



1 Vinyl Square, The Old Vinyl Factory, Blyth Road, Hayes, UB3 1HA

Travel Management Plan

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Waterman Group's IMS (BS EN ISO 9001: 2015, BS EN ISO 14001: 2015 and BS EN ISO 45001:2018)

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Comments

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A. Site Plan

Contents

1. INTRODUCTION

General

- 1.1. Waterman Infrastructure and Environment Limited ('Waterman') has been commissioned by Network Homes ('the Applicant'), to provide supporting transport advice in relation to the discharge of Conditions associated with the permitted development (Ref: 59872/APP/2019/3852) for 134 residential units and ground floor commercial floorspace ('the Scheme') at 1 Vinyl Square, The Old Vinyl Factory, Blyth Road, Hayes, ('the Site').
- 1.2. The Site falls within the jurisdiction of London Borough of Hillingdon (LBH) as planning and highway authority.

Planning Context

- 1.3. The permitted Scheme comprises the following:
'Redevelopment of the site to provide a mixed-use development comprising 134 residential units (C3 Use Class) and ground floor commercial floorspace (flexible A1/A2/A3/A5/B1 Use Class), with associated car parking, cycle parking and landscaping.'
- 1.4. The Scheme comprises 134 residential homes (11 x studios, 41 x 1-bed, 60 x 2-bed and 22 x 3-bed homes) and 395sqm (GIA) of flexible commercial space (now encompassed with land use Class E).
- 1.5. This Travel Management Plan (referred to hereafter as 'TMP') has been prepared to support the discharge of parts 1, 3 and 4 of Condition 18 of the planning approval for the Site, relating to the submission of a Low Emission Strategy (LES) linked to and consistent with the Travel Plan and address. The planning consent reference is '59872/APP/2019/3852' dated 2 November 2020.
- 1.6. The planning submission was supported by a Draft Residential Travel Plan (RTP) (Ref: R03-AS-Draft Residential Travel Plan (191119)) dated November 2019. This TMP has regard to and is consistent with the Draft RTP as it applies to the Site.
- 1.7. Parts 1, 3 and 4 of Condition 18 are replicated below:

"Prior to above ground works a Low Emission Strategy (LES) shall be submitted to and approved in writing by the Local Planning Authority. The LES shall be linked to and consistent with the Travel Plan and address

1) the fleet composition associated with the A1/A2/A3/A5/B1 Use Classes of the proposed development to be Euro 6/VI or cleaner (e.g., electric) or have implemented retrofitting devices that will enable compliance with such Euro standards.

....

3) an electric vehicle fast charging bay. This is to be implemented as part of the proposal with a minimum of the number of charging points required in the London Plan.

4) a clear and effective strategy to encourage residents/ staff / users to

a) use public transport;

b) cycle / walk to work where practicable;

c) enter car share schemes;

d) purchase and drive to work zero emission vehicles.

REASON

As the application site is within an Air Quality Management Area and Focus Area and to reduce the impact on air quality in accordance with policy EM8 of the Local Plan: Part 1 (November 2012), Policy DME1 14 of the London Borough of Hillingdon Local Plan Part 2 - Development Management Policies (January 2020), the London Borough of Hillingdon Air Quality Local Action Plan 2019-2024, London Plan (2016) Policy 7.14, and paragraph 170 of the National Planning Policy Framework (2019)."

- 1.8. This TMP therefore encompasses the travel related requirements of the LES within the structure of the Travel Plan (TP), which has been prepared with reference to the good practice and guidance documents published by the Department for Transport ('DfT') and Transport for London ('TfL'). It includes several measures intended to encourage travel by sustainable modes of transport.

What is a Travel Plan?

- 1.9. A TP is essentially a series of initiatives that are introduced by an organisation to provide people with an enhanced range of transport opportunities. The overriding objective of a TP is to reduce the level of single occupancy car use and encourage use of sustainable transport modes.
- 1.10. A TP forms an important element of the Government's integrated transport strategy and provides a means of managing the transport generated by a development or site and implementing initiatives to reduce identified adverse effects of such transportation.
- 1.11. Specifically, a TP is a mechanism providing the management tools necessary to enable staff, residents, and visitors of a development to make more informed decisions about their travel, thereby minimising the adverse impacts of their travel behaviour on the environment. This is achieved through the provision of new and/or enhanced access to sustainable travel opportunities, and the elimination of barriers keeping people from using sustainable travel modes to manage single-occupancy vehicle use and over-reliance on public transport where active modes could instead be used.

Benefits of Travel Plans

- 1.12. The most easily identifiable benefits of TPs are those that are directly related to reductions in vehicle use; namely proportionally less congestion, noise, air pollution and accidents.
- 1.13. There is a broader range of more intangible benefits that can accrue from the implementation of TP initiatives. Depending on the characteristics of each development, such benefits, as recognised by Government and DfT guidance¹ can include but not be limited to:
- An improved environment for pedestrians and cycles, as less people drive, and more resources go into supporting sustainable travel infrastructure.
 - Wider energy savings, as more people utilise active travel and use less energy travelling by car; and
 - Improved quality of life and health benefits, through time savings achieved because of less congestion and reduced stress.
- 1.14. Additionally, this TMP incorporates the requirements of the LES Condition including commitments related to fleet composition, electric vehicle charging, and a strategy for increasing public transport, active travel, and more sustainable travel modes.

¹ [Travel Plans, Transport Assessments and Statements - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/travel-plans-transport-assessments-and-statements)

Aim and Approach

- 1.15. The aim of the TMP is to consider existing transport conditions that are relevant to the development and the surrounding environment, and then to recommend a range of initiatives to raise travel awareness and promote active and sustainable travel.
- 1.16. As there is no existing data available, the journey origin and mode of transport of residents, employees or visitors cannot be accurately determined and therefore, this initial version of the TMP is focussed on setting out principles and objectives to future occupiers, as well as introducing key elements such as the Travel Plan Co-ordinator ('TPC').
- 1.17. This document thereby provides the framework on which to base future iterations of the TMP.
- 1.18. Travel information relating to pedestrian, cyclist and public transport opportunities will be provided to occupiers of the site, prior to occupation, as well as being displayed in a publicly accessible area.

2. SITE DESCRIPTION & EXISTING SITUATION

Site Description

- 2.1. The Site is located Hayes, in the London Borough of Hillingdon, close to the A437 Dawley Road. The Site forms part of 'The Old Vinyl Factory' development area and is currently a vacant brownfield site, located to the north-western extent of The Old Vinyl Factory area. The Site is bound by the Global Academy UTC education centre and proposed 'Vinyl Square' (public realm) to the east, a multi-storey car park and office buildings to the south, a car park to the west and Blyth Road to the north.
- 2.2. For context, a site location plan is set out in [Figure 1](#) below with a more detailed Site location plan provided at [Appendix A](#).

Figure 1: Site Location Plan



Walking

- 2.3. Currently Blyth Road provides the primary pedestrian access point into the Site. Blyth Road currently benefits from street-lit footways (circa 2.0m wide) on both sides of the carriageway. Within the vicinity of the Site, around the internal estate roads forming the wider 'The Old Vinyl Factory' development, a shared surface environment has been implemented.
- 2.4. At the Site access and on the surrounding network, pedestrian provision including dropped kerb crossing points are provided. Appropriate crossing facilities, including a pedestrian refuge island crossing, are provided on Blyth Road fronting the Site. Tactile paving is present on all major junction crossing points. The Site benefits from an existing street lighting network.

Amenity Access

- 2.5. The site is surrounded by a number of essential amenities and facilities, all within an acceptable walking distance. In support of this, the Chartered Institution of Highways and Transport ('CIHT') published the guidance document 'Planning for Walking' (2015), which sets out the considered desirable thresholds for a pedestrian walking environment.
- 2.6. The document defines a 'walkable neighbourhood' as an area with the majority of amenities within 800m walking distance. The document also sets out a desired threshold of 1600m for walking journeys, although acknowledges people may travel in excess of this as part of commuting trips.
- 2.7. The site is located within acceptable walking distance to a number of transport links which provide connectivity to a number of locations, including Hayes & Harlington National Rail / Crossrail Station, Global Academy School and Blyth Road bus stops which are all located within 800m walking distance.
- 2.8. In addition to this guidance, a review of the surrounding access to amenities has been undertaken. The distances to these amenities have been measured using the walking route distance to each respective amenity, via a safe and recognised pedestrian route.
- 2.9. The result of the amenity assessment is provided in [Table 1](#).

Table 1: Amenity Access Review

Amenity Requirement	Summary	Distance from Site
Bus Stop	Blyth Road Bus Stop	320m
	Hayes & Harlington Bus Stop	630m
Train Station	Hayes & Harlington Station	550m
Access to Food	McDonald's	200m
Access to Education	Global Academy	110m
Postal facility	Hayes Post Office	900m
Medical Centre	Hayes Medical Centre	800m
Convenience Store	Welcome Hayes Blyth Road	350m

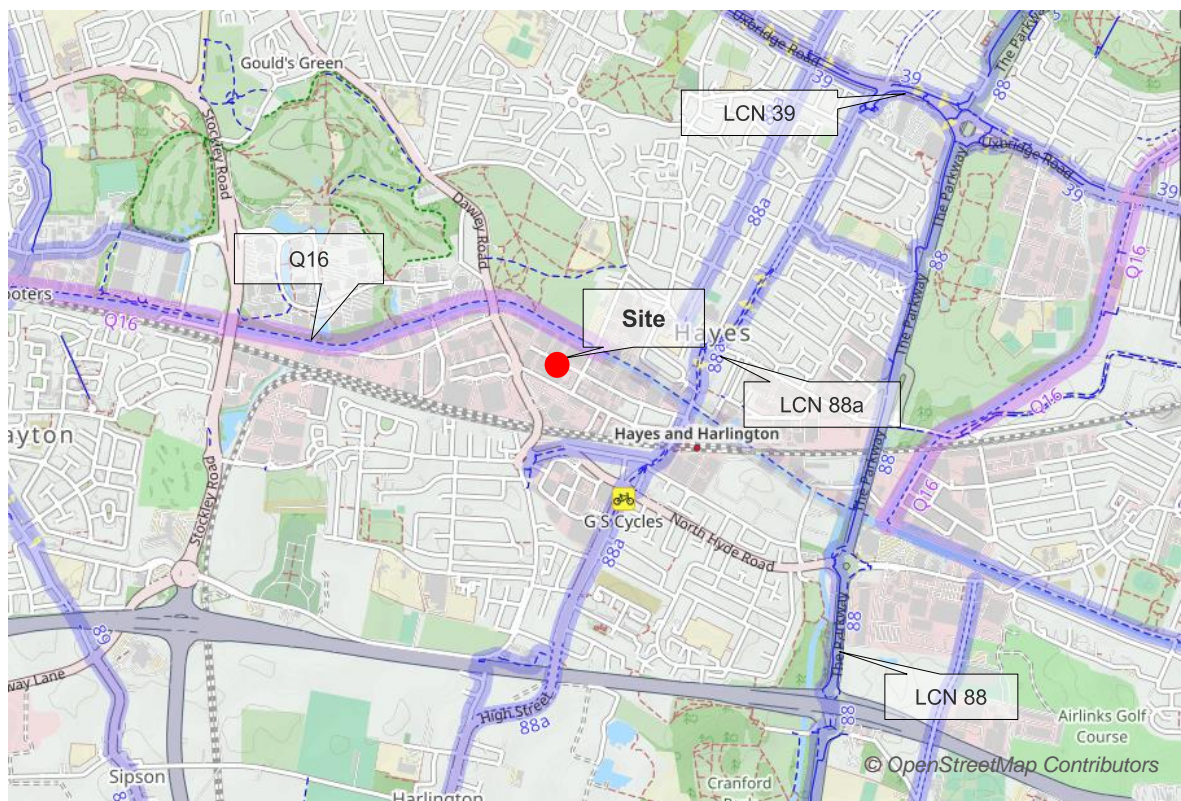
- 2.10. Based on review of local amenities above, it can be noted that the site is well located for pedestrian access and can be considered as a 'walkable neighbourhood'.

Cycling

- 2.11. The Scheme will provide cycle parking facilities in accordance with the London Plan (2021). It is understood that a total of 238 cycle parking spaces will be provided for residents as a mix of two-tier (222 spaces) and Sheffield stands (16 spaces). A total of 6 Sheffield stand spaces will be provided as larger spaces suitable for use by accessible cycles.
- 2.12. A total of 16 short-stay cycle parking spaces will also be provided, in accordance with the London Plan standards, and will be located on-site adjacent to Blyth Road at the northeast of the development, in the form of 8 Sheffield stands.

- 2.13. These spaces will be distributed throughout the site to improve overall accessibility, the spaces will be secure and covered.
- 2.14. In terms of cycling, the Mayor's Transport Strategy (2018) recognizes that cycling can be a viable mode of transportation for short journeys, particularly those under 5 kilometres in length. There are several designated cycle routes in the area, including the following:
- Quietway 16: West Drayton – Stockley Park – North Circular Road – Old Oak Lane – Regent's Canal
 - LCN 88a: Northolt Park – Yeading – Hayes – Harlington
 - LCN 88: West section: A312, Feltham – (Hayes by pass), – (South Ruislip) – (Rayners Lane) – Edgware; East section: Chipping Barnet - Enfield Chase - Chingford
 - LCN 39: A4020 Uxbridge Road – Uxbridge – Southall – Hanwell – Ealing – (Shepherd's Bush) – Hyde Park – Mayfair – West End
- 2.15. For context, an overview of the cycle routes in the vicinity of the site is presented in [Figure 2](#).

Figure 2: Cycle Route Overview

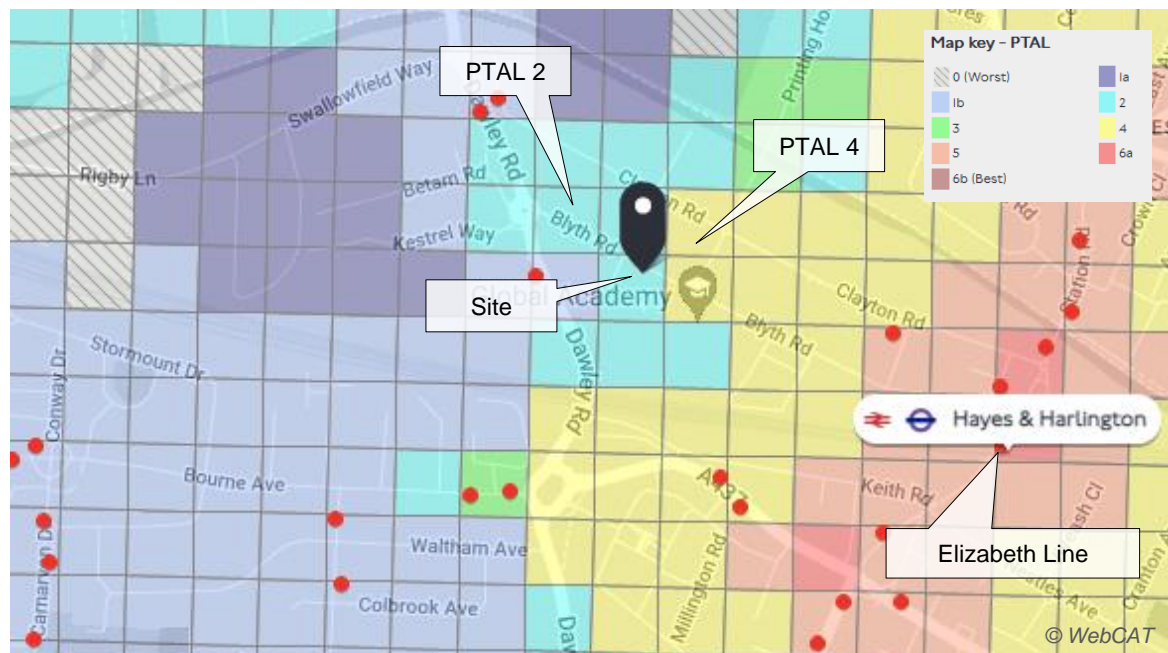


Public Transport Accessibility

- 2.16. With regard to public transport, a review of the TfL WebCAT software has been undertaken to determine the Public Transport Accessibility Level (PTAL) of the site for the forecast year of 2021. The PTAL scoring system ranges from 1a ('very poor') to 6b ('excellent').

- 2.17. TFL's WebCAT tool for the 2021 forecast year identifies the Site itself as being within an area of PTAL score 2, although immediately adjacent to an area of PTAL 4 which is regarded as 'Good'. The site is close to a number of transportation nodes, with convenient access to bus, train, and bicycle networks. Including access to the new Elizabeth Line (Crossrail) services.
- 2.18. Based upon a manual calculation of PTAL, noting the limitations of the 100m grid-based methodology utilised by the WebCAT tool, the previous RTP concluded that the PTAL rating for the Site, with the implementation of the Elizabeth Line, will be PTAL 4.
- 2.19. The WebCAT PTAL map for the site and immediate surroundings is provided in [Figure 3](#).

Figure 3: PTAL Overview



Public Transport - Bus

- 2.20. The CIHT document 'Buses in Urban Development Guidance' (2018) sets out a desired walking distance threshold of 400m from the development to access a bus stop.
- 2.21. The nearest bus stops to the site are located along A437 Dawley Road (Swallowfield Way), approximately 350m from the site, with bus route U5 running at a frequency of approximately 6 bus services per hour. These stops benefit from the provision of bus shelters, passenger seating and timetable information at each of the two adjacent stops.
- 2.22. There are also additional stops located on Hayes and Harlington (Stop L), approximately 650m from the site access. The stops are served by bus services E6, U5, 90, H98, 195, 140 and 350, which offer approximately 1 bus service per minute.
- 2.23. Hayes and Harlington (Stop L) also provides bus shelters, with appropriate seating facilities, signage and travel information. The bus stops are appropriately designed and kept free from street clutter, in line with TfL's 'Accessible Bus Stop Design Guidance' (2017). Level access to all the bus stops can be achieved for mobility impaired users.
- 2.24. A summary of the services available within the vicinity of the Site is presented in [Table 2](#).

Table 2: Bus Service Overview - Approximate buses per hour ('bph')

Service	Route	Bus Per Hour (bph)
E6	Rockware Avenue / Greenford Station - Bulls Bridge Tesco	5
U5	York Road – Blyth Road	6
90	Feltham Leisure West – Northolt Station	4
H98	Wood End Green Road - Hounslow Bus Station	6
195	Romney Road - Brentford County Court	4
140	Millington Road - Long Elmes	8
350	Heathrow Terminal 5 - Heathrow Terminal 5	4

**Frequency presented as approximate number of buses per hour. Daytime comprises services between 7am-7pm. N207 Operates from 23:55 – 05:15.*

- 2.25. Table 2 demonstrates that the Site has access to a number of bus routes that are within walking distance. It also demonstrates that there are frequent and varied services accessible throughout the day and night, providing a greater incentive for residents to use public transportation as their preferred mode of transportation.

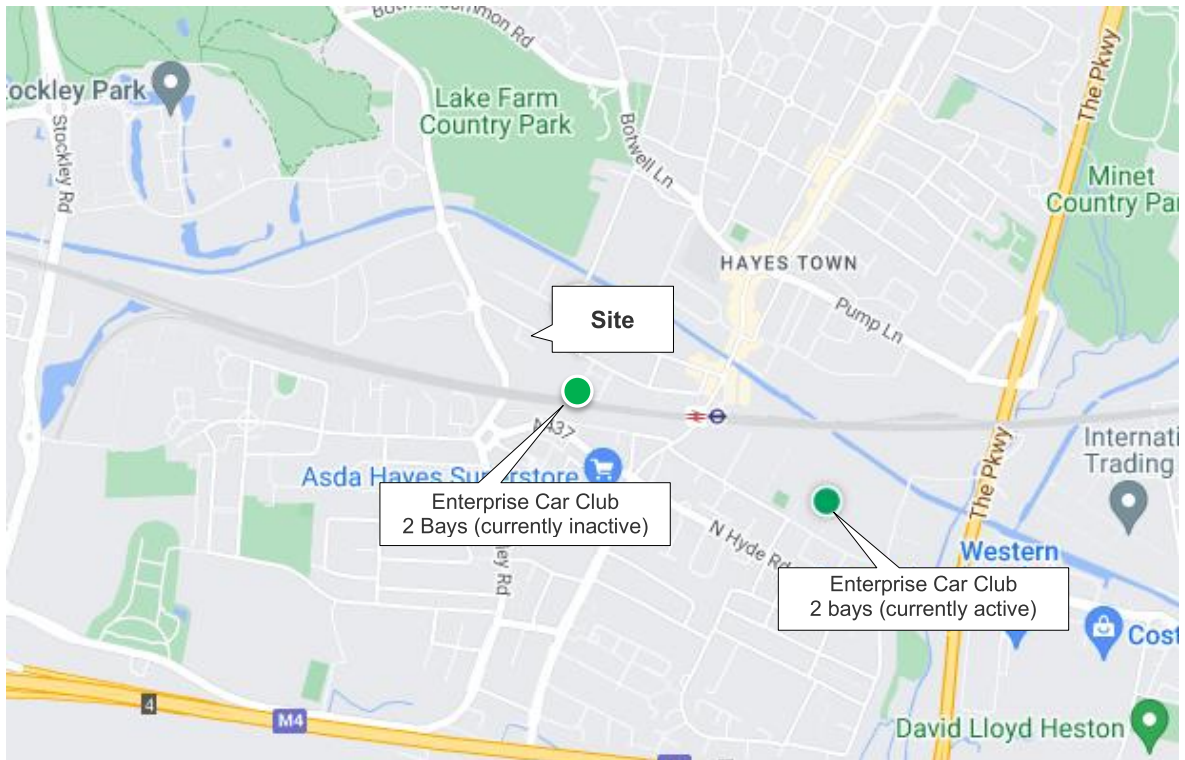
Public Transport - Rail

- 2.26. Hayes & Harlington National Rail / Underground Station is located approximately 650km to the east, and within a circa 8-minute walk from the Site. Hayes & Harlington Station is served by bus routes 90, 140, 195, 278, 350, 696, 698, E6, H98, U4 and U5; which are easily accessible along Station Road. The station is circa a 4-minute cycle ride from the Site.
- 2.27. Hayes & Harlington station is managed by Transport for London and is served by both Great Western Railway and Elizabeth Line services. During Monday-Saturday passengers can expect a typical off-peak mainline rail service of 8tph to London Paddington, 2tph to Reading, 2tph to Didcot Parkway, 2tph to Heathrow Terminal 4 and 2tph to Heathrow Terminal 5.
- 2.28. As part of Crossrail development, the station is also served by Elizabeth Line services from Paddington – Heathrow Terminal 4 (6tph) and Paddington – Reading (4tph). The station provides onward access to a number of destinations and services, including National Rail services and London Overground Services.

Vehicular Access

- 2.29. Vehicle access to the development will be taken primarily from Blyth Road, via the access road provided as part of the highway works brought forward through the overall estate development masterplan. The new access road is a single carriageway road and forms a priority junction with Blyth Road. It provides frontage access to the development and a dedicated car parking area located to the north-western corner of the Site.
- 2.30. Blyth Road forms a roundabout junction with the A437 Dawley Road approximately 150m north-west of the Site.

Car Club



- 2.31. A review of the local car club provision reveals that currently the nearest 'in-network' car club infrastructure, operated by enterprise Car Club, is located approximately 1.4 km (circa 17 minute walk) from the Site at Hayes Village, comprising 2 vehicles, one of which is a plug-in hybrid.
- 2.32. Two additional 'out of network' car club bays are located in Pressing Lane, within The Old Vinyl Factory development area, located within an approximately 4 minute (350m) walk from the Site. Currently, these bays operated by enterprise Car Club are not in use, as a result of low demand during Covid pandemic, however potential exists for these spaces to be re-engaged and provide two cars that can be utilised by Site residents. It is also understood that a further two car club spaces are expected to be provided within the yet to be developed Veneer Store surface level car park to the west of the Site. It is expected that a total of four car club spaces will therefore be available as part of the wider development, which can be used by residents of the Site.

3. EXISTING TRAVEL PATTERNS

Overview

- 3.1. Upon occupation of the site, an initial travel survey will be undertaken to determine how people travel to/from the site. For the purposes of the TMP, occupation is defined as once 75% of the residential units are occupied.
- 3.2. Pending this initial travel survey, the adjusted 'method of travel to work - MSOA level' mode share for 'Hillingdon 027' informs the baseline position for the purposes of developing the initial targets.
- 3.3. The mode share for the site is presented in [Table 3](#) below.

Table 3: Site Baseline Mode Share

Mode of Transport	Percentage	Cumulative
Underground, metro, light rail, tram	6.9%	
Train	7.3%	37.1%
Bus, minibus or coach	22.9%	
Taxi	0.2%	0.2%
Motorcycle	0.5%	0.5%
Driving a car or van	49.9%	53.3%
Passenger in a car or van	3.4%	
Bicycle	1.5%	8.9%
On foot	7.4%	
Total	100%	100%

**Note: numbers may not sum due to rounding.*

- 3.4. As shown in [Table 3](#) above, the predominant mode of travel is by car, as either driver or passenger, with a modal share of almost 53.3%. It is also identified that some 37.1% of those in employment, travel to the area via public transport (14.2% via train/underground and 22.9% via bus), with almost 9% walking or cycling to their place of employment.
- 3.5. Despite the good accessibility to public transportation modes, the above modal split demonstrates a relatively high reliance on car travel for those in employment within the local area.

4. OBJECTIVES AND TARGETS

The Focus of the Travel Plan

- 4.1. This TMP is focussed on residents and their primary method of travel to work, therefore most of measures proposed within the plan are intended to encourage individuals to vary, or change, to more sustainable methods of transport where appropriate. The provisions of the TMP are equally applicable to visitors and employees accessing the Site.
- 4.2. Due to the high dependence on car use identified from the Census data, the aim of this TMP is to focus on reducing the reliance on private car use through the promotion of using public transport, cycling, walking and more sustainable (e.g. low / zero emission) modes of travel. This TMP aims ensure that residents, visitors, and employees are aware and have access to the most sustainable option for travel, where possible.

Objectives

- 4.3. There are many objectives that the implementation of the TMP is intended to help fulfil, including:
- To influence travel behaviour.
 - To encourage a modal shift towards more sustainable and active methods of travel.
 - To reduce the need for unnecessary journeys.
 - Reduction in overall trip mileage and vehicle emissions.
- 4.4. The overarching objective set by the draft RTP is:
- “To engage with and encourage residents and visitors to use more sustainable ways of travelling to / from the Development through more effective promotion of public transport / active modes. This will minimise the impact of the development on the surrounding highway network.”*
- 4.5. The draft RTP identified five sub-objectives for the Site:
- Sub-objective 1: To encourage a modal shift from car driver trips to sustainable modes such as public transport, walking and cycling.
 - Sub-objective 2: To increase resident and visitor awareness of the advantages and availability of sustainable / active modes of transport.
 - Sub-objective 3: To promote the health and fitness benefits of active travel to all users.
 - Sub-objective 4: To introduce a package of physical and management measures that will facilitate resident and visitor travel by sustainable modes; and therefore
 - Sub-objective 5: To reduce unnecessary use of the car for journeys to and from the Development by residents and visitors.

Targets

- 4.6. Targets are included in a TP to help achieve its objectives, and there are two main types that are applicable. The most easily demonstrated is the commitment to deliver the package of measures set out in the plan, referred to as ‘Action Targets’.
- 4.7. The second form of target is aspirational and related to proportional changes in the travel modes used to access and egress the site, referred to as ‘Aim Targets’. At this stage, as the existing modal

split of residents is not known, it is not possible to define the aspirational targets precisely in advance of detailed travel surveys.

- 4.8. The results of the initial travel questionnaire surveys (to be undertaken within 6 months of 75% occupation) will provide more accurate information on the prevailing travel choices and hence will provide a basis for the setting of aspirational targets in later revisions of the TP.
- 4.9. These measures are set out in the next chapter and include initiatives to promote increases in the use of walking, cycling, public transport and low emission travel modes.
- 4.10. In accordance with TfL's guidance, the targets identified will be SMART, in that they are Specific; Measurable; Achievable; Realistic and Time-bound.
- 4.11. TPs are evolving documents that need to remain adaptable to changing working practices and local conditions and therefore, the plan targets will be given over varying timescales.
- 4.12. [Table 4](#) at the end of this TMP provides examples of some of the proposed travel planning measures that will be implemented, with the respective timescales for implementation.

Proposed Targets

- 4.13. In the absence of the initial travel survey, the Census based mode share noted previously will be used to inform the baseline targets.
- 4.14. As identified above, 37.1% of those in employment, travel to the area via public transport (14.2% via train/underground and 22.9% via bus), with approximately 9% walking or cycling to their place of employment. Due to the relatively high dependency on car usage, the emphasis will be on the promotion of more active modes of travel and trying to improve the efficiency and quality of facilities that can be provided.
- 4.15. The proposed interim target is as follows:
 - [Target 1](#) - Achieve an 10% decrease in private car journeys over the TP review period.
 - [Target 2](#) - To increase the proportion of all journeys made to and from the development by active modes including walking and cycling, by a total of 5% over the TP review period.
 - [Target 3](#) - To increase the proportion of all journeys made to and from the development by public transport, by a total of 5% over the TP review period.
- 4.16. Due to the lack of an initial travel survey, the baseline modal split will be verified and, if necessary, adjusted once the initial travel survey is completed. The targets listed are based on preliminary data and may need to be revised once an accurate baseline modal share from the baseline has been formed.

5. TRAVEL PLAN INITIATIVES

Overview

- 5.1. The Travel Plan strategy comprises a number of measures aimed at delivering the objectives and targets identified within the TMP. The implementation and delivery of the TMP measures will be managed and overseen by a Travel Plan Co-ordinator (TPC) appointed by the Applicant.

Travel Plan Co-ordinator

- 5.1. Allocated time will be needed to set up and run the measures set out within the TMP. This is best achieved by the Applicant appointing an individual or consultant with the duties of the TPC prior to completion of the detailed TMP. The TPC will be responsible for the management and maintenance of the TMP.
- 5.2. The TPC will have sufficient authority, resources and capability to implement, manage and ensure compliance with the TMP. The TPC role will be fully funded by the Applicant through the use of a management service charge.
- 5.3. The TPC will be responsible for:
- Overseeing the development and implementation of the TMP and for promoting the objectives and benefits of the TMP;
 - Designing and implementing effective marketing and awareness raising campaigns to promote the TMP;
 - Promoting the TMP in accordance with the Vision Zero Action plan, placing an emphasis on safety during sustainable travel and reducing collision frequency;
 - Provision of briefing information to occupants, identifying the nearby facilities and how to use them.
 - Co-ordinating the necessary data collection required to develop the TP, which includes arranging for any Travel Survey to be carried out to establish travel patterns at the site and devising possible incentives for residents to complete and return their questionnaires;
 - Collation of all the Travel Survey information and entering it onto a database to help identify travel requirements and set targets for promoting active travel;
 - Acting as a point of contact to all residents and visitors requiring information in relation to sustainable travel as well as for exchanging ideas and best practice with other organisations;
 - Liaising with LBH and local public transport operators, including TfL;
 - Obtaining the most up-to-date information from the TPC at the site in relation to site-wide measures and initiatives (including Travel Plan information and passing this on to all employees);
 - Co-ordinating the monitoring programme of the TMP and producing Monitoring Reports;
 - Providing information for the mobility impaired to access the site; and
 - Promoting active travel to and from the site.
- 5.1. The contact details for the appointed TPC will be publicised within the TMP and occupier Welcome Packs, and other media such as on communal notice boards or web page.

Promotion of the Travel Plan

- 5.2. Each dwelling and commercial unit will be provided with a branded Welcome Pack on first occupation. The Welcome Pack will include a summarised version of the TMP along with information on public transport, the local walking and cycling networks, and contact details for taxi operators.
- 5.3. Occupier Welcome Packs will present information on sustainable travel and alternatives to the private car. The information contained within the Welcome Pack is likely to include the following information:
- A summary of the TMP setting out the purpose, benefits etc.;
 - Timetables and route maps for public transport, particularly buses;
 - Contact numbers and web details for the TfL Journey Planner and National Rail Enquiries;
 - Local taxi company details;
 - Car Club information;
 - Cycling and walking maps for the local area;
 - Web details for any community travel sites and community forum sites; and
 - Web and other contact details for major retailers offering home shopping facilities.
- 5.4. Occupiers will therefore be aware of the TMP and its branding, including its purpose and objectives, specific TMP measures and sustainable travel opportunities. In conjunction with the Welcome Pack, marketing activity will be undertaken at the point of sale (where possible), thereby establishing sustainable travel awareness from the outset.

Walking and Cycling Measures

- 5.5. Walking is acknowledged to provide a healthy alternative to the private car for journeys under 2km, and also typically forms a minor component of many journeys made by public transport and car. The site is well located in relation to existing pedestrian and cycling routes, and the proximity to public transport interchanges/services giving access to key origin /destination points to and from London.
- 5.6. High-quality inclusive cycle parking facilities will be provided. In addition, The TPC will check on a regular basis to ensure that training programmes are still available to all users. A total of 238 long-stay cycle parking spaces will be provided as part of the development, a mix of two-tier (222 spaces) and Sheffield stands (16 spaces), to serve the residential development. 6 of cycle parking spaces in the store will be for accessible cycles. A further 8 Sheffield stands will be provided for visitors at the northeast corner of the site, at the Blyth Road frontage.
- 5.7. The TPC will encourage walking & cycling through promoting and providing information on the following:
- Full information on the surrounding pedestrian and cyclist routes, as well as information regarding dedicated facilities in a publicly accessible area;
 - Inductions on the facilities e.g. where the cycle parking facilities are, how to use them;
 - Information on 'Bike Week' (www.bikeweek.org);
 - A bike repair hub with a cycle stand, tools, and a bike pump will be situated on the ground floor, right next to the cycle store.

- Encourage walking and cycling as a leisure activity by providing details of the relevant walking websites ([Walking - Hillingdon Council](#))
- National Walking Month, which includes promotion of 'walk to work' week and 'walk to school' week; (www.livingstreets.org.uk/);
- The location of nearby cycle shops, training cycle hire stations, and contact information of the nearest bike retail stores, including where applicable free training facilities within LBH ([Cycling - Hillingdon Council](#)):
- Give details on the borough's bicycle training programmes. The Council offers Free cycling training is available to residents of the borough who are over 16 and adults. More information can be found out through contacting the following email (cycling@hillingsdon.gov.uk).
- Provide information of 'Dr Bike'. A basic bike repair clinic is provided free of charge by Dr. Bike. They will examine your bicycle, offer suggestions, make minor alterations, and, if available, install some basic replacement components. (cycling@hillingsdon.gov.uk)
- Cycle to work scheme - Cycling to work is encouraged by the Government's green transport plan, which introduced a tax exemption allowing employers to loan cycles and cyclists' safety equipment to employees as a tax-free benefit. Details of this are set out in the DfT's 'Cycle to Work Scheme implementation Guidance', which can be found on the DfT's website <https://www.gov.uk/government/publications/cycle-to-work-scheme-implementation-guidance>;

Public Transport Measures

- 5.8. In addition to being included in Welcome Packs, current information about bus, underground, and taxi services—including route details and service frequencies—will be displayed permanently in noticeable locations. Additionally, the websites and phone numbers for the National Rail and TfL Journey Planners will be promoted. ([Plan a journey - Transport for London \(tfl.gov.uk\)](#))

Car Share Schemes

- 5.9. Information regarding the location of all existing car club bays nearby will be provided within the Welcome Pack.
- 5.10. Initial contact with car club providers has been undertaken to understand the scope to reinstate and/or provide some additional car club bays within and adjacent to the Site. It is understood that this provision would typically comprise low emission / hybrid vehicles.

Low Emission Strategy

- 5.1. The TMP incorporates a Low Emission Strategy (LES) which seeks to encourage a shift away from private vehicles towards more sustainable and active travel modes, and a more sustainable approach by commercial operators on the Site.
- 5.2. It is envisaged that fleet composition associated with any commercial operators on the Site will comply with the relevant Euro standards i.e. Euro 6/VI or cleaner (e.g., electric) or have implemented retrofitting devices that will enable compliance with such Euro standards.
- 5.3. Although the tenant for the commercial space at One Vinyl Square has yet to be defined, the marketing process will start in earnest as the project nears completion in mid-2024. The Applicant will ensure, as a condition of lease/rental of the unit that any tenant will be obligated to meet or better the Euro 6/VI standards.

- 5.4. A total of 14 'active' electric vehicle (EV) charging spaces, comprising 20% of total parking provision will be provided as part of the development. The remaining 80% are to be provided as 'passive' spaces in line with the London Plan (2021), which states that *"All residential car parking spaces must provide infrastructure for electric or Ultra-Low Emission vehicles. At least 20 per cent of spaces should have active charging facilities, with passive provision for all remaining spaces."*
- 5.5. The LES, as encompassed within the TMP and the measures set out within, represents a clear and effective strategy to encourage residents, staff and visitors to the Site to fully consider the impact of their travel mode choices and to actively seek out opportunities for more sustainable and active travel choices.
- 5.6. Through the information provided within Welcome Packs, the work of the TPC in promoting the TMP and sustainable travel opportunities, and the measures put in place as part of the development, it is expected that opportunities for public transport use, active travel on foot or by bicycle, uptake of car share schemes, and the shift towards zero emission (i.e. electric) vehicles can be maximised.

Monitoring

- 5.7. On-going monitoring of the TMP is necessary to ensure its continuous effectiveness. This will be the responsibility of the TPC.
- 5.8. A Travel Survey will provide a baseline situation for setting appropriate modal shift targets to be met over the proposed 5-year timeframe of the TMP. The initial travel survey will be undertaken upon 75% occupation of the Site and it is envisaged will comprise a TRICS (SAM) compliant survey. Subsequent surveys will be undertaken on, or close to, the anniversary of the baseline survey in years 1, 3 and 5.
- 5.9. This information will be included in a Monitoring Report (also known as a Progress Report), which will be prepared and submitted for consideration after the travel surveys.
- 5.10. This Monitoring Report will include the following:
- Site's address;
 - Detailed information and evidence on the measures used and implemented to promote the TP and its objectives;
 - Travel Survey results with comparative data and analysis;
 - Details on cycle parking usage;
 - Action Plan; and
 - Details of any changes to the site.
- 5.11. The TPC will collate the results of the Travel Survey and this information, together with the proposed baseline targets, will be detailed in the Monitoring Report.
- 5.12. Where targets are not met, the TPC will discuss and agree a plan of action, which will indicate how any deficiencies in the operation of the TMP will be met.
- 5.13. The TPC will review and monitor the TP at Years 1, 3 and 5, setting out whether the travel habits of residents are meeting the objectives and targets. This information will be included in the annual Monitoring Report.

Securing the Travel Plan and Funding

- 5.14. The Applicant will ensure that the TPC will be provided with sufficient resources to implement the TMP. This will include funding the TPC, travel surveys and implementation of all reasonable and necessary measures.
- 5.15. It is expected that this TMP will be secured and implemented through an appropriate planning condition or Section 106 agreement. The Applicant is fully committed to fulfilling the TMP and will provide all reasonable funding to ensure that the agreed-upon targets are met.

Table 4: Measures and monitoring for the TMP

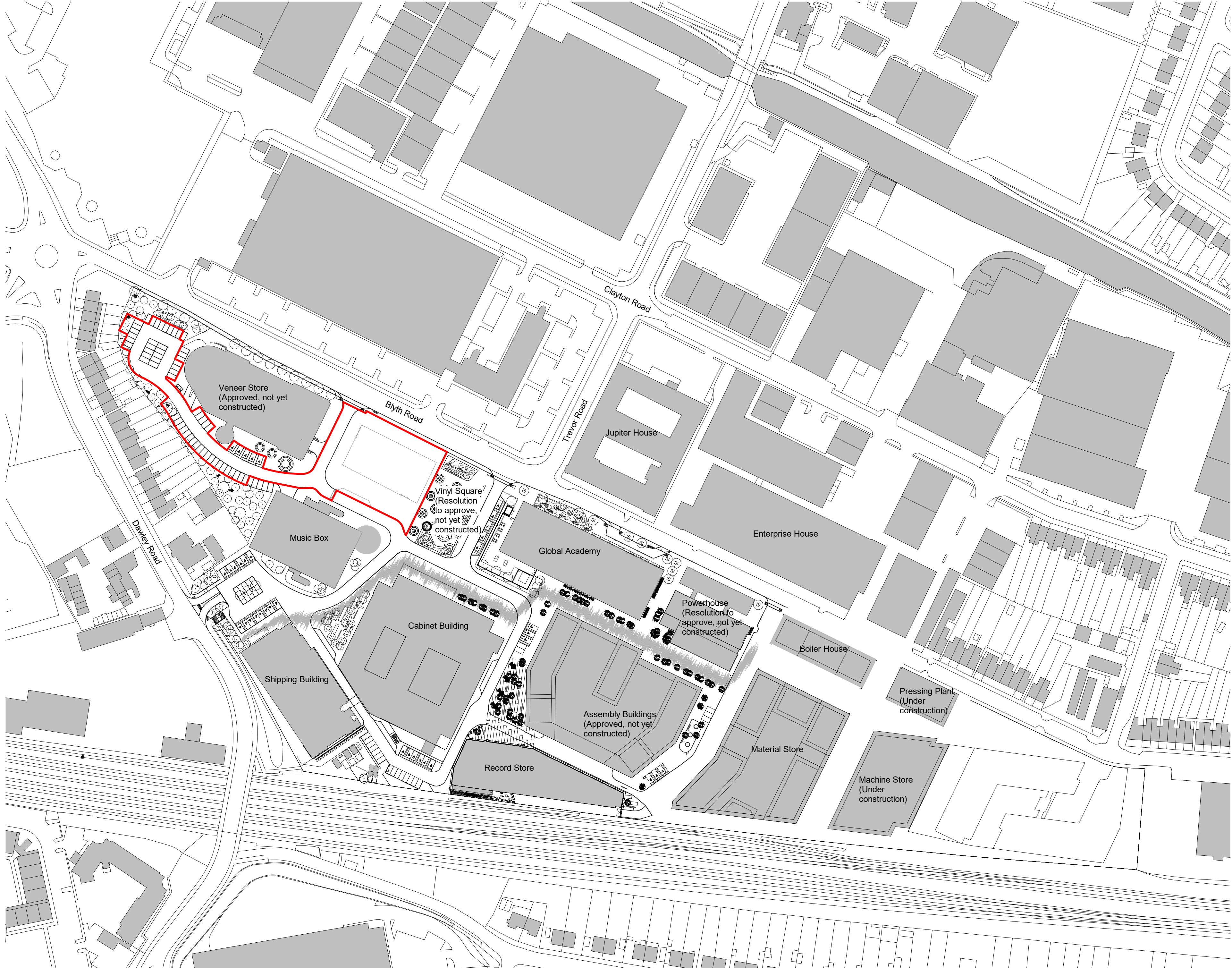
Objectives	Target	Measures	Timescales	Responsibility	Monitoring progress towards target
Implementation of Travel Management Plan	-	Appointment of Travel Plan Co-ordinator	Prior to occupation	Applicant	TPC role to be reviewed every 12 months
		Production of Welcome Pack		TPC	Information to be reviewed every 12 months and updated if necessary.
		Baseline / Interim Travel Surveys	At 75% occupation and on anniversary at years 1, 3 and 5	TPC	Bi-annual multi-modal counts / SAM surveys to be undertaken
		Review of targets and preparation of Monitoring Report		TPC	Surveys and updates to be sent to LBH. Nil cost - TPC to forward information
Increase public transport awareness	Interim target of 5% increase for public transport use over 5-year review period. To be developed following initial travel survey.	Provide bus, rail maps and timetables	On occupation	TPC	Surveys and updates reviewed by TPC at years 1, 3 and 5
		Promote smartphone apps such as TfL's CABWISE and Bus Arrival, as well as MaaS, including Uber, Citymapper, etc.			Information to be reviewed every 12 months and updated if necessary.
		Promotion of walking routes connecting with local bus stops and train stations			Information to be reviewed every 12 months and updated if necessary.
To increase walking	Interim target of 5% increase for active travel (including cycling) over 5-year review period. To be developed following initial travel survey.	Provide information on the 'on and off highway' pedestrian network routes	On occupation	TPC	Surveys and updates reviewed by TPC at years 1, 3 and 5
		Provide high quality pedestrian environment within and around site			Information to be reviewed every 12 months and updated if necessary.
		Promote health benefits			Information to be reviewed every 12 months and updated if necessary.
To increase cycling	Interim target of 5% increase for active travel (including walking) over 5-year review period. To be developed following initial travel survey.	Secure, covered and illuminated cycle parking / repair hub will be provided	On occupation	TPC	Surveys and updates reviewed by TPC at years 1, 3 and 5
		Provide cycle mapping and information for the local area			Information to be reviewed every 12 months and updated if necessary.
		Promote health benefits			Information to be reviewed every 12 months and updated if necessary.
		Promotion of free training opportunities within Hillingdon			Information to be reviewed every 12 months and updated if necessary.



APPENDIX



A. Site Plan



Notes

Drawings to be scaled for planning purposes only. All contractors must visit the site and be responsible for taking and checking dimensions.

All construction information should be taken from figured dimensions only. Any discrepancies between drawings, specifications and site conditions must be brought to the attention of the supervising officer.

This drawing & the works depicted are the copyright of JTP.

This drawing is prepared for the specific project stage in the Drawing Status section below and it is not intended to be used for any other purpose. Whilst all reasonable efforts are used to ensure drawings are accurate, JTP accept no liability for any reliance placed on, or use made of, this plan by anyone for purposes other than those stated in the Drawing Status below.

Application Boundary

P1 17.11.19 Issued For Planning.				BM	DCS
Rev	Date	Description	Drawn	Chkd	
Drawing Status					
For Planning					
Client					

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Project
**1 Vinyl Square, Old Vinyl
Factory**

Drawing Title

Site Location Plan

Scale @A2 1 : 1250 Job Ref. 01659

Drawing No 01659-JTP-SL-001 Revision: P1

Scale Bar 0 10 20 30 m



UK and Ireland Office Locations

