

HEATHROW POINT WEST

Active Travel Zone Assessment and Travel Plan Addendum

234 Bath Road, Heathrow, UB3 5AP
Planning application 41331/APP/2025/3250
Revision 03 • August 2026

Document	Issue	Purpose	Prepared by
Active Travel Zone Assessment and Travel Plan Addendum	Rev 03 – August 2026	Final for planning submission / TfL review	Total Planning

Submission status

This report responds to the transport correspondence on the application and is to be read alongside the Lanmor Consulting Framework Travel Plan, reference 252044/TP/AG/KL/01, dated January 2026. It updates the development basis and supplements that Travel Plan with a consolidated Active Travel Zone assessment, night-time and VAWG review, inclusive-access assessment, coordinated cycle-parking schedule, updated targets, monitoring controls and implementation programme. Acceptance remains a matter for Transport for London and the London Borough of Hillingdon.

Executive summary

This report has been prepared for the proposed extension of Heathrow Point West, 234 Bath Road. The hotel would increase from 159 to 287 bedrooms through a 128-bedroom extension. The assessment places walking, wheeling, cycling and public transport at the centre of staff and guest travel, and treats the day and night conditions around the site as separate operational environments.

The January 2026 Framework Travel Plan was prepared for an earlier 268-bedroom scheme and refers to 110 additional bedrooms, 55 car spaces plus 7 disabled bays and 3 coach bays. Those development quantities are superseded for this application. Its management framework, including the Travel Plan Co-ordinator, staff and guest data collection, annual review, formal reviews in Years 1, 3 and 5, personal travel planning and sustainable-travel measures, is retained and strengthened through this addendum.

Daytime and night-time site audits were undertaken in June 2026. The audit framework records barriers, lighting, surveillance, personal-security and inclusive-access issues along the routes most relevant to staff and guests. Appendix B records the available survey particulars and Appendix B1 provides the completed route-by-route ratings, observations and actions. The assessment does not rely on unverified lux readings or invented photograph references.

Scheme item	Committed position
Hotel accommodation	287 bedrooms in total: 159 existing plus 128 additional rooms.
Employment	Approximately 45 additional full- and part-time jobs.
Car parking	57 spaces: 50 standard and 7 accessible bays.
Other vehicle provision	No dedicated coach parking; managed occasional coach / Hotel Hoppa set-down and pick-up area. 5 taxi spaces and 14 motorcycle spaces.
Cycle parking	52 spaces: 36 two-tier, 12 Sheffield-stand and 4 adapted-cycle spaces.
Cycle-parking allocation	46 long-stay employee spaces and 6 short-stay visitor/guest spaces.

Scheme item	Committed position
London Plan minimum	21 spaces: 15 long-stay and 6 short-stay.
Travel Plan relationship	Read alongside Framework Travel Plan 252044/TP/AG/KL/01 (January 2026); current quantities and commitments in this addendum prevail where there is a conflict.
Travel Plan management	Travel Plan Co-ordinator appointed no later than three months before opening, active at opening and notified to LBH within one month of appointment.
Monitoring	Staff baseline survey within two months of opening/occupation; guest-mode data collected from check-in; annual review and formal reports in Years 1, 3 and 5.

Core outcome commitments

- Reduce single-occupancy car travel by staff from the validated baseline, with a minimum 20% reduction by Year 5 where the baseline exceeds 30%.
- Achieve at least 55% of staff commuting trips by walking, cycling or public transport by Year 3 and 60% by Year 5.
- Achieve staff cycling mode shares of at least 5% by Year 3 and 6% by Year 5, supported by secure parking, adapted spaces, lockers and changing provision.
- Increase staff walking mode share by at least four percentage points by Year 5, subject to validation against the baseline survey.
- Maintain a 100% staff travel survey response rate where practicable and at least 80% as the minimum evidence threshold.
- Complete an annual night-time and VAWG route review, and resolve site-controlled urgent hazards within 30 days of identification where reasonably practicable.

1. Introduction

1.1 Purpose

The purpose of this report is to provide the active-travel and Travel Plan material requested through the transport consultation process for planning application 41331/APP/2025/3250. It has been structured so that the planning authority and TfL can identify the evidence, mitigation, commitments, ownership and monitoring mechanism without relying on separate narrative reports.

The report should be read with the Transport Statement, Framework Travel Plan 252044/TP/AG/KL/01, Construction and Parking Management Plan, Delivery and Servicing Plan, Refuse and Delivery Management Plan, Energy Statement, Planning Design and Access Statement and the relevant architectural drawings. Where an earlier document contains a conflicting development quantity, cycle-parking schedule or access arrangement, the current commitments in this report and the final coordinated drawings take precedence.

1.2 Relationship with the January 2026 Framework Travel Plan

The Lanmor Consulting document is expressly a Framework Travel Plan intended to be developed after occupation when actual travel behaviour is known. This addendum does not discard that framework. It updates the scheme description and provides the site-specific active-travel evidence and additional commitments requested through consultation. The documents are to be interpreted together in accordance with the hierarchy below.

Matter	Framework Travel Plan position	Coordinated position for this application
Development	268 bedrooms, comprising a 158-bedroom hotel and 110-bedroom extension.	287 bedrooms, comprising 159 existing and 128 additional bedrooms.
Car parking	References 55 car spaces plus 7 disabled bays.	57 spaces in total: 50 standard and 7 accessible bays.
Coach / taxi / motorcycle	3 coach bays, 5 taxi bays and 14 motorcycle/scooter spaces.	No dedicated coach parking; managed occasional coach / Hotel Hoppa set-down and pick-up area; 5 taxi spaces and 14 motorcycle spaces.

Matter	Framework Travel Plan position	Coordinated position for this application
Cycle parking	Commits to sufficient secure and sheltered provision but does not provide the current coordinated schedule.	52 spaces: 36 two-tier, 12 Sheffield and 4 adapted; 46 long-stay and 6 short-stay.
Management	TPC from opening, five-year plan, annual monitoring and formal Years 1, 3 and 5 reviews.	Retained and strengthened; TPC appointed before opening, with annual day/night ATZ review and remedial-action controls.
Surveys	Staff baseline approximately two months after occupation; visitor-mode data collected at check-in.	Retained as the minimum survey requirement, with parking/cycle counts, guest sampling and route-safety evidence.
Travel measures	Travel packs, personal travel planning, walking/cycling maps, loans, public-transport promotion and car sharing.	Retained and expanded to cover accessible travel, night-time/VAWG risk, live service information and guaranteed ride home.

1.3 Scope

- review of walking, wheeling, cycling and public-transport conditions within the Active Travel Zone;
- separate daytime and night-time assessment, including lighting, surveillance and VAWG considerations;
- inclusive-access review for disabled staff and guests and for users of adapted cycles;
- policy-based cycle-parking schedule and operational requirements;
- prioritised mitigation schedule distinguishing site-controlled and highway-authority actions;
- coordination of the Framework Travel Plan governance, measures, targets, monitoring, remedial action and reporting; and
- a response matrix addressing the matters raised in the transport correspondence.

1.4 Limitations and verification

The June 2026 daytime and night-time audits are confirmed by the applicant. Appendix B records the available audit month, recorded field time, weather, assessor and routes, while Appendix B1 consolidates the route findings and proportionate actions. The original numbered photographs and any measured illuminance records are not included in the present document set and are therefore not relied upon. The conclusions are planning and operational evidence rather than a detailed lighting design or a guarantee of personal security.

2. Development and transport schedule

2.1 Site and proposal

Heathrow Point West occupies a Bath Road frontage west of Heathrow Airport. The surrounding corridor is hotel-, airport- and employment-led, with heavy traffic, frequent bus services and a material amount of staff travel outside conventional office hours. The proposal extends and refurbishes the existing hotel, increasing the number of bedrooms by 128 to a total of 287. This is the current application basis and supersedes the 268-bedroom description in the January 2026 Framework Travel Plan.

2.2 Parking and access

The site has no direct vehicular access from Bath Road. Vehicle access is retained via the roundabout on Bolton's Lane, which connects to the signal-controlled Bath Road junction west of the site. The parking schedule comprises 57 car spaces, including 7 accessible bays, together with 5 taxi spaces and 14 motorcycle spaces. No dedicated coach parking is proposed; the forecourt retains managed capacity for an occasional pre-arranged coach or Hotel Hoppa set-down/pick-up movement. Walking, wheeling and cycle routes within the site are to be legible, well lit and kept clear of loading and vehicle activity. The final landscape and access layout must show continuous pedestrian priority from the Bath Road frontage to the hotel entrance and cycle stores.

2.3 Forecast person-trip profile

Period	Arrivals	Departures	Total two-way
Weekday AM peak	9.1	15.4	24.4
Weekday PM peak	12.3	7.7	20.0

Period	Arrivals	Departures	Total two-way
Daily	121.7	113.7	235.4
Change over the additional 108-room comparator	+3.8	+3.1	+36.8 daily

The forecast increase is modest in network terms, but the Travel Plan is intended to influence how those trips are made. Hotel shift patterns, early departures and late arrivals make bus access, personal security and safe staff journeys materially important even where overall trip numbers are not high.

3. Policy and assessment framework

Policy / guidance	Relevance to this report
National Planning Policy Framework (December 2024, as amended February 2025)	Supports sustainable transport, safe access and consideration of transport impacts at the earliest stage. This replaces the 2021 NPPF reference in the Framework Travel Plan.
London Plan Policy T1	Requires development to facilitate the Mayor's strategic target for 80% of trips to be made by walking, cycling and public transport by 2041.
London Plan Policy T2	Applies the Healthy Streets Approach and requires consideration of people walking, cycling and spending time in streets.
London Plan Policy T5 and Table 10.2	Sets cycle-parking minimums and requires high-quality, accessible and inclusive cycle parking.
London Plan Policy T6	Requires parking provision and management to support sustainable travel, including disabled-person parking.
TfL Active Travel Zone guidance	Provides the route-audit method for identifying barriers and opportunities within walking and cycling catchments.
TfL Travel Plan guidance	Requires SMART objectives, measures, targets, named management, monitoring and remedial action.
Healthy Streets indicators	Used to consider safety, comfort, shade/shelter, noise, crossing ease and the experience of disabled people.
TfL Cycling Security Plan and cycle-parking guidance	Informs store security, stand choice, adapted-cycle provision, maintenance and surveillance.
Public Sector Equality Duty and inclusive-design principles	Require consideration of impacts on people with protected characteristics, including disabled people and women travelling at night.

3.1 Assessment principles

- walking and wheeling are assessed as the first mode in the hierarchy;
- cycle access is assessed for conventional, adapted and cargo cycles;
- public-transport access considers the quality of the complete route to the stop, not only timetable frequency;
- day and night conditions are assessed separately;
- the needs of women, disabled people, lone workers and shift workers are considered explicitly; and
- mitigation is assigned to an owner and a delivery stage.

4. Active Travel Zone methodology

4.1 Study area

The core Active Travel Zone comprises the routes that staff and guests are realistically likely to use between the site and the principal bus stops, local services and onward interchange points. The immediate 20-minute walking catchment is centred on the Bath Road corridor. The cycle review extends to destinations that are realistically

accessible within approximately 20 minutes by cycle, including Hayes & Harlington and parts of the Heathrow employment area.

4.2 Priority routes

Route	Function	Audit priority
R1 – Site entrance to Nene Road bus stops	Primary staff and guest access to frequent Bath Road buses.	Day and night; crossings, footway continuity, lighting, waiting environment and information.
R2 – Site entrance east along Bath Road	Access to additional bus stops, hotels and services.	Side-road crossings, traffic dominance, lighting consistency and personal security.
R3 – Site entrance west along Bath Road	Access to Bolton's Lane stops and local employment/services.	Footway condition, boundary surveillance, crossing opportunities and night-time comfort.
R4 – Bath Road to Hayes & Harlington	Cycle/public-transport connection to Elizabeth line and National Rail services.	Cycle-route continuity, junctions, traffic stress, wayfinding and secure onward parking.
R5 – Bath Road to Heathrow Central	Bus connection to airport terminals and rail/Underground interchange.	Bus access and information; walking/cycling through the airport road tunnel is not promoted.
R6 – On-site entrance to reception and cycle parking	Last 100 metres for all users.	Continuous accessible route, segregation from servicing, lighting, surveillance and store access.

4.3 Audit method

The June 2026 daytime and night-time audits used a consistent route schedule. Each route was reviewed for footway width and condition, obstructions, dropped kerbs, tactile paving, gradients, crossing delay, traffic speed and dominance, cycle comfort, wayfinding, shade and shelter, lighting, passive surveillance, escape options, evidence of antisocial behaviour and the experience of people travelling alone.

1. Walk or wheel each priority route in both directions and record discontinuities.
2. Review crossing points from the perspective of a disabled person, a person with luggage and a lone worker travelling after dark.
3. Record any marked difference between daytime and night-time legibility, visibility or surveillance.
4. Identify whether the issue is within the site, public highway or third-party land.
5. Assign a priority, owner, delivery stage and verification method.

4.4 Rating scale

Rating	Meaning	Required response
Good	Comfortable and legible for the intended journey, with no material barrier identified.	Maintain and monitor.
Acceptable	Usable but with a minor comfort, maintenance or information issue.	Management or maintenance action where proportionate.
Poor	Material deterrent or accessibility problem likely to suppress active travel.	Mitigation required before occupation or referred to the responsible authority.
Critical	Immediate safety or personal-security concern.	Urgent escalation and interim route-management response.

5. Existing movement context

The Framework Travel Plan records the site as PTAL 4, representing good public-transport accessibility. That rating supports a travel strategy led by buses and onward rail/Underground interchange, but it does not remove the need to assess the quality, accessibility and personal security of the route between the hotel and each stop.

5.1 Walking and wheeling

Bath Road has continuous footways along much of the corridor, but the experience is strongly influenced by traffic volumes, vehicle crossovers, the quality of side-road crossings and exposure to noise. Staff and guests may be

carrying luggage, working shifts or unfamiliar with the area. A route that is technically available may therefore be unattractive if it is poorly signed, dark, obstructed or lacks an obvious crossing.

5.2 Cycling

The corridor provides access to local employment and rail interchange, but cycle conditions vary and some users may experience high traffic stress. The Travel Plan therefore combines secure on-site parking and staff support with clear route information and realistic alternatives. It does not overstate the suitability of every Bath Road movement for a new or less confident cyclist.

5.3 Bus and rail access

Interchange / stop	Access from the site	Operational note
Nene Road stops	Immediately south/east of the site on Bath Road; recorded in the Framework Travel Plan as approximately 20 m / two minutes.	Principal stop pair. TfL's stop page checked in August 2026 lists routes 81, 105, 111, 222, 278, 285, 423, N9 and N140.
Bolton's Lane stops	Walk west along Bath Road.	Alternative Bath Road stop pair; route and direction information must be checked for the intended journey.
Heathrow Central	Bus from Bath Road.	Provides Piccadilly line, Elizabeth line and Heathrow Express interchange. Walking or cycling through the airport road tunnel is not promoted.
Hounslow West	Approximately 5 km; direct bus connection available, including route 222 subject to service changes.	Piccadilly line interchange.
Hayes & Harlington	Approximately 3.8 km; cycling or public transport depending on user confidence and conditions.	Elizabeth line and National Rail interchange.

Public-transport information in staff induction and guest communications must link to live TfL data. Route patterns and timetables can change, so hard-coded operational information is to be checked at each annual review.

Bus-service reconciliation

The January 2026 Framework Travel Plan also listed route 555. That route is not included on TfL's current Nene Road stop page checked in August 2026. The hotel must therefore use live TfL information for London bus services and should advertise any non-TfL hotel or airport service separately, with its operator and current timetable clearly identified.

6. Daytime Active Travel Zone assessment

Theme	June 2026 daytime finding	Response
Footway continuity	The Bath Road corridor is walkable, but crossovers and side-road interfaces require attention to pedestrian priority and clear space.	Maintain an unobstructed route; report damaged surfaces and persistent parking obstruction.
Crossing ease	Traffic volume and turning movements can make informal crossing uncomfortable, particularly for disabled people and users with luggage.	Direct users to the most suitable crossing; request highway review where an evidenced desire line lacks an appropriate facility.
Accessibility	The quality and alignment of dropped kerbs and tactile paving are important to independent movement.	Include defects in the audit register and refer public-highway defects to the responsible authority.
Traffic dominance	Noise, vehicle speed and HGV/coach movements reduce comfort even where sufficient footway width exists.	Promote quieter or more legible route choices where available and provide clear travel information.
Shade and shelter	Shelter is concentrated at stops and within buildings; exposed sections can be uncomfortable in poor weather.	Provide reception waiting space and practical weather information; pursue stop-shelter maintenance through TfL/LBH.
Wayfinding	Visitors may not readily identify the correct stop or direction.	Provide route cards, QR links, reception guidance and clear on-site directional signs.
Cycle comfort	Conditions may be acceptable to experienced riders but unattractive to less confident staff.	Offer cycle confidence support, route planning and a guaranteed ride home for exceptional circumstances.
On-site conflict	Pedestrian/cycle routes can be affected by servicing if layouts or management controls are weak.	Mark and protect the route from the boundary to entrance and cycle store; enforce delivery controls.

6.1 Daytime priority issues

- Preserve a continuous clear path from the Bath Road frontage to reception and cycle parking.
- Ensure crossings used by staff are legible to people with mobility or visual impairments.
- Prevent loading, coach, taxi and private-hire activity from blocking pedestrian desire lines.
- Provide accurate bus-stop and onward-interchange information at reception and before arrival.
- Record and escalate footway or tactile-paving defects rather than relying on informal observation.

6.2 Framework Travel Plan barriers and coordinated response

The Framework Travel Plan identifies recurring barriers to walking, cycling and public transport. The following measures carry those barriers into the site-specific Active Travel Zone action plan.

Barrier	Coordinated response
Route perceived as unsafe	Day and night route audit, preferred route, lighting/CCTV maintenance, defect escalation and confidential incident reporting.
Bad weather	Sheltered bus-stop information, covered long-stay cycle parking, reception waiting and practical pre-journey information.
Unfamiliar route	Staff/guest travel packs, route maps with journey times, live journey-planning links and trained reception staff.
Car perceived as more convenient	Personal travel planning, season-ticket and cycle support, parking management and live public-transport information.
Habit, tiredness or distance	Mixed-mode journey planning, shift-specific advice, walking/cycling promotion and guaranteed ride home for defined exceptional circumstances.
No secure or weatherproof cycle parking	52-space coordinated provision, including secure covered long-stay parking and four adapted-cycle spaces.

Barrier	Coordinated response
No access to a cycle	Cycle-to-work / interest-free cycle support, subject to operator employment and payroll arrangements.

7. Night-time, personal-security and VAWG assessment

7.1 Approach

Hotel employment and guest movements occur throughout the evening, overnight and early morning. Night-time assessment is therefore a core part of the Travel Plan. The assessment considers the whole journey from building exit to public-transport stop or cycle route, with explicit regard to women travelling alone, lone workers, disabled people and staff completing late shifts.

Night-time factor	Risk identified	Required control
Lighting continuity	Inconsistent illumination or contrast can make otherwise passable routes feel unsafe and can conceal surface defects.	Maintain on-site lighting; inspect quarterly and after complaints; request highway-lighting repairs; record lux readings where material.
Passive surveillance	Blank boundaries, recesses and low footfall can reduce the sense of oversight.	Keep planting managed, avoid new concealment points, maintain clear views from reception and CCTV-covered areas.
Bus-stop waiting	A lone person may face an extended wait or uncertainty about the correct stop.	Provide live departure information, allow waiting in reception where practical and give clear directions immediately before departure.
Route choice	The shortest route may not be the most comfortable after dark.	Publish a preferred night route and explain why it is recommended.
Shift finishing times	Staff may miss a service or face disruption outside normal hours.	Rota planning, service checks and a guaranteed ride-home procedure for defined exceptional circumstances.
Harassment or antisocial behaviour	Actual or perceived incidents can suppress walking and public-transport use.	Confidential incident reporting, management escalation, route review and liaison with police/TfL/LBH as appropriate.
Taxi/private-hire collection	Unclear pickup areas may cause staff to wait in exposed locations or cross vehicle routes.	Use a signed, well-lit pickup point visible from reception.
Cycle-store access	A secure store can still feel unsafe if approached through an isolated or dark route.	Provide direct lighting, CCTV coverage where appropriate, access control and a clear route without servicing conflict.

7.2 VAWG commitments

- The Travel Plan Co-ordinator will undertake or commission an annual night-time route review with female staff participation.
- Staff will have a confidential route-safety and harassment reporting channel, with anonymised trends reviewed quarterly.
- No employee will be expected to wait alone at an unlit or closed stop where a reasonable safer alternative can be arranged.
- The hotel will maintain a guaranteed ride-home protocol for defined emergencies, late-service cancellation and exceptional personal-security circumstances.
- Reception will provide live service information and allow staff to wait inside until the appropriate departure time where operationally practicable.
- Lighting, planting, signage and CCTV affecting the on-site route will be included in the site maintenance schedule.

7.3 Night-time evidence to retain

Evidence	Minimum record
Audit sheet	Date, time, weather, assessor, route, direction and duration.
Photographs	Numbered daytime/night-time images with location and viewing direction.
Lighting	Lux readings at material concern points, measurement height and equipment/method.
Incidents	Date, general location, travel mode, issue type, action and closure date; no unnecessary personal data.
Staff feedback	Anonymised comments, including feedback from women, disabled staff and late-shift workers.

8. Inclusive access assessment

Inclusive access is considered across the full journey. Seven accessible car bays are proposed, but car parking is only one component. Staff and guests also require a step-free, obstacle-free route between the highway, reception, bus-stop direction, taxi pickup, accessible bedrooms and adapted-cycle spaces.

User need	Potential barrier	Design / management response
Wheelchair and mobility-aid users	Narrow clear width, crossfall, kerbs, surface defects or blocked routes.	Minimum clear route maintained; dropped-kerb defects escalated; no loading or storage on the path.
Blind and partially sighted users	Poor contrast, missing tactile information, glare and unmarked obstacles.	Consistent lighting, contrast at decision points, correctly located signs and no projections into the route.
D/deaf users	Reliance on audible information or inability to identify assistance.	Visual service information, clear written directions and trained reception staff.
Neurodivergent users	Complex wayfinding, unexpected route changes or overstimulating environment.	Simple directions, consistent signs and advance information on arrival route and pickup point.
Adapted-cycle users	Inaccessible upper-tier racks, narrow aisles, steps or restrictive doors.	Four dedicated ground-level adapted spaces, level access, adequate manoeuvring and no requirement to lift the cycle.
People with luggage	Crossovers, doors and narrow paths are harder to negotiate.	Direct accessible approach, automatic or easily operated doors and reception assistance.

8.1 Equality review

Monitoring will disaggregate travel and route-experience data only where proportionate and anonymous. The Travel Plan Co-ordinator will invite feedback from disabled staff and women working early or late shifts. If a measure increases convenience for one group but creates a barrier for another, it will be reviewed through the hotel accessibility and health-and-safety processes.

9. Cycle-parking assessment

9.1 Policy calculation

Element	Calculation / provision	Assessment
Hotel bedrooms	287 bedrooms	Basis of London Plan hotel cycle-parking requirement.
Long-stay minimum	15 spaces	Policy minimum used for the scheme.
Short-stay minimum	6 spaces	Policy minimum used for visitors/guests.
Total policy minimum	21 spaces	15 long-stay plus 6 short-stay.
Proposed total	52 spaces	31 spaces above the identified minimum.
Operational allocation	46 long-stay; 6 short-stay	Short-stay minimum retained; substantial employee capacity.

9.2 Stand schedule

Type	Spaces	% of total	Operational requirement
Two-tier racks	36	69.2%	Secure covered long-stay store; gas-assisted upper tier; manufacturer clearances maintained.
Sheffield stands	12	23.1%	Ground-level stands with two locking points; mix of long- and short-stay allocation as shown on coordinated drawings.
Adapted-cycle spaces	4	7.7%	Dedicated level spaces, clearly marked, unobstructed and not reliant on lifting.
Total	52	100%	46 long-stay and 6 short-stay.

9.3 Design and management requirements

- The long-stay store must be weatherproof, illuminated, access-controlled and covered by the hotel's security management regime.
- The route to every cycle space must be step-free and must not require passage through a refuse or active loading area.
- Aisles, door widths and turning space must comply with the rack manufacturer's layout and enable independent use.
- Adapted spaces must be protected against casual encroachment by standard cycles and must not be used for storage.
- Short-stay stands must be visible, convenient to reception and available to guests and visitors without staff-only access control.
- Charging of removable e-bike batteries must follow the hotel's fire and electrical safety arrangements; uncontrolled charging within an escape route is prohibited.
- Abandoned-cycle checks will be undertaken at least quarterly, with notices and removal managed under a published procedure.

10. Active Travel Zone mitigation plan

Ref	Action	Owner	Timing	Evidence / trigger
ATZ-01	Provide a continuous, step-free and well-lit on-site route from Bath Road to reception and cycle parking.	Developer / hotel operator	Before opening	Practical-completion inspection and night check.
ATZ-02	Install clear on-site wayfinding to reception, bus-stop directions, taxi pickup and cycle parking.	Developer / hotel operator	Before opening	Sign schedule and accessibility review.
ATZ-03	Inspect and maintain on-site lighting, CCTV sightlines and planting affecting route surveillance.	Hotel operator	Quarterly	Inspection log and closure record.
ATZ-04	Provide live TfL information and preferred day/night walking routes at reception and online.	Travel Plan Co-ordinator	Before opening; update annually	Screenshots, QR links and reception material.
ATZ-05	Introduce confidential route-safety reporting and guaranteed ride-home arrangements.	Hotel operator	Before first staff induction	Policy, briefing and anonymised usage log.
ATZ-06	Refer highway lighting, footway, dropped-kerb or tactile-paving defects to LBH/TfL and track responses.	Travel Plan Co-ordinator	Within 10 working days of identification	Reference number and follow-up log.
ATZ-07	Undertake annual day and night route review with female and disabled-staff input.	Travel Plan Co-ordinator	Annually	Audit report, photographs and action plan.
ATZ-08	Review delivery, taxi and coach management where obstruction or pedestrian conflict is observed.	Hotel operator	Continuous; formal annual review	Incident log and corrective action.
ATZ-09	Seek a Healthy Streets/highway improvement discussion if monitoring demonstrates a persistent off-site barrier.	Developer/operator with LBH/TfL	Triggered by repeated evidence	Meeting record, feasibility response or agreed scheme.

10.1 Prioritisation

Site-controlled measures are direct commitments. Highway measures outside the applicant's control are requests for investigation and cannot be represented as guaranteed works unless separately agreed with the responsible authority. Repeated defects, collision evidence, staff reports or a material fall in active-travel mode share will trigger escalation.

11. Travel Plan governance and coordination

11.1 Aim

The aim is to minimise car dependency and make walking, wheeling, cycling and public transport practical, safe and attractive choices for staff and guests, including for journeys made outside conventional working hours.

11.2 Objectives

1. Reduce staff single-occupancy car travel and unnecessary taxi/private-hire use.
2. Increase staff travel by walking, cycling and public transport.
3. Provide high-quality, inclusive cycle parking and supporting facilities.
4. Improve the day and night experience of routes between the hotel and public transport.
5. Respond to personal-security, VAWG and accessibility concerns through recorded action.
6. Provide guests with accurate information before and during their stay.
7. Monitor outcomes and implement remedial measures where targets are not achieved.

11.3 Travel Plan Co-ordinator

The hotel operator will appoint a named Travel Plan Co-ordinator no later than three months before opening/occupation of the extension, ensuring that the post is active from opening. In accordance with the Framework Travel Plan, contact details will be provided to the London Borough of Hillingdon within one month of appointment and to TfL where requested. The role may be combined with a suitable hotel management function provided that sufficient time and authority are allocated.

Responsibility	Minimum duty
Governance	Maintain the Travel Plan, annual action plan and evidence archive; report to hotel management.
Surveys	Commission or administer staff and guest surveys; validate response rates and mode-share calculations.
Measures	Deliver induction, travel information, cycling support, personal-security measures and promotions.
Facilities	Inspect cycle parking, lockers/changing facilities, signage and the on-site accessible route.
ATZ	Maintain the route-risk and defect register; undertake annual day and night reviews.
Liaison	Coordinate with LBH, TfL, transport operators, police and neighbouring occupiers where relevant.
Reporting	Submit monitoring reports at the agreed intervals and identify remedial action.

11.4 Funding

The hotel operator will fund the Travel Plan Co-ordinator, surveys, staff communications, routine incentives, cycle-facility maintenance, on-site lighting and wayfinding, annual audits and reasonable remedial measures within its control for at least the initial five-year monitoring period stated in the Framework Travel Plan and for any longer period secured by condition or planning obligation. Any off-site highway contribution or works will be subject to separate agreement through the planning process.

11.5 Travel Plan Management Group

A Travel Plan Management Group will support delivery and review. It will comprise the Travel Plan Co-ordinator, an appropriate developer or hotel-management representative, staff representatives and other relevant parties where necessary. The group will meet at least annually and more frequently during the first year or where monitoring identifies a material issue. It will maintain working relationships with LBH, TfL, transport operators, nearby Travel Plan Co-ordinators and local cycle or mobility service providers.

11.6 Role allocation

Party	Coordinated responsibility
Developer	Deliver the physical infrastructure and pre-opening commitments, appoint or procure the TPC, and provide the operator with the approved Travel Plan and evidence archive.
Hotel operator / management company	Fund and implement the Travel Plan after opening, maintain facilities and policies, support surveys and give the TPC sufficient authority.
Travel Plan Co-ordinator	Manage measures, monitoring, route audits, liaison, reporting and remedial action on a day-to-day basis.
Travel Plan Management Group	Provide annual oversight, staff input and coordination with external stakeholders.

12. Targets and indicators

Targets are set against a staff baseline to be established within two months of occupation/opening of the extension, consistent with the Framework Travel Plan. Guest-mode data will be collected through check-in and supplemented by periodic sampling. The targets below translate the Framework Travel Plan's references to a 5% cycling share, a four-percentage-point increase in walking and a 10% reduction in private motorised travel into measurable milestones. Any post-baseline revision must retain the objective of reducing car dependency and must be agreed with the planning authority where required.

Indicator	Baseline	Year 1	Year 3	Year 5
Staff walking + cycling + public transport mode share	Survey	Maintain/improve	≥55%	≥60%
Staff cycling mode share	Survey	≥3% or baseline +1pp	≥5%	≥6%
Staff walking mode share	Survey	Maintain/improve	Baseline +2 percentage points	Baseline +4 percentage points
Staff private motorised mode share	Survey	Baseline -5% relative	Baseline -10% relative	Baseline -20% relative where baseline >30%; otherwise at least -10%
Staff survey response rate	Not applicable	≥80%, aim 100%	≥80%, aim 100%	≥80%, aim 100%
Cycle-parking occupancy at busiest surveyed period	Survey	Monitor	Below 80% or provide action	Below 80% or provide action
Annual day/night ATZ review completed	June 2026 audit	100%	100%	100%
Urgent site-controlled route hazards closed	Register	Within 30 days	Within 30 days	Within 30 days
New staff receiving travel information	HR record	100%	100%	100%

12.1 Guest indicators

- Proportion of sampled guests arriving by public transport, coach, taxi/private hire, car, walking or cycling.
- Proportion of surveyed guests who received travel information before arrival.
- Number and nature of guest comments about bus-stop access, wayfinding and personal security.
- Taxi/private-hire movements and any evidence of avoidable short local trips.

13. Travel Plan measures

13.1 Staff measures

Measure	Delivery
New-starter travel pack	Personalised route-planning links, bus/rail information, cycle-facility instructions, preferred night route, Travel Plan contacts and a map showing safe routes, journey times and distances to key destinations.
Shift travel review	Rosters checked against realistic public-transport availability where operationally practicable.
Interest-free season-ticket loan	Offered subject to the operator's employment policy and payroll arrangements.
Interest-free cycle / cycle-to-work support	Salary-sacrifice, interest-free loan or equivalent scheme, together with route information and cycle-confidence referrals, subject to operator policy.
Cycle maintenance	At least one repair/check event each year and access to a basic pump and tool station.
Guaranteed ride home	Defined policy for emergencies, unexpected late working and service cancellation, not routine commuting.
Car sharing	Voluntary staff matching and preferential information, with data protection controls.
Parking management	Staff eligibility and permits reviewed so parking policy supports the Travel Plan.
Personal-security briefing	Night-route choice, live service checks, incident reporting and reception support included in induction.
Accessibility support	Individual travel-planning assistance and reasonable adjustment for disabled staff.
Travel Plan promotion	Information through staff noticeboards, induction, internal communications and, where used by the operator, payroll communications; current information also displayed at reception and online.

13.2 Guest measures

- Provide a sustainable-travel page in booking confirmation and pre-arrival email, with live links rather than static timetables.
- Explain the bus connection to Heathrow Central and do not direct guests to walk or cycle through the airport road tunnel.
- Show the correct Bath Road stop, direction and accessible route from the stop to reception.
- Provide clear taxi/private-hire pickup instructions to reduce circulation and unsafe waiting.
- Make the six short-stay cycle spaces visible in pre-arrival information and at reception.
- Train reception staff to answer routine public-transport and step-free access questions.

13.3 Communications calendar

Frequency	Communication
At recruitment / booking	Travel choices, public-transport links and accessible-arrival information.
At staff induction	Travel Plan, cycle facilities, night route, incident reporting and guaranteed ride home.
Monthly	Short travel update on staff communication channel; service disruption links where material.
Quarterly	Reminder of cycle facilities, route reporting and personal-security support.
Annually	Travel survey campaign, route-audit feedback and published action-plan update.

14. Monitoring and remedial action

14.1 Monitoring programme

Stage	Timing	Required work	Output
Pre-opening	No later than 3 months before opening	Appoint Co-ordinator; confirm measures; inspect cycle parking, signage, accessible route and night-time controls.	Readiness report.
Baseline	Within 2 months of opening/occupation	Staff census survey, guest check-in data/sample, parking/cycle counts, delivery/taxi observation and issue review.	Baseline Monitoring Report.
Year 1	12 months after baseline	Repeat surveys and counts; compare targets; review ATZ and incidents.	Year 1 Monitoring Report and action plan.
Year 3	36 months after baseline	Repeat full monitoring and review facilities/targets.	Year 3 Monitoring Report.
Year 5	60 months after baseline	Final scheduled full review; recommend continuation or revised programme.	Year 5 Monitoring Report.
Annual between formal reports	Every 12 months, with data collection approximately one month before the review date	Staff survey, day/night route review, facility inspection, parking/cycle usage, measure log and service-information check.	Annual internal review.
Guest monitoring	Continuous check-in record with periodic validated sample	Record arrival mode in proportionate categories and review guest comments on route, access and information.	Guest-mode summary in annual/formal reports.

14.2 Survey method

- Use a staff census survey covering main mode, secondary mode, distance band, shift, barriers and propensity to change.
- Record actual mode used on the survey day and usual mode in a typical week.
- Survey cycle and car parking at representative peak staff-change and guest periods.
- Collect guest arrival-mode information at check-in and validate it through a short sample across weekday and weekend periods, with no unnecessary personal data.
- Monitor cycle-stand usage, car-parking occupancy and misuse, demand for additional cycle parking, and staff/guest comments as required by the Framework Travel Plan.
- Report raw response numbers, response rate, calculation method and any material survey limitations.
- Where annual comparison is required, use a similar season and avoid known exceptional disruption where practicable.

14.3 Remedial action ladder

1. Confirm data quality and whether an exceptional event affected the result.
2. Review the affected employee group, route, shift or facility rather than relying only on whole-site mode share.
3. Increase targeted communication, personalised travel planning or promotion for up to six months.
4. Improve a relevant facility or operational measure, such as cycle access, signage, roster planning or night-time support.
5. Review parking eligibility or management where car dependence remains above target.
6. Escalate persistent off-site barriers to LBH/TfL with the supporting audit and monitoring evidence.
7. Record the action, owner, budget, delivery date and re-test date in the Monitoring Report.

14.4 Reporting content

Each formal Monitoring Report will include the scheme status, survey method, response rate, staff and guest mode shares, parking and cycle occupancy, progress against every target, measure-delivery log, day/night ATZ findings, accessibility and VAWG feedback, incident trends, defects referred to third parties, remedial actions and the following year's programme.

14.5 Implementation trigger and duration

The Framework Travel Plan refers to implementation at 75% occupancy or 12 months from first occupation, whichever occurs sooner. For clarity, that provision is treated as the latest trigger for the formal review programme and does not defer measures that must exist at opening, the appointment of the Travel Plan Co-ordinator, guest

check-in data collection or the staff baseline survey within two months. The formal monitoring period will run for at least five years and for any longer period secured through the planning permission or legal agreement.

15. Implementation programme

Action	Pre-determination / approval	Pre-opening	Operational
Appoint Travel Plan Co-ordinator	Commitment	At least 3 months before opening	Maintain appointment
Install cycle parking, lockers/changing and access route	Design approval	Required	Inspect quarterly
Install wayfinding and live travel information	Principle agreed	Required	Update
Adopt night-travel, reporting and guaranteed-ride-home procedures	Commitment	Required before induction	Review annually
Baseline monitoring	Method agreed	Prepare	Within 2 months
Guest-mode monitoring	Method agreed	Check-in system ready	Continuous, summarised annually
Formal reporting	Programme secured	—	Years 1, 3 and 5, with annual internal reviews

16. Conclusion

The proposed hotel extension is in a location with frequent Bath Road bus services and access to major Heathrow and Elizabeth line/Piccadilly line interchange. The corridor nevertheless presents challenges associated with traffic dominance, crossing comfort, variable cycle conditions and the experience of travelling after dark. These issues are addressed through this Active Travel Zone assessment and the coordinated management framework established by the January 2026 Framework Travel Plan.

The coordinated package commits to 52 cycle spaces, including four adapted spaces; a continuous on-site accessible route; clear travel information; staff support for cycling and public transport; a specific night-time and VAWG programme; a named co-ordinator; a staff baseline within two months; continuous guest-mode data; annual review and formal Years 1, 3 and 5 reporting; and a recorded remedial-action process.

Appendix A – TfL / transport correspondence response matrix

Issue	Response in this report	Status / evidence
Provide a robust Active Travel Zone assessment	Sections 4–10 define the zone, routes, method, day/night findings and mitigation.	Complete
Address night-time conditions and VAWG	Section 7 contains a dedicated assessment, controls, annual review and incident process.	Operational commitment.
Demonstrate inclusive access	Section 8 considers disabled people, adapted-cycle users, people with luggage and accessible routes.	Complete
Clarify cycle-parking quantity and type	Section 9 commits to 52 spaces: 36 two-tier, 12 Sheffield and 4 adapted.	Complete
Provide a Full Travel Plan	Sections 11–15 provide governance, targets, measures, monitoring and implementation.	Complete.
Coordinate the submitted Framework Travel Plan	Section 1.2 reconciles the January 2026 Travel Plan with the current 287-bedroom scheme and Sections 11–15 retain and strengthen its operational provisions.	Current quantities in this addendum prevail where earlier figures conflict.
Set SMART targets	Section 12 provides baseline-led Year 1, 3 and 5 targets and indicators.	Complete
Provide monitoring and remedial action	Section 14 defines surveys, reporting and a remedial-action ladder.	Operational commitment.
Clarify public-transport access	Section 5 identifies Bath Road stops and onward interchange; live information required.	Check service data annually.
Avoid unsafe Heathrow tunnel routing	Sections 5 and 13 direct users to bus access for Heathrow Central rather than walking/cycling through the road tunnel.	Travel-information commitment.

Appendix B – June 2026 audit evidence register

This register consolidates the information available from the June 2026 daytime and night-time assessment. The Appendix B1 ratings use the Good / Acceptable / Poor / Critical definitions in Section 4.4 and are supported by the route findings in Sections 5–8. The observations are sufficient for the planning-level assessment and action plan. Original survey photographs may be retained in the project evidence archive if available, but no numbered photograph or measured lux value has been invented or is required to understand the conclusions below.

Field	Daytime audit	Night-time audit
Date	June 2026	June 2026
Recorded field time	14:10	01:22
Weather / visibility	Clear sky; good visibility	Clear sky; artificial-light conditions
Assessor(s)	Richard Conroy	Richard Conroy
Routes walked	R1–R6	R1–R6

Appendix B1 – Route observation sheet

Route / location	Day rating	Night rating	Observation / photo	Action / owner
R1 – Site to Nene Road stops	Good	Acceptable	Very short route (about 20 m / two minutes) from the Bath Road frontage to the principal Nene Road stop pair. A continuous paved footway and visible stops make the journey legible by day. At night the highway remains lit, but exposed waiting, luggage and uncertainty over the correct service can reduce comfort for a person travelling alone. No material physical or Critical safety barrier was identified.	Travel Plan Co-ordinator (TPC) / hotel operator: provide live departures, a stop-and-direction route card and reception waiting until shortly before departure; inspect the frontage quarterly and refer lighting, footway or obstruction defects to LBH/TfL within 10 working days.
R2 – Bath Road east	Acceptable	Acceptable	Usable eastbound footway serving additional bus stops, hotels and local services. Crossovers, side-road interfaces, traffic noise and vehicle dominance reduce comfort, particularly for disabled users and guests with luggage. Highway lighting provides general night-time legibility, although deeper setbacks and variable footfall reduce passive surveillance. Wayfinding to the correct stop and direction is not consistently obvious.	TPC / hotel operator: publish a preferred day/night route and live stop information; install an eastbound direction sign within the site; maintain frontage lighting, planting and CCTV sightlines; record issues in the annual audit and refer public-highway defects to LBH/TfL.
R3 – Bath Road west	Acceptable	Acceptable	Continuous westbound footway toward the Bolton's Lane stops and nearby employment uses. The route is generally direct, but vehicle accesses, turning movements at Bolton's Lane and traffic dominance require attention. After dark, lower pedestrian activity and recessed boundaries reduce passive surveillance; visitors may also be uncertain which stop serves their intended direction. No Critical issue was observed.	TPC / hotel operator: include the westbound route and correct stop direction in staff and guest information; display live departures; allow reception waiting where practical; review the route annually after dark and log/report any lighting, crossing or obstruction defect.
R4 – Hayes & Harlington connection	Acceptable	Poor	Approximately 3.8 km from the site and best treated as a cycle or public-transport connection rather than a routine guest walk. The corridor is feasible for experienced cyclists, but junction complexity, traffic stress and variable cycle-route continuity may deter less-confident users. Darkness, lower surveillance and fatigue materially increase that deterrent at night. Public transport provides the preferred inclusive connection to the Elizabeth line and National Rail.	TPC: do not promote this as a routine night-time walk; provide live public-transport options and confidence-based cycle routing; offer cycle-confidence support and the guaranteed ride-home procedure; escalate any repeated staff safety concern to LBH/TfL with audit evidence.
R5 – Heathrow Central bus connection	Good	Acceptable	The appropriate connection is by bus from the nearby Bath Road stops, with onward access to the Piccadilly line, Elizabeth line and Heathrow Express. The short stop-access leg is clear by day. At night the journey remains practical, but comfort depends on live service information and minimising exposed waiting. Walking or cycling through the airport road tunnel is not an endorsed route.	TPC / hotel operator: provide live TfL and current Hotel Hoppa information, identify the correct stop and direction, state expressly that the airport road tunnel is not a walking/cycling route, permit reception waiting and check all service links at least annually.
R6 – On-site route	Acceptable	Acceptable	The final approximately 100 m from the site boundary to reception and cycle parking can provide a direct, step-free and readily understood route. The principal residual issue is interaction with taxis, refuse/delivery vehicles and any occasional coach or Hotel Hoppa movement within the forecourt. After dark, acceptability depends on continuous lighting, clear sightlines, surveillance and keeping the route unobstructed.	Developer / hotel operator before opening: mark and inspect the accessible route by day and night; complete lighting, CCTV and wayfinding checks; manage large-vehicle movements sequentially; keep the route clear at all times; inspect quarterly and close urgent site-controlled hazards within 30 days.

B1 overall conclusion

The June 2026 assessment identifies no Critical route. R1 and the bus-based R5 connection are the preferred principal public-transport routes. R2 and R3 are usable subject to information, maintenance and annual review. R4 should not be promoted as a routine night-time walk; public transport is the preferred inclusive connection and cycling should be supported according to user confidence. R6 is acceptable subject to completion and continued management of lighting, wayfinding, surveillance and vehicle conflicts. The resulting actions are incorporated into ATZ-01 to ATZ-09 and the monitoring programme, so no separate client action is required..

Appendix C – Staff travel survey

1. What is your usual main mode of travel to work?
2. What mode did you use for today's journey?
3. What is your approximate one-way travel distance?
4. What time did your shift start and finish?
5. Which public-transport stop or station do you normally use?
6. Do you have a disability or access need that affects your journey? Answer optional.
7. If you travel by car, what is the main reason?
8. What would make you more likely to walk, wheel, cycle or use public transport?
9. Do you feel safe on your route in daylight? Why or why not?
10. Do you feel safe on your route after dark? Why or why not?
11. Are you aware of the cycle store, adapted spaces, lockers/changing and guaranteed ride-home procedure?
12. Have you experienced harassment, obstruction, poor lighting or another route problem that you wish to report confidentially?

Appendix D – Guest travel questions

- How did you arrive at the hotel?
- Did you receive travel information before arrival?
- Was the route from your stop, station or pickup point easy to understand?
- Did you experience any step-free access or luggage-related difficulty?
- Did you feel safe on the route in daylight / after dark?
- Would any information or facility have changed how you travelled?

Appendix E – Cycle-parking compliance checklist

Check	Requirement	Verification
Total spaces	52	Count on approved coordinated drawing and at completion.
Two-tier	36	Manufacturer layout and physical count.
Sheffield	12	Physical count and allocation plan.
Adapted	4	Ground-level, dedicated, marked and manoeuvrable.
Long-stay / short-stay	46 / 6	Signage and access arrangements.
Weather protection	All long-stay spaces	Completion inspection.
Security	Access control, appropriate surveillance and two locking points	Security inspection.
Access route	Step-free, lit and clear of servicing conflict	Day and night completion audit.
Aisles / doors	Manufacturer and inclusive-access clearances	Measured completion check.
Maintenance	Quarterly inspection and abandoned-cycle process	Operator log.

Appendix F – Source and coordination schedule

Document / source	Use in this report
Transport Statement 252044-TS-AG-KBL-01	Development trip generation, access and transport context.
Lanmor Consulting Framework Travel Plan 252044/TP/AG/KL/01, January 2026	Primary Travel Plan framework. Its management, survey and measure provisions are retained; its earlier 268-bedroom, parking and coach quantities are superseded by the current coordinated application basis.
Construction and Parking Management Plan 252044-CPMP-AG-KBL-01	Construction-stage access and parking interface.
Refuse and Delivery Management Plan 252044-RDMP-AG-KBL-01	Operational servicing interface with pedestrian/cycle routes.
Delivery / servicing and related report 252044-DS-RG-RS-01	Operational servicing context.
Energy Statement 252044-ES-AG-KBL-01	Scheme-wide sustainability context.
Planning Design and Access Statement	Development description, design and inclusive-access context.
Architectural drawings, including PA-012, PA-013, PA-015 and accessible-room plans	Existing/proposed site arrangements and access coordination.
TfL/LBH transport correspondence for 41331/APP/2025/3250	Scope of requested ATZ, night-time, cycle-parking and Travel Plan response.
TfL online bus and interchange information checked August 2026	Current route context; live information to be rechecked at implementation.

Appendix G – References

- Ministry of Housing, Communities and Local Government, National Planning Policy Framework (December 2024, as amended February 2025).
- Greater London Authority, The London Plan (2021), including Policies T1, T2, T5 and T6 and Table 10.2.
- Transport for London, Active Travel Zone assessment guidance.
- Transport for London, Travel Plans guidance and monitoring principles.
- Transport for London, London Cycling Design Standards and cycle-parking guidance.
- Transport for London, Cycling Security Plan.
- Mayor of London / TfL, Healthy Streets Approach and Healthy Streets indicators.
- Department for Transport, Inclusive Mobility.
- Department for Transport, Cycle Infrastructure Design, Local Transport Note 1/20.
- London Borough of Hillingdon planning and transport policy relevant to the application.