

TRAVEL PLAN

Wrenbridge (FRELD Hayes) LLP

Swallowfield Way, Hayes

August 2023

Travel Plan

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1 Introduction

- 1.1 Vectos has been appointed by Wrenbridge (FRELD Hayes) LLP (the Applicant) to provide transport planning advice in relation to the proposed redevelopment of 84 Swallowfield Way, Hayes, UB3 1DQ.
- 1.2 The site is in an existing industrial area circa 1.6km west of Hayes & Harlington Rail Station within LBH. Swallowfield Way provides access onto Rigby Lane, which borders the site to the north, with industrial uses bordering the site to the east and west. The site is bordered to the south by a rail line.
- 1.3 The site is located within the administrative boundary of the London Borough of Hillingdon (LBH) and Transport for London (TfL) are a statutory consultee.
- 1.4 The proposals comprise the redevelopment of the site to provide four units with a flexible E(g)(iii)/B2/B8 land use and a combined floor area of 7,780 sqm. Vehicular access to the site will be achieved via the existing access from Rigby Lane, which is shared by an adjacent storage facility to the west.

Travel Plan Scope

- 1.5 This Travel Plan (TP) contains a strategy which sets out a range of sustainable travel options and measures to encourage the use of these options by site users.
- 1.6 This TP is a live document, and as such, will be updated once occupiers have been identified for the proposed units.
- 1.7 The occupier of each unit will have their own Travel Plan Co-ordinator (TPC) to implement the measures outlined within this TP. The TPC will be responsible for undertaking monitoring and coordinate liaison between occupiers as necessary.
- 1.8 This TP is primarily aimed at all staff working on the site, as they will be undertaking regular journeys to / from the development. However, the benefits of travelling by sustainable and active modes, will also be promoted to any visitors.
- 1.9 The benefits of having a TP include improved health associated with increased walking and cycling trips, better uptake of public transport services, reducing congestion on local highway network, and minimising traffic related pollution in the local area.

Travel Plan Aim

- 1.10 This TP has been prepared to support future staff (and visitors) to make informed decisions about their travel and provide them with the necessary tools to enable them to choose sustainable modes of travel to/from the site. In doing so, the adverse impacts of travel on the environment and the local highway network will be mitigated.
- 1.11 The TP aim will be achieved by setting out a strategy for eliminating the barriers which prevent people from using sustainable travel modes, which in effect can self-manage single-occupancy vehicular use. Such a strategy needs to be long term, as changing travel behaviour takes time and is only likely to occur through a combination of incentives, improved facilities, government initiatives, as well as changes in individual attitudes.

1.12 As mentioned above, the TP is a live document and as such, will develop further with input from the Travel Plan Co-ordinator, the occupiers of the units, as well as other necessary key stakeholders.

Report Structure

1.13 This TP has been written as a stand-alone document and contains all the relevant information needed to effectively implement and monitor the TP.

1.14 The remainder of this document has been structured as follows:

- **Section 2:** describes the existing accessibility of the site
- **Section 3:** sets out the objectives and benefits of the Travel Plan;
- **Section 4:** sets out the Travel Plan strategy;
- **Section 5:** sets out the sustainability measures that could be implemented to help achieve the objectives and targets of the full Travel Plan;
- **Section 6:** outlines how the monitoring and review programme will ensure the Travel Plan to continue to progress; and
- **Section 7:** sets out the Action Plan for the Travel Plan.

2 Existing Conditions

2.1 This section of the report will examine the existing accessibility of the site, specifically focusing on accessibility via sustainable means. The site will be critically examined as to how people of all abilities will access the site and its nearby facilities, such as public transport and the local amenities in close proximity.

Existing Site and Surrounding Area

2.2 The strategic site location plan is shown in **Figure 2.1**, whilst the location of the site is shown in **Figure 2.2**.

Figure 2.1: Strategic Site Location Plan

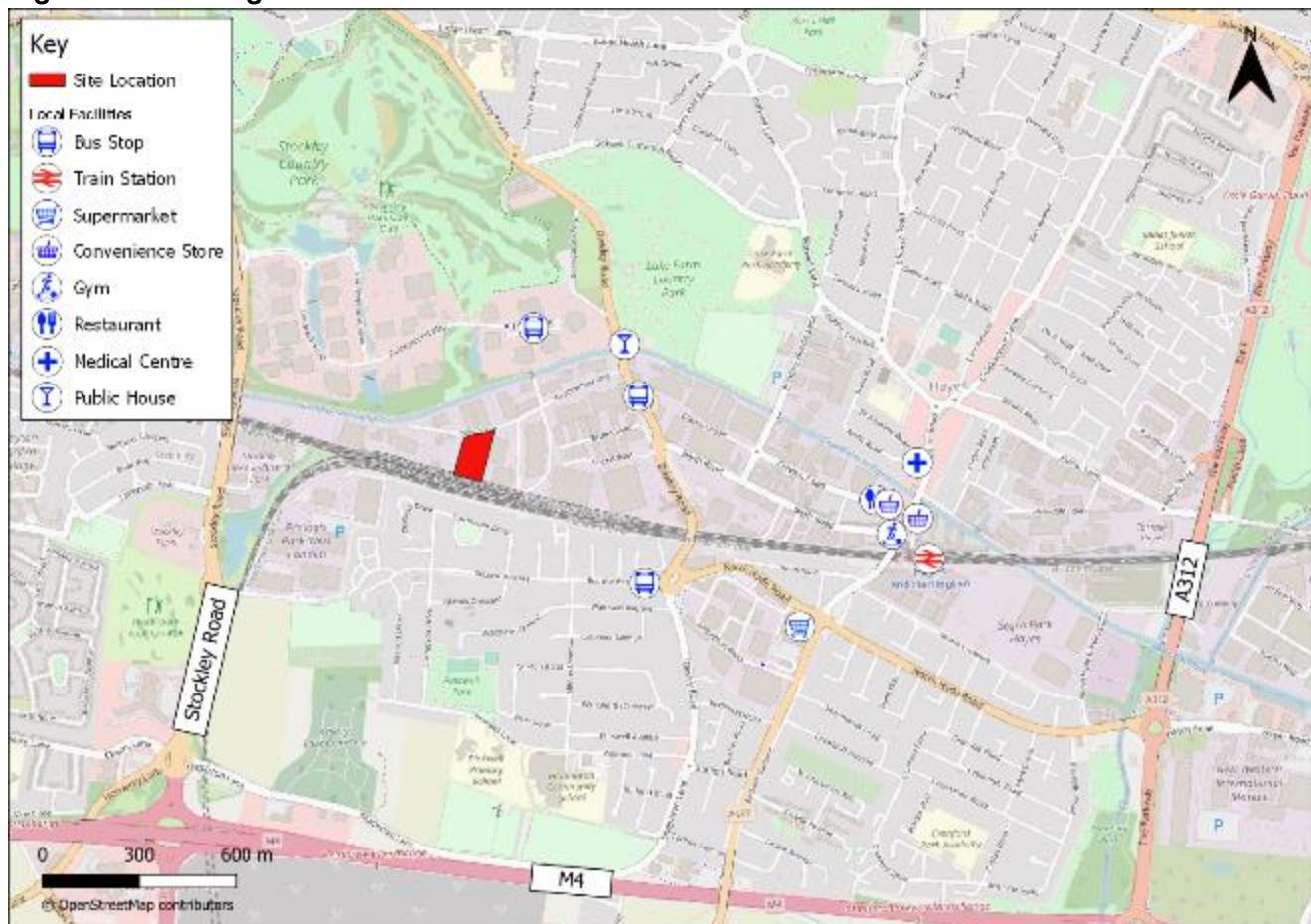


Figure 2.2: Site Location Plan



- 2.3 The site is in an existing industrial area circa 1.6km west of Hayes & Harlington rail station within LBH. Rigby Lane borders the site to the north, with industrial uses bordering the site to the east and west. The site is bordered to the south by a rail line.
- 2.4 Vehicular and pedestrian access is provided by an existing access point on Rigby Lane. This access is shared with the adjacent portacabin rental site to the west. There are no footways linking the existing site with Rigby Lane, and pedestrians must currently enter the carriageway in order to access the site.
- 2.5 As mentioned previously, the site is within a 2km walking distance of Hayes & Harlington rail station. Furthermore, there is an area of commercial uses within 2km walking distance located along Station Road to the north of the station. There are also several bus stops within proximity of the site, as shown in **Figure 2.1** and outlined further below.

Accessibility by Non-Car Modes

Walking and Cycling

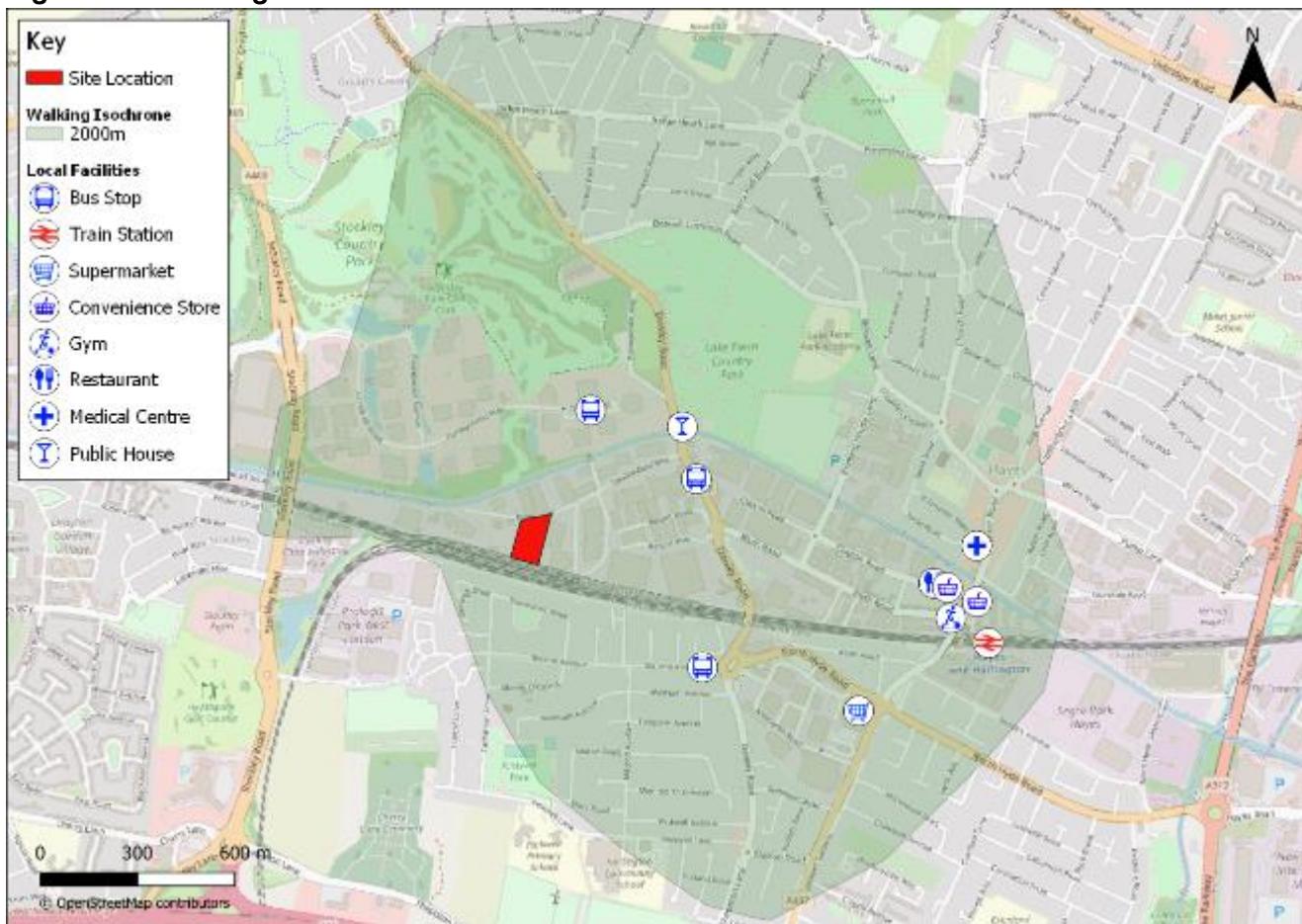
- 2.6 The site benefits from being in proximity to a network of footways and crossing points. Rigby Lane, which fronts the site, provides footways either side of the carriageway.

2.7 Rigby Lane connects to the surrounding network of footways including Dawley Road to the east, which provides a connection to Hayes & Harlington rail station via Blyth Road. Dropped kerbs are present at crossing points along the route towards the station. These routes also benefit from street lighting.

2.8 It is commonly accepted that a distance of 2 km is the distance over which walking might replace car trips. A number of local services are accessible within 2km with some services accessible within a significantly shorter distance, most notably bus stops, rail stations, Hayes high street (Station Road), and wider residential settlements.

2.9 A plan illustrating the 2km walking isochrones from the site is provided at **Figure 2.3** below.

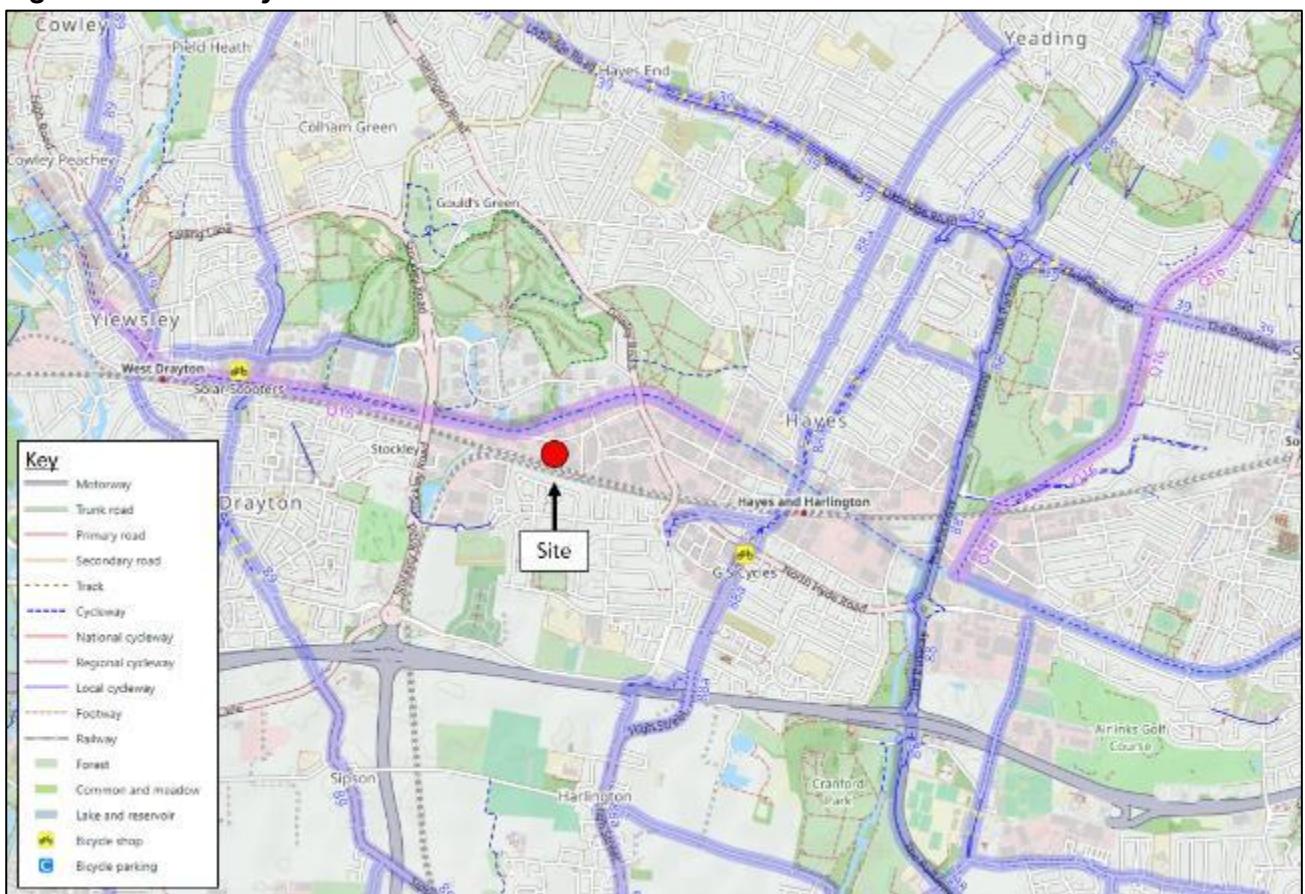
Figure 2.3: Walking Isochrone Plan



2.10 With regard to cycling, a shared pedestrian/cycleway is located along the eastern side of Dawley Road. This provides access onto the Grand Union Canal, which is located to the north. The canal benefits from a towpath along the northern side which can be used by pedestrians and cyclists. The towpath provides an alternative traffic free route from the site to Hayes & Harlington rail station. This towpath is identified as part of the TFL Cycleway network, with the designation C.

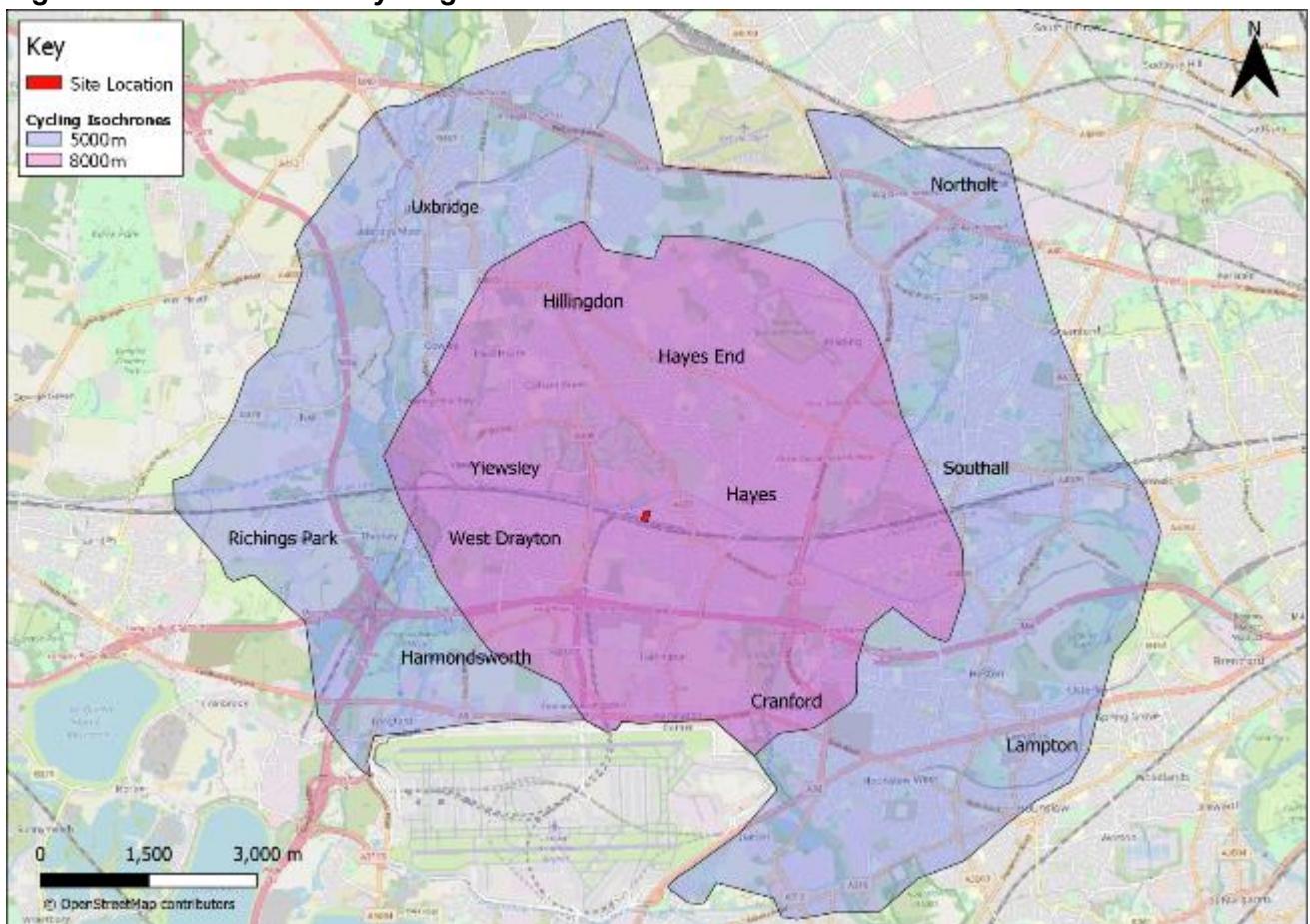
2.11 The local cycle network is shown in **Figure 2.4** below.

Figure 2.4: Local Cycle Network



2.12 In addition, central government research explains that for journeys less than 5km cycling has the potential to replace car trips. However greater distances are regularly undertaken and the DfT's 'Cycle Infrastructure Design' (October 2008) states that "for commuter journeys, a trip distance of over five miles (8.0km) is not uncommon". For completeness, 5km and 8km isochrones are included at **Figure 2.5**.

Figure 2.5: 5km and 8km Cycling Isochrone Plan



2.13 It is clear from this figure that a number of residential and town centre sites are accessible within a 5km and 8km cycle including Hayes, Yiewsley, West Drayton, Cranford, Southall, Lampton, Hillingdon, Uxbridge, Southall, Northolt, Richings Park, and Harmondsworth.

Public Transport Accessibility Level

2.14 The Public Transport Accessibility Level (PTAL) is a theoretical measure of the accessibility of a given point to the surrounding public transport network, considering walking access time and service availability. The method used is essentially a way of measuring the density of the public transport network at a particular point.

2.15 The PTAL measure, reflects:

- The walking distance from the point of interest to the public transport access points;
- The reliability of the service modes available;
- The number of services available within the catchment; and
- The level of service at the public transport access points – i.e., average waiting time.

2.16 The PTAL is categorised into eight levels, 1a to 6b where 6b represents an excellent level of accessibility and 1a a low level of accessibility. The map uses squares to show accessibility levels. The site has a PTAL of 1a, which is classified as 'poor'. However, the PTAL measure is a binary measure of accessibility, and once a distance or frequency is not met, no score is recorded. In reality, the accessibility and use of public transport is not as stark as this, and people will still consider a site accessible even if the walking distances, frequency of service and wait times as set out in the PTAL measure are not met.

2.17 The WebCAT output illustrating the PTAL is provided in **Appendix B**. Further details on the actual provision of public transport provided in the area is set out below.

Public Transport

Bus Services

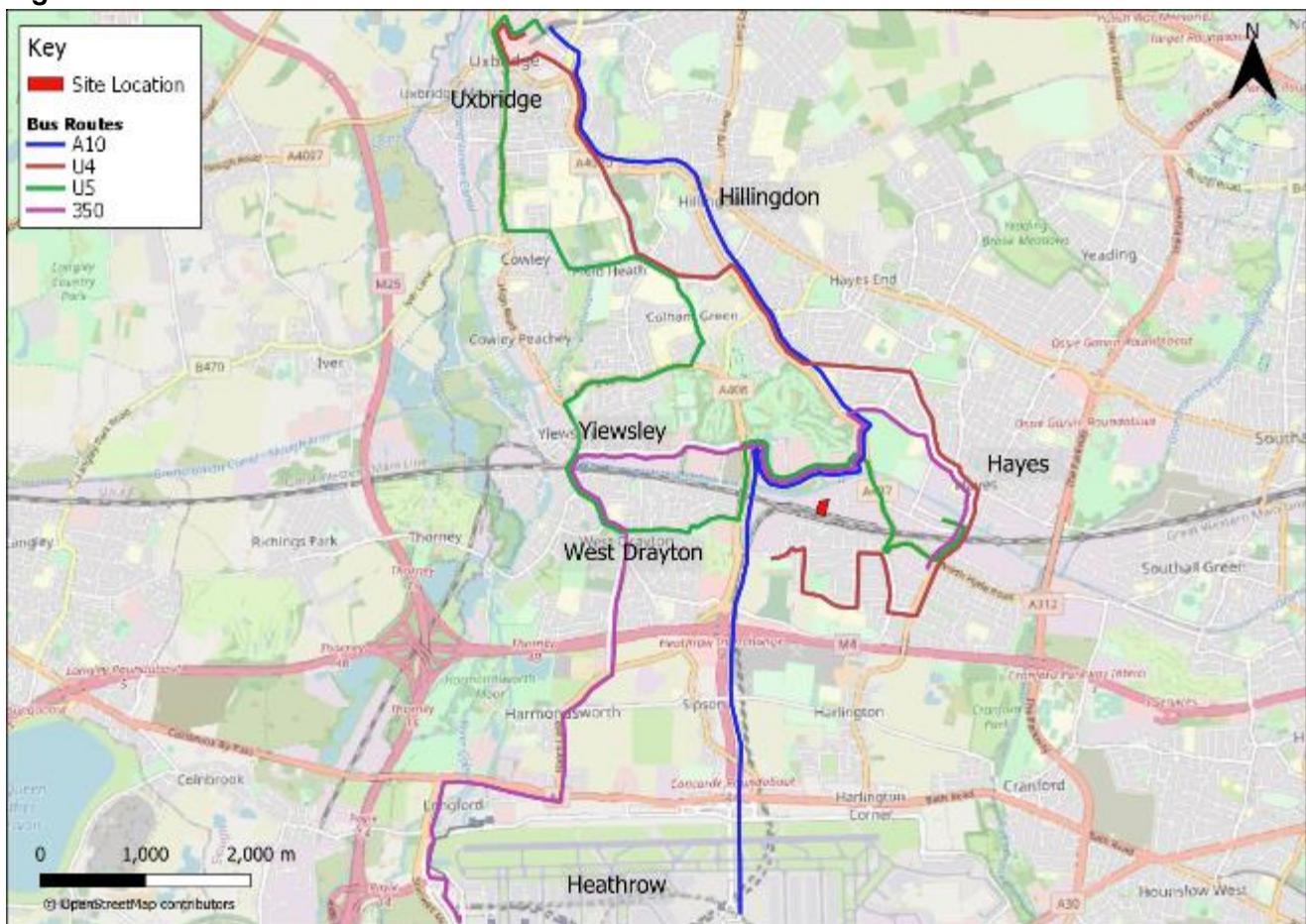
2.18 The closest bus stop is on Dawley Road, circa 0.6km (8-minute walking time) to the east of the site. This bus stop is served by the U5 service. The U5 bus service links the site east to Hayes & Harlington rail station. To the west, this bus service links the site with residential areas such as West Drayton, as well as services including Hillingdon Hospital.

2.19 Further bus services are available to the south and the north of the site. To the south of the site, there are bus stops located on Bourne Avenue, circa 1.3km (16-minute walking time). This stop is served by the U4 bus service. This bus service links the site east to Hayes & Harlington rail station, and north to residential areas such as Hayes, Goulds Green, and Uxbridge.

2.20 To the north of the site, there are bus stops located on The Square, in the industrial park. This stop is circa 1.1km (13-minute walking time) and is served by the A10 and the 350 bus services. The A10 links the site north towards Uxbridge while the 350 links the site west towards West Drayton and south towards Heathrow.

2.21 A plan showing the routes of these buses is presented in **Figure 2.6** below. This shows the bus routes linking the site with the residential areas of Hayes, West Drayton,

Figure 2.6: Bus Routes Plan



2.22 A summary of the bus services calling at the nearby stops is provided in **Table 2.1** below.

Table 2.1: Summary of bus services available within walking distance of the site

Bus Service	Bus Route	Frequency (per hour)		
		Mon – Fri	Sat	Sun
A10	Uxbridge Station – Heathrow Central Bus Station	3	2-3	2
U4	Prologis Park – Belmont Road	3-6	3-6	2-4
U5	York Road – Blyth Road	3-5	2-5	2-3
350	Millington Road – Heathrow Terminal 5	3	3	3

Rail Services

2.23 Hayes & Harlington rail station is a 1.6km (20-minute) walk to the east of the site. The station is served by the Elizabeth Line and the Great Western Railway. This station provides access to direct connections to Heathrow (Terminals 4 and 5), Reading, Abbey Wood, Maidenhead, Didcot Parkway, and Paddington.

2.24 **Table 2.2** below summarises the services from this station.

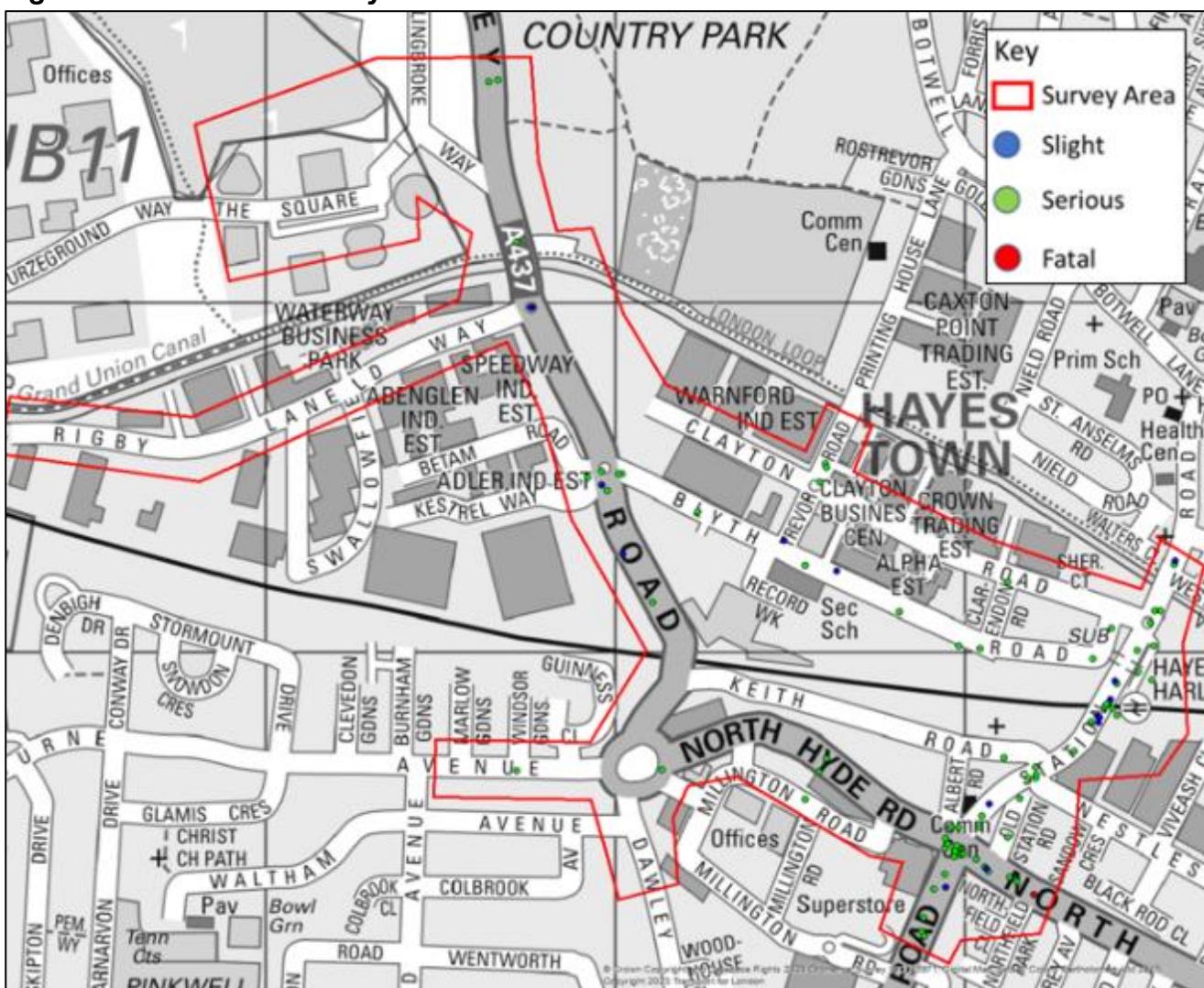
Table 2.2: Summary of rail services from Hayes & Harlington Rail Station

Rail Service	Destination	Frequency (services per hour)		
		Mon-Fri	Sat	Sun
Elizabeth Line	Heathrow (Terminal 4)	2	2	2
	Heathrow (Terminal 5)	2	3	2
	Reading	3-8	4	3-4
	Abbey Wood	8	7-8	4-9
Great Western Railway	Didcot Parkway	1-2	1-2	1
	Paddington	2	2	2

Collision Data

- 2.25 Personal Injury Collision (PIC) data has been obtained for the road network in proximity of the Development Site. This includes Rigby Lane, Swallowfield Way, Dawley Road, and all routes considered within the Active Travel Zone (ATZ), discussed in **Section 5**.
- 2.26 Data was obtained for a 5-year period, from December 2017 until October 2022, the latest data available on record.
- 2.27 The location and severity of collisions within this study area during the identified period are shown at **Figure 2.6** below.

Figure 2.6: Collision Survey Area



2.28 There have been 94 collisions recorded between December 2017 and October 2022. One of these collisions was classified as fatal, and 15 collisions were classified as serious. The remaining 78 were classified as slight severity.

2.29 A summary of these collisions is listed in **Table 2.3** below.

Table 2.3: Collision Data Summary

Year	Slight	Serious	Fatal
2017	1	1	0
2018	22	4	0
2019	13	2	1
2020	10	1	0
2021	15	6	0
2022	17	1	0

- 2.30 The single fatal incident occurred in October 2019 on North Hyde Road, circa 1.7km walk from the site. This collision occurred when a pedestrian stepped into the path of a motorcycle. The motorcyclist did not have time to stop or avoid the pedestrian. The causes for the collision are noted as 'failed to look properly' on the part of the pedestrian, while it is noted that the motorcyclist was exceeding the speed limit.
- 2.31 It is noted that this fatal collision occurred 1.7km from the site and outside of the ATZ routes, as discussed in **Section 5**.
- 2.32 There were no collisions recorded along Rigby Lane/Swallowfield Way. However, there were two serious collisions marked on the Dawley Road/Swallowfield Way roundabout.
- 2.33 The first recorded serious collision occurred on the 18th October 2021, involving a car and a bicycle. The report notes that it is 'not known how collision occurred.' The car was travelling north to south along Dawley Road while the cyclist was travelling west to southwest from Swallowfield Way onto Dawley Road. It is noted that the car driver failed to look properly and that the road conditions were wet. It is also noted that the cyclist was wearing dark clothing at night-time.
- 2.34 The second recorded serious collision occurred on the 17th April 2021, involving three cars. As with the previous serious collision at this junction, the report notes that it is 'not known how collision occurred.' Two cars were travelling from north, with one continuing south and the other turning west onto Swallowfield Way. The third vehicle was travelling from the south to the north along Dawley Road. It is noted that the first vehicle's driver was impaired by alcohol, and this is given as the cause for this collision. No pedestrians or cyclists were involved in this collision.
- 2.35 There was a further serious collision circa 800m from the site, at the Dawley Road/Blythe Road roundabout. This collision occurred on the 21st June 2018 and involved one pedestrian and one car. This is noted as a 'self-reported' incident. The pedestrian states that they were crossing the Kestrel Way arm of the roundabout. The pedestrian was crossing from the pedestrian refuge island while a lorry was stationary on this arm. As they passed the lorry, a car overtook the lorry, colliding with the pedestrian. There are no causes noted in the report.
- 2.36 Overall, a review of the incidents recorded in proximity of the site within the last 5-year period were as a result of driver/pedestrian/cyclist error. As such, it is concluded that there are not any safety issues in relation to the junctions in proximity to the proposed development.

Local Highway Network

- 2.37 The local highway network can be seen in **Figure 2.1** above. This section details the character of these roads.

2.38 Vehicular access to the site is taken from Rigby Lane which borders the site to the north. Rigby Lane is a no-through road two-way single carriageway providing access to several industrial units to the west of the site. To the east, Rigby Lane changes identification to Swallowfield Way before joining with Dawley Road at a roundabout, approximately 550m to the east. **Photograph 2.1** below shows the character of Rigby Lane.

Photograph 2.1: Rigby Lane



2.39 Dawley Road is a two-way single carriageway running in a north-south direction. This road has a posted speed limit of 30mph. There are footways present along both sides of the carriageway, with dropped kerbs and tactile paving at the crossing points. To the south, Dawley Road links with the A437 which further links east to the A312. To the north, Dawley Road links to the wider residential area of Hillingdon and Uxbridge.

2.40 M4 Junction 3 is located to the south of the site and is accessed via the A437 or Dawley Road. The M4 is part of the Strategic Road Network and provides connections to Central London in the east, with Slough and Reading being accessible in the west.

Summary

- 2.41 The surrounding highway network benefits from footways providing access from the site to the nearest bus stops located along Dawley Road and Bourne Avenue circa 0.6-1.6km to the east and south of the site. Cycle lanes are also provided along the Grand Union Canal enabling access to Hayes & Harlington rail station, nearby amenities, and links to the wider cycle network and residential areas.
- 2.42 Frequent services serve the bus stops along Dawley Road and Bourne Avenue providing access to destinations including Hayes, West Drayton, Goulds Green, Hillingdon, and Uxbridge. In addition, bus routes U4, U5, and 350 provide direct access from the site to Hayes & Harlington railway station.
- 2.43 Opportunities are therefore available for future employees and visitors to walk, cycle and use public transport as the main mode of travel to and from the Development Site.

3 Travel Plan Objectives and Targets

- 3.1 This chapter sets out the TP objectives and targets by which progress in meeting the aim of the TP will be measured against, with the success of the TP measured by whether the objectives and targets are met over the TP timeframe. The occupiers of the site will make every effort to meet the objectives and targets within the timeframe covered by this TP.
- 3.2 The TP objectives are set out below, while the targets will be identified following a baseline travel survey and will account for any advice provided by LBH.
- 3.3 Until such a time as the site occupiers are known and baseline travel surveys are undertaken, interim targets will be identified later in this section. The interim targets will be reviewed and updated/confirmed as the TP targets once the site is occupied, and the results of the baseline surveys reviewed.

Objectives

- 3.4 The overriding TP objectives are to:
 - Engage with and encourage staff to use sustainable travel modes to travel to/from the site through effective promotion of sustainable transport; and
 - Reduce the amount of single occupied vehicles arriving and departing the site.
- 3.5 These objectives will minimise the impact of the development on the surrounding road and public transport network during peak hours.
- 3.6 To help meet the overriding objectives, several sub-objectives have been identified, which are as follows:
 - **1)** To maximise the accessibility of the site by sustainable travel modes, including facilitating the use of non-car modes where reasonably practical;
 - **2)** To actively promote sustainable travel options for travel to/from the site to enable site users to make informed decisions about how to travel;
 - **3)** To raise awareness of the impacts of employees' travel choices on their health and the local environment etc;
 - **4)** To encourage staff to build active travel into their everyday routines to support and contribute to wider health initiatives; and
 - **5)** To increase the use of sustainable travel modes by staff, particularly for shorter trips.

Targets

- 3.7 All TP targets are SMART (Specific, Measurable, Achievable, Realistic, Time-bound).
- 3.8 The targets will either form Action Targets or Aim Targets:

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

Action Targets

3.9 The Action Targets for this TP are to:

- Appoint a TPC for within one month of first occupation of the site;
- Launch the TP no later than three months after the appointment of the TPC;
- Undertake the baseline travel survey within 6 months of the first occupation; and
- Submit a full TP to LBH once the baseline travel survey has been undertaken.

Aim Targets

3.10 The aim targets of this TP are focused on staff travel to/from the site with the objective of reducing single-occupancy car travel and increase travel by sustainable modes.

3.11 As the site occupiers are unknown, the mode split of staff travel at this site is also unknown, therefore in the absence of this data, 2011 Census journey to work data has been used as a proxy for the site to establish typical travel behaviour of workers in the local area currently. Data from the 2021 Census has not been used as the majority of people were working from home on the day of the Census.

3.12 Existing 'journey to work' data taken from the 2011 Census has been reviewed for the Middle Super Output Area 'Hillingdon 027, which contains the site and the nearby surrounding area.

3.13 A summary of this data is set out in **Table 3.1**.

Table 3.1: 2011 Method of Travel to Work Census Data

Method of Travel to Work	Mode Split
Underground, metro, light rail or tram	3%
Train	5%
Bus	11%
Taxi	0%
Motorcycle	1%
Driving a car or van	72%
Passenger in a car or van	3%
Bicycle	2%
On Foot	4%
Other	0%
Total	100%

3.14 **Table 3.1** shows the mode split for those working in the area for car driver is 72%.

3.15 For this Travel Plan, targets are set over a five-year period from the time of the initial baseline travel survey. The final target for this Travel Plan should be achieved by the fifth anniversary of this travel survey. There will be an interim review of the progress towards targets on the third anniversary of the initial baseline travel surveys.

3.16 LBH do not set out a specific percentage reduction which the Travel Plan needs to achieve so an initial target of 5% reduction in car driver mode share is considered to be appropriate to use until the initial traffic generation surveys have been undertaken following meaningful occupation of the units.

3.17 The reduction of 5% in car driver mode share would lead to an increase in the use of non-car modes of transport. In this instance, it is most likely that bus and cycle modes will experience the largest proportion of this increase however this will need to be reviewed following the initial traffic generation surveys.

3.18 **Table 3.2** below summarises the total target for employees across the site i.e. Units 1-4 combined (not for each unit).

Table 3.2: Travel Plan AIM Target

Target	Indicator	Mode Split		
		Baseline	Interim Review (Year 3)	Final Target (Year 5)
Employees				
Achieve a 5%* decrease in single occupancy vehicle trips for employees	Modal split monitoring surveys for SOV use	72%	70%	69%

*This is a 5% proportional reduction. (i.e., a 70% mode split would be reduced by 5% (the equivalent of a 3.5-percentage point reduction, and therefore a target of 67% single occupancy vehicle users would be set to be achieved at the end of the 5-year monitoring period)

3.19 The target listed in **Table 3.2** is based on preliminary data and therefore may need to be adjusted once an accurate baseline modal share has been established from the baseline (Year 0) surveys. Any adjustments to the targets will be discussed and agreed with LBH.

3.20 Indicators are the elements which will be measured in order to assess progress towards meeting the final target. For the most part this will be the main mode listed by employees of the units in the monitoring surveys conducted annually up to and including Year five.

4 Travel Plan Strategy

Management

- 4.1 The role of TPC has not yet been allocated; however, it is considered that the TPC role would be taken on or appointed by the unit occupiers prior to first occupation. LBH will be notified of the TPC's contact details once they are known.
- 4.2 The TPC, and the annual costs for administering the TP, will be funded by the occupants for the five-year TP timeframe.

Travel Plan Co-ordinator Responsibilities

- 4.3 The TPC will be responsible for the administration of the TP, the implementation of measures, and for the on-going monitoring and review of the TP. They will have overall responsibility for ensuring that measures are successfully delivered on time and to budget.
- 4.4 The TPC will liaise with stakeholders such as employees, staff associations (if applicable) and LBH regarding the implementation and progression of the TP. The TPC will also provide support with negotiating discounts with local bus (and rail) operators, and walking/cycling outlets as appropriate.
- 4.5 The duties of the TPC will therefore include:
 - Communicating information to staff regarding relevant national and local initiatives related to the promotion of sustainable travel;
 - Taking responsibility for data collection and review of the TP;
 - Designing and implementing effective marketing and awareness-raising campaigns to promote the TP;
 - Liaising with external organisations;
 - Co-ordinating the monitoring programme for the TP, including target setting and make necessary changes if the targets are not being met; and
 - Establishing and maintain a filing system for recording all correspondence relating to the TP.

Reporting

- 4.6 The TPC will prepare a monitoring report on an annual basis on the progress of the TP for the first five years from the first occupation of the site. The reports will include the following information:
 - Progress updates regarding the implementation of measures and initiatives to provide sustainable transport use;
 - Latest survey results; and
 - Any revisions to targets and measures.

- 4.7 The report will be provided to LBH's Travel Plan officers within three months of completion of the survey.
- 4.8 The monitoring of the TP is set out in more detail in **Section 7**.

Marketing Strategy

- 4.9 Staff will be made aware of the existence of the TP upon commencement of their employment. The following methods may be used as a means of disseminating information to staff and promote events/campaigns/promotions:
 - Staff notice boards;
 - Staff newsletters;
 - E-groups and forums.

5 Measures

5.1 This section of the TP outlines the specific physical and management measures to be implemented at the site. The implementation of these measures, which include awareness initiatives and infrastructure provision, is the core of the TP.

Travel Information Boards

5.2 Travel information boards will advertise travel information and will be provided on site. These boards will share:

- Name and contact details of the TPC and their availability to speak with staff about travel queries;
- An overview of the TP, its purpose, and a summary document;
- Information about the health benefits of using active modes of transport;
- Public Transport information including bus route maps and timetables;
- Maps showing walking and cycling routes close to the site;
- Any relevant company policies related to travel; and
- Details of any cycle discounts and local schemes.

Public Transport

5.3 Details of local bus and rail services will be made available to staff where possible via information boards located in prominent positions.

5.4 Public transport operator, journey planner and sustainable transport websites and contact details will also be advertised through all relevant means.

Walking and Cycling

5.5 The following measures are proposed to promote walking and cycling to and from the site:

- All staff will be informed about the Travel Information Boards which will include maps of local walking and cycle routes and information;
- High quality cycle parking will be provided at convenient and visible locations within the site and uptake will be monitored;
- The TPC will raise awareness of the health benefits of walking and cycling.

5.6 Access to each of the units will be designed to accommodate all users including those with visual and mobility impairments.

Cycle Parking

- 5.7 The TPC will monitor the use of cycle parking provided to ensure the supply is sufficient to meet demand.
- 5.8 As noted in the TA, cargo bike spaces have been provided in the form of hybrid parking spaces. The use of these spaces will be monitored to ensure the supply is sufficient to meet demand.

Cycle to Work Scheme

- 5.9 The TPC will promote a cycle to work scheme if made available by each occupier.

Car Sharing

- 5.10 The TPC will work closely with LBH to promote lift share schemes. The TPC will also encourage staff to find car share patterns.
- 5.11 The TPC is to monitor the use of the staff car park and whether many staff are car sharing. If deemed appropriate going forward dedicated car share spaces could be marked in the car park to further encourage car sharing.

Measures and Initiatives

- 5.12 Where possible, opportunities to work from home will be encouraged amongst staff and the TPC will ensure the necessary equipment can be made available to staff to permit working from home. This will reduce the requirement for employees to travel to the site.
- 5.13 Measures to raise travel awareness will be promoted by the TPC, with these including national events such as those listed below:
 - National Liftshare Week;
 - Walk to Work Day; and
 - National Bike Week.

6 Monitoring and Review

- 6.1 The TP is part of a continuous process for improvement, requiring monitoring, review and revision to ensure it remains relevant to the units and their occupiers. This chapter sets out the proposals for monitoring and review of the TP.
- 6.2 Monitoring surveys will be undertaken within six months of occupation, and after the first baseline travel survey. The baseline survey represents the start of the TP for monitoring purposes and is known as Year 0.
- 6.3 The process of monitoring will be repeated on an annual basis for the first five years after occupation has opened a site.
- 6.4 The TPC will prepare a TP Monitoring Report after the completion of each annual travel survey. This will include an update on the travel measures in place, the results of the travel surveys and comparison against targets set.
- 6.5 The TPC will also continually monitor the use of the following, and liaise with management whether facilities can be added to as required, such as:
 - Cycle parking;
 - Motorcycle parking;
 - Showers, lockers and changing facilities; and
 - Take up of cycle to work scheme if applicable.

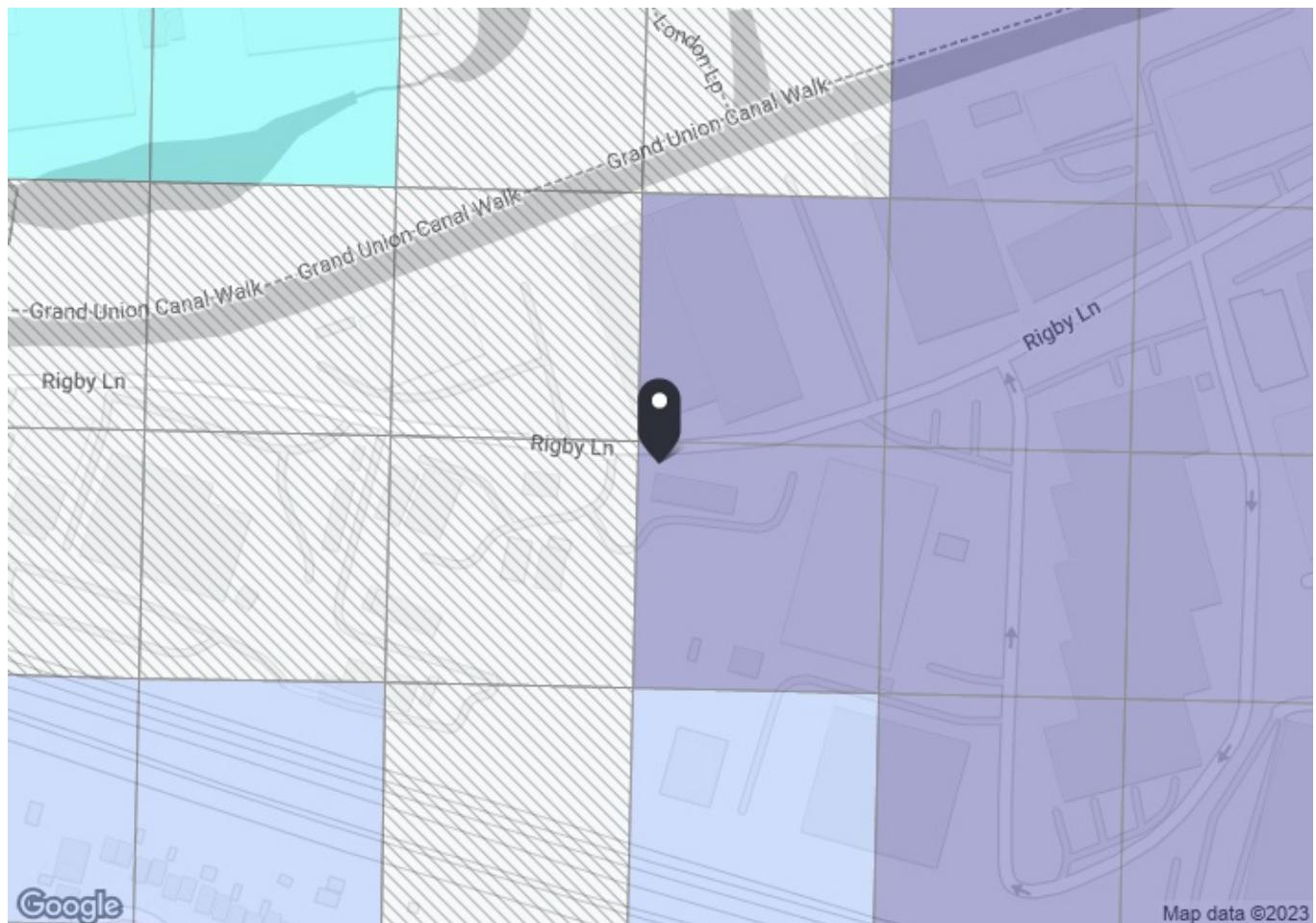
7 Action Plan

7.1 The timetable of the measures proposed and the timescale for implementation is set out below:

Table 7.1: Action Plan

Measures	Timescale	Implemented By
Cycle Parking	Prior to occupation	Developer
Travel Boards	Upon occupation & ongoing updates	TPC
1st Annual Survey	Within 6 months occupation	TPC
Review/update targets	Following initial survey	TPC
Ongoing Annual Traffic Generation Surveys	Annually for 5 years	TPC
Travel Plan Monitoring Report	Following completion of staff travel survey and annually for 5 years	TPC
Additional Travel measures	Following Travel Surveys if needed	TPC
Increase cycle/motorcycle parking	Annual Review	TPC/Occupiers' Management

Appendix A



**PTAL output for Base Year
1a**

8 Rigby Ln, Hayes UB3 1DQ, UK
Easting: 508405, Northing: 179785

Grid Cell: 76642

Report generated: 04/04/2023

Calculation Parameters

Day of Week	M-F
Time Period	AM Peak
Walk Speed	4.8 kph
Bus Node Max. Walk Access Time (mins)	8
Bus Reliability Factor	2.0
LU Station Max. Walk Access Time (mins)	12
LU Reliability Factor	0.75
National Rail Station Max. Walk Access Time (mins)	12
National Rail Reliability Factor	0.75

Map key- PTAL

0 (Worst)	1a
1b	2
3	4
5	6a
6b (Best)	

Map layers

PTAL (cell size: 100m)

Calculation data

Mode	Stop	Route	Distance (metres)	Frequency(vph)	Walk Time (mins)	SWT (mins)	TAT (mins)	EDF	Weight	AI
Bus	DAWLEY R SWALLOWFIELD WY	350	628.3	5	7.85	8	15.85	1.89	1	1.89
Total Grid Cell AI:										1.89

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