

REPORT

Travel Plan

Boston House, Fitzroy Square, Fitzrovia

Client: New College of Humanities

Reference: T&PPB6768R001D0.1

Status: 0.1/Final

Date: 02 August 2019

HASKONINGDHV UK LTD.

2 Abbey Gardens
Great College Street
London
SW1P 3NL
Transport UK
VAT registration number: 792428892

+44 207 2222115 **T**
info.london@uk.rhdhv.com **E**
royalhaskoningdhv.com **W**

Document title: Travel Plan

Document short title: Travel Plan
Reference: T&PPB6768R001D0.1
Status: 0.1/Final
Date: 02 August 2019
Project name: Project Name
Project number: PB6768
Author(s): Karina Mudjahid

Drafted by: Karina Mudjahid

Checked by: Ben Chimes

Date / initials: 29/07/2019 / BC

Approved by: Andy Ward

Date / initials: 31/07/2019 / AW

Classification

Internal use only



Disclaimer

No part of these specifications/printed matter may be reproduced and/or published by print, photocopy, microfilm or by any other means, without the prior written permission of HaskoningDHV UK Ltd.; nor may they be used, without such permission, for any purposes other than that for which they were produced. HaskoningDHV UK Ltd. accepts no responsibility or liability for these specifications/printed matter to any party other than the persons by whom it was commissioned and as concluded under that Appointment. The integrated QHSE management system of HaskoningDHV UK Ltd. has been certified in accordance with ISO 9001:2015, ISO 14001:2015 and OHSAS 18001:2007.

Table of Contents

1	Introduction	1
1.1	Preface	1
1.2	Purpose of this Travel Plan	1
1.3	Baseline Conditions	1
2	Policy and Best Practice	3
2.1	Preface	3
2.2	National Policy	3
2.3	Regional Policy	4
2.4	Local Policy	5
3	Sustainable Transport Links	7
3.1	Local Amenities	7
3.2	Walking	7
3.3	Cycling	8
3.4	Public Transport	9
3.5	Car Clubs	12
3.6	Summary	12
4	Base Position and Travel Patterns	13
5	Travel Plan Measures and Responsibilities	15
5.1	Travel Plan Coordinator (TPC)	15
5.2	Travel Plan Measures	15
5.3	Funding	16
6	Targets, Monitoring and Reporting	17
6.1	Travel Plan Targets	17
6.2	Travel Plan Monitoring	18
6.3	Reporting	18
7	Action Plan	19
8	Summary	20

1 Introduction

1.1 Preface

1.1.1 This Travel Plan (TP) has been prepared by Royal HaskoningDHV (RHDHV) on behalf of the New College of the Humanities (NCH) to accompany a planning application for the refurbishment and change of use of Boston House, Fitzroy Square, Fitzrovia, London, W1T 6EY. The local planning authority is the London Borough of Camden. A site location plan is provided in **Insert 1.1**.

1.1.2 Boston House currently accommodates office floor space under (Use Class B1) and the application shall be for a change of use from office (Class B1a) to a flexible use for use as either offices (B1a) and/or a non-residential education institution (Class D1). Boston House operates as a car free development.

1.1.3 The College currently accommodates around 200 students at their site at Bedford Square, and wish to expand to 600 students in the shorter term, and to 1,000 to 1,200 students in the longer term.

1.1.4 The local planning authority is the London Borough of Camden (LBC).

1.1.5 This TP has been prepared in line with the guidance contained within:

- Department for Transport's (DfT's) 'Delivery Travel Plans through the Planning Process' (2009);
- Transport for London's (TfL's) Travel Planning Guidance (2019); and
- LBC Planning Guidance (2019).

1.1.6 This TP should be read in conjunction with the Transport Statement, which has been prepared in association with the development project as a standalone document.

1.2 Purpose of this Travel Plan

1.2.1 The purpose of a TP is to set out a long-term strategy for reducing dependence on travel by private car. Its objective is to reduce private car mileage in favour of more sustainable modes of travel, which reflects current Government policy objectives in respect of transport. Travel Plans set out objectives, targets and measures, which aim to maximise the use of sustainable modes of travel where possible.

1.2.2 This TP is primarily aimed at influencing the travel choices of students and staff at the site; however, some of the measures and initiatives could be equally applied to visitors to the site.

1.3 Baseline Conditions

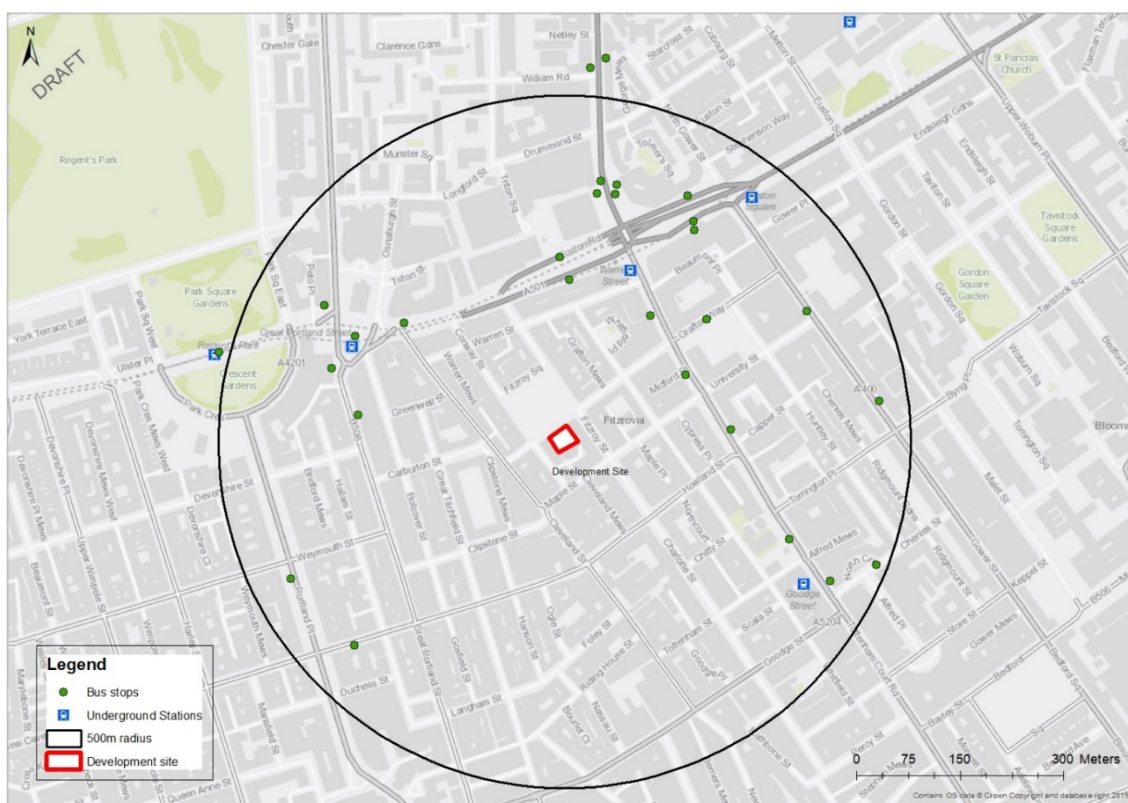
1.3.1 The site is located in central London within the London Borough of Camden (LBC). The site is bounded by Fitzroy Square, with nearest vehicular access to the Square located on the corners of Grafton Way and Conway Street to the west, and Grafton Way and Fitzroy Street to the east.

1.3.2 The site is situated a short walk from Regents Park, Great Portland Street, Warren Street, Euston Square, Euston, Goodge Street and Tottenham Court Road London Underground stations.

Furthermore, onward connections can be made to national rail, London Overground and Eurostar services from Euston and London Kings Cross St Pancras stations.

1.3.3 The College currently accommodates around 200 students at their premises in Bedford Square and wish to expand to 600 students. The College's existing premises has a floor area of circa 6,500sq.ft and it is understood that the College's proposed premises at Boston House provide circa 20,000sq.ft of floor space.

Insert 1.1: Location Plan and Local Bus and Underground Stations



1.3.4 Transport for London (TfL) publish Public Transport Accessibility Level (PTAL) ratings for the whole of Greater London on a scale of 1 to 6, with 1 being “poor” and 6 being “excellent“. TfL suggests that Boston House achieves a PTAL rating of 6b, the highest level of public transport accessibility. The site’s accessibility by public transport is illustrated in **Insert 1.1** which shows London Underground stations and bus stops within a 500 metres (m) radius of the site.

2 Policy and Best Practice

2.1 Preface

2.1.1 A TP is a strategy for reducing car use to a development site. TPs have also been shown to improve the accessibility of development sites and to improve travel choice. TPs have become an important component of national and local strategies to reduce traffic, cut CO2 emissions and positively contribute to limiting climate change.

2.1.2 This section summarises relevant national, regional and local transport planning policies that are applicable to the development proposals.

2.2 National Policy

National Planning Policy Framework (June 2019)

2.2.1 The National Planning Policy Framework (NPPF) is defined as being the document that *“sets the Government’s planning policies for England and how these are expected to be applied”*.

2.2.2 The NPPF is not a transport specific document, rather it sets out the Government’s general requirements for the planning system. The NPPF incorporates guidance for local planning authorities when defining their local plans and in determining planning applications. The purpose of the planning system, as identified in the NPPF, is to contribute to the achievement of sustainable development, with three ‘dimensions’ identified as supporting this:

- **An economic objective:** to help build a strong, responsive and competitive economy, by identifying and coordinating the provision of infrastructure.
- **A social objective:** to support strong, vibrant and healthy communities, by fostering a well-designed and safe built environment, with accessible services and open spaces that reflect current and future needs and support communities’ health, social and cultural well-being.
- **An environmental objective:** to contribute to protecting and enhancing our natural, built and historic environment.

2.2.3 With regard to transport associated with new development, the NPPF states that all developments that will generate significant amounts of movement should be required to provide a travel plan, and the application should be supported by a transport statement or transport assessment so that the likely impacts of the proposal can be assessed. This should also take into account:

- *“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.”*

2.3 Regional Policy

London Plan, March 2016

2.3.1 The London Plan is a statutory spatial development strategy for Greater London that is written by the Mayor of London and published by the Greater London Authority. The current London Plan was published and adopted March 2016 and chapter six 'London's Transport' aims to address capital's transport challenges.

2.3.2 The sixth objective of the London Plan which relates to transport defines London's future as:

"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."

2.3.3 *Policy 6.3 'Assessing Effects of Development on Transport Capacity' requires new developments to "Development proposals should ensure that impacts on transport capacity and the transport network, at both a corridor and local level, are fully assessed. Development should not adversely affect safety on the transport network". "Transport assessments will be required in accordance with TfL's [Transport for London] Transport Assessment Best Practice Guidance for major planning applications".*

2.3.4 In November 2013 Transport for London (TfL) released revised guidance on the requirements for Travel Plans for new developments in London and TfL identified development thresholds above which a Travel Plan would be required. These are summarised in **Table 2.1**.

Table 2.1: Threshold for Travel Plans and New Development, TfL

Land Use	Criteria for A Travel Statement	Criteria for a Travel Plan
D1 Higher Education and Further Education	More than 20 staff but less than 2,500sqm	Equal or more than 2,500sqm

2.3.5 Of note, Boston House provides circa 1,860sq.m of floor area and will employ in the order of 60 staff.

2.3.6 TfL's guidance continues to say: *"Travel Plans may also be required in specific circumstances for developments below the thresholds shown"*. For example:

- *"Where the proposed development has the potential for significant traffic impact which requires mitigation, or has accessibility issues to be addressed. This may apply particularly to mixed-use developments where each individual land use may not reach these thresholds but in combination will have a significant impact, or to developments that may generate a lot of visitor trips.*
- *For phased developments where the initial phasing may not reach the specified threshold but future phases will reach/exceed the threshold.*
- *For applications for extensions or other proposals, where the proposal itself does not reach the threshold but where the combined existing and proposed development meets or exceeds the threshold."*

2.3.7 This TP has been prepared with reference to TfL's online guidance document '<https://tfl.gov.uk/info/urban-planning-and-construction/transport-assessment-guide/travelplans>'. This TP, therefore, includes the essential elements of a TP, which are as follows:

- **Objectives** – the key goals that the Travel Plan seeks to achieve.
- **Targets** – identification of the means of measuring the achievement of objectives.
- **Measures** – the initiatives that will be introduced to achieve the targets set. This also includes remedial measures and actions that will be taken if the Travel Plan targets are not met.
- **Management** – Information relating to the individual identified to oversee implementation, monitoring and review of the Travel Plan.
- **Action plan** – a programme for delivering the measures and a means of communicating the above to site users, including identification of who will oversee the delivery of the Travel Plan.
- **Securing** – How the Travel Plan will effectively be secured through legal mechanisms.
- **Monitoring and review** – How monitoring will be undertaken to ensure the Travel Plan achieves the targets it set out to achieve.

2.4 Local Policy

London Borough of Camden Planning Guidance (2019)

2.4.1 TP thresholds are set within the LBC Planning Guidance (2019). The LBC state that class D1 higher and further education developments with more than 20 staff but less than 2,500 sq.m require a Local Level TP, and those with equal or more than 2,500 sq.m require a Strategic Level TP. The guidance identifies that the overall aims of TPs in Camden would be focused around themes, such as:

- *“Promoting active and sustainable travel with the aim to increase mode share;*
- *Reducing the traffic generated by the development to significantly reduce the number of non-essential car trips;*
- *Encouraging good urban design principles that open up the permeability of the development for walking and cycling linked to the Design and Access Statement; and*
- *Addressing any specific problems identified within the site's transport assessment.”*

Camden Local Plan (2017)

2.4.2 The Camden Local Plan (2017) sets policies to guide development throughout the Borough. The document is an important part of the Local Development Plan because it shapes future development and improvement, and sets the overall planning framework for the Borough. The Local Plan outlines a number of policies with regard to new development and transport considerations.

2.4.3 Policy T1 Prioritising walking, cycling and public transport supports and promotes the use of sustainable modes of travel to development sites. The policy states that the Council will:

For walking –

- *Improve the pedestrian environment by supporting high quality public realm improvement works.*
- *Make improvements to the pedestrian environment including the provision of high quality safe road crossings where needed, seating, signage and landscaping.*
- *Ensure streets are easy and safe to walk through.*
- *Ensure streets are adequately lit.*
- *Provide high quality footpaths and pavements that are wide enough for the number of people expected to use them. Features should also be included to assist vulnerable road users where appropriate.*

For cycling –

- *Provide high quality, convenient and safe cycle routes, in line or exceeding London Cycle Design Standards, including the implementation of the Central London Grid, Quietways Network, Cycle Super Highways.*
- *Provide for accessible, secure cycle parking facilities exceeding minimum standards outlined within the London Plan.*
- *Higher levels of provision may also be required in areas well served by cycle route infrastructure, taking into account the size and location of the development.*
- *Makes provision for high quality facilities that promote cycle usage including changing rooms, showers, dryers and lockers.*
- *Ensure streets are easy and safe to cycle through.*

For public transport –

- *In order to safeguard and promote the provision of public transport in the borough we will seek to ensure that development contributes towards improvements to bus network infrastructure including access to bus stops, shelters, passenger seating, waiting areas, signage and timetable information.*
- *Where appropriate, development will also be required to provide for interchanging between different modes of transport including facilities to make interchange easy and convenient for all users and maintain passenger comfort.*

3 Sustainable Transport Links

3.1 Local Amenities

3.1.1 The local area of Fitzrovia and adjacent districts of Bloomsbury and Marylebone provide a comprehensive range of shopping, restaurants and visitor attractions within walking distance of the site. These include:

- Regents Park
- ZSL London Zoo
- Madame Tussauds
- Tottenham Court Road
- Oxford Street
- The British Museum
- The British Library
- West End Theatre District

3.1.2 Within Fitzrovia and the adjacent district of Bloomsbury there are numerous educational institutions including the University of Westminster, University College London, the University of London and Royal Academy of Dramatic Art. There are also a number of student halls of residence, mostly privately run, located within the vicinity of the site.

3.2 Walking

3.2.1 The site's location would provide the college's staff, students and visitors with a wide range of opportunities to travel to and from the site using non-car modes of travel. To access public transport services, and adjacent amenities, staff, students and visitors would be required to travel on foot.

3.2.2 In terms of accessibility by foot, it is widely recognised that walking is the most important mode of travel at the local level and offers the greatest potential to replace short car trips, particularly those under 2 kilometres (km). There is potential for staff, student and visitor trips to be undertaken on foot.

3.2.3 Fitzroy Square is largely pedestrianised, with a carriageway on the northern side of the Square only for vehicular movement. The adjacent streets, within the vicinity of the Square, are supported by a network of footways of good standard, running along both sides of the streets and providing a comprehensive network to support pedestrian connectivity around the site and to the wider area.

3.2.4 Street lighting is present within Fitzroy Square and its adjacent streets. Our observations are that the local footways are in a good state of repair and are well maintained. Dropped kerbs and tactile paving are provided at the pedestrian crossing points at each of the four corners of Fitzroy Square and at junctions in the surrounding area. This facility assists the mobility impaired, including wheelchair users, and parents pushing children's' buggies.

3.2.5 The Department for Transport's statistical release 'National Travel Survey, England' identifies that *"walking is the most frequent mode used for very short distance trips: 76% of all trips under one mile are walks"*. For staff and students, walking is likely to form an important element of part of a

longer public transport journey. The distance to key transport nodes and services is given in **Table 3.1**. All destinations referenced in **Table 3.1** are accessible on foot from the site.

Table 3.1 Walking Distance to Public Transport Services

Mode	Location	Distance (m)
Bus	Warren Street (Stop X)	260
	Great Portland Street (Stop H)	350
London Underground	Warren Street (Northern and Victoria)	350
	Great Portland Street (Circle, Hammersmith and City, and Metropolitan)	400
	Regent's Park (Bakerloo)	600
National Rail	London Euston	850

3.3 Cycling

- 3.3.1 It is generally accepted that cycling can offer a realistic alternative to the private car for journeys up to 5 kilometres (km) in length, although it is not uncommon for lengthier journeys to be undertaken via this mode on regular occasions, particularly to places of work. A 5km catchment around the site encompasses a significant proportion of central London, and extends to Highgate to the north, Hammersmith in the west, Vauxhall to the south and Whitechapel to the east. Recognising that many journeys to work are undertaken over a distance of greater than 5 kilometres (km), travelling to work by cycle is likely to be a viable option for a high proportion of students and staff.
- 3.3.2 Cycle facilities are available in the vicinity of the site with cycle lanes provided on a number of local carriageways. Cycle lanes with kerbs that segregate a cyclist from traffic are located along Maple Street to the south of the site and University Street to the east.
- 3.3.3 TfL publishes guides for cycling in London which include routes recommended by experienced cyclists. The guides include signed cycle routes, quieter and less busy streets, greenways through parks and along canals, stations with cycle parking and details of the Cycle Superhighways, which are accessible from the wider area. Cycle Superhighways are cycle routes from outer London into and across central London. They are designed to provide safer, faster and more direct journeys into the city. The closest Cycle Superhighway to the site is Cycle Superhighway 6, which routes on Tavistock Place, approximately 1.2km to the east.
- 3.3.4 Quietways are cycle routes which use less-busy backstreets across London and are clearly marked with purple signs. Quietways are ideal for cyclists who want to cycle on lower-traffic streets, or new cyclists to London. Quietway routes 2 and 3 pass close to the site. Quietway 2 runs east to west from Walthamstow to nearby Bloomsbury, while Quietway 3 runs north from Regent's Park to Gladstone Park. There are also a number of alternative quieter signed or recommended routes that utilise the side roads adjacent to this Quietway. These connect to other cycle routes to provide access to the wider area.
- 3.3.5 The London Cycle Hire scheme offers a self-service bike sharing cycle hire scheme for short journeys. It does not require membership and allows people to hire a bike from one of the docking

stations located around London. There are 25 Santander Cycle Hire Docking Stations (CHDSs) located by Warren Street station with a further 15 docking stations provided on Bolsover Street to the south-east of Great Portland Street station, approximately 400m from the site.

- 3.3.6 In summary, the site has good links to the surrounding residential and central London attractions in all directions and to the wider area, thus offering accessibility for cyclists.

3.4 Public Transport

- 3.4.1 The site is located within an area which TfL suggests achieves a PTAL rating of 6b, the highest level of public transport accessibility. This is illustrated in **Insert 1.1** which shows Underground and Bus Stops within a 500m radius of the site.

London Underground

- 3.4.2 The site is located close to six London Underground stations, which are all within walking distance of the site and all within Travelcard Zone 1. The stations and their approximate walk distances are as follows:

- Warren Street, 350 metres (m)
- Great Portland Street, 400m
- Euston Square, 500m
- Goodge Street, 600m
- Regent's Park, 600m
- Euston, 850m

- 3.4.3 Warren Street station is served by the Northern and Victoria lines, being located between Euston and Goodge Street stations. The entrance to the station can be accessed at the junction between Warren Street and Tottenham Court Road. Bus routes 14, 18, 24, 27, 29, 30, 73, 88, 134, 205 and 390 serve the station. Goodge Street station is also served by the Northern Line, while Euston is served by both Northern and Victoria Lines. Both these stations are unlikely to be destinations for pedestrian trips to/from the site because Warren Street station offers the same transport connections and is a closer distance to the site.

- 3.4.4 Great Portland Street station is located on a traffic island at the northern end of Great Portland Street which marks the border between Marylebone and Fitzrovia. The station is served by the Metropolitan, Hammersmith and City, and Circle Lines. Bus routes 18, 27, 30, 88, 205, 453 and C2 serve the station.

- 3.4.5 Euston Square station is located at the corner of Euston Road and Gower Street and is served by the Metropolitan, Hammersmith and City, and Circle Lines. Bus routes 10, 14, 18, 24, 27, 29, 30, 73, 88, 134, 205 and 390 serve the station.

- 3.4.6 Regent's Park underground station is located on Marylebone Road by Regent's Park. The station is served by the Bakerloo line and lies between Baker Street and Oxford Circus stations. Bus routes 18, 27, 30, 88, 205, 453, and C2 serve the station.

- 3.4.7 In summary, the site is very accessible by London Underground services.

Mainline Rail

- 3.4.8 The site is located close to three mainline railway stations: London Euston, King's Cross and St Pancras. London Euston is located approximately 850m from the site, while King's Cross and St Pancras stations are adjacent to each other, both located approximately 1.5km from the site.
- 3.4.9 London Euston station is managed by Network Rail and is connected to Euston underground station via an escalator on the main concourse. Euston accommodates services operated by Virgin Trains, West Midlands Trains, the London Overground and the Caledonian Sleeper. London Underground services can also be accessed from Euston.
- 3.4.10 The Caledonian Sleeper provides two overnight services to cities in Scotland from Sunday to Friday. A summary of key services and destinations operating from London Euston Station is provided in **Table 3.2**.
- 3.4.11 There is a bus station directly in front of the main entrance which provides access to bus services, including 10, 73, 205 and 390.

Table 3.2: Summary of Services from London Euston Station

Operator	Destination	Frequency	Operator	Destination	Frequency
Virgin Trains	Glasgow	1ph	West Midlands Trains	Liverpool	1ph
	Edinburgh	1ph		Crewe	1ph
	Birmingham	2ph		Northampton	1ph
	Manchester	3ph		Tring	2ph
	Liverpool	1ph		Milton Keynes	1ph
	Chester	1ph	London Overground	Watford Junction	3ph

- 3.4.12 King's Cross mainline railway station and St Pancras station are adjacent to each other, separated by Pancras Road. Beneath both stations is King's Cross St Pancras underground station which connects the two and forms one of the UK's largest transport hubs. Bus routes 10, 30, 73 and 390 serve the stations.
- 3.4.13 King's Cross station is the southern terminus of the East Coast Main Line to the North East of England and Scotland and is managed by Network Rail. The station has services operated by London North Eastern Railway, Thameslink and Great Northern, Hull Trains and Grand Central. A summary of key services and destinations is provided in **Table 3.3**.

Table 3.3: Summary of Services from King's Cross Station

Operator	Destination	Frequency	Operator	Destination	Frequency
London North Eastern Railway	Newcastle	2ph	Thameslink and Great Northern	Kings Lynn	1ph
	Leeds	2ph		Ely	1ph
	Edinburgh	2ph	Grand Central	Sunderland	5 <i>Daily</i>
	York	2ph		Bradford	4 <i>Daily</i>
Thameslink and Great Northern	Cambridge	2ph	Hull Trains	Hull	6 <i>Daily</i>

- 3.4.14 St Pancras is the London terminus for Eurostar's high speed trains to Belgium, France, and the Netherlands, via the Channel Tunnel. Domestically, the station is the terminus for services operated by East Midlands Trains, Southeastern and a mainline station for Thameslink. A summary of key services and destinations from St Pancras station is provided in **Table 3.4**.

Table 3.2: Summary of Services from St Pancras Station

Operator	Destination	Frequency	Operator	Destination	Frequency
Eurostar	Paris, France	Up to 18 daily	Thameslink	Brighton	4ph
	Brussels, Belgium	Up to 10 daily		Gatwick Airport	5ph
	Amsterdam, Netherlands	3 daily		Bedford	2ph
East Midlands Trains	Sheffield	1ph		Sutton (Surrey)	4ph
	Nottingham	1ph		Horsham	2ph
Southeastern	Faversham	1ph		Peterborough	2ph
	Stratford	1ph		Orpington	2ph
	Margate	1ph		Cambridge	1ph

- 3.4.15 Currently under construction is High Speed 2 (HS2) which would have its London terminus at Euston. The service is intended to provide access to high-speed services to Birmingham, and later, Leeds and Manchester. As part of the development plans, Euston underground station would become connected to Euston Square London Underground station.

London Buses

- 3.4.16 There are a number of bus stops locally, within a walk distance of the site, including an interchange facility between buses and London Underground services at Euston Station. Many of the very frequent bus services operating in the vicinity of the site stop at Great Portland Street Station and Warren Street Station.
- 3.4.17 There are 12 regular bus services which can be accessed from the various bus stops in the immediate vicinity of the site, as shown in Insert 1.1 of this report.
- 3.4.18 The nearest bus stop to the site is located in Warren Street (Stop X), which is close to Warren Street underground station, located approximately 260m from the site. This bus stop provides access to bus services including 24, 29, 73, 134, and 390.
- 3.4.19 Great Portland Street (Stop H) bus stop is located on Euston Road and is approximately 350m away from the site. This bus stop provides access to bus services including 18, 27 and 205.
- 3.4.20 A summary of bus services accessible close to the site is presented in **Table 3.5**.

Table 3.5: Summary of Bus Services from Warren Street and Great Portland Street

Service	Route	Typical Weekday Daytime Service Frequency - per hour	Service	Route	Typical Weekday Daytime Service Frequency - per hour
453	Marylebone to Deptford	4 – 9 minutes	14	Putney Heath to Russell Square	6 – 8 minutes
24	Grosvenor Road to Royal Free Hospital	8 -11 minutes	30	Oxford Street to Hackney	7 – 10 minutes
134	University College Hospital to North Finchley	5 – 8 minutes	88	Parliament Hill Fields to Clapham	6 – 9 minutes
390	Archway to Victoria	4 – 7 minutes	18	Sudbury to Euston Station	3 - 7 minutes
73	Stoke Newington to Oxford Circus	4 – 8 minutes	27	Hammersmith to Chalk Farm	6 – 8 minutes
29	Trafalgar Square to Wood Green	4 – 8 minutes	205	Paddington to Mile End	7 – 10 minutes

3.5 Car Clubs

3.5.1 The nearest car club bays to the development are located in Charlotte Street, approximately 320m from the site. These two car clubs bays are operated by ZipCar who maintain a network of cars throughout the local area.

3.6 Summary

3.6.1 The site is situated close to the bus corridors of the A501 Euston Road and A400 Tottenham Court Road and has good access to London Underground stations. Consequently, the PTAL for the site is the highest obtainable PTAL score of 6b which is considered to be 'excellent'.

4 Base Position and Travel Patterns

- 4.1.1 The NCH employ 35 administrative staff, 28 full-time and 32 part-time academic staff. On average 50 staff are on site at any one time.
- 4.1.2 The proposed development would, when fully operational, accommodate up to 60 staff and 600 students, however, not all students and staff would be on-site at any one time. There are aspirations for the college to educate 1,000-1,200 students in the long term.
- 4.1.3 During the Autumn term only, up to 300 overseas students attend the NCH as part of their studies. This TS considers travel patterns during a 'typical day'. On the basis that these additional over-seas students only attend the site for 13 hours per week for twelve weeks they have not been included within the assessment.
- 4.1.4 The NCH operate a three-term system. Two terms of twelve weeks in the autumn and spring, and a summer term of eight weeks. In effect there would be 22 weeks a year when there is teaching in the building. Furthermore, students only have 13 teaching hours per week and are not on-site every day.
- 4.1.5 The full trip attraction of NCH is set out in the associated Transport Statement.
- 4.1.6 The assessment of existing and future travel patterns to NCH has been undertaken with reference to a survey undertaken at NCH's existing premises, and with reference to the occupancy of NCH's existing building, which is known through data recorded from the building's access card system.
- 4.1.7 It is anticipated that the current attendance ratio (28%) would continue at the Boston House site. For the purposes of a robust assessment, it shall be considered that up to 50 of the total 60 staff shall be on-site each day and the 28% attendance ratio shall be applied to students only. Subsequently, when this attendance ratio is applied to the proposed 600 student population it is anticipated that overall 218 people could attend college each day.
- 4.1.8 To apportion these student and staff trips to a method of travel, a staff and student travel survey was undertaken in July 2019, with 142 respondents. The results of the staff and student travel survey are presented in **Table 4.1**, below.

Table 4.1: NCH Staff and Student (2019) Travel Survey Results – Existing Accommodation

Main Mode of Travel	Count	Percentage
Car	1	1%
Walk	35	25%
Public Transport	95	66%
Taxi	0	0%
Cycle	11	8%
Total	142	100%

- 4.1.9 It is considered that the mode share presented in **Table 4.1** would be comparable to the future mode share at Boston House, as both are locations are subject to a Public Transport Accessibility Level (PTAL) of 6b, the highest rating that can be achieved.

- 4.1.10 When applying the recorded mode share to the anticipated maximum number of people on-site at Boston House, the resultant daily two-way trips are those summarised in **Table 4.2**.

Table 4.2: Proposed Development Anticipated Daily Multi-Modal Trip Generation

Mode	Mode Share	Number of Two-way Trips
Car	1%	2
Walk	25%	55
Public Transport	66%	144
Taxi	0%	0
Cycle	8%	17
Total	100%	218

- 4.1.11 As shown in **Table 4.2**, the predominance of trips associated with the NCH are anticipated to be undertaken by public transport, as would be expected for a site subject to a PTAL level of 6b.

5 Travel Plan Measures and Responsibilities

5.1 Travel Plan Coordinator (TPC)

5.1.1 In order to maximise the benefits of a Travel Plan, a Travel Plan Coordinator (TPC) will be appointed to manage the Plan on a day to day basis. The TPC will communicate the objectives of the Travel Plan to staff and students. The objectives of each Travel Plan will be as follows:

Travel Plan Objectives

- i. To understand the travel patterns for site staff and students;
- ii. To encourage a greater use of sustainable transport in preference to the use of the private car;
- iii. To reduce the amount of single person car trips;
- iv. To reduce CO₂ emissions;
- v. To promote and improve awareness of the travel plan process;
- vi. To protect and enhance the environment in and around the site;
- vii. To promote a lifestyle which includes healthy, sustainable living; and
- viii. To manage the number and timing of service vehicle movements associated with the college.

5.1.2 The TPC will be responsible for the day to day management of NCH's TP and will act as the point of communication between NCH and LBC.

5.1.3 The TPC on-site will be able to utilise their own methods for communicating the TP's objectives with staff and students. Tools that can be used by the TPC for the communication of information to staff and students could include:

- Provision of Travel Information Packs to staff and students – these could include public transport maps and timetables and information on cycle routes;
- Travel Plan noticeboards to display up to date information related to travel; or
- Staff and/or student intranet.

5.2 Travel Plan Measures

5.2.1 TP 'measures' are to be implemented to encourage travel by sustainable modes. These measures will be promoted by the TPC with the intention of influencing travel behaviour, in line with the objectives of the TP.

5.2.2 The TPC will be able to select 'measures' that they consider will have the best opportunity to influence staff or student travel. In addition to the initiatives referred to in paragraph 5.1.3, TP 'measures' could include:

- The use of promotional events throughout the lifetime of the Travel Plan, which could include –'Bike Week', 'Bike2work Week', 'National Lift share Day', 'World Environment' day, or 'Walk to Work Week'.
- Make student and staff aware of local car clubs and provide information on memberships (<https://www.zipcar.com/en-gb>).
- The promotion of car sharing (<https://liftshare.com/uk/>).
- Utilise and highlight the tax savings that can be gained through the government's 'Cycle to Work' scheme (<http://www.cyclescheme.co.uk/>).
- Promote the use of secure cycle parking on site.
- Negotiate a staff discount with a local cycle retailer.
- Highlight to staff the availability of free cycle training run by London Borough of Camden (<https://www.camden.gov.uk/cycle-skills-and-bike-maintenance-courses/>)
- Highlight to staff and students London Borough of Camden's free bicycle loan scheme (<https://www.camden.gov.uk/try-a-bicycle-for-4-weeks/>).
- Make staff aware of free events run through Sustrans or the London Cycle Campaign.
- Engage with the 'Walking Works' programme by Living Streets.
- Make students and staff aware of LBC and TfL free interactive cycling and walking maps that can be downloaded from their websites.
- Make staff and students aware of the cost savings available to frequent users of London's bicycle hire scheme (<https://tfl.gov.uk/modes/cycling/santander-cycles>), or other dock less cycle hires schemes.
- Highlight the health benefits associated with walking or cycling to/from NCH.
- Provide access to public transport route maps, public transport timetables, cycle route maps and details of events that support sustainable travel (as referred to above), as part of a Travel Information Pack.
- Provide a Travel Plan noticeboard, on which travel information to support sustainable travel can be posted and viewed by staff.
- Engage with NCH suppliers to understand how vehicular trips to Boston House could be minimised.

5.3 Funding

5.3.1 All TP 'measures' would be funded by NCH.

6 Targets, Monitoring, and Reporting

6.1 Travel Plan Targets

- 6.1.1 TfL guidance requires TP targets to be set over a minimum five-year time frame, with interim targets set at year one and year three.
- 6.1.2 The purpose of TP targets is to provide a benchmark against which the performance of TP can be judged.
- 6.1.3 Targets should be agreed with Borough Council Officers and should be SMART, that is:
- Specific
 - Measurable
 - Achievable
 - Realistic
 - Timed
- 6.1.4 Targets should relate directly to the objectives of the TP, which in this case are outlined in **Section 5.1**. Objectives focus on encouraging the use of non-car modes of transport and a suitable indicator of the success of a TP is, therefore, travel mode split.
- 6.1.5 Preliminary targets can be determined from the data provided in **Section 4** of this TP, which estimates the travel patterns and the modal split of trips by future site students and staff. However, it is recommended that targets are formally adopted once a travel survey of students and staff is undertaken, post site occupation (refer to **Section 6.3**).
- 6.1.6 It is proposed that preliminary targets give consideration to the 'car driver' mode share, as the level of car use can be considered to be a benchmark for judging the site's take up of sustainable modes of travel; the ambition being to encourage the 'car driver' mode share to be as low as possible.
- 6.1.7 It is also considered that the predicted 'cycle' mode share, as defined in **Section 4**, is lower than might be expected for a central London location. Based on Mayor's long term ambitions for cycling, and the investment that is being made in infrastructure to support cycling, an increase in the proportion of journeys made by cycle represents a genuine opportunity to increase sustainable travel patterns by site residents. It is therefore proposed that a 'cycle' mode share is adopted in associated with this TP.
- 6.1.8 The TP's preliminary targets are therefore as follows:

TP Preliminary Target – 5 Years post full site occupation

- No more than 1.0% of NCH trips, by students and staff, to be undertaken by private car.
- A minimum of 15% of trips undertaken by staff and students to be undertaken by cycle.

6.2 Travel Plan Monitoring

- 6.2.1 In order to understand how effective the 'measures' within the Travel Plan are being in terms of their influence of travel patterns, regular TP monitoring should be undertaken.
- 6.2.2 Monitoring should be undertaken in Year 1 of the Boston House's occupation in order to determine the formal base position, against which the implementation of TP measures can be judged.
- 6.2.3 The monitoring should be repeated in Year 3 of the site's occupation, and thereafter every two years until the site has been fully occupied for a period of 5 years.
- 6.2.4 The outcome of the monitoring procedure will allow the TPC to understand if the TP is being effective in meeting adopted targets.
- 6.2.5 The form of the monitoring procedure can be agreed with the LBC; however, it is suggested that the monitoring takes the form of a questionnaire.
- 6.2.6 It is recommended that as a minimum surveys should seek to establish:
- The main mode of travel undertaken to/from Boston House;
 - Any alternative 'sustainable' modes of travel that students and staff would consider using; and
 - What could influence car drivers, or car passengers (and in particular single occupancy car drivers) to car share or change to an alternative travel mode.
- 6.2.7 Based on the outcome of the monitoring procedure, changes to the TP can be made to ensure that the 'measures' implemented are those which are most effective in securing the objectives of the TP.

6.3 Reporting

- 6.3.1 The outcome of the monitoring process should be reported to LBC.
- 6.3.2 The information required in the reporting process would include:
- The number of respondents to the questionnaire, and the overall number of residents that were invited to take part in the survey.
 - The number of respondents to the questionnaire travelling by each mode of travel (to allow the calculation of the modal split of trips).
 - The number of cycle and car parking spaces available to site occupiers when the survey was undertaken.
- 6.3.3 The results of the monitoring process should enable a review of the TP to be undertaken, the purpose being to ensure that the adopted measures are being effective.

7 Action Plan

7.1.1 The TfL guidelines on the preparation of a Framework Travel Plan require an Action Plan to be prepared. The purpose of the Action Plan is to identify actions for Travel Plan development, refinement and implementation. The Action Plan for the Boston House development is provided in **Table 7.1**.

Table 7.1 Action Plan (continued overleaf)

Action	Responsibility	Timescale	Notes
Appoint a Travel Plan Coordinator	NCH	Within 3 months of Boston House occupation	The Travel Plan Coordinator is to be provided a copy of this Travel Plan.
Communicate the Objectives of the Travel Plan to staff and students and initiate 'measures' designed to encourage sustainable travel patterns.	Travel Plan Coordinator	Ongoing	The TPC can choose 'measures' defined in this document, or others that could result in a mode shift from the use of the car to alternative modes of transport.
Year 1 of site occupation – Monitor travel demand and travel mode split.	Travel Plan Coordinator	Within 9 months of site occupation.	Monitoring could be undertaken with a questionnaire (hardcopy or online), with reference to the questions referred to in paragraph 6.2.6.
Year 1 of site occupation – Report outcome of Travel Plan monitoring to London Borough of Camden.	Travel Plan Coordinator	Within 12 months of occupation	Prepare a report identifying the results of the questionnaire survey, and confirming the 'measures' that are/have been used to encourage sustainable travel patterns. Provide LBC with a copy of the report.
Travel Plan Review	Travel Plan Coordinator	Ongoing, further to Travel Plan monitoring procedure	The TPC will review 'measures' undertaken to support the Travel Plan, to ensure that the most effective measures are being utilised as a means to encourage sustainable travel.
Year 3 and 5 of site occupation – Monitor travel demand and travel mode split	Travel Plan Coordinator	Monitoring should be undertaken at the time of year which is broadly consistent with the timing of the Year 1 TP survey.	Circulate a Travel Questionnaire to staff and students to establish their travel patterns and mode split. The questionnaire should allow a comparison to be made with the result of the Year 1 survey.
Years 3 and 5 of site occupation – Report outcome of Travel Plan monitoring to LBC	Travel Plan Coordinator	Within 3 months of the Year 3 or Year 5 travel survey	Prepare a report identifying the results of the questionnaire survey, and confirming the 'measures' that are/have been used to encourage sustainable travel patterns. Provide LBC with a copy of the report.

8 Summary

- 8.1.1 This Travel Plan (TP) has been prepared by Royal HaskoningDHV (RHDHV) on behalf of the New College of the Humanities (NCH) to accompany a planning application for the refurbishment and change of use of Boston House, Fitzroy Square, Fitzrovia, London, W1T 6EY. The local planning authority is the London Borough of Camden.
- 8.1.2 This TP has been prepared with reference to best practice guidance published by TfL and LBC.
- 8.1.3 Boston House is located in central London and is accessible by non-car modes of transport. The site achieves a PTAL rating of 6b and is car free.
- 8.1.4 This TP has been prepared alongside a Transport Statement (TS) which has sought to establish the future travel patterns of Boston House when occupied by NCH. The TS refers to travel surveys undertaken at NCH's existing central London premises and establishes that the majority of staff and students currently travel to NCH by non-car modes. Currently, 1% of staff and students (2 Travel Plan survey respondents) travelled to NCH by car.
- 8.1.5 This TP has established the following objectives:

Travel Plan Objectives

- ix. To understand the travel patterns for site staff and students;
- x. To encourage a greater use of sustainable transport in preference to the use of the private car;
- xi. To reduce the amount of single person car trips;
- xii. To reduce CO₂ emissions;
- xiii. To promote and improve awareness of the travel plan process;
- xiv. To protect and enhance the environment in and around the site;
- xv. To promote a lifestyle which includes healthy, sustainable living; and
- xvi. To manage the number and timing of service vehicle movements associated with the college.

- 8.1.6 To ensure that staff and student travel by car to Boston House is minimised 'measures' are proposed to encourage travel by sustainable modes, including by active travel.
- 8.1.7 The TP includes a mechanism for monitoring student and staff travel patterns, and preliminary TP targets have been set. These targets focus on the 'car driver' and 'cycle' modal share, as follows.

TP Preliminary Target – 5 Years post full site occupation

- No more than 1.0% of NCH trips, by students and staff, to be undertaken by private car.
- A minimum of 15% of trips undertaken by staff and students to be undertaken by cycle.

- 8.1.8 Monitoring procedures will be undertaken to establish the success of the TP, measured against pre-determined targets. The outcome of the monitoring process will be reported to LBC.
- 8.1.9 Monitoring will be undertaken in Year 1 of site occupation, and again in years 3 and 5 of site occupation.
- 8.1.10 An Action Plan has been presented to outline the timetable for the implantation of the TP. The timetable identifies a need to monitor travel patterns every two years.
- 8.1.11 In overall summary, this TP has been prepared in accordance with TfL and LBC best practice policy and guidance on the preparation of Travel Plans for new development in London and has been prepared with reference to the scale and location of Boston House.