

Project Title
**Hillingdon Water Sports
Facility and Activity Centre**

Report Title
Travel Plan

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1.0 INTRODUCTION

- 1.1 Robert West has been appointed to provide transport planning and highways advice in relation to the proposed permanent relocation of the former Hillingdon Outdoor Activity Centre (HOAC) to a site at Broadwater Lake, Harefield (hereafter referred to as 'the site'). The site is located within the London Borough of Hillingdon (LBH). Broadwater Sailing Club (BSC) and Gerrards Cross and Uxbridge District Angling Society (GXUDAS) currently use the Broadwater Lake amenity.
- 1.2 Following the relocation of HOAC, the collective facilities at Broadwater Lake will be known as Hillingdon Water Sport Facility and Activity Centre (HWSFAC) and will be managed by LBH. HWSFAC is an amalgamation of HOAC, BSC and GXUDAS all of which are existing facilities. Operations of these facilities are not expected expand or to change as part of the development proposals.
- 1.3 This Travel Plan (TP) has been prepared for submission in support of a full planning application for HWSFAC at Broadwater Lake. Given the existing site uses are established and not expected to change, this TP is directed toward the operations of the relocated HOAC. The TP will be aimed at HOAC staff and visitors in particular users who travel to the site by single car occupancy modes of travel. Notwithstanding that, some of the measures included within the TP will be applicable to the existing site users to benefit and encourage sustainable modes of travel.
- 1.4 This TP should be read alongside the Transport Assessment (TA), Delivery and Servicing Plan (DSP) and Parking Design and Management Plan (PDMP) produced for the proposed development and submitted with the planning application. In due course it is expected that the TP will be secured via planning condition.
- 1.5 This TP has been prepared in line with the following documents:
 - i. National Planning Policy Framework (NPPF) (2021).
 - ii. London Plan (2021).
 - iii. Mayor's Transport Strategy (2018).
 - iv. London Borough of Hillingdon Local Plan part 1 (2012).
 - v. London Borough of Hillingdon Local Plan part 2 (2020).
- 1.6 Following this introduction, the remainder of the TP is structured as follows:
 - i. Section 2.0: Site location and accessibility by non-car modes.

- ii. Section 3.0: Development proposals and transport demand.
- iii. Section 4.0: Transport issues and strategy.
- iv. Section 5.0: Aims and objectives.
- v. Section 6.0: Targets.
- vi. Section 7.0: TP Measures.
- vii. Section 8.0: Management measures.
- viii. Section 9.0: Monitoring and review.
- ix. Section 10.0: Action plan.

2.0 SITE LOCATION AND ACCESSIBILITY BY NON-CAR MODES

- 2.1 This section of the TP describes the existing Broadwater Lake site conditions, the surrounding public realm and accessibility of the site by non-car modes including walking, cycling, and public transport.

Existing site overview

- 2.2 The former HOAC site was located at Dews Lane, Harefield, UB9 6JN. This is to be relocated following the permanent closure of HOAC operations due to High Speed Two (HS2) proposals passing directly through the existing site. Approximately 1.3km southeast is the new site at Broadwater Lake located at Moorhall Road, Harefield, UB9 6PD. The site location is illustrated in Figure 2.1.



Figure 2.1: Site location.

- 2.3 The site is predominantly rural in nature and is located to the south of Harefield on the outskirts of Greater London. The site falls within the Mid Colne Valley site of specific scientific interest (SSSI). The site is bound by the Grand Union Canal to the east, Moorhall Road to the south and the River Colne to the north and west. The site is accessed from Moorhall Road to the south of the site.

Local access including highway, public transport, cycling and walking

Walking routes and crossings

- 2.4 The pedestrian routes and facilities in the immediate vicinity of the application site are of mixed quality. The site access road leading to the site is paved with asphalt but is often covered in mud and dirt. No footways or street lighting are provided on the site access road. There are public footpaths that provide access to the site. These include the Grand Union Canal towpath to the east of the site, connecting to the Colne Valley trail and the Hillingdon trail.
- 2.5 The pedestrian routes within the wider area are in good quality and condition. The footways range in widths from approximately 1.2m to 2.5m wide. At the existing site access on Moorhall Road there is a dropped kerb crossing with tactile paving. There are footways present on both sides of Moorhall Road except for the north side of the carriageway, west of the site access. Street lighting is present at regular intervals on the surrounding roads and streets.

Cycling

- 2.6 National Cycle Network (NCN) route six runs directly east of the site along the Grand Union Canal towpath. The route is predominantly traffic-free, passing through Uxbridge, West Hyde, Watford, Luton, Nottingham and Manchester and ultimately connects London and Lake District.
- 2.7 There are no designated local cycle routes within the vicinity of the site.

Bus services

- 2.8 The nearest northbound and southbound bus stops are located on Moorhall Road, approximately 50m (less than a minute walk) to the southeast of the site access and are served by the 331 bus route.
- 2.9 Additional bus stops are located on Harvil Road approximately 635m and 785m (eight to 10 minute walk) to the east of the site that are served by the U9 bus route.
- 2.10 A summary of the local bus services in the network peak hours are included in Table 2.1.

Bus routes	Destination	Hourly frequency
331	Belmont Road	3
	Ruislip Station	3
U9	Harefield Hospital	2-3
	Belmont Road	2-3

Table 2.1: Summary of bus services

- 2.11 There are a minimum of five bus services per hour travelling in each direction.

National rail

- 2.12 The nearest National rail station to the site is Denham station which is located approximately 1.2km to the southwest of the site. Denham station is served by Chiltern Railways. Typical Monday to Friday services includes one train per hour to London Marylebone, two in peak hours, and one train per hour to Aylesbury, Gerrards Cross, and High Wycombe.

London Underground

- 2.13 The nearest London Underground stations to the site are Ickenham and is West Ruislip which are located approximately 4km to the southeast of the site. Approximately an 11 minute drive or 20 minute cycle. Ickenham station is the penultimate stop to the terminus of the Uxbridge branches of both the Metropolitan and Piccadilly line. West Ruislip station provides services towards Epping, Hainault and Woodford via Newbury Park.
- 2.14 Uxbridge station is located 4.5km to the south of the site. Bus service 311 and U9 provide a direct connection from Uxbridge station to the site. Journey time is approximately 14 minutes.

Public Transport Accessibility Level (PTAL)

- 2.15 A PTAL assessment of the site was undertaken using the TfL WebCAT database (<https://tfl.gov.uk/info-for/urban-planning-and-construction/planning-with-webcat/webcat>). PTAL values range from 1a to 6b where 1a is the lowest level of accessibility (i.e. very poor) and 6a is the highest level of accessibility (i.e. excellent).
- 2.16 The site scores a PTAL of 1a to 1b, across the site and has an accessibility index of up to 3.16. The PTAL map is shown in Figure 2.2 and the PTAL report is attached at Appendix B.

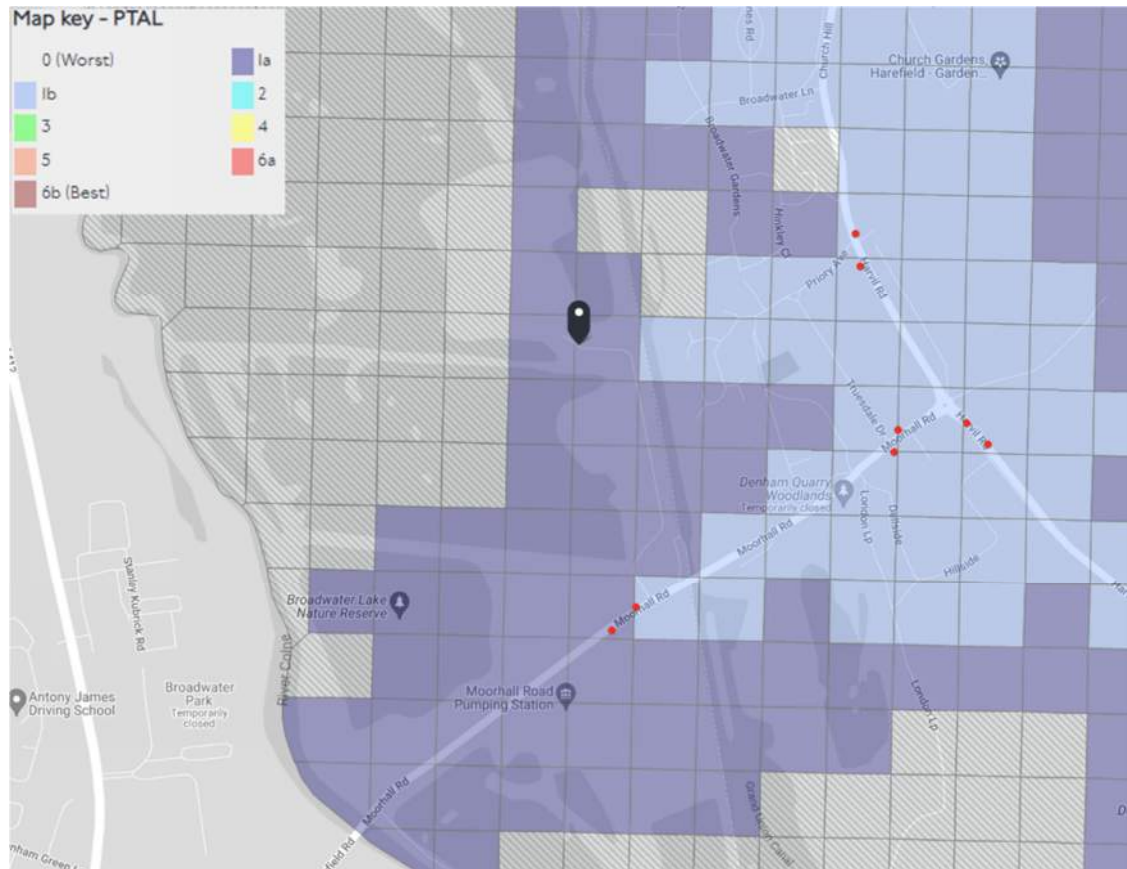


Figure 2.2: PTAL assessment

3.0 DEVELOPMENT PROPOSALS AND TRANSPORT DEMAND

- 3.1 This section describes the proposed development and the level of transport demand expected to be generated.

Development proposals

- 3.2 The development proposals located at Broadwater Lake, Harefield to accommodate HOAC following permanent closure of operations at the former Dews Lane, Harefield site due to HS2 proposals passing directly through the site.
- 3.3 Proposals comprise buildings to provide an outdoor activity centre with water-based sailing and rowing area, associated car parking and landscaping. The masterplan is contained in Appendix A. Additionally, improvements to the site access junction and access road from Moorhall Road are proposed, as shown in Appendix C of this report.
- 3.4 New facilities will be provided for HOAC, BSC and GXUDAS. Collectively the development will be known as HWSFAC and will be managed by LBH. Operations are not expected to change or expand as part of the development proposals.

Travel demand

- 3.5 A detailed appraisal of the existing and future travel demand of the site and proposed development is contained in the TA report produced to support the planning application.
- 3.6 It should be noted the majority of travel demand generated by the existing users of the site occurs out of network peak hours. Some network peak trips are expected by the new users of the site. There is also a seasonal element to the use with higher on average use in the summer months, by comparison to the remainder of the year.

Summary of existing travel demand

- 3.7 The site is currently occupied and used by BSC and GXUDAS. There are additional users who access the site on an infrequent ad hoc basis producing a small number of off-peak trips that are considered negligible.
- 3.8 BSC members are permitted to sail all year round from one hour after dawn to one hour before dusk. Informal sailing occurs on an ad-hoc basis with typically up to 10 members on-site at a time.
- 3.9 BSC predominately operate on Wednesday, Saturday and Sunday when weekly race and sailing events are held.
- 3.10 On Wednesday afternoons during the summer peak months (from April to September), informal

races start at 17:00 and an evening race series start at 19:00. Typically 45 members attend the informal races and 60 members attend the evening race series. Some members are expected to attend both sessions staying on-site throughout this period.

- 3.11 During off-peak months (from October to March), Wednesday informal races start at 11:00 and are often followed up by a members lunch. Typically 60 members attend these sessions.
- 3.12 On Saturday afternoons, junior and family sailing sessions are held between 12:00 and 18:00. These sessions occur during the summer peak months only and typically 100 members attend these sessions. Members that attend the Saturday afternoon sessions are predominately families
- 3.13 Sunday morning sailing race series are held between 08:30 and 14:00. Sunday race series are held all year round and typically 60 users attend these events.
- 3.14 BSC weekly activities are standard events held where only a proportion of BSC members attend. Given the remote location of the site and limited opportunity to travel by public transport, BSC users predominately travel to the site by car. These trips mostly occur during off-peak network hours.
- 3.15 During typical weekly events some users are expected to travel together in the same vehicle, particularly friends and family members. This occurs especially during Saturday junior and family sessions.
- 3.16 BSC also hold larger regattas and open events on Saturdays and Sundays (and occasionally bank holidays) approximately four to six times a year. These are all day events where a larger number of BSC members attend; usually in large family and friend groups, with up to 150 members attending.
- 3.17 During the regatta and open events, car occupancies can be expected to be higher as these full day events are targeted at families and friends. These events would typically attract a higher proportion of taxi trips which would not generate demand for parking.
- 3.18 No staff members are employed by BSC, and activities are member led.
- 3.19 GXUDAS are an angling club that operate within Colne Valley. Broadwater Lake is included as one of their member only fisheries. There are eight fishing pitches located at Broadwater Lake and typically night fishing occurs. Members are permitted to fish for a maximum of 72 hours consecutively.
- 3.20 GXUDAS users typically travel to site by vehicle modes. This is because they are transporting angling and camping equipment to stay and fish on-site for up to 72 hours.

Summary of proposed travel demand

- 3.21 The trips produced by HOAC are subject to seasonal variance. Peak use is from April to September and off-peak use is from October to March. Furthermore, trips to the site are expected to vary day to day.
- 3.22 Given the remote location of the site, the majority of users will be expected to travel to the site via vehicles modes. Group transport by coach and minibus is used where possible to reduce vehicle trips.
- 3.23 A maximum of 39 daily arrival and departure trips will be produced between Monday and Friday during the summer peak season. Maximum daily trips will be produced on a Wednesday when HOAC rowing club sessions are held. Of the anticipated maximum 39 daily vehicle trips, up to 31 vehicles trips will occur during the morning network peak and up to 17 vehicle trips during the afternoon network peak. During the weekend, up to 40 vehicle trips are anticipated. Trips will occur at ad-hoc times throughout the day depending on activity start and finish times during weekend sessions.
- 3.24 Based on the trip assessment results, the travel mode share for HOAC visitors and HOAC Staff is presented below. Mode share has been calculated for the summer peak season only as that will be at peak occupancy.
- 3.25 Table 3.1 presents the travel mode share for HOAC visitors

Users	Mode of travel	Percentage
HOAC visitors	Coach	90%
	Minibus	6%
	Car	4%
	Car share	0%
	Walking	0%
	Cycling	0%
	Public transport	0%
Total		100%

Table 3.1: HOAC visitors travel mode share

3.26 Table 3.2 presents the travel mode share for both permanent and season HOAC staff.

Users	Mode of travel	Percentage
HOAC staff (permanent plus temporary)	Coach	0%
	Minibus	0%
	Car	60%
	Car share	0%
	Walking	10%
	Cycling	10%
	Public transport	20%
Total		100%

Table 3.2: HOAC staff travel mode share

4.0 TRANSPORT ISSUES AND STRATEGY

4.1 The transport and travel issues anticipated to arise from the proposals are outlined in Table 4.1, along with possible solutions to address these.

Details of issue	Possible solutions
The remote location of the site and current condition of the access and access road means that use of active travel modes and public transport will be challenging	<p>Address issues with access and road leading to the site to make improvements for pedestrians and cyclists</p> <p>Provide cycle parking as part of the development</p> <p>Provide group transport solutions as an alternative to public transport</p> <p>Promote active travel modes and walking and cycling to those users who are able to use these modes</p> <p>Measures to promote non-car modes to staff, and car sharing or carpooling where cars must be used</p>
Potential for high vehicle speeds on the access road and on Moorhall Road and risk of accidents	Provide speed restraint measures and ensure visibility complies with relevant standards
Seasonal variation in travel demand to/from the facilities	Bespoke solution to transport required to ensure site users can access the facilities effectively
Staff of HOAC will be both resident and non-resident with differing transport requirements	Ensure TP addresses differing transport requirements of staff
Presence of a variety of user groups sharing the facilities	Need for coordination between user groups and common understanding of transport requirements on a daily/ weekly/ monthly basis
Use of facilities by BSC for events at various intervals	Need for coordination between user groups and common understanding of transport requirements associated with events

Table 4.1: Transport issues

Transport strategy

4.2 It is considered that this development will address the above issues within the vicinity of the site by a variety of interventions as follows:

- i. Significant improvement to the access route to the site, with inclusion of a pedestrian footway, connected to local bus stops, and carriageway width suitable of

accommodating cyclists.

- ii. Reduced vehicular trips through the provision of group transport (coaches/minibuses) for visitors to HOAC.
- iii. Increased sustainable transport use through the provision of soft measures contained within this TP.
- iv. Other management initiatives to address the impact of the proposals when operational including a DSP and PDMP.

Peak months

- 4.3 The sustainable strategy during the summer peak months includes promoting active travel and public transport alternative modes of transport to staff and visitors who travel by single car occupancy car. Visitors are encouraged to travel by group modes of transport such as by coach to reduce the number of vehicles travelling to and from the site.

Off-peak months

- 4.4 The sustainable strategy during the off-peak months includes promoting active travel and public transport alternative modes of transport to staff and visitors who travel by single car occupancy car. Less group travel is expected during the off-peak season and more focus will be placed on encouraging car sharing to reduce overall car trips.

5.0 AIMS AND OBJECTIVES

- 5.1 This section outlines the aims and objectives which form this strategy and lists the benefits of implementing a TP for such a development.

Aims

- 5.2 The aim of this TP is to reduce the number of vehicle trips produced by the site by promoting use of walking, cycling, public transport and group transport, and to ensure transport activities produced by HOAC are coordinated with existing user groups.

Objectives

- 5.3 In conjunction with both national, regional, and local policy, the objectives of this TP are as follows:
- i. To explore initiatives to promote cycling and walking to HOAC staff and visitors.
 - ii. Publicise and promote public transport usage (train, tube, and bus) to HOAC staff and visitors.
 - iii. To publicise and promote use of group transport and car sharing for visitors to HOAC.
 - iv. To minimise single occupancy car trips by staff and visitors to HOAC.

Benefits

- 5.4 Some of the associated benefits of the successful implementation of a recreational focused TP include the following:
- i. Increase in walking and cycling with associated health gains.
 - ii. Increase in groups travelling together via coach/minibus.
 - iii. Improved social inclusion for those that travel together.
 - iv. Minimising unnecessary journeys and associated costs.
 - v. Financial saving.
 - vi. A healthier and more active community.
 - vii. A positive, environmentally friendly image of the development.

- 5.5 In order to achieve the above aims and objectives, a package of measures focussed on promoting non-car modes and minimising vehicle travel, and in particular single car occupancy travel, will be implemented. This is contained in Section 7.0 of this TP.

6.0 TARGETS

6.1 TP targets are measurable goals by which progress can be assessed. These targets should be reviewed through a programme of monitoring (outlined in section 9.0).

6.2 Targets come in two forms – action targets and aim targets:

- i. Action targets are non-quantifiable actions that need to be achieved by a certain time.
- ii. Aim targets are quantifiable and in the case of this recreation-based TP relate to the degree of modal shift the plan is seeking to achieve.

Action targets

6.3 The Action targets for this site are:

- i. To appoint a Travel Plan Coordinator (TPC) prior to occupation of the development.
- ii. To launch this TP prior to occupation of the development.
- iii. To provide travel information to all staff/users of HOAC during peak and off-peak months from first occupation and regularly thereafter.

Aim targets

6.4 Section 3.0 of this TP includes travel by mode predictions for the site based on information provided by the operators. This should be revisited following occupation by undertaking baseline surveys and aim targets provided in accordance with actual travel behaviour. It is recommended that the baseline mode share data will be obtained during peak operating season for the site between April and September.

6.5 Beyond first occupation and the baseline surveys, the TP document will be a 'live document', monitoring surveys will be required and further aim targets developed accordingly.

7.0 TRAVEL PLAN MEASURES

- 7.1 This section of the TP outlines the specific measures to be implemented at the site to achieve aims, objectives and targets. The implementation of the listed measures, which includes hard and soft initiatives, is the core of the TP.

Hard measures

Junction/ access road improvements

- 7.2 Current pedestrian and vehicular access is from a private access road via Moorhall Road to the south of the site. There is a short right turn pocket present on Moorhall Road. There are currently no footways or street lighting provided and poor drainage results in flooding in areas of the access road. This creates poor conditions for pedestrians and cyclists and a barrier to using active travel modes for existing and proposed users of the facilities.
- 7.3 Access for pedestrians, cyclists and vehicles will continue to take place from the site access road and the junction on Moorhall Road to the south of the site. The development proposals include improvements to the existing priority junction and access road. The access and road design general arrangement is attached at Appendix C.
- 7.4 The access and road improvements include:
- i. Introduction of a 20mph limit.
 - ii. Introduction of a 2m wide footway on the western side at the beginning of the access road. This continues as a 2m wide single footway on the eastern side of the access road for the remaining length of the road. A dropped kerb crossing with tactile paving is proposed when the eastern footway stops and the western footway begins.
 - iii. New road surfacing.
 - iv. New street lighting.

- 7.5 The proposed access and road improvements will address poor conditions for pedestrians and cyclists accessing the site and will support increased use of walking and cycling amongst existing users and proposed users of the facilities.

Cycle parking

- 7.6 A total of 18 long stay cycle parking spaces and 24 short stay cycle parking spaces are proposed. Long stay cycle parking is located to the south of the main building underneath the canopy.

7.7 Short stay cycle parking is distributed across the site across three locations.

- i. Four short stay cycle parking space are provided to the north of the site.
- ii. Six short stay cycle parking spaces are provided to east of the site, adjacent to boat yard 2.
- iii. Four short stay cycle parking spaces are provided to the southeast of the site, adjacent to the toilet block.
- iv. 10 short stay cycle parking space are provided in the car park to the southeast of the site.

7.8 This is considered an appropriate provision given that the significant majority of visitors to HOAC will arrive by coach or minibus rather than travel independently.

Coach/ minibus parking

7.9 Facilities for coach drop-off and parking, as well as minibus parking, are provided to support the strategy for use of group transport for visitors to HOAC. Two short term coach parking bays and three minibus parking bays are proposed. These facilities will support use of group transport for HOAC visitors and reduce car trips made to/ from the site.

Electric vehicle charging points (EVCP)

7.10 A total of four active EVCP and four passive EVCP are provided in line with LBH minimum requirements. These will support use of electric vehicles for all site users and reduce carbon emissions amongst those who must travel by car.

Soft measures

7.11 As far as possible, the proposed measures outlined below are designed to be suitable for monitoring and review.

Travel plan management

7.12 A TPC will be appointed by the developer prior to occupation to oversee implementation of this TP and the management strategy. It is envisaged this person would take up these duties as part of their regular role and it would include car park management and delivery and servicing management.

7.13 Further details of the role of the TPC are contained in Section 8.0 of this TP.

Walking and cycling

7.14 The TP Co-ordinator will promote walking and cycling as a healthy cost-effective means of travel. In order to encourage walking and cycling to and from the site, a number of measures will be considered, including:

- i. Providing site-specific walking and cycling maps and information on local safe routes and facilities available on regular communications channels such as website and social media, in email communications with visitors, in staff welcome packs and in communal areas for staff.
- ii. Raising awareness of the health benefits of walking and cycling in staff inductions and staff welcome packs.
- iii. Providing forums for staff and club members who walk/ cycle to the site, travelling as part of a group is more encouraging than alone.

Group transport

7.15 A strategy surrounding group transport arrangements will be produce prior to occupation, including how this will be managed by HOAC and communicated to groups wishing to use the facilities. This is expected to include a travel information sheet to be issued back in relation to all enquiries related to bookings.

Public transport

7.16 Up-to-date details of local bus, London underground and National rail services will be publicised including route information and timetables on regular communications channels such as website and social media.

Private hire

7.17 The details of taxi or private hire companies operating at stations and in the local area will be collected prior to opening and issued in staff inductions and welcome packs. In particular the ability to connect via private hire from London Underground and National Rail stations in the wider area will be promoted for staff living at the site when they are relocating at the start/ end of the season and travelling in their spare time outside of working hours.

Car sharing

7.18 Staff who cannot use active travel modes or public transport, and visitors who cannot use active travel modes or group transport, will be encouraged to use car sharing to reduce vehicle trips.

This will be promoted in staff inductions and welcome packs.

- 7.19 Staff travelling to/ from site each day will be encouraged to find a car share partner either within the organisation or using car share databases such as liftshare.com.

Car pooling

- 7.20 Staff living on-site will be encouraged to car pool for off-site activities whilst they are not working e.g. shopping and social occasions, to reduce vehicle trips.

Coordination with other user groups

- 7.21 As noted in the introduction to this TP, the HWSFAC will include a variety of user groups who will need to use the facilities at a variety of intervals during the day and week in both peak and off-peak seasons.
- 7.22 All user groups of the site will be made aware of the existence of the TP, its objectives in encouraging sustainable travel and reducing the impact of vehicular traffic on the environment, and the role of individuals in achieving the objectives of the plan. This will be disseminated through the user group forum.
- 7.23 Whilst usage is typically low and the facilities have been designed to cater for all users, it is expected that a forum for coordination between all parties will be implemented to ensure demand is managed. This will be attended by the TP coordinator and held as often as is necessary during the year.
- 7.24 In particular, coordination will be required around BSC events such as regattas and open events which are held on Saturdays and Sundays (and occasionally bank holidays) approximately four to six times per year. These are all day events when larger numbers of members attend (up to 150 persons). It will be necessary to understand the effect of this on HOAC operations through the forum and whether not HOAC activities need to avoid regatta/ event days for BSC.

Promotion and marketing

- 7.25 HOAC will use regular communications channels such as website and social media to promote use of active travel modes, public transport, and group transport to and from the facilities.
- 7.26 All visitors to HOAC will be provided with travel information and options around group transport in enquiry returns.
- 7.27 All staff of HOAC will be provided with travel information at their induction and in their welcome pack at the start of their employment/ membership at HOAC. The travel pack will include the

following information:

- i. An introduction to the TP, its aims and objectives.
- ii. Full details of all transport policies arising out of the TP e.g. car sharing, carpooling and use of taxi/ private hire services out of hours.
- iii. Local pedestrian and cycle routes within the vicinity of the site.
- iv. Links to local bus service timetables and information about London Underground and National Rail connectivity in the wider area.
- v. Links to taxi/ private hire services.
- vi. Information regarding sustainable travel incentives
- vii. A summary note explaining the benefits of car sharing, links to appropriate car share websites and car share spaces.
- viii. Full details of all measures promoted in the TP and benefits to employees.
- ix. Promotional material to encourage walking and cycling to work including the dates of upcoming national events to promote walking and cycling.
- x. A TP comments box will be made available in the site main building.

7.28 This information will also be made available on a TP information board located in communal areas (i.e. site reception, members notice board, staff resident noticeboards) to provide information to both staff and visitors of the alternative transport options available.

7.29 Contact details of the TPC will be advertised in staff inductions, welcome packs and on noticeboards so that staff are aware of whom they should discuss specific matters or share ideas for encouraging sustainable travel.

Implementation and future measures

7.30 A timetable for the implementation of the TP measures is presented in the form of an 'Action Plan' in Section 10.0 of this document.

7.31 The list of soft measures in this TP is not exhaustive, and the TPC, appointed by the developer, will investigate other potential initiatives to encourage sustainable travel. These measures will be reviewed following the completion of the baseline surveys and TP targets updated accordingly.

- 7.32 Following completion, the TPC will coordinate an appropriately monitored forum e.g. on-line suggestion box to allow user feedback to be provided with respect to the TP and suggest new measures that would assist in achieving the aims and objectives of the TP.

8.0 TRAVEL PLAN MANAGEMENT

- 8.1 This section outlines how the TP will be managed and implemented subject to grant of planning permission for HWSFAC.

Management strategy

- 8.2 As identified in Section 7.0, a TPC will be appointed to ensure that the TP is implemented and to manage measures which will ensure that the objectives and targets of the TP are met.

- 8.3 The responsibilities of the TP Co-ordinator will include the following:

- i. Ensuring that the TP and measures contained within it are implemented.
- ii. Providing promotional material to staff and visitors through regular communications channels.
- iii. Participation in a forum of HWSFAC user groups to discuss and coordinate on use of the facilities and in particular understand any necessary adjustments during events run by BSC.
- iv. Produce the group transport strategy for HOAC and ensure this is implemented with the aim of reducing car trips to/ from HWSFAC.
- v. Advising on the measures and initiatives promoted within the TP to staff and visitors.
- vi. Contacting local public transport operators should specific travel issues arise.
- vii. Implementing measures which will aid mode shift and monitor their effectiveness.
- viii. Undertaking baseline and future mode share monitoring surveys and updating targets where appropriate.
- ix. Updating this TP where appropriate in the future.

9.0 MONITORING AND REVIEW

- 9.1 One of the important aspects of having an effective TP is ensuring the TP itself is robustly monitored. By appointing a TPC prior to occupation, the developer will ensure that the TP becomes embedded into the operations of the facilities at an early stage and its aims and objectives are monitored during the early years of its operation.

Monitoring measures

- 9.2 The monitoring measures outlined below incorporate the collection of analytical data in the form of general feedback and correspondence. The measures include the following:
- i. Collecting user travel behaviour to establish the travel patterns associated with HOAC, including visitor travel behaviour (extent to which group transport is used) and staff travel behaviour (to/from site and out of hours for resident staff).
 - ii. Understanding the operations and travel behaviour of other user groups and any changes that occur in the future. In particular, travel behaviour during large events and whether this impacts on HOAC operations.
 - iii. Monitoring user attitude towards different modes of transport to determine potential issues or barriers to transport.
 - iv. Monitoring coach, minibus, car, EVCP and cycle parking usage.
 - v. Monitoring delivery and servicing activity.

Review

- 9.3 The TP will be initially monitored over a five-year cycle. This will involve undertaking a baseline survey following occupation of the site. This will help to gather information about user attitudes to travel and the propensity to encourage modes of sustainable travel.
- 9.4 An initial baseline survey will be undertaken during the first peak season of operation after occupation. Analysis of the survey results will also yield updated mode share information for comparison with data obtained during the planning process.
- 9.5 The second and third monitoring surveys will be undertaken at Years 1 and 3 (on the first and third anniversary of the initial baseline travel survey). The final monitoring survey will be carried out on the fifth anniversary of the initial baseline survey.
- 9.6 During the review years, and throughout the life of the plan, the TPC will undertake a review to establish the success of the initiatives and changes to mode shift. The objective of the review will

be to assess the success of the plan and to identify any new measures required to meet the existing targets, and any new targets deemed applicable.

- 9.7 The TPC will compile a report outlining the results of the review. The report will also incorporate the results of the on-going monitoring undertaken throughout the preceding year, the monitoring methods used and a summary of measures and targets. This will be submitted to LBH if agreed through the planning process.

10.0 ACTION PLAN

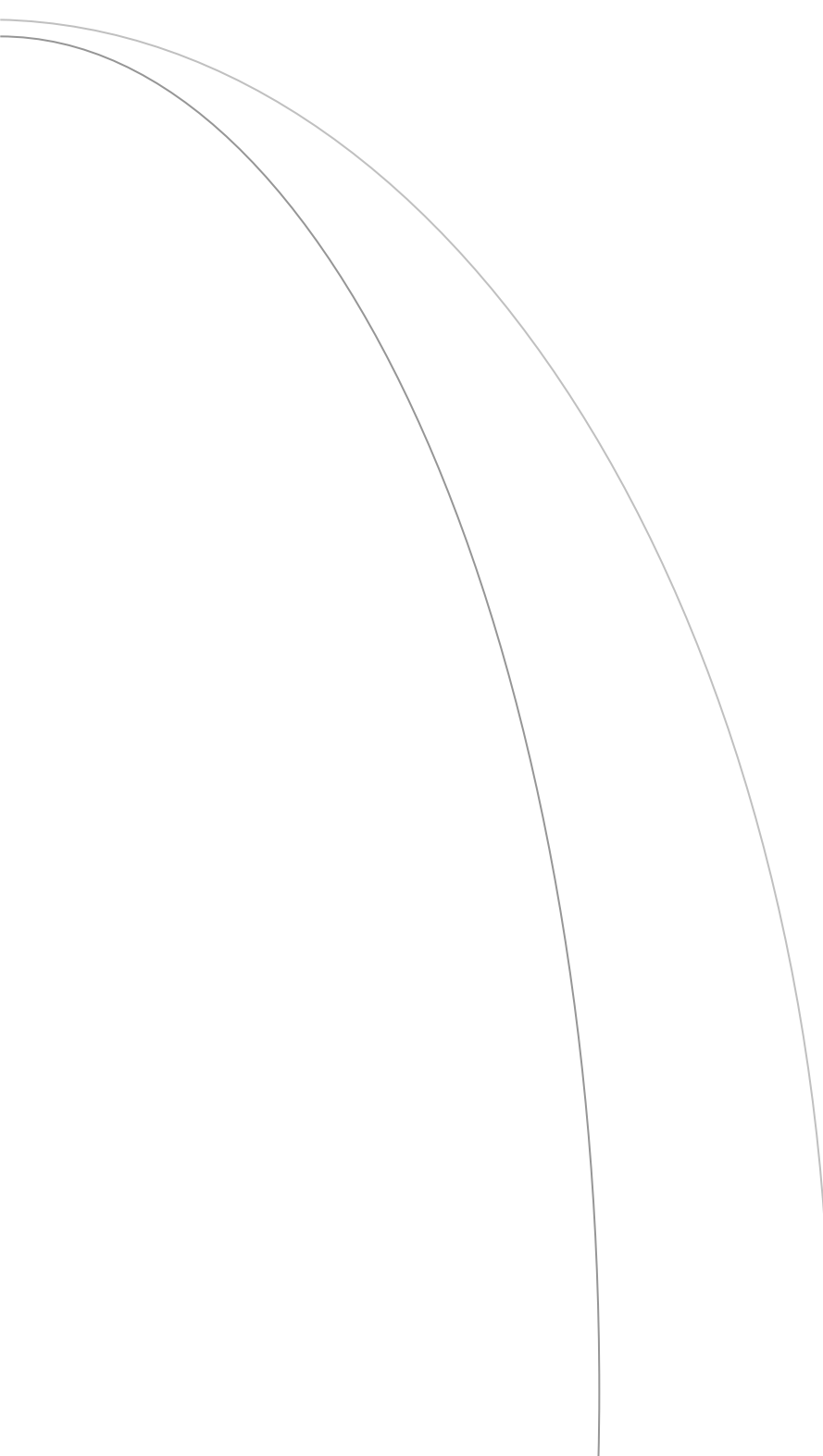
10.1 The Action Plan outlined in Table 10.1 sets out the measures included within the TP that are directed at user travel. The Action Plan will be revised every year following each Annual TP Review.

Measures	Notes	Status/target date	Method of monitoring	Responsibility
Management and monitoring				
Appoint TPC	A TPC will be a part-time role	Prior to occupation of site	N/A	HOAC
Establish User Group Forum	A user group forum will be required for the site	Prior to occupation	N/A	TPC
Baseline travel surveys	Information to be collected establish the baseline for mode share targets	First peak season after occupation	N/A	TPC
Monitoring travel surveys	Information to be collected to understand success of the TP	Years 1, 3 and 5 after first baseline surveys	N/a	TPC
Marketing and Promotion				
Promotion via website and social media	Promote active travel modes, public transport, and group transport to and from the site	Prior to occupation	N/A	TPC
Provide travel information to visitors	All visitors to receive travel information and options for group transport	Upon occupation	N/A	TPC
Provide staff with travel information	All staff to receive travel information at their induction and in welcome pack	Prior to occupation	N/A	TPC
TP information board	Travel information to be available on a board in a communal area	Prior to occupation	N/A	TPC
Contact details of TPC	TPC contact details to be advertised to staff	Prior to occupation	N/A	TPC
Travel forum	TPC to coordinate a monitored forum to allow staff to feedback on travel plan	Upon occupation	N/A	TPC
Travel Measures				
Access road improvements	Introduction of 20mph limit, 2m footway, new road surface and street lighting	Prior to occupation	N/A	Developer

Cycle parking	18 long stay and 24 short stay cycle parking spaces provided	Prior to occupation	N/A	Developer
Coach/minibus parking	Two short term coach parking bays and three minibus parking bays provided	Prior to occupation	N/A	Developer
Electric Vehicle Charging Points (EVCP)	Four active and four passive EVCP provided	Prior to occupation	N/A	Developer
Site specific maps	Maps on walking and cycling and information on local routes and facilities on regular communication channels	Prior to occupation	N/A	TPC
Walking and cycling forum	Group forum to encourage users who walk/cycle to the site	Upon occupation	N/A	TPC
Group transport	Travel information sheet and strategy for group bookings	Upon occupation	N/A	TPC
Publicised details of public transport	Details of local bus, London underground and National rail services on website /social media	Prior to occupation	N/A	TPC
Taxi/Private Hire company details	Details will be collected and issued in staff welcome packs	Prior to occupation	N/A	TPC
Car sharing encouraged and through a car share database	Promoted in inductions and welcome pack, encouraged to find partner through organisation or database	Upon occupation	N/A	TPC
On-site living staff to car pool	Staff living on site encouraged to car pool with each other for off-site activities	Upon occupation	N/A	TPC
Forum for all parties/users	Coordination between all member groups to ensure demand is managed	Upon occupation	N/A	TPC

Table 10.1: Action plan for Travel Plan measures

Appendix A – Site Plan



Scale (metres)

0 10 20 30 40 50 100

lake



Area of quicksand



HILLINGDON
LONDON

REVISION	DATE	DESCRIPTION	BY
A	31.10.22	Updated in accordance with client comments	IE
B	13.02.23	Issued for Client approval	IE
C	27.02.23	Updated in line with HDC comments	IE
D	25.05.23	Amended as a result of the arboricultural survey	IE
E	19.06.23	Amended in line with HDC comments	IE

CLIENT

LONDON MANCHESTER GLASGOW

SPACE + PLACE
ARCHITECTURE FOR HUMAN BEINGS

STATUS: PLANNING

PROJECT
Hillingdon Water Sports Facility
and Activity Centre

DRAWING
BROADWATER LAKE
MASTERPLAN

SCALE: 1:500 SHEET SIZE: A0 DRAWN BY: CHECKED BY: DATE: 21.10.22

PROJECT NO. 3859 DRAWING NO. (03)045 REVISION: E

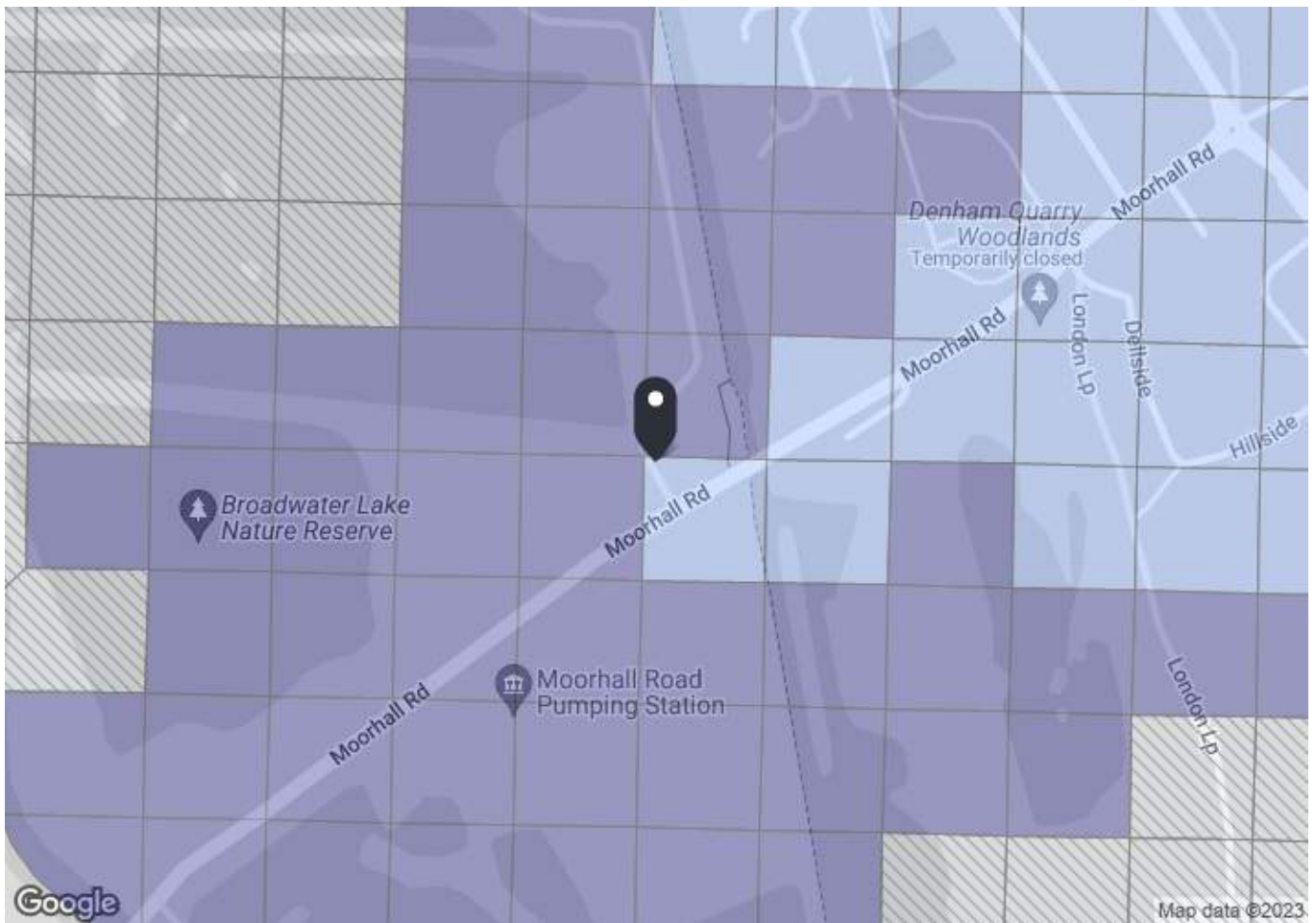
This drawing must not be reproduced in whole or part without written consent. Do not scale this drawing. All dimensions in millimetres. Where dimensions are given in brackets, the first dimension is to be confirmed by laser city gate, the second by laser city gate, the third by laser city gate.

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NOTES

Appendix B – PTAL report



PTAL output for Base Year 1b

Broadwater Lock Grand Union Canal, Harefield, Uxbridge UB9 6PD, UK
Easting: 504906, Northing: 188688

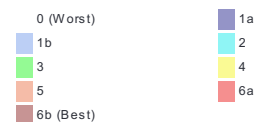
Grid Cell: 123909

Report generated: 12/04/2023

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

Map key - PTAL



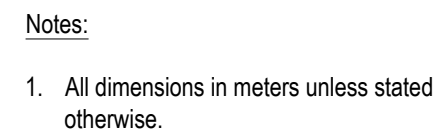
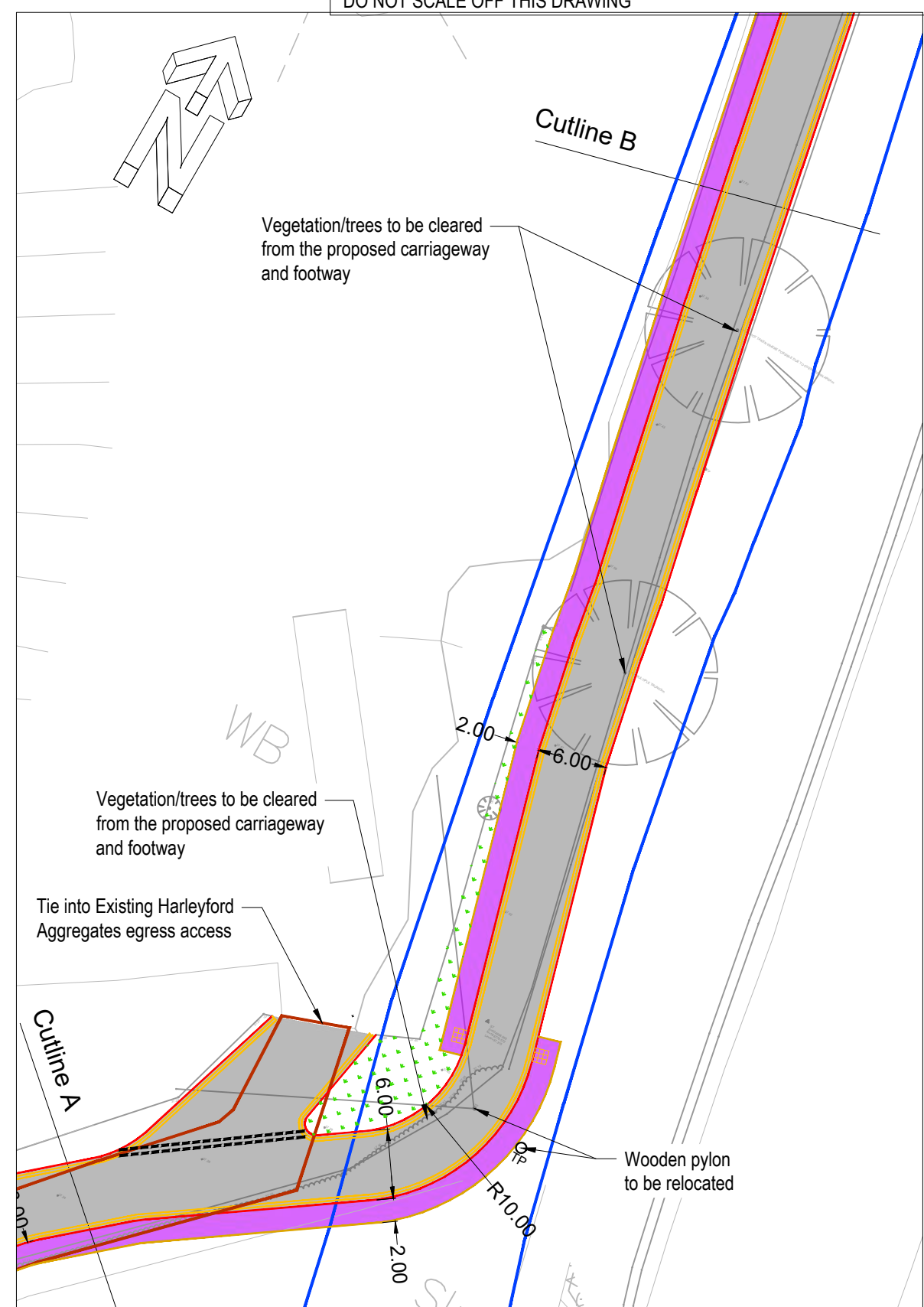
Map layers

 PTAL (cell size: 100m)

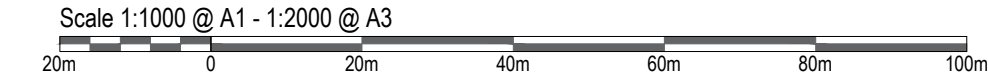
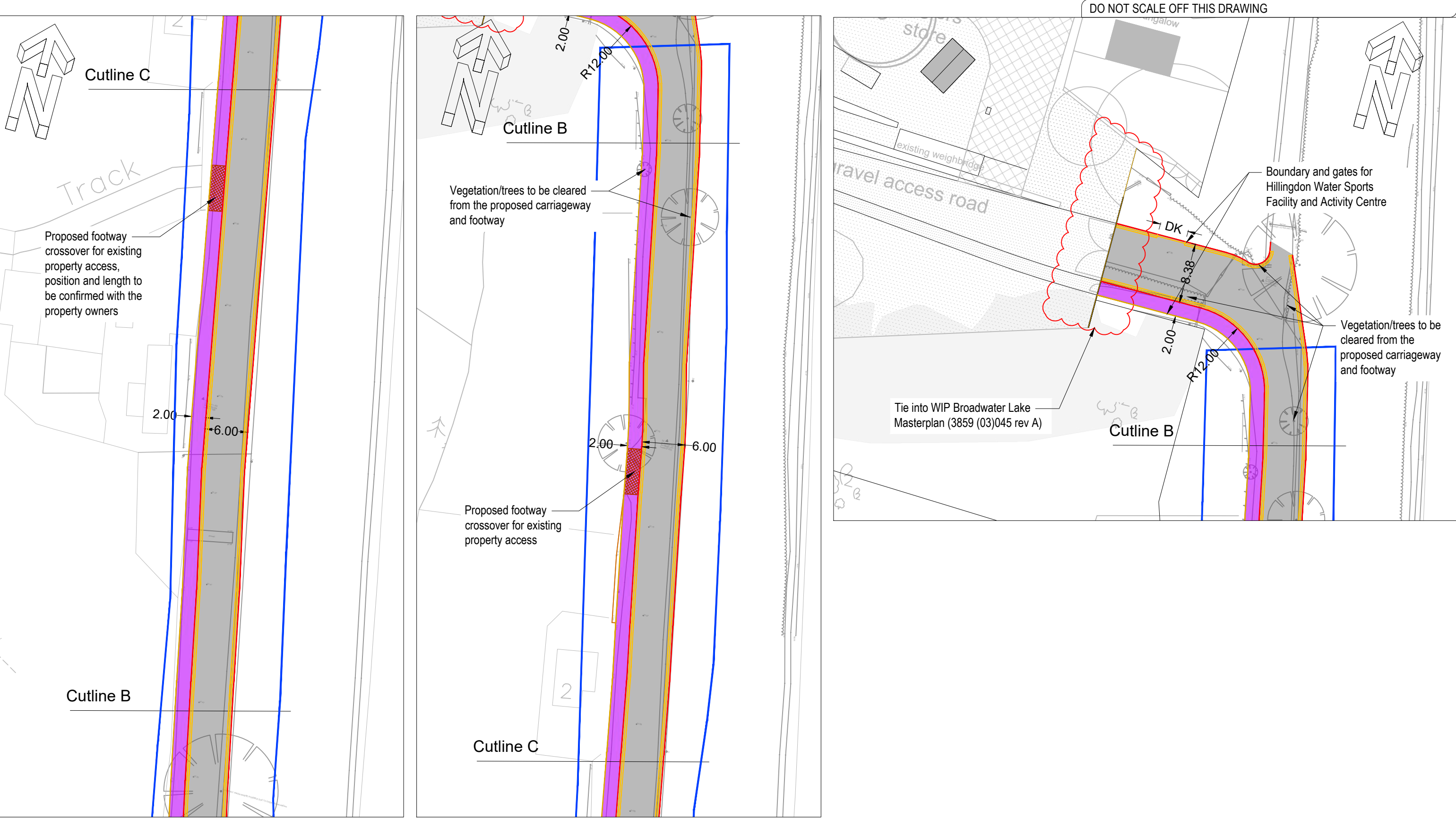
Calculation data

Mode	Stop	Route	Distance (metres)	Frequency(vph)	Walk Time (mins)	SWT (mins)	TAT (mins)	EDF	Weight	AI
Bus	THE FURROWS	U9	587.87	2.5	7.35	14	21.35	1.41	0.5	0.7
Bus	MOORHALL R HORSE & BARGE	331	116	3	1.45	12	13.45	2.23	1	2.23
Total Grid Cell AI:										2.93

Appendix C – General arrangement access design



Revision History					
Rev	Comment	By	Chkd	Appr	Date
P01	FIRST ISSUE	CP	SB	AMI	30/01/2023
Current Revision					
P02	AMENDMENTS FOLLOWING UPDATED MASTERPLAN	CP	WH	SB	10/07/2023



FOR APPROVAL

LB HILLINGDON

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Project
Hillingdon Water Sports Facility and Activity Centre

Drawing Title
GENERAL ARRANGEMENT
Sheet 02 of 03

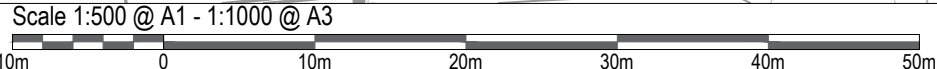
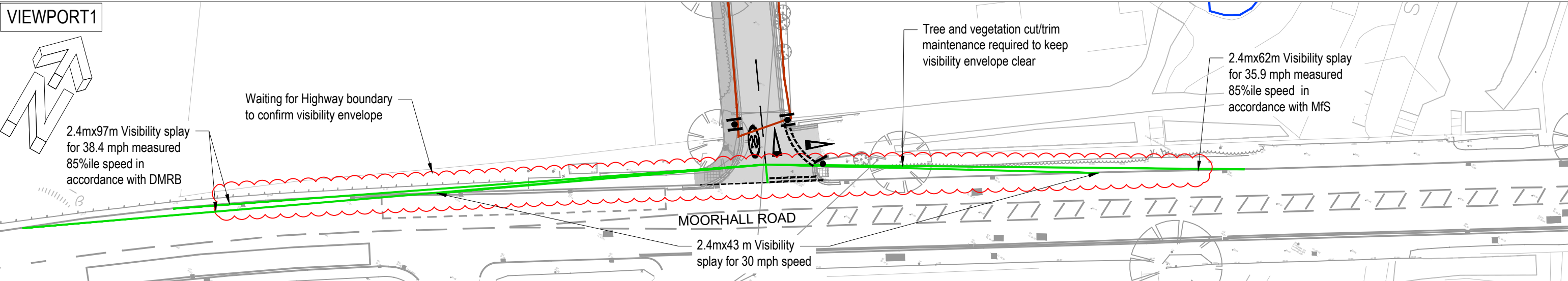
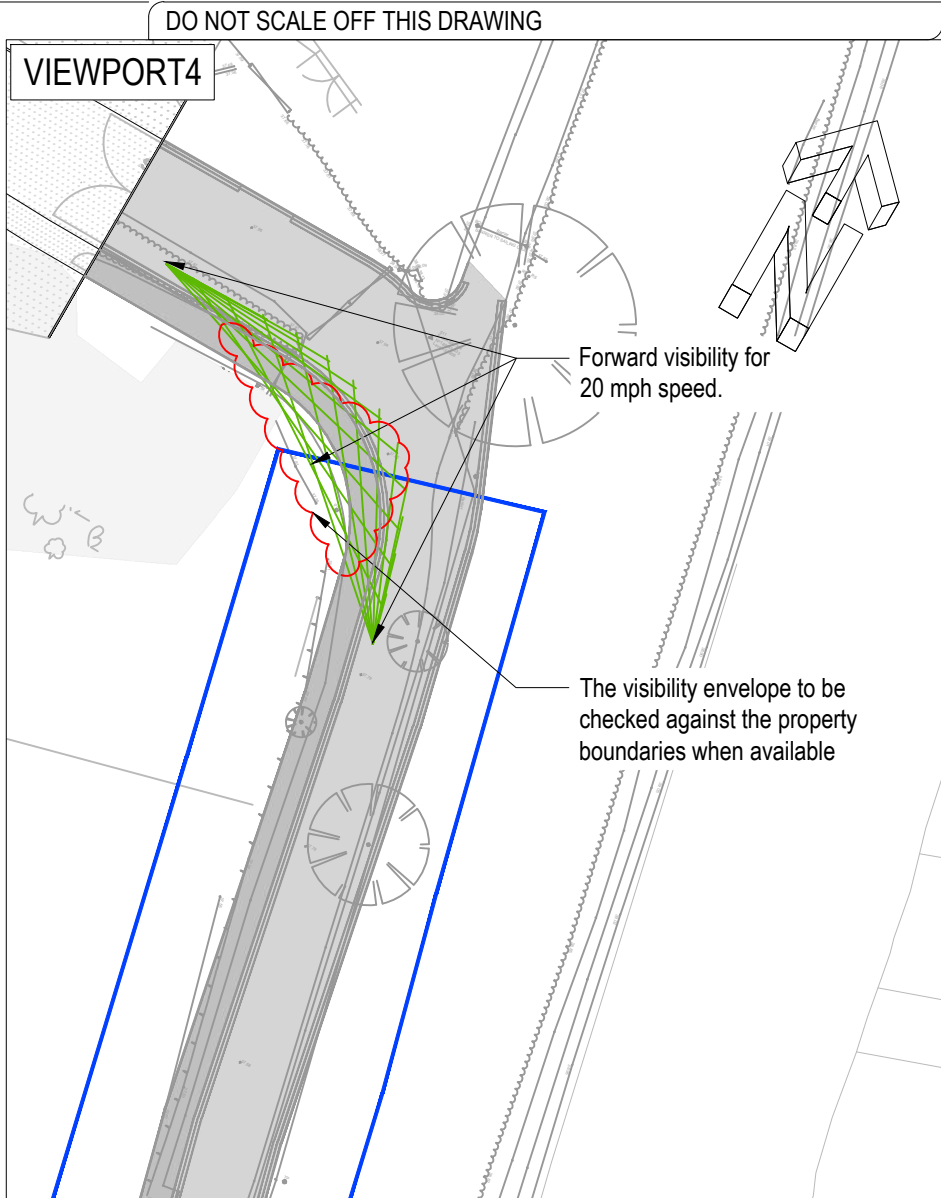
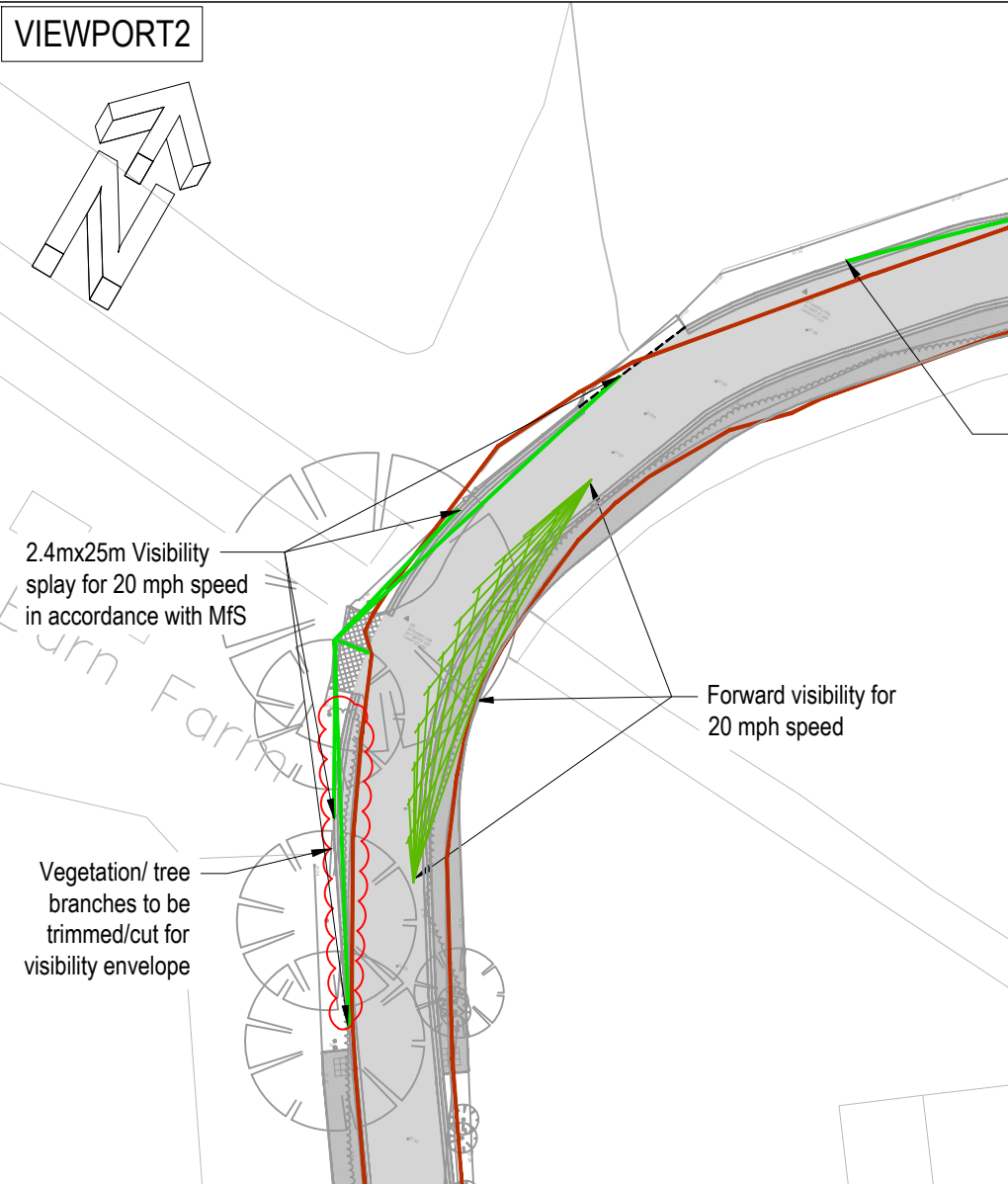
RWCL Internal Register reference: 2915-068 Scales @ A3
2915-068-102-P02

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- Key :
- Proposed kerbing
 - Proposed edging
 - Proposed tactile paving
 - Proposed carriageway
 - Proposed footway
 - Proposed double yellow line
 - Proposed traffic sign
 - Proposed footway crossover
 - TARMAC boundary

- Notes:**
- All dimensions in meters unless stated otherwise.

Revision History					
Rev	Comment	By	Chkd	Appr	Date
P01	FIRST ISSUE	CP	SB	AMI	30/01/2023
Current Revision					
P02	AMENDMENTS FOLLOWING UPDATED MASTERPLAN	CP	WH	SB	10/07/2023



Key :

- TARMAC property boundary
- Unregistered Land boundary
- Visibility splay

Notes:

- All dimensions in meters unless stated otherwise.

Revision History					
Rev	Comment	By	Chkd	Appr	Date
P01	FIRST ISSUE	CB	SB	AMI	30/01/2023
Current Revision					
P02	AMENDMENTS FOLLOWING UPDATED MASTERPLAN	CP	WH	SB	10/07/2023

FOR APPROVAL

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Project
Hillingdon Water Sports Facility and Activity Centre

Drawing Title
VISIBILITY SPLAY PLAN
Sheet 03 of 03

RWCL Internal Register reference: 2915-068 Scales @ A3
2915-068-103-P02

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