

FRAMEWORK TRAVEL PLAN

MOMENTUM

247 TOTTENHAM COURT ROAD

JULY 2020



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247 Tottenham Court Road

Framework Travel Plan

29/07/2020



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Table of Contents

1. Introduction	1
2. The Site	1
3. Planning Policy & Standards	1
4. Existing Transport Network	1
PTAL Assessment	1
Pedestrian Facilities	1
Cycle Network and Facilities	4
Public Transport Accessibility	7
5. Development Proposals	9
Cycle Parking	9
6. Objectives and Targets	11
Objectives	11
7. Targets	11
8. Mode Share Targets	11
Travel Plan Management	13
Delivery and travel plan management	13
Travel plan awareness	13
visitor travel	14
Measures to Support the Travel Plan	14
Design of the proposed development	14
Measures	14
Monitoring and Review	18
Travel surveys	18
Reporting	19
Review	19
Summary	19
Conclusion	20

Tables

Table 5.1: Proposed Land Uses and Floor Areas	9
Table 5.2: Cycle Requirements	9
Table 5.3: Long Stay Cycle Provision	10
Table 5.4: Short Stay Cycle Parking Proposed Locations and Indicative Numbers	10
Table 8.1: Proposed and Target Mode Share for Staff	12
Table 8.2 Descriptions of Travel Plan Actions	16
Table 8.3 Framework Travel Plan Timescales	20

Figures

Figure 2.1: Site Location.....	1
Figure 4.1 Walking Catchment from 247 Tottenham Court Road	3

Figure 4.2: Local Cycling Infrastructure..... 5
Figure 4.3: Cycle Catchment 6
Figure 4.4: Public Transport Summary Map..... 8

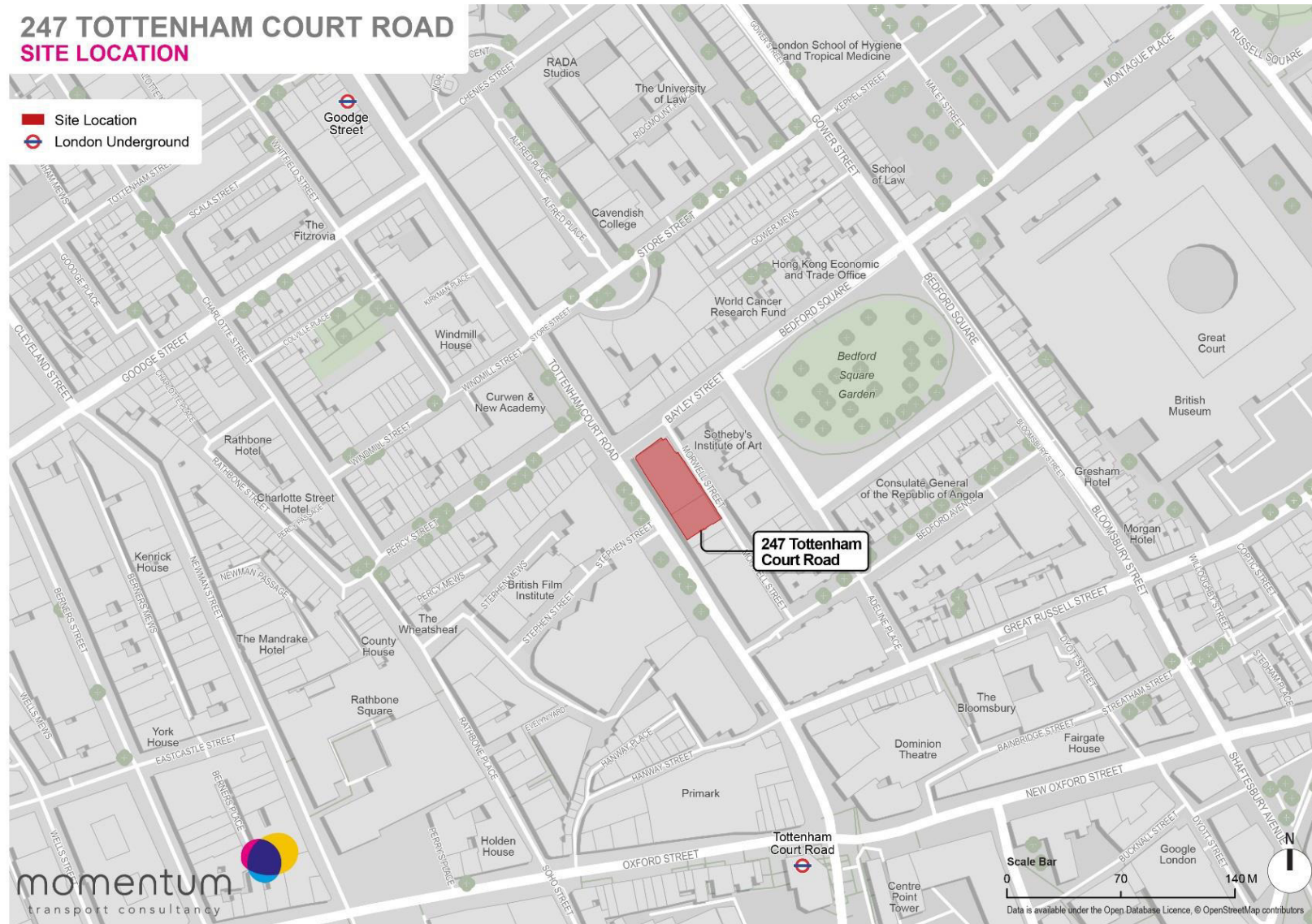
1. Introduction

- 1.1 This Framework Travel Plan (FTP) has been prepared by Momentum Transport Consultancy (Momentum) on behalf of Prudential UK Real Estate Nominee 1 Limited and Prudential UK Real Estate Nominee 2 Limited ('the Applicant') in support of an application for full planning permission and the comprehensive redevelopment of the existing buildings at 247 Tottenham Court Road, 3 Bayley Street, 1-2 Morwell Street and 4 Morwell Street, Bloomsbury, W1T 7QZ within the jurisdiction of the London Borough of Camden (LB Camden).
- 1.2 Travel Plans are the key management tool for implementing the transport solutions highlighted in the Transport Assessment and are one of the primary tools for mitigating the transport impacts of a Proposed Development.
- 1.3 The end occupiers of the site are unknown at this stage, so this FTP is a draft Travel Plan. The information will remain 'draft' until the scheme is taken forward for implementation, or one month after the baseline survey is completed following occupation, whichever is sooner and in agreement with the planning authority.
- 1.4 The applicant will manage the FTP and will be responsible for its implementation and further development until a management company or companies are identified.
- 1.5 This FTP has been produced in accordance with the latest Transport for London (TfL) guidance, Travel Planning Guidance (November 2013), and includes objectives aimed at promoting sustainable travel to and from the development.
- 1.6 The Mayor's Transport Strategy (2018) seeks to increase the share of sustainable modes of travel across London's network. The Mayor's Transport Strategy sets out to achieve 80% of travel by public transport or active travel modes (walking and cycling) by the year 2041.
- 1.7 The COVID-19 pandemic of 2020 is significantly disrupting transport systems, which is having both temporary and permanent impacts on mobility and travel patterns. A potential long-term outcome of the pandemic could be a radical increase in the ambitions for active travel mode share, particularly in Central London with the expansion of cycling and pedestrian infrastructure and behavioural changes. The FTP has been produced with consideration for this potential societal shift.

2. The Site

- 2.1 The site is located within the London Borough of Camden on Tottenham Court Road, Bloomsbury. The site's location is provided in Figure 2.1.
- 2.2 The site is bounded by Tottenham Court Road to the west, Bayley Street to the north and Morwell Street to the east. To the south is the 1 Bedford Avenue development.
- 2.3 The site currently consists of 5 separate buildings:
 - 3 Bayley Street – Residential / Office
 - 1 Morwell Street – Residential
 - 2-3 Morwell Street – Retail / Office
 - 4 Morwell Street – Office / Education
 - 247 Tottenham Court Road – Office / Retail
- 2.4 Collectively, the buildings are comprised of six floors, plus one basement level and the ground floor level. Office accommodation is provided on floors two to six and retail space is provided on floors lower ground to first floor. The basement level is used for storage space and car parking.

Figure 2.1: Site Location



3. Planning Policy & Standards

- 3.1 This report has been prepared according to the following guidance which is fully summarised in Appendix A of the Transport Assessment:
- National Planning Policy Framework (2019)
 - Good Practice Guidelines: delivering travel plans through the planning process (2009)
 - Equality Act (2010)
 - The London Plan (2016)
 - The Mayor's Transport Strategy (2018)
 - Transport for London Travel Planning Guidance (2013)
 - Camden Local Plan (2017)
 - Camden Planning Guidance: Transport (2019)
 - Fitzrovia Area Action Plan (2014)

4. Existing Transport Network

- 4.1 The Healthy Streets Transport Assessment (TA) details the existing transport infrastructure and public transport services within the vicinity of the site in full. An overview is reproduced below.

PTAL ASSESSMENT

- 4.2 The TfL WebCAT Planning Tool has been used to calculate the PTAL for the site. The PTAL is categorised in 6 levels, 1 to 6, where 6b represents a high level of public transport accessibility and 1 a low level of public transport accessibility. The PTAL estimate applies a walking speed of 80m per minute with a maximum walking distance of 640m to bus stops and 960m to rail and Underground stations.
- 4.3 The site benefits from a Public Transport Accessibility Level (PTAL) rating of 6b, which is the highest category possible. Public transport options include 11 bus routes and the Goodge Street and Tottenham Court Road London Underground stations are less than 5 minutes' walk away. The Elizabeth Line will also connect to Tottenham Court Road Station when completed.

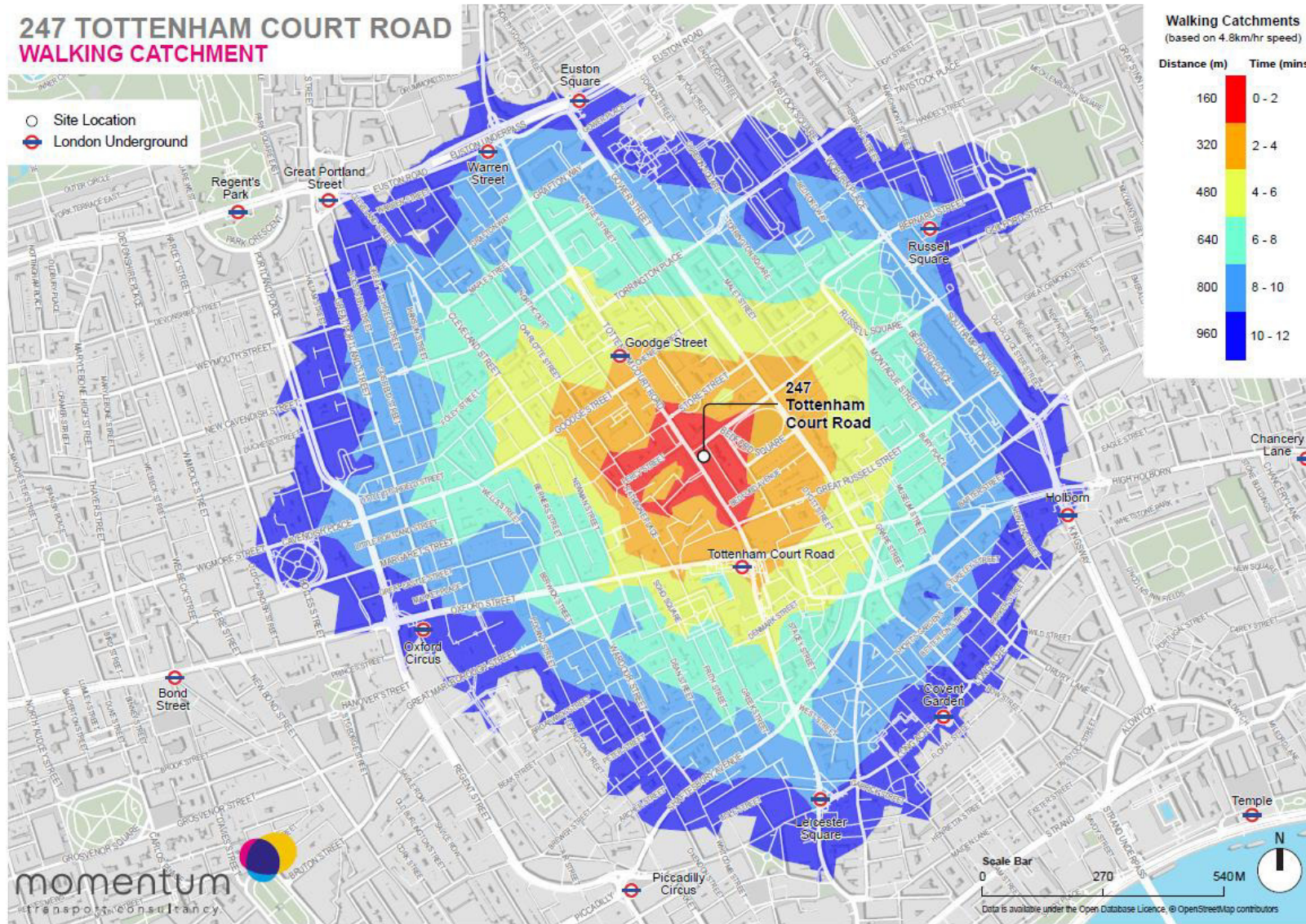
PEDESTRIAN FACILITIES

- 4.4 There is a good provision for pedestrians in the vicinity of the site, with an established network of lit footways and pedestrian facilities, providing access to nearby bus stops and London Underground stations. Footways are provided on both sides of all local roads in the vicinity of the site.
- 4.5 The site is bordered on three sides by footways. Footways are provided on both sides of the carriageways on each road. As part of LB Camden's West End Project, Bayley Street was closed to vehicular traffic immediately adjacent the site to provide more space for pedestrian activity and expand the public realm.
- 4.6 Camden's West End Project has provided two enhanced junctions with Tottenham Court Road at Bayley Street and Bedford Avenue, north and south of the site. In each case, vehicle access

to/from Tottenham Court Road has been removed in place of cycle facilities, including the provision of widened footways.

- 4.7 The footways on Morwell Street are narrow, although low volumes of pedestrians are experienced on this highway.
- 4.8 The pedestrian routes which users of the site currently utilise travelling to / from the site are:
- Tottenham Court Road (to / from the north, south and west)
 - Bayley Street (to / from the east)
 - Morwell Street (to / from south)
- 4.9 A signalled pedestrian crossing of Tottenham Court Road is provided approximately 50m north of the site. No formalised pedestrian crossings exist on Bayley Street or Morwell Street. However, on Bayley Street adjacent to the site pedestrians are only required to cross a cycle lane.
- 4.10 The existing pedestrian facilities within the vicinity of the site are considered good, with no connectivity issues to major routes identified.
- 4.11 Figure 4.1 provides an overview of the walking catchment from the Proposed Development site.

Figure 4.1 Walking Catchment from 247 Tottenham Court Road



CYCLE NETWORK AND FACILITIES

- 4.12 Cycling is an important mode of travel to and from the existing site, and its importance in Central London is expected to increase due to the long-term impacts of COVID-19 on mobility.
- 4.13 While the site benefits from good cycling connectivity, no part of the highway network immediately surrounding the site is designated as a TfL Cycleway. However, a Quietway route connecting the British Museum to Southbank can be accessed approximately 200m to the east of the site.
- 4.14 Tottenham Court Road traverses from north to south along the western border of the site and is a signed local cycle route. The southbound lane is shared by buses and cyclists only, while the northbound lane is for all traffic. Tottenham Court Road provides cyclists with access from the site to the surrounding highway network in the north, south and west.
- 4.15 Bayley Street is a line-marked cycling route. Although a parklet exists adjacent the site that prevents vehicles accessing Tottenham Court Road from Bayley Street, a dedicated cycling lane is provided to maintain cycling access. Bayley Street provides cyclists with access from the site to the surrounding highway network in the east.
- 4.16 There are 25 Santander Cycle Hire docking stations immediately adjacent to the site on Bayley Street. Another 41 docks are provided on Alfred Place and 16 on Rathbone Street within a 5-minute walk of the site. The locations of these stations are shown in Figure 4.2.
- 4.17 LB Camden entered into a year-long trial with two dockless electric bike operators in August 2019, Jump and Lime. The bikes can be hired through the Jump and Lime apps. The bikes do not need to be picked up or dropped off at specific docking bays, although they must be parked in locations that do not disrupt other cyclists, pedestrians or transport users. No parking zones have been implemented in the borough to cater for the dockless bikes. Other dockless bike operators are currently excluded from LB Camden.
- 4.18 Short-stay cycle parking in the form of Sheffield Stands is also located within the vicinity of the site. There are 2 stands located directly adjacent the site on Tottenham Court Road, 12 located on the opposite side of Tottenham Court Road and 2 nearby on Bayley Street.
- 4.19 The cycle catchment within a 20-minute cycle is shown in Figure 4.3.

Figure 4.2: Local Cycling Infrastructure

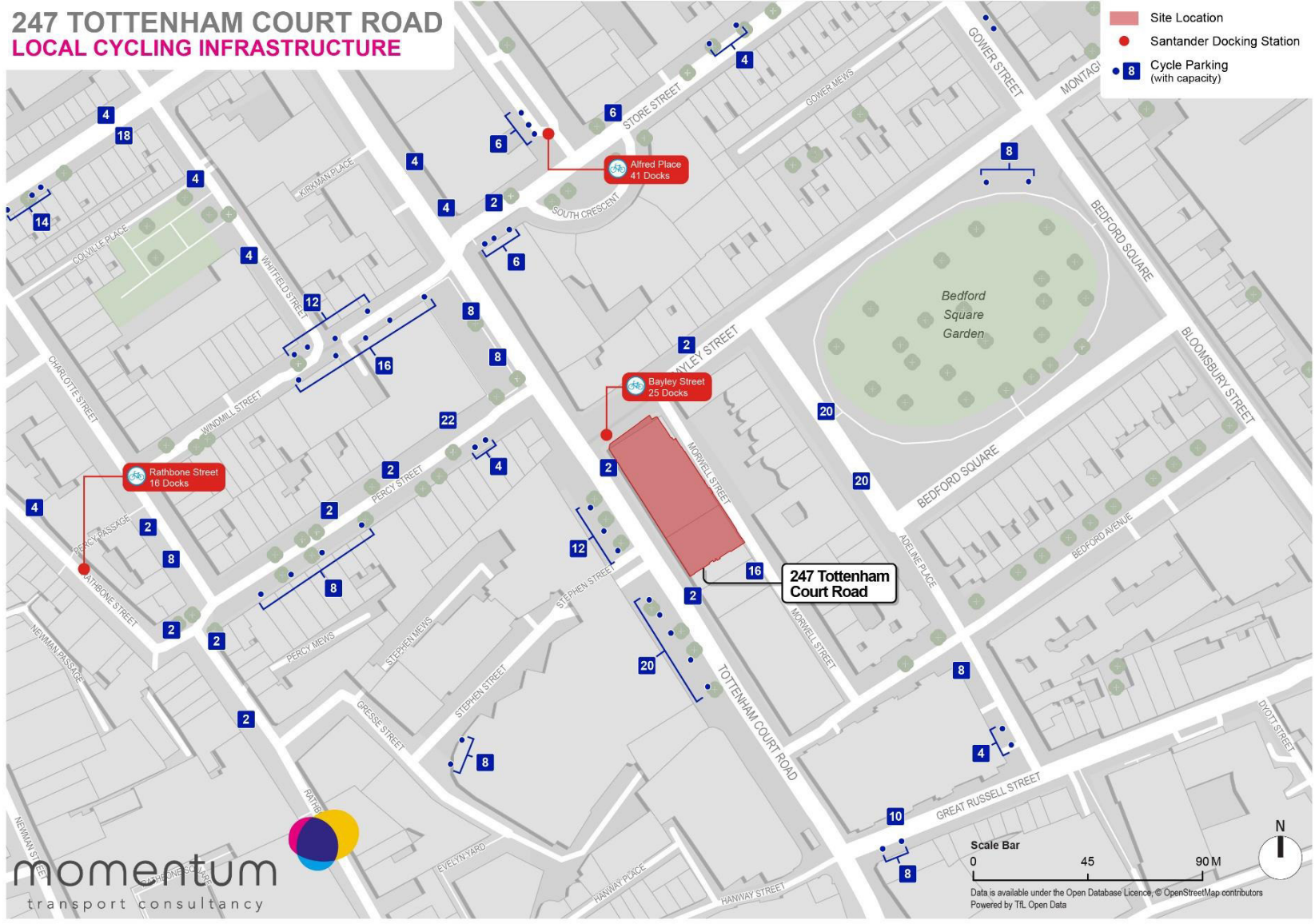
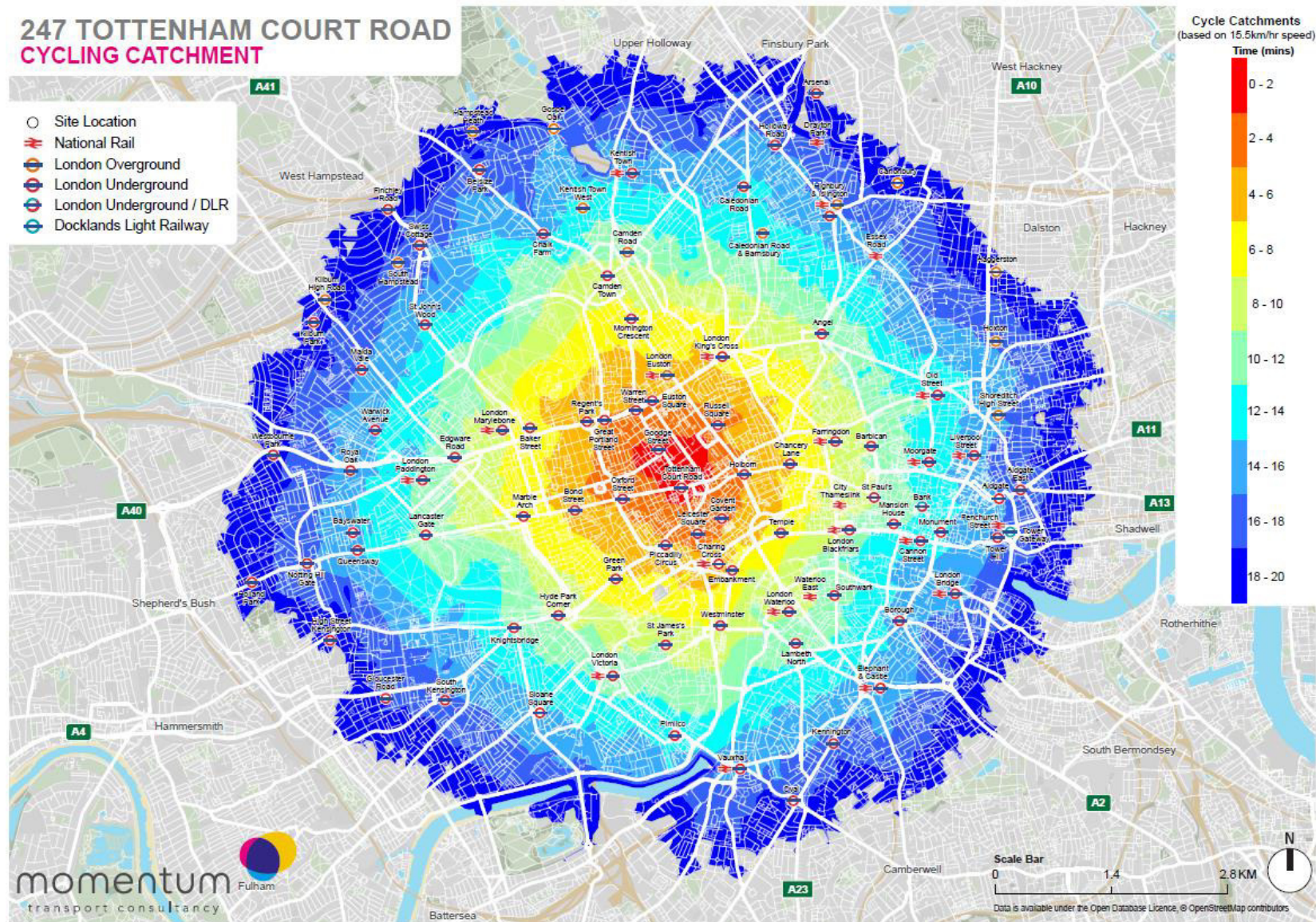


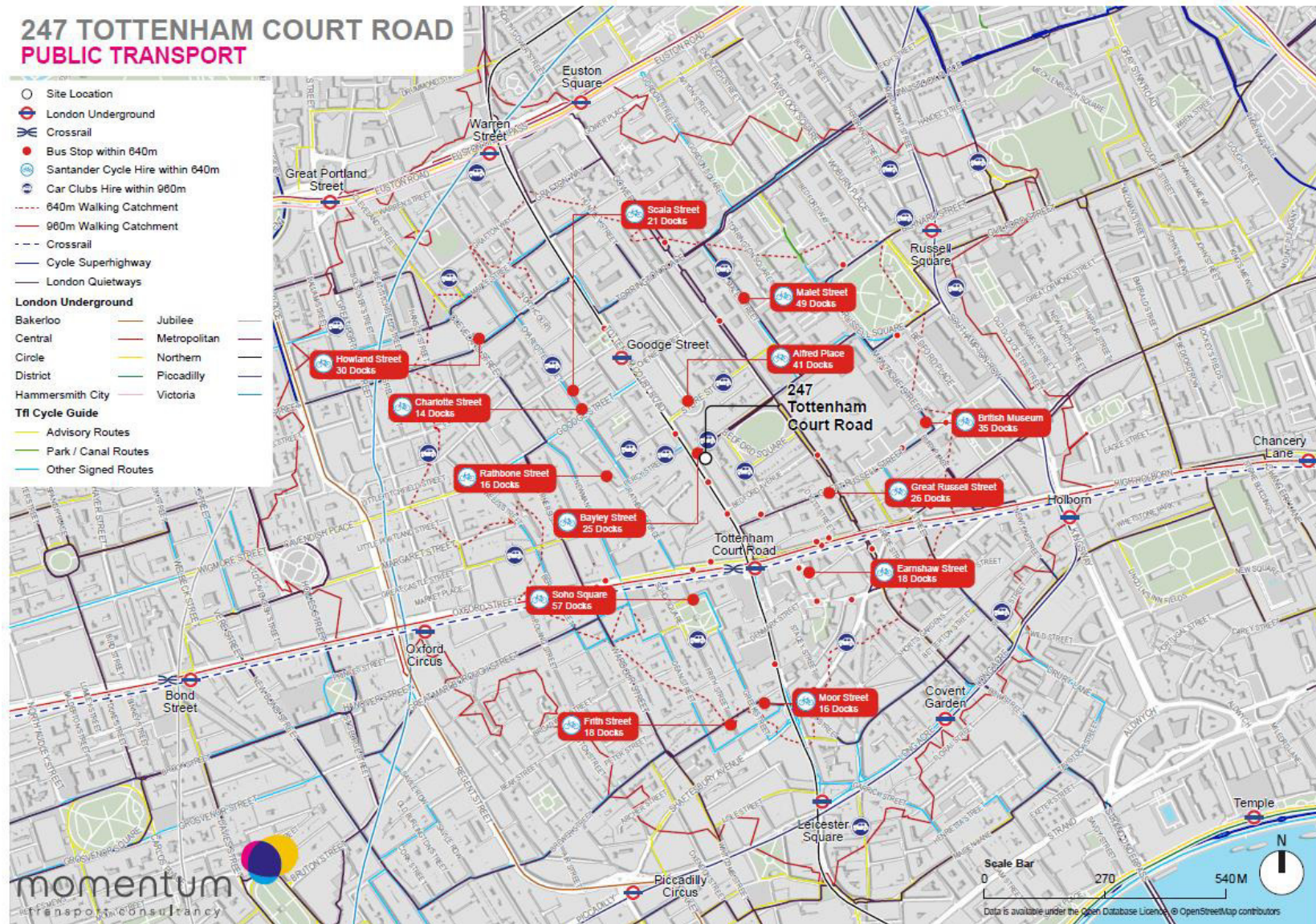
Figure 4.3: Cycle Catchment



PUBLIC TRANSPORT ACCESSIBILITY

- 4.20 The site is very well served in terms of its accessibility to public transport, facilities and amenities located within a 20-minute walk as shown in Figure 4.4. Full descriptions of the London Buses and London Underground services that operate in the area are detailed in Section 3 of the TA.

Figure 4.4: Public Transport Summary Map



5. Development Proposals

- 5.1 The Proposed Development seeks the demolition of the existing buildings on site and their replacement with a 5-storey above ground office-led mixed-use scheme, with the provision of flexible uses on the ground level and basement.
- 5.2 For the purposes of the assessments provided within this Travel Plan, it has been assumed that 80% of the flexible retail provision would be food A1 retail, 10% would be A3 retail and 10% would be D2.

Table 5.1: Proposed Land Uses and Floor Areas

Land Use	NIA (m ²)	GIA (m ²)	GEA (m ²)
Residential C3	877	1,305	1,520
Office B1	5,595	7,717	8411
D1/B1*	600	656	726
Food Retail A1	937	1,080	1,248
Restaurant A3	117	135	156
D2 Sui Generis	117	135	156
Total	8,243	11,028	12,217

*D1/B1 provision has been assessed as part of Office B1

CYCLE PARKING

- 5.3 Long stay cycle parking would be provided in line with the requirements of the Adopted London Plan (2016). Table 5.2 presents the long stay and short stay cycle parking required to comply with the Adopted London Plan (2019).

Table 5.2: Cycle Requirements

Land Use	Long Stay	Short Stay
Residential C3	16	1
Office B1 & D1/B1	123	13
Food Retail A1	8	41
Retail A3	1	8
D2 Sui Generis	2	2
Total	150	65

- 5.4 It is proposed to provide 150 long stay spaces within the building in the basement levels and at ground level.
- 5.5 A breakdown of the proposed long stay spaces and the type of cycle stand is presented in Table 5.3. This includes a provision of folding bicycle lockers which is considered suitable for this site given its position within the Central Activity Zone and in close proximity to rail termini, as set out in guidance within the Draft New London Plan (2019).

Table 5.3: Long Stay Cycle Provision (non-residential provision)

Type of Cycle Stand	Proportion	No. of Spaces
Two-Tier Rack	70%	94
Sheffield Stand	12.5%	17
Foldable	14%	19
Recumbent	3.5%	5
Total	100%	134

- 5.6 It is proposed that the short-stay cycle parking requirements for the proposed development are not provided within the development itself, but rather via a bespoke set of provision around the site. This is due to the extreme spatial constraints of the proposed scheme.
- 5.7 The proposed location of the short-stay cycles is shown in Appendix G of the Transport Assessment.
- 5.8 It is proposed that short-stay cycle parking is provided as laid out Table 5.4, which shows indicative possible achievable numbers rather than final numbers

Table 5.4: Short Stay Cycle Parking Proposed Locations and Indicative Numbers

Location	Indicative Number
Tottenham Court Road – western footway	26
Santander docking station	6
Office reception	7
Bayley Street parklet	26
Total	65

- 5.9 It is proposed that the existing short-stay cycle facilities immediately opposite the site on Tottenham Court Road could be enhanced by the scheme. There are currently 3 pairs of Sheffield Stands, providing capacity for 12 bikes. It is proposed that 13 additional stands (+26 spaces) could be provided in this area.
- 5.10 It is proposed that the Santander docking station, currently located immediately north of the site on Bayley Street, is relocated to Tottenham Court Road's western footway (to the north of the junction with Percy Street) and enhanced. Additional spaces are proposed to be provided in excess of the existing 25 docks which will provide an excellent short-stay facility for users of the retail, office and residential land uses at the site, and therefore the enhancement should be considered within the overall quantum of short-stay provision.
- 5.11 A small number of short-stay cycles are proposed to be located within the reception of the office, accessed via Bayley Street. This would be for office visitors and provide a design feature in the reception to promote cycling as a mode of transport.
- 5.12 In relocating the Santander docking station, there is an opportunity to improve the public realm on Bayley Street, in line with the parklet proposals of Camden's West End Project. One opportunity within this would be the provision of parklets which can incorporate a small number of cycle parking stands. The intention here would be to create a people-first piece of public realm rather than a large number of short-stay cycle stands, to tie into the parklet concept on Bayley Street.

6. Objectives and Targets

- 6.1 This section of the report sets out the objectives and targets of the FTP based on a review of regional and local policies, and the estimated trip generation for the Proposed Development.
- 6.2 The targets proposed as part of the interim FTP relate to information provided in the TA. The targets are specific, measurable, attainable, realistic and time-bound, and link directly to the objectives of this interim FTP.

OBJECTIVES

- 6.3 The principal objective of the FTP is to facilitate sustainable travel to and from the proposed development at 247 Tottenham Court Road.
- 6.4 To achieve the principal objective, the following elements have been considered:
- Site accessibility (this includes for all groups of people including those with mobility impairments);
 - Use of sustainable transport modes (walking and cycling);
 - Creating awareness of the FTP with the tenants and other users;
 - Influence the travel behaviour of visitors; and
 - Improve the health of staff and minimise the development's impacts on the environment.
- 6.5 These objectives support the principles of a wider Travel Plan (TP) policy.

7. Targets

- 7.1 Upon 75% occupation by tenants, a comprehensive TRICS compliant site user travel and freight survey will be undertaken. These surveys will allow a better understanding of the specific travel characteristics of staff and visitors.
- 7.2 A full FTP is targeted to be developed within 6-months of the (75%) occupation of the site once it is fully understood how and why people travel to and from the new development site. TfL's iTrace tool will be used when developing the full TP to ensure it complies with TfL best practice guidance and ensure its compliance when conducting surveys. iTrace assists in monitoring and reporting on the performance of sustainable travel and smarter choices initiatives at workplaces, schools and residential travel plan sites.
- 7.3 The FTP provides initial site-specific targets to start with and site-specific targets which will be developed upon occupation and the completion of site audits and TRICS-compliant site user travel and freight surveys. The targets are relating to:
- 7.4 Specific percentage increase in walking and cycling;
- 7.5 Increase in public transport usage; and
- 7.6 Ensure that all occupants are aware of the TP and its objectives by a specific period (e.g. within 6 months of TP approval).

8. Mode Share Targets

- 8.1 As determined by TfL Travel Planning Guidance (2013) mode share targets are set at 1st, 3rd, and 5th years as seen below in Table 8.1.

- 8.2 Interim targets for residents and the office and retail staff (based on the mode share data in the Transport Assessment) have been identified for the 3rd and 5th year, as shown in Table 8.1. The 6-month travel surveys will set out the baseline data.

Table 8.1: Proposed and Target Mode Share for Staff

Mode of Transport	Proposed Mode Share	1st Year Target	3rd Year Target	5th Year Target
Underground/Overground/DLR	39%	38%	37.5%	36.0%
Crossrail	10%	10%	10.0%	10.0%
Train	7%	6.5%	6.0%	5.0%
Bus	17%	16.5%	16.0%	15.0%
Taxi	1%	0.5%	0.5%	0.0%
Motorcycle	1%	0.5%	0.0%	0.0%
Car	0%	0%	0.0%	0.0%
Car Passenger	0%	0%	0.0%	0.0%
Bicycle	7%	8.5%	9.5%	11.5%
On Foot	18%	19.5%	20.5%	22.5%
Total	100%	100%	100%	100%

- 8.3 Targets will be reviewed once the baseline data has been established. Separate targets can be identified for staff and visitors to encourage sustainable modes such as walking and cycling. The baseline data will provide a better understanding of what is achievable and what modal share targets should be set.
- 8.4 An initial 10.0% mode share for Crossrail has been utilised considering the additional connections that this rail connection would provide once operational. As part of this reallocation to Crossrail, decreases in London Underground and Train mode shares have been forecast.
- 8.5 The impacts of COVID-19 on mobility is expected to result in both temporary and permanent improvements to the cycle and pedestrian infrastructure throughout London, to mitigate an increase in car use as the capacity of public transport services are reduced for social-distancing purposes. This disruption to mobility has the potential to affect the long-term behaviour and choices of transport users. An increase share for active transport modes (cycling and walking) in this TP is targeted for each year, with increases targeted particularly in the first year to reflect the potential infrastructure and attitudinal changes in the immediate aftermath of the COVID-19 pandemic.
- 8.6 The target mode share for public transport modes (train / Crossrail / underground / bus) are proposed to reduce over the 5-year period as active transport mode share targets increase.
- 8.7 Taxis and motorcyclists exhibit a minor proportion of the mode share as the site is car free. It is proposed that both modes are decreased marginally by the end of the five-year target period.

- 8.8 Due to the location in Central London, the mode share for car is set at 0%. This is in line with the Mayoral target to achieve 80% of trips by public transport or active travel by 2041 for London as a whole, and 95% for trips within Central London, with 100% of trips targeted to be used by public transport or active travel within the 5th year of occupation.

9. Travel Plan Management

- 9.1 The effective management of the TP with clearly defined roles, responsibilities and targets is central to achieving the TP objectives.
- 9.2 This section explains how the TP will be taken forward once it has been implemented.

DELIVERY AND TRAVEL PLAN MANAGEMENT

- 9.3 The applicant will identify a management company, potentially the company which will have responsibility for the facilities management within the development, to manage the TP for 247 Tottenham Court Road. The management company will be responsible for the implementation and further development of the TP.
- 9.4 The applicant is responsible for the TP at this stage and will appoint a Travel Plan Coordinator (TPC) once the tenants occupy the site. The TPC may or may not be from the management company. Occupants will be consulted before appointing the TPC. The management company will work with the TPC appointed and the TPC will be responsible for implementing specific measures.
- 9.5 The TPC's responsibilities will include:
- Achieving commitment and support from the occupants;
 - Setting up a forum to facilitate periodical internal meetings and knowledge sharing between Management Company and occupants;
 - Create awareness of the TP and its specific measures;
 - Provide advice on transport-related subjects to occupants and visitors;
 - Liaising with the occupiers on-site and others outside (e.g. stakeholders, boroughs, TfL, public transport operators) wherever necessary;
 - Coordinating the data collection and monitoring the FTP programme; and
 - Presenting a business case to secure a budget for developing the TP and ensuring its efficient use.

TRAVEL PLAN AWARENESS

- 9.6 The success of the TP is dependent on the occupant's awareness through promotion and advertisement which will be developed by the management company in conjunction with the future occupiers. Various forms of suitable communication will be used to advise and inform visitors about the travel options and other facilities.
- 9.7 The Action Plan provides more details of the specific measures that are to be pursued in relation to encouraging more sustainable travel patterns such as greater use of cycling, walking, public transport, car sharing and the use of other non-single occupant modes of travel.

VISITOR TRAVEL

- 9.8 The TP aims to encourage the journeys to be made by sustainable modes of transport. Visitors to the site will be provided with information (notices and information on the invitations) on how to reach the site by all modes so that they can make an informed decision. This guidance will highlight the commitment to sustainable transport modes.

10. Measures to Support the Travel Plan

DESIGN OF THE PROPOSED DEVELOPMENT

- 10.1 Due to the following features of the development, travel to the site by means other than car use is expected to be the norm. The location of the site, the proximity of nearby public transport connections, the low levels of on-site car parking, and the provision of on-site cycle facilities will encourage sustainable modes of transport to be chosen.
- 10.2 The site has an excellent Public Transport Accessibility Level (Level 6b), due to the excellent connections between the site and the surrounding area.
- 10.3 The amount of on-site long-stay cycle parking proposed meets the requirements of both the London Plan (2016) and the Intent to Submit London Plan (2019).

MEASURES

- 10.4 This section details the measures that will be introduced by the management company / TPC to the tenants. This is to encourage tenants to implement sustainable transport modes and reduce car use. Table 10.1 sets out the action plan, benefits of the various measures offered and the timescale for their implementation. Implementation will be phased depending on the level of occupation.

INFORMATION PROVISION

- 10.5 The following information will be provided to employees and visitors where applicable:
- Details of the purpose and objectives of the site TP;
 - The contact details of the relevant TPC;
 - The relevant bus network diagram from TfL;
 - A pamphlet from TfL promoting the use of Oyster cards and / or contactless payments;
 - Any other information relevant to employee travel including company policies related to allowances and public transit operators and cycle stores (where applicable);
 - Public transport information including bus timetables. TfL Journey Planner and National Rail phone numbers and web addresses; and
 - Cycle information including the location of cycle facilities and nearest safe cycle routes.
- 10.6 Visitor information for land uses requiring a booking which generates a confirmation e-mail, which will include travel information and details of the availability of cycle parking.
- 10.7 Other means of providing information on travel options will be communicated using the following means:
- Notice boards;

- Staff newsletters;
- Screens; and
- Company intranet sites where available

CYCLING AND WALKING

10.8 The site TP will include information on safe walking and cycling routes to key off-site destinations, including public transport links. The information will be made available through the internet (where appropriate) and at key locations on site.

10.9 Additional information about the TP actions are found in Table 10.1.

Table 10.1 Descriptions of Travel Plan Actions

Actions	Description	Measures	Benefit(s)	Timescale	Responsibility
Adoption of TP	Acceptance of the TP ensures it will be a living document	Encourage the tenant to adopt the TP	Adoption of the TP ensures future commitment to the development and implementation	Upon occupancy	Applicant
Travel Plan Coordinator	A TPC will be responsible for managing the on-going development, delivery and promotion of the TP	Work with the tenants to identify a TPC for the Site	This will ensure that the TP is taken forward and results are delivered	Upon occupancy	Applicant
Establish the Tenant's Forum	The Forum will enable the discussion of sitewide issues and the exchange of TP process / information between the tenant and the management company	Work with the tenants of the development to sign up and attend quarterly meetings	This will ensure that site-wide issues are addressed and that the results are delivered	Upon occupancy	TPC
Feedback to the tenant	Promote the TP and achievements made through the Tenants Forum	Feedback to tenant on progress against issues	This feedback will keep the tenant involved and aware of the TP	Upon occupancy	TPC
Site and TP Information	Provide information about the Site and the TP	Provide information such as access arrangements, walking, cycling, PT and maps, website links, and real-time journey information	This will provide staff and visitors with a high level of information to choose their travel options. Catchment maps will show the proximity of the local	Before occupation and on-going	TPC

		through fliers and notices	facilities, amenities and employment		
Discourage visitors from making private car trips	In order to discourage private car trips to the site, the tenant's website will contain detailed information on how visitors can access the site through sustainable means	Information on the tenant's website which lists London Underground, Bus, Overground, rail and cycle facilities in the surrounding area	Reduce the likelihood of visitors arriving on site by private car. Discourage the use of taxis and private hire vehicles	Upon occupancy	TPC
Cycle parking	Provide secure cycle parking, storage and changing facilities	Provide cycle parking spaces as detailed in the TA and agree to monitor demand and usage	Provision of secure cycle parking will encourage tenants and their visitors to use bicycles as a mode of travel	This will be implemented when the site is complete	Applicant
Pedestrian facilities	Good pedestrian access and permeability	Develop good pedestrian networks within the site and create links with the wider area	The development will encourage employees to walk and provide a pleasant environment	Construction through to occupancy	Applicant

11. Monitoring and Review

TRAVEL SURVEYS

- 11.1 The monitoring of the site TP will be the responsibility of the TPC who will implement a programme to survey travel patterns and evaluate the success of the plan.
- 11.2 Travel Plans are normally monitored on a five-year cycle, and comprehensive TRICS surveys are not necessary on an annual basis after the initial baseline survey. Therefore, TRICS surveys will be carried out at 247 Tottenham Court Road on the first, third and fifth anniversary of the initial baseline travel survey.
- 11.3 These surveys will monitor whenever the mode share targets are met by each land use set out in this document and provide the basis on which any necessary modifications can be made if the site TP targets are not being achieved.
- 11.4 It is proposed that this monitoring will be an ongoing process throughout the lifecycle of the development.
- 11.5 The surveys will follow TfL guidance to ensure their compatibility with iTRACE (the Travel Plan project management tool used by London Boroughs). The TPC will be responsible for populating the iTRACE database.
- 11.6 A standard questionnaire which will need to be adapted to suit the site will usually ask for the following information:
 - Time in and out of the site;
 - Origin and destination postcodes (full if known);
 - Main mode used to access the site – form of travel used for the greatest amount of time;
 - Final mode used to access the site – the last form of travel used before arriving at the site;
 - Time to walk to the site (if applicable);
 - First mode used to leave the site – the first form of travel used when leaving the site;
 - Main mode used to leave the site – form of travel used for the greatest amount of time;
 - Car parking location (if applicable); and
 - If a visitor has a disability affecting their travel to work.
- 11.7 The surveys will be commissioned by the TPC and will be undertaken by an independent fieldwork provider (IPF).
- 11.8 The TPC will be responsible for notifying LB Camden in writing when surveys are going to be undertaken with the name of the IFP who will be carrying out the survey and data analysis work.
- 11.9 The TPC will also monitor the uptake of Blue Badge parking demand to ensure that sufficient facilities are in place to cater for demand.
- 11.10 Additional monitoring of the following is also useful to judge whether the implementation or proportion of certain measures needs to be modified. These factors should be monitored on a regular basis by the TPC which include:
 - Monitoring the level of usage of cycle parking;

- Monitoring demand for additional cycle parking facilities; and
- Recording comments received from employees relating to the operation and effect of the TP.

REPORTING

11.11 Monitoring reports will be submitted to LB Camden by the TPC after monitoring surveys. The monitoring reports will consider any results from the latest surveys. In the alternate years when surveys have not been undertaken, the TPC will submit a report to LB Camden to outline the progress the site has made towards the implementation of measures set out in the TP / previous monitoring report. It will also include any relevant information from the commercial tenants.

11.12 There will be several different surveys that will be conducted for staff and visitors (separately since not all will apply to each land-use). These include:

- Blue Badge Parking Survey
- Travel Survey
- Pedestrian Surveys

11.13 Additional monitoring of the following will be used to assess whether the implementation of certain measures needs to be modified. The following factors will be monitored on a regular basis:

- The level of usage of cycle stands;
- Demand for additional cycle parking facilities; and
- Comments received from employees and visitors relating to the operation and effects of the site TP.

11.14 Information gathered through the monitoring process will be recorded for input to the annual review (outline below). This information will be made available to LB Camden and TfL.

REVIEW

11.15 The site TP will be reviewed on an ongoing basis and updated on an annual basis within two months of completing the monitoring surveys. It is anticipated that feedback made by LB Camden on the Monitoring Reports will be used in the review process.

11.16 The review (and subsequent targets) will be discussed. If the targets are not being met, then measures will be discussed with LB Camden as to how to ensure the targets can be achieved.

SUMMARY

11.17 The applicant will work with the tenants to identify a TPC to ensure the future development of the TP.

11.18 The management company will oversee the monitoring and review of the TP to ensure the document reflects the changing requirements of the site and is up-to-date with travel planning options available.

11.19 The applicant will ensure suitable funding, through agreement between the management company and the tenants, for how the TP is delivered and the on-going monitoring and review.

11.20 Table 11.1 provides the plans and timescales for the monitoring and review of the TP.

Table 11.1 Framework Travel Plan Timescales

Action	Timescale
Baseline travel surveys (TRICS / iTRACE)	Within 6 months of occupancy
Future travel surveys (TRICS / iTRACE)	3 rd and 5 th year
247 Tottenham Court Road Tenant Forum Meetings	Quarterly
Feedback to the management company	Quarterly
Comprehensive and strategic review of all aspects of the TP	6 months, 3 rd and 5 th year

12. Conclusion

- 12.1 This document is an appendix to the TA to set out the aims and objectives of the TP, which will accompany the 247 Tottenham Court Road planning application.
- 12.2 TPs are tools to minimise vehicle trips to a prospective development by setting out an effective framework encouraging public and active transport usage. This works in line with the Mayor's aims of promoting these transport methods and it is highly important that tenants support and implement the FTP as an overarching strategy for the site.
- 12.3 This TP sets out an initial framework of the key actions which will be taken to achieve the mode share targets which have been set for the development. These will support the Mayoral target to 95% of trips by public transport or active travel by 2041 within Central London, with 100% of trips targeted to be by public transport or active travel in the 5th year of occupation.
- 12.4 Travel surveys will be carried out to assess the travel patterns of difference user groups within the development. The results of these surveys will be used to assess the efficiency of the FTP and determine whether changes should be made.