgware and Trafalgar Square. N28 links Camden with Wandsworth and N31 links Camden with Clapham Junction.
- 3.18 This is comfortably within the acceptable 400meter walk catchment typically recommended for bus services (Planning for Public Transport in Developments, Institution of Highways and Transportation, 1999). A map of the bus network surrounding the development is shown in Figure 3-1.

10 and 10a Belmont Street, Camden Green Travel Plan

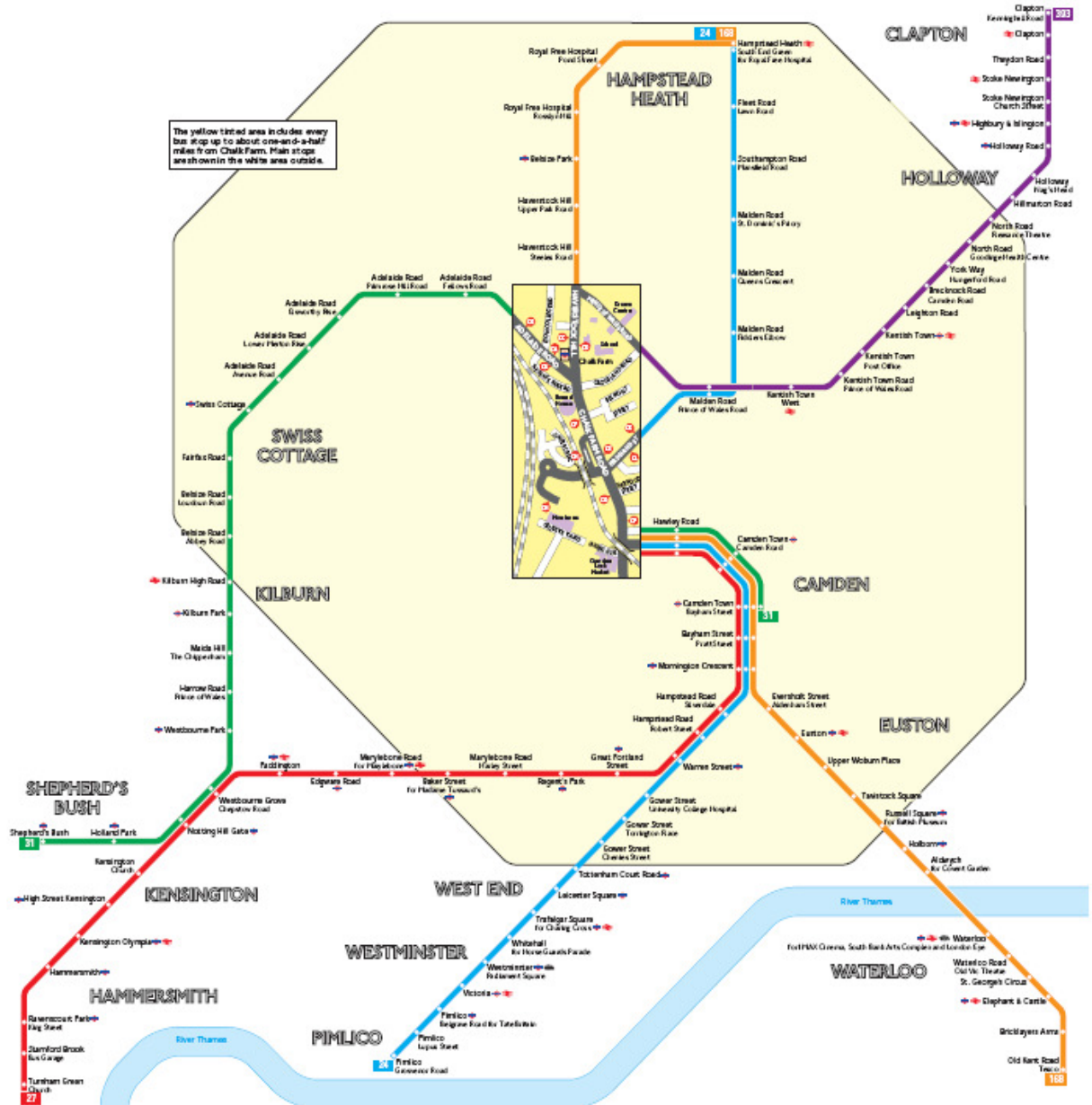


Figure 3-1 Bus network surrounding the proposed development (Source: TfL Website)

- 3.19 As shown on the bus network map, the local bus network surrounding the proposed site is extensively developed. The destinations served by, and weekday peak hour service frequencies of the local bus services are shown in the table below. Most of the below frequencies also apply in the inter-peak daytime periods with the frequency levels reduced slightly in the late evenings and during weekends.

Route	Description	Buses/hr
24	Hampstead Heath – Maiden Road – Chalk Farm – Camden Town – Warren Street – Tottenham Court Road – Leicester Square – Trafalgar Square – Westminster – Victoria – Pimlico.	7
27	Chalk Farm – Camden Town – Great Portland St – Regents Park – Baker Street – Marylebone – Edgware Road – Paddington – Notting Hill Gate – High Street Kensington – Kensington Olympia – Hammersmith – Ravenscourt Park – Stanford Brook – Turnham Green.	9
31	Shepherds Bush – Holland Park – Notting Hill Gate – Westbourne Grove – Westbourne Park – Maida hill – Kilburn Park – Kilburn High Road – Swiss Cottage – Adelaide Road – Chalk Farm – Camden Town	9
168	Hampstead Heath – Belsize Park – Chalk Farm – Camden Town – Euston – Russell Square – Holborn – Aldwych – Waterloo – Elephant and Castle – Old Kent Road.	8
393	Clapton – Theydon Road – Warwick Grove – Upper Clapton – Cazenove Road – Stoke Newington – Highbury New Park – Highbury – Holloway – North Road – Prince of Wales Road – Chalk Farm <i>Morrisons</i>	5
N5	Trafalgar Square – Tottenham Court Road – Goodge Street – Warren Street – Euston – Camden Town – Chalk Farm – Belsize Park – Hampstead – Golders Green – Hendon Central Station – Edgware Station.	6
N28	Camden Town – Westbourne Park – Westbourne Grove – Notting Hill Gate – High Street Kensington – Holland Road – Kensington Olympia – West Kensington – Fulham Broadway – Wandsworth.	2
N31	Camden Town – Chalk Farm – Swiss Cottage – Kilburn High Road – Kilburn Park – Maida Hill – Westbourne Park – Westbourne Grove – Notting Hill gate – Clapham Junction	2

Table 3-1 Bus Service Routes and Frequencies (Source: Taken from TfL's Website)

- 3.20 Bus route 168 is the most frequent service with 10 buses per hour in the peak periods. Other bus routes provide a generally high level of service frequency with at least 5 buses per hour in the daytime and at least one every half an hour for the nightly service.

Mode	Route	Journey Time to Key Interchange Points	Peak Service Frequency	Access Point	Estimated Walk Distance From Site (metres)	Estimated Walk Time From Site (minutes)
London Overground	Stratford - Richmond	Willesden Junction (17 minutes) West Hampstead (8 minutes) Gospel Oak (2 minutes) Highbury & Islington (8 minutes) Stratford (27 minutes)	Every 15 minutes	Kentish Town West Station	600	7
	Luton - Sutton	Luton (47 minutes) Kings Cross Thameslink (12 minutes) London Blackfriars (20 minutes) Walthamstow Queens Road (19 minutes) Barking (34 minutes)	Every 30 minutes	Kentish Town Station	1200	16
London Underground	Northern Line (Edgware Branch)	Euston (6 minutes) Kings Cross (8 minutes) Embankment (15 minutes) Bank (17 minutes) Waterloo (17 minutes)	Every 2 - 5 minutes	Chalk Farm	300	4
Bus Route 24	Hampstead Heath - Pimlico	Tottenham Court Road (20 minutes) Trafalgar Square (28 minutes) Victoria (42 minutes)	Every 3-6 minutes	Bus Stop CK and CP	100 and 400	2 - 5
Bus Route 27	Chalk Farm - Turnham Green	Baker Street (19 minutes) Marylebone (20 minutes) Paddington (27 minutes) Kensington Olympia (53 minutes)	Every 5-7 minutes	Bus Stop CE	200	3
Bus Route 31	Shepherds Bush - Camden Town	Kilburn High Road (18 minutes) Shepherds Bush Green (45 minutes)	Every 3-7 minutes	Bus Stop CE and CF	200 and 100	1 - 3

Bus Route 168	Hampstead Heath - Old Kent Road	Euston (12 minutes) Waterloo (25 minutes)	Every 5-8 minutes	Bus Stop CE and CF	200 and 100	1 - 3
Bus Route 393	Clapton - Chalk Farm	Highbury & Islington Station (14 minutes)	Every 10-13 minutes	Bus Stop CF	100	1
Bus Route N5	Trafalgar Square - Edgware Station.	Euston (6 minutes) Tottenham Court Road (10 minutes) Trafalgar Square (20 minutes) Golders Green Station (13 minutes) Edgware station (37 minutes)	Every 6-10 minutes	Bus Stop CE and CF	200 and 100	1 - 3
Bus Route N28	Camden Town - Wandsworth	Kilburn High Road Station (10 minutes) High Street Kensington (26 minutes) Mapleton Crescent (48 minutes)	Every 30 minutes	Bus Stop CE and CF	200 and 100	1 - 3
Bus Route N31	Camden Town - Clapham Junction	Kilburn High Road Station (9 minutes) High Street Kensington (25 minutes) Clapham Junction (45 minutes)	Every 30 minutes	Bus Stop CE and CF	200 and 100	1 - 3

Table 3-2 Summary of the public transport in the surrounding area.

Walking and Cycling

Cycling

- 3.21 The London Cycle Network (LCN) does not note Belmont Street directly. However it is available within the near vicinity of the site. The nearest access point onto the cycle network is via Chalk Farm Road (A502), following onto Hawley Road (A502), which joins the LCN on Kentish Town Road (A400) approximately 700m to the East of the site.
- 3.22 LCN Route 27 on Kentish Town Road (A502) runs in a north-south alignment. To the north it accesses Kentish Town Station and Hampstead Heath. Travelling south it accesses the city centre.
- 3.23 LCN Route 26 can be accessed 1800m to the west of the site via Adelaide Road (B509).
- 3.24 The figure below shows a map of cycle routes local to the site of the proposed development.

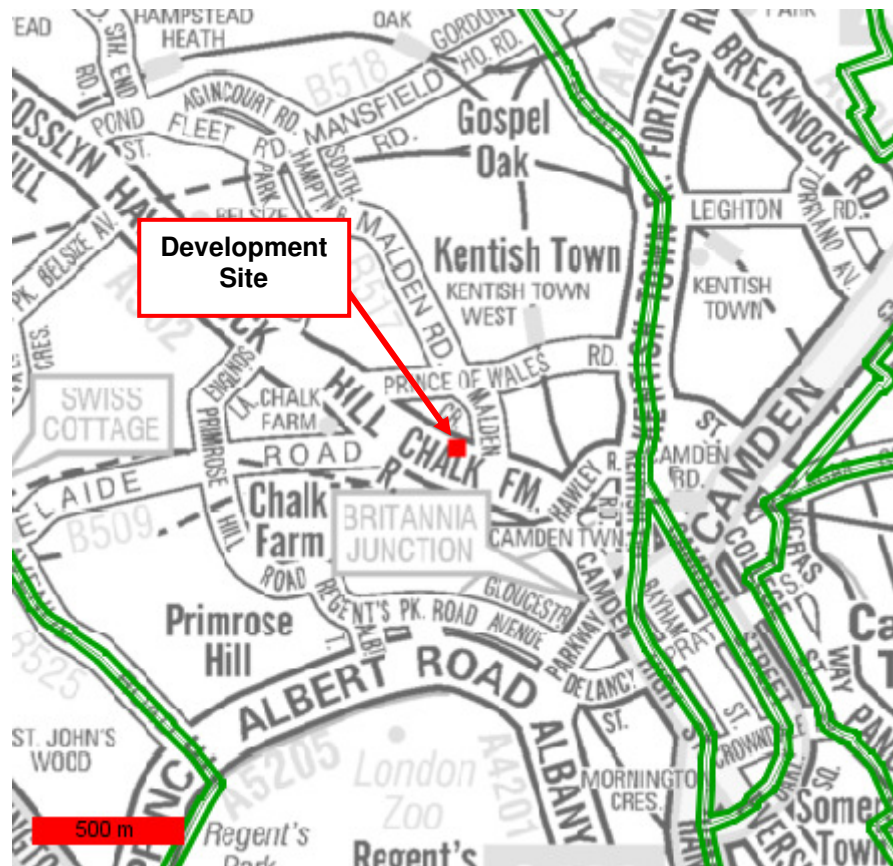


Figure 3-2 Map of cycle routes local to the site of the proposed development (Not To Scale) (Source: www.LondonCycleNetwork.org.uk)



Figure 3-3 Cyclist Access to the site from Ferdinand Street (Source: Scott Wilson site visit 07/10/08)

- 3.25 The width of the carriageway to access the delivery yard from Ferdinand Street is 3.5 meters. Therefore as shown in Figure 3.4 it is not wide enough for a vehicle and a cyclist to pass safely. Signage to give right-of-way to incoming vehicles, cyclists and pedestrians should be erected in order to increase safety.

Pedestrian Access

- 3.26 The main pedestrian access to the development will be on Belmont Street for both the students and office users. They will enter the building and use separate doors and key cards and therefore use separate lifts and stairs to access the basement office area or the residential flats. Stairs are also located at the north and west of the development for emergency access.
- 3.27 Pedestrian facilities in the vicinity of the site are good. And the development site can be accessed easily from the number of public transport links in the area, from bus, national rail and underground transport links.
- 3.28 The development also provides easy access to both the Chalk Farm Road facilities and Camden Town centre including the High Street.
- 3.29 Belmont Street and Ferdinand Street have good quality 3.5-metre pedestrian footways on both sides of the carriageway, which are well maintained, with good lighting and provisions for disabled and visually impaired users. There are pelican crossings available on Chalk Farm Road.
- 3.30 Because there is no car parking designated with the development, there will be no additional breaks in the pedestrian footway on Belmont Street.

Car Clubs

- 3.31 Three Car Club operators have car club spaces within one kilometre of the site. They are as follows:

Car Club	Location	Distance from Development (m)
City Car Club	NW1 8PG - Kelly Street, Kentish Town	547
	NW3 4SS - Near to No 7 Eton Rd	547
	NW1 8UY - Regents Park Road - <i>Coming soon</i>	660
Street Car	NW3 3HH- Adelaide Road	322
	NW3 2BE- Belsize Park	550
	NW3 3LZ – Chalk Farm	644
	NW1 7AU – Primrose Hill	644
	NW1 9LP – Camden Sainsbury's	644
	NW3 3EA – Primrose Hill Road	805
Whizzgo	NW1 8LA - Gloucester Avenue	600
	NW3 2EX - Maitland Park Road,	700

Table 3-3 Car Club Locations within 1km of the site (Source: www.citycarclub.co.uk, www.streetcar.co.uk, www.whizzgo.co.uk)

- 3.32 It should be noted that the above car clubs do have age restrictions which may restrict some student's usage. These are found below:-

- City Car Club: Over 19 years old permitted
- Street Car: Under 21 years old permitted (held a driving licence for over 2 years), Over 21 years old permitted (held driving licence over 1 year)
- Whizzgo: Over 18 years old permitted.

4. TRAVEL PLAN STRATEGY

Management

- 4.1 The Site Manager will be appointed as the Travel Plan Co-ordinator. Due to the size of this development, it is envisaged that the Travel Plan Co-ordinator will be able to undertake the role on a part-time basis alongside other duties.
- 4.2 A steering group will consist of various representatives from the residents located within the development. This group will assist the Travel Plan Co-ordinator in monitoring the success of the Travel Plan.
- 4.3 The Travel Plan Co-ordinator will be ultimately responsible for the Travel Plan at each stage of its development
- 4.4 The Applicant will work together with representatives from the London Borough of Camden to ensure that the targets within the Travel Plan are met.

Marketing

- 4.5 The strategy should include activities for marketing and awareness-raising for the travel plan and dissemination of travel information.
- 4.6 There will be informational posters available in reception detailing the aims and methods of the Travel Plan.
- 4.7 Travel information leaflets will be available in reception and distributed via the residential Welcome Packs.
- 4.8 Annual events will take place to heighten the awareness of the aims of the Travel Plan. This may take the form of a presentation to residents at the beginning of the term by the Travel Plan Co-ordinator highlighting the successes of the Travel Plan in the past year. This will also act as a forum in which students can register their thoughts regarding the Travel Plan.

General Travel Plan Working Arrangements

- 4.9 The Site Manager will meet with the Local Authority at their request to review the performance of the Travel Plan if required.
- 4.10 Within that context, the regular meetings and any ad hoc meetings will comprise appropriate representatives of the Local Authority and the Site Manager including regular participants to be nominated and additional or specialist representation as necessary.
- 4.11 The Site Manager will prepare and issue a one-page Annual Statement summarising the progress of the Travel Plan and associated surveys. The Travel Plan will not be a static blueprint, but will evolve and adapt to the changing circumstances of the residents.

Surveys

- 4.12 It is proposed to monitor proposals via the use of Resident Travel Surveys and ad hoc surveys of cycle parking facility occupancy. The first resident travel survey will provide an immediate indicator of the impact of the proposed redevelopment and the second survey will provide an indication of how effective the proposal has been in implementing modal share after any 'novelty' value has worn off.
- 4.13 The survey will be iTRACE compliant (As shown in Appendix C) and will be conducted by the Site Management Company, supervised by the Travel Plan Co-ordinator.
- 4.14 The Travel Plan Co-ordinator will conduct the residential survey.

Exclusions

- 4.15 This Travel Plan has the primary aim of influencing the travel patterns of the residents. It is acknowledged that refuse and service deliveries also contribute to vehicle movements in and out of the site, but it is felt that green transport initiatives among these parties can only be implemented effectively via their respective employers and organisations. Vehicle movements by these parties have not therefore been addressed in this document.

5. PROPOSED PACKAGE OF MEASURES

5.1 The Travel Plan for residential element of the Belmont Street development is set out below in the form of a number of measures, some of which are inter-dependent on each other. These measures will be reviewed, and new proposals will be introduced, on an ongoing basis as public transport provision is enhanced and as the needs of the users of the development change. A number of the following proposals apply to all users i.e. visitors, employees and patrons. For each proposal the following information, if applicable, is given:

- Description a description of the proposal
- Objective this outlines what the aim of the proposal is and how it may relate to other proposals.
- Implementation details of how the proposal would be implemented
- Indicators this provides details of the indicators that will be used to determine whether the proposal is meeting its objectives
- Monitoring details of how the indicators will be monitored
- Targets this includes the timescale for completion plus details of the targets set for the indicators identified above
- Review identifies the circumstances when indicators, monitoring and targets may be reviewed and altered.

5.2 Where applicable, the parties involved in the implementation, monitoring and review of each proposal will be identified and their role outlined.

Measure 1 - Establish the Role of the Travel Plan Co-ordinator

Description

- 5.3 To establish the role of the Belmont Street Travel Plan Co-ordinator. This part time role will be incorporated into the duties of the Site Manager.

Objectives

- 5.4 To implement and manage all aspects of the Travel Plan in order to maintain an efficient transportation policy for the benefit of residents.
- 5.5 To co-ordinate and monitor the Travel Plan proposals for student residents.
- 5.6 The Site Manager will be responsible for monitoring the cycle facilities to ensure that they remain safe and secure.

Implementation

- 5.7 The Site Manager will undertake the duties of the Travel Plan Co-ordinator. This will allow the required tasks to be undertaken from immediate effect.
- 5.8 The Travel Plan Co-ordinator will be appointed within the first three months of first occupation.
- 5.9 In addition, the Co-ordinator may be responsible for setting up and facilitating the steering group and specific working groups.

Indicators

- 5.10 Residential feedback will be useful in determining the impact having a Travel Plan Co-ordinator is upon their method of travel.

Monitoring

- 5.11 Feedback from residents could be obtained by including it as an item on the agenda at residential and student union meetings.

Targets

- 5.12 No targets will specifically be set to assess the performance of the Site Manager, since the indicators are considered 'subjective'. However, the overall success of the Travel Plan could be taken as an indicator of the Site Manager's effectiveness.

Review

- 5.13 The role of the Site Manager (acting as Travel Plan Co-ordinator) will be reviewed every six months and the job specification changed if necessary.

Measure 2 - Annual Residential Travel Survey

Description

- 5.14 It is proposed to monitor proposals via the use of Residential Surveys. The first residential survey will provide an immediate indicator of the impact of the proposed redevelopment and the second survey will provide an indication of how effective the proposal has been in implementing modal share after any 'novelty' value has worn off.
- 5.15 The survey will be iTRACE compliant (As shown in Appendix C) and will be conducted by the Site Management Company, supervised by the Travel Plan Co-ordinator.
- 5.16 Follow-up travel surveys should be undertaken on an annual basis following the initial survey and the results reported in the Borough.

Objectives

- 5.17 To specify travel questions in order to assist in identifying targets for measures to be implemented. Ongoing student resident survey responses will also contribute to the evolution of the Travel Plan into the future. Key points of interest in the Residential Travel Survey will be:
- How residents currently travel to and from college;
 - Where residents are travelling to and from the development; and
 - Who would be able/willing to change their current travel choice.

Implementation

- 5.18 The Residents' Surveys will be conducted via the use of self-completion questionnaires. An appointed third party will undertake the development and analysis of the survey questionnaires. The travel questionnaire will aim to provide information on modal split and attitudes to current residential travel arrangements.
- 5.19 Student travel surveys will be undertaken on an annual basis following the initial survey and the results reported in the Borough. Additional surveys will be undertaken following a change in occupier of the building.
- 5.20 The first survey will be undertaken within six months of first occupation of the development.

Indicators

- 5.21 The quality and usefulness of the information derived from the Residential Survey will provide an indication of its performance.

Monitoring

- 5.22 The quality of the information obtained from the surveys and its usefulness in developing the Travel Plan further will be monitored by the Site Manager on an annual basis.

Targets

- 5.23 The Residential Survey will be distributed to 100% of residents and a 100% response rate will be sought.

Review

- 5.24 The Travel Plan Co-ordinator will review the contents of the Residents Survey. Feedback from the Local Authority will also be welcomed.

Measure 3 – Loading Area Management

Description

- 5.25 The development site will only be accessible by pedestrians and emergency and service vehicles.

Objectives

- 5.26 To ultimately prevent parking of residence in loading area.

Implementation

- 5.27 By providing signage indicating that parking in the loading area or access road is prohibited and that such acts will be punishable by fines, and enforced via vehicle clamping. Vehicles, which remain clamped for more than 4 hours, will be removed from the site and the driver will have to pay a further fee to recover the vehicle from the parking contractor's pound.
- 5.28 An external company will be contracted to enforce this.

Indicators

- 5.29 Regular parking in the service yard will indicate that this is not being enforced.

Monitoring

- 5.30 The Travel Plan Co-ordinator will conduct regular surveys of the loading area to ensure that no prohibited parking is occurring. If it is, the Co-ordinator will contact the external parking enforcement contractors to issue fines or to tow the vehicle away.

Targets

- 5.31 No car parking in the service area.

Review

- 5.32 The enforcement procedure will be reviewed every six months to ensure its success. The performance of the external parking enforcement contractors will also be review at this time.

Measure 4 - Provision of Resident Parking Spaces for Bicycles

Description

- 5.33 Provision of cycle parking for use by residents and visitors.

Objectives

- 5.34 To facilitate and encourage use of the bicycle as a means of travel to the development among residents.

Implementation

- 5.35 Transport for London's cycle parking standards state 1 cycle parking space should be provided per 2 students and 1 space per 250 sqm of office space. This would result in 100 parking spaces for the Belmont Street development.
- 5.36 London Borough of Camden Planning Standards Guidelines recommend that in residential institutions C2 land uses and office B1 land uses, require the following cycle parking standards should be used:-

LBC Regulation	Standard
C2 Staff	from 500sqm, 1 space per 250sqm
C2 Visitor	from 500sqm, 1 space per 250sqm
C2 Residents	1 per 2 rooms
B1 Staff	from 500sqm, 1 space per 250sqm
B1 Visitor	from 500sqm, 1 space per 250sqm

Table 5-1 London Borough of Camden's Cycle Parking Standards

- 5.37 According to the standards above, the Belmont Street development will need to provide the following amount of cycle parking.

Land Use	Total Parking Required
C2 Staff	17
C2 Visitor	17
C2 Residents	82
B1 Staff	9
B1 Visitor	9
Total Required	134

Table 5-2 Cycle Parking Required based on Camden's standards

- 5.38 The development will provide 110 cycle parking spaces in total, thus exceeding TfL standards of 100 cycle spaces but a shortfall of spaces required by London Borough of Camden policy.
- 5.39 In the basement (-2) there will be 89 space, these spaces will be allocated for the residential users and also for visitors of the residents. Visitors to student residents

would need to be accompanied by their hosts in order to gain access to the basement cycle parking, since it is envisaged that this will be accessible by resident keycard only.

- 5.40 The Student Accommodation staff will use both rear and basement cycling parking space. Night time staff (Security) who stay overnight could use the 3 spare spaces in the basement. This would mean that their bicycles would be more secure. Daytime staff, would use the spaces in the rear yard, as the number of daytime staff on site will vary, and it is unlikely than more than 7 daytime staff will be present at the same site.
- 5.41 The residential cycle parking will take the form of a Josta 2 tier system in a lockable compound. These facilities will be provided internally on the lower basement floor (-2), with easy access from the main and rear entrance. Students will enter the building by either entrance and take their bikes to the lift, which will take them to level -2. They will then access the cycle space area which will be accessed by a keycard system, which are only available to the students.
- 5.42 Shower facilities and a place to safely leave cycling kit are available in the individual bedrooms.

Indicators

- 5.43 Occupancy of the cycle facilities will be the most tangible indicator of their success. Other indicators include the modal share of residents travelling to the development by bicycle.

Monitoring

- 5.44 Surveys would be conducted at the same time as the Residents Surveys to determine any modal shift. Ad hoc surveys of parking occupancy should also be carried out.
- 5.45 The residential survey will be designed to assess modal share and provide feedback on the use and operation of cycle parking provision.

Targets

- 5.46 The targets will be set out in relation to the findings of the first residents surveys.

Review

- 5.47 Residents' feedback will provide an indication of the success, or otherwise, of the facilities provided.

Measure 5 – Provide a Welcome Pack for Residents

Description

- 5.48 Produce a Welcome Pack for residents containing information about the various public transport options available from the site. Highlighting the footpaths and cycle routes, as well as a description of the aims of the Travel Plan and subsequent benefits to all users. Appendix C provides an indication of the type of information that will be provided.

Objectives

- 5.49 To make residents aware of the aims of the Travel Plan and to ensure that all users of the development are able to make informed choices.

Implementation

- 5.50 The Welcome Packs will be distributed to every unit within the development. This will be carried out at the start of every school year.
- 5.51 The Travel Plan Co-ordinator will be responsible for ensuring that new residents are provided with the Welcome Pack.
- 5.52 Changes to information included in the Welcome Pack will be posted on notice boards in the reception and common room areas.

Indicators

- 5.53 Feedback from the residents will give an indication of the usefulness of the Welcome Pack. Questions could be introduced into the residents' surveys requesting specific feedback on the packs.

Monitoring

- 5.54 The Travel Plan Co-ordinator will monitor the quality of feedback obtained from residents with regards to their views on the Travel Plan and its usefulness.

Targets

- 5.55 The Welcome Pack should be distributed to 100% of residents.

Review

- 5.56 The contents of the Welcome Pack will be reviewed annually.

Measure 6 – Access to Internet Travel Information

Description

- 5.57 Ensure that access to public transport timetables and real time information is available on the Internet either within the individual bedrooms or the common room areas.

Objectives

- 5.58 To make residents are aware of the public transport serving the site to encourage sustainable choices of travel modes.

Implementation

- 5.59 Access to the Internet will be available to all with wireless Internet connections in each individual bedroom unit.
- 5.60 This will include the provision of a 'Visitor' computer with restricted Internet access, available in a common area.

Indicators

- 5.61 Feedback from the residents will give an indication of the degree of access and usefulness of this information. Questions could be introduced into the residents' surveys requesting specific feedback on this access.

Monitoring

- 5.62 The Travel Plan Co-ordinator will monitor the quality of feedback obtained from residents with regards to their views on the access to Internet travel information.

Targets

- 5.63 The Internet travel information should be accessible by 100% of residents.

Review

- 5.64 The accessibility to the Internet sources will be reviewed on an annual basis.

Measure 7 – Procurement of Environmentally Responsible Service Providers

Description

- 5.65 Ensure that transport service providers employed by occupiers of the development are environmentally responsible.

Objectives

- 5.66 To make residents aware of the environmentally responsible service providers available.
- 5.67 To employ transport service providers which are aware of their environmental impacts and seek to minimise them.

Implementation

- 5.68 The Travel Plan Co-ordinator will liaise with Steering Group members from each occupier to ensure that, where possible, environmentally responsible transport service providers are employed.
- 5.69 This will mainly relate to courier firms serving the occupiers. A list of preferred suppliers meeting ISO 14001 EMS Accreditation would be provided to occupiers by the Site Management Company.

Indicators

- 5.70 Feedback from the service provider companies will inform the Travel Plan Co-ordinator of the environmental savings.
- 5.71 No targets are proposed for the procurement of environmentally responsible transport service providers since the needs of individual occupiers may vary. However, the Travel Plan co-ordinator will endeavour to procure such transport service providers in the context of commercial viability.

Monitoring

- 5.72 The Travel Plan Co-ordinator will monitor the feedback from the environmentally responsible service providers.

Targets

- 5.73 No targets are proposed for the procurement of environmentally responsible transport service providers since the needs of individual occupiers may vary. However, the Travel Plan co-ordinator will endeavour to procure such transport service providers in the context of commercial viability.

6. SUMMARY & CONCLUSIONS

- 6.1 Scott Wilson were asked to carry out an assessment of the possible transport impacts arising from the proposed Belmont Street development. The Travel Plan was prepared as a means of maximising the sustainability of travel by employees to and from the commercial development.
- 6.2 The development proposal is to replace the former piano factory at 10a Belmont Street and terraced house located at 10 Belmont Street. With a 7-storey (with additional lower basement, upper basement and roof terrace) building providing high quality student accommodation and offices.
- 6.3 A large number of transport links exist in the immediate vicinity of the site. There are a number of bus routes along Chalk Farm road and Chalk Farm underground station within close walking distance, serving the Edgware branch of the Northern line, and providing access to locations within Central London. Belmont Street is also within the catchment area of Kentish Town West Mainline Rail station, which offers services to Stratford (East London) and Richmond (West London). The site is therefore well served by public transport.
- 6.4 Pedestrian facilities in the vicinity of the site are good and provide easy access to both Camden Town centre and the facilities of Chalk Farm Road.
- 6.5 The development site is not directly accessible to the London Cycling Network, however there is with a number of cycle routes in the surrounding area which can be reached easily in order to join the London Cycle Network. Pedestrian routes are also plentiful with safe and easy pedestrian access throughout the area.
- 6.6 The nine measures proposed in this Travel Plan can be summarised as:
- Measure 1 Establish the role of the Travel Plan Co-ordinator
 - Measure 2 Annual Residents' Travel Survey
 - Measure 3 Loading Area Management
 - Measure 4 Provision of Residents' Parking Spaces for Bicycles
 - Measure 5 Provide a Welcome Pack for Residents
 - Measure 6 Access to Internet Travel Information
 - Measure 7 Procurement of Environmentally Responsible Service Providers

APPENDIX A - TRAVEL PLAN SUMMARY FRAMEWORK

10 and 10a Belmont Street, Camden

Green Travel Plan

	Travel Plan Measure	Implementation	Indicators	Monitoring	Targets	Review
1	Travel Plan Coordination	Role undertaken by the Site Manager.	Residential feedback.	Residential feedback.	None.	Role reviewed every 6 months.
2	Annual Resident Travel Survey	Monitor resident travel arrangements and requirements.	Quality and the usefulness of the information derived from the resident survey.	The quality of the results achieved monitored by the Travel plan coordinator.	Distributed to 100% of all residents, with a 100% response rate.	Review of the staff survey by Travel Plan co-ordinator,
3	Loading Area Management	Signage indicating that parking in the loading area is prohibited. Fines and vehicle clamping will enforce for such acts.	Parking in the loading bay area will indicate that the operation is not being enforced.	Surveys of the loading area to ensure that no prohibited parking occur.	No car parking in the loading bay area.	Enforcement procedure enforced every 6-months.
4	Secure Resident Parking Spaces.	Provide 120 residential cycle parking spaces. Key card access to bicycle parking in basement.	Occupancy of the cycle facilities. Number of residents travelling by bicycle.	Survey conducted within the resident survey.	Targets will be set out in relation to the findings of the first residents survey.	Residents feedback will give an indication of the success of the cycle parking and facilities.
5	Provide a Welcome Pack for Residents	Welcome packs distributed to every resident within the development.	Feedback from residents.	Travel Plan co-ordinator will monitor the quality of feedback obtained.	Welcome Packs distributed to 100% of residents.	Resident feedback will provide an indication of the success of the welcome pack
6	Access to Internet Travel Information.	Access to travel information sites will be made available within individual rooms or in communal areas.	Feedback from residents.	Travel Plan co-ordinator will monitor the quality of the feedback obtained.	The Internet travel information should be accessible by 100% of residents.	Residents feedback will provide an indication of the success of the internet travel information provided.

	Travel Plan Measure	Implementation	Indicators	Monitoring	Targets	Review
7	Procurement of Environmentally Responsible Transport Service Providers	Travel Plan co-ordinator will liaise with the Steering Group members, to ensure that, where possible, environmentally responsible transport service are used.	Feedback from service providers to inform of their environmental savings.	The Travel Plan Co-ordinator would monitor feedback from the service providers.	None.	Review Feedback.

APPENDIX B - SUPPORTING DRAWINGS

This drawing, the work of architecture to which it relates, and any notes relating to them are protected by copyright. To the extent that this is a design document it is, in addition, protected by design right. All rights in them are reserved. They are provided for your information about the application only. No part of them or any design to which they relate may be reproduced in any form or any means without the prior written permission of Fairview New Homes Limited, except as expressly permitted by law. The doing of any unauthorised act in relation to them may result in both a civil claim and criminal prosecution.

© john pardey architects

cad file

Notes

rev	date	initials	description
-----	------	----------	-------------

drawing:
**BASEMENT PLAN LEVEL 2
PROPOSED**

project:
0710-BELMONT STREET

drawing no: 710-248

status:

PLANNING

scale @ A1/A3:	date:
1:100 / 1:200	JUNE 09

JOHN PARDEY ARCHITECTS

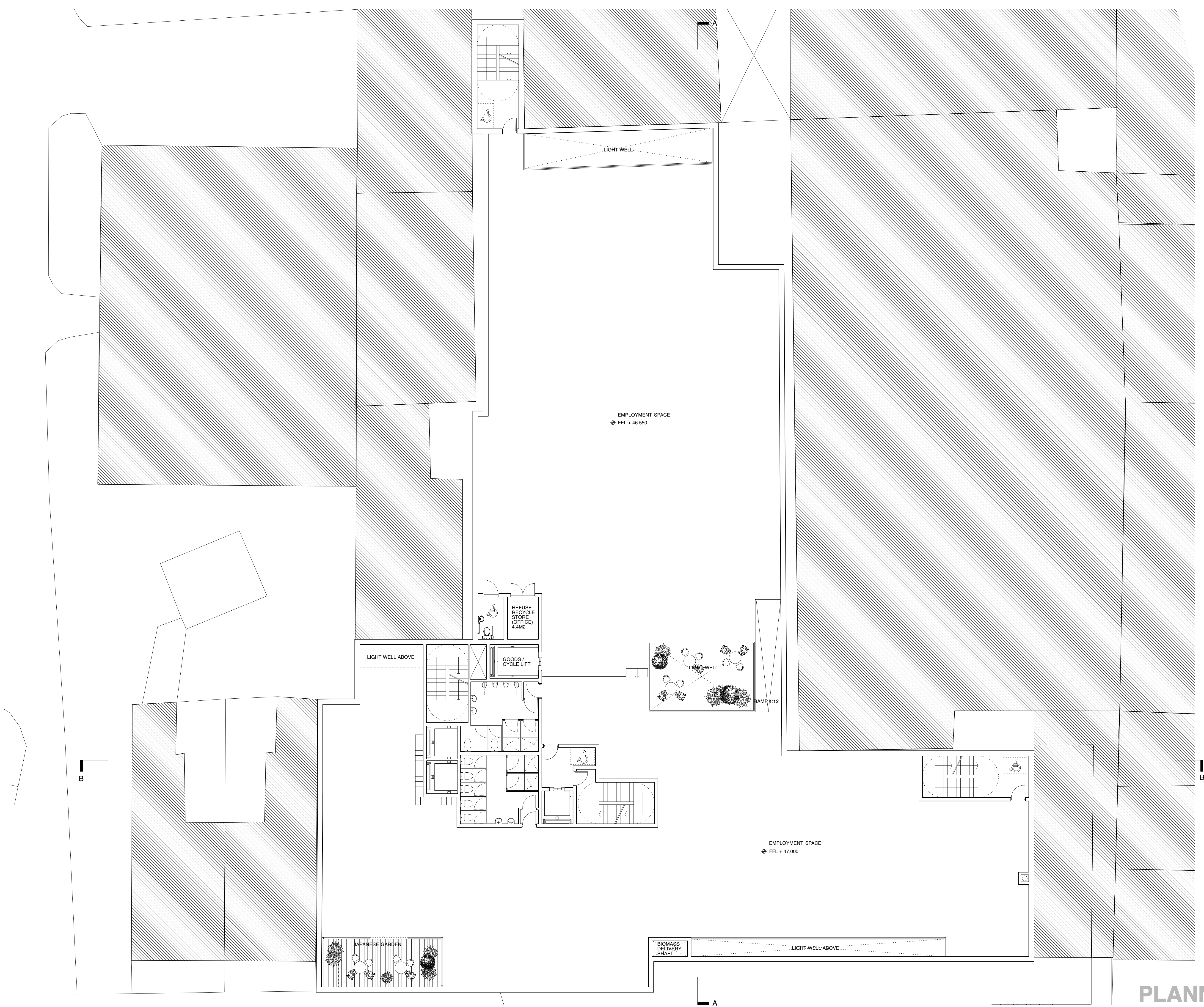
beck farm studio
st leonards road
east end
lymington
hampshire
SO41 5SR

t 01590 626465
f 01590 626547

mail@johnpardeyarchitects.com
www.johnpardeyarchitects.com

JPA Support Ltd. reg in england 440 6655. vat 656 588 581.

PLANNING



This drawing, the work of architecture to which it relates, and any notes relating to them are protected by copyright. To the extent that this is a design document it is, in addition, protected by design right. All rights in them are reserved. They are provided for your information about the application only. No part of them or any design to which they relate may be reproduced in any form or any means without the prior written permission of Fairview New Homes Limited, except as expressly permitted by law. The doing of any unauthorised act in relation to them may result in both a civil claim and criminal prosecution.

© john pardey architects

cad file:

Notes

rev	date	initials	description
-----	------	----------	-------------

drawing:
**BASEMENT PLAN LEVEL 1
PROPOSED**

0710-BELMONT STREET

drawing no:	revision:
710-249	

status:

PLANNING

scale @ A1/A3:

1:100 / 1:200

date:

JUNE 09

JOHN PARDEY ARCHITECTS

beck farm studio
at leonards road
east and
lymington
hampshire
SO41 5SR

t 01590 626465
f 01590 626547

mail@johnpardeyarchitects.com

www.johnpardeyarchitects.com

JPA Support Ltd. reg in england 449 6655. vat 656 588 581.

PLANNING

This drawing, the work of architecture to which it relates, and any notes relating to them are protected by copyright. To the extent that this is a design document it is, in addition, protected by design right. All rights in them are reserved. They are provided for your information about the application only. No part of them or any design to which they relate may be reproduced in any form or any means without the prior written permission of Fairview New Homes Limited, except as expressly permitted by law. The doing of any unauthorised act in relation to them may result in both a civil claim and criminal prosecution.

© john pardey architects

cad file

Notes

KEY:

EXISTING BUILDING FOOTPRINT

rev	date	initials	description
-----	------	----------	-------------

drawing:
GROUND FLOOR PLAN
PROPOSED

project:
0710-BELMONT STREET

drawing no:
710-250

status:
PLANNING

scale @ A1/A3:	date:
1:100 / 1:200	JUNE 09

JOHN PARDEY ARCHITECTS

back farm studio
41 leonards road
east end
lymington
hampshire
SO41 5SR

t 01590 626465
f 01590 626547

mail@johnpardeyarchitects.com
www.johnpardeyarchitects.com

JPA Support Ltd. reg in england 449 8055. vat 656 588 581.

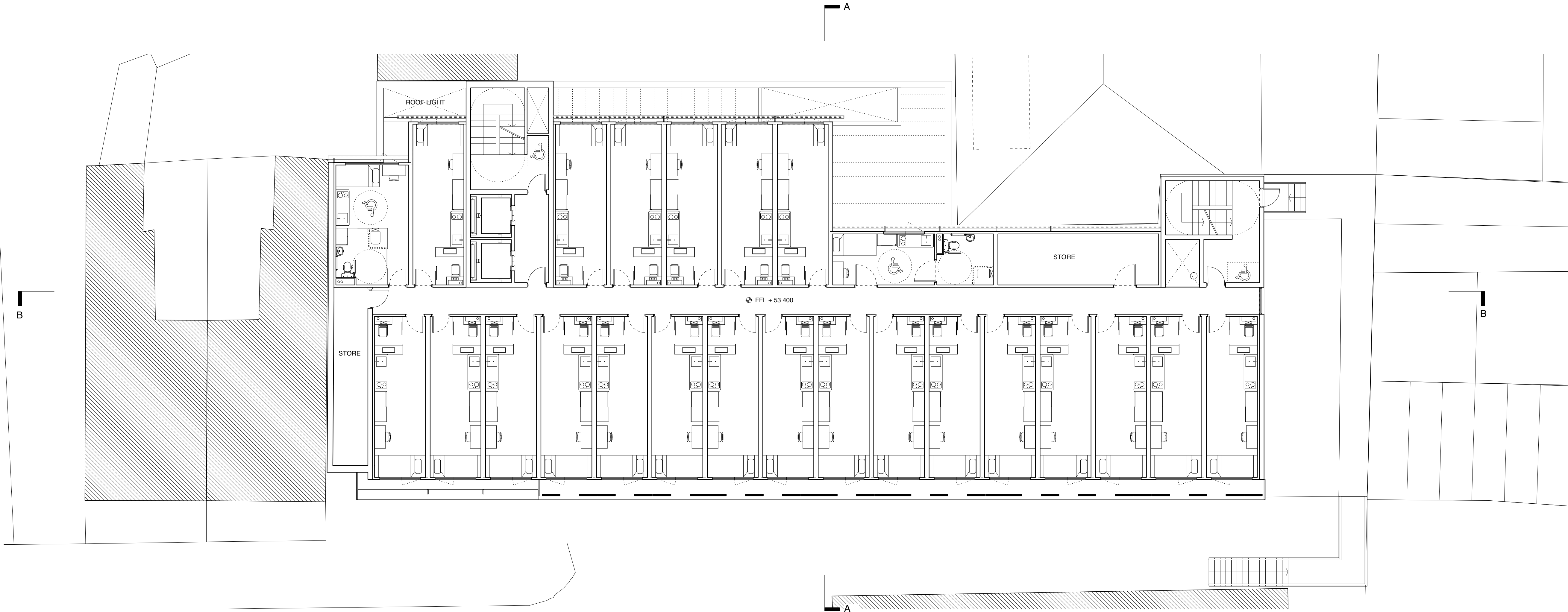
PLANNING

This drawing, the work of architecture to which it relates, and any notes relating to them are protected by copyright. To the extent that this is a design document it is, in addition, protected by design right. All rights in them are reserved. They are provided for your information about the application only. No part of them or any design to which they relate may be reproduced in any form or by any means without the prior written permission of Farview New Homes Limited, except as expressly permitted by law. The doing of any unauthorised act in relation to them may result in both a civil claim and criminal prosecution.

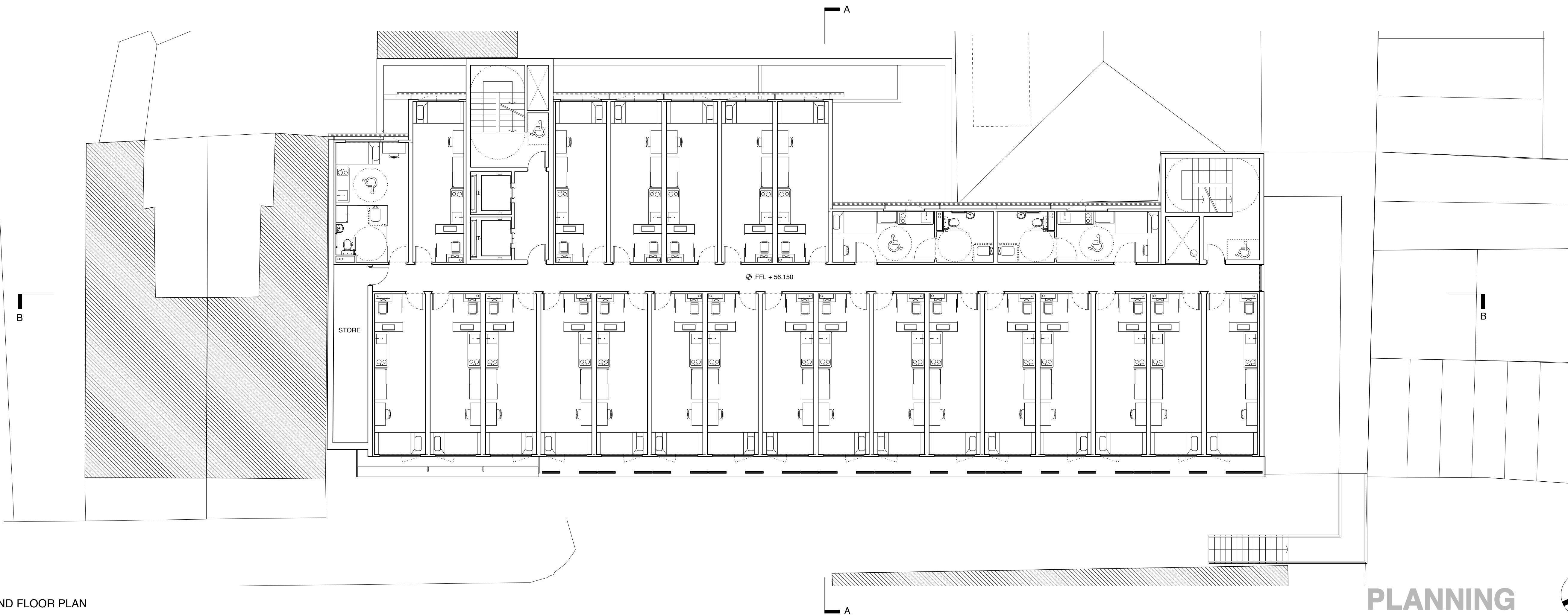
© john pardey architects

cad file:

Notes



FIRST FLOOR PLAN



SECOND FLOOR PLAN

rev	date	initials	description
-----	------	----------	-------------

drawing:
FIRST FLOOR PLAN / SECOND
FLOOR PLAN PROPOSED

project:
0710-BELMONT STREET

drawing no:
710-251

status:
PLANNING

scale @ A1/A3:
1:100 / 1:200

date:
JUNE 09

JOHN PARDEY ARCHITECTS

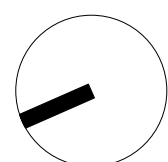
beck farm studio
st leonards road
east end
lymington
hampshire
SO41 5SR

t 01590 626465
f 01590 626547

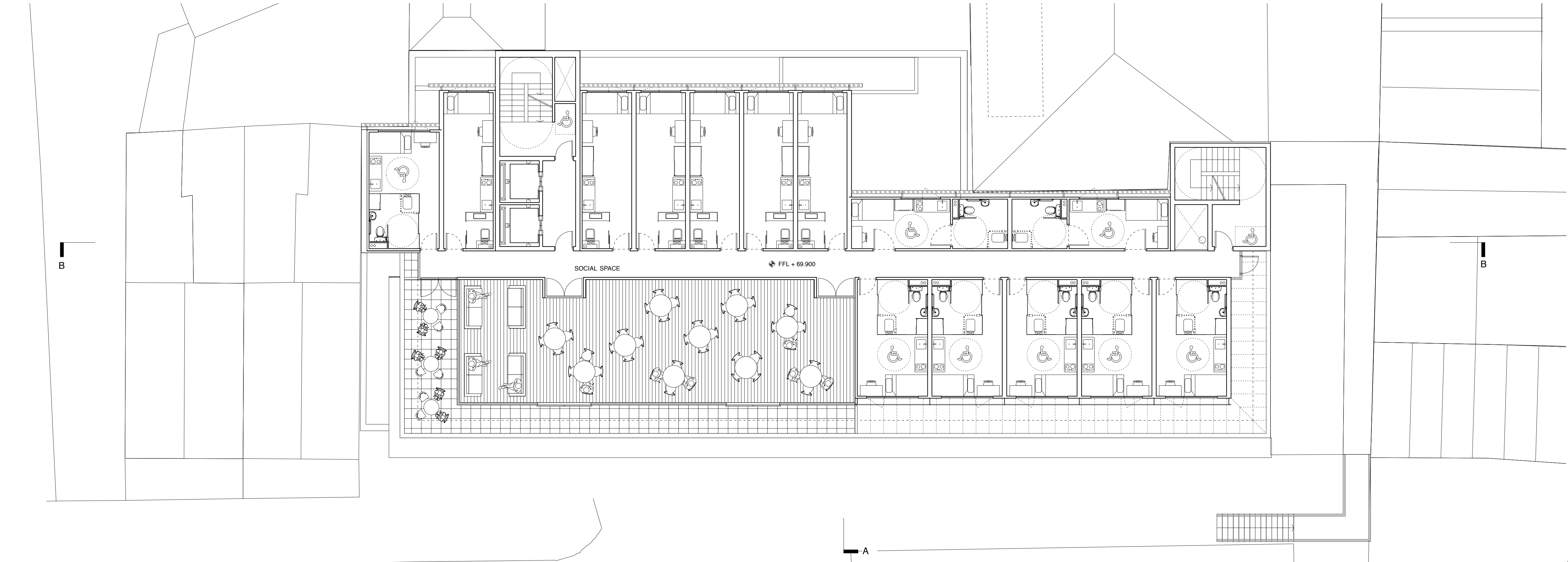
mail@johnpardeyarchitects.com
www.johnpardeyarchitects.com

JPA Support Ltd. reg in england 449 6855. vat 656 588 881.

PLANNING



THIRD - SIXTH FLOOR PLAN



SEVENTH FLOOR PLAN

This drawing, the work of architecture to which it relates, and any notes relating to them are protected by copyright. To the extent that this is a design document it is, in addition, protected by design right. All rights in them are reserved. They are provided for your information about the application only. No part of them or any design to which they relate may be reproduced in any form or by any means without the prior written permission of Fairview New Homes Limited, except as expressly permitted by law. The doing of any unauthorised act in relation to them may result in both a civil claim and criminal prosecution.

© john pardey architects

cad file:

Notes

rev	date	initials	description
-----	------	----------	-------------

drawing:
THIRD-SIXTH FLOOR PLAN /
SEVENTH FLOOR PLAN PROPOSED

project:
0710-BELMONT STREET

drawing no:
710-253

status:

PLANNING

scale @ A1/A3:

1:100 / 1:200

date:

JUNE 09

JOHN PARDEY ARCHITECTS

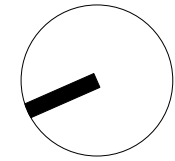
beck farm studio
st leonards road
east end
lymington
hampshire
SO41 5SR

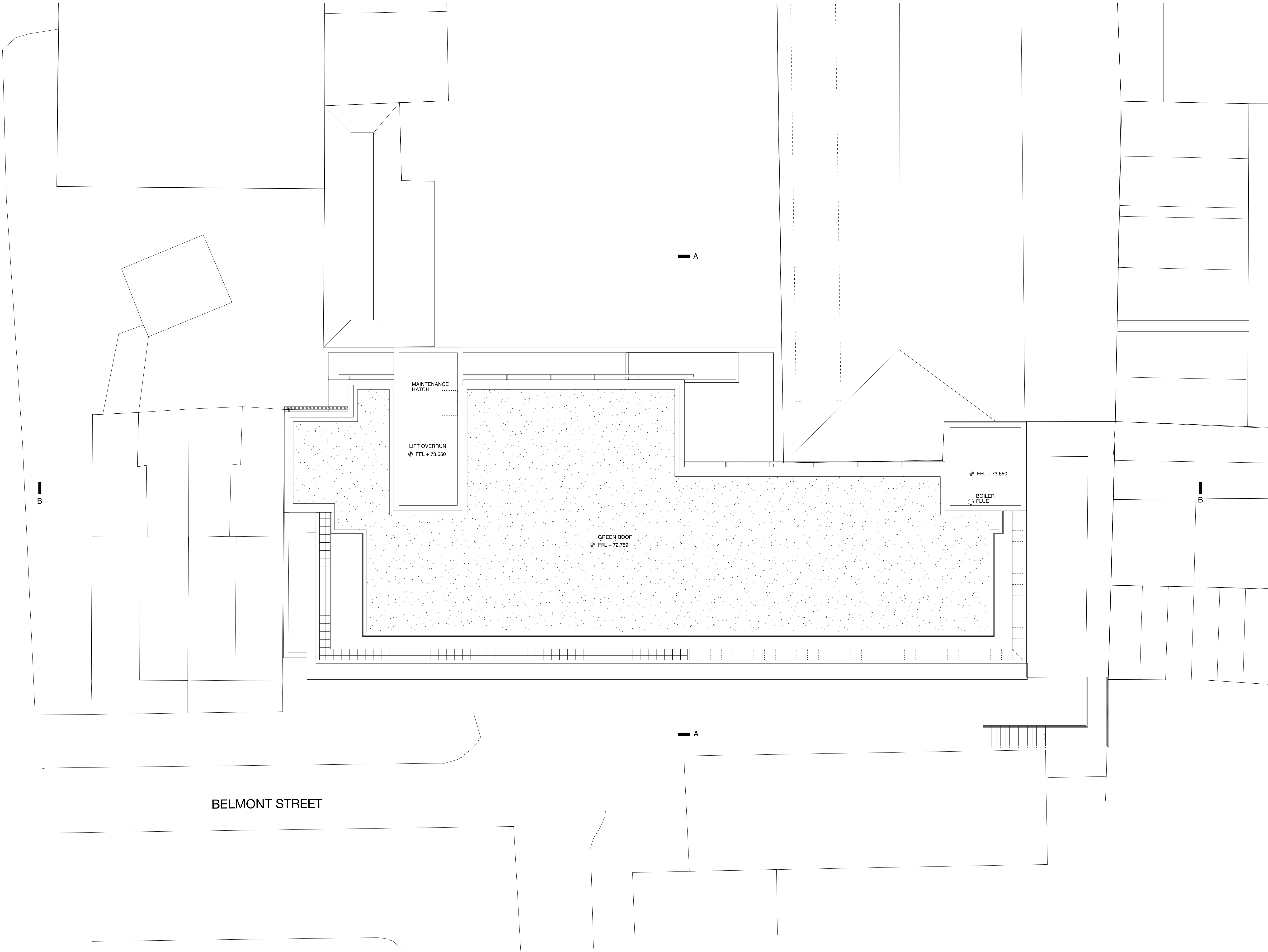
t 01590 626465
f 01590 626547

mail@johnpardeyarchitects.com
www.johnpardeyarchitects.com

JPA Support Ltd. reg in england 449 6655. vat 656 588 581.

PLANNING





This drawing, the work of architecture to which it relates, and any notes relating to them are protected by copyright. To the extent that this is a design document it is, in addition, protected by design right. All rights in them are reserved. They are provided for your information about the application only. No part of them or any design to which they relate may be reproduced in any form or any means without the prior written permission of Fairview New Homes Limited, except as expressly permitted by law. The doing of any unauthorised act in relation to them may result in both a civil claim and criminal prosecution.

© john pardey architects

cad file:

Notes

rev	date	initials	description
-----	------	----------	-------------

drawing:

ROOF PLAN PROPOSED

project:

0710-BELMONT STREET

drawing no:

710-258

status:

PLANNING

scale @ A1/A3:

1:100 / 1:200

date:

JUNE 09

JOHN PARDEY ARCHITECTS

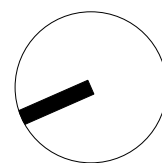
beck farm studio
at leonards road
east end
lymington
hampshire
SO41 5SR

t 01590 626465
f 01590 626547

mail@johnpardeyarchitects.com
www.johnpardeyarchitects.com

JPA Support Ltd. reg in england 449 6655. vat 656 586 581.

PLANNING



APPENDIX C - TRAVEL SURVEY FORM EXAMPLE

iTRACE Workplace Travel Plan Pro-forma

	1 st	2 nd	3 rd
Submission Date	<input type="text"/>	<input type="text"/>	<input type="text"/>

Organisation Information

Business/Org Name

Business Activity (*select only one*)

- | | |
|--|---|
| <input type="checkbox"/> Bingo | <input type="checkbox"/> Light industry |
| <input type="checkbox"/> Bowling | <input type="checkbox"/> Nightclub |
| <input type="checkbox"/> Cinema | <input type="checkbox"/> Office |
| <input type="checkbox"/> Day nursery | <input type="checkbox"/> Other |
| <input type="checkbox"/> Property Developer | <input type="checkbox"/> Public House |
| <input type="checkbox"/> Financial & Professional Services | <input type="checkbox"/> Residential |
| <input type="checkbox"/> Garden centre | <input type="checkbox"/> Residential care |
| <input type="checkbox"/> General industry | <input type="checkbox"/> Restaurant (min 25 cap.) |
| <input type="checkbox"/> Golf courses | <input type="checkbox"/> Retail park |
| <input type="checkbox"/> Health centre | <input type="checkbox"/> Retail warehouse |
| <input type="checkbox"/> Health Clubs and Sports | <input type="checkbox"/> School |
| <input type="checkbox"/> Hospital | <input type="checkbox"/> Storage & distribution |
| <input type="checkbox"/> Hostel | <input type="checkbox"/> Supermarket |
| <input type="checkbox"/> Hotel | <input type="checkbox"/> Take-Away/Fast Food |
| <input type="checkbox"/> Leisure Complex | |

Site Information

Address

Post Code



Land Use (*select only one*)

- | | |
|---|---|
| <input type="checkbox"/> Assembly and Leisure | <input type="checkbox"/> Hotels |
| <input type="checkbox"/> Business | <input type="checkbox"/> Non Residential Institutions |
| <input type="checkbox"/> Dwellinghouses | <input type="checkbox"/> Residential Institutions |
| <input type="checkbox"/> Financial or Professional Services | <input type="checkbox"/> Shops |
| <input type="checkbox"/> Food and Drink | <input type="checkbox"/> Storage or Distribution |
| <input type="checkbox"/> General Industrial | |

Gross Site Are

m²

Net Site Area

m²

Contact Information

TP Coordinator Name

Job Title

Email

Tel

Fax

Planning Information

Application No.

Date of Occupancy

Actual ☐ or Proposed ☐

Please specify if the date of Occupation for the site in question is *actual* or *proposed*.

Targets

- Any Targets based on 'Modal Shift', to be included in a Travel Plan, should be provided as 'Percentage Point Change' Targets.
e.g. – increase the current level of cycling by 5% (Percentage Points) by 01/09/2008
 = if 10% of staff currently cycle to work and a 5% (percentage point) increase is achieved by/or before 01/09/2008 then overall 15% of staff will be cycling to work. In actual figures that can be shown as – from a total of 100 staff, if 10 currently cycle, a 5%age point increase would equate to 15 people cycling

NOTE: These targets should be determined by the information gathered from the 'BASELINE' survey and should 'demonstrate ambition'.

Target Type	Target % Change	Target Date	Target Required	Date Required
SELECT FROM DROP-DOWN LIST	+/-		<input type="checkbox"/>	
SELECT FROM DROP-DOWN LIST	+/-		<input type="checkbox"/>	
SELECT FROM DROP-DOWN LIST	+/-		<input type="checkbox"/>	
SELECT FROM DROP-DOWN LIST	+/-		<input type="checkbox"/>	
SELECT FROM DROP-DOWN LIST	+/-		<input type="checkbox"/>	
SELECT FROM DROP-DOWN LIST	+/-		<input type="checkbox"/>	
SELECT FROM DROP-DOWN LIST	+/-		<input type="checkbox"/>	
SELECT FROM DROP-DOWN LIST	+/-		<input type="checkbox"/>	

If more targets are required, please duplicate this page

- When individual 'Modal Shift Targets' are not provided, an overall target of 'Total Percentage of Employees travelling by car (as driver)' by a defined date, will suffice.
e.g. - no more than 40% of all staff will travel to work by car (as driver) by 2010.

	Target % by Car	Date Required (MM/YYYY)
Threshold 1:	<input style="width: 100px;" type="text" value="%"/>	<input style="width: 100px;" type="text"/>
Threshold 2:	<input style="width: 100px;" type="text" value="%"/>	<input style="width: 100px;" type="text"/>
Comments:	<div style="border: 1px solid black; height: 60px; width: 300px;"></div>	

Generic Site/Organisation Survey

Total No. of Employees	<input type="text"/>	No. Car Club Members	<input type="text"/>
No. Car Spaces*	<input type="text"/>	Fuel Efficient Vehicles	<input type="checkbox"/> Yes <input type="checkbox"/> No
No. Motorcycle Spaces	<input type="text"/>	No. Fuel Eff. Vehicles	<input type="text"/>
No. Bicycle Spaces	<input type="text"/>	Fuel Eff. Freight Vehicles	<input type="checkbox"/> Yes <input type="checkbox"/> No
No. Disables Spaces	<input type="text"/>	No. Fuel Eff. Freight Vehicles	<input type="text"/>
No. HGV Spaces	<input type="text"/>	Flexible Working	<input type="checkbox"/> Yes <input type="checkbox"/> No
Car Share Program	<input type="checkbox"/> Yes <input type="checkbox"/> No	Home Working	<input type="checkbox"/> Yes <input type="checkbox"/> No
No. of Car Share Members	<input type="text"/>	Shower Facilities	<input type="checkbox"/> Yes <input type="checkbox"/> No
Taxi Service (GRH**) <input type="checkbox"/> Yes <input type="checkbox"/> No		Locker Facilities	<input type="checkbox"/> Yes <input type="checkbox"/> No
Car Club <input type="checkbox"/> Yes <input type="checkbox"/> No		Travel Card Subsidy	<input type="checkbox"/> Yes <input type="checkbox"/> No

* not including disabled spaces

GRH** - Guaranteed Ride Home

Baseline Modal Survey – Main Mode

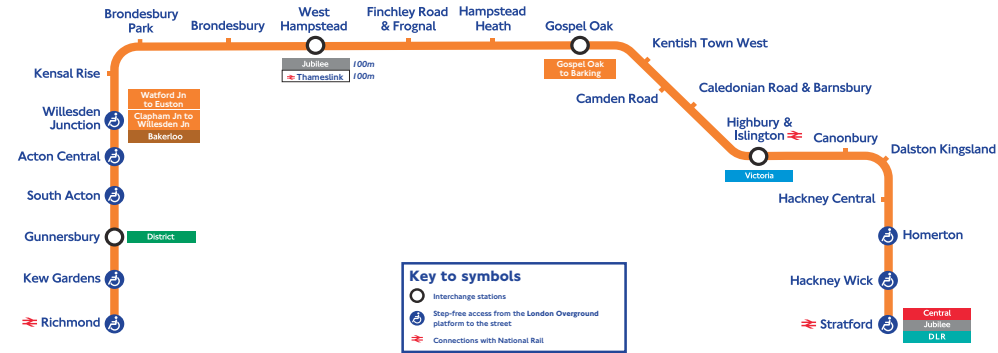
Car (driver alone)		Tube	
Car (driver with others)		Rail	
Car (as passenger)		Bike/Rail	
Motorcycle		Bicycle	
Bus		Foot	
Tram		Other	

Model Survey response requires actual figures to allow input into iTRACE:
e.g. 78 people travel to the site by Bus (Not percentages!)

END OF DOCUMENT

APPENDIX D - INDICATIVE WELCOME PACK INFORMATION

Richmond to Stratford



Richmond to Stratford (Eastbound)

Monday to Friday

Richmond	1057	1111	1127	1141	1157	1511	1527	1541	1557	1615	1622	A	1643	A	1703	A	1724	A	1736	1743	A	1802	A	1822	A	1844	A	1901
Kew Gardens	1100	1114	1130	1144	1200	1514	1530	1544	1600	1618	1625		1646		1706		1727		1739	1746		1805		1825		1847		1904
Gunnersbury	1103	1117	1133	1147	1203	1517	1533	1547	1603	1621	1628		1649		1709		1730		1742	1749		1808		1828		1850		1907
South Acton	1105	1119	1135	1149	1205	1519	1535	1549	1605	1623	1630		1651		1711		1732		1744	1751		1810		1830		1852		1909
Acton Central	1108	1123	1138	1153	1208	1523	1538	1553	1608	1626	1635		1654		1714		1737		1747	1754		1815		1835		1855		1915
Willesden Junction (High Level)	1114	1130	1144	1200	1214	1530	1544	1600	1614	1632	1641	1651	1701	1711	1721	1731	1741	1751	1758	1801	1811	1821	1831	1841	1851	1901	1911	1921
Willesden Junction (Low Level)					at the																							
Kensal Rise	1117	1133	1147	1203	1217	1533	1547	1603	1617	1635	1644	1654	1704	1714	1724	1734	1744	1754		1804	1814	1824	1834	1844	1854	1904	1914	1924
Brondesbury Park	1119	1135	1149	1205	1219	1535	1549	1605	1619	1637	1646	1656	1706	1716	1726	1736	1746	1756		1806	1816	1826	1836	1846	1856	1906	1916	1926
Brondesbury	1121	1137	1151	1207	1221	1537	1551	1607	1621	1639	1648	1658	1708	1718	1728	1738	1748	1758		1808	1818	1828	1838	1848	1858	1908	1918	1928
West Hampstead	1122	1138	1152	1208	1222	1538	1552	1608	1622	1640	1650	1700	1710	1720	1730	1740	1750	1800		1810	1820	1830	1840	1850	1900	1910	1920	1930
Finchley Road & Frognal	1124	1140	1154	1210	1224	1540	1554	1610	1624	1642	1651	1701	1711	1721	1731	1741	1751	1801		1811	1821	1831	1841	1851	1901	1911	1921	1931
Hampstead Heath	1127	1143	1157	1213	1227	1543	1557	1613	1627	1645	1654	1704	1714	1724	1734	1744	1754	1804		1814	1824	1834	1844	1854	1904	1914	1924	1934
Gospel Oak	1129	1145	1159	1215	1229	1545	1559	1615	1629	1647	1657	1707	1717	1727	1737	1747	1757	1807		1817	1827	1837	1847	1857	1907	1917	1927	1937
Kentish Town West	1131	1147	1201	1217	1231	1547	1601	1617	1631	1649	1659	1709	1719	1729	1739	1749	1759	1809		1819	1829	1839	1849	1859	1909	1919	1929	1939
Camden Road	1133	1149	1203	1219	1233	1549	1603	1619	1633	1651	1701	1711	1721	1731	1741	1751	1801	1811		1821	1831	1841	1851	1901	1911	1921	1931	1941
Caledonian Road & Barnsbury	1136	1152	1206	1222	1236	1552	1606	1622	1636	1654	1704	1714	1724	1734	1744	1754	1804	1814		1824	1834	1844	1854	1904	1914	1924	1934	1944
Highbury & Islington	1139	1155	1209	1225	1239	1555	1609	1624	1639	1657	1707	1717	1727	1737	1747	1757	1807	1817		1827	1837	1847	1857	1907	1917	1927	1937	1947
Canonbury	1141	1157	1211	1227	1241	1557	1611	1626	1641	1659	1709	1719	1729	1739	1749	1759	1809	1819		1829	1839	1849	1859	1909	1919	1929	1939	1949
Dalston Kingsland	1144	1200	1214	1230	1244	1600	1614	1629	1644	1702	1712	1722	1732	1742	1752	1802	1812	1822		1832	1842	1852	1902	1912	1922	1932	1942	1952
Hackney Central	1146	1202	1216	1232	1246	1602	1616	1631	1646	1704	1714	1724	1734	1744	1754	1804	1814	1824		1834	1844	1854	1904	1914	1924	1934	1944	1954
Homerton	1148	1204	1218	1234	1248	1604	1618	1633	1648	1706	1716	1726	1736	1746	1756	1806	1816	1826		1836	1846	1856	1906	1916	1926	1936	1946	1956
Hackney Wick	1151	1207	1221	1237	1251	1607	1621	1635	1651	1708	1718	1728	1738	1748	1758	1808	1818	1828		1838	1848	1858	1908	1918	1928	1938	1948	1958
Stratford	1158	1215	1230	1245	1259	1614	1628	1642	1658	1715	1727	1736	1748	1756	1808	1816	1829	1836		1848	1856	1907	1916	1927	1936	1949	1956	2006

● Frequent District Line services run between these stations.
Please see London Underground publicity for more details.

A Starts from Clapham Junction

Richmond to Stratford (Eastbound)

Monday to Friday

Richmond	0604	0621	0641	0705	0725	0742	0749	0804	0825	0845	0904	0922	0941	0957	1011	1027	1041
Kew Gardens	0607	0624	0644	0708	0728	0745	0752	0807	0828	0845	0907	0925	0944	1000	1014	1030	1044
Gunnersbury	0610	0627	0647	0711	0731	0748	0755	0810	0831	0848	0910	0928	0947	1003	1017	1033	1047
South Acton	0612	0629	0649	0713	0733	0750	0757	0812	0833	0850	0912	0930	0949	1005	1019	1035	1049
Acton Central	0615	0635	0654	0716	0736	0753	0800	0815	0836	0855	0915	0935	0953	1008	1023	1038	1053
Willesden Junction (High Level)	0621	0631	0641	0651	0701	0711	0721	0731	0741	0755	0801	0808	0811	0821	0831	0841	0851
Willesden Junction (Low Level)	0558	0611															
Kensal Rise	0603	0617	0624	0634	0644	0654	0704	0714	0724	0734	0744	0757	0804	0814	0824	0834	0844
Brondesbury Park	0605	0619	0626	0636	0646	0656	0706	0716	0726	0736	0746	0759	0806	0816	0826	0836	0846
Brondesbury	0607	0621	0628	0638	0648	0658	0708	0718	0728	0738	0748	0801	0808	0818	0828	0838	0848
West Hampstead	0609	0623	0630	0640	0650	0700	0710	0720	0730	0740	0750	0804	0810	0820	0830	0840	0850
Finchley Road & Frognal	0610	0624	0631	0641	0651	0701	0711	0721	0731	0741	0751	0805	0811	0821	0831	0841	0851
Hampstead Heath	0613	0627	0634	0644	0654	0704	0714	0724	0734	0744	0754	0808	0814	0824	0834	0844	0854
Gospel Oak	0615	0629	0637	0647	0657	0707	0717	0727	0737	0747	0757	0811	0817	0827	0837	0847	0857
Kentish Town West	0617	0631	0639	0649	0659	0709	0719	0729	0739	0749	0759	0813	0819	0829	0839	0849	0859
Camden Road	0620	0633	0641	0651	0701	0711	0721	0731	0741	0751	0801	0815	0821	0831	0841	0851	0901
Caledonian Road & Barnsbury	0623	0636	0644	0654	0704	0714	0724	0734	0744	0754	0804	0818	0824	0834	0844	0854	0904
Highbury & Islington	0625	0639	0647	0657	0707	0717	0727	0737	0747	0757	0807	0821	0827	0837	0847	0857	0907
Canonbury	0627	0641	0649	0659	0709	0719	0729	0739	0749	0759	0809	0823	0829	0839	0849	0859	0909
Dalston Kingsland	0630	0644	0652	0702	0712	0722	0732	0742	0752	0802	0812	0826	0832	0842	0852	0902	0912
Hackney Central	0632	0646	0654	0704	0714	0724	0734	0744	0754	0804	0814	0828	0834	0844	0854	0904	0914
Homerton	0634	0648	0656	0706	0716	0726	0736	0746	0756	0806	0816	0830	0836	0846	0856	0906	0916
Hackney Wick	0637	0651	0658	0708	0718	0728	0738	0748	0758	0808	0818	0832	0838	0848	0858	0908	0918
Stratford	0644	0658	0709	0717	0726	0736	0746	0756	0810	0816	0830	0840	0847	0856	0909	0916	0930

● Frequent District Line services run between these stations.
Please see London Underground publicity for more details.

A Starts from Clapham Junction

Richmond to Stratford (Eastbound)

Monday to Friday

Richmond	1925	1941	1959	2015	2035	2055	2115	2135	2155	2215	2235	2255	2315
Kew Gardens	1928	1944	2002	2018	2038	2058	2118	2138	2158	2218	2238	2258	2318
Gunnersbury	1931	1947	2005	2021	2041	2101	2121	2141	2201	2221	2241	2301	2321
South Acton	1933	1949	2007	2023	2043	2103	2123	2143	2203	2223	2243	2303	2323
Acton Central	1936	1952	2010	2026	2046	2106	2126	2146	2206	2226	2246	2306	2326
Willesden Junction (High Level)	1941	1958	2016	2032	2052	2112	2132	2152	2212	2232	2252	2312	2335
Willesden Junction (Low Level)													
Kensal Rise	1944	2001	2019	2035	2055	2115	2135	2155	2215	2235	2255	2315	
Brondesbury Park	1946	2003	2021	2037	2057	2117	2137	2157	2217	2237	2257	2317	
Brondesbury	1948	2005	2023	2039	2059	2119	2139	2159	2219	2239	2259	2319	
West Hampstead	1950	2006	2024	2040	2100	2120	2140	2200	2220	2240	2300	2320	
Finchley Road & Frognal	1951	2008	2026	2042	2102	2122	2142	2202	2222	2242	2302	2322	
Hampstead Heath	1954	2011	2029	2045	2105	2125	2145	2205	2225	2245	2305	2325	
Gospel Oak	1957	2013	2031	2047	2107	2127	2147	2207	2227	2247	2307	2327	
Kensington Town West	1959	2015	2033	2049	2109	2129	2149	2209	2229	2249	2309	2329	
Willesden Road	2001	2017	2035	2051	2111	2131	2151	2211	2231	2251	2311	2331	
Caletonian Road & Barnsbury	2004	2020	2038	2054	2114	2134	2154	2214	2234	2254	2314	2334	
Highbury & Islington	2007	2023	2041	2057	2117	2137	2157	2217	2237	2257	2317	2337	
Canonbury	2009	2025	2043	2059	2119	2139	2159	2219	2239	2259	2319	2339	
Dalston Kingsland	2012	2028	2046	2102	2122	2142	2202	2222	2242	2302	2322	2342	
Willesden Central	2013	2029	2047	2103	2123	2143	2203	2223	2243	2303	2323	2343	
Homerton	2016	2032	2050	2106	2126	2146	2206	2226	2246	2306	2326	2346	
Hackney Wick	2018	2035	2053	2109	2129	2149	2209	2229	2249	2309	2329	2349	
Stratford	2030	2045	2101	2116	2138	2158	2218	2237	2257	2317	2337	2358	

Richmond to Stratford (Eastbound)

5

Saturday

Richmond	0611	0627	0641	0657		1811	1826	1841	1856	1916	1926	1940	1956	2016	2036	2056	2116	2136	2156	2216	2236	2256	2316
Kew Gardens	0614	0630	0644	0700		1814	1829	1844	1859	1919	1929	1943	1959	2019	2039	2059	2119	2139	2159	2219	2239	2259	2319
Gunnersbury	0617	0633	0647	0703		1817	1832	1847	1902	1922	1932	1946	2002	2022	2042	2102	2122	2142	2202	2222	2242	2302	2322
South Acton	0619	0635	0649	0705		1819	1834	1849	1904	1924	1934	1948	2004	2024	2044	2104	2124	2144	2204	2224	2244	2304	2324
Acton Central	0623	0638	0653	0708	then	1823	1838	1852	1907	1927	1937	1951	2007	2027	2047	2107	2127	2147	2207	2227	2247	2307	2327
Willesden Junction (High Level)	0629	0644	0659	0714		1829	1844	1858	1913	1933	1943	2000	2013	2033	2053	2113	2133	2153	2213	2233	2253	2313	2335
Willesden Junction (Low Level)	0559	0611			at the																		
Kensal Rise	0602	0617	0632	0647	0702	1832	1847	1901	1916	1936	1946	2003	2016	2036	2056	2116	2136	2156	2216	2236	2256	2316	
Brondesbury Park	0604	0619	0634	0649	0704	1834	1849	1903	1918	1938	1948	2005	2018	2038	2058	2118	2138	2158	2218	2238	2258	2318	
Brondesbury	0606	0621	0636	0651	0706	1836	1851	1905	1920	1940	1950	2007	2020	2040	2100	2120	2140	2200	2220	2240	2300	2320	
West Hampstead	0607	0622	0637	0652	0707	1837	1852	1906	1921	1941	1951	2008	2021	2041	2101	2121	2141	2201	2221	2241	2301	2321	
Finchley Road & Frognal	0609	0624	0639	0654	0709	1839	1854	1908	1923	1943	1953	2010	2023	2043	2103	2123	2143	2203	2223	2243	2303	2323	
Hampstead Heath	0612	0627	0642	0657	0712	1842	1857	1911	1926	1946	1956	2013	2026	2046	2106	2126	2146	2206	2226	2246	2306	2326	
Gospel Oak	0614	0629	0644	0659	0714	1844	1859	1913	1928	1948	1958	2015	2028	2048	2108	2128	2148	2208	2228	2248	2308	2328	
Kentish Town West	0616	0631	0646	0701	0716	1846	1901	1915	1930	1950	2000	2017	2030	2050	2110	2130	2150	2210	2230	2250	2310	2330	
Camden Road	0618	0633	0648	0703	0718	1848	1903	1917	1932	1952	2002	2019	2032	2052	2112	2132	2152	2212	2232	2252	2312	2332	
Caledonian Road & Barnsbury	0621	0636	0651	0706	0721	1851	1906	1920	1935	1955	2005	2022	2035	2055	2115	2135	2155	2215	2235	2255	2315	2335	
Highbury & Islington	0624	0639	0654	0709	0724	1854	1909	1923	1937	1957	2007	2024	2037	2057	2117	2137	2157	2217	2237	2257	2317	2337	
Canonsbury	0626	0641	0656	0711	0726	1856	1911	1924	1939	1959	2009	2026	2039	2059	2119	2139	2159	2219	2239	2259	2319	2339	
Dalston Kingsland	0629	0644	0659	0714	0729	1859	1914	1927	1942	2002	2012	2029	2042	2102	2122	2142	2202	2222	2242	2302	2322	2342	
Hackney Central	0631	0646	0701	0716	0731	1901	1916	1929	1944	2004	2014	2031	2044	2104	2124	2144	2204	2224	2244	2304	2324	2344	
Homerton	0633	0648	0703	0718	0733	1903	1918	1931	1946	2006	2016	2033	2046	2106	2126	2146	2206	2226	2246	2306	2326	2346	
Hackney Wick	0636	0651	0706	0721	0736	1906	1921	1934	1949	2009	2019	2035	2049	2109	2129	2149	2209	2229	2249	2309	2329	2349	
Stratford	0644	0658	0715	0729	0743	1913	1928	1944	1959	2016	2028	2042	2057	2119	2139	2159	2216	2236	2256	2317	2336	2358	

• Frequent District Line services run between these stations.
Please see London Underground publicity for more details

Stratford to Richmond (Westbound)

7

Monday to Friday

Stratford		0609	0619	0629	0639	0649	0659	0709	0719	0729	0737	0749	0759	0809	0819	0829	0839	0849	0859	0909	0922	0937	0952	1007	1022	1037	1052				
Hackney Wick		0612	0622	0632	0642	0652	0702	0712	0722	0732	0740	0752	0802	0812	0822	0832	0842	0852	0902	0912	0926	0941	0956	1011	1025	1041	1056				
Homerton		0615	0625	0635	0645	0655	0705	0715	0725	0735	0743	0755	0805	0815	0825	0835	0845	0855	0905	0915	0928	0943	0958	1013	1028	1043	1058				
Hackney Central		0617	0627	0637	0647	0657	0707	0717	0727	0737	0745	0757	0807	0817	0827	0837	0847	0857	0907	0917	0930	0945	1000	1015	1030	1045	1100				
Dalton Kingsland		0619	0629	0639	0649	0659	0709	0719	0729	0739	0747	0759	0809	0819	0829	0839	0849	0859	0909	0919	0933	0948	1003	1018	1033	1048	1103				
Canonsbury		0622	0632	0642	0652	0702	0712	0722	0732	0742	0750	0802	0812	0822	0832	0842	0852	0902	0912	0922	0935	0950	1005	1020	1035	1050	1105	then			
Highbury & Islington		0628	0635	0645	0655	0705	0715	0725	0735	0745	0753	0805	0815	0825	0835	0845	0855	0905	0915	0925	0938	0953	1008	1023	1038	1053	1108	at the			
Caledonian Road & Barnsbury		0630	0637	0647	0657	0707	0717	0727	0737	0747	0755	0807	0817	0827	0837	0847	0857	0907	0917	0927	0940	0955	1010	1025	1040	1055	1110				
Camden Road		0633	0640	0650	0700	0710	0720	0730	0740	0750	0759	0810	0820	0830	0840	0850	0900	0911	0920	0930	0944	0959	1014	1029	1044	1059	1114	same			
Kentish Town West		0635	0642	0652	0702	0712	0722	0732	0742	0752	0801	0812	0822	0832	0842	0852	0902	0913	0922	0932	0946	1001	1016	1031	1046	1101	1116				
Gospel Oak		0640	0646	0656	0706	0716	0726	0736	0746	0756	0805	0816	0826	0836	0846	0856	0906	0918	0926	0936	0949	1004	1019	1034	1049	1104	1119	time			
Hampstead Heath		0642	0648	0658	0708	0718	0728	0738	0748	0758	0807	0818	0828	0838	0848	0858	0908	0920	0928	0938	0950	1006	1020	1036	1050	1106	1120				
Finchley Road & Frognal		0644	0650	0700	0710	0720	0730	0740	0750	0800	0809	0820	0830	0840	0850	0900	0910	0922	0930	0940	0953	1008	1023	1038	1053	1108	1123	past			
West Hampstead		0646	0652	0702	0712	0722	0732	0742	0752	0802	0811	0822	0832	0842	0852	0902	0912	0924	0932	0942	0954	1010	1024	1040	1054	1110	1124				
Brondesbury		0648	0654	0704	0714	0724	0734	0744	0754	0804	0813	0824	0834	0844	0854	0904	0914	0926	0934	0944	0956	1011	1026	1041	1056	1111	1126	each			
Brondesbury Park		0649	0655	0705	0715	0725	0735	0745	0755	0805	0814	0825	0835	0845	0855	0905	0915	0927	0935	0945	0957	1013	1027	1043	1057	1113	1127	hour			
Kensal Rise		0651	0657	0707	0717	0727	0737	0747	0757	0807	0816	0827	0837	0847	0857	0907	0917	0929	0937	0947	0959	1015	1029	1045	1059	1115	1129				
Willesden Junction (Low Level)																															
Willesden Junction (High Level)		0619	0632	0655	0702	0712	0722	0732	0742	0752	0802	0812	0820	0825	0832	0842	0852	0902	0912	0922	0933	0942	0952	1003	1019	1033	1049	1103	1119	1133	until
Acton Central		0624	0637	0700	0717	0737	0757	0817	0830	0837	0857	0917	0938	0957	1008	1024	1038	1054	1108	1124	1138										
South Acton		0628	0641	0704	0724	0744	0804	0824	0836	0844	0904	0924	0947	1004	1015	1030	1045	1102	1115	1132	1145										
Gunnersbury		0630	0643	0707	0727	0749	0806	0826	0839	0849	0906	0926	0950	1006	1017	1033	1047	1105	1117	1135	1147										
Kew Gardens		0633	0646	0709	0726	0749	0806	0826	0839	0849	0906	0926	0950	1006	1017	1033	1047	1105	1117	1135	1147										
Richmond		0638	0651	0718	0734	0754	0814	0834	0845	0854	0914	0934	0953	1014	1023	1041	1053	1110	1123	1140	1153										

• Frequent District Line services run between these stations.
Please see London Underground publicity for more details

B Continues to Clapham Junction

Richmond to Stratford (Eastbound)

6

Sunday

Richmond	0908	0938	2208	2238	2308
Kew Gardens	0911	0941	2211	2241	2311
Gunnersbury	0914	0944	2214	2244	2314
South Acton	0916	0946	2216	2246	2316
Acton Central	0919	0949	2219	2249	2319
Willesden Junction (High Level)	0925	0955	2225	2255	2326
Willesden Junction (Low Level)	0855		at the		
Kensal Rise	0858	0928	0958	2228	2258
Brondesbury Park	0900	0930	1000	same	2230
Brondesbury	0902	0932	1002	2232	2302
West Hampstead	0903	0933	1003	2233	2303
Finchley Road & Frognal	0905	0935	1005	2235	2305
Hampstead Heath	0908	0938	1008	past	2238
Gospel Oak	0910	0940	1010	2240	2310
Kensish Town West	0912	0942	1012	each	2242
Finchley Road	0914	0944	1014	2244	2314
Caledonian Road & Barnsbury	0917	0947	1017	2247	2317
Highbury & Islington	0920	0950	1020	2250	2320
Canonbury	0922	0952	1022	2252	2322
Dalston Kingsland	0925	0955	1025	2255	2325
Kingsley Central	0927	0957	1027	2257	2327
St. John's Wood	0929	0959	1029	2259	2329
Hackney Wick	0932	1002	1032	2302	2332
Stratford	0939	1009	1039	2309	2339

Stratford to Richmond (Westbound)

9

Monday to Friday

Stratford	1952	2012	2032	2052	2112	2132	2152	2212	2232	2252	2312	2332
Hackney Wick	1956	2016	2036	2056	2116	2136	2156	2216	2236	2256	2316	2336
Homerton	1958	2018	2038	2058	2118	2138	2158	2218	2238	2258	2318	2338
Hackney Central	2000	2020	2040	2100	2120	2140	2200	2220	2240	2300	2320	2340
Dalston Kingsland	2003	2023	2043	2103	2123	2143	2203	2223	2243	2303	2323	2343
Canonbury	2005	2025	2045	2105	2125	2145	2205	2225	2245	2305	2325	2345
Highbury & Islington	2008	2028	2048	2108	2128	2148	2208	2228	2248	2308	2328	2348
Caledonian Road & Barnsbury	2010	2030	2050	2110	2130	2150	2210	2230	2250	2310	2330	2350
Camden Road	2013	2033	2053	2113	2133	2153	2213	2233	2253	2313	2333	2355
Kentish Town West	2015	2035	2055	2115	2135	2155	2215	2235	2255	2315	2335	
Gospel Oak	2018	2038	2058	2118	2138	2158	2218	2238	2258	2318	2338	
Hampstead Heath	2019	2039	2059	2119	2139	2159	2219	2239	2259	2319	2339	
Finchley Road & Frognal	2022	2042	2102	2122	2142	2202	2222	2242	2302	2322	2342	
West Hampstead	2023	2043	2103	2123	2143	2203	2223	2243	2303	2323	2343	
Brondesbury	2025	2045	2105	2125	2145	2205	2225	2245	2305	2325	2345	
Brondesbury Park	2026	2046	2106	2126	2146	2206	2226	2246	2306	2326	2346	
Kensal Rise	2028	2048	2108	2128	2148	2208	2228	2248	2308	2328	2348	2356
Willersden Junction (Low Level)												
Willersden Junction (High Level)	2032	2052	2112	2132	2152	2212	2232	2252	2312	2332		
Acton Central	2037	2057	2117	2137	2157	2217	2237	2257	2317	2337		
South Acton	2041	2101	2121	2141	2201	2221	2241	2301	2321	2341		
Gunnersbury	⌚ 2044	2104	2124	2144	2204	2224	2244	2304	2324	2344		
Kew Gardens	⌚ 2046	2106	2126	2146	2206	2226	2246	2306	2326	2346		
Richmond	⌚ 2055	2113	2136	2153	2214	2232	2253	2312	2333	2353		

⌚ Frequent District Line services run between these stations.
Please see London Underground publicity for more details

Stratford to Richmond (Westbound)

11

Saturday

Stratford	2212	2232	2252	2312	2332
Hackney Wick	2216	2236	2256	2316	2336
Homerton	2218	2238	2258	2318	2338
Hackney Central	2220	2240	2300	2320	2340
Dalston Kingsland	2223	2243	2303	2323	2343
Canonbury	2225	2245	2305	2325	2345
Highbury & Islington	2228	2248	2308	2328	2348
Caledonian Road & Barnsbury	2230	2250	2310	2330	2350
Camden Road	2234	2254	2314	2334	2355
Kentish Town West	2236	2256	2316	2336	
Gospel Oak	2239	2259	2319	2339	
Hampstead Heath	2240	2300	2320	2340	
Finchley Road & Frognal	2243	2303	2323	2343	
West Hampstead	2244	2304	2324	2344	
Brondesbury	2246	2306	2326	2346	
Brondesbury Park	2247	2307	2327	2347	
Kensal Rise	2249	2309	2329	2349	
Willersden Junction (Low Level)					2357
Willersden Junction (High Level)	2253	2313	2333		
Acton Central	2258	2318	2338		
South Acton	2302	2322	2342		
Gunnersbury	⌚ 2304	2324	2344		
Kew Gardens	⌚ 2307	2327	2347		
Richmond	⌚ 2313	2333	2353		

⌚ Frequent District Line services run between these stations.
Please see London Underground publicity for more details

Stratford to Richmond (Westbound)

10

Saturday

Stratford			0607	0622	0637	0652	0707	0722	0737	0752		1707	1722	1737	1752	1812	1822	1835	1852	1907	1922	1937	1952	2012	2032	2052	2112	2132	2152
Hackney Wick			0611	0626	0641	0656	0711	0726	0741	0756		1711	1726	1741	1756	1816	1826	1838	1856	1911	1926	1941	1956	2016	2036	2056	2116	2136	2156
Homerton			0613	0628	0643	0658	0713	0728	0743	0758		1713	1728	1743	1758	1818	1828	1841	1858	1913	1928	1943	1958	2018	2038	2058	2118	2138	2158
Hackney Central			0615	0630	0645	0700	0715	0730	0745	0800		1715	1730	1745	1800	1820	1830	1843	1900	1915	1930	1945	2000	2020	2040	2100	2120	2140	2200
Dalston Kingsland			0618	0633	0648	0703	0718	0733	0748	0803	then	1718	1733	1748	1803	1823	1833	1845	1903	1918	1933	1948	2003	2023	2043	2103	2123	2143	2203
Canonbury			0620	0635	0650	0705	0720	0735	0750	0805		1720	1735	1750	1805	1825	1835	1848	1905	1920	1935	1950	2005	2025	2045	2105	2125	2145	2205
Highbury & Islington			0623	0638	0653	0708	0723	0738	0753	0808	at the	1723	1738	1753	1808	1828	1838	1851	1908	1923	1938	1953	2008	2028	2048	2108	2128	2148	2208
Caledonian Road & Barnsbury			0625	0640	0655	0710	0725	0740	0755	0810		1725	1740	1755	1810	1830	1840	1853	1910	1925	1940	1955	2010	2030	2050	2110	2130	2150	2210
Camden Road			0629	0644	0659	0714	0729	0744	0759	0814	same	1729	1744	1759	1814	1834	1844	1856	1914	1929	1944	1959	2014	2034	2054	2114	2134	2154	2214
Kentish Town West			0631	0646	0701	0716	0731	0746	0801	0816		1731	1746	1801	1816	1836	1846	1858	1916	1931	1946	2001	2016	2036	2056	2116	2136	2156	2216
Gospel Oak			0634	0649	0704	0719	0734	0749	0804	0819	time	1734	1749	1804	1819	1839	1849	1901	1919	1934	1949	2004	2018	2038	2058	2118	2138	2158	
Hampstead Heath			0636	0650	0706	0721	0736	0750	0806	0821		1736	1750	1806	1821	1841	1851	1903	1921	1936	1951	2006	2021	2040	2100	2120	2140	2200	2220
Finchley Road & Frognal			0638	0653	0708	0723	0738	0753	0808	0823	past	1738	1753	1808	1823	1843	1853	1906	1923	1938	1953	2008	2023	2043	2103	2123	2143	2203	2223
West Hampstead			0640	0654	0710	0725	0740	0754	0810	0825		1740	1754	1810	1825	1845	1855	1907	1925	1940	1955	2010	2024	2044	2104	2124	2144	2204	2224
Brondesbury			0641	0656	0711	0726	0741	0756	0811	0826	each	1741	1756	1811	1826	1846	1856	1909	1926	1941	1956	2011	2025	2046	2106	2126	2146	2206	2226
Brondesbury Park			0643	0657	0713	0728	0743	0757	0813	0828		1743	1757	1813	1828	1848	1858	1910	1928	1943	1958	2013	2027	2047	2107	2127	2147	2207	2227
Kensal Rise			0645	0659	0715	0730	0745	0759	0815	0830	hour	1745	1759	1815	1830	1850	1900	1912	1930	1945	2000	2015	2029	2049	2109	2129	2149	2209	2229
Willersden Junction (Low Level)																													
Willersden Junction (High Level)	0617	0633	0649	0703	0719	0734	0749	0803	0819	0834	until	1749	1803	1819	1834	1854	1905	1916	1934	1949	2005	2019	2033	2053	2113	2133	2153	2213	2233
Acton Central	0622	0638	0654	0708	0724	0739	0754	0808	0824	0839		1754	1808	1824	1839	1859		1921	1939	1954	2013	2024	2038	2058	2118	2138	2158	2218	2238
South Acton	0626	0642	0658	0712	0728	0743	0758	0812	0828	0843		1758	1812	1828	1843	1903		1925	1943	1958	2017	2028	2042	2102	2122	2142	2202	2222	2242
Gunnersbury	⌚ 0629	0645	0702	0715	0732	0745	0802	0815	0832	0845		1802	1815	1832	1845	1905		1928	1945	2002	2022	2031	2044	2104	2124	2144	2204	2224	2244
Kew Gardens	⌚ 0631	0647	0705	0717	0735	0748	0805	0817	0835	0848		1805	1817	1835	1848	1908		1931	1948	2005	2025	2033	2047	2107	2127	2147	2207	2227	2247
Richmond	⌚ 0637	0653	0710	0723	0740	0753	0810	0824	0840	0853		1810	1823	1841	1853	1913		1936	1953	2010	2030	2040	2053	2113	2136	2153	2212	2232	2253

⌚ Frequent District Line services run between these stations.
Please see London Underground publicity for more details

Stratford to Richmond (Westbound)

12

Sunday

Stratford	0849	0919	0949		2219	2249
Hackney Wick	0853	0923	0953		2223	2253
Homerton	0855	0925	0955		2225	2255
Hackney Central	0857	0927	0957		2227	2257
Dalston Kingsland	0900	0930	1000	then	2230	2300
Canonbury	0902	0932	1002		2232	2302
Highbury & Islington	0905	0935	1005	at the	2235	2305
Caledonian Road & Barnsbury	0907	0937	1007		2237	2307
Camden Road	0911	0941	1011	same	2241	2311
Kentish Town West	0913	0943	1013		2243	2313
Gospel Oak	0916	0946	1016	time	2246	2316
Hampstead Heath	0918	0948	1018		2248	2318
Finchley Road & Frognal	0920	0950	1020	past	2250	2320
West Hampstead	0922	0952	1022		2252	2322
Brondesbury	0923	0953	1023	each	2253	2323
Brondesbury Park	0925	0955	1025		2255	2325
Kensal Rise	0927	0957	1027	hour	2257	2327
Willersden Junction (Low Level)					2333	
Willersden Junction (High Level)	0901	0931	1001	1031	until	2301
Acton Central	0906	0936	1006	1036		2306
South Acton	0910	0940	1010			2310
Canonbury	0912	0942	1012	0442		2312
Key Gardens	0915	0945	1015			2315
Richmond	0920	0950	1020	1050		2320

Northern Line

Services from this station towards Morden Underground Station



Monday - Friday

First trains	6am to midnight	Last trains
0542	<i>about every</i>	0002
0548	2-5	0007
0553	<i>minutes</i>	0012
0556		0020
0559		

Saturday (also Good Friday)

First trains	6am to midnight	Last trains
0542	<i>about every</i>	0002
0548	2-5	0007
0552	<i>minutes</i>	0012
0557		0020

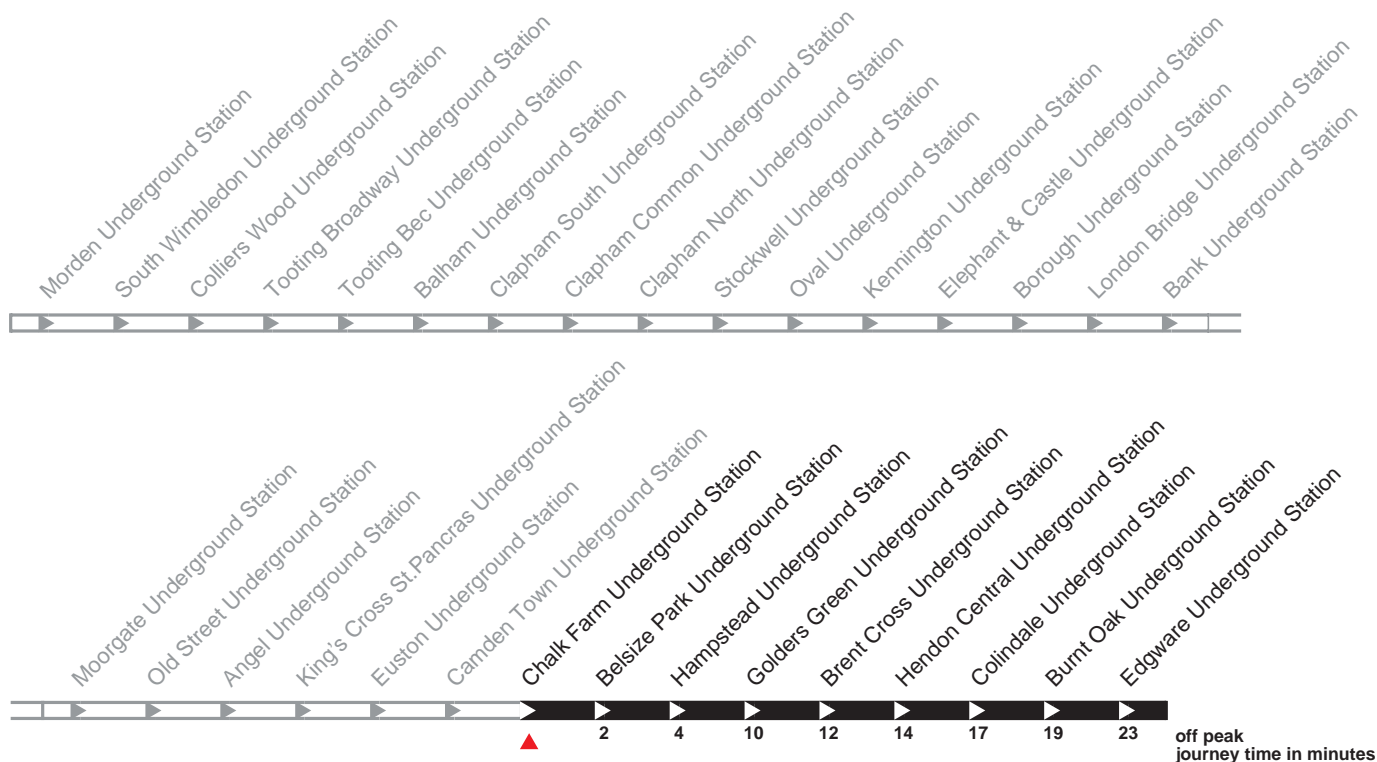
Sunday and other Public Holidays

First trains	8am to 11pm	Last trains
0715	<i>about every</i>	2300
0721	3-5	2304
0727	<i>minutes</i>	2309
0732		2314
0737		2319
0742		2324
0746		2329
0751		
0755		

15.10.2008 Chalk Farm Underground Station

Northern Line

Services from this station towards Edgware Underground Station



Monday - Friday

First trains	7am to midnight	Last trains
06 03	about every	00 00
06 13	2-5	00 05
06 23	minutes	00 09
06 31		00 13
06 36		00 19
06 41		00 24
06 46		00 27
06 51		00 30
06 56		00 35
		00 43
		00 50

Saturday (also Good Friday)

First trains	7am to midnight	Last trains
06 03	about every	00 01
06 12	2-5	00 05
06 20	minutes	00 09
06 26		00 13
06 31		00 17
06 35		00 21
06 40		00 24
06 44		00 28
06 49		00 31
06 53		00 35
06 58		00 43
		00 50

Sunday and other Public Holidays

First trains	8am to 11pm	Last trains
07 43	about every	23 04
07 51	3-5	23 08
07 56	minutes	23 13
		23 17
		23 22
		23 26
		23 31
		23 35
		23 40
		23 44
		23 49
		23 51
		23 56

15.10.2008 Chalk Farm Underground Station

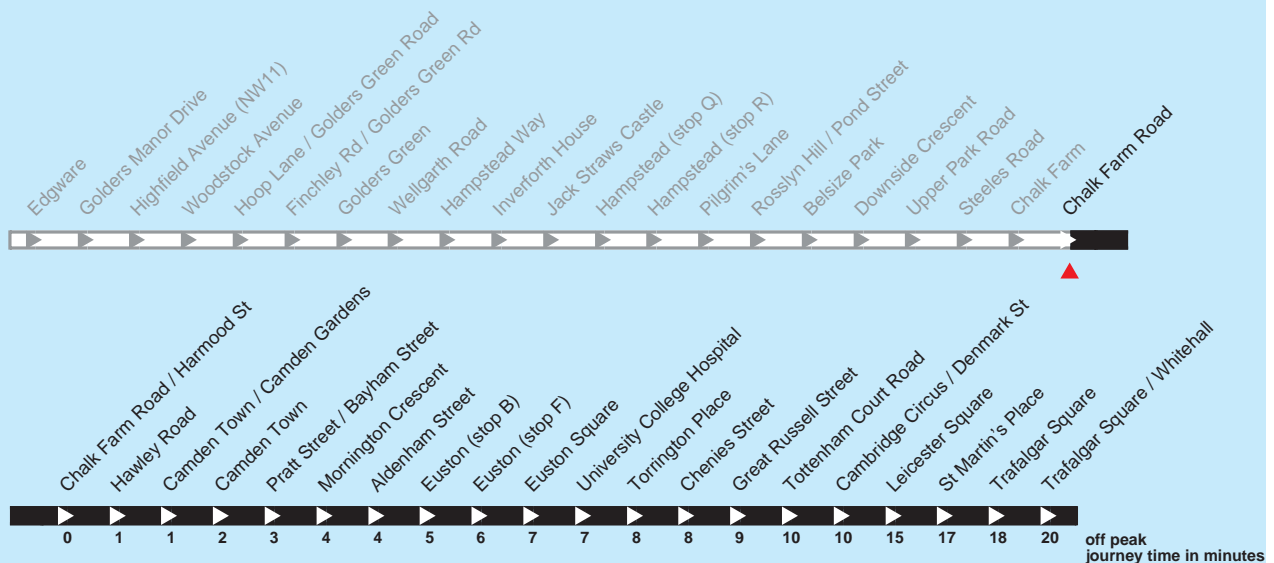
London Buses

N5

Every night



Buses towards Trafalgar Square / Whitehall



Monday night/Tuesday morning to Friday night/Saturday morning

First buses	1 to 5am	Last buses
0044	At these 04	0504
0054	minutes 14	0514
0059	past the 24	0515
	hour 29	0524
	34	0530
	44	0534
	54	0544
	59	0545

Saturday night/Sunday morning

First buses	1 to 5am	5 to 6am	6 to 7am	Last bus
0044	<i>about every</i>	0504	0614	0714
0054	10	0514	0629	
	<i>minutes</i>	0524	0644	
		0534	0659	
		0544		
		0559		

Sunday night/Monday morning

First bus	midnight to 5am	Last buses
2359	At these 14	0515
	minutes 29	0530
	past the 44	0545
	hour 59	

Operated by Metroline for London Buses

MAYOR
OF LONDON

24 hour travel information
020 7222 1234

Textphone
020 7918 3015

Transport for London



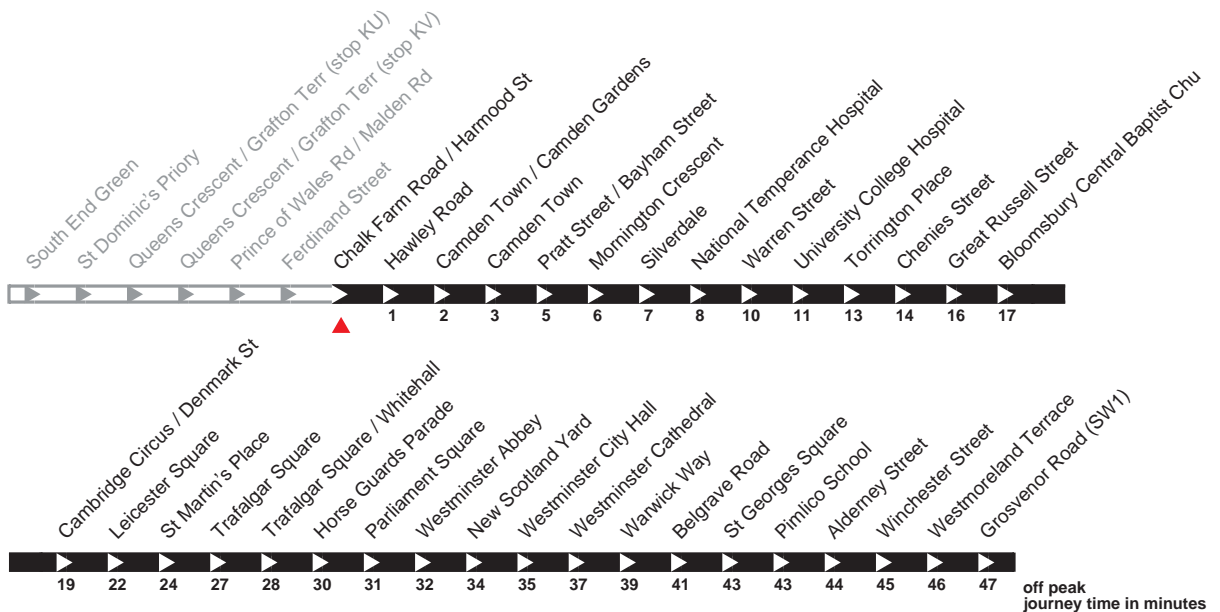
London Buses

24

24 hour service



Buses towards Grosvenor Road (SW1)



Monday - Thursday

First buses	1 to 4am	4 to 5am	5 to 6am	6 to 7am	7am to 7pm	7 to 11pm	Last buses
0005	At these	04	04 04	05 05	about every	about every	23 06
0020	minutes	19	04 19	05 20	5-8	3-6	23 21
0034	past the	34	04 34	05 35	minutes	7-10	23 36
0049	hour	49	04 50	05 50		minutes	23 51

Friday

First buses	1 to 4am	4 to 5am	5 to 6am	6 to 7am	7am to 7pm	7 to 11pm	Last buses
0005	At these	04	04 04	05 05	about every	about every	23 06
0020	minutes	19	04 19	05 20	5-8	3-6	23 21
0034	past the	34	04 50	05 35	minutes	7-10	23 36
0049	hour	49	05 50	05 50		minutes	23 50

Saturday (also Good Friday)

First buses	1 to 4am	4 to 5am	5 to 6am	6 to 7am	7 to 8am	8am to 7pm	7 to 11pm	Last buses
0034	At these	04	04 04	05 05	06 05	about every	about every	23 06
0049	minutes	19	04 19	05 20	06 20	10-11	7-10	23 21
	past the	34	04 34	05 35	06 35	minutes	minutes	
	hour	49	04 50	05 50	06 45			
				06 55				

Sunday and other Public Holidays

First buses	1 to 4am	4 to 5am	5 to 7am	7am to 11pm	Last buses
0005	At these	04	At these	about every	23 06
0020	minutes	19	minutes	7-11	23 21
0034	past the	34	past the	minutes	23 36
0049	hour	49	hour		23 51

Operated by London General for London Buses

MAYOR
OF LONDON

24 hour travel information
020 7222 1234

Textphone
020 7918 3015

Transport for London



EVANS CYCLES

RIDE 2 WORK

**INTRODUCTION PACK
& APPLICATION FORM**

**BIKES AT 50% OFF RETAIL PRICES
GREAT FOR STAFF
GREAT FOR BUSINESS!**

ACTUAL SAVINGS WILL DEPEND ON PERSONAL CIRCUMSTANCES



EVANS CYCLES *Ride2Work*

Did you know that a Government scheme exists that can save your employees around 50% off the price of a new bike ?

It's called the Green Transport Plan, and it aims to make cycling more attractive and more accessible by taking advantage of some unique tax incentives.

Evans Cycles have developed the Ride2Work programme to help assist businesses take advantage of the Green Transport Plan. Through the Evans Cycles Ride2Work programme we can supply bikes to your staff at a massive discount, and it won't cost you a thing!



And it gets better! In addition to providing a benefit to your staff you can make a considerable saving on your company national insurance contributions as well.

Evans Cycles take care of everything: the bike, the accessories, the servicing, the advice and the administration.

This initiative is only available via you, the employer. Gain a tangible competitive advantage over your competitors in the marketplace by making this a crucial part of your staff benefits package - at zero cost to you.

By partnering with Evans Cycles – the UK's largest independent cycle retailer you're ensuring that your staff have access to the specialist knowledge and advice they need to take full advantage of the incentives on offer and get the most out of their cycling.

HOW DOES THE EMPLOYEE BENEFIT?

- **Income tax, VAT and national insurance contributions savings can add up to around 50% off the shop floor price of the bike and accessories***
- **Choose from the finest range of bicycles available in the UK**
- **No finance charges**
- **Spread the cost of commuting**
- **Enjoy the health benefits of commuting to work**
- **Make your salary go further each month**
- **Put your monthly fuel, car and train fare bills into a holiday fund!**

* Actual savings will depend on the employee's individual circumstances and tax rate

HOW DOES THE EMPLOYER BENEFIT?

- **Make savings on national insurance contributions**
- **Offer a tangible benefit to staff**
- **Zero cost to employer**
- **Relieve pressure on corporate parking and traffic congestion**
- **Encourage a healthier workforce**
- **Bikes can be treated as a business asset to recover VAT**
- **Goods remain property of the employer until term is over, encouraging staff loyalty**

HOW IT WORKS

The Evans Cycles Ride2Work programme makes it as simple as possible for you to take maximum advantage of the benefits on offer through 7 straightforward steps:

1. Employer becomes a member of the Evans Cycles Ride2Work programme
2. Employee chooses bike and accessories from Evans Cycles
3. Employer asks Evans Cycles for a voucher to cover the retail price of the purchase
4. Voucher is posted directly to employee's home
5. Employee redeems voucher in any Evans Cycles store or the Evans Cycles mail order service
6. Evans Cycles invoices the employer for the voucher amount
7. Employee's salary sacrifice begins in his or her next salary

It really is as simple as that!

Ride2Work SAVINGS ILLUSTRATION

Actual savings will depend on each individual's personal circumstances.

Here is a typical example to illustrate the savings under the Ride2Work programme:

Bicycle & accessory purchase

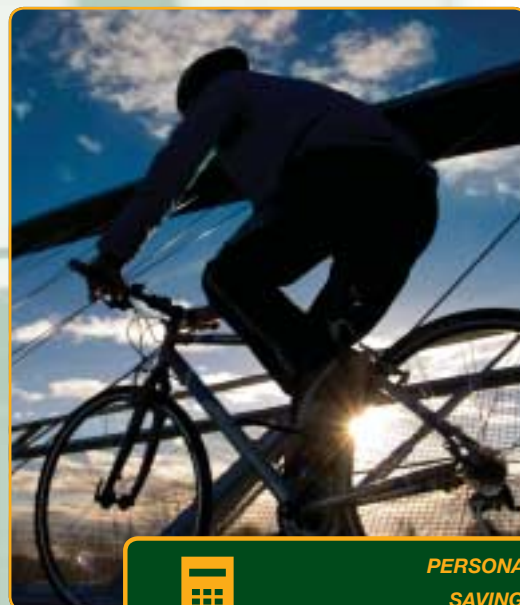
Commuting Bike -	£ 249.99
Helmet -	£ 24.99
Lights -	£ 39.99
Reflective Jacket -	£ 49.99

Total price before savings: £ 364.96

Savings via Ride2Work

Income Tax -	£ 69.15
(Based on 22% standard rate)	
Employee's National Insurance contributions -	£ 34.58
(Based on 11%)	
VAT -	£ 50.63
(No VAT on helmets)	

Total Saving: £ 154.36 42%



Higher tax and national insurance ratepayers will save even more than the above example.

For a more accurate estimate of your own savings, please use our online savings calculator at www.evanscycles.com/ride2work

HOW DOES MY COMPANY JOIN?

Taking part in the Ride2Work programme is easy.
The programme is open to any company big or small.

To start the process you will need to complete the attached application form with your company's details and post it back to the Evans Cycles Ride2Work Team. Upon receipt of your completed application we will issue your company with a membership pack containing all the resources you need to implement the programme in your organisation.

FREQUENTLY ASKED QUESTIONS

EMPLOYEE'S QUESTIONS

What's in it for me?

You can save income tax, VAT and national insurance contributions by having the bike's retail price removed from your salary before deductions. You can spread the cost of a new bike over 12 months.

Who does the bike belong to?

You will be leasing the bike from your company for 12 months. At the end of that period, your company can transfer ownership for a nominal fee.

What does "salary sacrifice" mean?

Salary sacrifice means giving up part of your salary in exchange for a benefit, in this case, a bicycle. Salary sacrifice cannot be used if your monthly payments take your remaining gross salary to below the minimum wage.

What bikes can or can't I buy?

Your new bike must be used for commuting, and therefore suitable for this purpose. Road bikes, hybrids, mountain bikes, folding bikes, commuting bikes... these are all fine. Children's bikes are not available via Ride2Work. Any brand of bike, and sale bikes can be purchased.

Can I use the bike for leisure riding as well as commuting?

Yes, as long as the primary use is to get to work.

What accessories can I include?

You can include safety accessories associated with riding the bike to work, so a helmet, reflective wear etc. is fine. Non-related items like downhill helmets, energy food or car racks are not allowed.

Can I buy a more expensive bike than my voucher amount?

Yes. You need to use your own card or cash to make up the difference when you pick up the bike. The extra amount will not be part of your salary sacrifice.

What if I want a cheaper bike?

The amount printed on your voucher cannot be changed, so you will still be charged the same amount every month if you take a cheaper bike.

Can I use my voucher to buy a bike for somebody else?

No. The voucher is not transferable to friends, family, other employees or anybody else.

What happens if the bike is stolen?

Evans Cycles offer a comprehensive insurance policy, which can be purchased from any of our stores or mail order service. We highly recommend an insurance policy be taken out when you take collection of the bike.

When do I start paying?

Your monthly salary sacrifice will begin in your next pay packet after you have collected your bike or had it delivered.

Can I pay off the balance early or pay over a shorter time?

No. The commitment will run for 12 months.

What happens if I'm off work?

If you take maternity leave, unpaid leave, holiday or sick leave that takes your monthly salary to below the amount of your salary sacrifice, your employer will suspend your payments until you are earning again.

What happens if I leave my company?

If you leave the company or retire, your bike becomes a taxable benefit. The balance remaining on the price of your bike will be deducted from your final net salary. As these will no longer be part of the salary sacrifice you will not save the income tax or National Insurance on the remaining balance.

Is there a minimum and maximum amount that I can spend?

The minimum voucher amount is £250. The typical maximum voucher amount is £1,000, although you can buy bikes and accessories that cost more than this if you top up the difference yourself when you collect the bike. Evans Cycles can issue vouchers greater than £1,000 but your employer must apply for a credit licence to do this.

Do I need a voucher for the retail cost, or the cost after the savings?

Your voucher will need to cover the total retail cost (before savings) of your bike and accessories

EMPLOYER'S QUESTIONS

Who does the bike belong to?

It belongs to the company for the 12-month period of the salary sacrifice. At the end of this period, the company may transfer title of the goods.

How much will this cost the company?

Nothing! It really is free. The company is buying the bike, and then leasing it back to the employee until the full amount is recovered. You will even save money by not paying your employer's contributions of the amounts that would have been deducted for national insurance.

Does the company need to apply for dispensation from the Inland Revenue or from HM Customs & Excise to run the Ride2Work programme?

No. As long as all Ride2Work forms are completed correctly, there is no need to apply for an official dispensation.

Does my company need to apply for a credit licence?

No. Companies are allowed to run salary sacrifice schemes without a specific credit licence as long as the purchase amount doesn't exceed £1,000.

Can we use the Ride2Work programme even if we are not VAT registered or exempt from VAT?

You can. There are still huge savings to be made, even without being able to reclaim the VAT.

IMPORTANT POINTS TO BE AWARE OF

- Bicycles bought under the Ride2Work programme must be used primarily for travelling to and from work, and they must be suitable for that purpose
- VAT may be reclaimed on bicycles if they are purchased to implement a green travel plan, reduce car use or increase staff health levels
- Leavers or retirees from your company become responsible for any outstanding amounts. These are usually subtracted from final salary payments, and become a taxable benefit
- At the end of the lease period, the employer may transfer title of the goods to the employee



➤ IF YOUR ORGANISATION WOULD LIKE TO BECOME A MEMBER OF THE EVANS CYCLES RIDE2WORK PROGRAMME, PLEASE COMPLETE THE FOLLOWING:

Company Name: _____

Company Address: _____

VAT No: _____

Company Registration No: _____

How many staff does your company have? _____

Do you have a staff intranet? _____

I have read and agree to the Evans Cycles Ride2Work Supply Agreement

☐

(tick box)

Signed: _____

Name: _____

Position: _____

Telephone: _____

Email: _____

Please return this application form to:

Ride2Work
Evans Cycles
FREEPOST SEA12922
Crawley
RH10 9BR