

A Planning Application by
KOMFORT SERVICES

In respect of
**Dower House, High Street Harlington,
LONDON BOROUGH OF HILLINGDON**

Framework Travel Plan

2111-041/FTP01A | December 2025



Document Management

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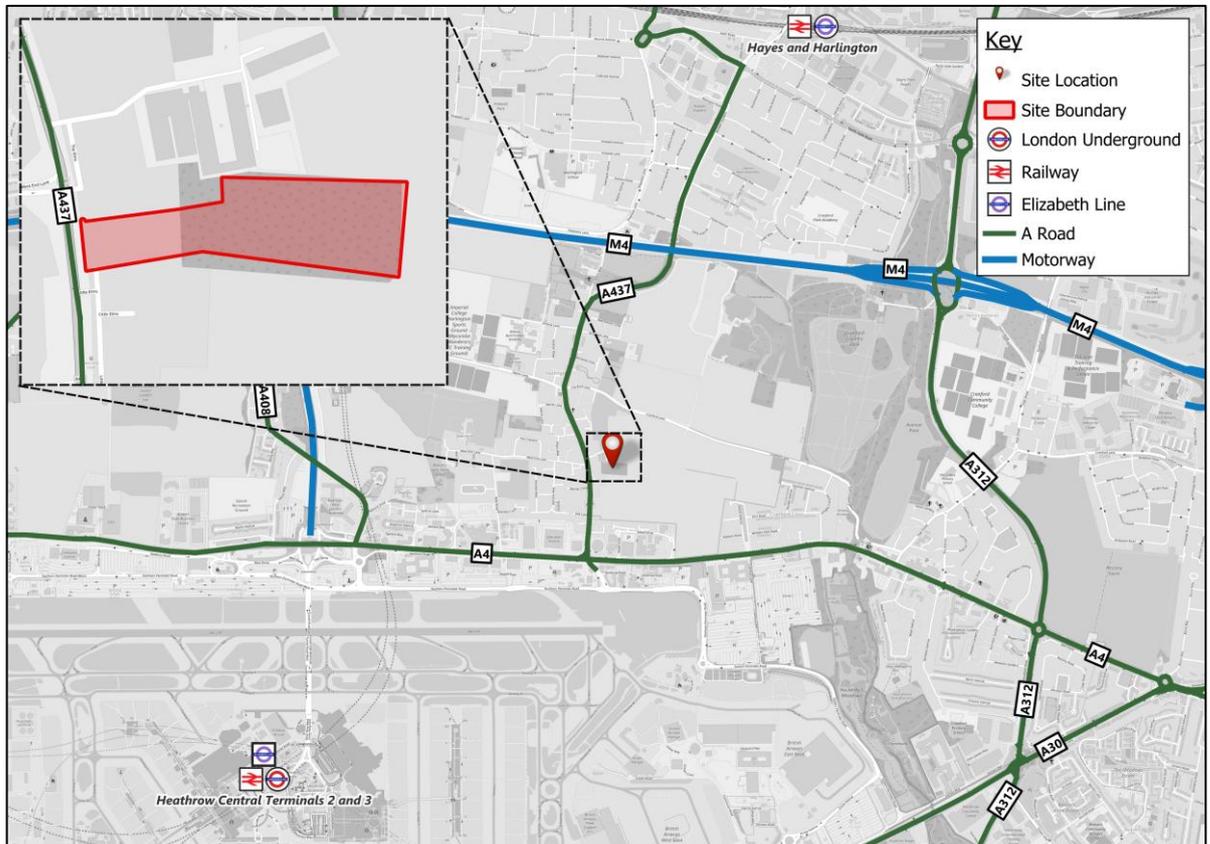
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1 Introduction

- 1.1 Transport Planning Associates (TPA/ we) have been commissioned by Komfort Services to provide transport and highways advice and input in respect of a proposed residential development at Dower House, on High Street Harlington (A437) in the London Borough of Hillingdon.
- 1.2 Dower House is located along the eastern side of High Street Harlington (A437). Harlington is a village and parish that is situated in west London and is located approximately 1.8km north of Heathrow Airport, 11km east of Slough, and 20km east of Central London. The site location, in the context of the local highway and transport networks, is illustrated in **Figure 1.1**.

Figure 1.1 Site Location Plan



Source: © OpenStreetMap Contributors

- 1.3 The development proposals consist of the redevelopment of Dower House to provide three flats along with the construction of 18 residential dwellings on a previously unused area, located at the rear of the site. In addition, the development will provide vehicle and pedestrian access from High Street Harlington, car and cycle parking and landscaping.
- 1.4 The proposed schedule of accommodation is as follows:

- 3 x 2 bed flats – 3 occupants
- 2 x 2 bed houses – 4 occupants
- 12 x 3 bed houses – 6 occupants
- 2 x 3 bed houses – 5 occupants
- 2 x 4 bed houses – 7 occupants

1.5 The proposed layout is shown in **Appendix A**.

Purpose of this Report

1.6 This Framework Travel Plan (**FTP**) has been prepared to accompany the planning application for the development proposals. The future post-occupation Travel Plan will provide a greater level of detail based on relevant data obtained by surveying the residents of the site.

1.7 The application is being supported by a Transport Statement, which sets out the existing Transport Context, National and Local Policy, Development Proposals, and the anticipated Trip Impact and Generation created by the site. While this document is standalone, it should be read in conjunction with the Transport Statement to provide context.

1.8 The Climate Change Committee's (**CCC**) 2025 Report to Parliament encompasses the state of the UK's infrastructure and policies in relation to achieving Net Zero by 2050. It is particularly relevant to transport and action is needed to support a modal shift away from car travel. The National Planning Policy Framework (2025) (**NPPF**)¹ supports this position, with paragraphs 77 and 110 prescribing that significant development should offer a genuine choice of transport modes, while paragraphs 109 and 115 advise that appropriate opportunities to promote walking, cycling and public transport should be taken up.

1.9 This FTP aims to positively influence the future residents of the development through educating and promoting active modes of travel. The ultimate aim is to reduce the reliance on private cars, through sustainable development, encouraging greater use of public transport and sustainable modes of transport. This report will therefore support the wider climate objectives set out, by the CCC and comply with the relevant policies included with the NPPF.

Policy and Guidance

1.10 This FTP was prepared in line with prescriptions included in the following policy and guidance documents, at a national, regional and local level including:

¹ Issued December 2024, Amended February 2025

- National Planning Policy Framework (2025);
- National Planning Practice Guidance (2014); and
- Transport for London's Travel Plan Guidance.

National Planning Policy Framework

1.11 The Government's revised NPPF, which was last revised in February 2025, retains the core principles local authorities and developers rely on when making decisions regarding future developments.

1.12 The NPPF defines a sustainable transport mode as follows:

"Any efficient, safe and accessible means of transport with overall low impact on the environment, including walking and cycling, ultra-low and zero emission vehicles, car sharing and public transport"².

1.13 Regarding sustainability, it states that:

"The purpose of the planning system is to contribute to the achievement of sustainable development, including the provision of homes, commercial development and supporting infrastructure in a sustainable manner. At a very high level, the objective of sustainable development can be summarised as meeting the needs of the present without compromising the ability of future generations to meet their own needs"³.

1.14 Regarding Transport Assessments/Statements and Travel Plans, it states that:

"All developments that will generate significant amounts of movement should be required to provide a travel plan, and the application should be supported by a vision-led transport statement or transport assessment so that the likely impacts of the proposal can be assessed and monitored"⁴.

1.15 According to the NPPF, applications for development should, inter alia:

"a) give priority first to pedestrian and cycle movements, both within the scheme and with neighbouring areas; and second – so far as possible – to facilitating access to high quality public transport, with layouts that maximise the catchment area for bus or other public transport services, and appropriate facilities that encourage public transport use.

² Annex 2, pg. 79

³ Chapter 2, para 7, pg. 5

⁴ Annex 2, pg. 79

b) address the needs of people with disabilities and reduced mobility in relation to all modes of transport.

c) create places that are safe, secure, and attractive – which minimise the scope for conflicts between pedestrians, cyclists, and vehicles, avoid unnecessary street clutter, and respond to local character and design standards.

d) allow for the efficient delivery of goods, and access by service and emergency vehicles.

e) be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible, and convenient locations.

[...]”⁵

1.16 The development proposals have been planned and designed in accordance with the key principles of the NPPF.

1.17 As evidenced in this FTP and expanded in the Transport Statement, the proposed development is situated in a sustainable location and is accessible by a variety of modes of travel. The proposals encourage active and sustainable modes of travel a variety of measures including (but not limited to):

- Providing car and cycle parking in accordance with relevant standards, with limited car parking provided on-site in the context of the edge of town location.
- The provision of “Active” Electric Vehicle (**EV**) Charging for each parking space.
- Providing a Framework Travel Plan that will form the basis of future travel plans.

National Planning Practice Guidance

1.18 The latest update to the Governments’ National Planning Practice Guidance (**NPPG**) for Travel Plans, Transport Assessment and Statements in decision-taking was released on 6th March 2014.

1.19 Regarding Travel Plans, the guidance states that they should be used as “*long-term management strategies for integrating proposals for suitable travel into the planning process*”⁶. It continues to state that Travel Plans should be “proportionate to the size and scope of the proposed development to which they relate”⁵ and furthermore that they must be “tailored to particular local circumstances”⁷.

⁵ Chapter 9, para 117, pg. 32

⁶ <https://www.gov.uk/guidance/travel-plans-transport-assessments-and-statements>

⁷ <https://www.gov.uk/guidance/travel-plans-transport-assessments-and-statements>

- 1.20 The NPPG states that Travel Plans can positively contribute towards numerous aspects of travel and within a proposed development.

TfL Guidance

- 1.21 The London Plan 2021 is the Spatial Development Strategy for Greater London. It sets out a framework for how London will develop over the next 20-25 years and the Mayor's vision for Good Growth.

- 1.22 Regarding Travel Plans, the London Plan states that:

"It is important that development proposals reduce the negative impact of development on the transport network and reduce potentially harmful public health impacts. The biggest transport-related impact of development on public health in London is the extent to which it enables physical activity from walking, cycling and using public transport. The other main impacts on public health relate to air quality, road danger, noise, and severance. The phasing of development, and the use of travel plans and freight strategies, may help reduce negative impacts and bring about positive outcomes"⁸

- 1.23 The Transport for London (**TfL**) provide guidance on the preparation of Travel Plans including identifying the following benefits for both the development and developers as set out below:

- *"Less congestion and therefore improved safety on local roads by promoting alternatives to the car*
- *Reduced highway capacity problems by promoting sustainable travel choices*
- *Local environmental improvements from reduced congestion, carbon emissions, pollution and noise*
- *Making the site more attractive to potential occupiers/users*
- *Increased opportunities for active healthy travel, such as walking and cycling*
- *Reduced demand for parking spaces enabling land to be put to more cost effective or commercially beneficial use and freeing space for active travel initiatives*
- *Improved travel choice, quality and affordable access to services for all users*
- *Increased opportunities for employers to feed into corporate social responsibility or sustainability initiatives."⁹*

- 1.24 The TfL guidance also sets out what should be included within a Travel Plan, including:

- An introduction;
- The context of the development proposals;

⁸ London Plan (2021) Paragraph 10.4.3

⁹ <https://content.tfl.gov.uk/benefits-of-a-travel-plan.pdf>

- An assessment of the sites accessibility by various modes of travel;
- Details of any travel surveys that have been undertaken;
- What the objectives are for the Tavel Plan;
- The identification of appropriate targets;
- A package of measures which contribute to achieving the objectives and targets;
- Details of the Travel Plan's management;
- Details of the monitoring strategy;
- An Action Plan with measures attributed to individuals/ organisations;
- Details of how the Travel Plan will be secured and enforced.

1.25 This FTP has been developed in the context of the above, noting that as a framework, some elements will form part of future Travel Plans for the individual land uses on the site. We anticipate that future Travel Plans will be secured through a condition placed on any permission granted utilising this FTP as the baseline.

Framework Travel Plan Structure

1.26 The FTP will form the basis for future Travel Plans targeted at individual land uses within the wider site. These will be developed to allow specific measures to be set based on the needs and travel demands of the respective land use. This FTP will be structured as follows:

- **Chapter 2:** Baseline Transport Conditions;
- **Chapter 3:** Development Proposals;
- **Chapter 4:** Aims & Objectives;
- **Chapter 5:** Baseline & Targets;
- **Chapter 6:** Travel Plan Co-ordinator;
- **Chapter 7:** Influencing Behavioural Change;
- **Chapter 8:** Measures;
- **Chapter 9:** Monitoring and Review; and
- **Chapter 10:** Action Plan.

2 Baseline Transport Conditions

Site Location

- 2.1 As outlined previously, Dower House is located along the eastern side of High Street Harlington (A437). Harlington is a village and parish that is situated in west London and is located approximately 1.8km north of Heathrow Airport, 11km east of Slough, and 20km east of Central London.
- 2.2 The site is bound by residential properties to the north and south, woodland and vegetation to the east and High Street Harlington (A437) to the west.

Existing Site Use

- 2.3 The site, which has an area of approximately 6,270sqm, currently comprises Dower House, an unoccupied single residential dwelling, and a garden to the east of the house. Dower House has been unoccupied for a number of years, with hoarding erected around the perimeter.

Existing Access Arrangements

- 2.4 Vehicle access to the site is via a vehicle crossover, from a set-back section of High Street Harlington (A437), which is located in the northwestern corner of the site. The vehicle crossover has a width of approximately 3.9m. Access to the set-back section of High Street Harlington is possible via two priority junctions from the main carriageway along High Street Harlington (A437). The first priority junction is located directly north of the site, with the second located approximately 50m north of the site.
- 2.5 Pedestrian and cycle access to the site is possible either via the vehicle crossover outlined above or via the gated pedestrian access located along the western boundary of the site on High Street Harlington (A437).
- 2.6 The existing site access arrangements are outlined in **Figure 2.1** below.

Figure 2.1 Existing Site Access Arrangements



Source: © OpenStreetMap Contributors

Existing Pedestrian Infrastructure

- 2.7 There are footways located along both sides of the set-back section of High Street Harlington. The footway located on the eastern side of High Street Harlington has a width of approximately 2.25m, while the footway on the western side of High Street Harlington has a varying width of between approximately 2.5m and 4m.
- 2.8 The footways on High Street Harlington (A437) provide connections to the local retail facilities, bus stops, schools and a range of leisure facilities. In addition, the footways also provide a link to the wider network of pedestrian footways and routes situated in the local area.
- 2.9 The majority of the local junctions benefit from the provision of tactile paving and / or dropped kerbing to help facilitate movement throughout the local area. In addition, a signalised pedestrian crossing is located approximately 160m to the north of the site on High Street Harlington (A437), and benefits from dropped kerbs and tactile paving.
- 2.10 Street lighting is provided along High Street Harlington (A437) as well as a majority of the roads within the local area for the convenience and safety of pedestrians.

2.11 With regards to catchment, the (then) Institution of Highways & Transportation publication ‘Providing for Journeys on Foot’ identifies the desirable, acceptable and preferred maximum walking distances to various amenities. The distances in **Table 2.1** below are taken from Table 3.2 of that publication and set out the thresholds considered appropriate for local services and amenities.

Table 2.1 IHT Suggested Walking Distance Thresholds

	Town Centres (m)	Commuting / School / Sight-seeing (m)	Elsewhere (m)
Desirable	200	500	400
Acceptable	400	1,000	800
Preferred maximum	800	2,000	1,200

Source: Table 3.2 of Providing for Journeys on Foot (IHT)

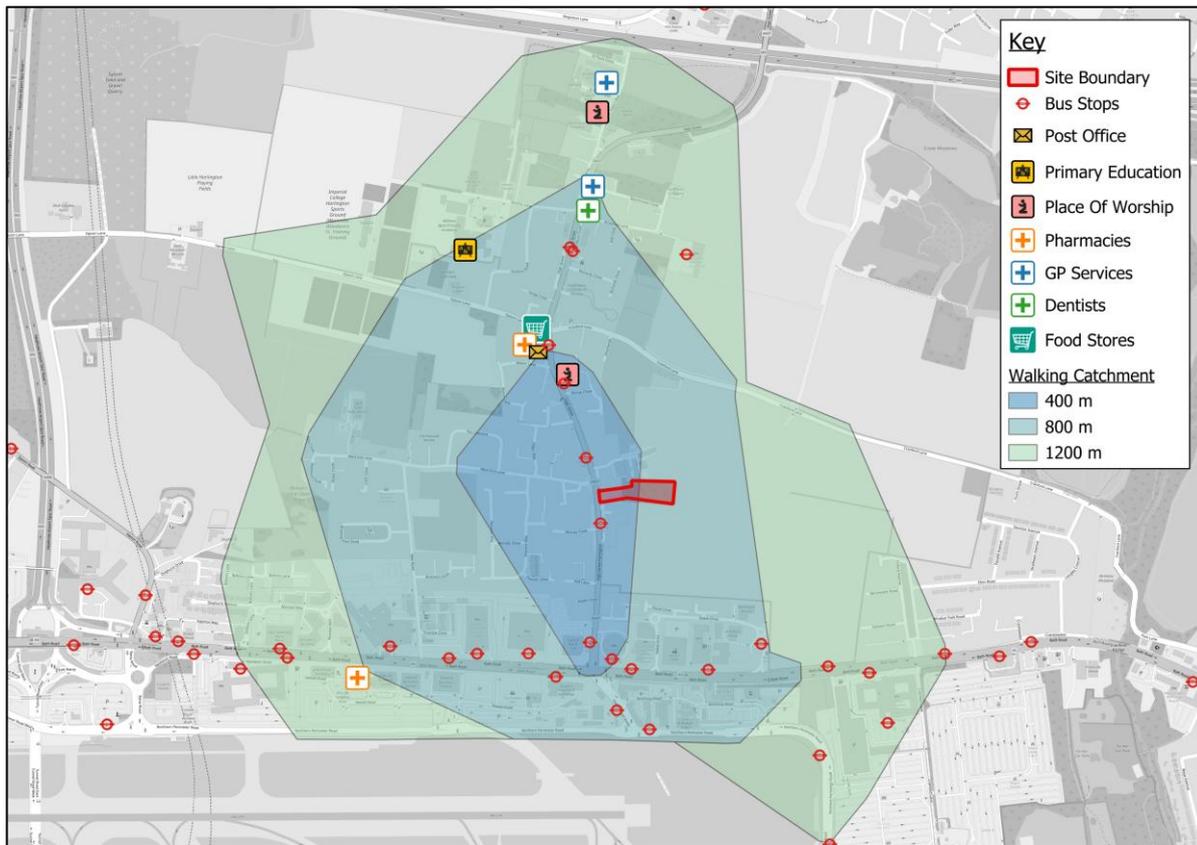
2.12 CIHT’s Planning for Walking (2015) guidance quotes the Department for Transport’s (DfT) document ‘Building Sustainable Transport into New Developments’ (2008), which states:

“Walking neighbourhoods are typically characterised as having a range of facilities within 10 minutes’ walking distance (around 800 m). However, the propensity to walk or cycle is not only influenced by distance but also the quality of the experience; people may be willing to walk or cycle further where their surroundings are more attractive, safe, and stimulating. Developers should consider the safety of the routes (adequacy of surveillance, sight lines and appropriate lighting) as well as landscaping factors (indigenous planting, habitat creation) in their design”¹⁰

2.13 In the context of the guidance and research summarised above, a walking catchment up to 1,200m from the centre of the site has been identified in 400m increments together with the local services and amenities as shown in **Figure 2.2**.

¹⁰ Planning for Walking (CIHT, 2015, para 6.4)

Figure 2.2 Walking Catchment



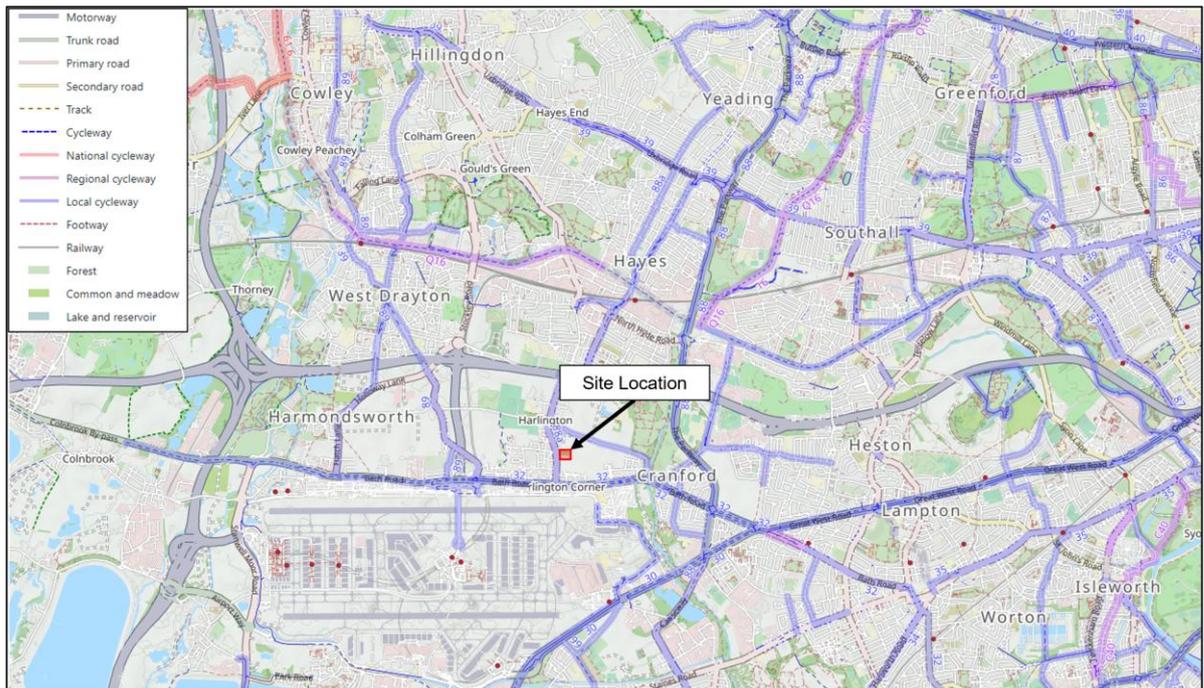
Source: © OpenStreetMap Contributors

2.14 As seen in **Figure 2.2**, there are 5 bus stops located within a 400m catchment of the site. The closest being West End Lane (Stop C) to the south and West End Lane (Stop P) to the north. Further afield the site has access to a Place of Worship, Post Office, Pharmacy, GP service, Dental Practice, Primary School, amongst local shops. A list of local amenities is highlighted later in this Chapter.

Existing Cycle Infrastructure

2.15 Cycling facilities in the surrounding areas of the site are extensive with a range of local cycle routes accessible in the local area, as illustrated in **Figure 2.3** below.

Figure 2.3 Local Cycle Network

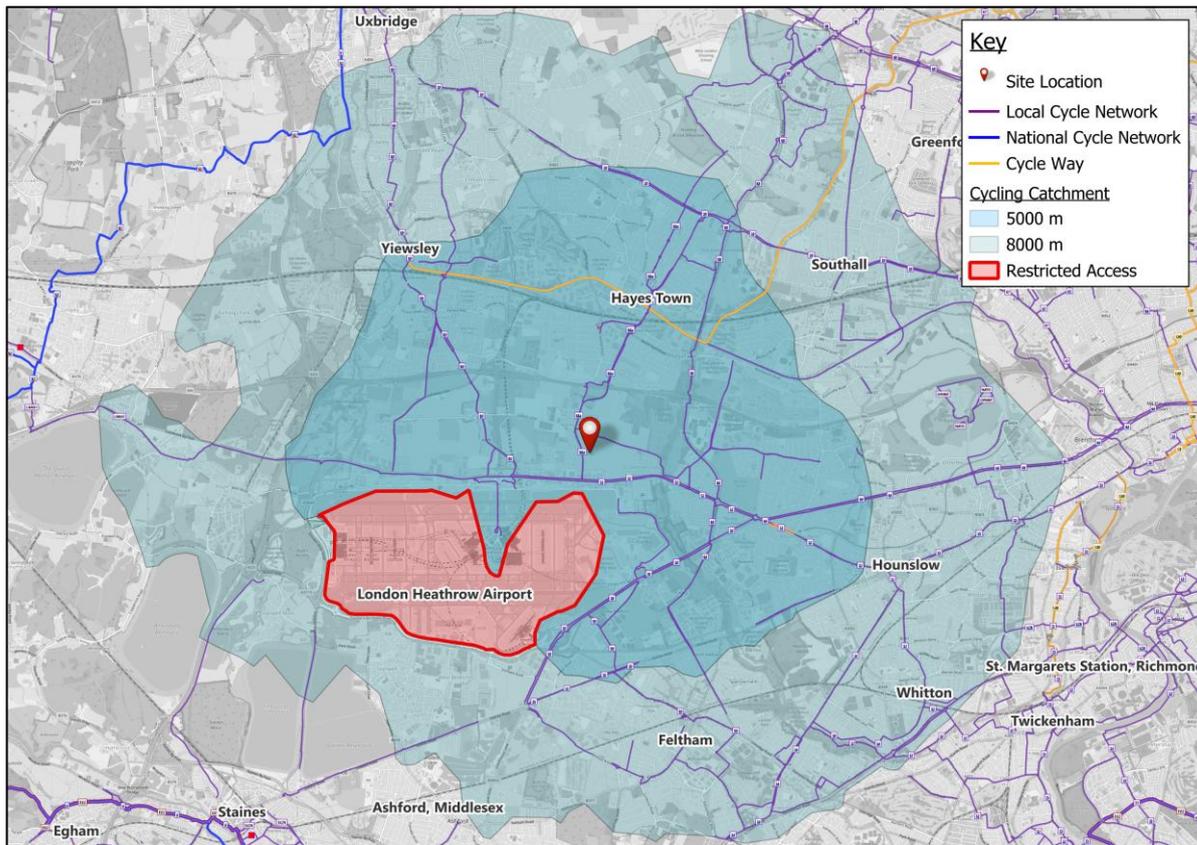


Source: © OpenStreetMap Contributors

2.16 The bicycle is an effective mode of transport for short trips up to five to eight km (20 – 35 minutes respectively)¹¹. **Figure 2.4** provides a cycle catchment that shows the areas that can be reached within a 20 and 35 minute cycle ride from the site respectively.

¹¹ *Changing Journeys to Work, An Employers Guide to Green Commuter Plans, Transport (2000)*

Figure 2.4 Cycling Catchment



Source: © OpenStreetMap Contributors

- 2.17 As demonstrated above, a large range of local cycle routes are provided in the local area offering connections to the surrounding areas including West Drayton, Heathrow Airport, Harmondsworth, Hayes, Hillingdon, Yeading, Uxbridge, Feltham and Southall, all of which are located within the acceptable cycle distance of 8km.
- 2.18 London Cycle Network Route (LCNR) 88a is accessible along the site frontage on High Street Harlington (A437). LCNR 88a provides a link to Edgware, Hayes, Yeading, Harrow-on-the-Hill and Belmont in the north, and to LCNR 32 in the south. LCNR 32 which routes along Bath Road, approximately 400m south of the site, provides a link to West Ewell, Cranford, Teddington and Kingston-upon-Thames in the southeast and Harmondsworth in the west.
- 2.19 Cycle parking is provided in Harlington and throughout the surrounding area, including on High Street Harlington, at Heathrow Airport, in Hayes town centre, at Hayes and Harlington rail station and in West Drayton.
- 2.20 There are also two bicycle shops, Runway Cycling and GS Cycles located within 4km of the site, should residents require bike repairs, cycle equipment or the purchase of new cycles.

Local Amenities

2.21 With regard to DfT, IHT, and Changing Journeys to work documents, it is reasonable to allow differing distances based on age, mobility issues, journey type, nature of the local facility and local topography. The distance to local facilities and services, which is measured from the centre of the site, is set out in **Table 2.2.**

Table 2.2 Local Amenities

Amenity		Distance
Transport	High Street Harlington (West End Lane) Bus Stops	100m
	Harlington Corner Bus Stops (Stops E, J, N)	450m
	Hayes & Harlington Rail Station	2.5km
	Heathrow Terminals 2 & 3 Rail Station	2.8km
Local Facilities	High Street Harlington Local Centre <i>(Convenience Store, takeaways, cafe, non-food retail, off-licence)</i>	100m
	Wheatsheaf Public House	180m
	The Pheasant Inn & Restaurant	400m
	Harlington District Centre <i>(Coop Store, ATM, post office, florist, hairdressers, takeaways, dry cleaners, non-food retail, off-licence)</i>	450m
	Airport Bowl – Bowling Alley with Bar	600m
	William Byrd Park	600m
	White Hart Public House	700m
	Imperial College Sports Ground	900m
	Runway Cycling	1.3km
	Cranford Park	1.6km
	GS Cycles	2.1km
	Cranford Local Centre <i>(Tesco Express Store, ATM, post office, takeaways, non-food retail, off-licence, cafe)</i>	2.1km
Education Facilities	William Byrd Primary Academy	750m
	Littlebrook Nursery	1.7km
	Harlington Secondary School	2km
Healthcare Facilities	Medicspot Clinic Hayes Harlington	400m
	Village Pharmacy	400m
	Glendale Medical Centre	700m

Notes: Measured from site access

- 2.22 As outlined in Table 2.2 there are a number of bus stops, a wide range of food and non-food retail facilities and several local services / amenities located within walking and cycling distance of the site, which residents will be able to access on a day-to-day basis.

Public Transport Services

Bus Services

- 2.23 The closest bus stops to the site are located on High Street Harlington (West End Lane). The northbound High Street Harlington bus stop is located approximately 100m north of the site with the southbound High Street Harlington bus stop located approximately 100m south of the site. The High Street Harlington bus stops are serviced by bus routes 90, 278, H98 and N140, which provide connections to Feltham, Ruislip, Hayes, Yeading and Heathrow Airport.
- 2.24 Within the acceptable walking distance for commuting trips (500m), there are a number of additional bus stops, with these located at the junction between High Street Harlington and Bath Road (Harlington Corner bus stops). The Harlington Corner bus stops are serviced by a wide range of additional bus routes including the 81, 105, 111, 222, 285, 278, 423, N555, N9, N140 and the SL9 Superloop, which provide connections to Kingston-Upon-Thames, Hounslow, Harrow, Aldwych, Brentford and Heathrow.
- 2.25 All of the bus stops outlined above provide shelters, seating and timetabling information, while raised kerbs are provided at both stops located on High Street Harlington. The bus routes which operate from the local bus stops are outlined in **Table 2.3**.

Table 2.3 Local Bus Routes

Route No.	Route	Daytime Service Frequency		
		Mon-Fri	Saturday	Sunday
81	Slough – Langley – Colnbrook – Longford – Harlington – Hounslow	Every 12 Minutes	Every 12 Minutes	Every 15 Minutes
90	Northolt – Wood End – Hayes – Harlington – Feltham	Every 12 Minutes	Every 12 Minutes	Every 15 Minutes
105	Greenford – Dormer’s Well – Southall – Norwood – Cranford – Harlington – Heathrow	Every 12 Minutes	Every 12 Minutes	Every 12 Minutes
111	Heathrow Airport – Harlington – Cranford – Hounslow – Hampton – Kingston upon Thames	Every 8 Minutes	Every 10 Minutes	Every 10 Minutes
222	Uxbridge – Cowley – West Drayton – Harlington – Cranford – Hounslow	Every 10 Minutes	Every 10 Minutes	Every 12 Minutes
278	Heathrow Airport – Harlington – Hayes – Hillingdon – Ruislip	Every 15 Minutes	Every 15 Minutes	Every 20 Minutes
285	Heathrow – Harlington – Feltham – Hanworth – Hampton Hill – Kingston upon Thames	Every 10 Minutes	Every 12 Minutes	Every 12 Minutes
423	Hounslow – Hatton Cross – Harlington – Heathrow	Every 20 Minutes	Every 20 Minutes	Every 30 Minutes
H98	Hounslow – Cranford – Harlington – Hayes	Every 10 Minutes	Every 12 Minutes	Every 12 Minutes
SL9	Heathrow – Harlington – Hayes – Northolt Station - Harrow	Every 12 Minutes	Every 12 Minutes	Every 15 Minutes
N9	Aldwych – Knightsbridge – Hammersmith – Brentford – Hounslow – Harlington – Heathrow	Every 20 Minutes	Every 30 Minutes	Every 20 Minutes
N140	Heathrow Central – Harlington – Hayes – Yeading	Every 30 Minutes	Every 30 Minutes	Every 0 Minutes
N555	Heathrow – Harlington – Stanwell – Ashford – Sunbury – Walton on Thames – Hersham	Every 60 Minutes	Every 60 Minutes	Every 60 Minutes

Source: TfL

2.26 As highlighted in Tables 2.3, there are regular bus services to a wide range of destinations throughout the course of the day and overnight, which provides residents of the proposed development with sustainable transport options and thus reduces the need for residents to rely on the use of a private vehicle.

Rail Services

2.27 The closest rail station to the site is Hayes & Harlington rail station, which is located approximately 2km north of the site. Hayes & Harlington rail station is located within the acceptable cycle distance of 8km, and is accessible via bus routes 90, 278 and H98.

2.28 Hayes & Harlington rail station is located on the Elizabeth Line, with the station operated by Transport for London (TfL). Additional, but limited, services are also operated by Great Western Railway. Elizabeth Line trains from Hayes & Harlington rail station provide connections to Heathrow, Southall, Hanwell, Ealing, Acton, London Paddington, Tottenham Court Road, Canary Wharf, Woolwich and Shenfield. Meanwhile, Great Western Railway destinations include Didcot, Maidenhead and London Paddington.

2.29 A summary of the services available from Hayes & Harlington rail station is outlined in **Table 2.4**.

Table 2.4 Local Rail Services

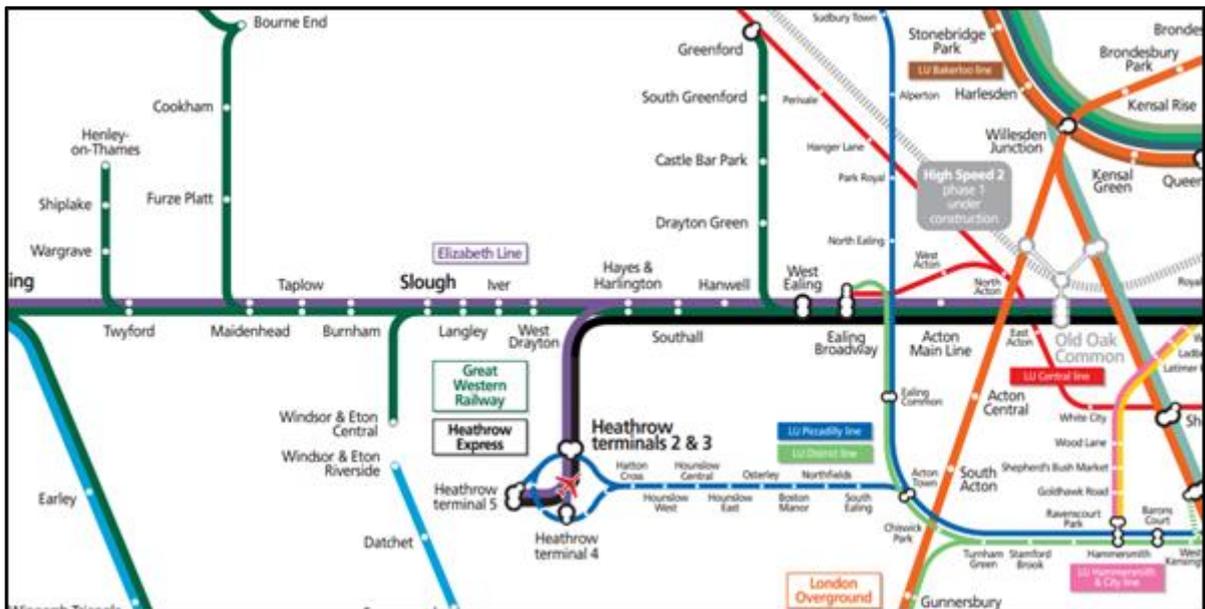
Operator	Destination	Trains per Hour		
		Weekday	Saturday	Sunday
	London Liverpool Street	11	11	11
	Canary Wharf	9	9	9
	M Maidenhead	4	4	4
	Abbey Wood	8	8	8
	London Paddington	11	11	11
	Heathrow	8	8	8
	Shenfield	2	2	2
	Reading	2	2	2
	London Paddington	Late night and early morning services only		
	Didcot			
	Reading			
	M Maidenhead			

Source: GWR and TfL

2.30 As shown in Table 2.4 there are regular trains on the Elizabeth Line that provide reliable and quick connections to locations within London. In addition, outside of the operating hours for the Elizabeth Line, Great Western Railway offers late night (00:00-01:45) and early morning services (0245-05:15) between Paddington and Reading and / or Didcot.

- 2.31 Facilities at Hayes & Harlington rail station include lifts and ramps for disabled access, staff assistance, a shop, waiting rooms, oyster card validators ticket office and ticket machines. Hayes & Harlington rail station is located in Zone 5 of the London (Oyster) Fare Zone.
- 2.32 Heathrow Terminals 2 & 3 rail station is also located approximately 3.1km from the site and is accessible by bus routes 105, 111, 278, 285, 423and SL9. Heathrow Terminals 2 & 3 rail station is serviced by Heathrow Express services to London Paddington and Elizabeth Line services. A London Underground Station on the Piccadilly Line is also accessible at Heathrow Terminals 2 & 3.
- 2.33 The local rail network is outlined in **Figure 2.5**.

Figure 2.5 Local Rail Network Plan

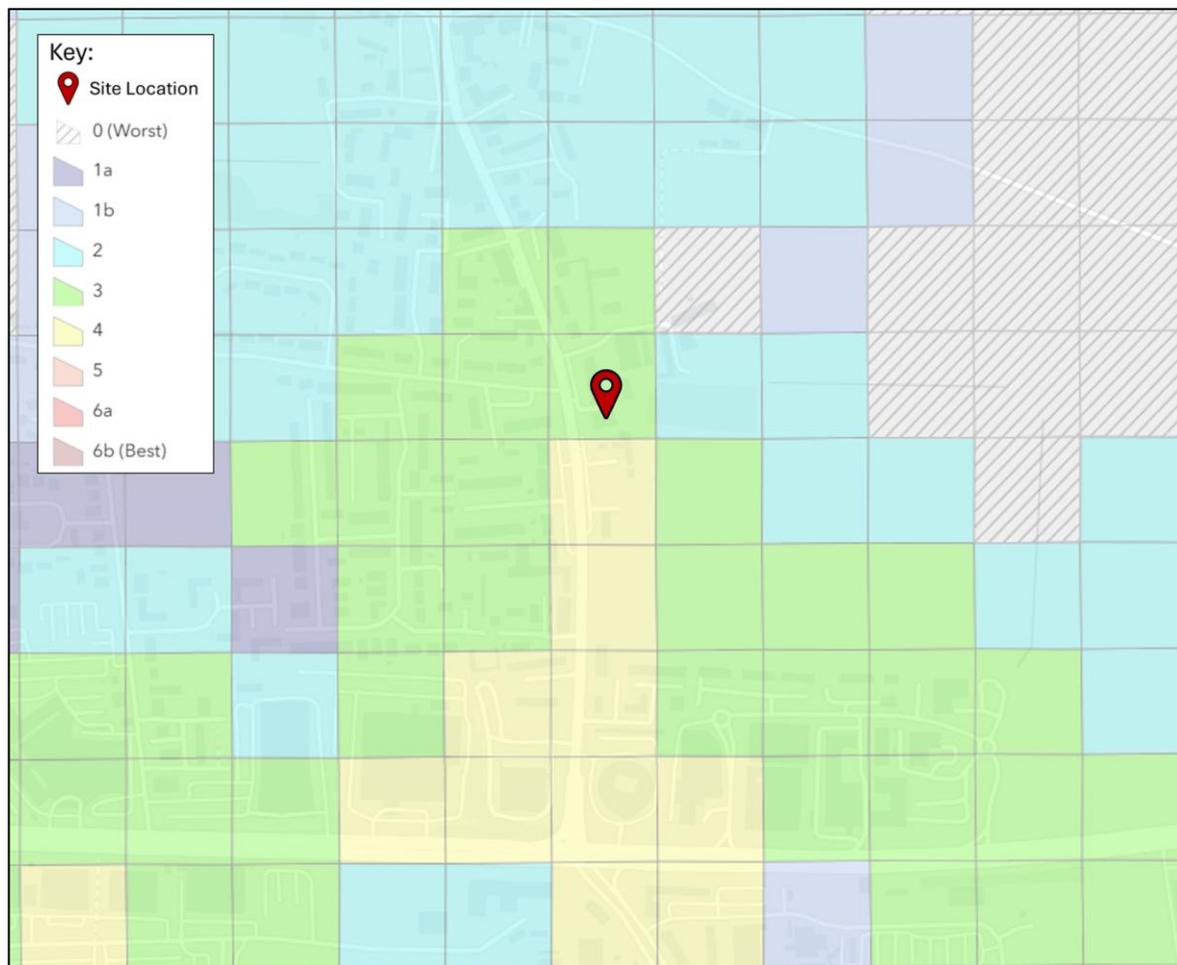


Source: National Rail

Public Transport Accessibility Level (PTAL)

- 2.34 The accessibility of the site can be defined by using the Public Transport Accessibility Level (PTAL) methodology which calculates an Accessibility Index to quantify how accessible a site is by public transport services. PTAL is considered to be a detailed and accurate measure of the accessibility of a point to the public transport network, taking into account walk access and service frequency.
- 2.35 A review was undertaken of TfL’s WebCAT 3.0 model, as part of this exercise. The site scores a commendable Accessibility Index value between 10.01 and 15, which equates to a PTAL rating of 3, meaning there is a good range of public transport services close to the site. The model calculation is included in **Appendix B**. **Figure 2.6** displays the PTAL score of the site within the context of the surrounding area.

Figure 2.6 PTAL Analysis



Source: TfL; Based on AM Peak Monday – Friday, 2023 Forecast

Local Highway Network

- 2.36 The western boundary of the site fronts onto High Street Harlington (A437). High Street Harlington (A437) is a single-carriageway road travelling in a north-to-south direction between Hayes in the north and Bath Road (A4) in the south.
- 2.37 Along the site frontage High Street Harlington (A437) has a width of approximately 6.5m, with this width generally continuing along its length. Within the vicinity of the site, High Street Harlington (A437) is subject to a 30mph speed limit.
- 2.38 There is a mixture of pay and display and resident H1 permit holder parking bays restricting parking along High Street Harlington (A437). The parking restrictions are in force between 09:00-17:00 Monday to Saturday. The pay and display parking bays allow a maximum stay of two hours, with no return within one hour. At the locations where parking bays are not provided, parking is restricted through the presence of either single or double yellow lines.

- 2.39 High Street Harlington (A437) travels south to the A4 (Bath Road), which provides a connection to the M4 to both the east and the west, while to the north it links to Hayes, the A437 and Yeading.
- 2.40 The M4, which is located approximately 1km north of the site, continues east to London and west towards Swansea via various locations such as Slough, Reading, Swindon, Bristol, Newport and Cardiff.

Existing Mode Share

- 2.41 The modal split has been calculated using journey to work data taken from the ONS, with the mode work trips for MSOA Hillingdon 032 being used for the baseline mode share. The data set used was 'QS701EW - Method of travel to work – 2011 MSOA'. The 2011 data has been used because the COVID-19 pandemic significantly affected usual travel behaviour in 2021, which is the most recent dataset.
- 2.42 Within the data, it displays those who are not in employment and those who work mainly at home. These values have been proportionately redistributed across the other modes to reflect how people will be moving to and from the development. **Table 2.5** displays the mode share.

Table 2.5 Mode Share

Method of Travel	Mode Share
Rail Services	10%
Bus	35%
Taxi	0%
Motorcycle	1%
Car or van	44%
Passenger in a car or van	3%
Bicycle	1%
On Foot	6%
Other	0%

Source: Nomis: QS701EW – Method of Travel to Work – 2011 MSOA – 032 Hillingdon

Summary

- 2.43 The site is located in a highly sustainable location, with it being within walking and cycling distance of a large range of local services and facilities. In addition, the site benefits from having access to high-frequency bus routes, and a number of rail services. The local public transport services provide access to local employment areas as well as the surrounding towns and the additional services and

employment facilities they provide. Further to this, the local bus and rail services operate early in the morning, late into the evening and overnight.

3 Proposed Development

Development Proposals

3.1 The development proposals consist of the redevelopment of Dower House to provide three flats along with the construction of 18 residential dwellings on a previously unused area, located at the rear of the site. In addition, the development will provide vehicle and pedestrian access from High Street Harlington, car and cycle parking, landscaping, and a children’s play space.

3.2 The proposed development schedule is set out in **Table 3.1**.

Table 3.1 Development Schedule

Tenure	Number of Bedrooms	Housing Type	Quantity
Private	2	Flats	3
	2	Houses	2
	3		14
	4		2

3.3 The proposed site layout is shown in Morse Webb Architects Drawing ‘748_005_PL03’, which is provided in **Appendix A**.

Pedestrian and Cycle Access

3.4 The site will be accessible for pedestrians via two separate access points. The existing pedestrian access from High Street Harlington (A347), located at the front of Dower House, will be retained to provide pedestrian and cycle access to the proposed flats.

3.5 A secondary pedestrian access is proposed in the south-western corner of the site from the set-back area on High Street Harlington, providing a pedestrian footway to the dwellings located to the rear of the site. Due to the existing physical constraints and limited available width at the site frontage, the pedestrian footway will be delivered as a 1.5m-wide footway for the first 25 metres, before widening to 1.8m once the access passes the redeveloped Dower House.

3.6 Whilst a continuous 1.8m width would be preferable, this cannot be achieved at the site frontage due to the constrained boundary. However, a 1.5m footway is deemed to represent the minimum

acceptable width in line with Manual for Streets guidance where physical constraints exist. Pedestrian access will therefore be provided on the northern side of the access road.

- 3.7 Given the expected low volume of pedestrian movements associated with the 18 residential units, it is unlikely that opposing pedestrian flows would occur simultaneously within the short, constrained section. On this basis, and as the footway widens to 1.8m beyond the first 25 metres, the proposed arrangement is considered acceptable and compliant with Manual for Streets, whilst ensuring safe and convenient pedestrian access to the site.
- 3.8 As with the existing access, the new access will provide direct a connection to High Street Harlington (A437), allowing residents to access the local facilities, public transport services and the wider area.

Vehicle Access

- 3.9 The existing vehicle crossover, with a width of approximately 3.9m, in the northwestern corner of the site, is being retained to provide access to the car parking spaces and cycle store allocated to the proposed flats.
- 3.10 In addition, a new vehicle access is to be provided in the southwestern corner of the site from the set-back section of High Street Harlington. Residents will be able to utilise this access by using either of two existing priority junctions provided along the set-back of High Street Harlington.

Parking

Cycle Parking

- 3.11 The proposed development will provide two short-stay spaces for visitors. In addition, each unit will be provided with two covered and secured long-stay spaces with these located in either the rear gardens of the dwellings or in a communal bike store. This is in accordance with the requirements of both the London Plan and the Hillingdon Local Plan.

Car Parking

- 3.12 A total of 15 car parking spaces will be provided at the site, with twelve (0.66 spaces per dwelling) allocated to the 18 houses located at the rear of the site and the three spaces serving Dower House retained. This level of provision is consistent with the maximum standards set out in the London Plan and the Hillingdon Local Plan. Nine parking spaces will be provided as parallel parking bays adjacent to the access road, designed to accommodate all users, including disabled users. These bays will also be available for visitor parking (if required).

- 3.13 Given the highly sustainable location of the site and access to local services and public transport, the proposed provision is considered appropriate and supports a modal shift towards sustainable travel, further reinforced by the inclusion of sheltered, secure cycle parking for each dwelling
- 3.14 The car parking spaces provided on-site will be available for rent for a set period (annually or monthly). The Management Company will be responsible for allocating and arranging the permits for the on-site car parking spaces. The Management Company will also ensure that no on-street parking occurs along the access road or in the parking courts.

Motorcycle Parking

- 3.15 The proposed development will not provide any motorcycle parking spaces due to the low number of total vehicle parking spaces that are proposed at the development and the unlikelihood that motorcycles will be travelling to the site regularly. However, motorcycles will be able to utilise any unallocated car parking spaces on site to park and / or their allocated private cycle parking.

EV Parking

- 3.16 All car parking spaces will be provided with active EV charging facilities, which is in accordance with the requirements of both the London Plan and Hillingdon Local Plan.

4 Aims & Objectives

Aims

4.1 The aims of this Travel Plan are to:

- Promote sustainable methods of travel;
- To improve the health, welfare and safety of residents and visitors by encouraging an active lifestyle through increased walking and cycling;
- To create a safer, more sustainable, community-driven environment for residents and visitors at the proposed development; and,
- To encourage the use of sustainable transport modes, particularly public transport, in order to reduce the need for trips to be undertaken to the proposed development by private car.

4.2 To achieve these aims, this Travel Plan promotes a range of travel choices to reduce reliance on the private car.

Objectives

Objectives are the high-level aims of the Travel Plan, giving the document direction, and a clear focus. The specific objectives that form the basis of this Travel Plan include:

- To raise awareness of sustainable, active, and healthy modes of travel (e.g., walking and cycling) available to residents at the proposed development;
- To enable residents to make an informed choice about the mode of transport they use to get to / from the proposed development;
- To reduce congestion in Harlington and the neighbouring streets by discouraging car use;
- To educate residents and visitors on road safety and alternative means of travel;
- To increase the number of residents and visitors using sustainable modes of travel;
- To increase the number of residents and visitors choosing 'active travel' options over the private car; and,
- To constantly monitor and review the Travel Plan targets and initiatives with a view to increasing sustainable transport mode share on a year-by-year basis.

5 Baseline & Targets

Modal Share

- 5.1 The modal share is used to establish the likely number of people commuting to the site using different modes of transport. The modal split has been calculated using journey to work data from the Office of National Statistics (ONS).
- 5.2 Targets are measurable goals by which the progress of the Travel Plan will be assessed. Targets are essential for monitoring the progress and success of the Travel Plan. Targets should be 'SMART' – **S**pecific, **M**easurable, **A**chievable, **R**ealistic and **T**ime-bound:
- **Specific** – The target defines a specific overall reduction in Single Occupancy Vehicle (SOV) trips associated with the site, which the Travel Plan will achieve by developing realistic measures.
 - **Measurable** – The Travel Plan Coordinator will monitor the number of SOV based trips against the targets regularly. The Travel Plan Coordinator will investigate further initiatives and measures and pursue them should the site not meet these targets.
 - **Achievable** – The Travel Plan Coordinator will implement the Travel Plan measures and monitor their effectiveness to ensure all residents can achieve them.
 - **Realistic** – The Travel Plan bases realistic targets upon a reduction of trips.
 - **Time-bound** – The Travel Plan Coordinator will review the targets annually to review if the targets are being achieved and whether any adjustments are necessary.
- 5.3 The proposed targets take into account the existing mode share at the site and the baseline transport conditions prevailing within the vicinity of the site.

Mode Share

- 5.4 The initial mode share targets are set out in **Table 5.1**, these will be reviewed and amended after the first monitoring survey has been undertaken. The modal split has been calculated using journey to work data taken from the ONS, with the mode work trips for MOSA Hillingdon 032 being used for the baseline mode share.

Table 5.1 Mode Share Split Targets

Journey to Work Method	Baseline Usage	Year 1 Target	Year 3 Target	Year 5 Target
Public Transport	45%	46%	48%	50%
Driving a car or van	45%	42.5%	37.5%	32.5%
Passenger in a car or van	3%	3.5%	4.5%	5.5%
Bicycle	1%	1.5%	2.5%	3.5%
On foot	6%	6.5%	7.5%	8.5%
Total	100%	100%	100%	100%

Source: Nomis: QS701EW – Method of Travel to Work – 2011 MSOA – 032 Hillingdon

5.5 As outlined above, the targets focus on increasing public transport (the bus and train (including the London Underground, Elizabeth Line, London Overground and National Rail)), walking, cycling and car sharing.

Numerically, the targets aim to:

- **Reduce** car usage by **12.5%** from 45% to 32.5%;
- **Increase** public transport mode share by **5%** from 45% to 50%;
- **Increase** bicycle mode share by **2.5%** from 1% to 3.5%;
- **Increase** car sharing by **2.5%** from 3% to 5.5%; and,
- **Increase** on foot mode share by **2.5%** from 6% to 8.5%.

5.6 Visitors to the site, such as family, friends, delivery drivers or service providers are likely to arrive at the site at differing times, from differing origins, with differing requirements. As such it will be difficult to determine a baseline and thus mode share targets for this group. Therefore, it has been concluded that targets for visitors will not be set. However, information relating to sustainable travel will be provided for visitors in an attempt to set a shift towards more sustainable modes of transport.

5.7 An annual survey will be carried out to monitor the progress and to act as an indicator of whether the targets are being achieved and whether adjustments are necessary. The monitoring schedule is outlined in **Chapter 9** of this report.

5.8 The actual baseline mode share will be determined following the first travel surveys that will be undertaken post-occupation. The targets will be revised in light of these surveys and agreed upon with the Travel Plan Team at Hillingdon Council and / or TfL.

6 Travel Plan Coordinator

- 6.1 The Travel Plan Coordinator will be responsible for implementing the Travel Plan and leading the strategy for meeting the objectives of the plan. It is envisaged that the role of the Travel Plan Coordinator will comprise but not necessarily be limited to the following activities:
- To lead the strategy for meeting the Travel Plan's objectives;
 - Design and implement effective marketing and awareness-raising campaigns to promote the Travel Plan;
 - Set up and co-ordinate groups that can dictate or influence the strategies, as required;
 - Obtain and maintain commitment from residents and notify them of progress in meeting its objectives;
 - Coordinate data collection to develop the Travel Plan; and,
 - Act as a point of contact for residents requiring additional information and a point of contact for the local highway authority, when required.
- 6.2 The initiatives and measures contained within this Travel Plan will continually evolve and will be actively monitored and reviewed on a regular basis by the Travel Plan Coordinator, assisted by TPA, who may consult with the Travel Plan Team at Hillingdon Council and / or TfL, from time to time.
- 6.3 The Travel Plan Coordinator will be appointed six months prior to the anticipated occupation of the first dwelling. This will ensure the range of measures and initiatives proposed are prepared in advance of residents taking occupation and establishing travel patterns. The early appointment will also enable the Travel Plan Coordinator to liaise with sales staff so that they too understand the range of travel opportunities that will be available to future residents.
- 6.4 The Travel Plan Coordinator will be contactable by either telephone or email; these details will be confirmed prior to first occupation.
- 6.5 The Travel Plan Coordinator role will not be the individual's sole job. It is estimated that the Travel Plan Coordinator role is envisaged to take approximately 70 hours per year, with a varying workload on a week-to-week basis.
- 6.6 If the named Travel Plan Coordinator can no longer maintain the role, it will be transferred to another suitable person within the Management Team and the Local Planning Authority officers will be informed.

Travel Pan Budget

- 6.7 An initial budget of £750 per annum has been identified to ensure that the Travel Plan Coordinator has sufficient funds to help promote and implement the various initiatives.
- 6.8 In addition, £500 per annum will be set aside to allow for the review and monitoring of the Travel Plan. The monitoring process will take place in the first, second, third, fourth and fifth years of post-application.

7 Influencing Behavioural Change

The '4i' Approach

- 7.1 The initiatives presented within this FTP have focused on increasing the awareness and use of sustainable travel modes through the use of the 4i approach. The 4i approach considers the need to:
- supply information - The provision of accurate sustainable travel information through a variety of means;
 - pursue initiatives - Instigating new or linking up with existing schemes to promote sustainable travel options, guidance or advice;
 - provide incentives - Encouraging participation in initiatives. For example, the provision of discounts or gifts to raise awareness of sustainable transport or providing external incentives such as tax benefits; and
 - continue to influence modal choice in favour of sustainable travel.
- 7.2 The development of a community spirit to influence fellow neighbours to switch to, or maintain use of, sustainable travel will enhance the value of the initiatives undertaken.

The Five Stages of Change

- 7.3 The 'Five Stages of Change' relate to different people differently, at different stages and at different times. The challenge is to ensure initiatives are introduced at the appropriate time for individuals or groups that will enable them to achieve the most appropriate but least environmentally damaging travel option. The five stages are:
- **Pre contemplation** – There is no contemplation for change. Initiatives employed at this stage would be based around awareness raising. As there are no existing **residents** this could be targeted towards **people** who may not be fully aware of the range of travel options available to them;
 - **Contemplation** – Acknowledgement has been made of a problem but no plans are in place to overcome it. This is the key stage to seek to influence the mode travel for people travelling to and from the site. They will have established the need to travel to / from the site, but will then contemplate how to travel. Providing high quality advice on travel options at this stage in their thought process would have optimal impact. This information could be presented in the Travel Information Packs;
 - **Preparation** – There is intention to take action. The active role of the TPC is highly important at this stage. People will be preparing to travel to the site but the ability to influence decisions is much reduced;

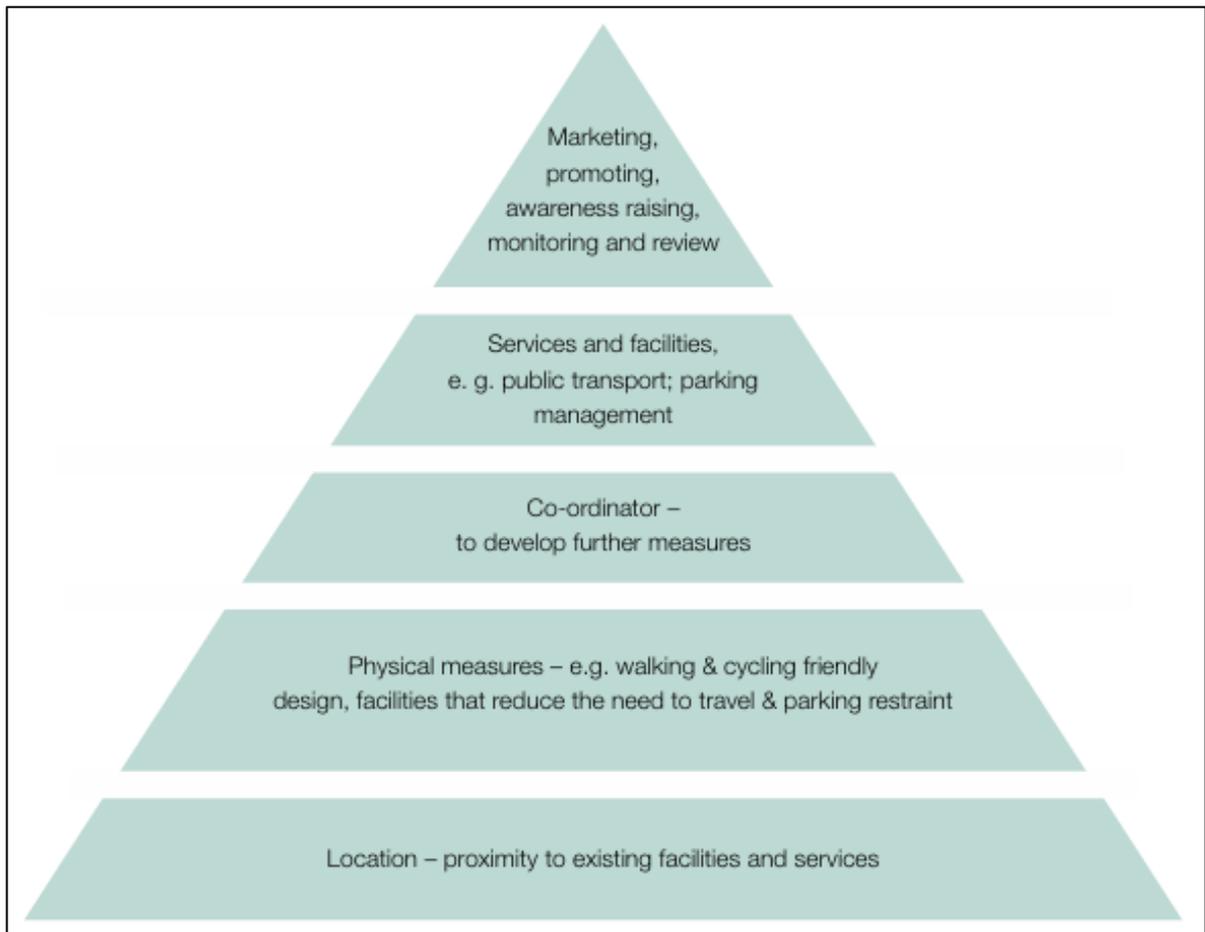
- **Action** – Modification of behaviour in order to overcome the problem. For many, the opportunity to affect their mode of travel has passed at the point of “action”. If they have chosen to arrive by car, there could be occasion to assist with future travel behaviour by providing information on public transport and other local options; and
- **Maintenance** – Working to consolidate gains attained during other stages and prevent a relapse. The continued use of incentives for all site users is important to continue to motivate them in their choice of sustainable travel. It is equally as important to ensure those that travel sustainably continue to do so as it is to “convert” others to sustainable travel. For many visitors to the site, their visit will be too short to consider maintaining sustainable travel options. It is likely, however, that the residents / staff / visitor will travel to and from the site on a daily basis and the TPC could seek to ensure they are able to continue to travel sustainably.

7.4 It is important that consideration is given to the timing of the initiatives in order to achieve the best possible result. In particular, travel behaviour ideally needs to be guided from the outset before an unsustainable travel pattern has had chance to form. Once this occurs, it is difficult to persuade people to switch to more sustainable modes of transport.

Travel Plan Pyramid

7.5 When considering the appropriateness of travel initiatives to promote sustainable travel a hierarchical approach can be adopted that reviews the complementary benefits of sustainable travel with things such as health and environmental benefits that might further influence people’s attitude to change. The hierarchical pyramid can be seen below.

Figure 7.1 Travel Plan Pyramid



Source: DfT 'Delivering Travel Plans through the Planning Process' (2009¹²)

- 7.6 The Pyramid approach uses the benefits of a good site location and builds tiers of physical measures, management initiatives, public transport services and marketing methods to create a robust and fully integrated Travel Plan.
- 7.7 The 'Co-ordinator' tier relates to the introduction of a TPC who is appointed to manage transport facilities in an integrated and responsive way.
- 7.8 The 'Services and Facilities' tier relates to any services and facilities available on site or in the vicinity. As set out previously, the site has access to a variety of services both within Tonbridge and in the wider area.
- 7.9 The upper most tier strives to raise awareness, marketing and information. These measures aim to raise awareness of the Travel Plan and encourage sustainable travel. They might include travel advice,

¹² Figure 4.2, pg. 53

promotional campaigns, walking schemes, induction packs for new residents, and other incentives to support active and sustainable travel choices.

- 7.10 In summary, the main objective of the Travel Plan Pyramid is to help organise, inform and aid in delivering the FTP objectives, making a robust plan, and ensuring an effective impact on mode shift.

8 Measures

General Measures

Travel Information Leaflet

- 8.1 A Travel Information Leaflet will be produced for the site; it will provide information on sustainable travel options, with emphasis on walking routes to local facilities and cycle route maps. There will also be an outline of local bus, rail and Elizabeth Line services and bus stop locations.
- 8.2 The Travel Information Leaflet will be made available to residents, with additional copies provided so that residents can provide visitors with leaflets in an attempt to influence their travel behaviour for future visits to the site.
- 8.3 The Travel Plan Coordinator will be responsible for creating, updating, and distributing the Travel Information Leaflet.

Initiative 1: Develop a Travel Information Leaflet.

Communal Noticeboard

- 8.4 A noticeboard displaying relevant travel information can be a persuasive tool for tipping the balance in favour of more sustainable travel. Travel information will therefore be provided on a communal Travel Information Noticeboard(s). The Travel Information Noticeboards will provide information on relevant transport facilities such as local cycle parking, green travel initiatives and relevant public transport timetables.
- 8.5 More specifically, this board will provide information on:
- **Walking:** information regarding pedestrian safety, information on local footpaths and information about national walking events;
 - **Cycling:** details of cycle routes in the area, details of the onsite facilities for those who cycle (i.e., cycle parking), information about the cycle-to-work schemes and information about national cycling events;
 - **Public Transport:** information outlining local bus, rail and Elizabeth Line services and frequency patterns.
 - **Linked Trips:** Highlight the benefits that linked and associated trips have on the local highway network.

- 8.6 The Travel Plan Coordinator will be responsible for updating the Travel Information Noticeboards to reflect any changes in the local transport services.
- 8.7 There will be two Travel Information Noticeboards provided at the site, one will be located near the site's southwestern access for the residents of the houses with the second located in a communal area inside the flats.

Initiative 2: Creation of Travel Information Noticeboard. To be updated with the latest information when required.

Walking

- 8.8 Walking is the most sustainable way to travel. It is free, enjoyable and can help you lead an active and healthy lifestyle, therefore also providing a range of health benefits.
- 8.9 The site benefits from a High Street location and as such is highly accessible on foot. Therefore, in a bid to increase the uptake of walking, there should be advertisement of local walking routes and raising awareness of the health benefits that walking can offer by providing information on the communal noticeboard and in the Travel Information Leaflet.

Initiative 3: Advertise and provide plans showing the local walking routes within the vicinity of the site on the Travel Information Noticeboards and within the Travel Information Leaflet.

Initiative 4: Promote the health benefits of walking through information provided on the Travel Information Noticeboards and in the Travel Information Leaflet.

Cycling

- 8.10 Cycling is one of the most sustainable modes of transport to use and studies have shown it can offer many health benefits such as improving the immune system, reducing the risk of heart attacks and improving weight loss.
- 8.11 Good quality facilities and secure parking are often cited as the most persuasive to cycling. Therefore, in a bid to encourage residents and visitors to cycle to and from the site, users will be provided with information regarding the local cycle parking options, in addition to being provided with one of 44 cycle parking spaces that will be provided on-site.

8.12 The Travel Plan Coordinator will contact local cycle stores, including Runway Cycling and GS Cycles to discuss potential discount schemes for resident cycle and equipment purchases.

Initiative 5: Provide details and plans of local cycle routes, safe cycling corridors and local events such as 'bike week' through information provided at the Travel Information Noticeboards and in the Travel Information Leaflet.

Initiative 6: Provision of 44 cycle parking spaces on-site with ongoing maintenance of two short-stay cycle spaces.

Initiative 7: Liaise with local cycle stores over potential discount schemes for residents.

Public Transport

8.13 The site is highly accessible by public transport with access to national rail services, the Elizabeth Line and a large range of bus routes within close proximity of the site. Therefore, the use of Public Transport in the form of bus, underground or rail will be encouraged by providing:

- information on service frequency;
- service operating times; and,
- details of where to catch the services and interchange if needed.

8.14 The Travel Plan Coordinator will be familiar with these services and will be able to assist residents and visitors in their use. The Travel Plan Coordinator will regularly check public transport services and inform residents of any changes that have been made. Details will be made available at the Travel Information Noticeboard and through a travel alert service whereby the Travel Plan Coordinator emails any significant travel news to residents who sign up for this service and will be encouraged to relay information to regular visitors of the site.

Initiative 8: Provide plans showing the location of, and distance to the nearest bus stops, rail stations, and Elizabeth Line stations in relation to the site and the services that are provided by each. The plans should be located on the Travel Information Noticeboards and in the Travel Information Leaflet.

Initiative 9: Promote the use of public transport on the Travel Information Noticeboards and in the Travel Information Leaflet.

Initiative 10: Provide web links to local public transport provider's websites so residents and visitors can obtain up-to-date timetabled information and where possible, obtain real-time information on bus journeys.

Car Sharing and Car Clubs

- 8.15 Car sharing can often be an appealing option to those who do not have access to their own vehicle, or to those that are willing to share their vehicle with others. Car sharing involves commuter trips where two or more people share a vehicle rather than drive separately.
- 8.16 Car sharing offers a range of benefits, not only to those who take part but also for the local highway network. For example, sharing your vehicle with another person should, in theory, halve your fuel cost for each journey. It also gives you time to do other things such as read or work and it can be a good way to get to know other people. In turn, car sharing should reduce the number of vehicles on the local highway network which will, in turn, reduce local Carbon emissions and the time spent on the network, particularly in congested areas.
- 8.17 In 2012, the National Car Share website stated that "If everyone who drives on their own to work every day were to catch a lift with someone just once a week, the commuting car journeys would reduce by 20%". It is therefore important to ensure that the option of car sharing is available to those who may consider this as an alternative to the private car.
- 8.18 It is important to make people aware that you do not have to own a car to participate in a car share scheme.
- 8.19 Due to the size of the proposed development being fairly small in nature, there is an understanding that a formal car share scheme might not be an option. However, the Travel Plan Coordinator will encourage the creation of an informal car share scheme.

Initiative 11: Provide information on how car sharing works, who can take part, a list of how obstacles (such as the need to drop children off at school or safety concerns) can be overcome and advertise the benefits that can be gained through car sharing. This can be on the Travel Information Noticeboard and in the Travel Information Leaflet.

Initiative 12: Encourage the creation of an informal car share scheme.

- 8.20 In addition, there will also be the promotion of CoMoUK a car club website that operates within the UK and London. CoMo helps facilitate the sharing of cars, bikes, e-scooters and lifts. CoMoUK's car club service is particularly popular, with a total of 873,499 members and 5,477 vehicles as of 2024. The car club offers the following services:

"Back to bay – This is the most common form of car club in the UK whereby cars must be returned to their unique designated parking place.

Back to the area – As with back to buy, but the car must be returned to a small designed area, usually a street or two.

One-Way / Flex – In this newer but now also spreading model, the car can be taken on a one way trip and parked on-street wherever it is legal to do so (sometimes including pay and display bays).¹³

- 8.21 Depending on the availability of CoMoUK's services in the local area once the development is built, the Travel Plan Coordinator will liaise with CoMoUK regarding the possibility of improving the provision of car club facilities in the local area.

Initiative 13: Provide information on, promote and liaise with CoMoUK regarding the possibility of improving the provision of car club facilities in the local area.

Electric Vehicles

- 8.22 To conform with the nationwide target, set by the government, of the UK being net zero by 2050, the development will accommodate the use of EV charging points by residents.

- 8.23 Due to the low number of car parking spaces that will be provided at the development (9), all spaces will be provided with active EV charging points in an attempt to encourage those residents who travel by private car to start using an EV in the future.

Initiative 14: All parking spaces will be provided with an active EV charging point to facilitate the use of EVs.

Initiative 15: The Travel Plan Coordinator will include information on the benefits of using EVs in the Travel Information Leaflet.

Initiative 16: The Travel Plan Coordinator will regularly research and review if any national or local government initiatives are introduced in relation to EVs. This will include subsidies and grants.

¹³ <https://www.como.org.uk/shared-cars/overview-and-benefits>

Reducing The Need to Travel

- 8.24 Another method for reducing the reliance on the private cars and unnecessary trips is by advertising and accommodating homeworking and online grocery delivery services, both of which have increased in popularity following the Covid-19 Pandemic.
- 8.25 Prior to the Covid-19 Pandemic, around one in eight (12%) of adults reported working from home at least once a week by prior to the survey. By 2025, the proportion of workers both working at home / hybrid working has risen to 28%¹⁴.

Initiative 17: The Travel Plan Coordinator will provide details of grocery delivery services in the local area.

Initiative 18: The Travel Plan Coordinator will ensure that all dwellings are provided with high-speed broadband ports, which will facilitate homeworking and online grocery shopping.

Road Safety

- 8.26 Another method to further encourage sustainable transport is to ensure that there is a safe environment for pedestrians, cyclists and those using public transport services.

Initiative 19: The Travel Plan Coordinator will, where data is available, review any road traffic accidents resulting in personal injury accidents which are related to the development to potentially identify mitigation measures which could be implemented.

Initiative 20: The Travel Plan Coordinator will monitor on-street parking within the development to ensure that vehicles are not obstructing the movement of pedestrians and cyclists or parking in locations to ensure there are no road safety issues.

¹⁴ ONS 2025

9 Monitoring and Review

Monitoring Programme

- 9.1 The Travel Plan will be monitored by the Travel Plan Coordinator at Year 1, Year 2, Year 3, Year 4 and Year 5 post-occupation of the proposed development. The first monitoring period is anticipated to take place 3 months post-occupation, to ensure that regular travel patterns have developed.
- 9.2 iTRACE compliant surveys will be undertaken to ensure that the surveys meet TfL's Travel Plan Guidance.

Monitoring Procedure

- 9.3 It is recognised that the Travel Plan needs to remain a living document and will therefore be subject to regular monitoring and review. This means the Travel Plan can reflect changing circumstances, and ensure there is a reduction or continuation of low single-occupancy vehicle trips. Monitoring the Travel Plan will ensure initiatives are being promoted in line with demand.
- 9.4 The Travel Plan Coordinator will maintain the Travel Plan as a living document.
- 9.5 It is recommended that monitoring surveys are undertaken in close liaison with the Local Planning Authority. This ensures comparable and standardised survey results. The surveys would be made up of online or paper questionnaires recording such things as 'main mode of travel', 'reason for choice of travel mode', 'place of residence, and 'attitudinal information about measures which are likely to encourage a switch to sustainable alternatives'.
- 9.6 Once the surveys have been completed, the Travel Plan Coordinator would then assess the results against the targets of the Travel Plan, to establish whether they have been achieved or not. The Travel Plan would then be updated accordingly.

Review Procedure

- 9.7 The annual review of the Travel Plan will be in the form of a Travel Report produced by the Travel Plan Coordinator. The report will evaluate whether a reduction has been achieved and whether the reduction is in line with the relevant first, second, third, fourth or fifth year targets. If the targets are not achieved the report will state sanctions (if any), which will be implemented. The report should be distributed to TfL and Hillingdon Council and advertised to residents in order to inform them about the progress that has been made towards achieving the targets.

10 Action Plan

10.1 The anticipated timescales for the Travel Plan are:

- *Initial Monitoring Survey*: three months after occupation;
- Submission of *Post-occupation Travel Plan*: 2 months after initial monitoring survey;
- *Year 1 Monitoring Survey*: 12 months after the initial monitoring survey;
- Year 1 Review and updating of the *Travel Plan* by Travel Plan Coordinator: 2 months after Year 1 *Monitoring Survey*;
- *Year 2 Monitoring Survey*: 24 months after the initial monitoring survey;
- Review and updating of the *Travel Plan* by Travel Plan Coordinator: 2 months after the Year 2 *Monitoring Survey*;
- *Year 3 Monitoring Survey*: 36 months after the initial monitoring survey;
- Review and updating of the *Travel Plan* by Travel Plan Coordinator: 2 months after the Year 3 *Monitoring Survey*;
- *Year 4 Monitoring Survey*: 48 months after the initial monitoring survey;
- Review and updating of the *Travel Plan* by Travel Plan Coordinator: 2 months after the Year 4 *Monitoring Survey*;
- *Year 5 Monitoring Survey*: 60 months after the initial monitoring survey; and
- Review and updating of the *Travel Plan* by Travel Plan Coordinator: 2 months after the Year 5 *Monitoring Survey*.

10.2 Following each travel survey, the Travel Plan Coordinator will be required to update the Travel Plan, based on the monitoring and findings of the survey. A *Monitoring Survey* is required to be submitted to TfL, and or Hillingdon Council at 12 months, 36 months and 60 months from the *Initial Monitoring Survey*. The *Monitoring Survey* is to include:

- A statistical summary of the methods of transport used or copies of the completed questionnaires; and
- The method of monitoring the progress of the Travel Plan in achieving Modal shift.

10.3 A more detailed Action Plan is set out in **Table 10.1**.

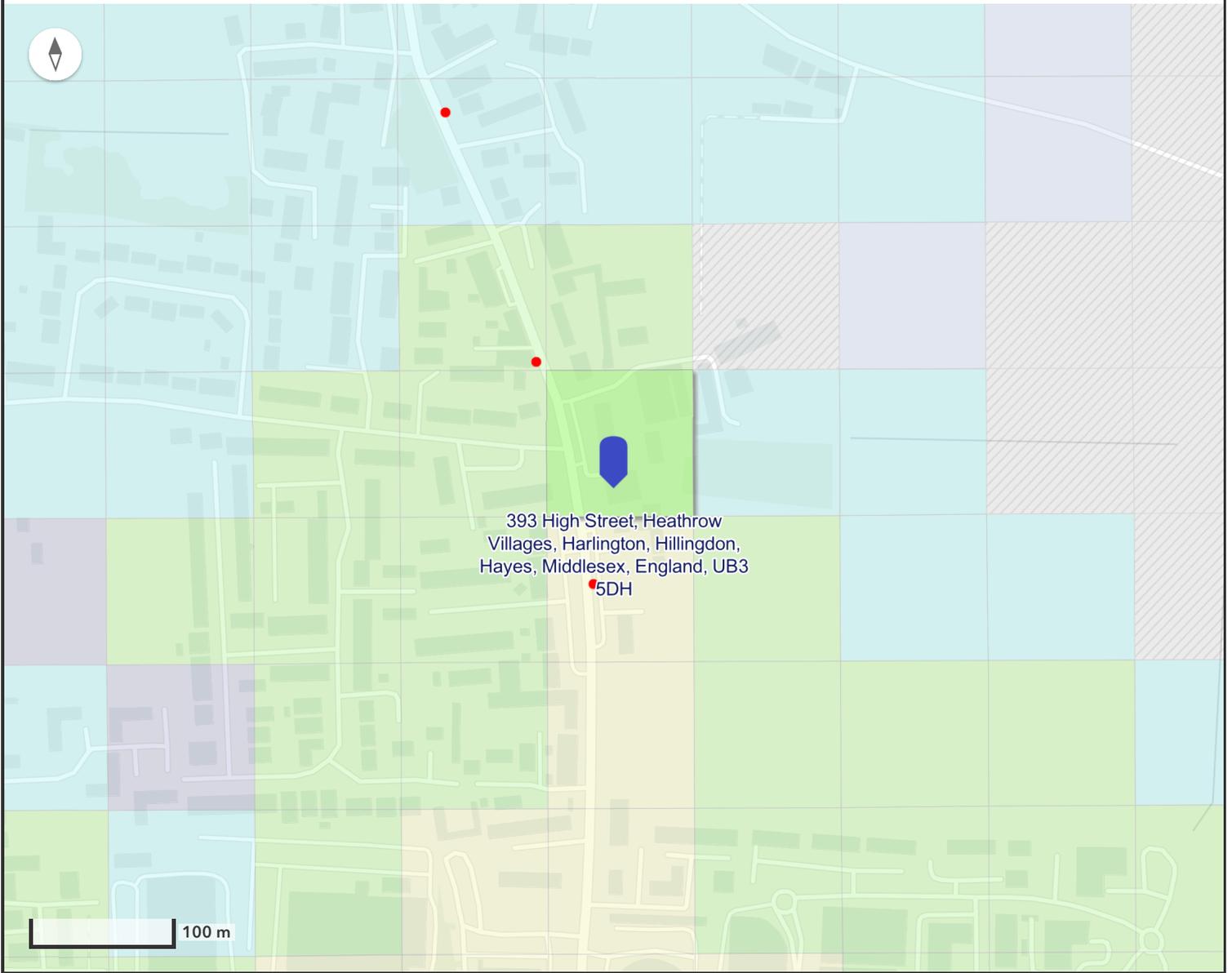
Table 10.1 Action Plan

Action	Responsibility	Timescale
Appoint a Travel Plan Coordinator	Developer	Prior to occupation
Develop Travel Information Leaflet	Travel Plan Coordinator	Prior to occupation
Install Communal Noticeboards	Travel Plan Coordinator	Prior to occupation
Provision of high-speed broadband ports	Travel Plan Coordinator	Prior to occupation
Produce plans showing the local walking, cycling and public transport routes	Travel Plan Coordinator	Prior to occupation
Promote the health benefits of walking	Travel Plan Coordinator	Prior to occupation
Provide web links to local public transport provider's websites so residents and visitors can obtain up-to-date timetabled information	Travel Plan Coordinator	Prior to occupation
Provision of 44 cycle parking spaces on-site and ongoing maintenance of two short-stay spaces	Developer	Prior to occupation and ongoing
Liaise with local cycle stores over potential discount schemes for residents	Travel Plan Coordinator	Prior to occupation
Provide information on how car sharing works, who can take part, a list of how obstacles can be overcome and advertise the benefits that can be gained through car sharing	Travel Plan Coordinator	Prior to occupation
Encourage the creation of an informal car share scheme	Travel Plan Coordinator	From first occupation and ongoing

Promote and liaise with CoMoUK	Travel Plan Coordinator	Post occupation
Each parking space will be provided with an active EV charging point to facilitate the use of electric vehicles	Developer	Prior to occupation
Action	Responsibility	Timescale
Regularly research and review if any national or local government initiatives are introduced in relation to EVs.	Travel Plan Coordinator	From first occupation and ongoing
Ensure that all dwellings are provided with broadband ports	Developer & Travel Plan Coordinator	Prior to first occupation and ongoing
Review any road traffic accidents resulting in personal injury accidents which are related to the development	Travel Plan Coordinator	Post-occupation and ongoing
Monitor on-street parking within the development	Travel Plan Coordinator	Post-occupation and ongoing
Monitoring	Travel Plan Coordinator	Annually
Produce Monitoring Report	Travel Plan Coordinator	Annually

APPENDIX A

PTAL Report



TfL Stations
Underground Stations



National Rail Stations



Bus Stops



Elizabeth Line Stations



DLR Stations



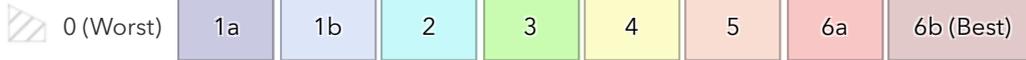
Overground Stations



Tramlink Stations



PTAL 2023 RESULT



PTAL 2023 Score

3

Grid ID: 64886

Coordinates: 508845,177352 (BNG)

Calculation Parameters

Day of Week: Monday-Friday

Time Period: AM Peak

Walk Speed: 4.8 km per hour

Bus Walk Access Time Threshold: 8 mins

Rail Walk Access Time Threshold: 12 mins



Mode	Stop	Route	Service Frequency	Walk Distance (m)
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BUS	West End Lane	H98	6.00	70.58
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Mode	Stop	Route	Service Frequency	Walk Distance (m)
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BUS	West End Lane	90	5.33	70.58
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Mode	Stop	Route	Service Frequency	Walk Distance (m)
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BUS	West End Lane	278	4.00	70.58
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Mode	Stop	Route	Service Frequency	Walk Distance (m)
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BUS	Manor Lane	SL9	5.00	360.87
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Mode	Stop	Route	Service Frequency	Walk Distance (m)
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BUS	Harlington Corner	111	6.67	489.52
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Mode	Stop	Route	Service Frequency	Walk Distance (m)
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BUS	Harlington Corner	222	6.00	489.52
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Mode	Stop	Route	Service Frequency	Walk Distance (m)
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BUS	Harlington Corner	81	5.00	489.52
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Mode	Stop	Route	Service Frequency	Walk Distance (m)
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BUS	Harlington Corner	105	4.67	489.52
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Mode	Stop	Route	Service Frequency	Walk Distance (m)
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BUS	Harlington Corner	285	4.67	489.52
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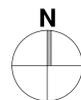
Mode	Stop	Route	Service Frequency	Walk Distance (m)
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BUS	Harlington Corner	423	3.00	489.52
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APPENDIX B



01 PROPOSED SITE PLAN
1:250



Option 3: 18 Unit Scheme

	Plot No.	Beds	Occupants	GIA m ²
Enabling Development	1	2	4	87
	2	4	7	139
	3	3	6	115
	4	3	6	115
	5	3	6	115
	6	3	6	115
	7	3	6	115
	8	3	6	115
	9	3	6	115
	10	3	6	115
	11	3	6	115
	12	3	6	115
	13	3	6	115
	14	3	6	115
	15	4	7	139
	16	3	5	125
	17	2	4	87
	18	3	5	125
Dower House	19	2	3	104
	20	2	3	112
	21	2	3	85
Total				2383

2082

301

03 / 14.10.25 Parking layout amended
02 / 03.10.25 Site plan amended to relocate original Plot 1.
01 / 06.11.23 Bin and Cycle store relocated further out of RPA
revision/date note



project
Dower House
Harlington High Street
title
Proposed Site Plan

scale 1:250 @A1	status PLANNING
job no. 748	status/revision 005 PL03