



**Application: Change of use of a five person HMO (C4) to a children's home for up to three children (C2)**

**TRAVEL PLAN:  
PREPARED BY BLOSSOM CHILDRENS HOMES LIMITED**

**PROPERTY ADDRESS:  
9 Chestwood Grove, Hillingdon  
Uxbridge  
UB10 0EL**

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# 1 INTRODUCTION

## 1.1 Introduction

1.1.1 This document provides a supplementary Travel Plan and outline of Comings and Goings based on other homes for implementation as an integral part of the proposed development by Blossom Children's Homes for the change of use of a C4 HMO at 9 Chestwood Grove, Hillingdon, Uxbridge UB10 0EL to a small specialist care home for up to 3 looked after children.

This report has been prepared due to the property having 1 off road parking space and the benefit of 4 shared visitor spaces, which falls below the ideal required parking spaces for the use. However, it is not uncommon for properties in the London Boroughs to have restricted parking and for there to be a reliance on public transport, car sharing and cycling to avoid on road parking and excessive trip making.

As the London Plan 2021 is silent on parking standards for children's homes (Class C2) we have referred to the Hillingdon Local Plan: Part 2 Development Management Policies (2020). Policy DMT 6: Vehicle Parking requires that Residential Institutions (including care homes) provide 1no. space per 4no. dwelling units, minimum 2no. spaces, plus 1no. space for a warden.

1.1.2 The proposed care home would accommodate up to 3 children between the ages of 7 and 17. There would be 2 carers present on site at all times, including a manager at various times. As indicated in the Design and Access Statement, trip making will be at a low level comparable with the established use of the site as a C4 HMO, with relevant extracts included as Appendix A. The Travel Plan is however put forward as a means of managing down travel demand and promoting sustainable transport.

## 1.2 Information

1.2.1 The principles and practices of Travel Plans are accepted at all levels of the planning process, nationally and locally. The National Planning Policy Framework (NPPF), requires the introduction of a Travel Plan as an integral part of development generating demands for movement. Guidance issued by the Department for Transport <sup>1</sup> indicates that the successful introduction of a Travel Plan has the potential to deliver significant benefits to employees, occupying organizations and local communities, as indicated below:

- *Benefits to Employees - Employees can enjoy improved health, less stress, a better quality of life, as well as travel cost and travel time savings.*
- *Benefits to organisations - Organisations can gain from increased productivity, a healthier workforce, operational cost savings, reduced demand for car parking, with easier access for employees and deliveries.*
- *Benefits to the local community - The local community can benefit from reduced traffic generation and thus reduced congestion and reduced impact on the environment.*

1.2.2 A Travel Plan is unique to each development, with a package of measures introduced for a particular organisation and location. Implementation is an ongoing process, which in the case of a modest scale of development such as now proposed at 9 Chestwood Grove, is normally secured by planning condition.

1.2.3 The primary objective of the Travel Plan will be to reduce the number of single occupancy vehicle movements to and from the site by actively promoting cycling, the use of public transport and car sharing. The Travel Plan therefore offers a bespoke package of measures focusing on the following:

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<sup>1</sup> 'The Essential Guide to Travel Planning' – Department for Transport, March 2008 and 'Delivering Travel Plans Through the Planning Process' – Department for Transport, April 2009

- *Promoting cycling, the use of public transport and car sharing.*
- *Providing employees with information on more sustainable travel options, thereby enabling them to make an informed choice about their travel to and from the site*
- *Using electric/hybrid vehicles.*

## 1.3 Scope of this Report

1.3.1 Subsequent sections of the report therefore consider the following matters:

- Section Two – considers accessibility for cyclists and public transport users.
- Section Three – identifies key elements of the Travel Plan.

## 2 ACCESSIBILITY

### 2.1 Introduction

2.1.1 This section of the report considers accessibility by sustainable modes of transport. The application site is located within a mature residential area of the London Borough of Hillingdon benefiting from easy access to Hillingdon and Uxbridge Tube Stations served by the Metropolitan and Piccadilly Lines of the London Underground, and West Ruislip Tube Station served by the Central Line.

The Oxford Tube and Oxford X90 services between Oxford and central London also serve Hillingdon. Bus Route U2 serves Hillingdon, operating between Uxbridge station and Brunel University. Bus Route A10 connects Uxbridge to Heathrow Central Bus Station.

### 2.2 Cycling/Public Transport

2.2.1 Cycling has great potential to substitute for short car trips, particularly those under 5km. There are many local bus stops within close proximity of the property whereby a staff member would be able to safely cycle onwards (or be collected by the house car) to Chestwood Grove within a short period of time.

2.2.2 The following bus transport lines have routes that pass near Chestwood Grove:

Bus: 102, SL8, U2, U3, U4.

2.2.3 Passenger rail services are available from Chilterns Railways, Elizabeth and Great Western Railway. Uxbridge station is within 1.3 miles. Hillingdon station is within 1.2 miles.

## 3 TRAVEL PLAN MEASURES

### 3.1 Introduction

3.1.1 A successful Travel Plan will influence travel behavior and achieve a shift towards more sustainable modes of transport. Whilst trip making generated by the proposed development at 9 Chestwood Grove will be at a low level the measures set out below seek to minimise the impact of travel and transport.

### 3.2 Objectives

3.2.1 The key objective of the Travel Plan is to reduce the number of single occupancy vehicle movements to and from the site by actively promoting more sustainable travel options, including cycling, the use of public transport and car sharing.

3.2.2 The Travel Plan will therefore ensure that comprehensive and up to date information is available to staff, thereby enabling them to make informed choices about their travel options. In this way the Travel Plan will contribute positively to managing down the environmental impacts of transport use, including air quality impacts. By encouraging active travel (cycling), the Travel Plan will also contribute positively to the health and well-being of staff, residents and local people.

### 3.3 Management Strategy

3.3.1 A **Travel Plan Co-ordinator** will be appointed by Blossom Childrens Homes Limited before the site is occupied. It is envisaged that this person will be a member of staff normally based at the site. Blossom Children's Homes will advise the Local Authority and Highways Authority of Hillingdon of the name and contact details of this person. The Travel Plan Co-ordinator will oversee implementation, monitoring and review of the Travel Plan and will liaise with the relevant authority in this regard.

### 3.4 Welcome Pack and Notice Board

3.4.1 The Travel Plan Co-ordinator will produce a **Welcome Pack** that will contain key details of the Travel Plan and will be issued to all staff working at 9 Chestwood Grove. The Welcome Pack would be available electronically and offered to staff in hard-copy format when starting employment.

3.4.2 Key extracts from the Welcome Pack will also be displayed on a prominently located **Notice Board** within the premises, including details of local bus services and the location of bus stops, the location of local shops and car sharing arrangements etc.

3.4.3 **The Welcome Pack** will provide information regarding the following, with telephone numbers and web site addresses where further information can be obtained and will be regularly updated by the Travel Plan Co-ordinator:

- **Car Sharing** – The Welcome Pack will provide details of local car sharing schemes including Liftshare and other schemes supported by Hillingdon Council and encourage staff to participate.
- **Local Facilities** – A plan showing the location of local facilities such as shops and schools, with suggested cycling routes to these facilities.
- **Cycling** - A plan showing local cycling routes together with details of local and national initiatives to promote cycling, such as Bike Week held in June each year.
- **Bus Services** - A plan showing local bus stops, suggested routes to and from bus stops, timetable information, locations served and ticketing options. A link to the Travel websites would also be included, where a journey planner and the latest timetable information is available.
- **Passenger Rail Services** - A plan showing the location of the nearest train and tube station, with timetable information, with a link to the railway website where further timetable information, details of ticketing options and a real-time departure board is available is available.
- **Local taxi firms** – Contact details for local taxi firms would also be included.

### 3.5 Travel Surveys

3.5.1 The Travel Plan Coordinator would organise **surveys of travel** generated by the proposed development. The first travel survey would be undertaken within 3 months of occupation of the site and will continue annually over the 5-year Travel Plan period. The purpose of the travel surveys is as follows:

- To establish baseline travel data for the care home.
- To build a database containing details of trip making generated by the proposed development.
- To assist in monitoring performance of the Travel Plan.
- To inform the Travel Plan review process and consider refinement of the Travel Plan measures.

3.5.2 Best practice in the area of Travel Plans requires that clear targets should be set. Targets can only be set in relation to local circumstances. They should be challenging but realistic, and will be influenced by baseline patterns travel trends and the availability of transport infrastructure and services. Targets therefore should be '**SMART**' - **S**pecific, **M**easurable, **A**chievable, **R**ealistic and **T**ime-related. Targets may be phased year on year, they can be put forward as an 'aim', which may or may not be entirely achieved or as an 'action' required within a specified timescale.

3.5.3 An initial Travel Plan target would be to achieve a **5% reduction in the number of single occupancy car trips** generated by the proposed development, with subsequent targets considered as part of the monitoring and review process.

3.5.4 The travel survey would take the form of a **Travel Diary** of all person trips into and out of the site, by mode of transport and time of day, over a 5-day period (Monday to Friday). The following categories would be used in the Travel Diary:

- Car/van driver or car/van occupant
- Cycling
- Bus or train
- Motor Cycle
- Other

3.5.5 Parking would also be monitored during the 5-day survey period.

### **3.6 Measures to Promote Car Sharing**

3.6.1 Car sharing is a well-established Travel Planning initiative that is beneficial to the individuals participating and the local community, with key features as follows:

- Save money by sharing travel costs.
- Cut congestion and pollution.
- Reduce the stress of driving by sharing with other people.

3.6.2 In view of the financial and environmental benefits, staff would be encouraged to car-share with other staff members when travelling to and from work, this can include being collected by the house car if travelling in by train, bus or tube. The Welcome Pack would also provide information about local car share schemes including Liftshare and other schemes supported by Hillingdon Council.

### **3.7 Measures to Promote Cycling**

3.7.1 Cycling is an **efficient, healthy and environmentally friendly** mode of transport. Secure cycle parking is to be provided within the site, for use by staff, visitors and residents. Cycling will be a realistic travel option for travel to work by locally based staff and for trips by staff and residents to local shops, schools and community facilities.

3.7.2 Staff would be notified by email from the Travel Plan Co-ordinator, of any national cycling initiatives (such as Bike Week) or **local cycling initiatives**. Blossom Children's Homes would also consider opportunities provided by the Government sponsored Cycle scheme initiative which enables employees (subject to agreement with their employer) to purchase a bike cost-effectively through a salary sacrifice scheme.

### **3.8 Measures to Promote Public Transport**

3.8.1 Regular **Bus services are available**, these services make travelling by bus to and from work a realistic option.

3.8.2 Passenger rail services from Uxbridge and Hillingdon Train station are available to a range of locations with the opportunity to cycle or complete the journey to the care home by taxi.

3.8.3 The Travel Plan Co-ordinator will ensure that bus and rail **timetable information**, details of ticketing options and routes to bus stops and stations is made available through the Welcome Pack and the Notice Board within the premises to assist staff in making sustainable travel choices. The Welcome Pack would encourage bus and rail travelers to take advantage of the discounted ticketing options which are available.

### 3.9 Measures to Promote the Use of Low Emission Vehicles

3.9.1 The National Planning Policy Framework recognises the importance of low emission vehicles in **reducing levels of airborne pollution** associated with conventionally powered vehicles. Consistent with Framework, one Electric Vehicle Charging point and a low emission/hybrid vehicle will be provided within the site for use by staff.

### 3.10 Monitoring and Review

3.10.1 The Travel Plan Co-ordinator will have overall responsibility for **monitoring, review and subsequent updating** of the Travel Plan, in conjunction with Officers of Hillingdon Council/Highways. The Travel Plan Co-ordinator will be responsible for collating the results of the Travel Surveys (section 3.5) and producing a **Travel Plan Survey Report** which would be submitted to the Council. The report would provide an analysis of the survey data with recommendations for any amendments to the Travel Plan considered appropriate, including revised or additional Travel Plan targets.

### 3.11 Action Plan

3.11.1 The **actions** associated with the Travel Plan are summarised in the table below. With the exception of the appointment of the Travel Plan Co-ordinator, which would be the responsibility of Blossom Children's Homes, all actions indicated would be initiated by the Travel Plan Co-ordinator.

Activity	Measure	Timescale
Management Strategy	Appoint Travel Plan Co-ordinator and advise Local authority.	Prior to first occupation of the development
Welcome Pack and Notice Board	Prepare Welcome Packs and distribute by e-mail or as hard copy, with key details included on Notice Board	On first occupation of the development
Welcome Pack and Notice Board	Update Welcome Pack and Notice Board information and circulate by e-mail	As and when required
Travel Survey	Undertake Travel Surveys	Annually for 5 years, starting within 3 months of occupation

Cycling and Public Transport	Encourage use of sustainable modes of transport by ensuring that up to date information is circulated to staff regarding services and facilities available locally.	Continuously
Measures to Promote Car Sharing	Encourage staff to share lifts with other staff members and participation local car share schemes	Continuously
Monitoring	Produce Travel Survey Report and submit to local authority.	Within 1 month of Travel Surveys
Review	Liaise with local authority regarding performance and operation of the Travel Plan and agree revisions or additional Travel Plan targets, as appropriate.	Annually – following submission of the Travel Plan Survey Report

## APPENDIX A – EXTRACT FROM D&A - COMINGS AND GOINGS COMPARISON

### **Comings and Goings**

1.1. The comings and goings are not considered to be significantly different from those associated with the current use. The home manager would arrive each weekday morning and leave each evening, representing two car movements at most, depending on if they travel on public transport. In terms of the other two staff on the premises, they would normally work on a long shift basis, which would involve only one change each day between 12-12.30pm.

1.2. All household chores such as cleaning, cooking and gardening involve the children and no additional staff are employed at the premises.

1.3. The most recent occupiers, prior to the placement (5 single HMO occupants) have provided an estimate of the average number of comings and goings. This is compared below with the expected number of car movements from the proposed use, based upon other similar homes. There will not be a material difference. In the schedule below each figure represents a single movement either in or out over a typical week.

#### **Schedule 1- Current Weekly Movements (HMO)**

Activity	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Travelling to work/ college		10	10	10	10	10	
Shopping/ Social/recreational outings	10						10
Visitors	8			6			8
<b>Total Movements (in and out)</b>	18	10	10	16	10	10	18

#### **Schedule 2 – Proposed use (based upon experience of other homes)**

Activity	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>Home Manager / care staff</b>	2	4	4	4	4	4	2
<b>Other Visitors</b>	2	2	2	2	2	2	2
<b>School run</b>		4	4	4	4	4	
<b>Shopping/ Social/recreational outings</b>	2						2
<b>Total Movements (in and out)</b>	6	10	10	10	10	10	6

1.4. On this basis it is maintained that the proposed use, as detailed in this supporting statement, would be similar to the current use. This is supported by the Egerton Appeal (Appeal Ref. 3161037) where the Inspector concluded a similar use would not result in significantly more movements to give rise to planning concerns, this meets with obligations of the following policies:

Policies DMT 1 and DMT 2 of the Hillingdon Local Plan: Part Two - Development Management Policies (2020) require the Council to consider whether the traffic generated by proposed developments is acceptable in terms of the local highway and junction capacity, traffic flows and conditions of general highway or pedestrian safety.