Transport Assessment

18-23 Hand Court
High Holborn Estate
SRG Holborn Ltd.

26th September 2018

High Holborn Estate
High Holborn

Transport Statement

For

SRG Holborn Ltd

Document Control Sheet

Transport Statement

High Holborn Estate, High Holborn

SRG Holborn Ltd

This document has been issued and amended as follows:

Date	Issue	Prepared by	Approved by
13/07/2018	Draft	James Werby	David Lewis
30/08/2018	Final	James Werby	David Lewis

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1.0 Introduction

1.1 Motion has been appointed by SRG Holborn Ltd to advise on highways and transportation matters associated with development proposals at High Holborn Estate, High Holborn within the London Borough of Camden (LB Camden).

1.2 The site is located to the north of High Holborn (A40) and is bound to the east by Brownlow Street, to the west by Hand Court and to the north by Sandland Street. The surrounding buildings are primarily of office and commercial land uses. The site is located approximately 250 metres to the west of Chancery Lane underground station and 400 metres to the east of Holborn underground station.

1.3 The site comprises 18-21 Hand Court which currently provides 987sqm (GEA) of B1 office floor space. It is proposed to redevelop the site to comprise 1,789sqm (GEA) B1 office space and 474sqm (GEA) of flexible A1/A3 retail use. The proposals include the demolition of the existing 3 storey 18-21 Hand Court building to allow for the construction of a new 6 storey office building with additional A1/A3 retail uses.

1.4 This Transport Statement has been prepared to assess the highway and transport matters associated with the development proposals. The remainder of this report is set out as follows:

- Section 2 outlines the transport planning policies that are considered to be pertinent to this application;
- Section 3 considers the existing use of the site and reviews the accessibility of the site by all modes of transport;
- Section 4 provides an overview of the proposed development;
- Section 5 assesses the vehicular trip attracting potential of the existing and proposed development and provides an overview of the likely impacts that this could have; and,
- Section 6 summarises the key findings and conclusions of the report.

2.0 Policy Context

2.1 This section summarises the relevant transport policy documents against which the development proposals would be considered at a national, regional and local level. The most relevant policy documents relating to this study are detailed below:

- National Planning Policy Framework (July 2018);
- The London Plan (March 2016);
- Camden Local Plan (July 2017); and,
- Camden Planning Guidance 7: Transport.

National Planning Policy

National Planning Policy Framework (July 2018)

2.2 The updated National Planning Policy Framework (NPPF) was published in July 2018. The document sets out a presumption in favour of sustainable development that recognises the importance of transport policies in facilitating sustainable development. It also indicates that planning decisions should have regard to local circumstances.

2.3 In promoting sustainable transport, the document identifies at paragraph 103 that:

"*The planning system should actively manage pa[illegible] Significant development should be focused on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes*."

2.4 However, the paragraph further recognises that:

"[illegible] *unities to maximise sustainable transport solutions will vary between urban and rural areas*."

2.5 With regard to car parking, the NPPF does not refer to maximum or minimum car parking standards for new development, and instead promotes a flexible approach to car parking provision having regard to the accessibility of a development by non-car modes, local car ownership and the need to ensure adequate provision for 'plug-in' and other ultra-low emission vehicles. Paragraph 106 states:

"*Maximum parking standards for residential and non-residential development should only be set where there is a clear and compelling justification that they are necessary for managing the local road network, or for optimising the density of development in city and town centres and other locations that are well served by public transport*."

2.6 With regard to transport and development, paragraph 108 of the NPPF states that:

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

- *Appropriate opportunities to promote sustainable transport modes can be ☐or have been ☐taken up, given the type of development and its location;*
- *Safe and suitable access to the site can be achieved for all users; and*
- *Any significant impacts from the development on the transport network (in terms of capacity and congestion), or on highway safety, can be cost effectively mitigated to an acceptable degree*."

2.7 Paragraph 109 continues to state:

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

Local Planning Policy

The London Plan (March 2016)

2.8 The London Plan is the Mayor's Planning Strategy for London. The purpose of the London Plan is to promote economic and social development and the environmental improvement of Greater London.

2.9 In relation to parking, Policy 6.13 advises that:

[illegible] Parking Addendum to this chapter should be applied to planning applications.

- *Ensure that 1 in 5 spaces (both active and passive) provide an electrical charging point to encourage the uptake of electric vehicles;*
- *Provide parking for disabled people in line with Table 6.2;*
- *Meet the minimum cycle parking standards set out in Table 6.3;*
- [illegible]

2.10 With regards to cycle parking, the London Plan minimum cycle parking standards are summarised in Table 2.1 below:

Land Use	Long Stay	Short Stay
A1 - Retail (Food)	From a threshold of 100sqm: 1 space per 175sqm	From a threshold of 100sqm: first 750sqm, 1 space per 40sqm, thereafter 1 space per 300sqm
A1 - Retail (Non-Food)	From a threshold of 100sqm: first 1000sqm, 1 space per 250sqm, thereafter 1 space per 1000sqm	From a threshold of 100sqm: first 1000sqm, 1 space per 125sqm, thereafter 1 space per 1000sqm
A2-A5	From a threshold of 100sqm: 1 space per 175sqm	From a threshold of 100sqm: 1 space per 40sqm
B1 - Office	Inner / central London: 1 space per 90sqm	First 5000sqm, 1 space per 500sqm, thereafter 1 space per 5000sqm

Table 2.1 - London Plan Cycle Parking Standards

Local Planning Policy

Camden Local Plan (July 2017)

2.11 The Local Plan was adopted by Council on 3 July 2017 and has replaced the Core Strategy and Camden Development Policies documents as the basis for planning decisions and future development in the borough. The transportation policies considered relevant to this application are as follows:

- Policy T1: Prioritising walking, cycling and public transport – The Council will promote sustainable transport choices and developments should priorities the needs of pedestrians and cyclists and ensure that sustainable transport will be the primary means of travel to and from the site. The policy also goes on to state that secure cycle parking facilities should be provided that exceed the minimum standards outlined within the London Plan (Table 6.3) and design requirements set out within Camden's supplementary planning document (Camden Planning Guidance on transport).
- Policy T2: Parking and car-free development - The Council will limit the availability of parking and require all new developments in the borough to be car-free and will:
  - a. *[3]not issue on-street or on-site parking permits in connection with new developments and use legal agreements to ensure that future occupants are aware that they are not entitled to on-street parking permits;*
  - b. *limit on-site parking to:*

i. *spaces designated for disabled people where necessary, and/or*

ii. *essential operational or servicing needs;*

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

d. *resist the development of boundary treatments and gardens to provide vehicle crossovers and on-*[illegible]

- Policy T3: Transport Infrastructure – The Council will seek improvements to transport infrastructure in the borough and will:

a. *³not grant planning permission for proposals which are contrary to the safeguarding of strategic infrastructure improvement projects; and*

b. *protect existing and proposed transport infrastructure, particularly routes and facilities for* [illegible]

2.12 Details regarding cycle parking standards and design are set out within our supplementary planning document Camden Planning Guidance on transport. The table below sets out the expected minimum levels of cycle parking for the proposed uses at the site.

Land Use	Parking Requirement
A1/A3	Staff – from threshold of 500sqm, 1 space per 250sqm or part thereof. Customer – from threshold of 500sqm, 1 space per 250sqm or part thereof.
B1	Staff – from threshold of 500sqm, 1 space per 250sqm or part thereof. Visitor - from threshold of 500sqm, minimum of 2 if any visitors are expected, plus any additional spaces needed to bring the total number up to 10% of the visitors likely to be present at any time.

Table 2.2 - LB Camden Cycle Parking Standards

3.0 Baseline Conditions

3.1 The site is located to the north of High Holborn (A40) and is bound to the east by Brownlow Street, to the west by Hand Court and to the north by Sandland Street. The surrounding buildings are primarily of office and commercial land uses. The site is located approximately 250 metres to the west of Chancery Lane underground station and 400 metres to the east of Holborn underground station.

3.2 The site location with regard to the surrounding area is shown in **Figure 3.1**.

Local Highway Network

3.3 High Holborn, the A40, is a two-way carriageway with separate bus lanes and operates at a 30mph speed limit. To the east High Holborn forms a route to the City of London while to the west it connects the site to Oxford Circus and Regent Street.

3.4 To the west of the site the A4200 is a two-way carriageway subject to a 30mph speed limit. To the south of High Holborn, the A4200 forms Kingsway creating a link to the A4 while to the north it forms Southampton Row and offers access to the A501, Euston Road. The A501 can further be accessed via Grays Inn Road to the east of the site.

3.5 To the east of the site, Charterhouse Street operates as a two-way carriageway and creates a link between High Holborn to the south west and Farringdon Street, the A201. Approximately 150 metres to the east of this junction, Charterhouse Street becomes one-way operating in a north east direction and provides access to the A1.

Sustainable Transport Accessibility

3.6 It is generally accepted that walking and cycling provide important alternatives to the private car, and should also be encouraged to form part of longer journeys via public transport. Indeed, it is noteworthy that the Chartered Institute of Highways and Transportation (CIHT) has prepared several guidance documents that provide advice with respect to the provision of sustainable travel in conjunction with new developments.

	Town Centres	Commuting / Schools	Elsewhere
Desirable	200m	500m	400m
Acceptable	400m	1000m	800m
Preferred Maximum	800m	2000m	1200m

Table 3.1 - Suggested Walking Distances (CIHT Guidelines)

3.7 It is acknowledged that there is the potential for short car trips to be substituted by walking and cycle trips, and for longer trips to be substituted by a combination of walking, cycle and public transport trips. Guidance issued by the CIHT [illegible] indicates that there is the potential for journeys under 5 miles (8 km) to be made by bicycle.

3.8 The following sections consider the opportunities for sustainable travel that are available in the vicinity of the site.

Accessibility by Foot

3.9 Footways are provided along both sides of High Holborn providing pedestrian access to the site as well as a connection to the local underground stations. Dropped kerbs, tactile paving and signalised pedestrian crossings are provided at the junction of High Holborn and Grays Inn Road creating a safe link towards King's Cross Station to the north. The same arrangement can be found at the junction of High Holborn and Kingsway to the west creating a convenient link to an alternative north/south route.

3.10 The pedestrian networks in the vicinity of the site allow access to a range of shops and services including several banks, supermarkets and schools. A summary of the walking / cycling distance to the local amenities can be seen in Table 3.2, while a map detailing their respective locations is attached at **Figure 3.2**.

Amenity	Walking / Cycling Distance
St Alban's CofE Primary School	550m
City of London School	1,700m
University of London	1,200m
Little Waitrose	300m
The People's Supermarket	650m
M&S Simply Food	250m
Sainsbury's Local	<100m
Barclays	400m
Natwest	300m
HSBC	100m
Nationwide	<100m
Great Ormond Street Hospital	850m
Covent Garden Medical Centre	850m
Forest & Ray Dental Practice	800m
Boots Pharmacy	200m
Holborn Pharmacy	650m
Vision Express Opticians	150m
Post Office	200m
Holborn Library	350m
Oasis Sports Centre	800m

Table 3.2 - Local Amenities

Accessibility by Cycle

3.11 Signed cycle routes connecting towards Kings Cross and Camden Town are situated approximately 50 metres to the west of the site. These connect to further signed routes on Hunter Street which route towards the West End, The City, Waterloo and Finsbury.

3.12 Advanced stop lines are provided for cyclists at key junctions along High Holborn including that of High Holborn / Kingsway to the west of the site and High Holborn / Grays Inn Road to the east of the site. There are several public cycle parking opportunities available along each side of High Holborn, on Sandland Street and on Red Lion Road including access to 35 Santander bikes.

3.13 The North-South Cycle Superhighway will be situated approximately 700 metres to the east of the site. The Cycle Superhighway would operate between Elephant & Castle to the south and Kings Cross to the north and would connect to several other superhighways including the East-West Superhighway joined at Blackfriars Bridge and Cycle Superhighway 7 at Elephant & Castle.

Public Transport Accessibility Level (PTAL)

3.14 Public Transport Accessibility Levels (PTALs) provide a guide to the relative accessibility of a site. PTAL scores range from 1 to 6b, where 6b is the highest score and 1 is the lowest. The Transport for London PTAL calculator indicates a PTAL of 6b when measured from the centre of the site, demonstrating that the site has excellent access to public transport opportunities. The full PTAL report is attached at **Appendix A**.

Accessibility by Bus

3.15 The nearest bus stops to the site are located adjacent to the southern boundary of the site on High Holborn. These stops benefit from shelters, seating and timetabling information.

3.16 Several services operate from these stops offering access to destinations such as London Bridge, Bank and Oxford Street. The stops further benefit from a 24 hour service on route 25, as well as a night bus, route N8.

3.17 Table 3.3 provides a summary of the local bus services while a bus route spider map is attached at **Appendix B**.

	Route	Frequency (every x minutes)		
		Mon-Fri	Saturday	Sunday
8	Bow Church – Liverpool Street Station – Holborn Station – Holles Street	4 – 8	6 – 10	8 – 12
25	Hainault Street – Stratford Centre – Bank Station – Holles Street	5 – 10	6 – 10	6 – 10
521	Waterloo Station – Cannon Street Station – Monument Station – London Bridge Station	5 – 10	No Service	
N8	The Lowe – Stratford High Street – St Paul's Station – Oxford Street – Holles Street	15 – 20	7 – 8	15 – 20

Table 3.3 - Local Bus Services

Accessibility by Rail

3.18 The site is located approximately 250 metres to the west of Chancery Lane underground station and approximately 350 metres to the east of Holborn underground station.

3.19 Chancery Lane is located on the Central Line offering services every 2–3 minutes to locations including Ealing Broadway, White City and Newbury Park. Holborn station is also located on the Central Line but further benefits from access to the Piccadilly Line. The Piccadilly Line operates between Cockfosters and Heathrow Airport every 2–3 minutes.

3.20 Farringdon Station is located approximately 800 metres to the north east of the site and benefits from both overground and underground facilities. The station is located on the Circle, Metropolitan and Hammersmith & City lines operating to destinations such as Aldgate, Edgware Road and Hammersmith. Farringdon overground station offers services to Bedford, Sutton and Brighton among others. A full summary of the over ground services is shown in Table 3.4.

	Route	Frequency		
		Mon-Fri	Saturday	Sunday
Bedford	Farringdon – St Pancras – St Albans City – Luton Airport Parkway – Flitwick – Bedford	4 per hour	4 per hour	4 per hour
Sutton	Farringdon – London Blackfriars – Tooting – Morden South – West Sutton – Sutton	4 per hour	4 per hour	No Service
Brighton	Farringdon – East Croydon – Gatwick Airport – Haywards Heath – Hassocks – Brighton	2 per hour	2 per hour	2 per hour
Luton	Farringdon – Kentish Town – Mill Hill Broadway – Luton Airport Parkway – Luton	6 per hour	6 per hour	4 per hour

Table 3.4 - Local Rail Services

Car Club

3.21 LB Camden currently has the largest car club network in London, with over 250 car club parking bays. The car club network therefore provides a real alternative to private car ownership for people who need to use a car occasionally. Car clubs can help to reduce car ownership by offering the convenience of a car without the costs of repairs, servicing, insurance and parking.

3.22 The nearest car club vehicle is located in close proximity to the site on Bedford Row and comprises 1 space operated by City Car Club. A further car club space is located on Red Lion Square to the west of the site and comprises one space operated by ZipCar.

Modal Split

3.23 It is considered that the application site is accessible by a range of sustainable modes of transport, which will enable people to travel to and from the site by foot, cycle and public transport.

3.24 In order to assess the relative attractiveness of these modes of travel, the 2011 Census Data results associated with the Camden 028 super output area, middle layer has been interrogated with regard to the method of travel to work of the workplace population. Details of the data extracted from the 2011 Census are summarised in Table 3.5.

Method of Travel to Work	Percentage Share
Underground	37%
Train	34%
Bus	12%
Motorcycle	1%
Driving Car/Van	5%
Bicycle	6%
Foot	5%

Table 3.5 - Modal Split Data

3.25 The above analysis demonstrates that the vast majority (94%) travel to work to the relevant output area via sustainable modes of transport with 83% of people using public transport as their mode of travel.

Summary

3.26 It has been demonstrated that the site benefits from excellent access to public transport opportunities with several key stations and bus stops within close proximity of the site. In addition, the site is well served by pedestrian and cycle infrastructure and there is a wide range of shops and services within a short walk/cycle of the site.

4.0 Development Proposals

4.1 The site comprises 18-21 Hand Court which currently provides 987sqm (GEA) of B1 office floor space. It is proposed to redevelop the site to comprise 1,789sqm (GEA) B1 office space and 474sqm (GEA) of flexible A1/A3 retail use. The proposals include the demolition of the existing 3 storey 18-21 Hand Court building to allow for the construction of a new 6 storey office building with additional A1/A3 retail uses.

4.2 Pedestrian access will be provided from Hand Court. There will be no vehicular access to the site and no on-site car parking or service vehicle access will be provided.

4.3 An indicative site layout is attached at **Appendix C**.

Parking

4.4 No car parking would be provided on-site and therefore the development will be car-free.

4.5 Cycle parking will be provided in accordance with LB Camden and London Plan minimum cycle standards. For B1 office use, the Camden policy advises the provision of 1 space per 250 square metres from a threshold of 500 square metres. Based on the proposal for 1,789sqm, this would require the provision of 7 spaces. With regard to visitor parking, LB Camden requires a minimum of 2 cycle spaces if any visitors are expected, plus any additional spaces needed to bring the total number up to 10% of the visitors likely to be present at any time. The London Plan advises the provision of 1 space per 90 square metres long stay cycle parking and 1 space per 500 square metres short stay cycle parking, which equates to a total provision of 24 cycle parking spaces.

4.6 For the flexible A1/A3 use, the Camden Development Policies advise the provision of 1 space per 250 square metres from a threshold of 500 square metres for both long and short stay. As the proposals do not meet the 500 square metre threshold, a minimum of 2 short stay and 2 long stay spaces should be provided.

4.7 Should the development be occupied by A3 use (which yields a higher cycle parking requirement than A1 uses), the London Plan advises the provision of 1 space per 175sqm long stay, 1 space per 40sqm short stay for the first 750sqm and 1 per 300sqm thereafter. Based on the proposals, this would require the provision of 3 long stay spaces and 12 short stay spaces.

4.8 With regard to the above, the London Plan sets out more onerous levels of cycle parking and as such these will be applied to the proposals. Applying these standards will result in 24 for the B1 use and 15 for the A1/A3 use (based on A3 land use). The proposals make provision for 54 on-site cycle spaces within the basement level of the development, which in excess of the minimum standards set out within the London Plan.

4.9 In addition to the above, there are existing on-street cycle parking opportunities within close vicinity of the site. This includes Sheffield stands on High Holborn Road, Red Lion Road and Sandland Street, which provide additional short-stay cycle parking opportunities for visitors to the site if necessary.

Servicing and Deliveries

4.10 Servicing and deliveries will be undertaken utilising the on-street loading opportunities in the vicinity of the application site. In particular it is proposed that the site utilises the existing single yellow line loading opportunities the north on Bedford Row.

4.11 Waste will be stored within dedicated waste stores and will be transferred to street on the day of collection.

4.12 A Framework Delivery and Servicing Management Plan (DSMP) has been prepared and is submitted under separate cover, which provides further detail and the servicing deliveries associated with the site.

5.0 Effect of Development

5.1 This section of the report considers the effect of the development on the local transport network and considers the net change in the person trips associated with the development.

5.2 The TRICS database has been interrogated in order to quantify the levels of total person trips that are likely to be associated with each of the existing and proposed uses, the parameters and resulting trips are detailed below by use.

Existing Office Use

5.3 In order to derive trip rates for the existing B1 office use from the TRICS database, the following parameters have been applied:

- Land Use – Employment, Office
- Regions – Greater London
- Selected Days – Weekdays

5.4 Copies of the relevant TRICS output reports are provided at **Appendix D**, while a summary of the trip rates and subsequent trip attraction during the peak hours are provided in Table 5.1.

	Trip Rate			Total Person Trips (987sqm)		
	In	Out	Total	In	Out	Total
AM Peak (0800-0900)	2.536	0.174	2.710	25	2	27
PM Peak (1700-1800)	0.258	2.375	2.633	3	23	26
Daily	10.673	10.400	21.073	105	103	208

Table 5.1 – Total Person Trips Associated with Existing Offices

5.5 As shown in Table 5.1 the existing offices are likely to attract in the order of 27 person trips during the morning peak hour and 26 during the evening peak hour.

Proposed Office Use

5.6 The same parameters and trip rates have been used for assessing the proposed office trips. Table 5.2 provides a summary of the likely trip generation of the proposed office use.

	Trip Rate			Total Person Trips (1,789sqm)		
	In	Out	Total	In	Out	Total
AM Peak (0800-0900)	2.536	0.174	2.710	45	3	48
PM Peak (1700-1800)	0.258	2.375	2.633	5	42	47
Daily	10.673	10.400	21.073	191	186	377

Table 5.2 – Comparison of Total Person Trips Associated with Existing and Proposed Office Uses

5.7 Table 5.2 demonstrates that the proposals are likely to result in 48 person trips during the morning peak hour and 47 during the evening peak hour.

Proposed Retail Use

5.8 The application site is situated in a highly accessible central London location and there are a wide range of commercial, retail and residential uses in the vicinity of the site.

5.9 As such, it is considered that person trips associated with the proposed retail use would be drawn from existing visitors to the local area and it would not attract new visitors to the area. To this extent the proposed retail unit would not attract additional trips but instead trips associated with this use would be linked to existing trips already being undertaken in the locality.

5.10 On this basis, no further assessment of the person trips associated with the retail unit is considered necessary and these trips would not result in a material effect on the highway network local to the site.

Net Change

5.11 The total person trips for both the existing and proposed uses have been compared so as to determine the likely net change in trips as a result of the proposals. Table 5.3 provides a summary of the net change in total person trips.

	AM Peak			PM Peak		
	In	**Out**	**Total**	**In**	**Out**	**Total**
Existing	25	2	27	3	23	26
Proposed	45	3	48	5	42	47
Net Change	**+20**	**+1**	**+21**	**+2**	**+19**	**+21**

Table 5.3 – Net Change in Total Person Trips

5.12 Table 5.3 demonstrates that the development proposals are unlikely to result in a significant change in person trips associated with the site, with 21 additional person trips during the morning peak hour and evening peak hour.

5.13 Given the highly accessible location of the site, any additional person trips will be distributed across a range of sustainable transport opportunities in the vicinity of the site including walking, cycling and public transport. On that basis, it is evident that the change in person trips associated with the development will not result in a material effect on the operation of the highway and transport networks in the vicinity of the site. No further assessment of the effect of trips associated with the development proposals is considered necessary.

6.0 Summary and Conclusions

6.1 Motion has been appointed by SRG Holborn Ltd to advise on highways and transport matters associated with the proposed mixed development of High Holborn Estate, within the London Borough of Camden.

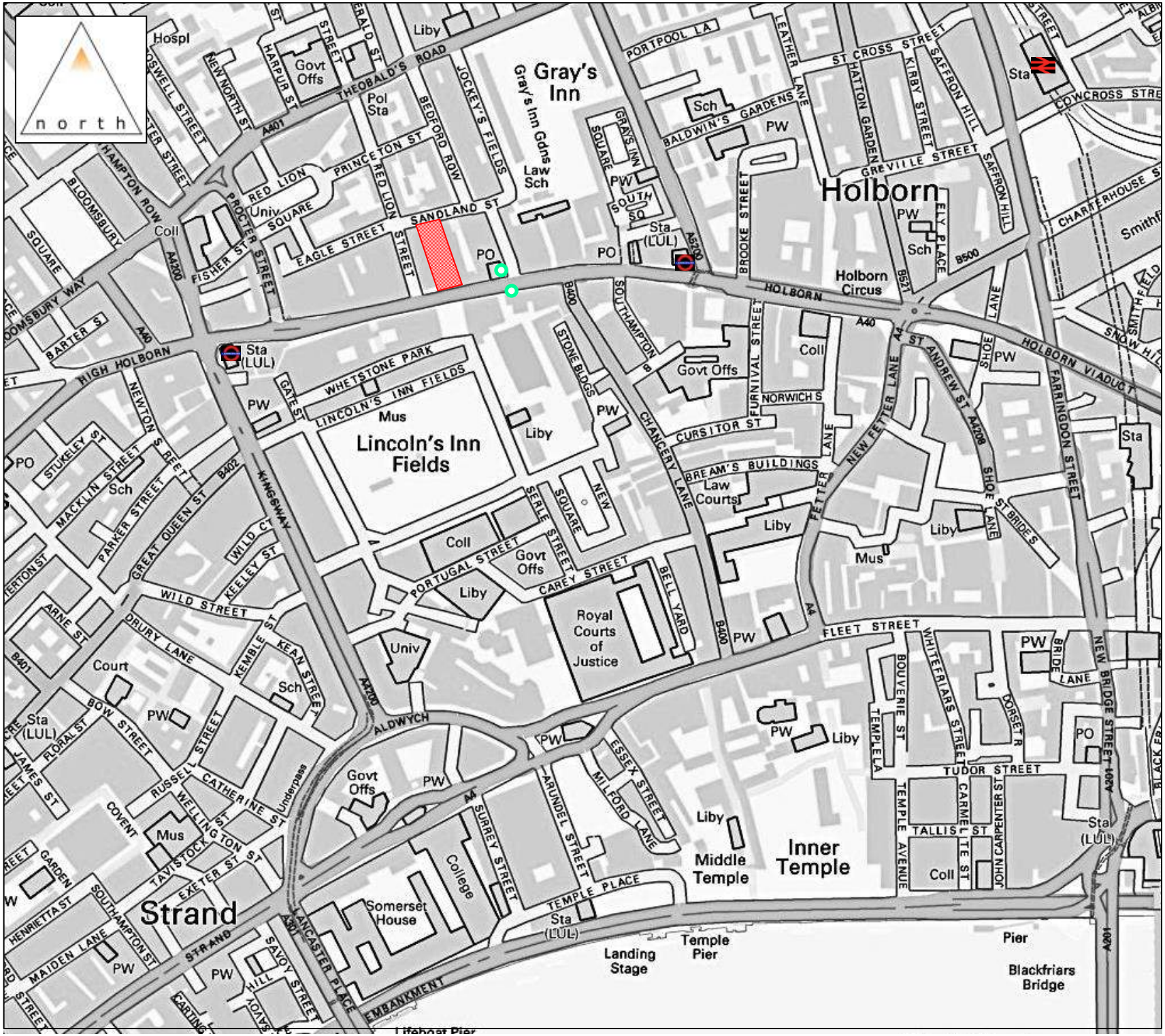
6.2 The site is located to the north of High Holborn (A40) and is bound to the east by Brownlow Street, to the west by Hand Court and to the north by Sandland Street. The surrounding buildings are primarily of office and commercial land uses. The site is located approximately 250 metres to the west of Chancery Lane underground station and 400 metres to the east of Holborn underground station.

6.3 This Transport Statement has demonstrated the following:

- The development proposals accord with national, regional and local planning policy;
- The site benefits from excellent accessibility to sustainable transport opportunities including pedestrian, cycle and public transport links;
- No car parking will be provided on site and the development will be car free;
- Cycle parking will be provided in accordance with LB Camden standards;
- Servicing and deliveries will be undertaken utilising the on-street loading opportunities in the vicinity of the application site; and,
- The development proposals will not result in a significant change in person trips associated with the site and will not result in a material effect on the highway and transport networks local to the site.

6.4 On the basis of the above, it is concluded that the proposals accord with national, regional and local transport related policies and can be accommodated without a detrimental effect on the local highway network. As such it is considered that there is no reason why the proposals should be resisted on highways or transportation grounds.

Figures



Legend:

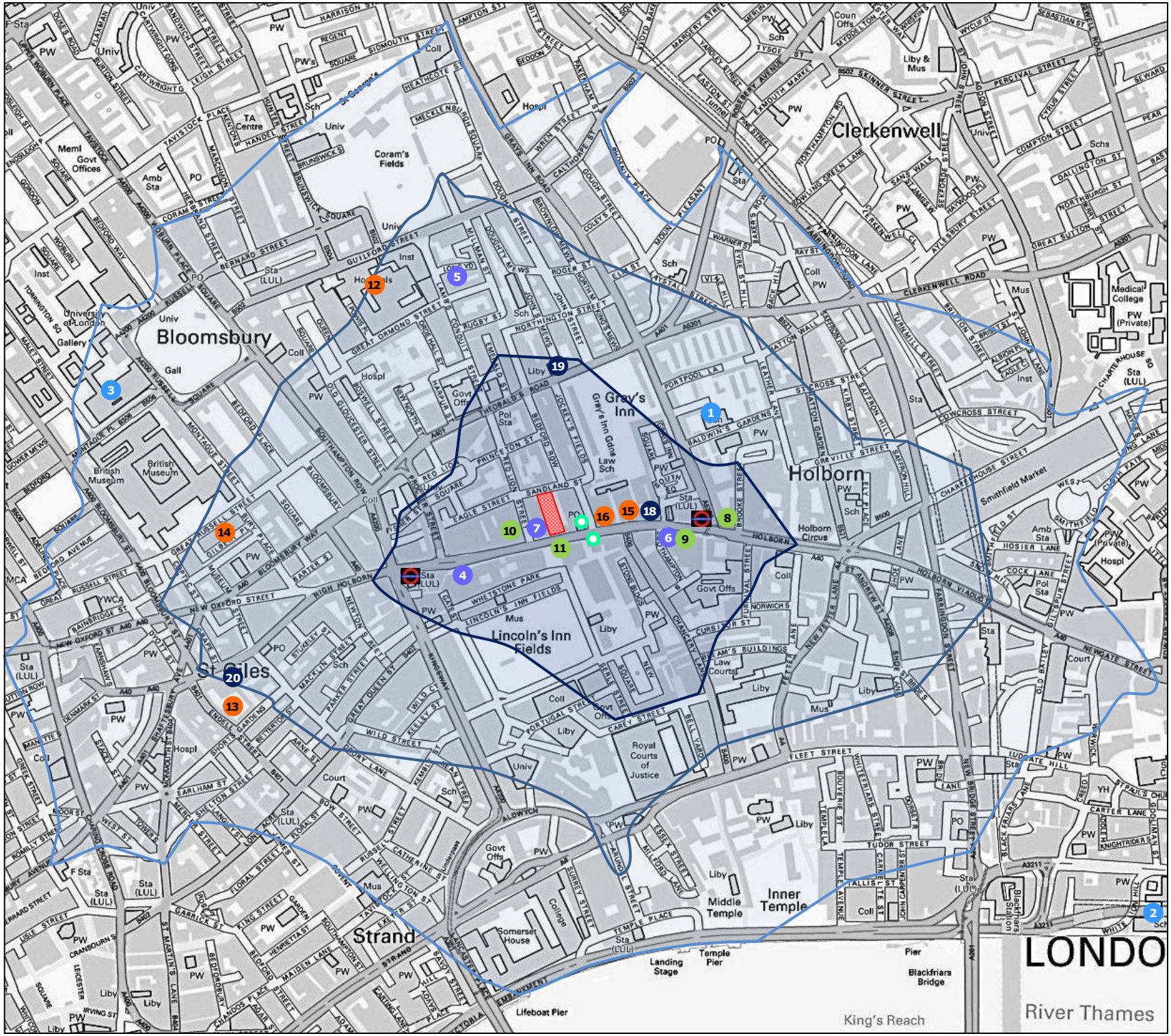
- Local Bus Stop
- Underground Station
- Overground Station
- Application Site

294 -295 High Holborn, London

Figure 3.1 Site Location Plan

Not to Scale

motion



Legend:

1. St Alban's CofE Primary School
2. City of London School
3. University of London
4. Little Waitrose
5. The People's Supermarket
6. M&S Simply Food
7. Sainsbury's Local
8. Barclays
9. NatWest
10. HSBC
11. Nationwide
12. Great Ormond Street Hospital
13. Covent Garden Medical Centre
14. Forest & Ray Dental Practice
15. Boots Pharmacy
16. Holborn Pharmacy
17. Vision Express Opticians
18. Post Office
19. Holborn Library
20. Oasis Sports Centre

- Local Bus Stop
- Underground Station
- Overground Station
- Application Site

- 400m Isocrone
- 800m Isocrone
- 1200m Isocrone

294 -295 High Holborn, London

Figure 3.2 Local Amenities Map

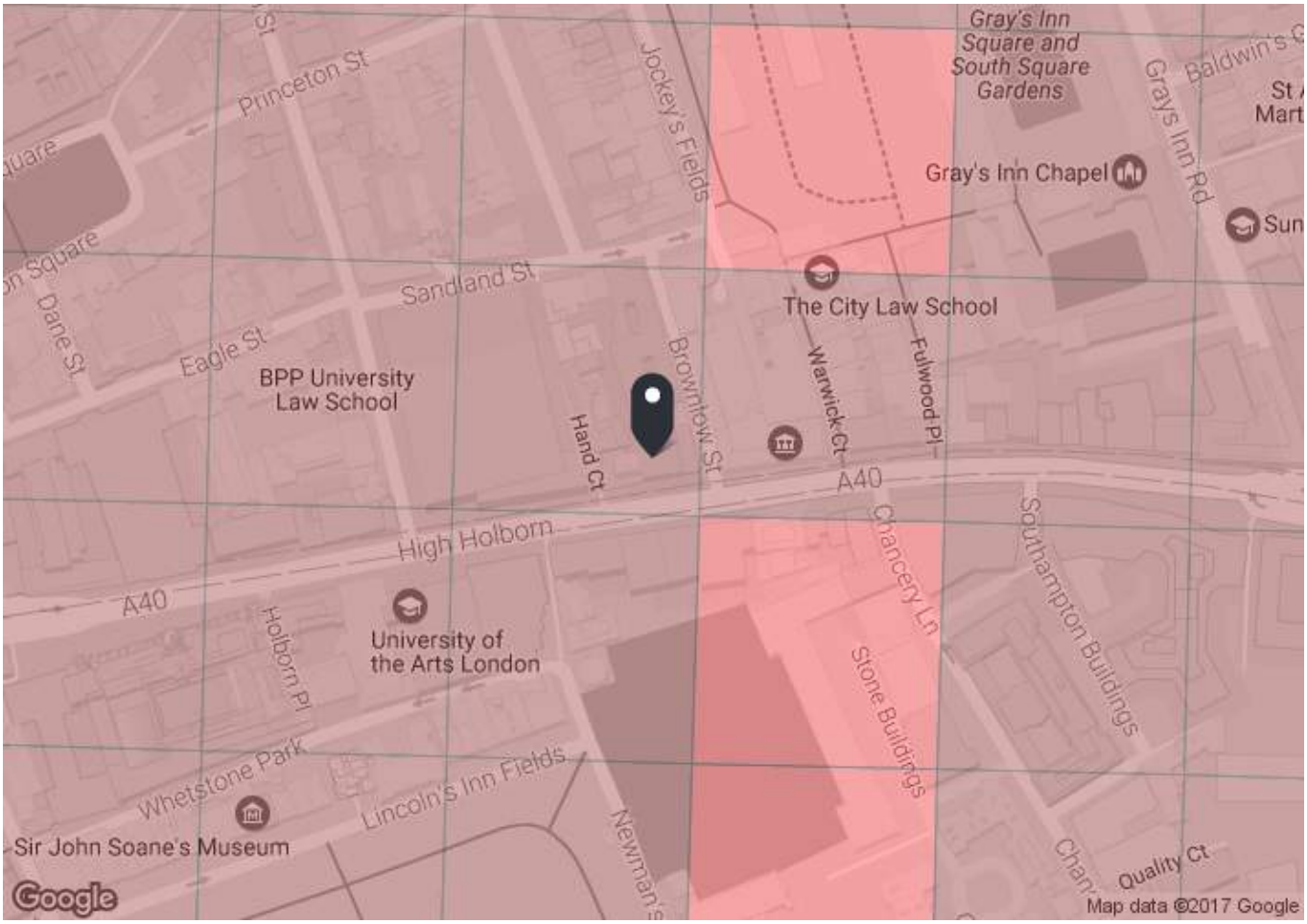
Not to Scale

motion

Appendix A

PTAL Output Report

TRANSPORT FOR LONDON



PTAL output for Base Year
6b

WC1V 6RL
High Holborn, London WC1V 6RL, UK
Easting: **530878**, Northing: **181617**

Grid Cell: 86362

Report generated: 25/04/2017

Map key - PTAL

0 (Worst)	1a
1b	2
3	4
5	6a
6b (Best)	

Map layers

PTAL (cell size: 100m)

Calculation Parameters

Day of Week	M-F
Time Period	AM Peak
Walk Speed	4.8 kph
Bus Node Max. Walk Access Time (mins)	8
Bus Reliability Factor	2.0
LU Station Max. Walk Access Time (mins)	12
LU Reliability Factor	0.75
National Rail Station Max. Walk Access Time (mins)	12
National Rail Reliability Factor	0.75

Calculation data

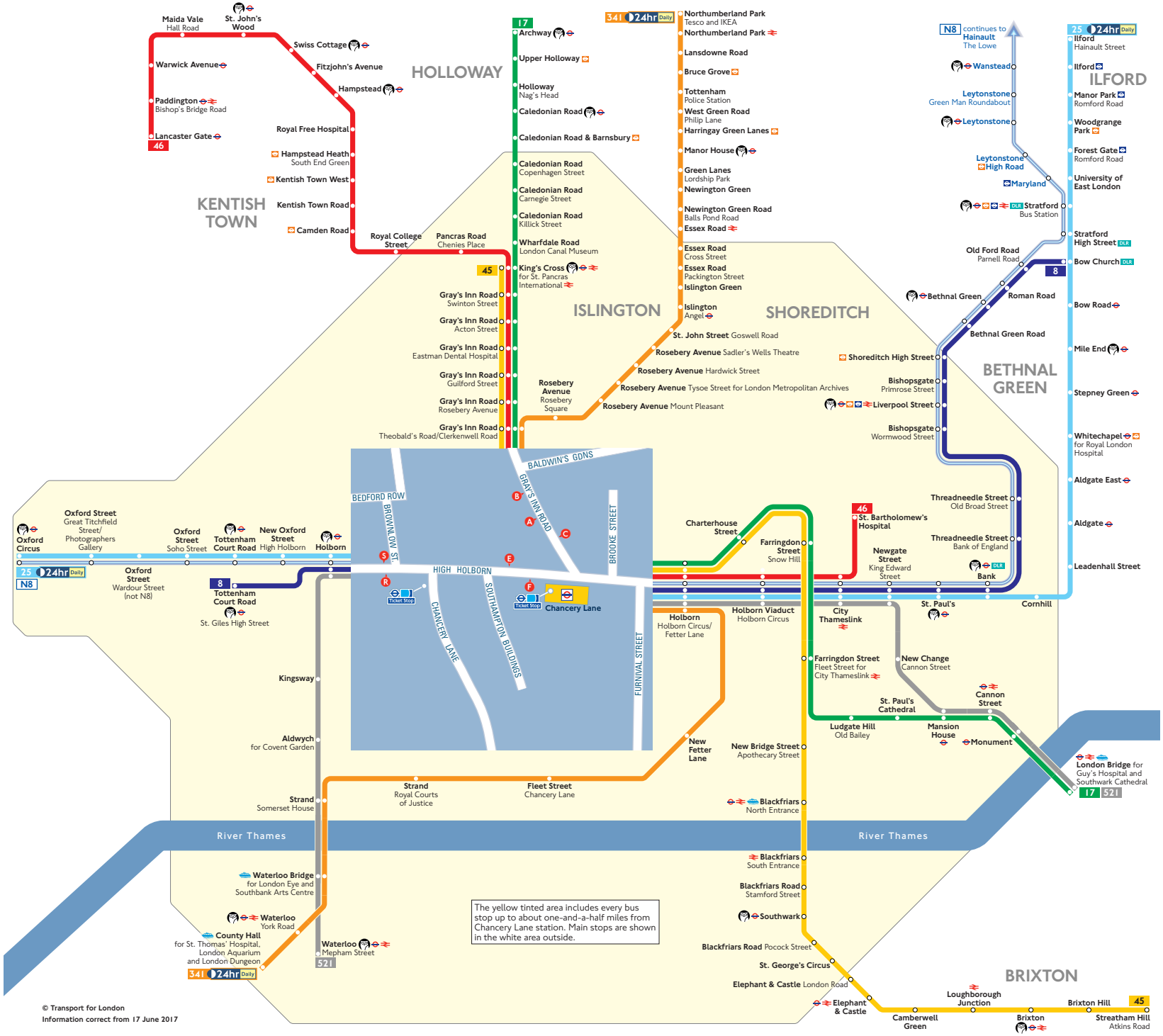
Mode	Stop	Route	Distance (metres)	Frequency (vph)	Walk Time (mins)	SWT (mins)	TAT (mins)	EDF	Weight	AI
Bus	GRAYS INN RD CHANCERY LN	46	512.35	6	6.4	7	13.4	2.24	0.5	1.12
Bus	GRAYS INN RD CHANCERY LN	17	512.35	7.5	6.4	6	12.4	2.42	0.5	1.21
Bus	GRAYS INN RD CHANCERY LN	45	512.35	7	6.4	6.29	12.69	2.36	0.5	1.18
Bus	GRAYS INN RD CHANCERY LN	341	512.35	6	6.4	7	13.4	2.24	0.5	1.12
Bus	HOLBORN POLICE STATION	243	304.96	11	3.81	4.73	8.54	3.51	0.5	1.76
Bus	HOLBORN POLICE STATION	38	304.96	10	3.81	5	8.81	3.4	0.5	1.7
Bus	HOLBORN POLICE STATION	19	304.96	8	3.81	5.75	9.56	3.14	0.5	1.57
Bus	HOLBORN POLICE STATION	55	304.96	10	3.81	5	8.81	3.4	0.5	1.7
Bus	HIGH HOLBORN BROWNLOW STREET	8	226.42	10	2.83	5	7.83	3.83	0.5	1.92
Bus	HIGH HOLBORN BROWNLOW STREET	521	226.42	27	2.83	3.11	5.94	5.05	1	5.05
Bus	HIGH HOLBORN BROWNLOW STREET	242	226.42	6.5	2.83	6.62	9.45	3.18	0.5	1.59
Bus	HIGH HOLBORN BROWNLOW STREET	25	226.42	8	2.83	5.75	8.58	3.5	0.5	1.75
Bus	HOLBORN STATION KINGSWAY	1	591.9	8	7.4	5.75	13.15	2.28	0.5	1.14
Bus	HOLBORN STATION KINGSWAY	171	591.9	7.75	7.4	5.87	13.27	2.26	0.5	1.13
Bus	S'HAMPTON ROW T'BALDS RD	59	582.69	10	7.28	5	12.28	2.44	0.5	1.22
Bus	S'HAMPTON ROW T'BALDS RD	91	582.69	9	7.28	5.33	12.62	2.38	0.5	1.19
Bus	S'HAMPTON ROW T'BALDS RD	68	582.69	9	7.28	5.33	12.62	2.38	0.5	1.19
Bus	S'HAMPTON ROW T'BALDS RD	X68	582.69	4	7.28	9.5	16.78	1.79	0.5	0.89
Bus	S'HAMPTON ROW T'BALDS RD	188	582.69	8	7.28	5.75	13.03	2.3	0.5	1.15
Bus	S'HAMPTON ROW T'BALDS RD	168	582.69	9	7.28	5.33	12.62	2.38	0.5	1.19
LUL	Chancery Lane	'Epping-Ealing '	429.82	3	5.37	10.75	16.12	1.86	0.5	0.93
LUL	Chancery Lane	'WRuislip-Epping '	429.82	3	5.37	10.75	16.12	1.86	0.5	0.93
LUL	Chancery Lane	'RuislipGar-Epping '	429.82	1	5.37	30.75	36.12	0.83	0.5	0.42
LUL	Chancery Lane	'Epping-NActon '	429.82	1	5.37	30.75	36.12	0.83	0.5	0.42
LUL	Chancery Lane	'Northolt-Epping '	429.82	0.67	5.37	45.53	50.9	0.59	0.5	0.29
LUL	Chancery Lane	'Debden-WRuislip '	429.82	0.33	5.37	91.66	97.03	0.31	0.5	0.15
LUL	Chancery Lane	'WhiteCity-Debden '	429.82	0.33	5.37	91.66	97.03	0.31	0.5	0.15
LUL	Chancery Lane	'Debden-Northolt '	429.82	1	5.37	30.75	36.12	0.83	0.5	0.42
LUL	Chancery Lane	'RuislipGdns-Debden '	429.82	0.33	5.37	91.66	97.03	0.31	0.5	0.15
LUL	Chancery Lane	'Loughton-WRuislip '	429.82	1	5.37	30.75	36.12	0.83	0.5	0.42
LUL	Chancery Lane	'NActon-Loughton '	429.82	0.67	5.37	45.53	50.9	0.59	0.5	0.29
LUL	Chancery Lane	'RuislipGdns-Loughton'	429.82	0.67	5.37	45.53	50.9	0.59	0.5	0.29
LUL	Chancery Lane	'Loughton-WhiteCity'	429.82	0.67	5.37	45.53	50.9	0.59	0.5	0.29
LUL	Chancery Lane	'Loughton-Northolt '	429.82	0.33	5.37	91.66	97.03	0.31	0.5	0.15
LUL	Chancery Lane	'Ealing-Loughton '	429.82	1	5.37	30.75	36.12	0.83	0.5	0.42
LUL	Chancery Lane	'Ealing-NewburyPark '	429.82	0.67	5.37	45.53	50.9	0.59	0.5	0.29
LUL	Chancery Lane	'WRuislip-NewburyPark'	429.82	0.33	5.37	91.66	97.03	0.31	0.5	0.15
LUL	Chancery Lane	'Hainault-Ealing '	429.82	5.33	5.37	6.38	11.75	2.55	1	2.55
LUL	Chancery Lane	'Hainault-Nacton '	429.82	1.33	5.37	23.31	28.68	1.05	0.5	0.52
LUL	Chancery Lane	'Hainault-WRuislip '	429.82	3.33	5.37	9.76	15.13	1.98	0.5	0.99
LUL	Chancery Lane	'Hain-NP-RuislipGdns '	429.82	0.67	5.37	45.53	50.9	0.59	0.5	0.29
LUL	Chancery Lane	'WhiteCity-Hainault '	429.82	1.67	5.37	18.71	24.09	1.25	0.5	0.62
LUL	Chancery Lane	'Hainault-NP-Northolt'	429.82	1	5.37	30.75	36.12	0.83	0.5	0.42
LUL	Chancery Lane	'GrangeHill-WD-Eal '	429.82	1	5.37	30.75	36.12	0.83	0.5	0.42
LUL	Chancery Lane	'GrangeHill-Wdfd-Whit'	429.82	0.67	5.37	45.53	50.9	0.59	0.5	0.29
LUL	Holborn	'WhiteCity-Epping '	548.44	0.33	6.86	91.66	98.51	0.3	0.5	0.15
LUL	Holborn	'NActon-NewburyPark '	548.44	0.33	6.86	91.66	98.51	0.3	0.5	0.15
LUL	Holborn	'GrangeHill-Wdfd-WRsp'	548.44	0.67	6.86	45.53	52.38	0.57	0.5	0.29
LUL	Holborn	'Cockfosters-LHRT4LT '	548.44	4.67	6.86	7.17	14.03	2.14	0.5	1.07
LUL	Holborn	'RayLane-Cockfosters '	548.44	3.67	6.86	8.92	15.78	1.9	0.5	0.95
LUL	Holborn	'LHRT4LT-ArnosGrove '	548.44	4.67	6.86	7.17	14.03	2.14	0.5	1.07
LUL	Holborn	'ArnosGrove-RayLane '	548.44	0.33	6.86	91.66	98.51	0.3	0.5	0.15
LUL	Holborn	'ArnosGrove-Nthfields'	548.44	3	6.86	10.75	17.61	1.7	0.5	0.85
LUL	Holborn	'Oakwood-RayLane '	548.44	0.33	6.86	91.66	98.51	0.3	0.5	0.15
LUL	Holborn	'Nthfields-Cockfoster'	548.44	1	6.86	30.75	37.61	0.8	0.5	0.4
LUL	Holborn	'LHRT5-Cockfosters '	548.44	6	6.86	5.75	12.61	2.38	0.5	1.19
LUL	Holborn	'Uxbridge-Cockfosters'	548.44	3.67	6.86	8.92	15.78	1.9	0.5	0.95
LUL	Holborn	'Ruislip-Cockfosters '	548.44	2.33	6.86	13.63	20.48	1.46	0.5	0.73

Mode	Stop	Route	Distance (metres)	Frequency(vph)	Walk Time (mins)	SWT (mins)	TAT (mins)	EDF	Weight	AI
LUL	Holborn	'ArnosGrove-Uxbridge'	548.44	1	6.86	30.75	37.61	0.8	0.5	0.4
LUL	Holborn	'Oakwood-Uxbridge'	548.44	0.33	6.86	91.66	98.51	0.3	0.5	0.15
LUL	Holborn	'Oakwood-Ruislip'	548.44	0.33	6.86	91.66	98.51	0.3	0.5	0.15
									Total Grid Cell AI:	**51.82**

Appendix B

Bus Route Spider Map

Buses from Chancery Lane station



Information correct from 17 June 2017

Route finder

Bus route	Towards	Bus stops
8	Bow Church	E S
	Tottenham Court Road	F R
17	Archway	B
	London Bridge	C
25 24hr Daily	Ilford	E S
	Oxford Circus	F R
45	Kings Cross	B
	Streatham Hill	C
46	Lancaster Gate	B
	St. Bartholomew's Hospital	C
341 24hr Daily	County Hall	C
	Northumberland Park	B
521	London Bridge ■	E S
	Waterloo ■	F R

Night buses

Bus route	Towards	Bus stops
N8	Hainault	E S
	Oxford Circus	F R

Key

8	Day buses in black
N8	Night buses in blue
	Connections with London Underground
	Connections with London Overground
	Connections with TfL Rail
	Connections with National Rail
DLR	Connections with DLR
	Connections with river boats
	Tube station with 24-hour service Friday and Saturday nights
■	Mondays to Fridays

Ways to pay

Use your contactless debit or credit card. It's the same fare as Oyster and there is no need to top up.

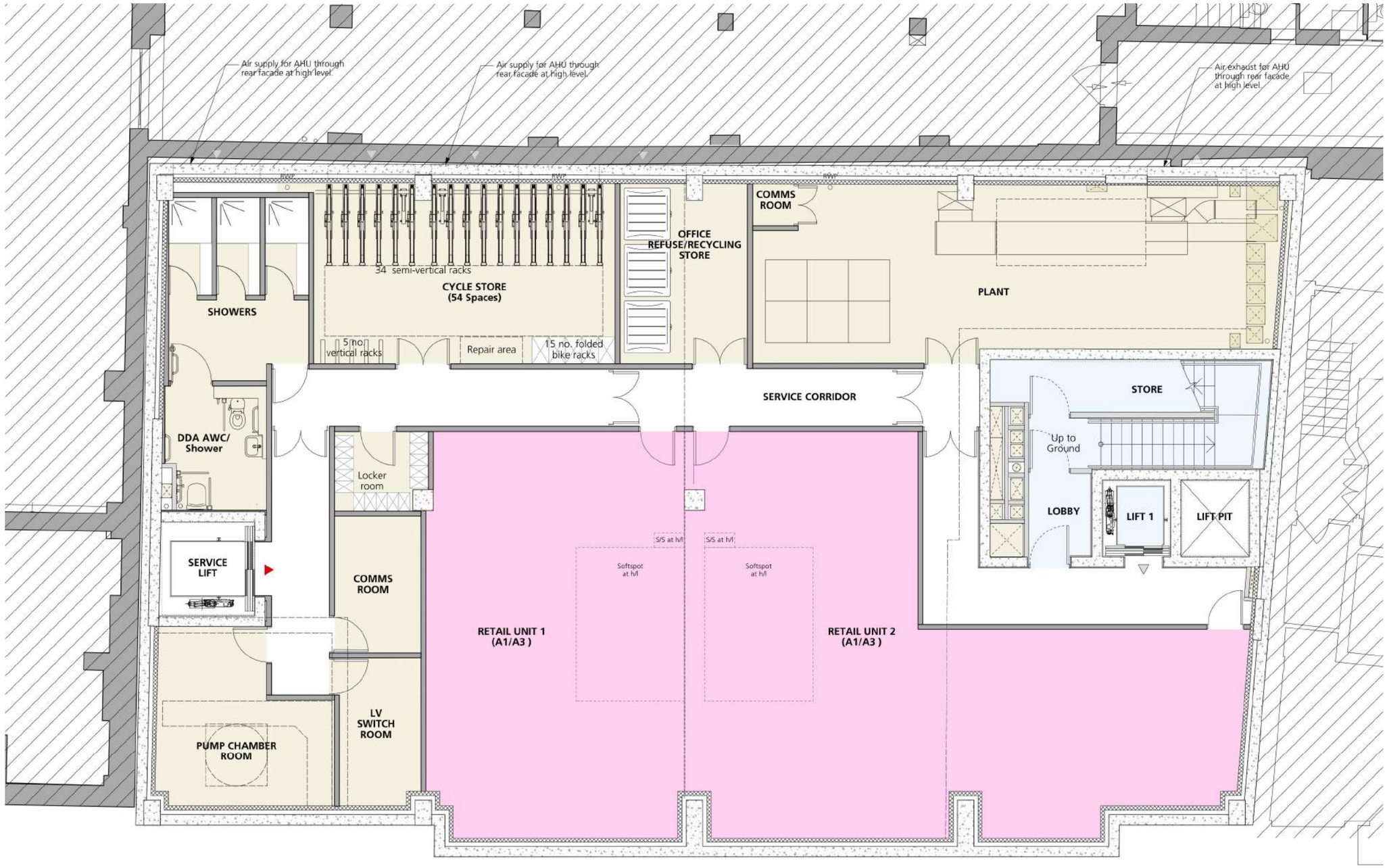
Top up your Oyster pay as you go credit or buy Travelcards and bus & tram passes at around 4,000 shops across London.

Sign up for an online account to top up online and see your travel history and spending.

TFL33012.05.17 (P)

Appendix C

Proposed Site Layout



1 Basement Floor Plan as Proposed
Scale: 1:50

0 3 5 M

GENERAL NOTES.

All dimensions to be checked on site prior to commencement of any works, and/or preparation of any shop drawings.

Sizes of and dimensions to any structural elements are indicative only. See structural engineers drawings for actual sizes / dimensions.

Sizes of and dimensions to any service elements are indicative only. See service engineers drawings for actual sizes and dimensions.

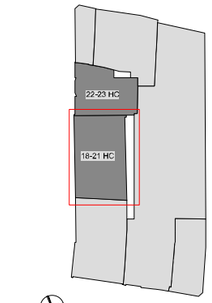
This drawing to be read in conjunction with all other Architect's drawings, specifications and other Consultants' information.

All proprietary systems shown on this drawing are to be installed strictly in accordance with the Manufacturers/Suppliers recommended details.

Any discrepancies between information shown on this drawing and any other contract information or manufacturers/suppliers recommendations is to be brought to the attention of the Architect

DO NOT SCALE FROM THIS DRAWING.

NOTES.



Key Plan

AREA USE KEY:

- Retail
- Office
- Residential
- Ancillary
- Outside of scope

REVISION	DATE
P1 Planning Submission	

Buckley Gray Yeoman
Studio 4.04 The Tea Building 56 Shoreditch High Street
London E1 6JJ T: 020 7033 9913 F: 020 7033 9914

CLIENT
SRG Holborn Limited

PROJECT
18-21 Hand Court

DRAWING
General Arrangements - Basement Plan

SCALE
1:50 @ A1 (1:100 @ A3)

DATE
Aug. 2018

DRAWN BY
JR

DWG No.
975_1821HC-GA-B1

REVISION
-

DRAWING STATUS
PLANNING

Appendix D

TRICS Output Files – Office Use

Calculation Reference: AUDIT-734001-170130-0145

TRIP RATE CALCULATION SELECTION PARAMETERS:

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

Selected regions and areas:

01	**GREATER LONDON**		
	CI	CITY OF LONDON	3 days
	WH	WANDSWORTH	1 days

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

Secondary Filtering selection:

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

Parameter:	Gross floor area
Actual Range:	1215 to 9803 (units: sqm)
Range Selected by User:	408 to 17187 (units: sqm)

Public Transport Provision:
Selection by: Include all surveys

Date Range: 01/01/08 to 14/06/16

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

Selected survey days:

Wednesday	1 days
Thursday	1 days
Friday	2 days

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

Selected survey types:

Manual count	4 days
Directional ATC Count	0 days

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

Selected Locations:

Town Centre	4

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

Selected Location Sub Categories:

Commercial Zone	2
Built-Up Zone	2

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

Secondary Filtering selection:

Use Class:

B1	4 days

This data displays the number of surveys per Use Class classification within the selected set. The Use Classes Order 2005 has been used for this purpose, which can be found within the Library module of TRICS®.

Population within 1 mile:

10,001 to 15,000	1 days
25,001 to 50,000	1 days
50,001 to 100,000	2 days

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

Population within 5 miles:

250,001 to 500,000	1 days
500,001 or More	3 days

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

Car ownership within 5 miles:

0.5 or Less	3 days
0.6 to 1.0	1 days

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

Travel Plan:

No	4 days

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

PTAL Rating:

4 Good	1 days
5 Very Good	1 days
6b (High) Excellent	2 days

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

LIST OF SITES relevant to selection parameters

1 **CI-02-A-01** **OFFICES** **CITY OF LONDON**
50 CANNON STREET
CITY OF LONDON
BANK
Town Centre
Built-Up Zone
Total Gross floor area: 1386 sqm
Survey date: WEDNESDAY 21/10/09 Survey Type: MANUAL

2 **CI-02-A-02** **OFFICES** **CITY OF LONDON**
GRACECHURCH STREET
MONUMENT
CITY OF LONDON
Town Centre
Commercial Zone
Total Gross floor area: 9803 sqm
Survey date: FRIDAY 29/11/13 Survey Type: MANUAL

3 **CI-02-A-03** **OFFICES** **CITY OF LONDON**
MONUMENT STREET
MONUMENT
CITY OF LONDON
Town Centre
Commercial Zone
Total Gross floor area: 1951 sqm
Survey date: FRIDAY 29/11/13 Survey Type: MANUAL

4 **WH-02-A-02** **OFFICES** **WANDSWORTH**
BATTERSEA PARK ROAD

BATTERSEA
Town Centre
Built-Up Zone
Total Gross floor area: 1215 sqm
Survey date: THURSDAY 10/05/12 Survey Type: MANUAL

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

TRIP RATE for Land Use 02 - EMPLOYMENT/A - OFFICE

MULTI-MODAL TOTAL PEOPLE

Calculation factor: 100 sqm

BOLD print indicates peak (busiest) period

Time Range	ARRIVALS			DEPARTURES			TOTALS		
	No. Days	Ave. GFA	Trip Rate	No. Days	Ave. GFA	Trip Rate	No. Days	Ave. GFA	Trip Rate
00:00 - 01:00									
01:00 - 02:00									
02:00 - 03:00									
03:00 - 04:00									
04:00 - 05:00									
05:00 - 06:00									
06:00 - 07:00									
07:00 - 08:00	4	3589	0.801	4	3589	0.077	4	3589	0.878
08:00 - 09:00	**4**	**3589**	**2.536**	4	3589	0.174	4	3589	2.710
09:00 - 10:00	4	3589	1.247	4	3589	0.279	4	3589	1.526
10:00 - 11:00	4	3589	0.613	4	3589	0.446	4	3589	1.059
11:00 - 12:00	4	3589	0.495	4	3589	0.836	4	3589	1.331
12:00 - 13:00	4	3589	1.184	4	3589	1.707	**4**	**3589**	**2.891**
13:00 - 14:00	4	3589	1.595	4	3589	1.205	4	3589	2.800
14:00 - 15:00	4	3589	0.920	4	3589	0.599	4	3589	1.519
15:00 - 16:00	4	3589	0.418	4	3589	0.773	4	3589	1.191
16:00 - 17:00	4	3589	0.474	4	3589	1.351	4	3589	1.825
17:00 - 18:00	4	3589	0.258	**4**	**3589**	**2.375**	4	3589	2.633
18:00 - 19:00	4	3589	0.132	4	3589	0.578	4	3589	0.710
19:00 - 20:00									
20:00 - 21:00									
21:00 - 22:00									
22:00 - 23:00									
23:00 - 24:00									
Total Rates:			10.673			10.400			21.073

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

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

Parameter summary

Trip rate parameter range selected:	1215 - 9803 (units: sqm)
Survey date date range:	01/01/08 - 14/06/16
Number of weekdays (Monday-Friday):	4
Number of Saturdays:	0
Number of Sundays:	0
Surveys automatically removed from selection:	0
Surveys manually removed from selection:	0

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

High Holborn Estate
High Holborn

Workplace Travel Plan Statement

For

SRG Holborn Ltd

motion

Document Control Sheet

Workplace Travel Plan Statement

High Holborn Estate, High Holborn

SRG London Ltd

This document has been issued and amended as follows:

Date	Issue	Prepared by	Approved by
13/07/2017	Draft	James Werby	David Lewis
30/08/2018	Final	James Werby	David Lewis

Motion
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London
WC2N 4JF
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F 020 7031 8101
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W www.motion.co.uk

Contents

Figures

Appendices

1.0 Introduction

1.1 Motion has been appointed by SRG Holborn Ltd to advise on highways and transportation matters associated with development proposals at High Holborn Estate, High Holborn within the London Borough of Camden (LB Camden).

1.2 The site is located to the north of High Holborn (A40) and is bound to the east by Brownlow Street, to the west by Hand Court and to the north by Sandland Street. The surrounding buildings are primarily of office and commercial land uses. The site is located approximately 250 metres to the west of Chancery Lane underground station and 400 metres to the east of Holborn underground station.

1.3 The site comprises 18-21 Hand Court which currently provides 987sqm (GEA) of B1 office floor space. It is proposed to redevelop the site to comprise 1,789sqm (GEA) B1 office space and 474sqm (GEA) of flexible A1/A3 retail use. The proposals include the demolition of the existing 3 storey 18-21 Hand Court building to allow for the construction of a new 6 storey office building with additional A1/A3 retail uses.

1.4 Based on the scale of commercial development it is considered that a Workplace Travel Plan Statement is appropriate to support the development, in accordance with TfL guidance. A Transport Statement has been prepared and is submitted under separate cover.

1.5 A Travel Plan is a management tool that allows a coordinated strategy to bring together daily travel issues and achieve a more sustainable travel choice. A successfully implemented Travel Plan can offer substantial gains towards the sustainable transport objectives of central and local Government.

1.6 The remainder of this report is set out as follow:

- **Section 2** – Baseline Conditions;
- **Section 3** – Objectives;
- **Section 4** – Implementation and Administration Strategy
- **Section 5** – Travel Plan Measures; and
- **Section 6** – Action Plan.

2.0 Baseline Conditions

2.1 The site is located to the north of High Holborn (A40) and is bound to the east by Brownlow Street, to the west by Hand Court and to the north by Sandland Street. The surrounding buildings are primarily of office and commercial land uses. The site is located approximately 250 metres to the west of Chancery Lane underground station and 400 metres to the east of Holborn underground station.

2.2 The site location with regard to the surrounding area is shown in **Figure 2.1**.

Local Highway Network

2.3 High Holborn, the A40, is a two-way carriageway with separate bus lanes and operates at a 30mph speed limit. To the east High Holborn forms a route to the City of London while to the west it connects the site to Oxford Circus and Regent Street.

2.4 To the west of the site the A4200 is a two-way carriageway subject to a 30mph speed limit. To the south of High Holborn, the A4200 forms Kingsway creating a link to the A4 while to the north it forms Southampton Row and offers access to the A501, Euston Road. The A501 can further be accessed via Grays Inn Road to the east of the site.

2.5 To the east of the site, Charterhouse Street operates as a two-way carriageway and creates a link between High Holborn to the south west and Farringdon Street, the A201. Approximately 150 metres to the east of this junction, Charterhouse Street becomes one-way operating in a north-east direction and provides access to the A1.

Sustainable Transport Accessibility

2.6 It is generally accepted that walking and cycling provide important alternatives to the private car, and should also be encouraged to form part of longer journeys via public transport. Indeed, it is noteworthy that the Chartered Institute of Highways and Transportation (CIHT) has prepared several guidance documents that provide advice with respect to the provision of sustainable travel in conjunction with new developments.

	Town Centres	Commuting / Schools	Elsewhere
Desirable	200m	500m	400m
Acceptable	400m	1000m	800m
Preferred Maximum	800m	2000m	1200m

Table 2.1 - Suggested Walking Distances (CIHT Guidelines)

2.7 It is acknowledged that there is the potential for short car trips to be substituted by walking and cycle trips, and for longer trips to be substituted by a combination of walking, cycle and public transport trips. Guidance issued by the CIHT *"Planning for Cycling, 2014"* indicates that there is the potential for journeys under 5 miles (8 km) to be made by bicycle.

2.8 The following sections consider the opportunities for sustainable travel that are available in the vicinity of the site.

Accessibility by Foot

2.9 Footways are provided along both sides of High Holborn providing pedestrian access to the site as well as a connection to the local underground stations. Dropped kerbs, tactile paving and signalised pedestrian crossings are provided at the junction of High Holborn and Grays Inn Road creating a safe link towards King's Cross Station to the north. The same arrangement can be found at the junction of High Holborn and Kingsway to the west creating a convenient link to an alternative north/south route.

2.10 The pedestrian networks in the vicinity of the site allow access to a range of shops and services including several banks, supermarkets and schools. A summary of the walking / cycling distance to the local amenities can be seen in Table 2.2, while a map detailing their respective locations is attached at **Figure 2.2**.

Amenity	Walking / Cycling Distance
St Alban's CofE Primary School	550m
City of London School	1,700m
University of London	1,200m
Little Waitrose	300m
The People's Supermarket	650m
M&S Simply Food	250m
Sainsbury's Local	<100m
Barclays	400m
Natwest	300m
HSBC	100m
Nationwide	<100m
Great Ormond Street Hospital	850m
Covent Garden Medical Centre	850m
Forest & Ray Dental Practice	800m
Boots Pharmacy	200m
Holborn Pharmacy	650m
Vision Express Opticians	150m
Post Office	200m
Holborn Library	350m
Oasis Sports Centre	800m

Table 2.2 - Local Amenities

Accessibility by Cycle

2.11 Signed cycle routes connecting towards Kings Cross and Camden Town are situated approximately 50 metres to the west of the site. These connect to further signed routes on Hunter Street which route towards the West End, The City, Waterloo and Finsbury.

2.12 Advanced stop lines are provided for cyclists at key junctions along High Holborn including that of High Holborn / Kingsway to the west of the site and High Holborn / Grays Inn Road to the east of the site. There are several public cycle parking opportunities available along each side of High Holborn, on Sandland Street and on Red Lion Road including access to 35 Santander bikes.

2.13 The North-South Cycle Superhighway will be situated approximately 700 metres to the east of the site. The Cycle Superhighway would operate between Elephant & Castle to the south and Kings Cross to the north and would connect to several other superhighways including the East-West Superhighway joined at Blackfriars Bridge and Cycle Superhighway 7 at Elephant & Castle.

Public Transport Accessibility Level (PTAL)

2.14 Public Transport Accessibility Levels (PTALs) provide a guide to the relative accessibility of a site. PTAL scores range from 1 to 6b, where 6b is the highest score and 1 is the lowest. The Transport for London PTAL calculator indicates a PTAL of 6b when measured from the centre of the site, demonstrating that the site has excellent access to public transport opportunities. The full PTAL report is attached at **Appendix A**.

Accessibility by Bus

2.15 The nearest bus stops to the site are located adjacent to the southern boundary of the site on High Holborn. These stops benefit from shelters, seating and timetabling information.

2.16 Several services operate from these stops offering access to destinations such as London Bridge, Bank and Oxford Street. The stops further benefit from a 24 hour service on route 242, as well as a night bus, route N8.

2.17 Table 2.3 provides a summary of the local bus services while a bus route spider map is attached at **Appendix B**.

	Route	Frequency (every x minutes)		
		Mon-Fri	Saturday	Sunday
8	Bow Church – Liverpool Street Station – Holborn Station – Holles Street	4 – 8	6 – 10	8 – 12
25	Hainault Street – Stratford Centre – Bank Station – Holles Street	5 – 10	6 – 10	6 – 10
521	Waterloo Station – Cannon Street Station – Monument Station – London Bridge Station	5 – 10	No Service	
N8	The Lowe – Stratford High Street – St Paul's Station – Oxford Street – Holles Street	15 – 20	7 – 8	15 – 20

Table 2.3 - Local Bus Services

Accessibility by Rail

2.18 The site is located approximately 250 metres to the west of Chancery Lane underground station and approximately 350 metres to the east of Holborn underground station.

2.19 Chancery Lane is located on the Central Line offering services every 2 – 3 minutes to locations including Ealing Broadway, White City and Newbury Park. Holborn station is also located on the Central Line but further benefits from access to the Piccadilly Line. The Piccadilly Line operates between Cockfosters and Heathrow Airport every 2 – 3 minutes.

2.20 Farringdon Station is located approximately 800 metres to the north east of the site and benefits from both overground and underground facilities. The station is located on the Circle, Metropolitan and Hammersmith & City lines operating to destinations such as Aldgate, Edgware Road and Hammersmith. Farringdon overground station offers services to Bedford, Sutton and Brighton among others. A full summary of the over ground services is shown in Table 2.4.

	Route	Frequency		
		Mon-Fri	Saturday	Sunday
Bedford	Farringdon – St Pancras – St Albans City – Luton Airport Parkway – Flitwick – Bedford	4 per hour	4 per hour	4 per hour
Sutton	Farringdon – London Blackfriars – Tooting – Morden South – West Sutton – Sutton	4 per hour	4 per hour	No Service
Brighton	Farringdon – East Croydon – Gatwick Airport – Haywards Heath – Hassocks – Brighton	2 per hour	2 per hour	2 per hour
Luton	Farringdon – Kentish Town – Mill Hill Broadway – Luton Airport Parkway – Luton	6 per hour	6 per hour	4 per hour

Table 2.4 - Local Rail Services

Car Club

2.21 LB Camden currently has the largest car club network in London, with over 250 car club parking bays. The car club network therefore provides a real alternative to private car ownership for people who need to use a car occasionally. Car clubs can help to reduce car ownership by offering the convenience of a car without the costs of repairs, servicing, insurance and parking.

2.22 The nearest car club vehicle is located in close proximity to the site on Bedford Row and comprises 1 space operated by City Car Club. A further car club space is located on Red Lion Square to the west of the site and comprises one space operated by ZipCar.

Summary

2.23 It has been demonstrated that the site benefits from excellent access to public transport opportunities with several key stations and bus stops within close proximity of the site. In addition, the site is well served by pedestrian and cycle infrastructure and there is a wide range of shops and services within a short walk/cycle of the site.

3.0 Objectives

3.1 The application site is situated in a highly accessible, central London location and this will assist in encouraging the use of sustainable modes of travel to and from the site.

3.2 The Travel Plan is a strategy to inform staff and visitors of the travel choices available to them and to encourage sustainable modes of travel, particularly walking and cycling trips.

3.3 The principle objectives of the Travel Plan Statement are:

- To promote awareness of transport issues and the impact of traffic on the local environment;
- To influence the level of private car journeys to and from the site in order to reduce air pollution and the consumption of fossil fuels;
- To promote walking and cycling as a health benefit to staff; and
- To reduce the perceived safety risk associated with the alternatives of walking and cycling.

4.0 Implementation and Administration Strategy

4.1 The site management will appoint a Travel Plan Coordinator (TPC) at the time of occupation. The TPC will implement and administer the Travel Plan. The name and contact details of this individual will be made available to all staff for effective communication and liaison regarding the Plan.

Role of the Travel Plan Coordinator

4.2 The TPC will be responsible for the administration of the Travel Plan and implementation of measures for consultation with management, staff and the London Borough of Camden's Travel Plan Officer, as well as promoting/updating the Travel Plan. Upon appointment, contact details of the TPC will be passed on to the London Borough of Camden.

Consultation

4.3 The success of the Travel Plan will rely on the support of staff. The role of the TPC involves responsibility for all liaisons with outside bodies, such as the London Borough of Camden, transport operators etc.

4.4 In addition, the TPC will seek to liaise with other TPCs at local properties and developments. In this way, joint initiatives can be investigated to promote sustainable transport throughout the area.

Promotion

4.5 The TPC will be actively involved in promoting the Travel Plan and will contact new staff to discuss their individual travel needs with a view to encouraging use of sustainable modes of travel, in accordance with the Travel Plan objectives.

4.6 The TPC will make staff aware of the existence of the Travel Plan. This will be achieved by the following means:

- The TPC will contact new staff on commencement of employment in order to inform them of the Travel Plan and opportunities for sustainable travel. The details of the Travel Plan will be explained to employees; and
- The TPC will provide employees with a Welcome Pack providing details of options for travelling to work.

4.7 Contact details of the TPC will be advertised in the event that members of staff wish to discuss specific matters directly.

5.0 Travel Plan Measures

Introduction

5.1 This section of the Workplace Travel Plan Statement outlines physical and management measures that could be implemented by the TPC. The list is not exhaustive and the TPC will be free to investigate other potential initiatives that are suitable for achieving Travel Plan objectives.

Walking

5.2 In order to encourage travel to and from the site on foot:

- The TPC will promote the health benefits of walking and will provide staff with maps showing safe walking routes to local destinations such as shops, parks and residential areas. These will be included in Travel Packs that will be issued to staff upon occupation;
- The TPC will liaise with the Local Highway Authority to ensure that pedestrian routes are appropriately maintained; and
- Staff will have access to showers and changing facilities, including facilities for storage of wet clothes, umbrellas, etc.

Cycling

5.3 Cycling is a cheap, quick and sustainable mode of transport that also provides benefits for personal health, as well as reducing road congestion.

5.4 To encourage travel to and from the site by cycling:

- Staff will be provided with information and advice concerning safe cycle routes to the site, with indicative cycling distances and times shown;
- Staff will be made aware of the associated health benefits of cycling;
- Secure cycle parking is to be provided in accordance with London Plan minimum standards. The use of the cycle parking facilities will be monitored and if demand warrants the provision of additional parking then this will be investigated;
- Staff will have access to showers and changing facilities, including facilities for storage of wet clothes, etc.;
- The TPC will explore the possibility with local bicycle retailers to provide discounts on cycling equipment. The take up of this discount will be monitored; and,
- The TPC will encourage businesses within the building to utilise the cycle to work scheme.

Public Transport

5.5 For those residing beyond recommended walking/cycling distances measures to encourage the use of public transport would be implemented.

5.6 To encourage travel to and from the site by public transport:

- Travel Packs that will be issued to all businesses of the development will contain information about the public transport facilities in the area. A map showing the location of the nearest bus stops, underground and railway stations will be included as will details of the service frequencies and destinations served by each of these modes of public transport;
- Up-to-date details of bus, underground and train services, including route information and service frequencies, will be permanently on display on notice boards for the information of employees and visitors;

- The TPC will encourage businesses on site to offer staff season ticket loans;
- The TPC will liaise regularly with TfL to ensure that travel information remains valid; and,
- The TPC will advertise useful websites providing public transport information including http://www.tfl.gov.uk/. Such website addresses will be included in information placed on notice boards and in Travel Packs.

Monitoring

5.7 The TPC will monitor the Travel Plan and consider any additional potential measures which could be of benefit. The TPC will also:

- Monitor demand for cycle parking;
- Monitor demand for showering facilities for those staff travelling on foot or by cycle; and
- Record comments received from management and staff relating to the operation and implications of the Travel Plan.

6.0 Action Plan

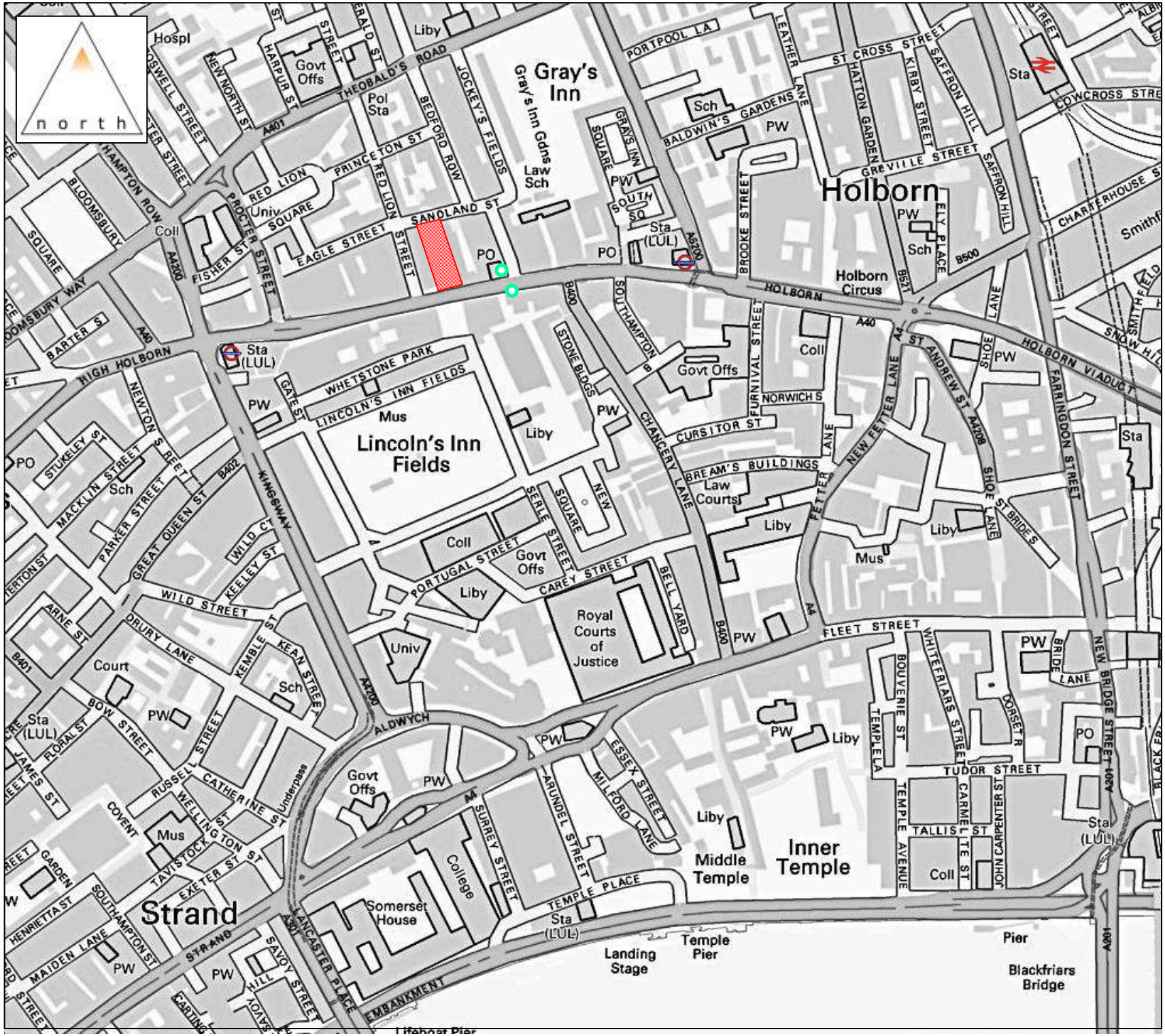
6.1 The TPC will be responsible for adopting the Action Plan which identifies what actions are necessary in order to implement the Travel Plan measures. Actions will have timescales assigned to them.

6.2 The TPC will have overall responsibility for the Action Plan but the measures identified within it may be assigned to others. In all instances, the Action Plan will identify who is responsible for the measures and what timescales they are to be delivered in. The Action Plan is summarised in Table 6.1 below.

Action	Timescale	Responsibility
Provide secure cycle parking	Prior to Initial Occupation	Developer
Provide showers facilities	Prior to Initial Occupation	Developer
Appoint Travel Plan Co-ordinator	Prior to Initial Occupation	Site Management
Produce Welcome Pack for employees	Upon occupation	Travel Plan Coordinator
Implementation of Measures	Upon occupation	Travel Plan Coordinator

Table 6.1 – Action Plan

Figures



Legend:

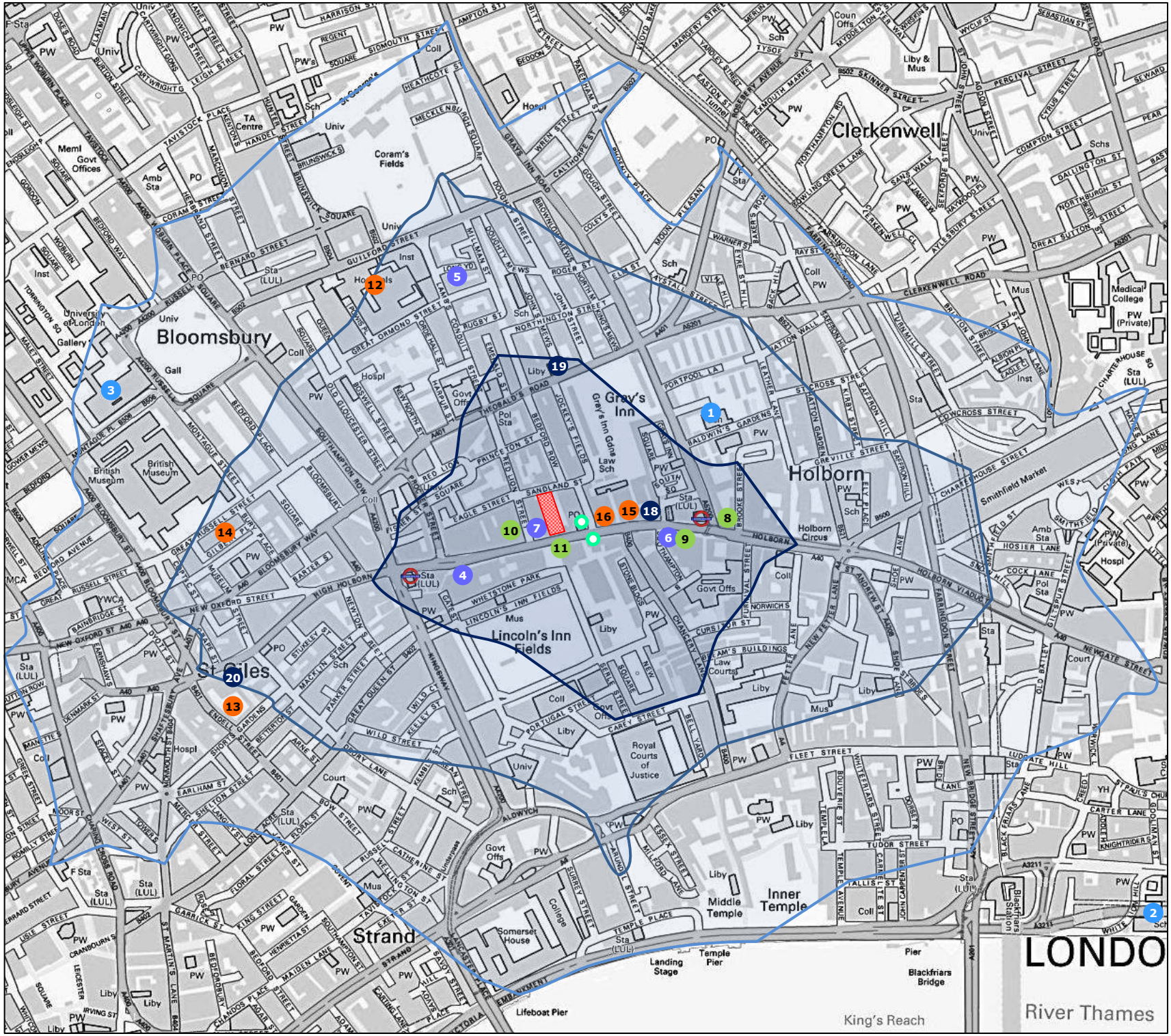
- Local Bus Stop
- Underground Station
- Overground Station
- Application Site

294-295 High Holborn,
London

Figure 2.1 Site Location Plan

Not to Scale

motion



Legend:

1. St Alban's CofE Primary School
2. City of London School
3. University of London
4. Little Waitrose
5. The People's Supermarket
6. M&S Simply Food
7. Sainsbury's Local
8. Barclays
9. NatWest
10. HSBC
11. Nationwide
12. Great Ormond Street Hospital
13. Covent Garden Medical Centre
14. Forest & Ray Dental Practice
15. Boots Pharmacy
16. Holborn Pharmacy
17. Vision Express Opticians
18. Post Office
19. Holborn Library
20. Oasis Sports Centre

- Local Bus Stop
- Underground Station
- Overground Station
- Application Site

- 400m Isocrone
- 800m Isocrone
- 1200m Isocrone

294-295 High Holborn,
London

Figure 2.2 Local Amenities Map

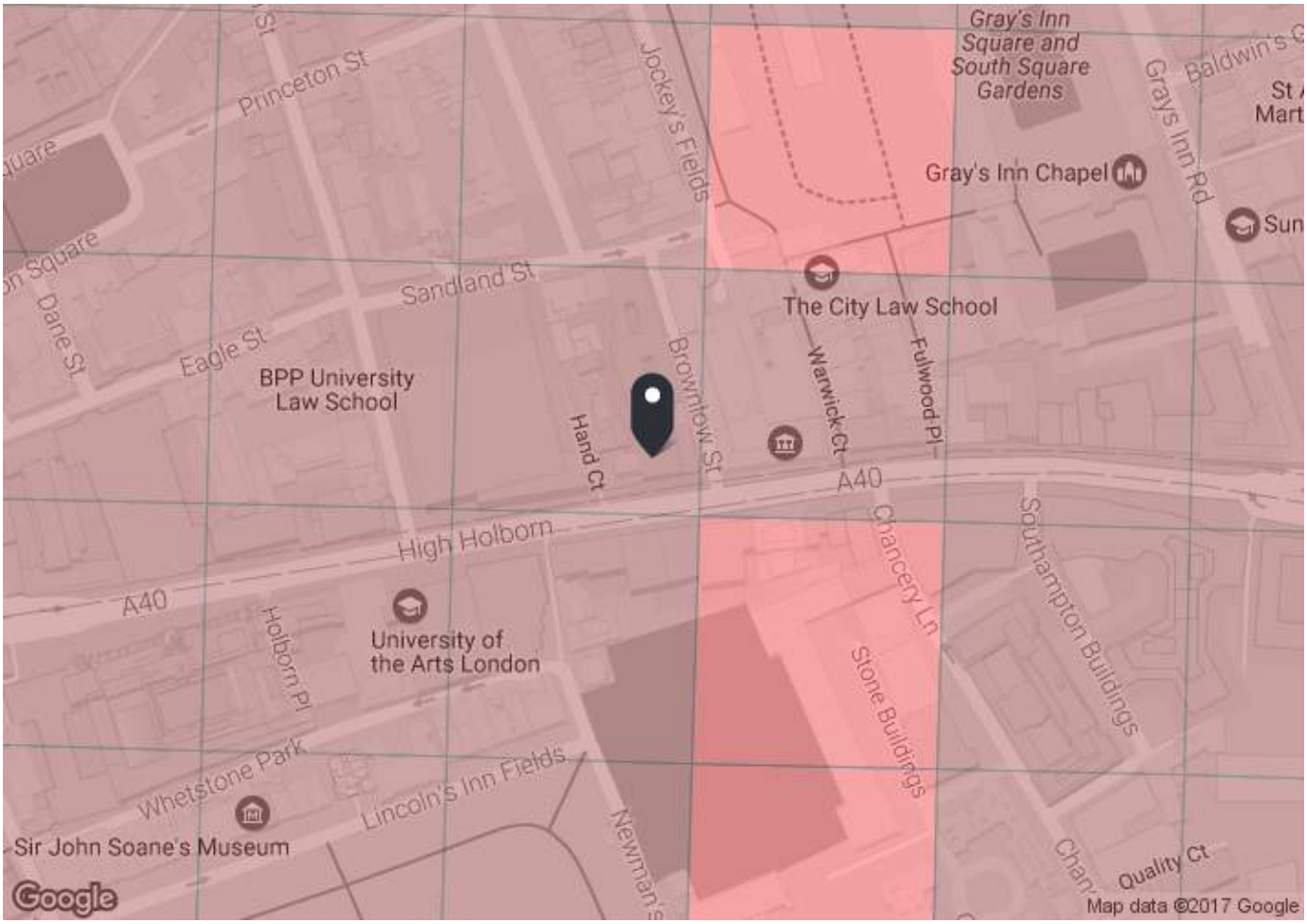
Not to Scale

motion

Appendix A

PTAL Output Report

TRANSPORT FOR LONDON



PTAL output for Base Year
6b

WC1V 6RL
High Holborn, London WC1V 6RL, UK
Easting: **530878**, Northing: **181617**

Grid Cell: 86362

Report generated: 25/04/2017

Map key - PTAL

0 (Worst)	1a
1b	2
3	4
5	6a
6b (Best)	

Map layers

PTAL (cell size: 100m)

Calculation Parameters

Day of Week	M-F
Time Period	AM Peak
Walk Speed	4.8 kph
Bus Node Max. Walk Access Time (mins)	8
Bus Reliability Factor	2.0
LU Station Max. Walk Access Time (mins)	12
LU Reliability Factor	0.75
National Rail Station Max. Walk Access Time (mins)	12
National Rail Reliability Factor	0.75

Calculation data

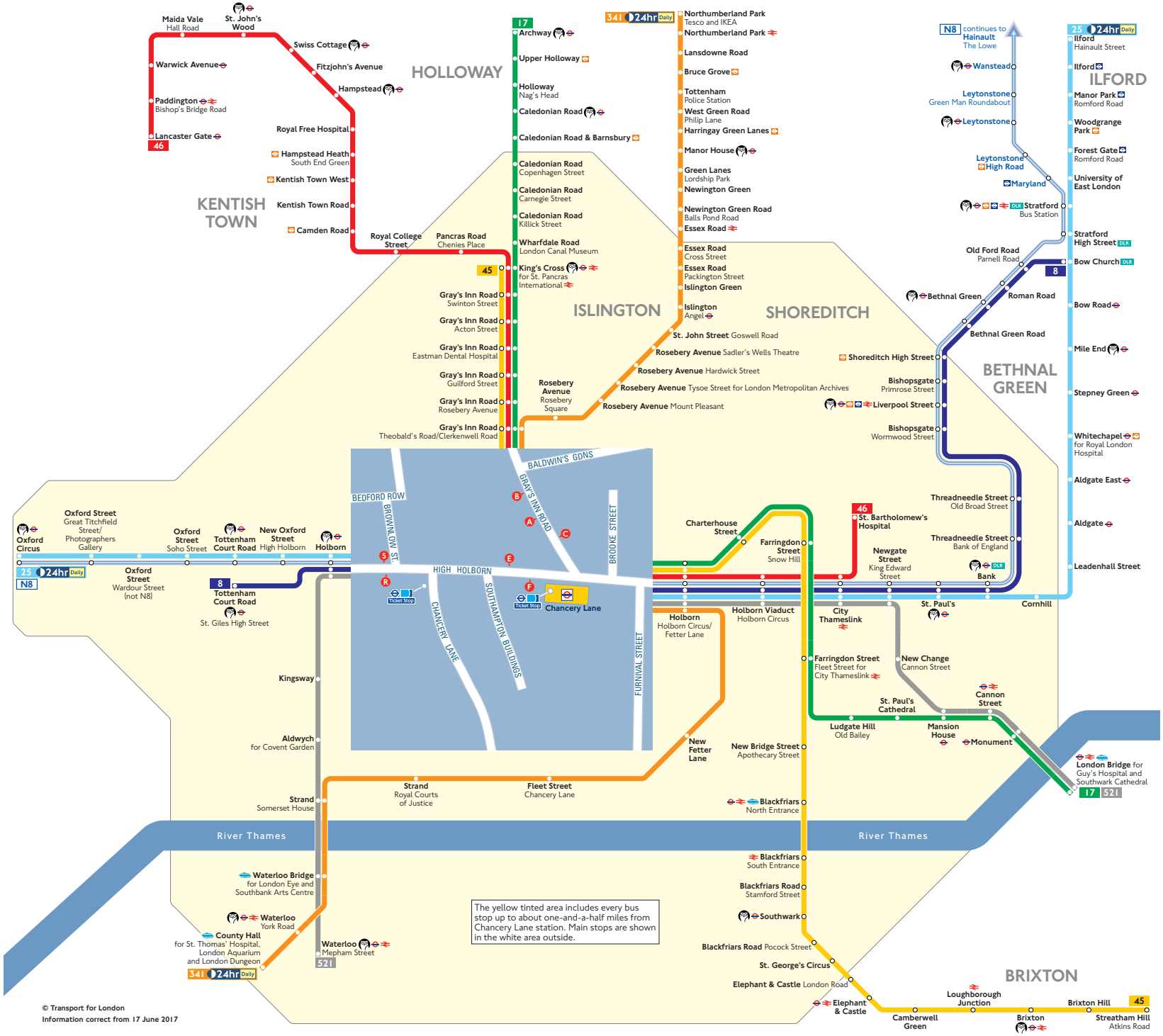
Mode	Stop	Route	Distance (metres)	Frequency (vph)	Walk Time (mins)	SWT (mins)	TAT (mins)	EDF	Weight	AI
Bus	GRAYS INN RD CHANCERY LN	46	512.35	6	6.4	7	13.4	2.24	0.5	1.12
Bus	GRAYS INN RD CHANCERY LN	17	512.35	7.5	6.4	6	12.4	2.42	0.5	1.21
Bus	GRAYS INN RD CHANCERY LN	45	512.35	7	6.4	6.29	12.69	2.36	0.5	1.18
Bus	GRAYS INN RD CHANCERY LN	341	512.35	6	6.4	7	13.4	2.24	0.5	1.12
Bus	HOLBORN POLICE STATION	243	304.96	11	3.81	4.73	8.54	3.51	0.5	1.76
Bus	HOLBORN POLICE STATION	38	304.96	10	3.81	5	8.81	3.4	0.5	1.7
Bus	HOLBORN POLICE STATION	19	304.96	8	3.81	5.75	9.56	3.14	0.5	1.57
Bus	HOLBORN POLICE STATION	55	304.96	10	3.81	5	8.81	3.4	0.5	1.7
Bus	HIGH HOLBORN BROWNLOW STREET	8	226.42	10	2.83	5	7.83	3.83	0.5	1.92
Bus	HIGH HOLBORN BROWNLOW STREET	521	226.42	27	2.83	3.11	5.94	5.05	1	5.05
Bus	HIGH HOLBORN BROWNLOW STREET	242	226.42	6.5	2.83	6.62	9.45	3.18	0.5	1.59
Bus	HIGH HOLBORN BROWNLOW STREET	25	226.42	8	2.83	5.75	8.58	3.5	0.5	1.75
Bus	HOLBORN STATION KINGSWAY	1	591.9	8	7.4	5.75	13.15	2.28	0.5	1.14
Bus	HOLBORN STATION KINGSWAY	171	591.9	7.75	7.4	5.87	13.27	2.26	0.5	1.13
Bus	S'HAMPTON ROW T'BALDS RD	59	582.69	10	7.28	5	12.28	2.44	0.5	1.22
Bus	S'HAMPTON ROW T'BALDS RD	91	582.69	9	7.28	5.33	12.62	2.38	0.5	1.19
Bus	S'HAMPTON ROW T'BALDS RD	68	582.69	9	7.28	5.33	12.62	2.38	0.5	1.19
Bus	S'HAMPTON ROW T'BALDS RD	X68	582.69	4	7.28	9.5	16.78	1.79	0.5	0.89
Bus	S'HAMPTON ROW T'BALDS RD	188	582.69	8	7.28	5.75	13.03	2.3	0.5	1.15
Bus	S'HAMPTON ROW T'BALDS RD	168	582.69	9	7.28	5.33	12.62	2.38	0.5	1.19
LUL	Chancery Lane	'Epping-Ealing '	429.82	3	5.37	10.75	16.12	1.86	0.5	0.93
LUL	Chancery Lane	'WRuislip-Epping '	429.82	3	5.37	10.75	16.12	1.86	0.5	0.93
LUL	Chancery Lane	'RuislipGar-Epping '	429.82	1	5.37	30.75	36.12	0.83	0.5	0.42
LUL	Chancery Lane	'Epping-NActon '	429.82	1	5.37	30.75	36.12	0.83	0.5	0.42
LUL	Chancery Lane	'Northolt-Epping '	429.82	0.67	5.37	45.53	50.9	0.59	0.5	0.29
LUL	Chancery Lane	'Debden-WRuislip '	429.82	0.33	5.37	91.66	97.03	0.31	0.5	0.15
LUL	Chancery Lane	'WhiteCity-Debden '	429.82	0.33	5.37	91.66	97.03	0.31	0.5	0.15
LUL	Chancery Lane	'Debden-Northolt '	429.82	1	5.37	30.75	36.12	0.83	0.5	0.42
LUL	Chancery Lane	'RuislipGdns-Debden '	429.82	0.33	5.37	91.66	97.03	0.31	0.5	0.15
LUL	Chancery Lane	'Loughton-WRuislip '	429.82	1	5.37	30.75	36.12	0.83	0.5	0.42
LUL	Chancery Lane	'NActon-Loughton '	429.82	0.67	5.37	45.53	50.9	0.59	0.5	0.29
LUL	Chancery Lane	'RuislipGdns-Loughton'	429.82	0.67	5.37	45.53	50.9	0.59	0.5	0.29
LUL	Chancery Lane	'Loughton-WhiteCity'	429.82	0.67	5.37	45.53	50.9	0.59	0.5	0.29
LUL	Chancery Lane	'Loughton-Northolt '	429.82	0.33	5.37	91.66	97.03	0.31	0.5	0.15
LUL	Chancery Lane	'Ealing-Loughton '	429.82	1	5.37	30.75	36.12	0.83	0.5	0.42
LUL	Chancery Lane	'Ealing-NewburyPark '	429.82	0.67	5.37	45.53	50.9	0.59	0.5	0.29
LUL	Chancery Lane	'WRuislip-NewburyPark'	429.82	0.33	5.37	91.66	97.03	0.31	0.5	0.15
LUL	Chancery Lane	'Hainault-Ealing '	429.82	5.33	5.37	6.38	11.75	2.55	1	2.55
LUL	Chancery Lane	'Hainault-Nacton '	429.82	1.33	5.37	23.31	28.68	1.05	0.5	0.52
LUL	Chancery Lane	'Hainault-WRuislip '	429.82	3.33	5.37	9.76	15.13	1.98	0.5	0.99
LUL	Chancery Lane	'Hain-NP-RuislipGdns '	429.82	0.67	5.37	45.53	50.9	0.59	0.5	0.29
LUL	Chancery Lane	'WhiteCity-Hainault '	429.82	1.67	5.37	18.71	24.09	1.25	0.5	0.62
LUL	Chancery Lane	'Hainault-NP-Northolt'	429.82	1	5.37	30.75	36.12	0.83	0.5	0.42
LUL	Chancery Lane	'GrangeHill-WD-Eal '	429.82	1	5.37	30.75	36.12	0.83	0.5	0.42
LUL	Chancery Lane	'GrangeHill-Wdfd-Whit'	429.82	0.67	5.37	45.53	50.9	0.59	0.5	0.29
LUL	Holborn	'WhiteCity-Epping '	548.44	0.33	6.86	91.66	98.51	0.3	0.5	0.15
LUL	Holborn	'NActon-NewburyPark '	548.44	0.33	6.86	91.66	98.51	0.3	0.5	0.15
LUL	Holborn	'GrangeHill-Wdfd-WRsp'	548.44	0.67	6.86	45.53	52.38	0.57	0.5	0.29
LUL	Holborn	'Cockfosters-LHRT4LT '	548.44	4.67	6.86	7.17	14.03	2.14	0.5	1.07
LUL	Holborn	'RayLane-Cockfosters '	548.44	3.67	6.86	8.92	15.78	1.9	0.5	0.95
LUL	Holborn	'LHRT4LT-ArnosGrove '	548.44	4.67	6.86	7.17	14.03	2.14	0.5	1.07
LUL	Holborn	'ArnosGrove-RayLane '	548.44	0.33	6.86	91.66	98.51	0.3	0.5	0.15
LUL	Holborn	'ArnosGrove-Nthfields'	548.44	3	6.86	10.75	17.61	1.7	0.5	0.85
LUL	Holborn	'Oakwood-RayLane '	548.44	0.33	6.86	91.66	98.51	0.3	0.5	0.15
LUL	Holborn	'Nthfields-Cockfoster'	548.44	1	6.86	30.75	37.61	0.8	0.5	0.4
LUL	Holborn	'LHRT5-Cockfosters '	548.44	6	6.86	5.75	12.61	2.38	0.5	1.19
LUL	Holborn	'Uxbridge-Cockfosters'	548.44	3.67	6.86	8.92	15.78	1.9	0.5	0.95
LUL	Holborn	'Ruislip-Cockfosters '	548.44	2.33	6.86	13.63	20.48	1.46	0.5	0.73

Mode	Stop	Route	Distance (metres)	Frequency(vph)	Walk Time (mins)	SWT (mins)	TAT (mins)	EDF	Weight	AI
LUL	Holborn	'ArnosGrove-Uxbridge'	548.44	1	6.86	30.75	37.61	0.8	0.5	0.4
LUL	Holborn	'Oakwood-Uxbridge'	548.44	0.33	6.86	91.66	98.51	0.3	0.5	0.15
LUL	Holborn	'Oakwood-Ruislip'	548.44	0.33	6.86	91.66	98.51	0.3	0.5	0.15
									Total Grid Cell AI:	**51.82**

Appendix B

Bus Route Spider Map

Buses from Chancery Lane station



Information correct from 17 June 2017

Route finder

Bus route	Towards	Bus stops
8	Bow Church	E S
	Tottenham Court Road	F R
17	Archway	B
	London Bridge	C
25 24hr Daily	Ilford	E S
	Oxford Circus	F R
45	Kings Cross	B
	Streatham Hill	C
46	Lancaster Gate	B
	St. Bartholomew's Hospital	C
341 24hr Daily	County Hall	C
	Northumberland Park	B
521	London Bridge ■	E S
	Waterloo ■	F R

Night buses

Bus route	Towards	Bus stops
N8	Hainault	E S
	Oxford Circus	F R

Key

8	Day buses in black
N8	Night buses in blue
	Connections with London Underground
	Connections with London Overground
	Connections with TfL Rail
	Connections with National Rail
DLR	Connections with DLR
	Connections with river boats
	Tube station with 24-hour service Friday and Saturday nights
■	Mondays to Fridays

Ways to pay

Use your contactless debit or credit card. It's the same fare as Oyster and there is no need to top up.

Top up your Oyster pay as you go credit or buy Travelcards and bus & tram passes at around 4,000 shops across London.

Sign up for an online account to top up online and see your travel history and spending.

TFL33012.05.17 (P)

High Holborn Estate
High Holborn

Delivery and Servicing Management Plan

For

SRG Holborn Ltd

motion

Document Control Sheet

Delivery and Servicing Management Plan

High Holborn Estate, High Holborn

SRG Holborn Ltd

This document has been issued and amended as follows:

Date	Issue	Prepared by	Approved by
13/07/2018	Draft	James Werby	David Lewis
30/08/2018	Final	James Werby	David Lewis

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Contents

Figures

Appendices

1.0 Introduction

1.1 Motion has been appointed to prepare this Delivery and Servicing Management Plan (DSMP) on behalf of SRG Holborn Ltd with regard to proposals at High Holborn Estate, High Holborn within the London Borough of Camden (LB Camden).

1.2 The site is located to the north of High Holborn (A40) and is bound to the east by Brownlow Street, to the west by Hand Court and to the north by Sandland Street. The surrounding buildings are primarily of office and commercial land uses. The site is located approximately 250 metres to the west of Chancery Lane underground station and 400 metres to the east of Holborn underground station.

1.3 The site comprises 18-21 Hand Court which currently provides 987sqm (GEA) of B1 office floor space. It is proposed to redevelop the site to comprise 1,789sqm (GEA) B1 office space and 474sqm (GEA) of flexible A1/A3 retail use. The proposals include the demolition of the existing 3 storey 18-21 Hand Court building to allow for the construction of a new 6 storey office building with additional A1/A3 retail uses.

1.4 This DSMP is designed to encourage delivery and servicing activity associated with the site to be undertaken in a safe and efficient manager and that the impact of this activity is kept to a minimum. The DSMP has been drafted in accordance with TfL guidance and will remain a live document that will evolve over time to ensure that objectives are met in the most appropriate manner.

1.5 The remainder of this document comprises:

- Section 2 – Baseline Conditions;
- Section 3 – Servicing Arrangements;
- Section 4 – Servicing Trip Attraction;
- Section 5 – Servicing Management;
- Section 6 – Monitoring and Review; and,
- Section 7 – Summary.

2.0 Baseline Conditions

Site and Surrounding Area

2.1 The site is located to the north of High Holborn (A40) and is bound to the east by Brownlow Street, to the west by Hand Court and to the north by Sandland Street. The surrounding buildings are primarily of office and commercial land uses. The site is located approximately 250 metres to the west of Chancery Lane underground station and 400 metres to the east of Holborn underground station.

2.2 The site location with regard to the surrounding area is shown in **Figure 2.1**.

Local Highway Network

2.3 High Holborn, the A40, is a two-way carriageway with separate bus lanes and operates at a 30mph speed limit. To the east High Holborn forms a route to the City of London while to the west it connects the site to Oxford Circus and Regent Street.

2.4 To the west of the site the A4200 is a two-way carriageway subject to a 30mph speed limit. To the south of High Holborn, the A4200 forms Kingsway creating a link to the A4 while to the north it forms Southampton Row and offers access to the A501, Euston Road. The A501 can further be accessed via Grays Inn Road to the east of the site.

2.5 To the east of the site, Charterhouse Street operates as a two-way carriageway and creates a link between High Holborn to the south west and Farringdon Street, the A201. Approximately 150 metres to the east of this junction, Charterhouse Street becomes one-way operating in a north east direction and provides access to the A1.

3.0 Servicing Arrangements

Development Proposals

3.1 The site comprises 18-21 Hand Court which currently provides 987sqm (GEA) of B1 office floor space. It is proposed to redevelop the site to comprise 1,789sqm (GEA) B1 office space and 474sqm (GEA) of flexible A1/A3 retail use. The proposals include the demolition of the existing 3 storey 18-21 Hand Court building to allow for the construction of a new 6 storey office building with additional A1/A3 retail uses.

3.2 Pedestrian access will be provided from Hand Court. There will be no vehicular access to the site and no on-site car parking or service vehicle access will be provided.

3.3 An indicative site layout is attached at **Appendix A**.

Servicing Arrangement

3.4 Servicing and deliveries will be undertaken utilising the on-street loading opportunities in the vicinity of the application site. In particular it is proposed that the site utilises the existing single yellow line loading opportunities to the north on Bedford Row.

3.5 Waste will be stored within dedicated waste stores and will be transferred to street on the day of collection.

4.0 Servicing Trip Attraction

4.1 The development will provide approximately 1,789 square metres of office floor space with 474 square metres of flexible A1/A3 use. In order to establish the number of servicing trips that would likely be associated with the proposed development, reference has been made to the TRICS/TRAVL databases.

4.2 The TRICS database does not contain detailed information relating to delivery and servicing trips and, as such, although TRAVL is no longer active, the data is still considered relevant. On this basis, data extracted from TRAVL for sites within London has been utilised to obtain a servicing trip rate for the proposed office use. A sample of office sites within the TRAVL database were selected in Central London locations with a Public Transport Accessibility Level (PTAL) rating of 5 to 6 and providing over 1,000 square metres of office floorspace. On the basis of the sample of sites selected, servicing trip rates have been calculated as presented in Table 4.1. TRAVL output files are attached at **Appendix B**.

Delivery Mode	Trip Rate (per 100 square metres)
Pedestrian	0.009
Cyclist	0.007
Motorcycle	0.003
Car	0.017
Car Derived Van	0.012
Transit Type Van	0.052
Box Van	0.049
Total	**0.149**

Table 4.1 – Office Servicing Trip Rates

4.3 The trip rates established in Table 4.1 have been applied to the office floor space proposed. Based on the above, it is considered that the office space is likely to result in a total of 3 daily servicing trips. It is considered that these are most likely to comprise deliveries of stationary, office supplies and couriers and therefore would most likely be undertaken by Transit type vans or smaller.

4.4 The TRICS or TRAVL databases do not include any suitable data for servicing trips associated with comparable small commercial units and, as such, a first principles approach has been adopted to consider the likely servicing and delivery trips associated with the proposed flexible commercial space. On the basis the proposed commercial space is divided into 2 units, each unit would likely attract 1 servicing trip per day and therefore the proposed commercial space could attract up to 2 servicing trips per day.

4.5 Given the size of the proposed commercial space it is envisaged that the servicing and deliveries associated with the space would likely be serviced by rigid delivery vehicles, in addition to refuse vehicles.

5.0 Servicing Management

5.1 The purpose of this DSMP is to ensure that delivery and servicing activity associated with the proposals can take place in a safe, efficient and sustainable manner. A building manager will be appointed who will be responsible for the ongoing management and implementation of the DSMP.

5.2 The building manager will liaise with occupiers to seek to manage the arrival of deliveries and arrange deliveries outside peak periods and to seek to avoid peaks in delivery activity.

5.3 The building manager will also liaise with occupiers to ensure that goods are brought directly into the site and not left or stored on the public highway.

5.4 The building manager will implement measures to minimise the impact of delivery and servicing activity such as:

- Encouraging tenants to source foods from suppliers and freight operators registered with a best practice scheme such as TfL's Freight Operator Recognition Scheme (FORS);
- Encourage occupants of the site to source supplies locally and from suppliers used by other tenants;
- Maintain a record of all deliveries including time of arrival and departure, recipient and vehicle type;
- Seek to schedule deliveries so as to avoid any peaks in servicing and delivery activity; and,
- Advise occupants and suppliers of the delivery strategy for the site, to ensure that they are aware where they can stop to deliver and collect from the site.

6.0 Monitoring and Review

6.1 The building manager will be responsible for the ongoing monitoring of the DSMP. The monitoring process will generate information by which the Plan can be evaluated. Monitoring activity will include continual recording of deliveries and collections made to and from the site, recording feedback and comments received from the site occupants or neighbouring residents/businesses and noting any incidents and problems with deliveries and servicing activity. This will include, but not be limited to the following:

- Date and time of delivery;
- Delivery dwell time and time of departure;
- Type and size of vehicle;
- Recipient; and,
- Type of activity, e.g. courier, maintenance, stationary/goods delivery etc.

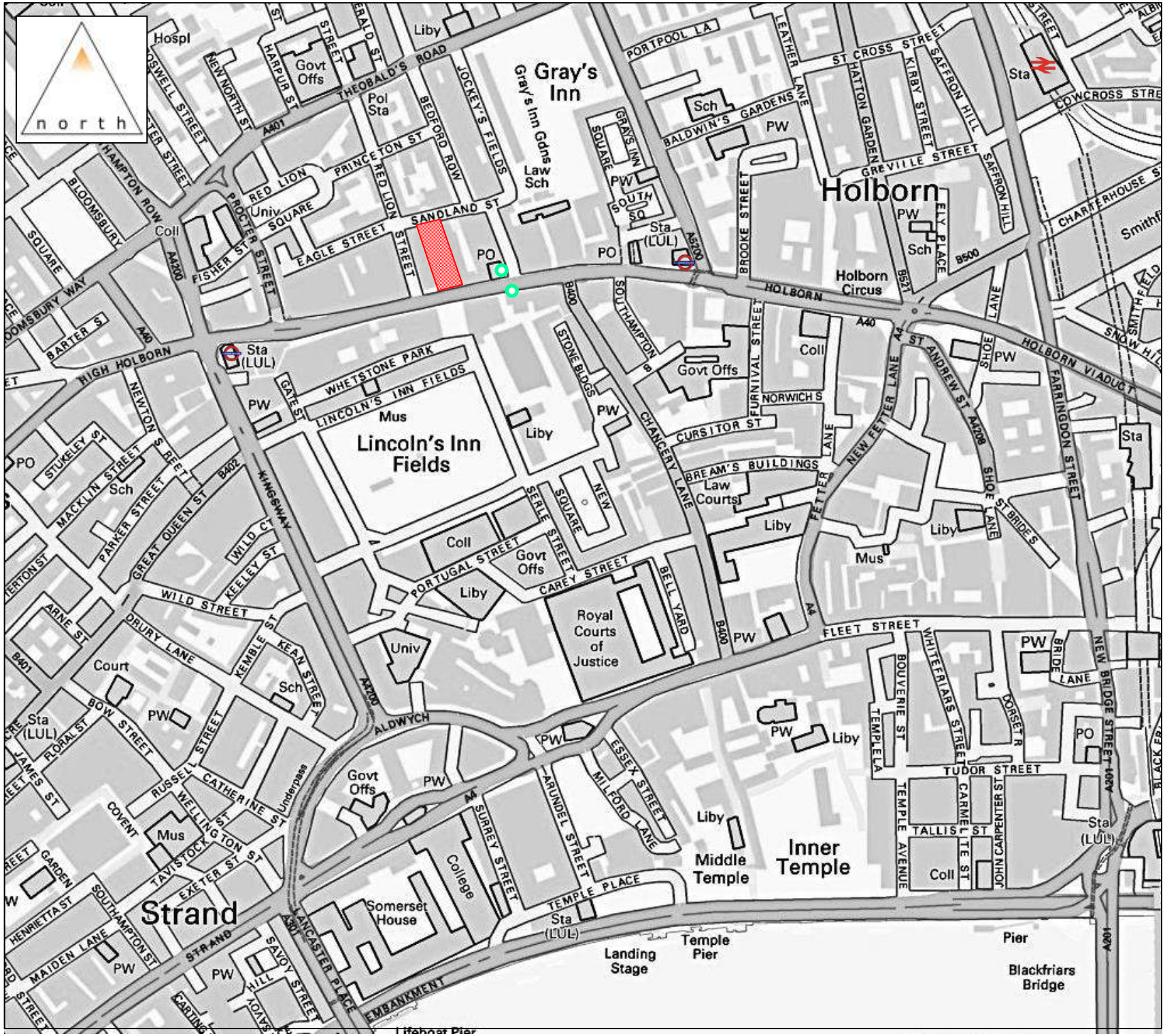
6.2 The monitoring process will enable the DSMP to be modified as appropriate to respond to any issues as they arise. The management of the site will undertake a comprehensive review of the Plan with representatives of all occupants annually.

7.0 Summary

7.1 Motion has been appointed to prepare this DSMP on behalf of SRG Holborn Ltd with regard to proposals at High Holborn Estate, High Holborn within the London Borough of Camden (LB Camden).

7.2 This DSMP is designed to ensure that deliveries and servicing activity associated with the site can be carried out in a safe and efficient manner and that the impact of this activity is kept to a minimum. The DSMP has been drafted in accordance with TfL guidance and will remain a live document that will evolve over time to ensure that objectives are met in the most appropriate manner.

Figures



Legend:

- Local Bus Stop
- Underground Station
- Overground Station
- Application Site

294-295 High Holborn,
London

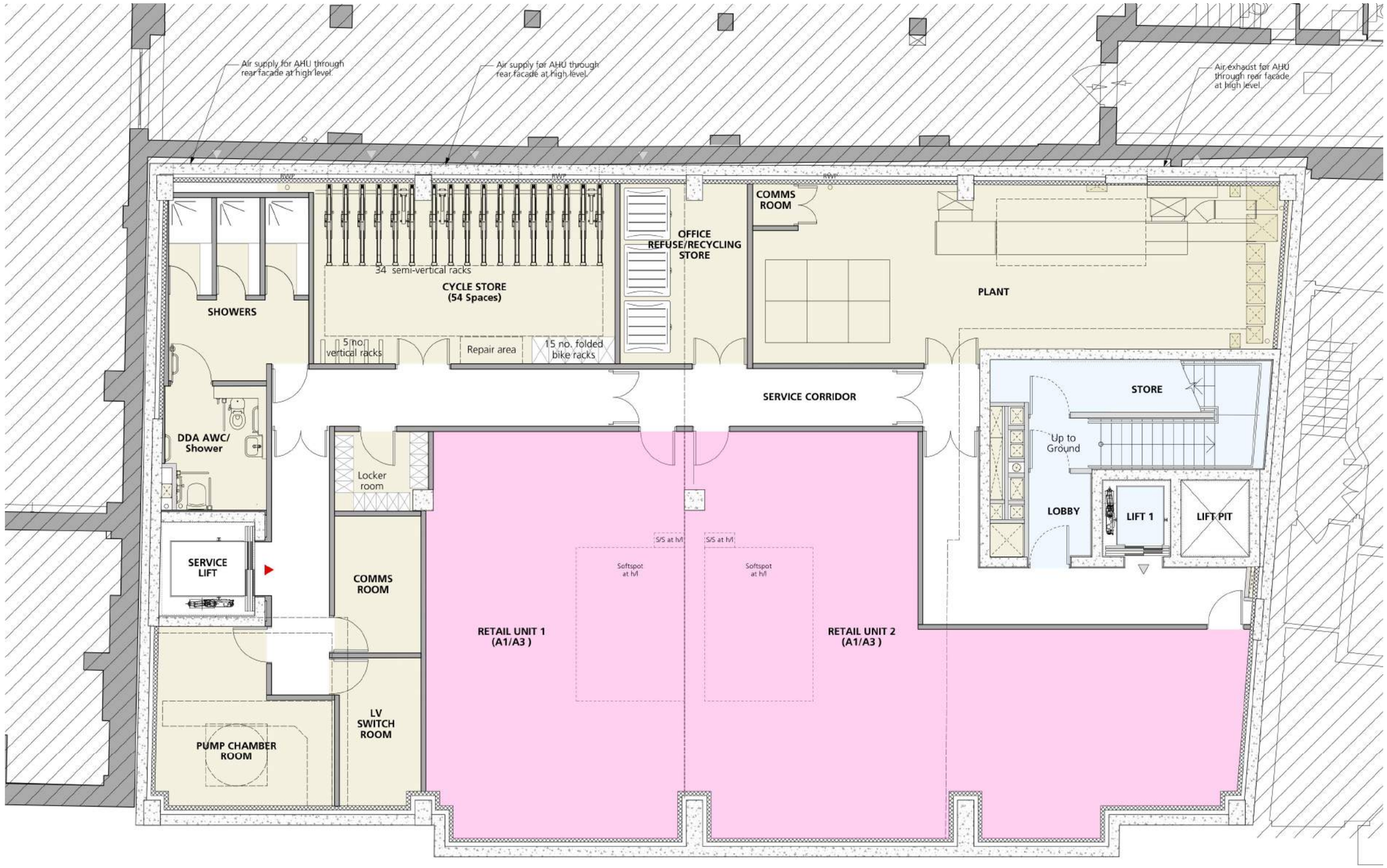
Figure 2.1 Site Location Plan

Not to Scale

motion

Appendix A

Proposed Site Layout



1 Basement Floor Plan as Proposed
Scale: 1:50

0 3 5 M

GENERAL NOTES.

All dimensions to be checked on site prior to commencement of any works, and/or preparation of any shop drawings.

Sizes of and dimensions to any structural elements are indicative only. See structural engineers drawings for actual sizes / dimensions.

Sizes of and dimensions to any service elements are indicative only. See service engineers drawings for actual sizes and dimensions.

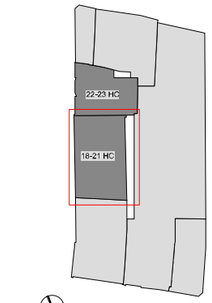
This drawing to be read in conjunction with all other Architect's drawings, specifications and other Consultants' information.

All proprietary systems shown on this drawing are to be installed strictly in accordance with the Manufacturers/Suppliers recommended details.

Any discrepancies between information shown on this drawing and any other contract information or manufacturers/suppliers recommendations is to be brought to the attention of the Architect

DO NOT SCALE FROM THIS DRAWING.

NOTES.



Key Plan

AREA USE KEY:

- Retail
- Office
- Residential
- Ancillary
- Outside of scope

REVISION	DATE
P1 Planning Submission	

Buckley Gray Yeoman
Studio 4.04 The Tea Building 56 Shoreditch High Street
London E1 6JJ T: 020 7033 9913 F: 020 7033 9914

CLIENT
SRG Holborn Limited

PROJECT
18-21 Hand Court

DRAWING
General Arrangements - Basement Plan

SCALE
1:50 @ A1 (1:100 @ A3)

DATE
Aug. 2018

DRAWN BY
JR

DWG No.
975_1821HC-GA-B1

REVISION
-

DRAWING STATUS
PLANNING

Appendix B

TRVL Office Servicing Trips

TRAVL Sample

Site	Size	Pedestrian	Car	Pedal Cycle	M/C	Small Van	Transits	Rigid Lorry
Baltic Exchange	3809	0	0	0	0	0	0	13
Buckingham Palace Road	5337	2	1	0	1	2	9	0
Eccleston Place	6323	0	1	1	0	0	12	3
Faith Lawson	4568	0	0	0	0	1	5	0
M&S Headquarters	32144	0	0	0	0	0	0	10
Winsdor House	5468	3	2	1	9	4	4	2
Average	**9608**	**1**	**1**	**0**	**2**	**1**	5	5
Trip Rate		**0.009**	**0.007**	**0.003**	**0.017**	**0.012**	**0.052**	**0.049**