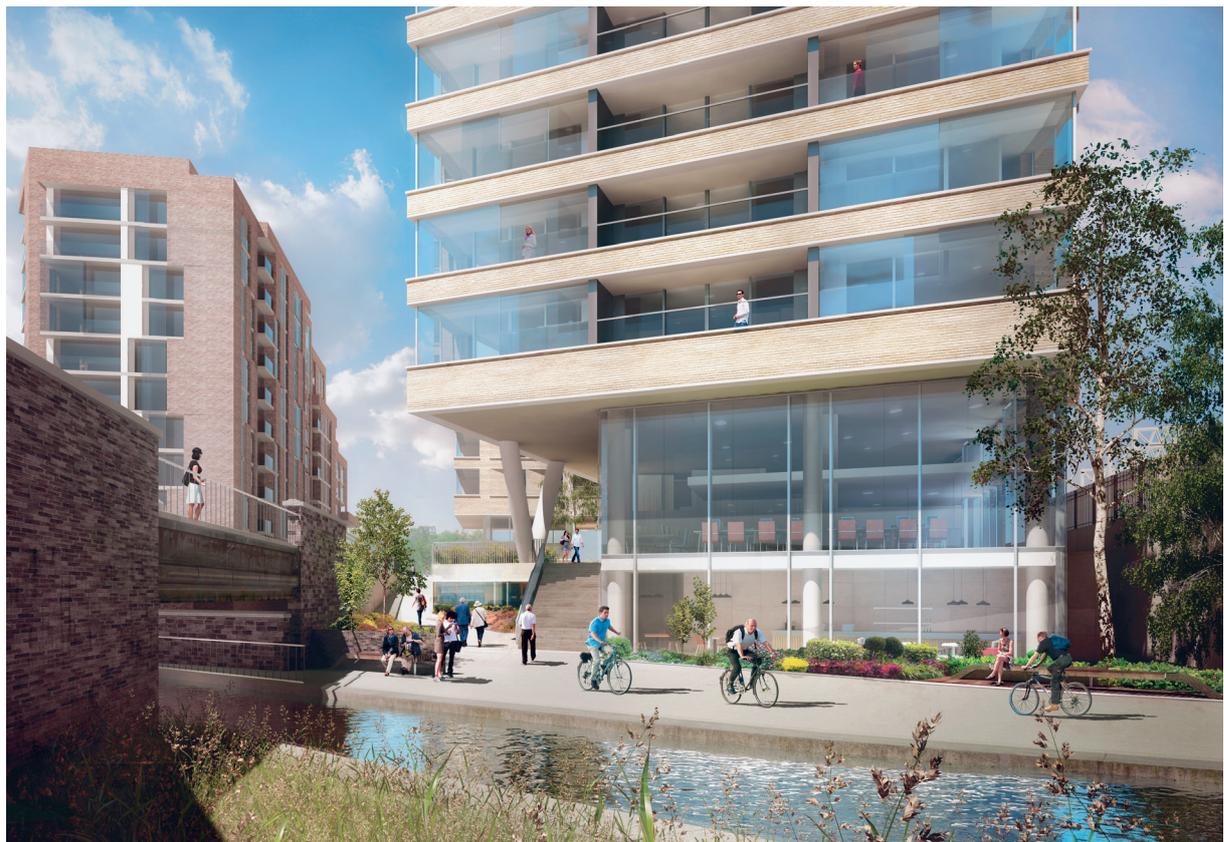


# 102

# Camley Street, London N1C 4PF

## Travel Plan

June 2014



**REGENT RENEWAL LTD**



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## Appendices

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# 1 INTRODUCTION

## Overview

- 1.1 This Travel Plan has been prepared by TTP Consulting on behalf of Regent Renewal Ltd in support of the planning application at 102 Camley Street, in the London Borough of Camden (LBC).
- 1.2 This Travel Plan should be read in conjunction with the Transport Assessment, also prepared by TPP, which has been submitted to support the planning application.
- 1.3 Travel plans provide long-term strategies aimed at changing travel habits away from unsustainable use of the private car to more sustainable modes such as walking, cycling, public transport and car sharing. Travel plans also encourage a shift from sustainable modes such as public transport, to more active modes such as walking and cycling, particularly in areas of high accessibility where car use is already low.
- 1.4 Changing travel habits can be achieved through measures such as the distribution of travel information, provision of facilities and the promotion of incentives to travel sustainably, all of which reflects current central and local government policy.
- 1.5 The primary objective is to reduce unnecessary vehicular trips associated with the site and to increase the use of alternative more sustainable and active modes of transport.
- 1.6 This Travel Plan has been prepared in accordance with travel plan best practice and guidance issued by Transport for London (TfL) and the Department for Transport (DfT).
- 1.7 The location of the application site in the context of the local area is shown at **Figure 1** of the Transport Assessment.

## Travel Plan Scope

- 1.8 This Travel Plan has been prepared for residents and employees of the proposed site. It sets out a range of sustainable transport measures that can be implemented or considered for implementation by the Travel Plan Coordinator (TPC).
- 1.9 This Travel Plan will aim to increase awareness of the advantages and potential for travel by more environmentally friendly modes and to set out the physical and management measures that will assist travel by alternative modes.

1.10 The remainder of this document is set out as follows:

- Section 2 - sets out relevant policy guidance;
- Section 3 - details accessibility to the site;
- Section 4 - lists the objectives and targets of the Travel Plan;
- Section 5 - sets out the Travel Plan management;
- Section 6 - lists the Travel Plan measures;
- Section 7 - specifies the monitoring and review process;
- Section 8 - sets out securement and funding; and
- Section 9 - provides a copy of the Action Plan.

## 2 POLICY GUIDANCE

- 2.1 This section provides an overview of key national, regional and local policies relevant to securing travel plans. Further details can be found on the new way to plan website ([www.lscp.org.uk/newwaytoplan](http://www.lscp.org.uk/newwaytoplan)).

### National Policy

- 2.2 The National Planning Policy Framework (NPPF) was published on 27<sup>th</sup> March 2012 and sets out the Government's planning policies for England and how these are expected to be applied.

- 2.3 Chapter 4 – 'Promoting Sustainable Transport' sets out central Government national transport policy:

*"Transport policies have an important role to play in facilitating sustainable development but also in contributing to wider sustainability and health objectives. Smarter use of technologies can reduce the need to travel. The transport system needs to be balanced in favour of sustainable transport modes, giving people a real choice about how they travel.*

*Encouragement should be given to solutions which support reductions in greenhouse gas emissions and reduce congestion."*

- 2.4 Camley Street is accessible to a range of public transport facilities meaning that there are real opportunities for the uptake of active and sustainable modes of transport. Paragraph 34 of the NPPF states:

*"Plans and decisions should ensure developments that generate significant movement are located where the need to travel will be minimised and the use of sustainable transport modes can be maximised.*

*Plans should protect and exploit opportunities for the use of sustainable transport modes for the movement of goods or people. Therefore, developments should be located and designed where practical to:*

- *accommodate the efficient delivery of goods and supplies;*
- *give priority to pedestrian and cycle movements, and have access to high quality public transport facilities;*
- *create safe and secure layouts which minimise conflicts between traffic and cyclists or pedestrians, avoiding street clutter and where appropriate establishing home zones;*

- *incorporate facilities for charging plug-in and other ultra-low emission vehicles; and*
- *consider the needs of people with disabilities by all modes of transport.*

*A key tool to facilitate this will be a Travel Plan. All developments which generate significant amounts of movement should be required to provide a Travel Plan."*

- 2.5 The location of the site will allow residents, employees and visitors excellent opportunities to access local facilities by walking and cycling. In combination with the available public transport opportunities for longer journeys and limited on-site parking, this fully accords with the aspirations of the NPPF for sustainable development.

## **Regional Policy**

### **London Plan (2011)**

- 2.6 The Mayor's London Plan was revised in July 2011 and is a Spatial Development Strategy which sets out the framework for the development of London over the next 20-25 years. The travel planning aspects of the London Plan are discussed in the following paragraphs.

- 2.7 The London Plan's objectives of greatest relevance to travel planning are:

*"A city where it is easy, safe and convenient for everyone to access jobs, opportunities and facilities with an efficient and effective transport system which actively encourages more walking and cycling, makes better use of the Thames and supports delivery of all the objectives of this Plan.*

*A city that becomes a world leader in improving the environment locally and globally, taking the lead in tackling climate change, reducing pollution, developing a low carbon economy, consuming fewer resources and using them more effectively."*

- 2.8 The integration of transport and development to reduce the need to travel is a strategic focus of the London Plan (Policy 6.1). The plan also addresses the need to:

- *"Reduce emissions from transport;*
- *Provide for pedestrians and cyclists;*
- *Consider Development proposals in light of existing transport capacity and proximity to major freight routes (as relevant); and,*

- *Promote actions to achieve wider environmental sustainability in London.*

2.9 Critically, Policy 6.3 of The Plan asserts that:

- "Workplace and/or residential travel plans should be provided for planning applications exceeding the thresholds in, and produced in accordance with, the relevant TfL guidance...; that*
- Construction logistics plans and delivery and servicing plans should be secured in line with the London Freight Plan and should be coordinated with travel plans; and that*
- LDFs should include policy requiring transport assessments, travel plans, construction logistics and delivery/ servicing plans as set out above."*

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

2.10 The Mayor's Transport Strategy (2010) sets out the Mayor's transport vision for London over the next 20 years to accommodate the projected housing and employment growth in a sustainable manner. London boroughs are required to devise schemes through their Local Implementation Plan to implement the strategy in their areas. Like the London Plan, the Mayors' Transport Strategy emphasises the importance of integrating land-use planning and transport to support the use of sustainable transport modes.

### **Local Policy**

2.11 Camden's Transport Strategy forms part of the Council's Local Implementation Plan and was published in August 2011. Policy 2.2 states the following:

*"Camden will implement initiatives that promote the health and environmental benefits of walking and cycling through campaigns and travel plan development with schools, businesses and other organisations. Camden will continue to develop and improve health partnerships with key health practitioners, such as NHS Camden and to promote the integration of walking and cycling into leisure and commuting trips."*

2.12 Policy 2.22 goes on to state:

*"Camden will encourage workplaces to develop and implement travel plans, to recognise the significant health, environmental and economic benefits of travelling by more sustainable modes of transport."*

## 3 ACCESSIBILITY

### Site Description

- 3.1 The site is located within the London Borough of Camden on the eastern side of Camley Street, immediately north of Regent's Canal.
- 3.2 The site's location with respect to the wider highway network is shown at **Figure 1** of the Transport Assessment, whilst **Figure 2** of the Transport Assessment shows the site's location in the context of the local area.
- 3.3 102 Camley Street is currently occupied by a distribution unit, measuring approximately 1,008 square metres of floorspace. It is provided with a servicing yard north of the building. The surrounding area comprises a mixture of residential streets and light industrial and storage uses. In addition, St Pancras Hospital is located opposite the site to the west.

### Local Highway Network

- 3.4 The site is provided with a single vehicular access point towards the northwest corner of the site. The access is gated and served by a vehicle crossover.
- 3.5 Camley Street measures approximately 6.4 metres in width and is provided with a single lane in each direction subject to single yellow lines on both sides of the carriageway within the vicinity of the site. In the vicinity of the site, double yellow line controls are in place that continue northwards on the eastern side of the carriageway.
- 3.6 A height restriction of 4.1 metres applies to Camley Street (principally the southern end) which is signed appropriately as a result of rail bridges passing overhead a short distance to the south of the junction with Granary Street.
- 3.7 To the north, Camley Street connects to Barker Drive with access restricted to pedestrians and cyclists only. The junction between Barker Drive and St Pancras Way (A5202) to the west permits all vehicle types but is left in/left out only, with St Pancras Way being one-way southbound towards the A501 Euston Road. To the south, Camley Street passes between Kings Cross and St. Pancras Stations and across the A5202 Goods Way before connecting with Euston Road.
- 3.8 The A501 Euston Road forms part of the Transport for London Road Network (TLRN) and is the main strategic route in the local area, connecting with the A40 to the west and the A1 to the east.

- 3.9 St Pancras Way connects to the A501 Euston Road to the south of the site via Midland Road and runs broadly parallel to Camley Street, passing across the A503 Camden Road to the north to link with the A400.

## Walking

- 3.10 Walking is the most important mode of travel at a local level. IHT guidelines suggest a maximum 'acceptable' walking distance for pedestrians without mobility impairment of 2 kilometres. Given the location of the site it is likely that the majority of trips will involve part of the journey being on foot. Additionally, it would be convenient to walk to the existing public transport services (bus, underground and rail) for other longer distance journeys.
- 3.11 The local pedestrian environment is well maintained and benefits from street lighting and a number of informal and formal crossing points that are provided with dropped kerbs and tactile paving.
- 3.12 There are footways along both sides of the majority of roads in the vicinity of the site providing access to residential, commercial, community and leisure facilities along with public transport services. In addition, traffic free adjacent use pedestrian/cycle routes are provided within the locality of the site, extending from the northern section of Camley Street to Agar Grove.
- 3.13 The towpath along Regent's Canal also provides pedestrians with a traffic free route with access to the local road network provided on Camley Street, a short distance to the north of the junction with Granary Street and, also, close to the junction with Barker Drive.
- 3.14 Included at **Figure 3** of the Transport Assessment is a plan showing some of the key pedestrian routes from the site to local amenities in the Camden area by distance and journey time. **Figure 4** of the Transport Assessment provides similar information for pedestrian routes to the nearest bus stops and St Pancras and Kings Cross stations.

## Cycling

- 3.15 Accepted guidance suggests that for journeys up to 5 kilometres cycling represents an important mode of transport. The location of the site makes it ideal for travel by cycle journeys. Central London and a number of employment areas are all located within five kilometres as well as mainline stations such as Euston, Kings Cross and St Pancras.

- 3.16 Camley Street itself is considered to be a suitable route for cyclists as suggested in Transport for London's Local Cycling Guide 14. In addition the site benefits from being located in proximity to an off-road cycle route that runs adjacent to the Regents Canal. There is also an adjacent use two-way footway/cycleway provided between Camley Street and Agar Grove, with on-carriageway segregated routes in place along St Pancras Way.
- 3.17 **Figures 3 and 4** of the Transport Assessment include further information regarding some of the key cycle routes within the locality, the corresponding distances and journey times.
- 3.18 Barclays Cycle Hire docking stations are located west of the site on Royal College Street and south of the site on Pancras Road, both approximately 700 metres walk distance from the site. In total 69 cycles are available across these two docking stations.

## Public Transport

### Buses

- 3.19 There are a number of bus stops in the vicinity of the site which serve a range of routes to different destinations within Central and Outer London.
- 3.20 The recommended maximum walking distance for accessing bus stops is 640 metres (TfL's Guidelines 'Measuring Public Transport Accessibility Levels' (June 2003)).
- 3.21 The nearest bus stop is located on the A5202 Pancras Road, approximately 550 metres west of the site. Bus stop 'V' provides southbound services for bus routes 46 & 214. A bus stop for northbound services is located approximately 120 metres west from bus stop 'N'.
- 3.22 Many of the bus stops located within the vicinity of the site offer shelter, seating and timetable information.
- 3.23 **Table 3.1** summarises the frequency of the bus services operating within the recommended maximum walking distance (640 metres) from the application site.

Table 3.1 – Summary of Bus Service Frequency					
No.	Route	Weekday Frequency		Weekend Frequency	
		Peak	Off-Peak	Saturday	Sunday
45	St Pancras International to Streatham Place	5-9	8-12	6-10	15
46	Lancaster Gate to City Thameslink	8-12	8-12	10-14	15
63	Forest Hill to Kings Cross	4-8	4-8	5-9	7-10
214	Highgate to Finsbury Square	6-10	6-10	6-10	10-12

### Underground Services

- 3.24 King's Cross St Pancras underground station is located nearest to the site, approximately 680 metres south of the site. It provides access to the Northern Line, Piccadilly Line, Victoria Line, Circle Line, Hammersmith and City Line and Metropolitan Line offering frequent services to all parts of London on a regular basis.
- 3.25 There are a number of additional underground stations located within walking distance of the site which are summarised in **Table 3.2**.

Table 3.2 – Summary of Underground Services			
Station	Underground Line	Route	Walk Distance (m)
Mornington Crescent	Northern Line	Morden – High Barnet or Edgware	1.0km
Camden Town	Northern Line	Morden – High Barnet or Edgware	1.45km
Euston Square	Circle	Central London loop with extension to Hammersmith	2.0 km
	Hammersmith & City Line	Hammersmith - Barking	
	Metropolitan Line	Aldgate – Uxbridge or Amersham	

## Rail Services

- 3.26 St Pancras Station and Kings Cross Station are situated approximately 680 metres (9 minutes walk) south of the site. Both stations offer an extensive range of services to numerous destinations both within London and nationally.
- 3.27 Camden Road Station is also within approximately 1,450 metres (18 minutes walk) of the site and forms part of the London Overground network offering services from Stratford to Richmond or Clapham Junction.
- 3.28 As such the site benefits from a substantial number of rail services to numerous destinations across London and the rest of the country. The local train services are frequent providing access to an extensive catchment area and the wider public transport network.

## Public Transport Accessibility Level (PTAL)

- 3.29 Public Transport Accessibility Levels (PTALs) are a theoretical measure of the accessibility of a given point to the public transport network, taking into account walk access time and service availability. The method is essentially a way of measuring the density of the public transport network at a particular point.
- 3.30 Walk times are calculated from the specified point of interest to all public transport access points: bus stops, light rail stations, underground stations and Tramlink halts, within pre-defined catchments. The PTAL then incorporates a measure of service frequency by calculating an average waiting time based on the frequency of services at each public transport access point. A reliability factor is added and the total access time is calculated. A measure known as an Equivalent Doorstep Frequency (EDF) is then derived for each point. These are summed for all routes within the catchment and the PTALs for the different modes (bus, rail etc.) are then added to give a single value.
- 3.31 The PTAL is categorised in six levels, 1 to 6 where 6 represents a high level of accessibility and 1 a low level of accessibility. The PTAL levels 1 and 6 are further subdivided into A and B levels, with level A indicating the location is rated towards the lower end of the PTAL category and B towards the higher end.
- 3.32 The measure, therefore, reflects:
- Walking time from the point of interest to the public transport access points;
  - The reliability of the service modes available;

- The number of services available within the catchment; and,
  - The level of service at the public transport access points – i.e. average waiting time.
- 3.33 Using the TfL Planning Information Database, the southern end of the site has a PTAL rating of 3, demonstrating a reasonable level of accessibility to public transport.
- 3.34 It should be noted that the Database calculation takes a single Service Access Point (SAP) for each station, which for large stations may not take account of the actual walk distance from the nearest entrance/exit to a location. With regards to large stations such as Kings Cross and St Pancras, both of which are near to the site, this can have a significant effect upon the PTAL of certain locations.
- 3.35 In relation to Kings Cross and St Pancras stations entrances have been opened which reduces the walk distances from the site.
- 3.36 It is not apparent when the Planning Information Database is updated, but given the PTAL rating currently generated, it is clear that current walk distances to Kings Cross and St Pancras do not reflect the access improvements to the stations.
- 3.37 In light of the above, a manual PTAL assessment has been undertaken to include the reduced walk distances to the stations, as measured on site. The assessment concludes that the site has a PTAL rating of 6a.

## 4 OBJECTIVES AND TARGETS

### Objectives

- 4.1 This Travel Plan focuses primarily on providing the necessary information residents and employees will need to make informed choices about how to access the site by sustainable modes of travel, and in doing so, seek to reduce dependency on travel by car.
- 4.2 The objectives of this Travel Plan are to:
1. Provide viable sustainable travel options for accessing the site through the promotion, enhancement and facilitation of the use of walking, cycling and public transport.
  2. Promote the health and environmental benefits of walking and cycling through information provision.
  3. Enhance the attractiveness of the site as a convenient location to live by promoting all sustainable transport options available and demonstrating that car ownership is unnecessary.
  4. Ensure that the travel needs of all those living within and visiting the site are met and accommodated for.

### Targets

- 4.3 Targets are an essential part of the travel plan. Targets should be 'SMART' – **S**pecific, **M**easurable, **A**chievable, **R**ealistic and **T**ime-related.
- 4.4 Targets can take a number of forms including 'aim type' targets, for example meeting set modal splits, and 'action type' targets which set targets for meeting actions that are necessary for the delivery and implementation of the travel plan.

### Aim Targets

- 4.5 To inform the aim targets of this Travel Plan Census data for the local area has been considered. The corresponding modal split for each mode for the total number of two-way trips per day is included at **Table 4.1**.

<b>Table 4.1: Modal Split</b>										
<b>Period</b>	<b>Car driver</b>	<b>Car pass.</b>	<b>Taxi</b>	<b>Motor Cycle</b>	<b>Bus</b>	<b>Tube</b>	<b>Rail</b>	<b>Walk</b>	<b>Cycle</b>	<b>Total</b>
<b>Daily 2-Way</b>	4	1	1	1	44	12	1	31	4	<b>100%</b>

4.6 In consideration of the information provided in **Table 4.1**, the aim targets of this Travel Plan are as follows.

- To achieve a 5% reduction in mode share to car driver over the 5 year life of the Travel Plan when compared to the results of the baseline travel survey.
- To achieve a 5% increase in mode share to sustainable modes such as public transport, walking or cycling over the 5 year life of the Travel Plan when compared to the results of the baseline travel survey.

4.7 The targets will be discussed with LBC Travel Plan/Highways Officers and verified following receipt of the results from the baseline travel survey. The targets will then be monitored over the course of the life of the Travel Plan and will be reviewed as necessary.

4.8 The Travel Plan targets will aim to increase the proportion of residents and employees using active travel modes (i.e. walking / cycling).

### **Action Targets**

4.9 The key action targets are set out below:

- The Travel Plan Coordinator will be appointed prior to first occupation;
- Undertake the baseline travel survey within 3 months of occupation;
- Issue Welcome Packs to all new residents and employees; and,
- Update noticeboards monthly ensuring details on local facilities and public transport services are up to date.

## 5 TRAVEL PLAN MANAGEMENT

### Travel Plan Coordinator

5.1 The appointment of a Travel Plan Co-ordinator (TPC) is one of the most important aspects of the Travel Plan as they will drive the development and implementation of the Travel Plan and the measures set out within the document. They will also be the point of contact for all concerned stakeholders.

5.2 The Travel Plan Co-ordinator will be responsible for all aspects of the Travel Plan and his/her primary functions will include:

- Implementation and up-keep of sustainable transport measures and promotion of them to residents;
- Creation and dissemination of a Welcome Pack for all residents;
- Liaison with LBC Travel Plan/Highways Officers regarding monitoring and review of the Travel Plan;
- Promotion of the objectives and benefits of the Travel Plan;
- Coordination and undertaking of the required baseline travel surveys and all monitoring, including up-take of measures;
- Maintenance of all necessary systems, data and paperwork;
- Acting as the point of contact for travel information; and,
- Increasing travel awareness through means such as: publicity information; workshops; and other suitable media to enable informed travel choices to be made.

### Travel Plan Strategy

5.3 This document has been designed to set out what should typically be included within a Travel Plan for a development of this nature, with site specific details also included. Once the Travel Plan has been adopted it may be necessary to adapt it to reflect changes in circumstances and/or organisational policies.

5.4 The developer will be required to appoint a Travel Plan Coordinator (TPC) whose role will be to develop and manage the Travel Plan.

## Marketing Strategy

- 5.5 Residents and employees of the development will be made aware of the existence of the Travel Plan upon the commencement of their occupation. The details of the Travel Plan, its objectives in enhancing the environment and the role of individuals in achieving the objectives of the Travel Plan will be set out upon acceptance of residency or tenancy.
- 5.6 The following could be used as a means of disseminating information to promote events/campaigns/promotions/services/initiatives:
- Notice boards;
  - Newsletters;
  - Welcome / Induction pack;
  - Internet/intranet sites; and,
  - E-groups and forums.

## **6 MEASURES AND INITIATIVES**

- 6.1 This section covers the measures that will be considered to assist travel to and from the site by non-car modes.

### **Hard / Physical Measures**

- 6.2 It is recognised that physical aspects of the design can influence travel patterns and will have an impact upon the mode and extent of use of sustainable transport from the outset. The measures that will be incorporated into the design are set out below.

#### **Car Parking**

- 6.3 The development will be car-free, except for the provision of two disabled bays. As such the car-free nature will encourage residents and employees to travel by more sustainable modes.

#### **Cycle Parking**

- 6.4 The development includes the provision of 269 on-site secure cycle parking spaces. All cycle parking spaces are within secure and sheltered facilities.

### **Soft Measures**

#### **Information Provision and Travel Awareness**

- 6.5 In order for a Travel Plan to be successful the benefits of sustainable travel must be made known constantly and coherently. Therefore, travel awareness and information provision are key features of any Travel Plan.
- 6.6 All residents and employees will be provided with a Welcome Pack upon arrival. The Welcome Pack will include details, maps and timetables for local public transport services; information regarding local facilities and other useful information (including Transport for London Journey Planner phone numbers and website details, and contact details for registered local taxi operators).
- 6.7 The Welcome Pack will also contain information about the Travel Plan including its purpose and objectives, as well as contact details for the TPC.

6.8 A dedicated travel notice board will be set up in logical common areas such as reception and communal areas, accessible by residents or employees. This will include not only public transport, walking, and cycling information but also details of the Travel Plan itself and the contact details of the TPC.

6.9 A list of useful contact details will be included within the Welcome Pack.

### **Walking and Cycling**

6.10 The TPC will encourage walking by providing information about the most suitable/appropriate pedestrian routes to/from the site, and also to local amenities.

6.11 The TPC will monitor and encourage maintenance of all pedestrian routes to a high standard and discuss with the Council any further improvements to pedestrian routes and linkages. For example, they will seek to identify any particular safety hazards, poorly lit areas, 'missing links' etc.

6.12 As set out previously, the development includes the provision of secure cycle parking spaces for residents and employees.

6.13 The TPC will administer and promote travel by bicycle primarily through information provision, however, the following measures will also be considered:

- Holding cycle maintenance sessions in association with local cycle retailers or similar organisations/companies that offer 'Dr Bike' services;
- Promote participation in cycle-related events such as the London to Brighton bike ride;
- Creation of a 'Cycle Buddy' system whereby those who are nervous or concerned about cycling in London can be accompanied by more experienced cyclists to and from their destinations in the first weeks of cycling.

6.14 The TPC will provide information on the safest cycle routes in the area and promote the use of cycling to access the site. They will identify, through travel surveys, problems with cycle routes and discuss possible improvements with the highway authority.

### **Public Transport**

6.15 The TPC will ensure that all underground, train and bus services are well publicised and promoted to all residents and employees. Route and timetable information will be included within the Welcome Pack and on-site travel notice boards.

- 6.16 Contact details will be provided for public transport operators such as TfL (Journey Planner) and National Rail.

### **Car Clubs**

- 6.17 Car clubs are an excellent way of enabling residents to use cars without the hassle and expense of ownership.
- 6.18 The TPC will encourage residents that need to travel by car to use car club cars, and will advertise promotions associated with car club operators in the area. Information will be provided through means such as noticeboards in reception areas, and include details such as how to join a car club, their locations, the benefits they offer and upcoming events/promotions.

### **Visitor Travel**

- 6.19 Residents and employers will be provided with advice to ensure that visitors are advised to travel by modes other than the private car wherever possible. Where travel by private car is required, advice will be provided so that visitors can be directed to the nearest appropriate on-street spaces, and the use of car clubs will also be encouraged.

## 7 MONITORING AND REVIEW

- 7.1 LBC require that the progress of the Travel Plan is effectively monitored and the results are reported back. It is not considered necessary to carry out comprehensive surveys on an annual basis after the initial baseline travel survey. Rather, it would be more appropriate to carry out an annual review using snapshot surveys.
- 7.2 The 'snapshot surveys' will be completed in-house and as a minimum should include the core TRAVL questions.
- 7.3 The standard questionnaire would request the following information:
- Questionnaire surveys of residents and employees to identify the mode share for travel method to / from work / home, focusing on barriers to more sustainable travel in the longer term, especially active modes of travel. (A copy of the proposed Travel Questionnaire is included at **Appendix A**);
  - The level of usage of cycle stands;
  - Changes to any information provided on travel noticeboards, e.g. timetables;
  - Demand for additional cycle parking facilities;
  - Condition of on and off site pedestrian and cycle facilities;
  - Comments received from residents and employees relating to the operation and implications of the Travel Plan;
  - Visitor questionnaire surveys; and,
  - Cycle parking utilisation survey.
- 7.4 The results will be discussed with the Council and action taken if considered necessary or appropriate.
- 7.5 The Travel Plan recognises that it is not possible to force people to complete surveys, but possible incentives could be put forward to increase response rates.

## **Review**

- 7.6 The TPC will discuss the results of the surveys with LBC Travel Plan/Highways Officers within one month of each survey. Borough officers together with the TPC will then review the results and, if appropriate, review progress towards any agreed targets.
- 7.7 When reviewing the results of the surveys the TPC will also review the measures set out in the Travel Plan with due regard to those included with the S106 agreement.

## **8 SECUREMENT AND FUNDING**

- 8.1 This Travel Plan will be secured and implemented through a S106 agreement.
- 8.2 The Site Owner is fully committed to the implementation of the Travel Plan and will provide all reasonable necessary funding to ensure that the agreed targets are achieved. This will include funding the Travel Plan Co-ordinator, travel surveys and implementation of all reasonable necessary measures.

## 9 ACTION PLAN

9.1 **Table 9.1** sets out the Action Plan for the implementation of the various measures associated with the Travel Plan along with who is responsible and how funding will be secured. The Action Plan will be constantly reviewed by the Travel Plan Co-ordinator adding and amending actions as appropriate and necessary.

<b>Table 9.1 – Action Plan</b>				
<b>Measures</b>	<b>Notes</b>	<b>Status/ Target Date</b>	<b>Method of Monitoring</b>	<b>Responsibility</b>
<b>General</b>				
Appointment of Travel Plan Coordinator	Site Owner/Developer to appoint a TPC	Prior to occupation	N/A	Developer/Occupier Management
<b>Information Provision</b>				
Welcome Packs for all residents and employees	All residents and employees will receive a Welcome Pack outlining the sustainable options for travelling to the site, the existence and purpose of the Travel Plan and location of cycle parking etc.	Prior to commencement of occupation	N/A	TPC
Information Boards	Travel information boards will be placed in a prominent location near the main entrance to the building, accessible by residents	Installed with building development	N/A	TPC to update information when necessary
Personalised Travel Planning Sessions	The TPC will offer planning services at induction sessions.	When necessary upon start of occupation	The TPC will keep a record of who has utilised the service as well as the nature of the service (group, one on one)	TPC
<b>Cycling</b>				
Promotion of the cycle facilities available	Cycle parking to be provided for residents and employees	Once facilities are installed	Spot checks as part of maintenance rounds	TPC
Provide cycle route maps and other information relating to cycle facilities	Greater cost if bespoke information needs to be printed. Less if existing maps are used.	Upon first occupation	TPC to monitor uptake	TPC
Encourage cycling by providing information about free cycle training run by the Council. Also through awareness events such as National		Annual event – summer and spring	TPC to monitor participation levels and interest	TPC

Bike Week and social bike rides				
<b>Walking</b>				
Walk to Work days and social walking events	Health and financial benefits advertised	Spring and Summer (annually)	TPC to monitor uptake	TPC
Residents and employees to be provided with information related to safe walking routes.	As part of Welcome Packs or induction sessions	Prior to building being occupied and on-going through Welcome Packs	N/A	TPC
<b>Public Transport</b>				
Notice board with timetable information	Located in reception and/or communal areas, accessible by residents and employees	Upon building completion	Administrative - TPC	TPC
Public Transport free days	Incentivised challenge to use active modes	Annually – summer	TPC to monitor uptake	TPC

# **Appendix A**

## **Travel Survey Questionnaire**

# Travel Survey Questionnaire

As part of the Travel Plan, a travel survey is being undertaken so we can understand your travel patterns and would appreciate your assistance by completing this questionnaire.

The information you provide will be treated in the strictest confidence with no reference to individuals. For further information please contact \_\_\_\_\_ on \_\_\_\_\_. Please put your completed questionnaire in the box in the reception area. Thank you in advance for your help.

**1. What is your home postcode (last three digits)?** \_\_\_\_\_

**2. What time do you normally arrive at work or place of education?**

07:00 – 10:00 (01)  10:00 – 16:00 (02)  16:00 – 19:00 (03)  After 19:00 (04)

**3. What time do you normally leave work or place of education?**

07:00 – 10:00 (01)  10:00 – 16:00 (02)  16:00 – 19:00 (03)  After 19:00 (04)

**4. On average, how long does your journey take?**

0 – 15min (01)  16 – 30min (02)  31 – 45min (03)  46 – 60min (04)

61 – 75min (05)  76 – 90min (06)  Over 90min (07)

**5. Approximately how far is your journey?**

0 – 1 mile (01)  1 – 2 miles (02)  2 – 5 miles (03)  >5 miles (04)

**6. What is your MAIN mode of transport (i.e. the longest part of your journey)?**

Drive alone (01)  Car share - driver (02)  Car passenger (03)  Bus (04)

Train (05)  Underground (06)  Walk (07)  Cycle (08)

Motorbike (09)  Taxi (10)  Other (11)

**7. What alternative mode of transport would you consider if your usual mode wasn't available?**

Drive alone (01)  Car share -driver (02)  Car passenger (03)  Bus (04)

Train (05)  Underground (06)  Walk (07)  Cycle (08)

Motorbike (09)  Taxi (10)  Other (11)

**8. What would encourage you to use an alternative mode of travel?**

More frequent bus services (01)  Better pedestrian / cycle routes (02)

A cleaner walking / cycling environment (03)  A friend to walk / cycle with (04)

A safer walking / cycling environment (05)  Cycle training (06)

Better information on alternatives (07)  Nothing (08)

**9. In what age category do you fall?**

Under 25 (01)  26 – 40 (02)  41 – 60 (03)  Over 60 (04)