



Tavistock Works, West Drayton

Travel Plan

Client: Linea UB7 Ltd

i-Transport Ref: NM/JN/EN/ITL16533-013A R

Date: 19 March 2026

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Quality Management

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SECTION 1 Introduction

1.1 Overview

1.1.1 This Travel Plan (TP) has been produced by i-Transport on behalf of Linea UB7 Ltd (the 'Applicant') to accompany a planning application for a proposed 31-unit residential development at Tavistock Works, West Drayton (the 'site').

1.1.2 The site is located within the administrative boundary of the London Borough of Hillingdon (LBH) who is both the local planning authority (LPA) and local highways authority (LHA).

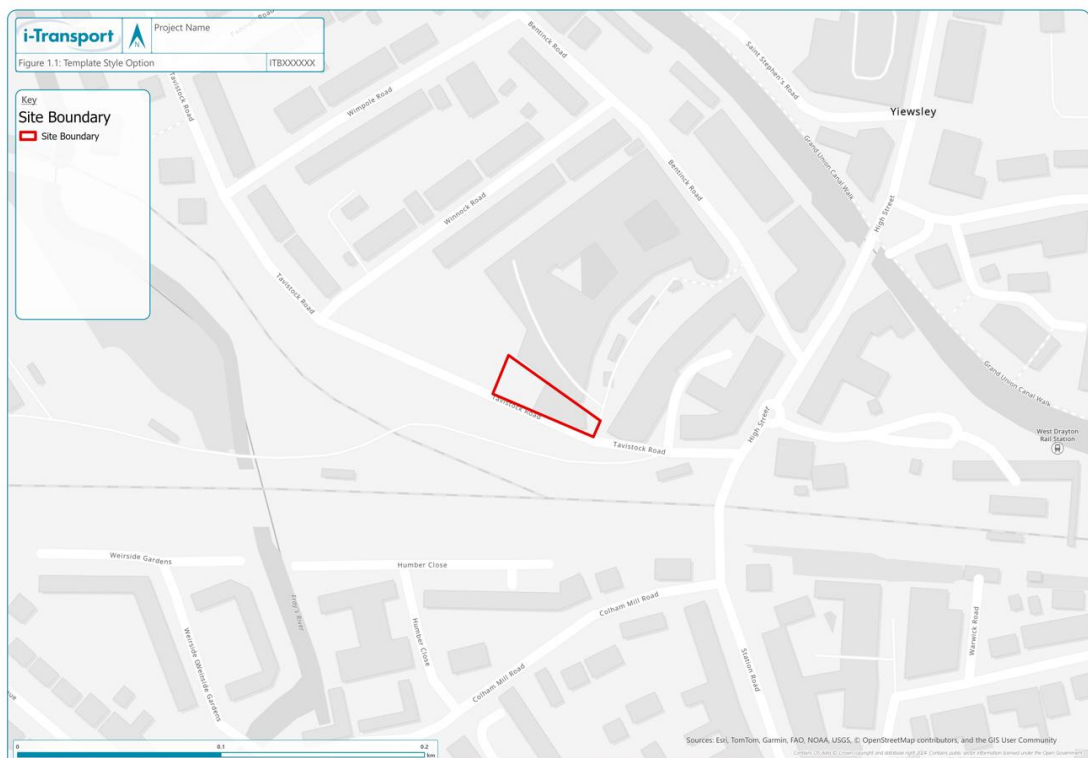
1.2 Site Location and Context

1.2.1 The site is located on the corner of Garnet Place and Tavistock Road circa 150m west of West Drayton rail station in Yiewsley, within LBH. The site is bound by Garnet Place and Tavistock Road to the east and south (respectively), residential apartments to the north and currently an industrial site to the west.

1.2.2 The site currently comprises an office building with associated parking (15 spaces), accessed via an existing vehicular crossover from Tavistock Road. The site has a total area of 0.07ha.

1.2.3 The site location is presented in **Image 1-1**.

Image 1-1: Site Location Plan



1.3 Policy Context

National Planning Policy Framework (NPPF) (December 2024)

1.3.1 The National Planning Policy Framework (NPPF) published in December 2024 sets out the Government's planning policies for England and how these are expected to be applied. It also constitutes guidance for local planning authorities and decision makers both in drawing up plans and as material consideration in determining applications.

1.3.2 The NPPF requires all developments that generate significant amounts of movement to be supported by a Travel Plan. Paragraphs 109, 110, 111 state that development proposals should exploit opportunities for use of sustainable modes of transport. The sustainable travel objectives include the need to reduce the use of the private car and measures to promote sustainable alternatives including increased walking, cycling and public transport use. As stated in Paragraph 118, a key tool to facilitate this will be through a Travel Plan, which is required to support to developments that generate significant amounts of movement.

Transport for London Travel Planning Guidance (2013)

1.3.3 TfL's Travel Planning Guidance sets out the requirements for Travel Plans or Travel Plan Statements for new developments in London. The guidance explains the thresholds at which Travel Plans are required, an explanation of the Travel Plan process, what it should contain and how it should be monitored.

London Borough of Hillingdon Local Plan: Part 2 – Development Management Policies (January 2020)

1.3.4 The Local Plan Part 2, adopted in January 2020, provides revised development management policies and replaces the Unitary Development Plan (1998) saved policies. The relevant policy are as follows:

- ***Policy DMT 1 B – Development proposals will be required to undertake a satisfactory Transport Assessment and Travel Plan if they meet or exceed the appropriate thresholds. All major developments¹¹ that fall below these thresholds will be required to produce a satisfactory Transport Statement and Local Level Travel Plan. All these plans should demonstrate how any potential impacts will be mitigated and how such measures will be implemented.***

1.4 Report Structure

1.4.1 This plan sets out the transport strategy and arrangements for the development. The remainder of the TP is structured as follows:

- Section 2 describes the existing *Site Accessibility and Travel Opportunities* in the vicinity of the site.
- Section 3 provides a set of *Aims, Objectives and Benefits* of the TP.
- Section 4 outlines the TP's *Measures, Initiative and Targets*.
- Section 5 provides an overview of the *Marketing and Promotion Strategy*.
- Section 6 sets out the *TP Strategy*.
- Section 7 details the *Action Plan* for the TP.
- Section 8 provides the *Conclusion*.

SECTION 2 Site Accessibility and Travel Opportunities

2.1 Overview

2.1.1 This section of the TP outlines the existing site accessibility for all modes of travel.

2.2 Local Highway Network

2.2.1 The site is located within a Controlled Parking Zone (CPZ), with parking restrictions in effect Monday – Friday between the hours of 09:00 and 18:30.

Tavistock Road

2.2.2 Access to the site is provided from Tavistock Road. Tavistock Road bounds the southern / western boundary of the site and is a circa 5m wide two-way single carriageway road subject to a 30mph speed limit. It runs in a general southeast – northwest direction forming a junction with West Drayton High Street at its southern end and a roundabout junction with Trout Road and Wraysbury Road at its northernmost end. Adjacent the southernmost corner of the site, the road forms a junction with Garnet Place.

2.2.3 The roadside features a mix of marked parking bays, double yellow line and single yellow line parking restrictions. The single yellow line restrictions indicate that no parking is permitted between the house of midday – 13:00, Monday – Friday.

2.2.4 Adjacent the site, four marked parking bays are present, subject to the CPZ controls in place.

High Street

2.2.5 West Drayton High Street is located circa 80m east of the site and is a key commercial destination within West Drayton. The High Street is a two-way single carriageway road that runs in a north – south direction providing access to a host of local facilities and amenities along its length.

2.2.6 Within the vicinity of the site, the carriageway is fairly wide, circa 9.5m, and is subject to single yellow line parking restrictions either side of its carriageway.

2.2.7 North of its junction with Tavistock Road it forms a three-arm roundabout junction, with Station Approach comprising the eastern arm.

Garnet Place

2.2.8 Garnet Place bounds the eastern frontage of the site and is a private gated road providing access to the neighbouring residential units.

2.3 Pedestrian and Cyclist Network

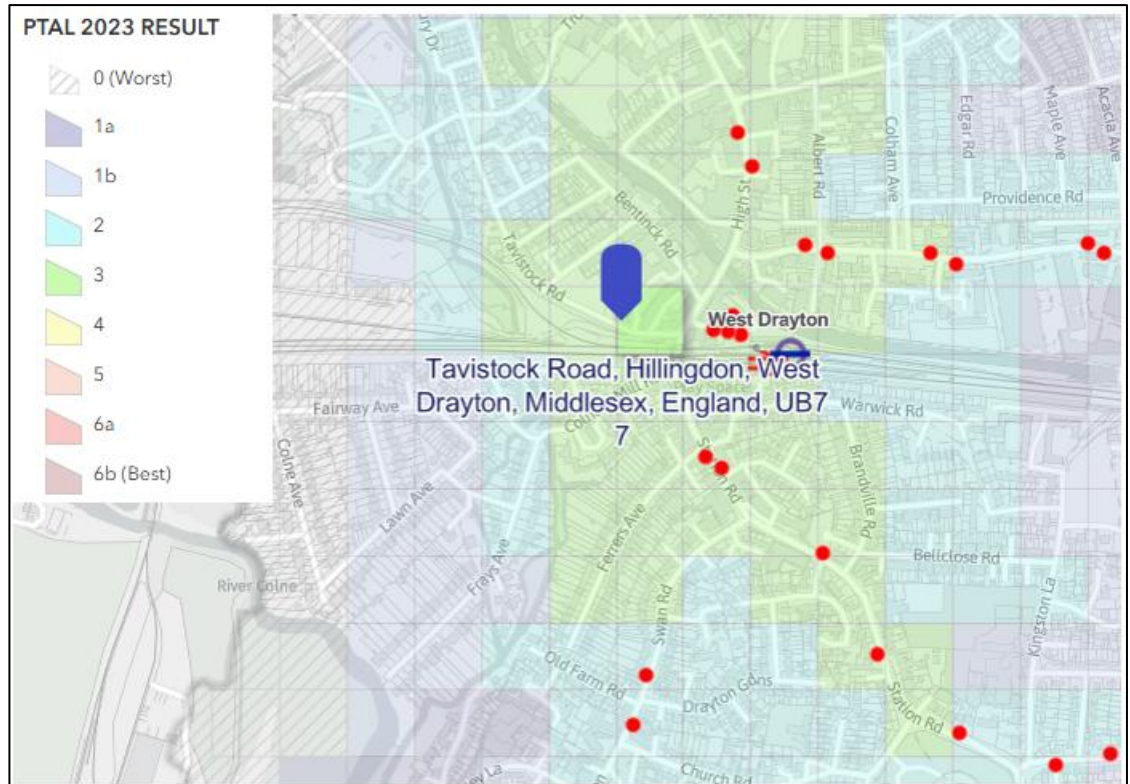
- 2.3.1 The pedestrian network in the surrounding area is typical of an urban environment.
- 2.3.2 Tavistock Road is provided with footways either side of its carriageway, complete with dropped kerbs and tactile paving at crossing points, and ample street lighting, connecting the site to the various local amenities and facilities. South of the site, a zebra crossing is provided by Tavistock Roads junction with West Drayton High Street.
- 2.3.3 The High Street is similarly provided with footways either side of its carriageway, with sections separated from the roadside by way of railing, thereby reducing the intimidation factor of vehicles travelling along the roads.
- 2.3.4 There are several cycleways within a 10-minutes cycle of the site, providing connectivity to the extensive cycle network within London. The nearest cycle route is local route 89, which runs along the High Street routeing between Uxbridge north of the site and Heathrow south of the site. Given the presence of cycle route 89, unsegregated cycle lanes are provided either side of the carriageway on the High Street.
- 2.3.5 A regional cycle route is present east of the site along the Grand Union Canal Walk, a circa minutes bike ride from the site, which routes directly to destinations within Central London.
- 2.3.6 Additionally, most local roads within West Drayton are subject to a 30mph speed limit and thus can be considered conducive to cyclists.

2.4 Public Transport Network

Public Transport Accessibility Level (PTAL)

- 2.4.1 PTAL is a measure of how accessible a particular location is to local public transport services, covering the area of Greater London. Each location is given a score between 1b – 6b, with 6b being the highest achievable score indicating very high accessibility and 1a indicating a low level of accessibility.
- 2.4.2 An extract of the PTAL map is provided in **Image 2-1** below.

Image 2-1: Site PTAL



Source: TfL WebCAT

2.4.3 As shown, the site is indicated to have a PTAL rating of 3, which suggest moderate access to public transport facilities. Despite the sites PTAL rating, it is afforded good access to public transport, given its proximity to West Drayton Rail Station and bus services along the High Street.

Bus Network

2.4.4 The closest bus stops to the site are northbound and southbound stops located on Station Approach, an approximate two minutes' walk east of the site. These stops are served by six separate routes, of which one is a school route, and are provided with covered seating, a bus flag and service timetable information.

2.4.5 The local bus services are summarised in Table 2-1: Local Bus Service Destinations and Provision **Table 2-1**.

Table 2-1: Local Bus Service Destinations and Provision

Bus No.	Route	Typical Frequency (per hour, per direction)		
		Mon – Fri	Sat	Sun
222	Hounslow – Heathrow Airport North – Yiewsley – Uxbridge	Every 10 minutes	Every 10 minutes	Every 12 minutes
350	Heathrow – West Drayton – Hayes	Every 20 minutes	Every 20 minutes	Every 20 minutes
U1	West Drayton – Uxbridge – Ickenham – Ruislip	Every 15 minutes	Every 15-20 minutes	Every 30 minutes
U3	Heathrow – West Drayton – Hillingdon Hospital – Uxbridge	Every 12 minutes	Every 12 minutes	Every 20 minutes
U5	Hayes – West Drayton – Hillingdon Hospital – Uxbridge	Every 12 minutes	Every 12 minutes	Every 20 minutes

Source: TfL: Journey Planner

2.4.6 The school bus service, bus number 695, runs Monday – Friday, between the hours of 07:00 – 08:00 and 16:00 – 17:00. The service arrival schedule at the above-mentioned bus stop is summarised below:

- Morning Service
 - First Arrival: 07:16
 - Inter-Arrival: 07:29
 - Last Arrival: 07:37
- Afternoon Service
 - First Arrival: 16:00
 - Inter-Arrival: 16:09
 - Last Arrival: 16:14

Rail Network

2.4.7 The nearest rail station to the site is West Drayton located c.115m east of the site, a two minutes' walk. The station is served by the Elizabeth Line and Great Western Rail. The service provision is summarised in **Table 2-2**.

Table 2-2: West Drayton Station Service Provision

Destination	Frequency	
	Peak Hour	Off-Peak
Reading (Westbound)	Every 15 minutes	Every 30 minutes
Abbey Wood (Eastbound)	Every 5 – 10 minutes	Every 15 minutes
Maidenhead (Westbound)	Every 15 minutes	Every 15 minutes

Source: TfL Journey Planner

2.4.8 As can be seen in **Table 2-2**, frequent, high-capacity services run from this station during both the peak and off-peak hours.

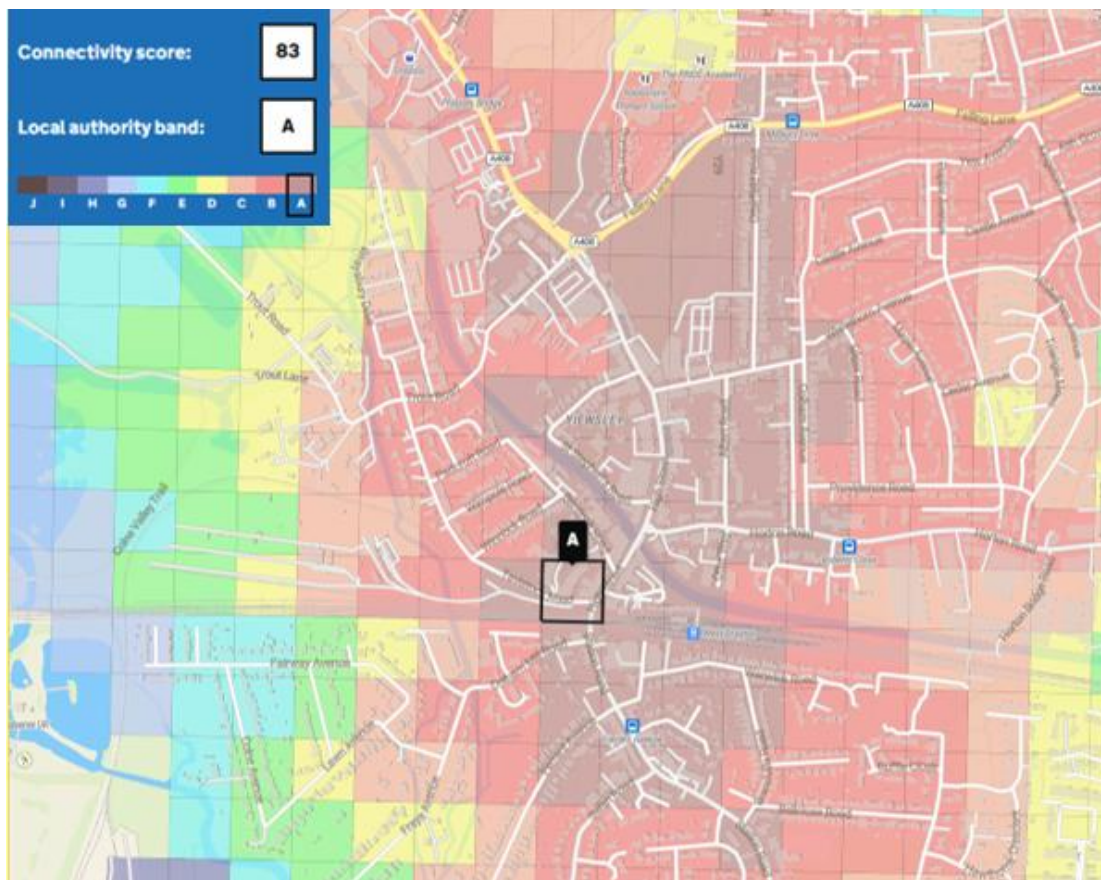
2.5 Local Amenities and Facilities

2.5.1 The National Travel Survey identifies that walking is the most frequent travel mode used for short distance trips (within 1 mile / 1.6 km).

DfT Connectivity Tool

2.5.2 The Department for Transport (DfT) has recently published their connectivity tool which provides a measure of how connected any area within England and Wales is to everyday services by walking, driving, cycling and public transport. An extract of the connectivity tool for the area for which the site is located is provided in **Image 2-2**.

Image 2-2: DfT Connectivity Tool - Site Location



2.5.3 As shown in **Image 2-2**, the site has a connectivity score of 83 which is within the highest band available for the LBH ('A' rating). This indicates that despite the site moderate PTAL rating it is one of the most well-connected areas in LBH by means of active and sustainable travel to amenities. Thus, it can be concluded that the sites PTAL rating does not accurately reflect the sites connectivity to public transport services and local amenities.

Access to Local Amenities and Facilities

2.5.4 Due to the sites proximity to West Drayton High Street, it is afforded excellent access to a variety local facilities and amenities. The distance and relative journey time from the site to a few of these amenities is summarised in **Table 2-3**.

Table 2-3: Local Amenities and Facilities

Destination		Approx. Distance from Site (metres)	Walking journey time (mins)	Cycling journey time (mins)
Public Transport	Bus stops (Station Approach)	150	<2	<1
	West Drayton station	150	<2	<1

Destination		Approx. Distance from Site (metres)	Walking journey time (mins)	Cycling journey time (mins)
Retail	Boots	230	3	1
	West Drayton Post Office	350	4	1
	Morrisons	350	4	1
	Yiewsley High Street (inclusive of numerous comparison retail, etc),	400 - 500	5	2
	Iceland Foods	450	5	2
	Aldi	650	8	3
	Tesco Superstore	750	9	3
Education	St Matthew's C of E Primary School	450	5	2
	St Catherine Catholic Primary School & Nursery	1,000	12	4
	West Drayton Academy	1,100	13	4
	Park Academy West London	1,700	20	7
	Park Academy West London	2,600	30	11
Leisure	Grand Union Canal pedestrian and cycle route	560	7	2
	Yiewsley Library	700	8	3
	Yiewsley Recreation Ground	800	10	3
	Uxbridge Football Club	1,600	19	7
	Panthers Gym	1,600	19	7
Health	Yiewsley Family Practice	270	3	1
	Yiewsley Chemist	300	4	1
	West Drayton & Yiewsley Dental	600	7	2

Source: i-Transport - All distances taken from footway on Tavistock Road, at approximate pedestrian entrance to the site. Journey times are assumed to be 1.4m/s for walking and 4.1m/s for cycling.

Key:

	Within a 'Walkable Neighbourhood' (800m)
	Within a distance where most people (circa 80%) will walk (1,600m)
	Within a distance where walking is a realistic alternative to car use and where some people (circa 31%) are still prepared to walk (3,200m)

2.5.5 As shown in **Table 2-3**, the majority of local facilities and amenities highlighted are within 1.6km of the site and thus in line with the findings of the NTS, are comfortably accessible on foot. Therefore, the sites PTAL rating is less relevant as residents will not be required to travel far to access services.

SECTION 3 Aims, Objectives and Benefits

3.1 Aims

3.1.1 This TP sets out a sustainable transport strategy for the site. The aims are set out in line with national and local government guidance with a focus on reducing the number of private car trips. The primary aim of this TP is:

- To encourage the use of sustainable and active travel modes by increasing the occupant's awareness of the accessibility of the site by non-car modes.

3.2 Objectives

3.2.1 In addition to the primary aim, the following objectives are identified:

- To support a range of sustainable transport alternatives to provide residents with options for travel to/from the site;
- To develop an awareness of the options for 'healthy travel' to and from the site amongst residents. This will be supported by the provision of appropriate on-site facilities;
- Promote travel to and from the site by active modes such as walking and cycling;
- Inform residents of the local public transport facilities available;
- Promote the sustainability of the site using a range of promotional measures, including a Travel Information Board provided in communal areas;
- Monitor the effectiveness of the TP through regular resident travel surveys; and
- Reduce the impacts of car-based travel to/from the site on the local and strategic highway networks and on the environment.

3.3 Benefits

3.3.1 The TP has many benefits, including demonstrating a commitment to promoting sustainable forms of transport and improving the health and safety of residents and the local community.

3.3.2 The Department for Transport (DfT) considers that:

“Improved health as a result of extra exercise by those walking and cycling can reduce absenteeism and increase productivity. In addition, the stress and fatigue of driving can be reduced through increased travel by public transport.”

Residents

- Increased travel flexibility through a wider range of travel options;
- Improved health and fitness through increased levels of walking and cycling;
- The social aspects of sharing transport with others; and
- A safer and more pleasant environment within the site and its immediate area as vehicular movements are minimised and parking pressures are reduced.

Local Community and Environment

- Increased uptake of sustainable travel modes; congestion, noise and air pollution created by vehicular trips will be reduced; and
- A reduction in vehicular movements to and from the site will contribute to both local air quality management and national climate change reduction targets.

3.3.3 The objective identified in this TP would help to reduce the potential environmental impacts of the development alongside increasing the general health and well-being of future residents through minimising car travel to/from the development and encouraging residents to uptake sustainable modes of travel.

SECTION 4 Measures, Initiative and Targets

4.1 Overview

4.1.1 The TP measures can be separated into 'hard' measures – i.e. those related to the provision of physical infrastructure, and "soft" measures – those related to specific strategy and policy TP measures that will be developed and promoted for the residents of the site.

4.2 Hard Measures

4.2.1 Hard measures encompass physical engineering measures that will be incorporated into the design of the development.

4.2.2 The following infrastructure measures have been included in the site design to encourage the use of sustainable travel modes.

Pedestrian and Cyclist Access

4.2.3 Pedestrian and cyclist access will be taken from Tavistock Road.

4.2.4 Separate pedestrian accesses to the individual units at ground floor are provided, in addition to a shared pedestrian and cyclist 'main' access which will lead to the proposed lobby area and onwards to the cycle parking store. A secondary, more direct access to the cycle store is provided through the refuse store adjacent the lobby access.

4.2.5 The existing pedestrian infrastructure surrounding the site is typical of an urban environment, with the footways providing with dropped kerbs and tactile paving at crossing locations and connecting the site to various local amenities and facilities and the existing local cycle network.

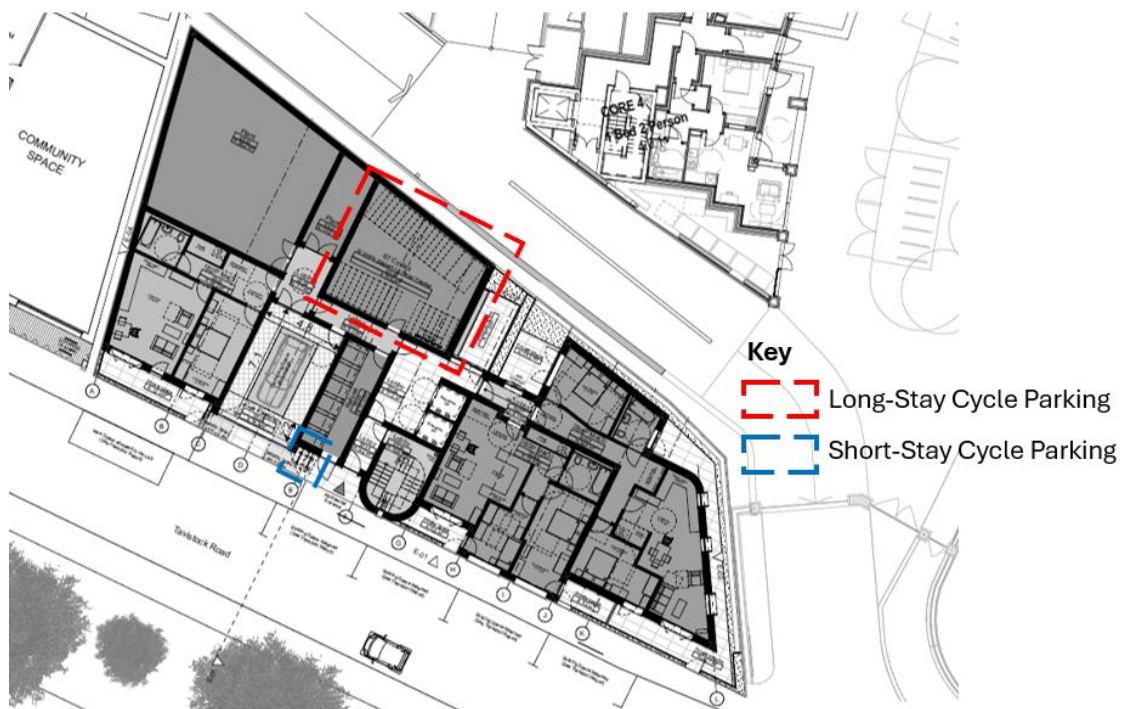
Cycle Infrastructure

4.2.6 Long-stay cycle parking is provided within a dedicated cycle store within the building along its northern elevation. In line with best practice outlined in the London Cycle Design Guidance (LCDS) document, long-stay cycle parking is provided in a covered, secure and lockable store.

4.2.7 It is proposed to provide 67 long-stay cycle parking spaces within a ground floor cycle store to the rear of the property. Of the 67 spaces, 64 will be provided in the form of two-tier cycle racks. The remaining three spaces are provided as enlarged spaces, capable of accommodating cargo and adapted bikes.

4.2.8 Four short-stay cycle parking spaces are proposed adjacent to the property on Tavistock Road in the form of two Sheffield stands. The short-stay cycle parking locations have been selected in a manner that ensures they minimise travel distance to the building entrances and are provided with passive-surveillance from the surrounding buildings.

Image 4-1: Cycle Parking Locations



Car Parking

4.2.9 In order to encourage a modal shift away from single-occupancy car to sustainable and active travel modes, the development is proposed to be car-free with the exception of the provision of a sole blue badge bay.

Car Club/Car Sharing Scheme

1.1.1 Car clubs provide the opportunity for residents to have access to a car without owning a private vehicle. As this transport option has become established in London, surveys have consistently demonstrated the positive benefits of car clubs – including the fact that car club members drive significantly fewer miles than other London drivers and have lower car ownership than Londoners in general.

1.1.2 The local car club operator, Enterprise Car Club, have confirmed support for the delivery of an on-street car club vehicle and one-year free car club membership as well as driving credit for each occupier of this development. This will be promoted directly by Enterprise Car Club with additional information also included within the Travel Information Pack (see below).

4.3 Soft Measures

4.3.1 Soft measures entail the employment of relevant marketing and management strategies to ensure that sustainable travel behaviour is maximised.

4.3.2 To support the stated objectives, the 'soft' TP measures cover:

- Measures to encourage residents to walk and cycle;
- Measures to encourage the use of public transport;
- Measures to encourage car-sharing;
- Information provision;
- A new resident's travel pack; and

Promotion of Walking and Cycling

4.3.3 The site benefits from its sustainable location with a range of important everyday facilities and amenities located within a reasonable walking and cycling distance of the site. Residents will be provided with a Travel Information Pack which will include information on walking and cycling routes and facilities within the local area.

Promotion of Public Transport

4.3.4 The site is well located to public transport with bus and rail services (including Elizabeth Line services) accessible within a few minutes' walk of the site. To encourage use of these modes, information on the locally available buses, Elizabeth Line and other rail services will also be made available to residents through the Travel Information Pack.

Car Club/Car Sharing Scheme

4.3.5 The proposed Enterprise Car Club will be promoted to residents of the development. This will include details of how to book a vehicle and pricing ranges displayed in a visible location, likely within the lobby area and the residents travel pack.

4.3.6 Furthermore, the client will investigate the possibility of providing a resident discount for the proposed car club bay to further encourage its uptake.

Information Provision and Marketing

- 4.3.7 New residents will be provided with travel information upon occupation of the property as part of a welcome pack. Any sales marketing, i.e. for Shared Ownership or private sale units will include a leaflet about the sustainability credentials of the development and sales staff will be trained in personal journey planning so that this service can be offered to new residents shortly after completion of their purchase. The unavailability of parking will also be identified such that future residents are clear they will be required to live car-free at the development. Potential and future residents will also be made fully aware of restrictions against applying for off-site parking permits (unless they hold a blue badge).

Residential Travel Information Packs

- 4.3.8 The first occupier of each unit will be provided with a residents' Travel Information Pack. The pack will provide information on the above measures; contain information about the objectives of the Travel Plan and non-car mode travel options; and include incentives to encourage use of non-car modes of transport. It is proposed that the following items will be included in the resident's Travel Information Pack:

- Details regarding the provision of broadband access to enable easy access to local home delivery services and home working;
- Map/maps highlighting local facilities and the nearby key destinations, the walking and cycling routes to these, locations of public cycle parking, and the location of bus stops and railway stations;
- Copies of LBH's cycle maps, links to information regarding cycling on LBH's website, and details of cycle training courses that can be delivered by LBH and TfL (ref: <https://www.hillingdon.gov.uk/cycling>);
- Bus and rail maps, timetable information and information about journey planning services including www.tfl.gov.uk and www.nationalrail.co.uk;
- Details of bus and rail fares including bus and train fare cards for students and free bus passes and travel discounts for the over 60's; and
- Car club information.

4.4 Targets

4.4.1 SMART targets will be proposed for the site. SMART targets are defined as:

- Specific: clearly identify what is being targeted.
- Measurable: ensure progress towards the target can be quantified.
- Achievable: targets should be realistic with good potential of being achieved.
- Relevant: ensure targets are relevant and align with Travel Plan aims and objectives.
- Time-bound: define the timeframe for achieving the target.

Forecasted Travel Patterns

4.4.2 To derive multi-modal trip rates, modal split proportions were calculated from 2011 Census Method of Travel to Work data for the Hillingdon 022F LSOA. 2011 Census data has been used as opposed to 2021 Census data due to the impact of Covid-19 restrictions during 2021.

4.4.3 As the scheme is proposed to be car-free, in line with the sustainable transport vision of the site, the census mode share values for 'driving a car' and 'passenger in a car or van' have been removed and re-distributed amongst the remaining modes of travel.

4.4.4 The adjusted forecasted mode share is summarised in **Table 4-1**.

Table 4-1: Census Adjusted Forecasted Mode Share

Mode	Modal Split
Bus, minibus or coach	35%
Train, underground, metro, light rail or tram	40%
On foot	19%
Bicycle	4%
Motorcycle, scooter or moped	2%
Other	1%
Taxi	0%
Total	100%

Source: 2011 Census w/Consultants' adjustments

Targeted Mode Share

4.4.5 The Travel Plan targets will align with the transport vision for the proposed development. This vision aims to encourage sustainable living, by reducing the convenience of owning a private car in a location highly connected to range of everyday services and facilities, and accessible to a high quality and frequent public transport.

4.4.6 The development will take advantage of the site’s excellent connectivity rating (‘A’ rating – highest grade achievable in LBH), to enable sustainable and active travel to be the natural choice for its residents and visitors.

4.4.7 Initial targets are based on the mode shares provided in **Table 4-1**. As the site is car-free (with the exception of 1 no. disabled bay), no targets have been set to reduce the number of private vehicle trips, but to instead increase the cycle mode share. The proposed cycle target is presented in **Table 4-2**.

Table 4-2: Targeted Cycle Mode Share

Target	Indicator	Modal Split Target		
		Baseline	Year 3	Year 5
Achieve 6% increase in cycle trips	Surveys	4%	7%	10%

4.4.8 The targets will be reviewed based on the annual monitoring reports undertaken as part of the Travel Plan, up to the end of Year 5. Targets will be updated accordingly following the results of each survey.

4.4.9 All data collected will be provided to the Local Highway Authority to ensure the Travel Plan is being accurately monitored and targets are being met.

SECTION 5 Marketing and Promotion

5.1 Overview

5.1.1 Information provision will be key to the success of the TP. Residents will regularly be provided with up-to-date information through the following measures.

5.2 Marketing

5.2.1 Marketing and awareness raising strategies form an important part of all TP's. The following tools will be used.

- Travel Information Packs: A travel information pack will be publicised to residents upon occupation. The pack will provide detailed public transport route and timetable information, together with cycle and walking route maps identifying key local facilities and amenities. The Travel Information Pack will be updated annually, or when there is a material change in bus/rail/tube timetables. The Pack will be available in both hard copy and electronic (PDF) formats.
- Travel Information Points / Notice Boards providing links to online travel plan information will be set up in suitable locations around the development site. These will be used to display information relating to the Travel Plan, including information on public transport, walking and cycling, and to update residents and visitors on the progress on the plan, including specific targets achieved. They will also provide information on local and national travel awareness campaigns and events such as Bike to Work week.

5.3 Promotion

5.3.1 Residents will be informed and engaged from the outset which will be the key to success of the TP. This will include:

- Liaising with residents to understand their particular needs and concerns and to examine ways of addressing them;
- Disseminating information, reporting the results of the monitoring surveys and target achievements for example through bulletins and posts on the Travel Plan noticeboards; and

- Making electronic copies of the TP available to all, to ensure that people are fully aware of the objectives of the Plan and of the full range of measures implemented.

SECTION 6 Travel Plan Strategy

6.1 Management

Travel Plan Coordinator

6.1.1 To ensure that there is site-wide adoption of the Travel Plan, a Travel Plan Co-ordinator (TPC) will be appointed. It will be the role of the appointed TPC to promote and periodically review the Travel Plan. The TPC's role will involve:

- Explaining the TP's purpose and the opportunities on offer, including offering and providing advice on transport-related subjects to residents and visitors;
- Ensuring the structures for the ongoing management of the plan are set up and running effectively;
- Liaising with public transport operators and other service providers;
- Overseeing the monitoring and reporting of the Travel Plan, including liaising with the Local Authority where appropriate; and
- Helping establish and promote the individual measures in the plan; and
- Administration of the Travel Plan, involving the maintenance of necessary systems, data and paperwork, consultation and promotion. These duties will be ongoing throughout the duration of the Travel Plan.

6.2 Monitoring

6.2.1 The TP will have a five-year timescale from first occupation of the site but is a 'live' document which will be kept under review by the nominated TPC.

6.2.2 The TPC will arrange the initial residential travel survey to be undertaken at the development following six months of occupation. Subsequent travel surveys will then be undertaken at the first, third and fifth year of operation. It will be the duty of the TPC to organise monitoring surveys and manage the identified TP Action Plan measures detailed in Section 7 of this document.

6.2.3 The travel surveys will take the form of questionnaire surveys and will monitor residents' attitudes to the TP and their uptake of sustainable travel but will also include appropriate questions to monitor attitudes of car and cycle parking usage.

6.2.4 The TP will be regularly monitored to ensure that it reflects the changing requirements of the development and that it is kept up to date. Once the Year 5 survey is undertaken and reported the monitoring requirements for the Travel Plan will have been completed. The monitoring reports will be provided to the Hillingdon travel planning department for review.

6.3 Remedial Measures

6.3.1 In instances where the targets are not being met or the measures were not implemented the travel plan will be reviewed and updated to reflect this with new measures and initiatives proposed to 'right-course'. The TP will then be redistributed to the relevant parties.

SECTION 7 Action Plan

7.1 Overview

7.1.1 An indicative Action Plan is presented in **Table 7-1** which provides a programme for delivering the measures. This will be refined in due course as more details are confirmed.

Table 7-1: Action Plan of Measures

Measures	Summary of Measures	Responsibility	Timescale
Travel Plan Co-Ordinator	Nominate Travel Plan Co-Ordinator	Linea UB7 Ltd	Three months prior to first occupation
Cycle Facilities	Provision of cycle parking on site	Developer	Prior to first occupation
Promoting walking and cycling	Information on walking and cycling routes to be made available within the Travel Plan Information Pack and Information Board	Linea UB7 Ltd / TPC	Prior to first occupation
Promotion of National and Local Events	Information to be made available about upcoming national and local events such as 'Bike Week' and 'Walk to Work' week	Linea UB7 Ltd / TPC	Introduced within three months of occupation and updated regularly (at least every three months)
Travel Plan Monitoring and Review	Monitor modal split and review the Travel Plan measures in line with the Travel Plan and modal split	Linea UB7 Ltd / TPC	The baseline travel survey will be undertaken either within six months of first occupation. Follow up surveys in Years 3 and 5.

7.1.2 This action plan is important as it offers a mechanism by which the proposed measures at the site can be implemented. This will help drive behavioural change at the site and help push towards the TP's objectives and targets.

7.1.3 It will also provide accountability for those responsible for implementing certain measures at the site and offers timescales by which they should be completed.

SECTION 8 Conclusion

8.1.1 This Travel Plan (TP) has been produced by i-Transport on behalf of Linea UB7 Ltd (the 'Applicant') to accompany a planning application for a proposed 31-unit residential development at Tavistock Works, West Drayton (the 'site').

8.2 This TP has been produced in compliance of the relevant national, regional and local policy, detailed below;

- National - Paragraphs 109, 110, 111, and 118 of the NPPF;
- Regional – The guidelines set out in the Transport for London Travel Planning Guidance (2013); and
- Local - Policy DMT 1 B of the LBH Local Plan Part 2.

8.3 This TP demonstrates the applicant's willingness to reduce the vehicular travel demand of the site and encourage the uptake of more sustainable and active forms of travel.

