

Achilles Therapeutics UK Limited

Achilles Therapeutics,
Hayes180
Low Emissions Strategy

May 2021

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1 INTRODUCTION

1.1.1 Transport Planning Practice has been appointed by Achilles Therapeutics UK Limited (ATL) to provide transport planning and emissions strategy advice for the occupation of Unit B at Hayes180, located at 1-3 Uxbridge Road within the London Borough of Hillingdon (LBH).

1.1.2 Hayes180 comprises of four commercial units. Unit B comprises 4,640m² of B8 warehouse space and 1,323m² of B1 office space. A planning application for installation of mezzanines, external plant compounds, external changes to elevations, and associated works was approved in November 2020.

1.1.3 TPP has prepared this Low Emission Strategy (LES) to accompany a section 73 application which seeks planning approval for various minor changes to a planning permission granted in November 2020 under application ref. 75918/APP/2020/3171 for the following:

“Installation of mezzanines, external plant compounds, external changes to elevations and associated works”.

1.1.4 Separately this LES has also been submitted to discharge Condition 13 of the above planning permission.

1.1.5 The condition states that:

“Prior to above ground works, details of a clear and effective low emission strategy (LES) shall be submitted to and approved in writing by the Local Planning Authority. The strategy shall include, but not be restricted to:

a) Be clean by design as per the London Sustainable Design and Construction Supplementary Planning Guidance,

b) a clear and effective strategy, aligned with the Travel Plan, to encourage residents of the site to

i) use public transport;

ii) cycle/walk to work where practicable;

Measures to support and encourage modal shift, will include but be not restricted to incentives for residents to use public transport to reduce their car ownership. The measures in the agreed scheme shall be maintained throughout the life of the development.

REASON

As the application site is within an Air Quality Management Area and to reduce the impact on air quality in accordance with Policy EM8 of the Hillingdon Local Plan: Part One - Strategic Policies (November 2012), Policy DME1 14 of the Hillingdon Local Plan: Part Two - Development Management Policies (January 2020), London Plan 2016 Policy 7.14, and paragraph 170 of the National Planning Policy Framework (2018)”

- 1.1.6 The purpose in submitting this LES as part of the section 73 application is to ensure that the same planning condition is not attached to the section 73 planning approval.
- 1.1.7 Email correspondence with LBH confirmed that the LES should relate to future employees at the site and their use of sustainable transport modes and level of car ownership. It should be noted that the level of employees for the proposals which are the subject of this section 73 application are unchanged from the original permitted scheme referenced above.
- 1.1.8 Therefore this LES looks at the transport aspects of the development site and how measures can be taken forward in that respect to minimise emissions as a result of the granted planning permission.
- 1.1.9 The remainder of this report is set out as follows:
- Chapter 2: Policy - describes the current national and local policy.
 - Chapter 3: Sustainable design – sets out how the site is laid out and the measures taken to minimise emissions resulting from materials, waste and noise.
 - Chapter 4: Sustainable travel – describes the sustainable travel modes available to the site.
 - Chapter 5: Impacts – provides details of the likely emissions generators.
 - Chapter 6: Mitigation & monitoring – explains what measures will be in place to mitigate transport and travel related emissions arising from the development.
 - Chapter 7: Summary – provides a summary of how the Low Emissions Strategy will function.

2 POLICY

2.1.1 This chapter reviews national and local policies with which the LES should be consistent. Those policy documents are;

- National Planning Policy Framework 2019 (NPPF)
- The London Plan 2021
- London Sustainable design and Construction Supplementary Guidance – April 2014.
- Hillingdon Local Plan: Part One –Strategic policies, 2012
- Hillingdon Local Plan: Part Two – Development Management Policies 2020.

2.2 National Planning Policy Framework (NPPF)

2.2.1 The updated NPPF is revised from the original in 2012, and was realised in 2019. The document focuses on achieving sustainable development with high quality design.

2.2.2 Section 15, paragraph 170 references conserving and enhancing the natural environment. It states that;

Planning policies and decisions should contribute to and enhance the natural and local environment by:

e) preventing new and existing development from contributing to, being put at unacceptable risk from, or being adversely affected by, unacceptable levels of soil, air, water or noise pollution or land instability. Development should, wherever possible, help to improve local environmental conditions such as air and water quality, taking into account relevant information such as river basin management plans;

2.3 The London Plan 2021

2.3.1 The London Plan was adopted in March 2021 and sets out policies which London Borough should use to evaluate development proposals.

2.3.2 Regarding air quality Policy SI 1 states:

Development Plans, through relevant strategic, site-specific and area-based policies, should seek opportunities to identify and deliver further improvements to air quality and should not reduce air quality benefits that result from the Mayor's or borough's activities to improve air quality.

To tackle poor air quality, protect health and meet legal obligations the following criteria should be addressed:

- 1) Development proposals should not:
 - a. lead to further deterioration of existing poor air quality
 - b. create any new areas that exceed air quality limits, or delay the date at which compliance will be achieved in areas that are currently in exceedance of legal limits
 - c. create unacceptable risk of high levels of exposure to poor air quality.
- 2) In order to meet the requirements in Part 1, as a minimum:
 - a. development proposals must be at least Air Quality Neutral
 - b. development proposals should use design solutions to prevent or minimise increased exposure to existing air pollution and make provision to address local problems of air quality in preference to post-design or retro-fitted mitigation measures
 - c. major development proposals must be submitted with Air Quality Assessment. Air quality assessments should show how the development will meet the requirements of B1
 - d. development proposals in Air Quality Focus Areas or that are likely to be used by large numbers of people particularly vulnerable to poor air quality, such as children or older people should demonstrate that design measures have been used to minimise exposure.

Masterplans and development for large-scale development proposals subject to an Environmental Impact Assessment should consider how local air quality can be improved across the area of the proposal as part of an air quality positive approach. To achieve this a statement should be submitted demonstrating:

- 1) how proposals have considered ways to maximise benefits to local air quality, and
- 2) what measures or design features will be put in place to reduce exposure to pollution, and how they will achieve this.

2.4 London Sustainable Design and Construction Supplementary Planning Guidance – April 2014

2.4.1 With respect to storage for recyclables, organic material and waste, the London Sustainable Design and Construction Supplementary Guidance advises;

Developers must ensure sufficient internal and external space is provided to facilitate recycling and composting and the good management of waste. Boroughs have requirements for the storage of recyclable, organic material and waste in accordance with the local collection provision. The design of waste

storage should be considered early in the design process and should ensure it is convenient to recycle as it is to manage waste. It should be noted that from 2015, it is likely additional space for the storage of recyclable material will be required as local authorities will be required to collect various recyclable material separately.

2.4.2 In regard to noise pollution the guidance advises;

Where a proposed development will emit noise, developers should implement the most appropriate of the following measures. Borough should ensure the appropriate measures are incorporated into the design of new schemes to minimise future noise complaints.

Engineering measures: reduce the noise emitted at its point of generation (e.g. by using quiet machines and or quiet methods of working); contain the noise generating equipment (e.g. by insulating buildings which house machinery and/or providing purpose-built barriers around the site); and protect any surrounding noise-sensitive buildings (e.g. by improving sound insulation in these buildings and/or screening them by purpose-built barriers).

Careful layout design: ensure an adequate distance between source and noise-sensitive buildings or area; and screen with natural barriers, buildings, or non-critical rooms in the development.

Administrative measures: limit the operating time of the source of noise; restrict activities allowed on the site; and specify an acceptable noise limit.

2.5 Hillingdon Local Plan: Part 1 – Strategic Policies 2012

2.5.1 This local plan document outlines the strategic level policies for the area when considering development. With regard to air quality, Policy EM8 advises:

All development should not cause deterioration in the local air quality levels and should ensure the protection of both existing and new sensitive receptors.

All major development within the Air Quality Management Area (AQMA) should demonstrate air quality neutrality (no worsening of impacts) where appropriate; actively contribute to the promotion of sustainable transport measures such as vehicle charging points and the increased provision for vehicles with cleaner transport fuels; deliver increased planting through soft landscaping and living walls and roofs; and provide a management plan for ensuring air quality impacts can be kept to a minimum.

The Council seeks to reduce the levels of pollutants referred to in the Government's National Air Quality Strategy and will have regard to the Mayor's Air Quality Strategy. London Boroughs should also take account of the findings of the Air Quality Review and Assessments and Actions plans, in particular where Air Quality Management Areas have been designated.

The Council has a network of Air Quality Monitoring stations but recognises that this can be widened to improve understanding of air quality impacts. The Council

may therefore require new major development in an AQMA to fund additional air quality monitoring stations to assist in managing air quality improvements.

2.6 Hillingdon Local Plan: Part 2 – Development Management Policies 2020

- 2.6.1 These local plan policies set out the basis for the Council's decisions on individual planning applications. With regard to air quality Policy DMEI 14 advises:

Development proposals should demonstrate appropriate reductions in emissions to sustain compliance with and contribute towards meeting EU limit values and national air quality objectives for pollutants.

Development proposals should, as a minimum:

- be at least 'air quality neutral';

- include sufficient mitigation to ensure there is no unacceptable risk from air pollution to sensitive receptors, both existing and new; and,

- actively contribute towards improvement of air quality, especially within the Air Quality Management Area.

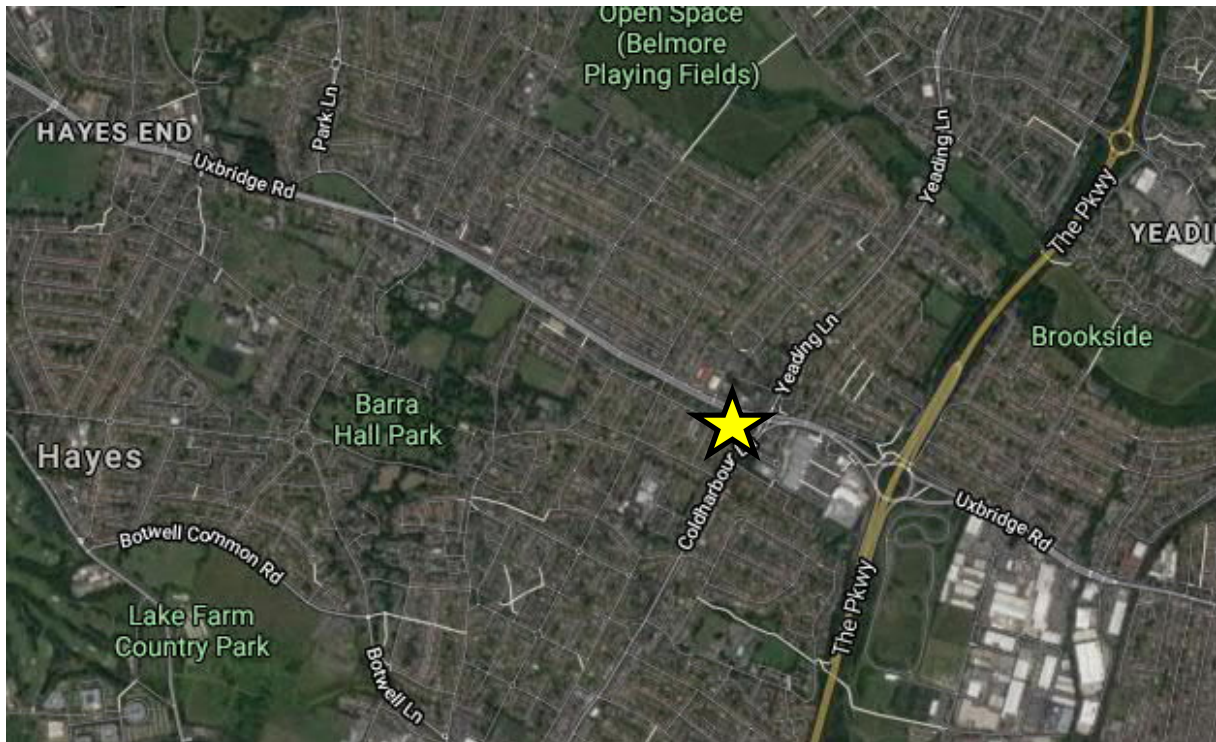
3 SUSTAINABLE DESIGN

- 3.1.1 Discussions with LB Hillingdon have confirmed that the LES should relate to the transport impacts of the ATL proposals. As stated above, although this LES is submitted to accompany a section 73 application the changes proposed, which are the subject of this latest application, do not give rise to any new transport impacts.
- 3.1.2 In terms of sustainable transport measures the design of the site includes for introduction of storage for 14 cycles and four active and four passive vehicle charging points.
- 3.1.3 There are two other main areas where sustainable design is applicable to the transport elements of the development being considered here. These are materials and waste, and noise pollution.
- 3.1.4 With regard to materials and waste the layout of the site provides adequate spaces for refuse storage, thus minimising vehicle trips associated with waste collection. There is also an area suitable for the manoeuvring and turning of large vehicles which ensures simple and efficient collection of refuse.
- 3.1.5 In respect to noise pollution relating to transport activities associated with the site, a Travel Plan (TP) is in place which aims to reduce such pollution. The TP sets out targets for minimising non-sustainable modes of travel where possible. These will ensure that noise pollution will remain at 'pollution neutral' levels. Measures to encourage modal shift by employees away from car/vehicle are set out then monitored and enforced under an agreement with LBH.
- 3.1.6 Separate reports relating to non-transport related sustainable design issues have been prepared. These items fall under other planning conditions and address issues such as noise resulting from installation of chiller equipment for which a Noise Impact Assessment Report has been prepared.

4 SUSTAINABLE TRAVEL

- 4.1.1 The site forms Unit B of Hayes180 and runs in a north-south direction, fronting Uxbridge Road and a car showroom to the north. It is bounded by the Grand Union Canal and a discount food store to the east, dense landscaping to the south, and an industrial estate / Hayes Bridge Retail Park to the west. It is located approximately 2.5 km to the north-east of Hayes town centre. The location of the site is illustrated in Inset 1.

Inset 1 – Site location



4.2 Walking

- 4.2.1 The roads in the vicinity of the site provide footways on both sides of the carriageway with dropped kerbs regularly provided at junctions. Each footway also provides light columns located at regular intervals.
- 4.2.2 Pedestrian access onto the site is provided via a footway located on the western side of the access road from Uxbridge Road. This footway is approximately two metres in width and is generally in good condition with no maintenance issues. Footways along Uxbridge Road are generally of adequate width with no significant pinch-points.

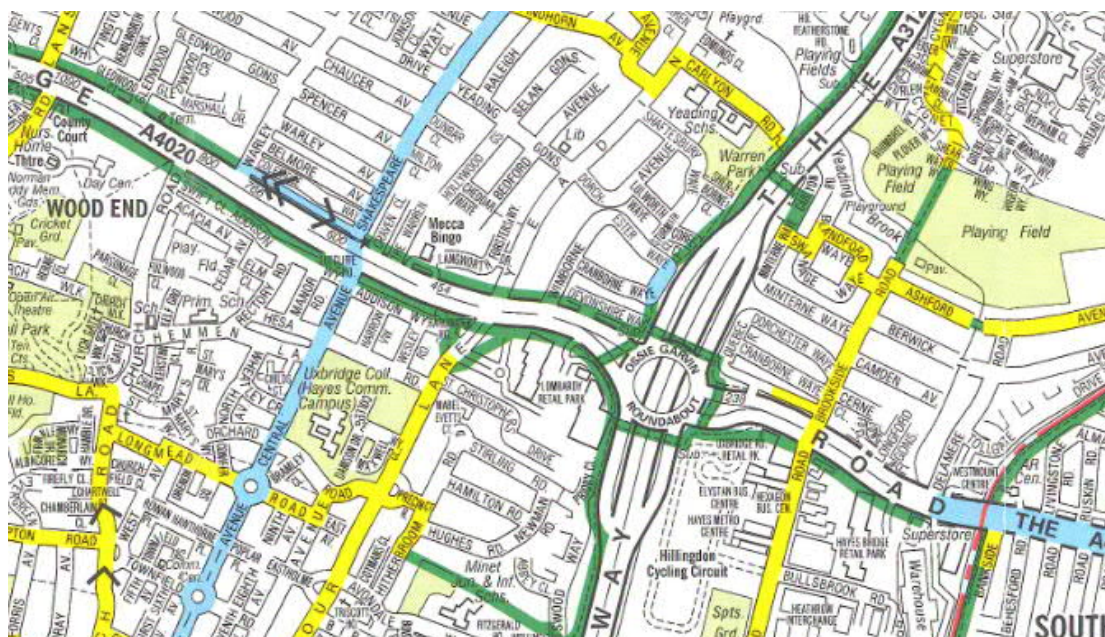
4.2.3 The nearest formal crossing facilities are provided at the Hayes Bridge Retail Park Access / Uxbridge Road junction where signalised crossing points with tactile paving are provided.

4.3 Cycling

4.3.1 The site is located near a number of cycle routes according to TfL's Local Cycling Guide 6 (as shown in Inset 2). The section of Uxbridge Road that extends eastbound from the site has been labelled in the guide as a "route signed or marked for use by cyclists on a mixture of quiet or busier roads". The route extends eastbound and links with other signed/marked routes which facilitate access to Ealing and Brentford.

4.3.2 Springfield Road is a local road located to the west of the site and has been labelled as a route recommended by cyclists and that may connect to other route sections. The road extends northbound and southbound from the vicinity of the site and links with other recommended routes or off-road paths which enable cyclists to approach the site from all directions and via quiet/segregated routes. The site is located within a 9-minute cycle from Southall Station.

Inset 2 – Local cycle network



Key

Routes signed or marked for use by cyclists on a mixture of quiet or busier roads

Other roads that have been recommended by cyclists, may connect other route sections

4.4 Public transport

Public Transport Accessibility Levels (PTAL)

- 4.4.1 The industry standard accessibility indicator for London, the Public Transport Accessibility Level (PTAL) rating, has been used to identify the level of accessibility the site has to the local public transport network. The site has been identified as being located in an area with a PTAL rating of 2.

Bus services

- 4.4.2 The site is within walking distance of a number of bus stops. The nearest are located on Uxbridge Road, within a 2-minute walk to the north of the site. They are served by the 207 and 427 (and N207) bus routes. Table 2.1 presents the bus services which are accessible from the site.

Table 4.1 – Local bus services

Service	Towards	AM Peak	PM Peak
		0800 – 0900	1700 - 1800
207	Hayes By-Pass	9	9
	White City Bus Station	10	10
427	Caterham Valley	5	5
	Sutton / Marshall's Road	5	5
Total		29	29

National rail

- 4.4.3 The closest railway station is Southall Station, located approximately 1.6km to the southeast of the site. Services are provided by Great Western Railway from London Paddington to Reading, Oxford and Newbury, and by Heathrow Connect from Paddington to Heathrow Airport.

Crossrail

- 4.4.4 Southall Station will be part of the Elizabeth Line and the station is currently being developed to incorporate its services. When the full route opens, the Elizabeth Line will provide up to 10 services an hour in each direction, making it easier and quicker to access destinations across central London, South Bucks and Berkshire.

4.5 Local highway network

- 4.5.1 The site is accessed via the A4020 Uxbridge Road to the north. Uxbridge Road is part of the Strategic Road Network (SRN) and is administered by LBH. It is a key route and provides a main link between Uxbridge and Shepherds Bush to the west and east, respectively.
- 4.5.2 The site access / Uxbridge Road junction is a priority junction with no right turn permitted. However, right turners are able to undertake U-turns via the right turn lane to Delamere Road immediately west of the site access.
- 4.5.3 Loading and waiting restrictions are also present in both directions along Uxbridge Road in the vicinity of the site. Parking is prohibited from Monday to Saturday between the hours of 08:00-18:30 and loading is prohibited on Monday to Friday between 08:00-09:30 and 16:30-18:30.

4.6 Summary of site accessibility

- 4.6.1 The calculated PTAL rating of 2 is not particularly high. However, in practice the above review of accessibility shows that the site is well served by sustainable transport modes. This in itself will encourage journeys to be made by such means thus minimising other more polluting trips.
- 4.6.2 Use of these modes of transport will also be encouraged through the TP where measures and targets are set out with an enforcement framework that has been agreed with the LBH.
- 4.6.3 For those trips that have to be made by vehicles the local road system provides a suitable level of accessibility.

5 IMPACTS

- 5.1.1 A Transport Statement (TS) was submitted with the original 2014 planning permission under which Unit B was constructed (see Appendix A). That TS looked at anticipated development trips generated by the whole development (i.e. Units A to D) whereas this LES has been prepared only in relation to Unit B.
- 5.1.2 The original TS looked at vehicle trips in the peak hours, generating vehicle number based on the site being used for industrial purposes [B1(c)/B2 use classes] with trip rates taken from the TRICS national data-base. It did not investigate the total number of vehicle trips per day or the daily number of HGVs. Larger goods vehicles will have a more significant impact in terms of air quality and noise than light goods vehicles and cars
- 5.1.3 Now that the exact use of the site is known it is possible to be more precise regarding the number and timing of vehicle trips expected as likely staff numbers can be predicted. This is particularly relevant as the 'industrial' aspect of the site will be running a mainly 16 hour day with employees working in shifts.
- 5.1.4 The total number of employees is expected to be higher than that anticipated in the original TS which will result in an overall higher number of car trips. However, due to the shift pattern operation, the number of peak hour trips will be lower. Also, the number of deliveries is expected to be around 300 - 320 per annum (around 2 two-way trips a day) and the majority of these will be made by smaller vans and lorries rather than large HGVs. This again is lower than that anticipated in the original TS.
- 5.1.5 The above analysis indicates that whilst the overall number of employee trips may be higher than predicted in the original planning application, due to the staff shift working proposals, many of the trips will be taken out of peak times. This will make for more efficient and less polluting journeys. There is a lower than predicted number of HGV trips. The combination of these factors will result in a lower impact on air and noise pollution for the development proposals than that of the original planning proposal.
- 5.1.6 This satisfies the 'air quality neutral' statements in the policies detailed in Section 2 of this strategy.

6 MITIGATION AND MONITORING

6.1.1 In order to retain the 'air quality neutral' aspect of the proposed development, measures will need to be taken forward that ensure that air quality does improve or remain neutral relative to that for the existing planning approval.

6.1.2 The measures set out below are those of the site Travel Plan which was agreed in 2016-17. This is attached as Appendix B.

6.2 Aims and objectives

6.2.1 The key aim of the Travel Plan is to encourage employees to travel to and from the site using sustainable modes. The main objectives of the Travel Plan are to:

- To establish sustainable travel principles for the development as a whole;
- To minimise single occupancy vehicle trips;
- To support car-free lifestyles;
- To increase the attractiveness and use of cycling for day-to-day journeys;
- To encourage healthy and active travel; and
- To raise awareness of sustainable modes of transport available for visitors to and from the site.

6.2.2 To achieve these aims and objectives a number of measures are set out in the TP and these are separated into 'hard' and 'soft' measures.

6.3 Hard measures

6.3.1 The Travel Plan includes many hard measures and those listed below are included.

- Cycle parking provision,
- On-site parking will be subject to control and use of the specific parking areas only,

- Electric vehicle charging points to a level in accordance with LBH standards, and
- Essential maintenance facilities for cycles will be available for use by employees and visitors.

6.4 Soft measures

6.4.1 The soft measures to encourage and support use of sustainable travel methods available on site will include:

- Commercial travel leaflets will be distributed to employees at the start of employment which will raise awareness of the travel initiatives being implemented as part of the TP,
- Links to relevant public transport travel information will be provided on the wider site's and the development websites,
- Community notice boards providing travel and community information to employees within the site will be placed in prominent locations and these will be used to provide maps of the immediate local area showing locations of cycle parking, motor cycle parking, car club bays as well as public transport facilities.

6.5 Monitoring

6.5.1 As part of the TP a programme of monitoring and review will be implemented. This will evaluate the relative success of the TP and help to establish whether the agreed objectives and targets are being met. Monitoring and review will be the responsibility of an appointed Travel Plan Coordinator. The programme and details of required monitoring are set out in the agreed TP.

6.5.2 The data collected during the monitoring process will be used to check that the measures employed are effective. However, should the data show that travel patterns are not in line with the TP and therefore the development is not remaining 'air quality neutral' relative to the original planning approval for the site then mitigation can be increased and further measures implemented.

7 SUMMARY

- 7.1.1 This Low Emission Strategy has been produced to accompany a section 73 application which proposes a number of detailed minor changes to Planning Permission reference 75918/APP/2020/3171 which is for installation of mezzanines, external plant, external changes to elevations and associated works at Unit B of Hayes180 located at 1-3 Uxbridge Road in the London Borough of Hillingdon.
- 7.1.2 This LES has shown that the site is clean by design in terms of site layout with respect to materials and waste. It is also laid out in a manner suitable for the efficient manoeuvring of large vehicles and the collection of refuse. The design also includes support for sustainable transport measures such as cycling and electric vehicle usage.
- 7.1.3 It has also been stated that in respect to noise pollution relating to transport activities associated with the site, there a Travel Plan (TP) in place which aims to reduce such pollution. The TP sets out targets for minimising non-sustainable modes of travel where possible. These will ensure that noise pollution will remain at 'pollution neutral' levels. Measures to encourage modal shift by employees away from car/vehicle are set out then monitored and enforced under an agreement with LBH
- 7.1.4 It has been demonstrated that by use of a Travel Plan staff will be encouraged to travel by public transport and cycle/walk where practicable. There are measures within the TP for monitoring use of sustainable travel modes and if necessary implementing additional encouragement for changing to more sustainable modes.

Appendix A

Transport Statement for Hayes180



UNITED
BY OUR
DIFFERENCE



1-3 UXBRIDGE ROAD, HAYES

Transport Statement

Co-operative Insurance Society Limited

14/12/2012

Quality Management

Issue/revision	Issue 1	Revision 1	Revision 2	Revision 3
Remarks	ISSUE			
Date	December 2012			
Prepared by	R Wightman			
Signature				
Checked by	A Ford			
Signature				
Authorised by	A Norcutt			
Signature				
Project number	50400633			
Report number				
File reference	Y:\50400633 - 1-3 Uxbridge Road_Hayes\C Documents\Reports\Working\Transport Statement\121214 1-3 Uxbridge Rd Transport Statement - Issue.docx			

1-3 Uxbridge Road, Hayes

Transport Statement

14/12/2012

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APPENDICES

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1 Introduction

1.1 Background

- 1.1.1 WSP UK Limited has been appointed by Co-operative Insurance Society Limited (CISL) to provide transport consultancy services in relation to the development proposals at 1-3 Uxbridge Road, located within the London Borough of Hillingdon (LBH).

1.2 Development Site

- 1.2.1 The 1-3 Uxbridge Road development site covers a total area of approximately 3.8 hectares and runs in a north-south direction fronting Uxbridge Road and a car showroom to the north. The site is bounded by the Grand Union Canal and a discount food store to the east, dense landscaping to the south, and an industrial estate / Hayes Bridge Retail Park to the west. The site is located approximately 2.5 km to the north-east of Hayes town centre.
- 1.2.2 It is noted that the A4020 Uxbridge Road which bounds the site to the north is part of the Strategic Road Network (SRN) and is administered by LBH. The location of the proposed development site is illustrated by Figure 1 below.

Figure 1: Site Location



- 1.2.3 The site currently comprises a large storage and distribution warehouse (B8) and offices (B1). The existing buildings have a site coverage of approximately 70%, with car parks located to the east and south of the site. A summary of the existing land uses is outlined in Table 1.1.

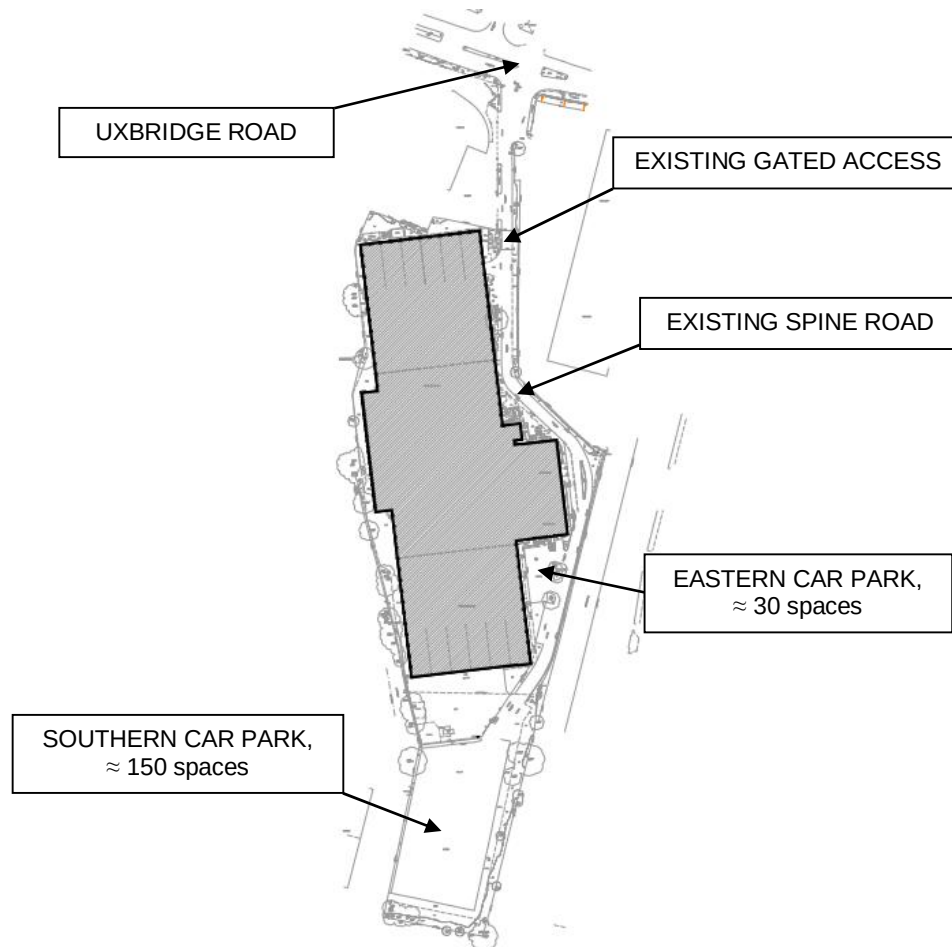
Table 1.1: Existing Land Uses

Land Use	GEA (m ²)
Office (B1)	3,976
Warehousing (B8)	17,948
Total	21,624

Vehicular Access

- 1.2.4 The development site is accessed via a spine road running south from Uxbridge Road. Entry to the site is controlled via a manned security gate on the spine road, at the northern boundary of the site.
- 1.2.5 The spine road is approximately 6m in width and provides access to two areas of car parking to the east and south of the existing buildings. There are approximately 180 car parking spaces on-site equating to an existing development parking ratio of 0.83 spaces per 100m² GEA. The majority of these spaces are located to the south.
- 1.2.6 Service vehicles and HGV's associated with the warehouse are currently accommodated by a loading area to the rear of building. Servicing vehicles associated with the existing office use are accommodated within a loading bay located in the eastern parking area. The existing vehicular access and servicing arrangements are illustrated by Figure 2 below.

Figure 2: Existing Access Diagram



1.3 Development Proposals

- 1.3.1 CISL is seeking to redevelop the site to provide flexible land-use consent of B1(c), B2 and B8 across four separate plots, each with their own car parking area and hard-standing for servicing vehicles. It is noted that the proposed development is referable to the Greater London Authority (GLA).

Table 1.2 sets out the proposed development quantum and for comparison purposes, Table 1.3 sets out the net change of the development proposals in relation to the existing land uses.

Table 1.2: Proposed Development Quantum

Plot	GIA (m ²)	GEA (m ²)	Parking
Plot 1	2,415	2,574	24
Plot 2	5,295	5,908	58
Plot 3	4,348	4,768	47
Plot 4	3,549	3,745	37
Total	15,607	16,995	166*

**Rates of 0.92 spaces per 100sqm*

Table 1.3: Comparison between Existing and Proposed Development

Land Use	Existing GEA (m ²)	Proposed GEA (m ²)	Net Change (m ²)
Total	21,624	16,995	-4,629
<i>Car Parking</i>	<i>≈180 spaces</i>	<i>166 spaces</i>	<i>≈ - 14 spaces</i>

- 1.3.2 The proposed development is to lead to a net reduction in floor area of 4,629m². The development proposals also seek to reduce the car parking provision at the site by approximately 14 spaces.

Vehicular & Pedestrian Access

- 1.3.3 Vehicular access to the site is to remain from the existing access road which leads from the Uxbridge Road junction. However within the confines of the site, the access road has been redesigned in order to facilitate the potential for an articulated vehicle and a large rigid vehicle to pass one another. The straight sections of the access road are to be increased to a width of 6.5m with the road bends also sized accordingly to accommodate two-way movement. A vehicle swept path analysis of the proposed development is shown on **Drawing 0633-SK-03**.
- 1.3.4 The 2m footway on the western side of the access road is to be maintained to provide pedestrian access to the site.
- 1.3.5 The scheme includes a total of 166 car parking spaces (including 19 disabled spaces) and 18 loading spaces for heavy goods vehicles (HGVs). The proposed loading spaces will be located adjacent to loading bay doors in order to minimise trolleying distances associated with each of the units. The proposed loading bays can also be seen on Drawing 0633-SK-03.
- 1.3.6 Of the 166 car parking spaces, 35 will be designated for electric charging (active) with a further 18 spaces for the future provision of electric charging (passive). The development proposals also include a total of 88 cycle parking spaces to promote sustainable travel to the site.

1.4 Report Purpose

- 1.4.1 It is considered appropriate that a Transport Statement and Travel Plan are produced to support the forthcoming planning application. This accords with paragraph 4.2 of TfL's Transport Assessment Best Practice which states that, where schemes have a negligible impact on the operation of the transport network, an abbreviated Transport Assessment or Transport Statement may be sufficient.
- 1.4.2 This Transport Statement details the transportation and highways implications of developing the new application. It considers the accessibility of the site within the surrounding transport infrastructure for trips made by all transport modes; examines the predicted generation of trips by all modes and assesses the net effect of the development on the surrounding transport infrastructure relative to that of the existing scheme.
- 1.4.3 A Transport Scoping Study was issued to LBH and TfL on 16th November 2012, with subsequent informal discussions held with TfL. Given the low impact of the proposed development on the surrounding transport network, no formal pre-application discussions have been held with TfL.

1.5 Report Structure

- 1.5.1 This Transport Statement has been prepared to provide supporting information to the planning application and concentrates on the key transport aspects of the development. The report has been structured as follows:
- Chapter 2 – Policy and Guidance;
 - Chapter 3 – Baseline Conditions;
 - Chapter 4 – Trip Generation;
 - Chapter 5 – Assessment;
 - Chapter 6 – Travel Plan; and
 - Chapter 7 – Summary & Conclusions.
- 1.5.2 The Transport Statement should be read in conjunction with the submitted plans that accompany the planning application drawings prepared by PRC Architects.

2 Policy & Guidance

2.1 Introduction

- 2.1.1 Transport policy and guidance has been reviewed to provide context for the assessment of the development proposals. Relevant local, regional and national policy and guidance has been examined and reviewed.

2.2 National Policy

National Planning Policy Framework (NPPF)

- 2.2.1 The National Planning Policy Framework (NPPF) was adopted in March 2012. The NPPF replaces existing national planning policy guidance and statements, such as PPG13 and PPS3, with a single more concise document. The NPPF aims to enable local people and their accountable councils to produce their own distinctive local and neighbourhood plans, which reflect the needs and priorities of their communities.
- 2.2.2 The NPPF sets out a presumption in favour of sustainable development which should be delivered with three main dimensions: economic; social and environmental (paragraphs 7 and 14).
- 2.2.3 The NPPF sets aims for a transport system balanced in favour of sustainable transport modes, in order to give people a real choice about how they travel. It also encourages solutions which support reductions in greenhouse gas emissions and reduce congestion (paragraphs 29 and 30).
- 2.2.4 Relating to facilitating economic growth, paragraph 32 of NPPF sets out that:
- “All developments that generate significant amounts of movement should be supported by a Transport Statement or Transport Assessment. Plans and decisions should take account of whether:*
- *The opportunities for sustainable transport modes have been taken up depending on the nature and location of the site, to reduce the need for major transport infrastructure.*
 - *Safe and suitable access to the site can be achieved for all people; and*
 - *Improvements can be undertaken within the transport network that cost effectively limits the significant impacts of the development. Development should only be prevented or refused on transport grounds where the residual cumulative impacts of development are severe.”*
- 2.2.5 The NPPF sets out those developments that generate significant movement should be located where the need to travel will be minimised and the use of sustainable transport modes can be maximised. Developments should be located and designed where practical to (paragraph 35):
- *Accommodate the efficient delivery of goods and supplies;*
 - *Give priority to pedestrian and cycle movements, and have access to high quality public transport facilities;*
 - *Create safe and secure layouts which minimise conflicts between traffic and cyclists or pedestrians;*
 - *Avoiding street clutter and where appropriate establishing home zones;*
 - *Incorporate facilities for charging plug-in and other ultra-low emission vehicles; and*
 - *Consider the needs of people with disabilities by all modes of transport.*

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- 2.2.6 Travel Plans are considered a key tool in achieving the above, and should be provided where developments generate significant amounts of movement (Paragraph 36). Even though the proposed development is forecast to have a minimal impact on the surrounding highway network, a Travel Plan has been produced in accordance with TfL best practice.

2.3 Regional Policy

The London Plan

- 2.3.1 The replacement London Plan was adopted in July 2011 and replaces the former London Plan (2008). The London Plan sets out to ensure that London's transport is easy, safe and convenient for everyone and encourage cycling, walking and the use of electric vehicles.
- 2.3.2 The London Plan states that London should be a city where it is easy, safe and convenient for everyone to access jobs, opportunities and facilities with an efficient and effective transport system which actively encourages more walking and cycling and makes better use of the Thames.
- 2.3.3 The Mayor recognises that transport plays a fundamental role in addressing the whole range of his spatial planning, environmental, economic and social policy priorities. It is critical to the efficient functioning and quality of life of London and its inhabitants. It also has major effects – positive and negative – on places, especially around interchanges and in town centres and on the environment, both within the city itself and more widely.
- 2.3.4 Policy 6.1 stresses the importance of closer integration of transport and development and hopes to encourage this by (inter alia):
- *Encouraging patterns of development that reduce the need to travel, especially by car;*
 - *Seeking to improve the capacity and accessibility of public transport, walking and cycling, particularly in areas of greatest demand;*
 - *Supporting development that generates high levels of trips only at locations with high levels of public transport accessibility, either currently or via committed, funded improvements;*
 - *Improving interchange between different forms of transport, particularly around major rail and Underground stations, especially where this will enhance connectivity in outer London;*
 - *Facilitating the efficient distribution of freight whilst minimising its impacts on the transport network;*
 - *Supporting measures that encourage shifts to more sustainable modes and appropriate demand management;*
 - *Promoting greater use of low carbon technology so that CO2 and other contributors to global warming are reduced;*
 - *Promoting walking by ensuring an improved urban realm; and*
 - *Seeking to ensure that all parts of the public transport network can be used safely, easily and with dignity by all Londoners, including by securing step-free access where this is appropriate and practicable.*
- 2.3.5 Policy 6.3, regarding the effects of development on transport capacity, stresses that new developments that will give rise to significant numbers of new trips should be located either where there is already good public transport accessibility with capacity adequate to support the additional demand. Phasing development, the use of travel plans and addressing freight issues may all help reduce the impact of the development.
- 2.3.6 Policy 6.7 considers improvements to streets and surface transport. At the strategic level it is stated that the Mayor will work with the boroughs to implement improvements to the quality of bus, bus

transit and tram services. At the local level the Development Planning Documents should promote these transport systems through a number of measures including ensuring direct, secure, accessible and pleasant walking routes to bus stops.

- 2.3.7 With regard to parking; Policy 6.13 states that an appropriate balance must be struck between promoting new development and preventing excessive car parking provision that can undermine cycling, walking and public transport use. These new developments should not only adhere to the maximum parking standards but also meet the minimum disabled and cycle parking standards and also ensure that 1 in 5 spaces (active and passive) provide an electrical charging point to encourage the uptake of electric vehicles.
- 2.3.8 Policy 6.14 covers freight movements, and hence is of interest to the development proposals due to the industrial / warehousing land uses being proposed. The Mayor recognises that the majority of deliveries will continue to take place by road, and wishes to encourage practices that minimise congestion and any adverse environmental impacts. 'Break bulk' sites (where large vehicles unload goods to be transported to their final destinations by small vehicles) could be extended to retail.
- 2.3.9 Development proposals will be encouraged where they:
- *Locate sites generating high numbers of freight movements close to major transport routes;*
 - *Promote uptake of the Freight Operators' Recognition Scheme, construction logistics plans and delivery and servicing plans; and*
 - *Increase use of the Blue Ribbon Network for freight transport.*

The Mayor's Transport Strategy

- 2.3.10 The Mayor's Transport Strategy was published in May 2010 and will be the principal tool through which the Mayor exercises his responsibilities for the planning, management and development of transport in London, for both the movement of people and goods. It replaces the 2001 Transport Strategy and supports the London Plan and Economic Development Strategy.
- 2.3.11 The legislative framework specifies that the transport strategy must contain policies for "the promotion and encouragement of safe, integrated, efficient and economic transport facilities and services to, from and within Greater London".

Making London a Walkable City - The Walking Plan for London (February 2004)

- 2.3.12 The Walking Plan for London – 'Making London a Walkable City' was published by the Mayor in February 2004 and supports the vision of the Mayor's Transport Strategy. The Plan states; 'Aspects which make a city walkable are described as the 5 'Cs' in the London Planning Advisory Committee (LPAC) Walking Strategy for London and are adopted as key indicators of walkability for inclusion within the Walking Plan for London'.
- 2.3.13 The 5 'Cs' are connected, convivial, conspicuous, comfortable, and convenient.

2.4 Local Policy

2.4.1 **Hillingdon Local Plan: Part 1 - Strategic Policies (adopted November 2012)**

- 2.4.2 The Strategic Policies form part of Hillingdon's Local Plan. The Local Plan is a folder of documents which underpins planning policy in the Borough: it shapes decisions regarding what can be built, and where it can be located.
- 2.4.3 Within the Local Plan, Part 1 - Strategic Policies (formerly the Core Strategy) sets out the broad policies for shaping development in Hillingdon. The Strategic Policies document is the first to be issued within the Local Plan, having recently undergone public consultation before being adopted by the Council on November 8th 2012.
- 2.4.4 The Strategic Policies will be supported by a number of other documents within the Local Plan, including:
- *The Site Allocations document, which offers greater detail on policies applying to specific locations within the Borough in relation to different land uses;*
 - *The Proposals Map, providing spatial context for the Site Allocations; and*
 - *The Development Management document, which sets out guidelines for decisions about planning applications.*
- 2.4.5 These documents will be released over time as the Local Plan becomes adopted.
- 2.4.6 The Borough of Hillingdon covers 44 square miles and has a population of approximately 260,000 residents. Situated in north-west London, Hillingdon benefits from excellent transport links at scales ranging from within the Borough to connections with central London, the West of England and the rest of the world via Heathrow Airport (the latter providing employment for 9,000 residents of the Borough).
- 2.4.7 Significant amounts of commuting take place both into and out of Hillingdon as a result of the excellent transport links to central London and the Thames Valley, combined with the large numbers of jobs provided by Heathrow Airport and the other employment centres across the Borough.
- 2.4.8 Several main challenges concerning transport have been identified by the Strategic Policies:
- *Poor north/south public transport links;*
 - *Slow and deficient public transport between Uxbridge, central London and other key centres;*
 - *Congestion causing traffic delays at 30 identified hotspots;*
 - *Pressures on the road and public transport network due to high numbers of vehicles associated with Heathrow Airport; and*
 - *High dependency on private vehicles and low proportion of trips made by sustainable modes.*
- 2.4.9 The Hayes West Drayton corridor extends from West Drayton through Hayes town centre to Springfield Road, adjacent to the development site. Logistics and distribution activities based in the area have benefited from the good transport links and proximity to Heathrow Airport. The Grand Union canal runs alongside the development site, and has the potential to provide an attractive waterfront setting as well as delivering environmental enhancements.
- 2.4.10 Policy T1 states that the Council will steer development to the most appropriate locations in order to minimise impact on the transport network. Development should ensure that walking and cycle access is provided and utilisation encouraged. These objectives will be achieved by:
- *Delivering the Local Implementation Plan, which sets targets for cycling, provides guidelines on considering cycling and highways schemes, and resource allocation;*

- *Providing demand-responsive transport to link areas of deprivation with major employment sites;*
- *Encouraging freight operators to use the highest-order roads where possible; and*
- *Engaging with stakeholders including TfL, the Highways Agency and transport operators.*

- 2.4.11 Policy T3 states that the Council will engage with TfL, transport providers and other partners to bring about improvements to north-south transport links within the Borough, in order to link residential areas directly with employment centres and transport interchanges.
- 2.4.12 A central aim of the Borough's transport strategy is to ensure that an increasing proportion of travel demand can be met by sustainable modes including walking, cycling and public transport use. In order to achieve this goal, local destinations (which include education, employment, healthcare, retail and leisure facilities) must be accessible via well-planned routes and integrated transport, such that people feel incentivised to use sustainable modes to make these journeys.
- 2.4.13 The river and canal network in Hillingdon provides opportunities for walking and cycling as means of sustainable transport. Policy EM3 refers to the Blue Ribbon Network which includes the Borough's waterways: the Council will seek to enhance (with developer contributions where appropriate) the local character, visual amenity, ecology, transportation, leisure opportunities and sustainable access opportunities provided by the waterways running through Hillingdon.

2.5 Parking Standards

- 2.5.1 As noted above, both TfL and LBH have specific car and cycle parking standards for each land use classification. For ease of comparison, the relevant TfL and LBH car and cycle parking standards are replicated within Table 2.1.
- 2.5.2 The relevant LBH parking standards are contained within the UDP, where Policy AM14 states that new development will only be permitted where it is in accordance with the councils adopted car parking standards.
- 2.5.3 Public transport accessibility should also be used to assist in determining the appropriate level of car parking provision.

Table 2.1: Parking Standards

Mode	LB Hillingdon	London Plan
Car Parking (Maximum)	B1 (b-c), B2 & B8: 2 spaces plus 1 space per 100 sq.m for all floorspace in excess of 235 sq.m	Non Operational Parking: Standards for B2 and B8 employment uses should have regard to the B1 standards, i.e.1 space per 100 - 600 sq. m of gross B2 or B8 floorspace. Operational Parking: 1 space per 500 sq. m of gross B2 or B8 floorspace.
Cycle (Minimum)	B1c / B2: 1 space per 75 sq.m B8: 1 space per 250 sq.m	1 space per 500 sq. m of gross B2 or B8 floorspace.

- 2.5.4 In addition to the above standards, the Hillingdon UDP states that 10% of all parking spaces shall be provided to the mobility standard of 3.6m x 4.8m with these spaces specifically marked out and positioned as near as possible to the entrance of the building.
- 2.5.5 The London Plan also states that 1 space plus 5% of the total capacity should be designated as disabled parking with a further 5% of the total capacity reserved for future provision.

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- 2.5.6 Based on the above LBH standards, the development proposals equate to a maximum permissible number of 172 parking spaces. The proposed 166 parking spaces, of which 19 are to be blue badge spaces, therefore fully accords with guidance set out in the Hillingdon UDP.
- 2.5.7 Based on the London Plan, an allowance of up to 170 non-operational parking spaces are permitted in addition to 34 operational spaces. The development on-site parking proposals therefore also fully accord with the London Plan standards.
- 2.5.8 In addition to the above, the London Plan also states that 20 per cent of all spaces must be for electric vehicles with an additional 10 per cent passive provision for electric vehicles in the future. The proposed provision of 35 active and 18 passive spaces therefore fully accord with the electric car charging requirements set out within the London Plan.
- 2.5.9 The development proposals also include 88 cycle parking spaces in accordance with both the London Plan and Hillingdon UDP standards.
- 2.5.10 Overall, the proposed on-site car parking accords with planning policy and represents an overall reduction in the level of car parking compared to existing levels.

3 Baseline Conditions

3.1 Introduction

- 3.1.1 The review of planning guidance contained in the preceding section highlights the emphasis being placed on the integration of land use, transport and planning decisions. In accordance with the underlying principles within the NPPF, this section considers the accessibility of the site to local facilities on foot and by bicycle, together with an assessment of accessibility to public transport as measured by the PTAL calculation.

3.2 Pedestrian Network

- 3.2.1 Footways along Uxbridge Road are generally of adequate width with no significant pinch-points. The tarmac surface provided to the west of the Site Access / Uxbridge Road junction is smooth with only some evidence of reinstatement present next to the Delamere Road bus stop. A modern paved surface is present to the east of the Site Access / Uxbridge Road junction with no maintenance issues.
- 3.2.2 The Hayes Bridge Retail Park Access / Uxbridge Road junction provides signalised crossings for pedestrians, all of which have adequate capacity and tactile information provided.
- 3.2.3 A footway is also provided on the western side of the site access road providing pedestrian access from Uxbridge Road. This footway is approximately two metres in width and is generally in good condition with no maintenance issues.

3.3 Cycle Network

- 3.3.1 The London Cycle Network (LCN) Routes 41 and 42 are located next to the site running along Uxbridge Road and the Grand Union Canal, respectively.
- 3.3.2 LCN Route 41 passes through Acton, Ealing and Hayes and LCN Route 42 runs from Westminster to Hayes. Other LCN Routes nearby include Route 88 on the A312 and Route 32.
- 3.3.3 Cycling is growing in popularity in London and has the potential to substitute for short car trips, particularly those under 5 km, and to form part of a longer journey by public transport. At an average speed of 17 km/h, this relates to a journey time of approximately 20 minutes.

3.4 Bus Network

- 3.4.1 The nearest bus stop to the site is located on Uxbridge Road, approximately 2 minutes' walk from the site entrance. Bus routes 207, 607, 427 and N207 are accessible from this stop with the frequencies summarised by Table 3.1.

Table 3.1: Bus Services and Frequencies

Route	Nearest Bus Stop	Route Summary	Frequency* (buses/hour)
207	Uxbridge Road	Hayes – Acton – White City	10 bph
607	Uxbridge Road	Uxbridge – Ealing Broadway – White City	4 bph
427	Uxbridge Road	Uxbridge – Southall – Acton	5 bph
N207	Uxbridge Road	Uxbridge – Shepherd's Bush – Holborn	(Night service)

*AM Peak Hour

- 3.4.2 The above table shows that there are approximately 19 buses available from the site every hour. Furthermore, the Uxbridge Road bus stops provide shelters, seating, lighting and timetable information for passenger safety and convenience.

3.5 Public Transport Accessibility Level (PTAL)

- 3.5.1 The Public Transport Accessibility Level (PTAL) methodology has been adopted by the GLA and TfL as a means of quantifying and comparing accessibility by public transport for a given site. It takes into account the time taken to access the public transport network, including:
- The walk time to various public transport services;
 - The average waiting time for each service; and
 - The reliability of each service.
- 3.5.2 The methodology is based on a walk speed of 4.8km/h and considers Underground and rail stations within a 12 minute walk (960m) and bus stops within an 8 minute walk (640m), with the PTAL assessment being undertaken using the AM peak hour operating patterns of existing public transport services.
- 3.5.3 An Equivalent Doorstep Frequency (EDF) is calculated for each of the public transport services accessible from the Site based on the criteria described above. These individual EDF values are then weighted to provide an accessibility index (AI) value for each service accessible from the Site. The sum of the AI's for each mode are then aggregated to provide a single measure of accessibility. The Total AI value is then compared against the PTAL bands given in Table 3.2.

Table 3.2: PTAL Bandings

PTAL Score	Range of Index (AI)	Description
1a	0.01 – 2.50	Very Poor
1b	2.51 – 5.00	Very Poor
2	5.01 – 10.00	Poor
3	10.01 – 15.00	Moderate
4	15.01 – 20.00	Good
5	20.01 – 25.00	Very Good
6a	25.01 – 40.00	Excellent
6b	>40.01	Excellent

- 3.5.4 Based on the TfL PTAL web-based calculator, the Site has a PTAL of 7.06, which equates to a 'poor' level of public transport accessibility level of 2. A summary of the assessment is shown in Table 3.3 with full details of the assessment being provided within **Appendix A**.

Table 3.3: Existing Site PTAL

Mode	AM Peak Accessibility Index (AI)
Bus	7.06
LUL	0.00
Train	0.00
Aggregate AI	7.06
PTAL Score	2

- 3.5.5 The nearest railway stations to the site are Southall and Hayes & Harlington on the Great Western Main Line and the Heathrow Connect. However it is noted that the stations listed above lie outside the PTAL's range (960m).

3.6 Baseline Highway Conditions

- 3.6.1 The site is accessed via the A4020 Uxbridge Road to the north. Uxbridge Road is part of the Strategic Road Network (SRN) and is administered by LBH. Uxbridge Road is a key route and provides a main link between Uxbridge and Shepherds Bush to the west and east, respectively.
- 3.6.2 The Site Access / Uxbridge Road junction takes the form of a priority junction with no right turn permitted. However, right turners are able to undertake U-turns via the right turn lane to Delamere Road immediately west of the site access.
- 3.6.3 Loading and waiting restrictions are also present in both directions of Uxbridge Road in the vicinity of the site. Parking is prohibited from Monday to Saturday between the hours of 08:00-18:00 and loading is prohibited on Monday to Friday between 08:00-09:30 and 16:30-18:30.

Existing Traffic Flows

- 3.6.4 Traffic surveys were commissioned by WSP on the 14th November 2012 between the hours of 07:00 and 10:00 as well as between 16:00 and 19:00. A full copy of the traffic survey data is contained within **Appendix B**.
- 3.6.5 Manual Classified Junction counts as well as queue surveys were undertaken at the Site Access / Uxbridge Road / Delamere Road junction.
- 3.6.6 The AM and PM peak hours have been derived based upon the maximum number of vehicles surveyed on the junction during an hour. These are as follows;
- AM peak: 07:30 to 08:30
 - PM peak: 16:45 to 17:45
- 3.6.7 The existing traffic flows for the network peak hour are illustrated within traffic flow diagrams contained within **Appendix C** for the AM and PM peak hours. Table 3.4 also summarises the existing vehicular flows at the Uxbridge Road / Site Access junction during the peak periods.

Table 3.4 – Existing Uxbridge Road / Site Access / Delamere Road Movements

Time (AM)	Total Movements	Time (PM)	Total Movements
07:00 - 08:00	1611	16:00 - 17:00	1992
07:15 - 08:15	1751	16:15 - 17:15	2001
07:30 - 08:30	1859	16:30 - 17:30	1985
07:45 - 08:45	1797	16:45 - 17:45	2018
08:00 - 09:00	1823	17:00 - 18:00	1982

4 Trip Generation

4.1 Introduction

- 4.1.1 As discussed in Section 1.3, the application seeks a flexible land use class of B1c, B2 and B8. It is likely that the future occupants will consist of a mixture of these land-use classes and it has been advised by CISL that the site is likely to comprise of about 80% of B8 uses and 20% of B1c/B2
- 4.1.2 However, as the future occupants are unknown and may change over time, it is considered appropriate to assume that the future scheme will be occupied by a combination of the land-use classes which create the greatest travel demand; i.e. a mixture of B1c and B2. This ensures a robust assessment is undertaken, accounting for the B8 land-use class, or any of the combinations of these land-use types.
- 4.1.3 In order to determine the overall effect of the proposed redevelopment scheme, it is proposed to establish a net difference between the existing site and application scheme. This would account for the reduction of land use quantum and change in land-use class.
- 4.1.4 Given that the resultant travel demand associated with the 'B' land-use class is dependent on the operator which can change over time, it is considered appropriate to undertake a trip generation exercise for both the existing and proposed land uses classes. This will provide an understanding of typical demands created by the land-use classes associated with the existing and proposed.
- 4.1.5 In order to identify a net traffic generation for the proposed development TRICS and TRAVL have been consulted to provide vehicle trip rates for the existing permitted and proposed developments, for the AM and PM peak hours. All data outputs from the databases are contained in **Appendix D**.
- 4.1.6 Analysis of the TRICS and TRAVL databases has identified that the peak hours of trip generation associated with 'B' land use classes are 0800-0900 and 1600-1700 and have therefore been used for the following assessment. As shown in section 3.6 there is also little variation in hourly flow on Uxbridge Road between the hours of 1600 and 1800 providing further justification for this approach.
- 4.1.7 A multimodal trip generation forecast and assessment has also been undertaken for the proposed development.

4.2 Existing Trip Generation

Existing B8 Trip Generation

- 4.2.1 The existing site is occupied by B8 and B1(a) land uses, as summarised by Chapter 1. In order to determine the likely number of trips associated with the B8 land use, the TRICS database has been interrogated to establish an existing trip rate (split between light vehicles and heavy goods vehicles (HGVs)). As the TRICS database sub-divides the B8 land use into a number of different categories, sites from each category have been selected to remain representative of all B8 development.
- 4.2.2 The selection criteria for the B8 land uses and subsequent selected sites are outlined in Tables 4.1 and 4.2. As shown in Table 4.1, sites from 'Town Centre' locations have been included to maximise site availability, this inclusion may lead to a lower vehicular trip rate for the existing situation. It is also noted that only sites from the TRICS database have been selected as the small sample of sites in TRAVL are considered to be unrepresentative due to parking ratios and survey dates beyond the selection criteria.

Table 4.1: B8 TRICS Selection Criteria

Criteria	Selection
Gross Floor Area* (m ²)	4,000 – 20,000
Parking Provision (Space per 100m ² GFA)	0.4 – 2.2
Selected Region	England
Selected Locations	Town Centre, Edge of Town Centre, Suburban Area, Edge of Town
Day Selection	Monday - Friday
Survey Date	> 01/01/04

**Development GEA assumed to be GFA for TRICS site selection*

Table 4.2: B8 Selected Sites

Site Ref	Area	Location	Day	Date	GFA (m ²)	Parking (per 100m ²)
EN-02-F-01	Enfield	Suburban Area	Wed	19/11/2008	13251	0.90
SC-02-F-04	Surrey	Edge of Town	Tues	27/11/2007	4460	1.91
KI-02-F-01	Kingston	Town Centre	Tues	08/09/2009	4661	1.24
CW-02-F-01	Cornwall	Edge of Town	Tues	18/09/2007	5150	0.97
BN-02-G-01	Barnet	Suburban Area	Fri	30/04/2004	15250	2.10
KC-02-E-03	Kent	Edge of Town	Tues	01/12/2009	5575	0.81
NF-02-E-02	Norfolk	Suburban Area	Wed	21/09/2005	6830	0.45
WK-02-E-01	Warwickshire	Edge of Town Centre	Mon	31/10/2011	5046	1.31

- 4.2.3 Using the above TRICS sites from the B8 land uses, an average trip rate, split between light vehicles and heavy goods vehicles (HGVs), has been derived. The resulting trip rates for the B8 land use are outlined in Table 4.3.

Table 4.3: Vehicle Rates – (B8)

Time period	Light vehicles			HGVs			All vehicles		
	IN	OUT	2 WAY	IN	OUT	2 WAY	IN	OUT	2 WAY
AM	0.126	0.074	0.200	0.024	0.063	0.087	0.150	0.137	0.287
PM	0.091	0.123	0.214	0.018	0.025	0.043	0.109	0.148	0.257

Note: Trip rates per 100 sqm

- 4.2.4 The vehicle trip rates as set out above have been applied to the existing quantum of B8 land use (17,948m²) to determine a typical number of existing vehicular trips which could be generated by the existing site. The number and classification of vehicles potentially generated by the existing B8 use at the site in the AM and PM peak periods are outlined in Table 4.4.

Table 4.4: Existing B8 Trips

Time period	Light vehicles			HGVs			All vehicles		
	IN	OUT	2 WAY	IN	OUT	2 WAY	IN	OUT	2 WAY
AM	23	13	36	4	11	15	27	25	52
PM	16	22	38	3	4	7	20	27	47

Existing Office (B1) Trip Generation

- 4.2.5 The office trip generation rates have been generated from first principles, with the total number of employees being based upon the likely number of square metres GEA per employee. This has been forecast as 1 employee per 16m² GEA as previously noted in the London Plan, equating to a potential occupancy of 249 employees.
- 4.2.6 Applying an established methodology for London offices, it is then reasonable to assume that approximately 85% of the workforce will be at work on any given weekday, of which 55% will travel to work during the peak periods. On this basis, a total of 116 employee total person trip movements are forecast to be generated by the development during the peak hour. The trip generation also includes an allowance for an additional 5% of total trips travelling in the opposite direction to the peak flow (i.e. staff leaving for meetings in the AM peak and visitors arriving during the PM peak).
- 4.2.7 The mode split for journeys to the site has been based on the 2001 Census Data for the Townfield ward, in which the site is located. This has then been related to the existing provision of 30 car parking spaces for the office uses. Based on the above principles, the vehicle trip attraction of the extant office use is set out in Table 4.5 below.

Table 4.5: Peak Hour Existing B1 (Office) Trips

Peak period	Light vehicles			HGVs			All vehicles		
	IN	OUT	2 WAY	IN	OUT	2 WAY	IN	OUT	2 WAY
AM	14	1	15	0	0	0	14	1	15
PM	1	14	15	0	0	0	1	14	15

- 4.2.8 The above peak hour vehicular trips associated with the existing B1 land use have been cross referenced against comparable sites contained within the TRAVL database including Tearfund Head Office (survey code 461) and Minster House (survey code 13). The vehicular trips presented in Table 4.5 are lower than those from the TRAVL database and are therefore considered to be robust for deriving the net change of the proposed development.
- 4.2.9 The B1 and B8 uses have also been combined to determine existing typical vehicle trip generation for the total site, as shown in Table 4.6.

Table 4.6: Peak Hour Total Existing Vehicular Trips

Peak period	Light vehicles			HGVs			All vehicles		
	IN	OUT	2 WAY	IN	OUT	2 WAY	IN	OUT	2 WAY
AM	37	14	51	4	11	15	41	26	67
PM	17	36	53	3	4	7	21	41	62

4.3 Proposed Trip Generation

- 4.3.1 Analysis of the TRICS database has shown that the B1c/B2 use generates more traffic than the B8 land use and has therefore been used for the basis of forecasting trips for the proposed scheme to provide a robust approach.
- 4.3.2 In order to generate the likely number of trips generated with B1c/B2 land use classes occupying the site, TRICS sites from industrial estates have been identified to establish the proposed land-use trip rate. The selection criteria applied to the TRICS database for the subsequent site selection are shown in Tables 4.7 and 4.8.
- 4.3.3 As TRAVL does not contain mixed B1c/B2 sites using the criteria below, only sites from the TRICS database have been selected. Nevertheless, the following trip rates from the TRICS database have been cross-referenced against other sites in TRAVL including Willow Lane Industrial Estate (survey code 414), Cody Road Industrial Estate (survey code 559) and Mereway Industrial Estate (survey code 643). The proposed total person and vehicle trip rates presented in Table 4.9 are higher than the average trip rate derived from the TRAVL database and are therefore considered to be robust.

Table 4.7: B1c/B2 TRICS Selection

Criteria	Selection
Gross Floor Area (m ²)	10,000 – 24,000
Parking Provision (Space per 100m ² GFA)	0.5 – 1.5
Selected Region	England
Selected Locations	Edge of Town Centre, Suburban Area, Edge of Town
Day Selection	Monday - Friday
Survey Date	> 01/01/04

**Development GEA assumed to be GFA for TRICS site selection*

Table 4.8: B1c/B2 Selected Sites

Site Ref	Area	Location	Day	Date	GFA (m ²)	Parking (per 100m ²)
TW-02-D-06	Tyne & Wear	Suburban Area	Thursday	19/10/06	23000	1.43
CH-02-D-02	Cheshire	Edge of Town	Friday	15/06/07	22000	1.17
WY-02-D-02	West Yorkshire	Edge of Town	Tuesday	11/09/06	20824	0.93

- 4.3.4 Using the above TRICS sites, total person and vehicle trip rates (split between light vehicles and heavy goods vehicles (HGVs)) have been derived. All other modes of transport including walk and public transport mode split has been determined from the 2001 Census Travel to Work data; with data extracted for the Townsfield ward, where the site is located. Tables 4.9 and 4.10 summarise the peak hour multi-modal generation forecast and the peak hour vehicle generation forecast, respectively.

Table 4.9: Multi-Modal Trip Rates (B1c/B2)

MODE	AM (0800-0900)			PM (1600-1700)		
	IN	OUT	2 WAY	IN	OUT	2 WAY
Underground	0.005	0.002	0.007	0.003	0.011	0.014
Train	0.006	0.002	0.007	0.004	0.011	0.015
Bus	0.039	0.013	0.052	0.024	0.078	0.102
Motorcycle	0.003	0.001	0.004	0.002	0.006	0.008
Car Driver	0.384	0.156	0.540	0.173	0.407	0.580
Car Passenger	0.017	0.006	0.023	0.011	0.034	0.044
Taxi/Minicab	0.001	0.000	0.002	0.001	0.003	0.004
Bicycle	0.009	0.003	0.011	0.005	0.017	0.022
Walk	0.025	0.008	0.034	0.016	0.051	0.067
Total	0.489	0.191	0.680	0.239	0.617	0.856

Table 4.10: Vehicle Rates – (B1c/B2)

Time period	Light vehicles			HGVs			All vehicles		
	IN	OUT	2 WAY	IN	OUT	2 WAY	IN	OUT	2 WAY
AM (0800-0900)	0.364	0.141	0.505	0.020	0.015	0.035	0.384	0.156	0.540
PM (1600-1700)	0.159	0.392	0.551	0.014	0.015	0.029	0.173	0.407	0.580

Note: Trip rates per 100 sqm

- 4.3.5 The resultant multimodal and vehicle generation forecasts for the proposed development are outlined in Tables 4.11 and 4.12. As the proposed trip generation assumes that the development proposals are to consist entirely of B1c/B2 land uses, the proposed trips shown below are considered to be particularly robust.

Table 4.11: Multi-Modal Trip Generation (B1c/B2)

MODE	AM (0800-0900)			PM (1600-1700)		
	IN	OUT	2 WAY	IN	OUT	2 WAY
Underground	1	0	1	1	2	3
Train	1	0	1	1	2	3
Bus	7	2	9	4	13	17
Motorcycle	1	0	1	0	1	1
Car Driver	65	27	92	29	69	98
Car Passenger	3	1	4	2	6	8
Taxi/Minicab	0	0	0	0	1	1
Bicycle	1	1	2	1	3	4
Walk	4	2	6	3	9	12
Total	84	34	116	41	105	147

Table 4.12: Proposed Vehicle Trip Generation (B1c/B2)

Time period	Light vehicles			HGVs			All vehicles		
	IN	OUT	2 WAY	IN	OUT	2 WAY	IN	OUT	2 WAY
AM (0800-0900)	62	24	86	3	3	6	65	27	92
PM (1600-1700)	27	67	94	2	3	5	29	69	98

- 4.3.6 As shown above the proposed development may generate a total of 116 and 147 two-way total person trips in the in the AM and PM peak periods, respectively.
- 4.3.7 Of these total person trips, 92 and 98 two-way vehicle trips are forecast of which the vast majority will be LGVs. As discussed, this represents a worst case scenario, as it is unlikely that the development will comprise solely of B1c/B2 land use classes.

5 Assessment

5.1 Introduction

- 5.1.1 Assessments of the number of trips generated by the proposed development have been undertaken in order to demonstrate whether its impact can be accommodated on the surrounding highway and public transport networks. This section will also consider the net change in trips in relation to both the operation of the existing site and that forecast to be generated by the proposed development.

5.2 Net Change

- 5.2.1 The net change of vehicles trips of the proposed development, in relation to the existing land use has been calculated and is summarised by Table 5.1.

Table 5.1: Proposed Vehicular Net Change (B8 to B1c/B2)

Time period	Light vehicles			HGVs			All vehicles		
	IN	OUT	2 WAY	IN	OUT	2 WAY	IN	OUT	2 WAY
AM (0800-0900)	25	10	35	-1	-8	-9	24	1	25
PM (1600-1700)	10	31	41	-1	-1	-2	8	28	36

- 5.2.2 As shown in Table 5.1, the proposed development is expected to generate a net increase of 25 two-way vehicle trips in the AM peak period and 36 two-way vehicle trips in the PM peak period.
- 5.2.3 As discussed in the preceding Chapter, the above approach represents a robust scenario as it assumes that the proposed development will comprise solely of B1c/B2 land uses. Therefore the net additional change in trips identified in Table 5.1 represents an absolute worst case and is unlikely to result in practice due to the intended tenant mix. As the applicant expects that the future scheme is likely to consist of predominately B8 land uses, the net reduction in trips would be smaller.
- 5.2.4 For comparison purposes, the net change in trips assuming the development proposals are predominately B8 land uses classes is shown in Table 5.2. For this calculation the B8 and B1c/B2 trips rates outlined in Tables 4.3 and 4.9 have been applied to the development quantum using a more likely 80% B8 and 20% B1c/B2 ratio. As shown below if the development were occupied in line with this land use mix, a reduction in trips is forecast.

Table 5.2: Proposed Vehicular Net Change (B8 to B8)

Time period	Light vehicles			HGVs			All vehicles		
	IN	OUT	2 WAY	IN	OUT	2 WAY	IN	OUT	2 WAY
AM (0800-0900)	-7	1	-6	0	-2	-2	-8	-2	-10
PM (1600-1700)	1	-6	-5	0	0	0	0	-7	-7

5.3 Impact Assessment

Highway Impact

- 5.3.1 In order to determine the impact at the Uxbridge Road / Site Access junction, two-way vehicular flows on Uxbridge Road adjacent to the site access have been assessed. Existing flows on Uxbridge Road have been obtained from traffic surveys commissioned by WSP and undertaken on the 14th November 2012 as detailed in Section 3.6.
- 5.3.2 The existing two-way vehicular flows and proposed percentage impact resulting from the development proposals (based on the worst case figures in Table 5.1) are shown in Table 5.3 below.

Table 5.3: Uxbridge Road / Site Access Impact

Time	Existing Junction Flow	Proposed Junction Flow	% Impact
0800 – 0900	1,823	1,848	1.39 %
1600 – 1700	1,992	2,028	1.82 %

- 5.3.3 As shown in Table 5.3, the development proposals may lead to a minor increase in vehicle movements of 1.39% and 1.82% at the Uxbridge Road / Site Access junction during the AM and PM peak periods respectively. This level of additional traffic is considered to have a negligible impact on the operation of the junction and the wider highway network.

Public Transport Impact

- 5.3.4 The proposed public transport trips resulting from the development proposals are presented in Table 4.11. As shown, only two and six trips are proposed on both the London Underground and rail networks combined in the AM and PM peak hour periods respectively. As a result the proposed impact on the London Underground and rail networks is considered to be negligible.
- 5.3.5 It is also forecast that there will be a total of 9 and 17 trips made by bus to and from the proposed development during the AM and PM peak periods. As the site is served by 19 buses in the peak hours this equates to less than one additional passenger per service and is therefore considered to have a negligible impact.

5.4 Impact Conclusions

- 5.4.1 An exercise to establish the trip generation potential of the existing and proposed scheme has been undertaken. It has been demonstrated that the proposed application which seeks to provide a reduction in total ground floor area of 4,629m² and flexible class B land uses will result in a negligible impact on the Uxbridge Road / Site Access junction and the wider highway network.
- 5.4.2 A robust approach has been undertaken which applies the more onerous B1c/B2 trip rates to the development proposals, although it is expected that the future scheme will comprise predominately B8 land uses. As such, the overall reduction in B8 land use class (4,629m²) may lead to an actual reduction in the potential trip attraction of the site.

6 Travel Plan

- 6.1.1 A Travel Plan has been developed for the purposes of facilitating the use of sustainable modes of travel and reducing the number of single occupancy vehicle trips generated by the site.
- 6.1.2 This has been produced for the site in accordance with TfL's new 'Travel planning for new development in London Incorporating deliveries and servicing' guidance published on 22nd February 2011.
- 6.1.3 The Travel Plan sets out the site wide management structure for the site and outlines the sustainable travel principles and measures to be incorporated within the proposals.
- 6.1.4 The Travel Plan forms Stage C (Submission) of the typical travel plan development process and will therefore be used as a basis from which to agree the terms of any legal agreement, including conditions and planning obligations relating to the proposed measures identified within this document.
- 6.1.5 The Travel Plan will then be updated at Stage D (Post-permission and pre-opening) if necessary, in accordance with the agreed measures secured by a planning condition. Appropriate agreed measures and monitoring commitments will then be implemented by the developer, where stated, in accordance with these obligations.
- 6.1.6 The implementation of pre-occupation measures included within the travel plan will be the responsibility of the Travel Plan Co-ordinator (TPC). The TPC role will be undertaken by either a nominated employee of the site management company or an appointed consultant. The success of the Travel Plan will be regularly monitored, and reviewed to ensure that the Travel Plan continually develops.
- 6.1.7 A copy of the Framework Travel Plan is included as **Appendix E** of this report

7 Summary & Conclusions

Site Context & Development Proposals

- 7.1.1 WSP UK Limited has been appointed by Co-operative Insurance Society Limited (CISL) to provide transport consultancy services in relation to the development proposals at 1-3 Uxbridge Road, located within the London Borough of Hillingdon (LBH). The A4020 Uxbridge Road which bounds the site to the north is part of the Strategic Road Network (SRN) and is administered by LBH.
- 7.1.2 The site currently comprises a large storage and distribution warehouse (B8) and offices (B1). The existing buildings have a site coverage of approximately 70%, with car parks located to the east and south of the site.
- 7.1.3 CISL is seeking to redevelop the site to provide flexible a land-use of B1(c), B2 and B8 across four separate plots on the site, each with their own car parking area and hard-standing for servicing vehicles. Access to the site is to remain off Uxbridge Road as in the existing situation.
- 7.1.4 The proposed development is to provide a net reduction in floor area for all land uses at the site and shall reduce the total number of on-site car parking spaces. The proposed 166 parking spaces (including 19 disabled) and 18 operational loading bays fully accord with guidance set out within the Hillingdon UDP and London Plan.
- 7.1.5 The development proposals also include 88 cycle parking spaces in accordance with both the London Plan and Hillingdon UDP standards.

Trip Generation & Impact

- 7.1.6 In order to identify a net traffic generation for the proposed development the TRICS and TRAVL databases have been consulted to provide trip rates for the existing permitted and proposed developments.
- 7.1.7 The proposed development is expected to generate a net increase of 25 two-way vehicle trips in the AM peak period and 36 two-way vehicle trips in the PM peak period relative to the existing permitted use. This represents a robust scenario as it assumed that the proposed development will comprise solely of B1c/B2 land uses which has a more onerous trip rate than that of B8.
- 7.1.8 With regards to the local highway network, the development proposals are expected to generate a minor increase in vehicle movements of 1.39% and 1.82% at the Uxbridge Road / Site Access junction during the AM and PM peak periods respectively.
- 7.1.9 It has therefore been demonstrated that the proposed application which seeks to provide a reduction in total ground floor area of 4,629m² and flexible class B land uses is likely to result in a negligible impact on the peak hour road network.

Conclusions

- 7.1.10 A robust approach has been undertaken which applies the more onerous B1c/B2 trip rates to the development proposals, although it is expected that the future scheme will comprise predominately B8 land uses. As such, the overall reduction in B8 land use class (4,629m²) may lead to an actual reduction in the potential trip attraction of the site.
- 7.1.11 Given that the above methodology assesses the worst case scenario and that the percentage impact of the proposals remains somewhat low, this Transport Statement demonstrates that there are no transport related reasons for refusing the planning application for the development proposals at 1-3 Uxbridge Road.

Appendix B

Travel Plan for Hayes180

1-3 UXBRIDGE ROAD

TRAVEL PLAN

NOVEMBER 2016

1-3 UXBRIDGE ROAD

TRAVEL PLAN

The Royal London Mutual Insurance Society

Project no: 70027516
Date: November 2016

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QUALITY MANAGEMENT

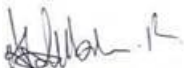
ISSUE/REVISION	FIRST ISSUE	REVISION 1	REVISION 2	REVISION 3
Remarks	Issue			
Date	November 2016			
Prepared by	AR			
Signature				
Checked by	RW			
Signature				
Authorised by	AF			
Signature				
Project number	70016360			
Report number				
File reference	\\uk.wspgroup.com\central data\Projects\700275xx\70027516 - 1 to 3 Uxbridge Rd Travel Plan\C Documents\Reports\TP			

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APPENDICES

APPENDIX A	SECTION 106
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1 INTRODUCTION

1.1 APPOINTMENT

- 1.1.1 WSP | Parsons Brinckerhoff (WSP|PB) has been appointed by The Royal London Mutual Insurance Society (The Applicant) to provide transport consultancy services in relation to the development proposals at 1-3 Uxbridge Road, located within the London Borough of Hillingdon (LBH).

1.2 BACKGROUND

- 1.2.1 A full Planning Application for the scheme was submitted in December 2012, (Planning ref: 1911/APP/2012/3185), which subsequently received planning consent in April 2013 for the following;

“Erection of 4 no. industrial, warehouse, office buildings (Use Classes B1, B2 and B8) with access and servicing arrangement, car parking, landscaping and associated works (Involving demolition of existing buildings).”

- 1.2.2 The Planning Application was supported by a Transport Statement and draft Travel Plan. This Travel Plan been prepared to discharge Schedule 2 of the Section 106 agreement which states;

“Prior to Occupation the Owner shall submit the Travel Plan to the Council for approvals.....The Development shall not be occupied until the Travel Plan has been submitted to and approved by in writing by the council”

- 1.2.3 Schedule 2 of the Section 106 agreement is provided in [Appendix A](#) for reference.

NON-MATERIAL AMENDMENT – AUGUST 2015

- 1.2.4 It is noted, an application for a non-material amendment (NMA) was submitted in August 2015, (Planning ref: 1911/APP/2015/3134), which was subsequently approved in September 2015. The amendments comprised the following:

- *“Minor alteration to layout of units 2 and 3; and*
- *Alterations to car parking, to planning permission Ref: 1911/APP/2012/3185 (Erection of 4 no. industrial, warehouse, office buildings, Use Classes B1, B2 and B8, with access and servicing arrangement, car parking, landscaping and associated works involving demolition of existing buildings)”*

- 1.2.5 This Travel Plan has therefore been prepared to reflect the latest proposals as consented by the above non-material amendment.

1.3 DEVELOPMENT SITE

- 1.3.1 The development site covers a total area of approximately 3.8 hectares and runs in a north-south direction, fronting Uxbridge Road and a car showroom to the north. The site is bounded by the Grand Union Canal and a discount food store to the east, dense landscaping to the south, and an industrial estate / Hayes Bridge Retail Park to the west.
- 1.3.2 The site location, which is approximately 2.5 km to the north-east of Hayes town centre, is illustrated by **Figure 1-1**.

Figure 1-1 Site Location



1.4 DEVELOPMENT PROPOSALS

- 1.4.1 The Applicant is redeveloping the site to provide flexible land-use consent of B1(c), B2 and B8 across four separate plots, each with their own car parking area and hard-standing for servicing vehicles. **Table 1-1** sets out the Proposed Development quantum.

Table 1-1 Proposed Development Quantum

PLOT	GIA (M ²)	GEA (M ²)	PARKING
Plot 1	2,415	2,574	24
Plot 2	5,295	5,908	90
Plot 3	4,348	4,768	
Plot 4	3,549	3,745	37
Total	15,607	16,995	151

VEHICULAR & PEDESTRIAN ACCESS

- 1.4.2** The development site is accessed via a spine road running south from Uxbridge Road. The access road has been designed in order to facilitate the potential for an articulated vehicle and a large rigid vehicle to pass one another.
- 1.4.3** The development includes a total of 151 car parking spaces, of which 17 are disabled spaces, plus 18 loading spaces for heavy goods vehicles (HGVs). The proposed loading spaces will be located adjacent to loading bay doors in order to minimise trolleying distances associated with each of the units. The proposed site layout is indicated in **Figure 1-2**.

Figure 1-2 Proposed Site Layout



1.5 TRAVEL PLAN OVERVIEW

- 1.5.1** TfL, in their latest guidance, define a Travel Plan as ‘a long-term management strategy for an existing or proposed development that seeks to integrate proposals for increasing sustainable travel by the future occupier(s) into the planning process and is articulated in a document that is to be regularly reviewed by the future occupier(s) of the site’. A Travel Plan involves identifying an appropriate package of measures aimed at promoting sustainable travel, with an emphasis on ‘promoting alternatives to the car’.
- 1.5.2** A Travel Plan should establish a structured strategy with clear objectives and targets, supported by suitable policies and quality measures for implementation. Whilst the location of a development, its physical design and proximity to facilities and services create the conditions to make sustainable travel choices a natural option communicating these opportunities to occupiers is also critical to the success of the Travel Plan.
- 1.5.3** The Travel Plan is essentially a ‘living document’ requiring monitoring, review and revision to ensure it remains relevant to the organisation and those using the site and provides continuous improvements for its duration. These aspirations and actions should be documented in a Travel Plan, the structure and content of which are dependent upon a range of factors including the location and nature of development, the occupiers and the end users.
- 1.5.4** The Travel Plan should demonstrate a holistic approach by incorporating both ‘hard’ engineering measures and ‘soft’ marketing and management measures necessary to address the transport impacts arising from development. It is essentially a ‘living document’ requiring monitoring,

review and revision to ensure it remains relevant to the organisation and those using the site and provides continuous improvements for its duration.

1.5.5 The Applicant is fully supportive of the Travel Plan and appreciates the benefit of using and encouraging greater use of sustainable transport for both people and goods.

1.5.6 This Travel Plan is compliant with ATTrBuTE assessment which is an online Travel Plan assessment tool for London. **Appendix B** contains the ATTrBuTE assessment for the Travel Plan.

1.6 REPORT PURPOSE

1.6.1 This Travel Plan has been developed from the draft Workplace Travel Plan prepared to accompany the planning submission. It is in accordance with TfL's latest Travel Planning Guidance (November 2013). This guidance marks a move towards integrating deliveries and servicing into the Travel Planning process together with a requirement to identify funding and budgets for each element of the plan including marketing and measures.

1.6.2 This document will be reviewed by the LBH to agree appropriate measures, targets and monitoring requirements prior to implementation. The Travel Plan will therefore be a live document.

1.6.3 The development shall not be occupied until the Travel Plan has been submitted to and approved in writing by the Local Authority.

1.7 TRAVEL PLAN STRUCTURE

1.7.1 The structure of the Travel Plan has been prepared to reflect the structure advised within TfL's Travel Planning Guidance, as follows:

- Chapter 2: Planning Policy and Guidance
- Chapter 3: Baseline Site Accessibility;
- Chapter 4: Objectives and Targets;
- Chapter 5: Travel Plan Strategy;
- Chapter 6: Travel Plan Measures;
- Chapter 7: Monitoring and Review; and
- Chapter 8: Action Plan.

2 POLICY CONTEXT

2.1 INTRODUCTION

- 2.1.1 The national and local transport policies relevant to this development are well documented and this section does not seek to replicate them. Instead, the key themes in the relevant national and local policies that have informed the content of this Travel Plan are summarised briefly below, and where relevant, policies which relate directly to the proposed development are addressed.

2.2 NATIONAL POLICY

NATIONAL PLANNING POLICY FRAMEWORK (MARCH 2012)

- 2.2.1 The National Planning Policy Framework (NPPF) was adopted in March 2012. The NPPF replaces existing national planning policy guidance and statements, such as PPG13 and PPS3, with a single more concise document. The NPPF aims to enable local people and their accountable councils to produce their own distinctive local and neighbourhood plans, which reflect the needs and priorities of their communities.
- 2.2.2 The NPPF embraces a presumption in favour of sustainable development which should be delivered within three main dimensions: economic; social and environmental.
- 2.2.3 With regard to transport, the NPPF sets aims for a transport system balanced in favour of sustainable transport modes, in order to give people a real choice about how they travel. It also encourages solutions which support reductions in greenhouse gas emissions and reduce congestion.
- 2.2.4 The NPPF states that developments which generate significant amount of movement should be located where the need to travel will be minimised and the use of sustainable transport modes can be maximised. Developments should be located and designed where practical to:
- Accommodate the efficient delivery of goods and supplies;
 - Give priority to pedestrian and cycle movements, and have access to high quality public transport facilities;
 - Create safe and secure layouts which minimise conflict between traffic and cyclists or pedestrians; avoiding street clutter and where appropriate establishing home zones;
 - Incorporate facilities for charging plug-in and other ultra-low emission vehicles; and
 - Consider the needs of people with disabilities by all modes of transport.
 - Travel Plans are considered a key tool in achieving the above.

NATIONAL PLANNING PRACTICE GUIDANCE (MARCH 2014)

- 2.2.5 The National Planning Practice Guidance (NPPG) was launched on the 6th March 2014 and provides a web-based resource in support of the NPPF. Following public consultation on a 'beta' version ending on 9th October 2013, the NPPG has been amended. The guidance includes advice on Travel Plans and states:

"In determining whether a Travel Plan will be needed for a proposed development the local planning authorities should take into account the following considerations:

- The Travel Plan policies (if any) of the Local Plan;

- The scale of the proposed development and its potential for additional trip generation (smaller applications with limited impacts may not need a Travel Plan);
- Existing intensity of transport use and the availability of public transport;
- Proximity to nearby environmental designations or sensitive areas;
- Impact on other priorities / strategies (such as promoting walking and cycling);
- The cumulative impacts of multiple developments within a particular area;
- Whether there are particular types of impacts around which to focus the Travel Plan (e.g. minimising traffic generated at peak times); and
- Relevant national policies, including the decision to abolish maximum parking standards for both residential and non-residential development.”

DfT GOOD PRACTICE GUIDELINES: DELIVERING TRAVEL PLANS THROUGH THE PLANNING PROCESS (APRIL 2009)

2.2.6

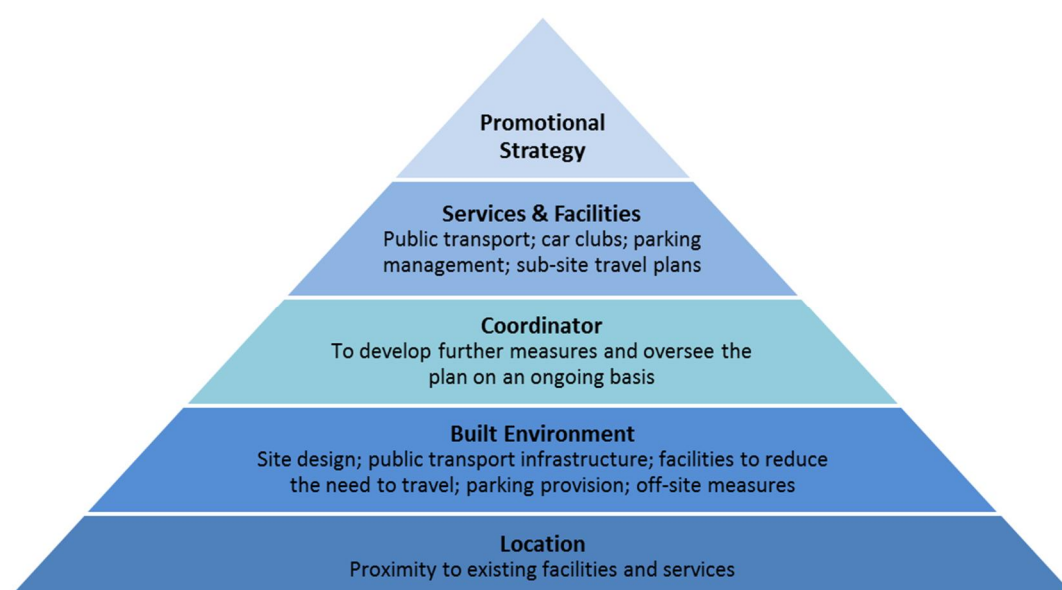
The DfT guidelines are intended to assist all stakeholders in determining when a Travel Plan is required, how it should be prepared and what it should contain within the context of an integrated planning and transport process. The guidelines also set out how Travel Plans should be evaluated, secured, implemented, monitored and managed in the longer term as part of this process. Travel Plans are important for major new developments in order to:

- “Support increased choice of travel modes;
- Promote and achieve access by sustainable modes;
- Respond to the growing concern about the environment, congestion, pollution and poverty of access; and
- Promote a partnership between the authority and the developer in creating and shaping ‘place’.”

2.2.7

The document recognises that it can be helpful to view a Travel Plan for a new development as a pyramid of measures and actions, which are constructed from the ground up, with each new layer building on the last, all set within the context of the outcomes sought.

Figure 2-1 Travel Plan Pyramid of Measures and Actions



- 2.2.8 The DfT's Travel Plan Pyramid helps demonstrate how successful plans are built on the firm foundations of a good location and site design. Additional hard and soft measures should be integrated into the design, marketing and occupation of the site. In addition, parking restraint is often crucial to the success of the plan in reducing car use.

2.3 REGIONAL POLICY

THE LONDON PLAN 'THE SPATIAL DEVELOPMENT STRATEGY FOR LONDON CONSOLIDATED WITH ALTERATIONS SINCE 2011' (MARCH 2016)

- 2.3.1 The London Plan aims to ensure that London's transport is easy, safe and convenient for everyone and encourage cycling, walking and use of electric vehicles. The document states that London should be a city where it is easy, safe and convenient for everyone to access jobs, opportunities and facilities with an efficient and effective transport system which actively encourages more walking and cycling.

- 2.3.2 The London Plan recognises that transport plays a fundamental role in addressing the whole range of this spatial planning, environmental, economic and social policy priorities. It is critical to the efficient functioning and quality of life of London and its inhabitants, having major effects on places, especially around interchanges and in town centres and on the environment, both within the city itself and more widely.

- 2.3.3 Policy 6.1 Strategic Approach stresses the importance of closer integration of transport and development and hopes to achieve this by inter alia:

- Encouraging patterns of development that reduce the need to travel, especially by car;
- Supporting development that generates high levels of trips only at locations with high levels of public transport accessibility, either currently or via committed, funded improvements;
- Supporting measures that encourage shifts to more sustainable modes and appropriate demand management;
- Promoting greater use of low carbon technology so that CO₂ and other contributors to global warming are reduced; and
- Promoting walking by ensuring an improved urban realm.

TFL TRAVEL PLANNING GUIDANCE (NOVEMBER 2013)

- 2.3.4 In November 2013 TfL published a new guidance document to combine and simplify the previous Travel Plan document 'Travel Planning for New Development in London: Incorporating Deliveries and Servicing' (January 2012).

- 2.3.5 One of the purposes of the guidance is to ensure that deliveries and servicing are taken into account from the earliest stage in the planning process. However, the document recognises that the level of detail provided in a Travel Plan about goods / servicing aspects will depend on the nature and scale of the development.

- 2.3.6 The level of Travel Plan required should be considered in the context of a range of circumstances. Thresholds set out in the table below determine the requirement for the type of Travel Plan. In cases where occupiers do not meet the thresholds a Travel Plan is not required. Where this is the case it will be encouraged that occupiers take up sustainable transport initiatives. It should also be noted that such occupiers will continue to benefit from the site wide Travel Plan measures.

Table 2-1 Travel Plan Development Scale Thresholds

LAND USE (CLASS)	TRAVEL PLAN STATEMENT	FULL TRAVEL PLAN
B1 (Business)	More than 20 staff but less than 2,500sqm	Equal or more than 2,500sqm
B2 (Industrial)	More than 20 staff but less than 2,500sqm	Equal or more than 2,500sqm
B8 (Warehouse and Distribution)	More than 20 staff but less than 5,000sqm	Equal or more than 5,000sqm

2.4 LOCAL POLICY AND GUIDANCE

HILLINGDON LOCAL PLAN: PART 1 - STRATEGIC POLICIES (ADOPTED NOVEMBER 2012)

- 2.4.1** The Strategic Policies form part of Hillingdon's Local Plan. The Local Plan is a folder of documents which underpins planning policy in the Borough: it shapes decisions regarding what can be built, and where it can be located.
- 2.4.2** Within the Local Plan, Part 1 - Strategic Policies (formerly the Core Strategy) sets out the broad policies for shaping development in Hillingdon.
- 2.4.3** The Strategic Policies will be supported by a number of other documents within the Local Plan, including:
- The Site Allocations document, which offers greater detail on policies applying to specific locations within the Borough in relation to different land uses;
 - The Proposals Map, providing spatial context for the Site Allocations; and
 - The Development Management document, which sets out guidelines for decisions about planning applications.
- 2.4.4** Policy T1 states that the Council will steer development to the most appropriate locations in order to minimise impact on the transport network. Development should ensure that walking and cycle access is provided and utilisation encouraged. These objectives will be achieved by:
- Delivering the Local Implementation Plan, which sets targets for cycling, provides guidelines on considering cycling and highways schemes, and resource allocation;
 - Providing demand-responsive transport to link areas of deprivation with major employment sites;
 - Encouraging freight operators to use the highest-order roads where possible; and
 - Engaging with stakeholders including TfL, the Highways Agency and transport operators.
- 2.4.5** Policy T3 states that the Council will engage with TfL, transport providers and other partners to bring about improvements to north-south transport links within the Borough, in order to link residential areas directly with employment centres and transport interchanges.
- 2.4.6** A central aim of the Borough's transport strategy is to ensure that an increasing proportion of travel demand can be met by sustainable modes including walking, cycling and public transport use. In order to achieve this goal, local destinations (which include education, employment, healthcare, retail and leisure facilities) must be accessible via well-planned routes and integrated transport, such that people feel incentivised to use sustainable modes to make these journeys.

HILLINGDON LOCAL PLAN: PART 2 – DEVELOPMENT MANAGEMENT POLICIES – OCTOBER 2015 (REVISED PROPOSED SUBMISSION VERSION)

- 2.4.7 Following consultation on the Local Plan Part 2 (Proposed Submission Version) 2014, LBH have issued a number of published proposed changes to the document for comment, LBH are aiming to submit the updated Local Plan Part 2 for examination in January 2017 and it is expected that hearing sessions associated with the examination are likely to follow shortly after.
- 2.4.8 Part 2 of the London Borough of Hillingdon Local Plan promotes sustainable forms of transport with an overall aim of improving air quality and reducing private car dependency. It seeks to provide a sustainable transport system that addresses whole of length journeys, reduces car dependency, supports the economy, encourages active travel and improves quality of life. The framework also aims to reduce congestion as smooth traffic flow by directing growth to locations that are near public transport interchanges, encouraging walking and cycling, improving existing public transport and ensuring ease of access for all.
- 2.4.9 The Development Management Policies document relates to Transport and Aviation and contains the following relevant transportation policies.
- 2.4.10 Policy DMT1 Managing Transport Impacts states that:
- A) Development proposals will be required to meet the transport needs of the development and address its transport impacts in a sustainable manner. In order for developments to be acceptable they are required to:
 - i) be accessible by public transport, walking and cycling either from the catchment area that it is likely to draw its customers or visitors from and / or the services and facilities necessary to support the development.
 - ii) maximise the safe, convenient and inclusive accessibility to, and from within developments for pedestrians, cyclists and public transport users;
 - iii) provide equal access for all people, including inclusive access for disabled people;
 - iv) adequately address delivery, servicing and drop off requirements; and
 - v) have no significant adverse transport or associated air quality and noise impacts on the local and wider environment, particularly on the strategic road network.
 - B) Development proposal will be required to undertake a satisfactory Transport Assessment and Travel Plan if they meet or exceed the thresholds in table 8.1.
- 2.4.11 Policy DMT4 states the following regarding public transport:
- A) The Council will support and promote the enhancement of public transport facilities, including at key interchanges that address the needs of the Borough. The Council may require developers to mitigate transport impacts from development proposals by improving local public transport facilities and services, which may include:
 - i) improvements to address inclusive access;
 - ii) ensuring that bus stops are conveniently located for passengers;
 - iii) implementation of bus priority and bus stop accessibility measures;
 - iv) providing for bus route requirements and associated road layouts;
 - v) improvements to the network of services; and
 - vi) improvements to infrastructure to support cycling.

- B) Public transport measures may be required to be included in the highways layout design where they are identified in a Transport Assessment, Travel Plan or integral to the acceptability of the proposal.

2.4.12 Policy DMT6 states the following regarding vehicle parking:

- A) Development proposals must comply with the parking standards outlined in Appendix C Table 1 in order to facilitate sustainable development and address issues relating to congestion and amenity. The Council may agree to vary these requirements when:
 - i) the variance would lead to a deleterious impact on street parking provision, congestion or local amenity; and /or
 - ii) a Transport Appraisal and Travel Plan has been approved and parking provision is in accordance with its recommendations.
- B) All car parks provided for new developments will be required to contain conveniently located reserved spaces for wheelchair users and those with restricted mobility in accordance with the Council's Accessible Hillingdon SPD.

3 BASELINE CONDITIONS AND CONNECTIVITY

3.1 INTRODUCTION

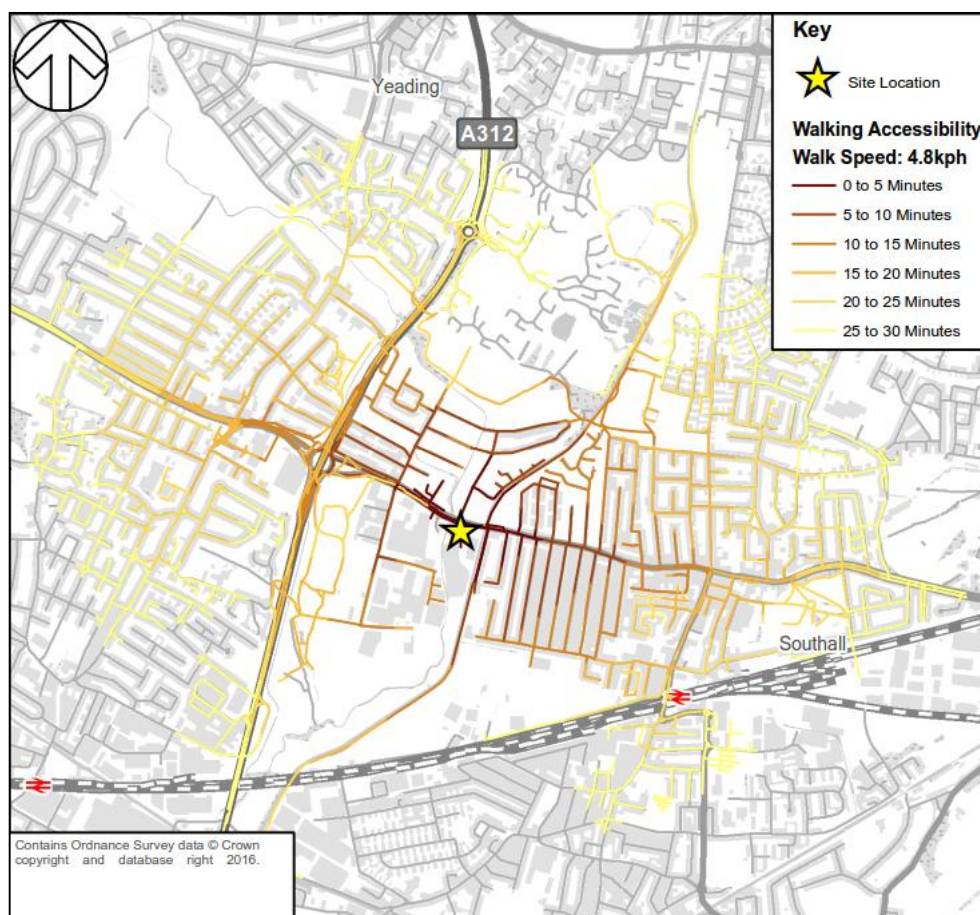
3.1.1 This Chapter outlines the existing transport environment in relation to the site.

3.2 PEDESTRIAN NETWORK

3.2.1 The pedestrian isochrones map shown in **Figure 3-1** illustrates the 30 minute catchment from the site divided into five minute intervals, assuming a walk speed of 4.8 km/h. This represents the area around the site which walking should be encouraged.

3.2.2 Existing walking isochrones for the immediate vicinity of the site are shown below:

Figure 3-1 Pedestrian Isochrones



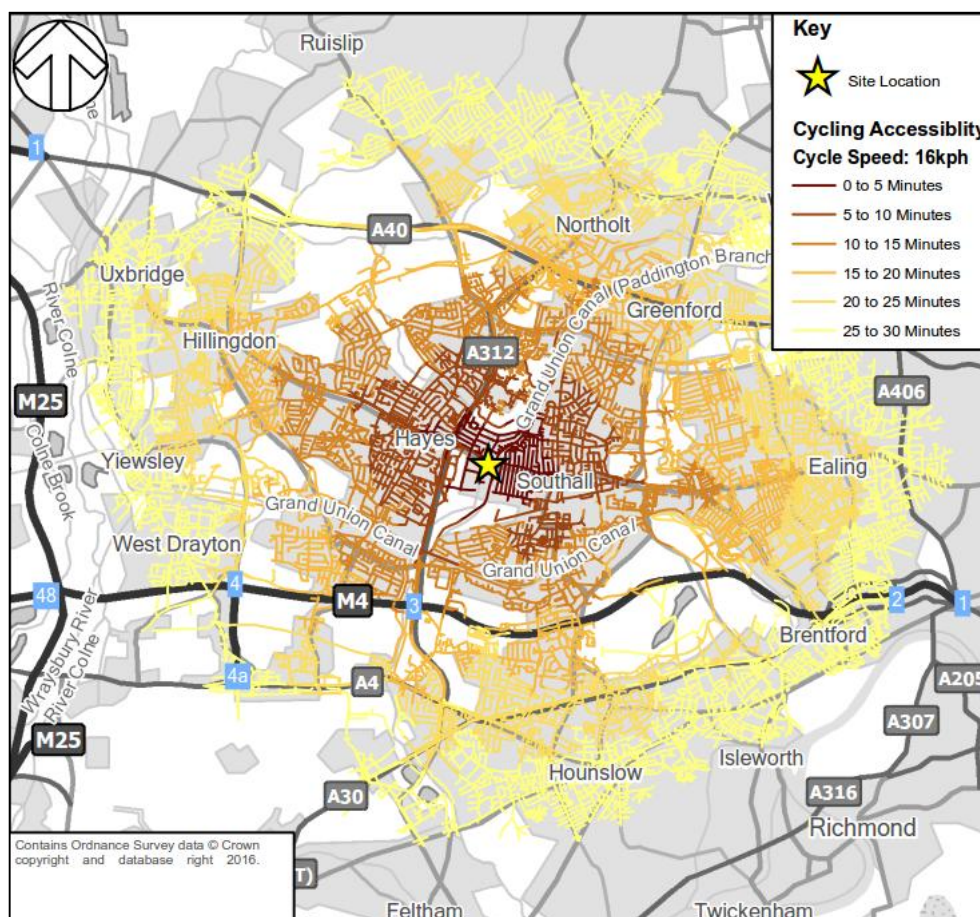
3.2.4 Footways along Uxbridge Road are generally of adequate width with no significant pinch-points. The Hayes Bridge Retail Park Access / Uxbridge Road junction provides signalised crossings for pedestrians with tactile paving provided.

3.2.5 A footway is also provided on the western side of the site access road providing pedestrian access from Uxbridge Road. This footway is approximately two metres in width and is generally in good condition with no maintenance issues.

3.3 CYCLE NETWORK

3.3.1 Cycling is growing in popularity in London and has the potential to substitute for short car trips, particularly those under 5 km, and to form part of a longer journey by public transport. At an average speed of 17 km/h, this relates to a journey time of approximately 20 minutes. **Figure 3-2** illustrates the areas accessible within a 30 minute cycle from the site.

Figure 3-2 Cycle Isochrones



3.3.3 In TfL's London Cycling Guide the A4020 which runs eastbound is designated as a route signed for use by cyclists. In addition there are a number of dedicated off-road routes which are located next to the site running along Uxbridge Road and the Grand Union Canal. These roads are all accessible from the site and also provide links to the wider cycle network.

3.4 BUS NETWORK

3.4.1 The nearest bus stop from the site is located on Uxbridge Road, approximately 2 minutes' walk from the site entrance. Bus routes 207, 607, 427 and N207 are accessible from this stop with the frequencies summarised by Table 3.1.

Table 3-1 Bus Services and Frequencies

ROUTE	NEAREST BUS STOP	ROUTE SUMMARY	FREQUENCY* (BUSES PER HOUR - BPH)
207	Uxbridge Road	Hayes – Acton – White City	10 bph
607	Uxbridge Road	Uxbridge – Ealing Broadway – White City	4 bph
427	Uxbridge Road	Uxbridge – Ealing – Acton	7 bph
N207	Uxbridge Road	Uxbridge – Shepherd's Bush – Holborn	(Night service)

*AM Peak Hour

- 3.4.2 **Table 3-1** shows that there are approximately 21 buses available within walking distance the site every hour. The Uxbridge Road bus stops provide shelters, seating, lighting and timetable information for passenger safety and convenience.

3.5 RAIL NETWORK

- 3.5.1 The closest railway station is Southall Station, located some 1.6km walk southeast of the site. Services are provided by Great Western Railway from London Paddington to Reading, Oxford and Newbury, and by Heathrow Connect from Paddington to Heathrow Airport.

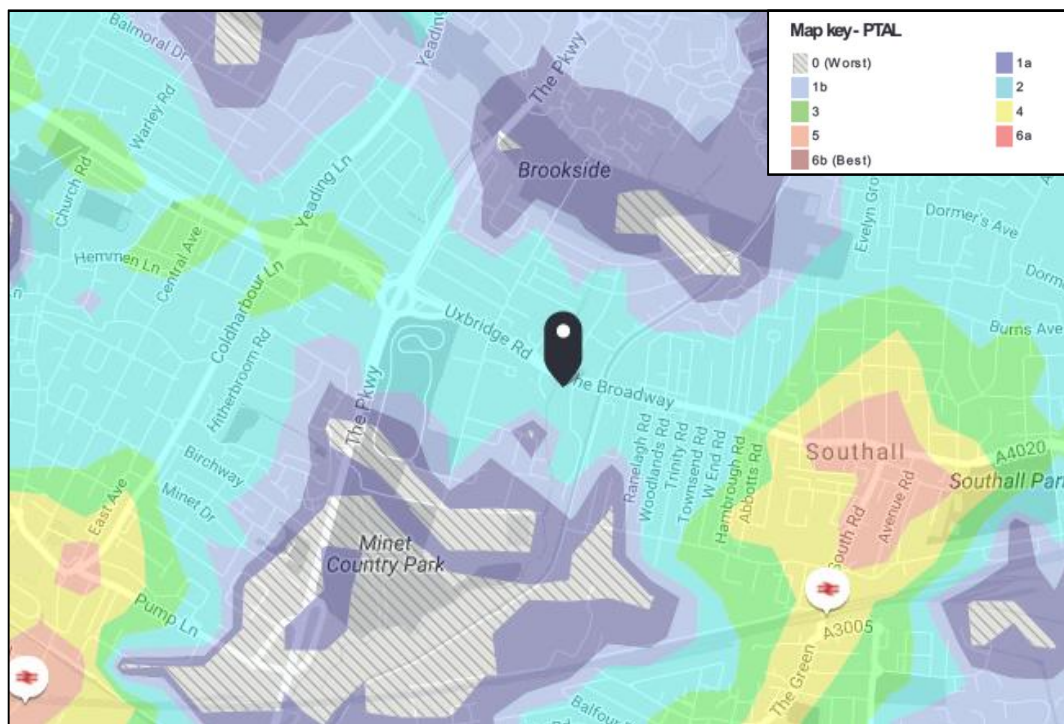
CROSSRAIL

- 3.5.2 Crossrail is a new railway link that will provide a high frequency, high capacity service to 37 stations. From December 2019, when the full route opens, up to ten Elizabeth line services an hour in each direction which will serve Southall Station. This will significantly provide local travel opportunities to key destinations such as Paddington, Liverpool Street and Farringdon.

3.6 PUBLIC TRANSPORT ACCESSIBILITY

- 3.6.1 Based on TfL's web-based WebCAT a PTAL of **2** has been calculated for a central point of origin within the site as shown in **Figure 3-3**. A copy of the PTAL report is contained within **Appendix C**. **This** PTAL is a reflection of Southall railway station lying outside of the maximum PTAL walk distance, which in practice lies within walking distance of the site.

Figure 3-3 PTAL Map



Source: <https://tfl.gov.uk/webcat>

3.7 BASELINE HIGHWAY CONDITIONS

- 3.7.1 The site is accessed via the A4020 Uxbridge Road to the north. Uxbridge Road is part of the Strategic Road Network (SRN) and is administered by LBH. Uxbridge Road is a key route and provides a main link between Uxbridge and Shepherd's Bush to the west and east, respectively.
- 3.7.2 The site Access / Uxbridge Road junction takes the form of a priority junction with no right turn permitted. However, right turners are able to undertake U-turns via the right turn lane to Delamere Road immediately west of the site access.
- 3.7.3 Loading and waiting restrictions are also present in both directions along Uxbridge Road in the vicinity of the site. Parking is prohibited from Monday to Saturday between the hours of 08:00-18:00 and loading is prohibited on Monday to Friday between 08:00-09:30 and 16:30-18:30.

4 TRAVEL DEMAND

4.1 SITE MONITORING

- 4.1.1 Given that the proposed development has not yet been built, it is not possible to undertake site monitoring to establish baseline travel characteristics at this stage. The travel characteristics of occupants of the proposed development will, however, be monitored on a regular basis once the development is occupied. Travel surveys will be undertaken for the site in accordance with the monitoring system that feeds into the TRICS survey database.
- 4.1.2 The initial travel survey will be co-ordinated and publicised by the Travel Plan Coordinator (TPC) and will aim to achieve a high questionnaire response rate.

4.2 BASELINE TRAVEL DEMAND

- 4.2.1 In the absence of existing travel survey data at the site, modal shares have been determined from the trip generation analysis within the Transport Statement produced to support the Planning Application. It is also noted that the type of travel behaviour is subject to the final occupiers, who are currently unknown.
- 4.2.2 Analysis of the TRICS database has shown that the B1c/B2 use generates more traffic than the B8 land use and has therefore been used as the basis for forecasting trips for the proposed scheme to provide a robust approach. In order to derive the likely number of trips generated with B1c/B2 land use classes occupying the site, TRICS sites from industrial estates have been identified to establish the proposed land-use trip rate. Full details of the sites selected can be found in the Chapter 4 of the Transport Statement.
- 4.2.3 Using the TRICS sites selected, total person and vehicle trip rates (split between light vehicles and HGVs) have been derived. All other modes of transport including walking and public transport mode splits have been determined from Census Travel to Work data, with data extracted for Townsfield ward where the site is located.
- 4.2.4 The resultant multi-modal and vehicle generation forecasts for the proposed development are outlined in **Tables 4-1**. As the proposed trip generation assumes that the development proposals are to consist entirely of B1c/B2 land uses, the proposed trips shown below are considered to be particularly robust.

Table 4-1 Multi-Modal Trip Generation (B1c/B2)

MODE	AM (0800-0900)			PM (1600-1700)		
	In	Out	2 Way	In	Out	2 Way
Underground	1	0	1	1	2	3
Train	1	0	1	1	2	3
Bus	7	2	9	4	13	17
Motorcycle	1	0	1	0	1	1
Car Driver	65	27	92	29	69	98
Car Passenger	3	1	4	2	6	8
Taxi/Minicab	0	0	0	0	1	1
Bicycle	1	1	2	1	3	4
Walk	4	2	6	3	9	12
Total	84	34	116	41	105	147

4.2.5

As shown in **Table 4-1**, the proposed development is forecast to generate a total of 116 and 147 two-way total person trips in the AM and PM peak periods, respectively. Of these total person trips, 92 and 98 two-way vehicle trips are forecast.

5 OBJECTIVES AND TARGETS

5.1 OBJECTIVES

- 5.1.1 TfL's guidance document entitled "Travel Planning Guidance" (November 2013), identifies that the objectives and targets set out in the Travel Plan should be based on trip rates and modal splits agreed in the transport assessment.
- 5.1.2 Travel Plans should include targets to reduce single occupancy vehicle trips but should also consider and relate to targets specified in the Mayor's Transport Strategy e.g. to increase cycling. In addition they should support objectives set out in a borough's local policy documents.
- 5.1.3 The strategy for this Travel Plan therefore has the following general objectives:
- To establish sustainable travel principles for the development as a whole;
 - To minimise single occupancy vehicle trips;
 - To support car-free lifestyles;
 - To increase the attractiveness and use of cycling for day-to-day journeys;
 - To encourage healthy and active travel; and
 - To raise awareness of sustainable modes of transport available for visitors to and from the site.

5.2 TARGETS

- 5.2.1 Appropriate short, medium and long-term SMART (Specific; Measurable; Achievable; Realistic and Time-bound) targets are proposed. Two types of targets have been identified:
- 'Aim' type targets are those which relate to outcomes achieved through implementation of measures; and
 - 'Action' type targets are physical actions that can be achieved by a set date e.g. appointing a Travel Plan Co-ordinator.
- 5.2.2 Two types of targets have been identified. 'Action' type targets are as 'non-quantifiable actions that need to be achieved' (e.g. appointing a Travel Plan Coordinator one month before occupation), whilst 'Aim' type targets are 'quantifiable and relate to the degree of modal shift the plan is seeking to achieve' or to other outcomes (e.g. the date by which car driver mode split will be achieved). The Action and Aim type targets for the site are set out in turn below.

ACTION TYPE TARGETS

- 5.2.3 The following action type targets are set for the proposed development:
- Appoint a Travel Plan Coordinator (TPC) to take responsibility for the development and management of the plan, and ensuring its delivery;
 - Provide secure, sheltered cycle parking stands prior to occupation;
 - Production of Commercial Travel Leaflet promoting alternative modes of transport and the key services provided through the Travel Plan; and
 - TPC to organise initial travel surveys within one year following 50% occupation and at years three and five following the initial surveys.

AIM TYPE TARGETS

- 5.2.4 The Travel Plan targets aim to measure the progress made towards achieving the Travel Plan objectives. Targets are generally based on achieving modal shift through reductions in car use, particularly those with a single occupant, and increases in the use of sustainable modes such as cycling. The forecast mode split for the proposed development is detailed in **Table 5-1** below, referred to in the Transport Statement.

Table 5-1 Forecast Mode Split upon opening (Year 0)

MODE	MODE SPLIT
Underground	4%
Train	3%
Bus	13%
Motorcycle	0%
Car Driver	73%
Car Passenger	2%
Taxi/Minicab	0%
Bicycle	1%
Walk	4%
Total	100%

- 5.2.5 It is proposed that the targets focus on reducing the modal share of car driver trips and increasing the uptake of sustainable modes, in particular walking and cycling. This would focus on journey to work data, rather than operational traffic movements where a modal shift from HGV to walk / cycle would not be appropriate.

- 5.2.6 The Mayor's Transport Strategy envisages 5% of trips being made by bicycle by 2026, and the Travel Plan targets aim to help reach this level. **Table 5-2** below details the mode split targets for the development after 5 years.

Table 5-2 Travel Plan Mode Split Targets

MODE	YEAR 1*	YEAR 3	YEAR 5
Public Transport	20%	21%	22%
Motorcycle	0%	0%	0%
Car Driver	73%	70%	66%
Car Passenger	2%	2%	2%
Taxi/Minicab	0%	0%	0%
Bicycle	1%	2%	5%
Walk	4%	5%	5%
Total	100%	100%	100%

*Year 1 modal share and subsequent targets to be confirmed following baseline survey

- 5.2.7 The Travel Plan therefore aims to reduce the mode share of car driver trips, with a percentage decrease of approximately 10% over 5 years. The Travel Plan seeks to reduce car driver trips through an increase of more sustainable travel modes including public transport, walking and cycling.
- 5.2.8 The aim targets will be reviewed on an on-going basis through the travel surveys detailed in Chapter 8 of this Travel Plan.
- 5.2.9 As the proposed development is not yet operational, the predicted mode splits contained in **Table 5-1** are estimated based on the census data from the local ward and the TRICS database used for the trip generation assessment (as set out in the supporting Transport Statement). The actual situation upon opening may differ from this depending on the spatial distribution and travel preferences / shift patterns of employees of the new development. Nevertheless, the modal shift targets establish the focus for encouraging more sustainable journey to work trips.

- 5.2.10 The baseline travel survey (to be undertaken once the development is 50% occupied) will provide a truer reflection of employees' travel habits, thereby facilitating interim updating of the targets. Travel Plan targets will be updated and agreed with LBH following completion of the initial travel surveys.

6 TRAVEL PLAN STRATEGY

6.1 INTRODUCTION

6.1.1 This Chapter sets out the key roles responsible for managing the implementation, operation and monitoring of the travel plan for the proposed development.

6.1.2 The Travel Plan management strategy comprises the appointment of a site wide Travel Plan Co-ordinator and on-site representatives. The purpose, roles and responsibilities of each are considered in turn below:

6.2 APPOINTED ROLES

TRAVEL PLAN COORDINATOR

6.2.1 A Travel Plan Coordinator (TPC) will be appointed to take responsibility for the development and management of the Plan, and to ensure its delivery. The TPC will also be responsible for the implementation, monitoring and progress reporting of the Travel Plan. The TPC role for the site will be fulfilled by an appointed consultant or the Site Management team, as follows;

- **Name:** Bryony Vaughan
- **Organisation:** WSP | Parsons Brinckerhoff LTD
- **Email:** TPC@WSPGroup.com

6.2.2 It will be the responsibility of the Developer to ensure that a TPC is appointed prior to the occupation of the site. The roles and responsibilities of the TPC include:

- Provide written details of the Travel Plan to new occupiers of the development within two months of first occupation;
- Facilitating the implementation of any measures which are specific to occupiers, where appropriate;
- Overseeing the monitoring and reporting of the Travel Plan;
- Production of monitoring reports to determine progress towards agreed targets for a period of not less than 10 years from the date of occupation (unless the council agrees that after five years from the date of Occupation that a TPC is no longer necessary);
- Liaising with the Local Authority and stakeholders; and
- Administration of the Travel Plan, which involves the maintenance of necessary systems, data and paperwork, consultation and promotion. These duties are permanent for the duration of the plan.

6.2.3 Following first occupation of the development, the Travel Plan Co-ordinator shall monitor, implement and review the Travel Plan for a period of not less than ten years following first occupation of the development, unless the Council agrees after five years from the date of occupation, compliance with the Travel Plan is no longer necessary (or if later, for a period commencing on the date 50% of the development is occupied).

ON-SITE REPRESENTATIVES

- 6.2.4 The TPC will facilitate the appointment of a representative from each occupier and with them will jointly promote the Travel Plan to employees.
- 6.2.5 It is envisaged that the on-site representative role will be fulfilled by a nominated employee. This role is not a full-time job, and can therefore be undertaken by existing employees of the associated companies. The on-site representative role will involve:
- Giving a 'human face' to the Travel Plan – explaining its purpose and the opportunities on offer. This may include offering personalised journey planning advice and helping to establish and promote the individual measures in the plan;
 - Obtaining and maintaining commitment and support from employees;
 - Raising awareness and implementing any measures which are specific to that occupier / land use;
 - Liaising with decision makers and interested parties within their organisation (e.g. different departments) and the TPC; and
 - Providing on-site support to the TPC, as required.

6.3 MARKETING STRATEGY

- 6.3.1 It is recognised that a marketing and communication strategy is key to the success of the Travel Plan. The marketing strategy will aim to raise awareness of the key services and facilities implemented as part of the Travel Plan and to disseminate travel information via the development website, by email and possibly via notice boards within staff areas. The marketing activities to be undertaken include:
- Links to relevant journey planning information and public transport timetables on TfL's website will be provided within the travel packs issued to employees of the development; and
 - Sustainable travel events and incentives will be communicated to employees via email and on notice boards.
- 6.3.2 It is recognised that the site may also generate a number of other types of trips from the wider surrounding area such as customer and visitor trips. Although it is not practicable to provide information to these groups using the same methods, all available opportunities will be pursued to ensure that their exposure to material which can influence their choice of mode is maximised.

6.4 SECURING THE TRAVEL PLAN AND FUNDING

- 6.4.1 The provision of an approved Travel Plan in accordance with current TfL guidance together with the implementation of 'action' type targets would be secured through its incorporation into the implementation of the development.
- 6.4.2 The specification of aim targets will be reserved for agreement with LBH within one month of the receipt of the results of the initial baseline travel survey.
- 6.4.3 All measures implemented prior to the development being significantly occupied will be funded by the Developer, including the appointment of the TPC, nominated on-site representatives, the costs of monitoring and auditing and any remuneration and expenses payable to the Travel Co-ordinator and the Auditor. The Developer will also fund the initial baseline travel survey undertaken upon significant occupation of the site.

- 6.4.4 The Developer is responsible for paying a Travel Plan Monitoring Sum within 28 days of demand by the council from time to time for the purpose of covering the Council's costs for reviewing the Monitoring Surveys and the Developer's compliance with the terms of the Travel Plan.
- 6.4.5 The Developer will also be responsible for paying the Travel Plan Deposit of the sum of £20,000 to the Council prior to Occupation of the development.

7 TRAVEL PLAN MEASURES

7.1 INTRODUCTION

7.1.1 This Chapter outlines the measures which will be implemented on site in order to achieve the objectives identified within Chapter 4. These measures form the core of the Travel Plan. The measures have been grouped into three types as follows and considered in turn in the following sections:

- 'Hard' engineering measures incorporated into the design; and
- 'Soft' marketing and management measures which will be implemented as part of the development proposals to ensure that sustainable travel behaviour is maximised.

7.2 TRAVEL PLAN RESPONSIBILITY

7.2.1 The Developer will be responsible for the implementation of physical measures (e.g. cycle parking etc.). It is envisaged that each occupier will be encouraged to nominate an on-site representative to 'champion' the objectives of the Travel Plan and promote the measures to achieve the objectives. It is envisaged that the measures provided by the Developer will assist occupiers in achieving the objectives and targets set out in Chapter 5.

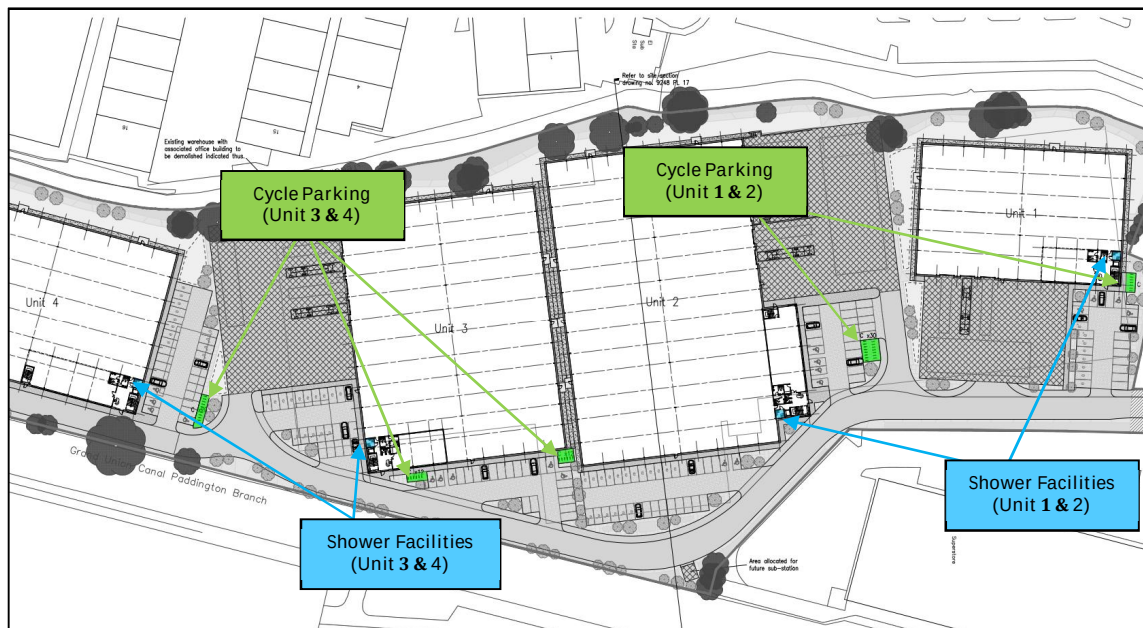
7.3 'HARD' MEASURES – SITE DESIGN

7.3.1 Many physical aspects of the design of new developments will influence travel patterns from the outset. The hard engineering measures that will be incorporated into the design of the development are set out below. It should be noted that appropriate hard engineering measures will be provided prior to occupation of the development and will be funded by the Developer.

CYCLE PARKING

7.3.2 90 cycle parking spaces are proposed for the development site. Cycle parking facilities will be secure, sheltered and conveniently located. The location of the cycle parking and associated shower facilities is shown in **Figure 7-1**.

Figure 7-1 Cyclist Facilities



CAR PARKING

- 7.3.3** The development is to provide 151 car parking spaces, representing a reduction of 29 spaces compared to the previous site use; this accords with policy aims to reduce car travel in London.
- 7.3.4** Of the total provision, 17 parking spaces will be provided for Blue Badge holders. Furthermore, 20 active spaces will be fitted with charging points to enable use by electric vehicles, with a further 18 spaces of passive provision (i.e. for future use by electric vehicles).
- 7.3.5** A diagram showing the proposed access and parking arrangements are shown below in **Figure 7-2**.

Figure 7-2 Proposed Access & Parking



PARKING CONTROL MEASURES

7.3.7

Access to the site will be controlled by an entrance barrier and separate secure entrances for each of the units. The entrance barrier will be opened in the morning by the first tenant upon arrival and closed again by the last tenant as they leave. Upon full occupation of the units, such access arrangements will be formalised by the Site Management Team.

- 7.3.8** The car parking facilities on-site will be monitored by the Site Management Team to ensure they are being appropriately used by employees and visitors of the site. The Site Management Team will be responsible for monitoring the access roads and parking areas on a regular basis to ensure. A summary of the proposed parking regulation principles and enforcement is set out below:
- Any vehicles parked on-site not displaying a valid parking permit shall be liable to a parking penalty;
 - Any vehicles parked in an accessible parking bay must display a Blue Badge together with a valid parking permit, as issued by the management team;
 - There will be no vehicles parking on the landscaped areas or access roads of the development;
 - Vehicles must be parked wholly within designated bays; and
 - Vehicles must not be parked in such a way that causes obstruction or inconvenience to other users.

7.4 KEY SERVICE AND FACILITIES

- 7.4.1** A number of key services and facilities to complement the physical design of the development will also be implemented to further encourage the use of sustainable transport modes. Details of each of these key services are set out in turn below.

CYCLE MAINTENANCE FACILITIES

- 7.4.2** Essential maintenance facilities such as bicycle pumps will be available for use by employees and visitors to the site as necessary.

CYCLE TO WORK SCHEME

- 7.4.3** The national Cycle to Work Scheme enabling employees who wish to cycle to work to purchase a bike on a tax free basis will be promoted to all occupants of the office building.

- 7.4.4** Details of the scheme will be included within the commercial travel pack that will be made available to employees upon occupation.

CYCLE TO WORK WEEK

- 7.4.5** A cycle to work week will be organised by the Travel Plan Co-ordinator. The cycle to work week will be funded by the Developer to inform employees of the benefits of cycling. The event will be held within 3 months of 50% occupation of the site, and annually thereafter for a minimum period of 5 years. If possible the winter months will be avoided in order to maximise attendance, and co-ordination with National Bike Week will be sought where timescales permit.

INTEREST-FREE SEASON TICKET LOANS FOR EMPLOYEES

- 7.4.6** Each occupier would be encouraged to provide and promote the availability of employee interest-free loans for the purchase of public transport season tickets. The provision of interest-free season ticket loans will be publicised (where appropriate) within the commercial travel leaflets and internally within each business.

FACILITIES FOR MOBILITY IMPAIRED PERSONS

- 7.4.7** The personalised journey planning service detailed above will also accommodate the specific journey planning requirements of mobility impaired persons working within the site.

7.5 DELIVERIES AND SERVICING

Service deliveries will access the site in the same manner as visitors or employees as detailed in Section 7.3.7. The development has been designed to ensure that all servicing activities are undertaken within designated areas in order to ensure that traffic flows on the surrounding highway network are unaffected by the operation of the site.

FREIGHT OPERATOR RECOGNITION SCHEME

- 7.5.1 Commercial occupiers will be encouraged to contract suppliers registered with a best practice scheme, such as the Freight Operator Recognition Scheme (FORS). FORS is an industry-led accreditation scheme that aims to promote road freight as a safe and sustainable mode of transportation in a way that supports economic growth and environmental targets.

SUSTAINABLE DELIVERY INITIATIVES

- 7.5.2 Sustainable delivery initiatives will also be pursued where practicable. Such initiatives could include the synchronisation of deliveries from common suppliers, thereby reducing both the number of deliveries to the site and the economic and environmental costs associated with Light Goods Vehicle (LGV) and Heavy Goods Vehicle (HGV) deliveries. This initiative rests with the individual businesses on the site but can be encouraged and coordinated by the TPC.

7.6 'SOFT' MEASURES – MARKETING AND PROMOTION

- 7.6.1 The location of the development, its design and proximity to facilities and public transport services within the surrounding area should create all of the conditions to make sustainable travel choices a natural option. However, it is also recognised that a communication strategy is key to the success of the Travel Plan. Details of the site-wide communication strategy is set out below.

COMMERCIAL TRAVEL LEAFLETS

- 7.6.2 Commercial travel leaflets or electronic equivalents will be distributed to employees at the start of employment.
- 7.6.3 A key role of the commercial travel leaflet will also be to raise awareness of the sustainable travel initiatives being implemented through the Travel Plan including:
- **Access initiatives:** The Travel Leaflet will contain a high-quality map of the neighbourhood, showing cycling, walking and public transport routes to/ from the site, together with the locations of key local facilities. Additional sources of further information such as TfL's Journey Planner website will also be provided.
 - **Promotion of key services and facilities:** Details of the key services and facilities such as details of the location of cycle parking will be included within the Travel Leaflet. Sources of more detailed further information will also be included.
 - **Promotion of car share clubs:** Details of car sharing websites such as <http://www.carplus.org.uk> and www.liftshare.com will be promoted.
 - **Promotion of health benefits associated with alternative modes of transport:** The travel leaflet will provide details of the health benefits associated with walking and cycling regularly.
 - **Promote membership to the London Cycling Campaign (LCC):** Promote the LCC which is a cyclists' organisation with local groups throughout London. The benefits on offer to LCC members include discounts at over 115 bike shops in London; exclusive cycle theft insurance packages; free third party insurance for damage or injury up to the value of £1 million; access to local LCC borough groups; and free legal advice. The details of the local LCC group together with membership information will be provided

- 7.6.4 The commercial travel leaflet will also invite those persons wishing to raise specific transport-related matters to discuss them with the TPC for consideration. The TPC will also be able to provide personalised travel planning advice to employees if required.
- 7.6.5 A copy of the commercial travel leaflet (or electronic equivalent) will be available to all employees from the TPC.

DEVELOPMENT WEBSITE

- 7.6.6 Links to relevant public transport travel information will be provided on the development's and occupants' websites, together with an electronic version of the commercial travel leaflet including promotional details of the key services and facilities being provided.

COMMUNITY NOTICE BOARDS

- 7.6.7 Community notice boards providing travel and community information to employees within the site will be placed in prominent locations.
- 7.6.8 Maps of the immediate local area will be displayed on the communal notice boards identifying locations of cycle parking, motor cycle parking, car club bays and public transport service access points. The notice boards will also be used to inform employees of any new travel initiatives or events organised by the TPC.

8

MONITORING AND REVIEW

8.1 SUMMARY

- 8.1.1 A programme of monitoring and review will be implemented to generate information by which the success of the Travel Plan will be evaluated. This will help to establish whether the agreed objectives and targets are being met. Monitoring and review will be the responsibility of the TPC.

8.2 MONITORING TIMESCALES

- 8.2.1 The TPC will arrange the initial full multi-modal travel survey to be undertaken no later than one year after first occupation of the Development (or if later, after 50% of the Development has been occupied).

- 8.2.2 Travel Plan monitoring surveys will be required at years three and five following the first survey, and continuing every two years thereafter for the duration of ten years. unless the Council agrees after five years from the date of occupation that monitoring is no longer necessary

- 8.2.3 The specification of the travel surveys will be agreed with LBH prior to being undertaken; however it is envisaged that they will likely comprise the following elements:

- Management questionnaire to identify site-specific details (to be completed by the site management company or managing agent):
- Self-completion questionnaire surveys of employees within the site to identify the mode share of the development, focusing on barriers to more sustainable travel in the longer term.
- Pedestrian counts at the pedestrian access points into the site;
- Vehicles Count (including duration of stay);
- Vehicle Occupants Count ;
- Cycles Count;
- Servicing Vehicles Count;
- All Mode Interviews (Inbound); and
- All Mode Interviews (Outbound).

8.3 METHOD OF COMMISSIONING THE SURVEYS

- 8.3.1 It is possible that the Developer may choose to appoint a third party survey company, such as TRICS, to plan the survey on its behalf and thereafter to manage data collection for a fee.

- 8.3.2 The Developer will be responsible for the costs of monitoring the site. The commissioning of the surveys will be coordinated centrally by the TPC, in order to achieve a more comprehensive, efficient and cost effective collection of data.

8.4 REPORTING

8.4.1 In accordance with paragraph 10.2 of the Section 106 agreement, within one month of completion and data input/ processing of the above monitoring surveys and from the receipt of the final piece of data, a monitoring report will be submitted to LBH on how the Travel Plan has performed.

8.4.2 This will provide a full summary of:

- Progress in implementing the measures within the Travel Plan;
- Uptake of specific measures within the Travel Plan, where appropriate (e.g. use of cycle parking);
- Summary of data collection methodology and results; and
- Degree to which the Travel Plan has met its objectives and targets.
- A statistical summary of the methods of transport used by Employees / Users disclosed by any Monitoring or copies of any questionnaires completed by Employees / Users;

8.5 REVIEW

8.5.1 The TPC will report the survey results to LBH within 28 days of the receipt of the results of each survey. The TPC and LBH officers will then review the results and, if appropriate, revise the targets accordingly. The results of the travel survey and revised targets will be included in the subsequent revisions of the Travel Plan.

8.5.2 In addition to the above monitoring surveys, the TPC will review the Travel Plan at the years when monitoring is not scheduled to be undertaken. This will include a review of the Travel Plan measures in place to help achieve the objectives and aims of the plan.

8.5.3 The Developer shall continue to observe the requirements and obligations set out in the Travel Plan for a period of not less than ten years following first occupation, unless the Council agrees after five years from the date of occupation, or if later after five years from the date that 50% of the Development is occupied, that compliance with the Travel Plan is no longer necessary.

8.6 REMEDIAL MEASURES

8.6.1 If the monitoring results identify that targets are not being met the council may deduct money from the Travel Plan Deposit in order to recover the appropriate Remedial Payment. Full details of the remedial payments are provided in the S106 agreement appended to this Travel Plan.

9

ACTION PLAN

9.1 INTRODUCTION

9.1.1

The programme for the implementation of the Travel Plan measures is set out in **Table 9-1** and details the tasks and intended implementation dates and funding sources. The action plan is intending to be a live document and will therefore be updated by the TPC to reflect the outcome of consultation with the Local Authority, once the first full multi-modal travel survey has been completed.

Table 9-1: Action Plan

ACTION	TARGET (VALUES)	TARGET DATE	FUNDING	INDICATOR / MEASURED BY	RESPONSIBILITY
Submission of Travel Plan	N/A	Prior to Occupation	Developer	Submission of Travel Plan	Developer
Secure Travel Plan Funding	N/A	Prior to Occupation	Developer	Travel Plan Funding Secured	Developer
Appointment of Travel Plan Coordinator (TPC) and supply contact details to LBH	N/A	Prior to Occupation	Developer	Appointment of TPC by target date	Developer
Provision of 'hard' engineering measures (Cycle parking, Motorcycle parking & Car parking)	Provision of 90 cycle parking spaces and 17 blue badge car parking spaces	Prior to Occupation	Developer	Completion of car and cycle parking and shower and change facilities	Developer
Provision of cycle maintenance facilities	N/A	Prior to Occupation	Developer	Provision of cycle pumps and maintenance tools	Developer / TPC
Cycle to Work Week	Promotion and delivery of cycle to work week	Organise within 3 months of 50% occupation of the site.	Developer	Commercial travel survey	Developer / TPC
Production of travel leaflets with details of key initiatives	Issue of travel information leaflet to every employee upon occupation (possibly	Upon occupation	Developer	Commercial travel survey	Developer / TPC
Undertake initial travel surveys	N/A	Within one year of reaching 50% occupation of Development	Developer	Receipt of survey results	Developer / TPC
Monitor and review Travel Plan with LBH	N/A	Initial travel survey and at years 3 and 5 following 50% occupation	Developer	Multimodal travel surveys conducted in years 1, 3 and 5	Developer / TPC

Appendix A

SECTION 106 AGREEMENT

SCHEDULE 2
TRAVEL PLAN

The Owner hereby covenants with the Council as follows:

In this Schedule:

'Auditor'	means a suitably qualified, experienced and independent person nominated by the Owner and approved in writing by the Council for the purpose of verifying the results of Monitoring
'Car'	means a four wheeled motor vehicle other than one powered by electricity
'Car Ratio'	means the number of Cars used or deemed to be used to transport Employees / Users to and from the Development expressed as a percentage of the number of Employees Users making such a journey
'Employees/ Users'	means an employee working within the Development making the journey to and from the Development by any mode of travel
'Excess'	means the number of cars represented by the difference between the Car Ratio and the Target on the day when Monitoring discloses that the Car Ratio is greater than the Target
'Excess Period'	means the period between a day on which Monitoring discloses that the Car Ratio is greater than the Target and either the next day on which Monitoring takes place or is deemed to take place or (if no further Monitoring takes place or is deemed to take place) the end of the Monitoring Period
'Inflation Factor'	means the RPIS Index published for the month preceding the date of payment divided by the RPIS Index published for the month of this agreement where the RPIS Index

means the Monthly Digest of Statistics published by her Majesty's Stationery office in the following proportions:

- transport equipment material and fuel – 35%
- transport and communications industry average earning index – 45%
- general index, retail price fuel and light – 20%

'Monitoring Period'

means the period of 10 years beginning on Occupation of the Development (unless the Council agrees after five years from the date of Occupation that the Monitoring Period shall cease on that date)

'Modal Shift'

means a change in the proportion of persons travelling to and from the Site using more sustainable modes of transport (where walking, cycling or the use of public transport are more sustainable than using a Car)

'Monitoring'

means a survey of Employees/ Users using a questionnaire in a form supplied or approved by the Council with the object of ascertaining the modes of transport used by Employees/ Users when travelling between home and the Development on a particular day (or any alternative method of achieving that object approved in writing by the Council from time to time)

'Remedial Payment'

means a payment intended to be used by the Council for the purpose of achieving Modal Shift and calculated in respect of each Excess Period as the product of:

the number of days in that period multiplied by the Excess found at the start of that period multiplied by £10.62 multiplied by the Inflation Factor subject to a limit on total Remedial Payments being no more than £20,000

'Remedial Measures'

means measures intended to achieve Modal Shift

'Travel Plan'	means the plan to be provided and adopted by the Owner as approved in writing by the Council to encourage means of travel other than private cars
'Travel Plan Deposit'	means a payment in the sum of £20,000 to secure the obligations in this schedule and in the Travel Plan or in order to meet the objectives of the Travel Plan
'Travel Plan Co-ordinator'	means the person or persons to be appointed by the Owner to act as Co-ordinator of the Travel Plan who shall be responsible for the implementation, monitoring and progress reporting of the Travel Plan for a period of not less than 10 years from the date of Occupation in order to achieve the objectives of the Travel Plan
'Travel Plan Monitoring Sum'	means the sums demanded by the Council from time to time being the Council's costs of reviewing the Monitoring Surveys and the Owner's compliance with the terms of the Travel Plan subject to a total sum of no more than £5,000

1. Prior to Occupation the Owner shall submit the Travel Plan to the Council for approvals.
2. The Development shall not be Occupied until the Travel Plan has been submitted to and approved in writing by the Council.
3. The Owner shall prior to Occupation of the Development appoint a Travel Plan Co-ordinator and supply contact details of the Travel Plan Co-ordinator to the Council.
4. The terms of the Travel Plan shall provide/detail as a minimum:
 - 4.1 A timetable for the preparation, implementation, monitoring and review of all stages of the Travel Plan;
 - 4.2 The appointment and funding of a Travel Plan Co-ordinator to be responsible for the implementation, monitoring and progress reporting of the Travel Plan for a period of not less than 10 years from the date of Occupation (unless the

Council agrees after five years from the date of Occupation that a Travel Plan Co-ordinator is no longer necessary);

- 4.3 The responsibilities of the Travel Plan Co-ordinator and details of how they will comply with the monitoring requirements of the Travel Plan over the lifetime of the Travel Plan such details to be provided to the Council;
- 4.4 Parking controls and management to be implemented at the Development;
- 4.5 The length of the Monitoring period for the Travel Plan which shall not be less than 10 years from the date of Occupation of the Development (unless the Council agrees after five years from the date of Occupation that Monitoring is no longer necessary);
- 4.6 The methods of carrying out the surveys for the purposes of Monitoring to include details of the equipment to be used, the methods of collecting the data and the methods for calculating the results of the Modal Shift as required by the Travel Plan to include:
 - 4.6.1 Details of the initial survey to be carried out as part of the Monitoring in accordance with the submitted Travel Plan and details specifying when the results of the survey shall be supplied to the Council;
 - 4.6.2 Details of the Monitoring survey for the purposes of calculating the Modal Shift and details of the methods for calculating the Modal Shift
 - 4.6.3 The timing and dates of Monitoring surveys for the duration of the Travel Plan, the first such survey to be carried out no later than one year after first Occupation (or if later after 50% of the Development has been Occupied);
 - 4.6.4 Details of a Monitoring survey which shall take place and results delivered to the Council at three years and five years following the first survey referred to at 4.6.3 above the results of which shall be supplied to the Council within 28 days of each Monitoring survey;
 - 4.6.5 A delivery and servicing plan including provisions to manage freight activities associated with the site;
 - 4.6.6 The targets for achieving the Modal Shift as calculated in the Travel Plan which shall be submitted to and approved by the Council for the Development.

5. If Monitoring does not take place at the time required by this Deed it shall (unless otherwise agreed in writing between the Owner and the Council) be deemed to have

taken place on the last day of the month in which it should have been carried out and to have disclosed a Car Ratio of 100%;

6. If Monitoring is not verified within the time required by this Deed it shall (unless otherwise agreed in writing between the Owner and the Council) be deemed to have disclosed a Car Ratio of 100%;
7. Where the Owner has used best endeavours to ensure that Employees/Users complete a questionnaire given to them for the purpose of Monitoring but the Employee/User has failed to complete it the Car Ratio in respect of those non-completed / non-returned questionnaires will be deemed to be the same as the Car Ratio established from the completed questionnaires;
8. Those parts of the Travel Plan that are identified as being capable of implementation following Occupation of the Development shall be implemented in accordance with the timetable contained in the Travel Plan.
9. The Owner shall continue to observe the requirements and obligations set out in the Travel Plan (or such amended plan as may be agreed in writing by the Owner and Council from time to time) for a period of not less than ten years following first Occupation (or if later, for a period commencing on the date of first Occupation and ending on the date being 10 years from the date that 50% of the Development is Occupied) unless the Council agrees after five years from the date of Occupation, or if later after five years from the date that 50% of the Development is Occupied, that compliance with the Travel Plan is no longer necessary.
10. Following first Occupation of the Development the Travel Plan Co-ordinator shall monitor, implement and review the Travel Plan for a period of not less than ten years following first Occupation of the Development (or if later, for a period commencing on the date of first Occupation and ending on the date being 10 years from the date that 50% of the Development is Occupied) unless the Council agrees after five years from the date of Occupation, or if later after five years from the date that 50% of the Development is Occupied, that compliance with the Travel Plan is no longer necessary, including undertaking the following:
 - 10.1 Within two months of first Occupation of the Development to provide written details of the Travel Plan to new occupiers of the Development; and
 - 10.2 To comply with the Monitoring and reporting requirements of the Travel Plan and to submit a written report in each instance to the Council to include:

- 10.2.1 The Car Ratio disclosed by the Monitoring surveys required by the Travel Plan and the Excess (if any) to include a statement setting out the Car Ratio and the basis on which it is calculated;
- 10.2.2 A statistical summary of the methods of transport used by Employees / Users disclosed by any Monitoring or copies of any questionnaires completed by Employees / Users;
- 10.2.3 The method for calculating the Car Ratio if Monitoring does not take place at the time required by this Deed
- 10.2.4 The method for calculating the Car Ratio If Monitoring is not verified within the time required by this Deed
- 10.2.5 The methods of monitoring the progress of the Travel Plan and in achieving the Modal Shift and identifying any amendments to the Travel Plan to be agreed in writing by the Council in the event that targets for achieving Modal Shift as set out in the agreed Travel Plan are not achieved
- 10.3 Using reasonable endeavours to ensure that occupiers of the Development comply with the Travel Plan; and
- 10.4 Undertaking an annual review of the Travel Plan and providing a written report of this review to the Council for approval; and
- 10.5 At the annual review of the Travel Plan, making such changes to the Travel Plan as the Council reasonably requires.
- 11. The Owner shall co-operate with the Council in such manner and on such occasions as the Council reasonably require in the verification of the accuracy of any data used to assess the extent to which the objectives of the Travel Plan have been achieved.
- 12. The Owner shall pay a Travel Plan Monitoring Sum within 28 days of demand by the Council from time to time for the purpose of covering the Council's costs for reviewing the Monitoring Surveys and the Owner's compliance with the terms of the Travel Plan.
- 13. The Owner shall be responsible for the costs of Monitoring and auditing and any remuneration and expenses payable to the Travel Co-ordinator and the Auditor.
- 14. The Owner shall pay the Travel Plan Deposit to the Council prior to Occupation of the Development.

15. In the event that the Owner fails to comply with the requirements of the Travel Plan or fails to meet the targets for Modal Shift as set out in the Travel Plan the Council may deduct money from the Travel Plan Deposit in order to recover the appropriate Remedial Payment in the following circumstances:
 - 15.1 If the measures taken to verify the results of Monitoring indicate the existence of an Excess which is materially different from the information in the statement certified on behalf of the Owner then the Owner acting by the Auditor shall (after carrying out such further surveys or investigations as the Auditor deems necessary) supply a recalculated Excess to the Council and any liability for a Remedial Payment shall be determined on the basis of the recalculated Excess;
 - 15.2 If money has been deducted from the Travel Plan Deposit to cover a Remedial Payment in respect of an Excess Period on the basis of an Excess certified by the Owner and that Excess is subsequently recalculated by an Auditor the Council may deduct further money from the Travel Plan Deposit so as to correct any underpayment or overpayment;
 - 15.3 If money has been deducted from the Travel Plan Deposit to cover a Remedial Payment in respect of an Excess Period on the basis of an Excess certified by the Owner and that Excess is subsequently recalculated by an Auditor and the recalculation of the Excess confirms the Owner has made an overpayment the Council shall repay the overpayment to the Owner;
16. The Travel Plan Deposit shall not be expended otherwise than on taking Remedial Measures.
17. Any unexpended portion of the Travel Plan Deposit shall be returned to the Owner (with accrued interest) at the end of the Monitoring Period.

Appendix B

ATTRIBUTE ASSESSMENT

ATTrBuTe

Travel plan name	1 - 3 Uxbridge Road
Planning application reference number	
Name of travel plan author	Abdullah Rashid
Email address of travel plan author	Abdullah.rashid@wspgroup.com
Telephone number of travel plan author	
Name of travel plan assessor	Abdullah Rashid
Job title/role of travel plan assessor	
Plan Type	Strategic level Full Travel Plan (occupiers known)

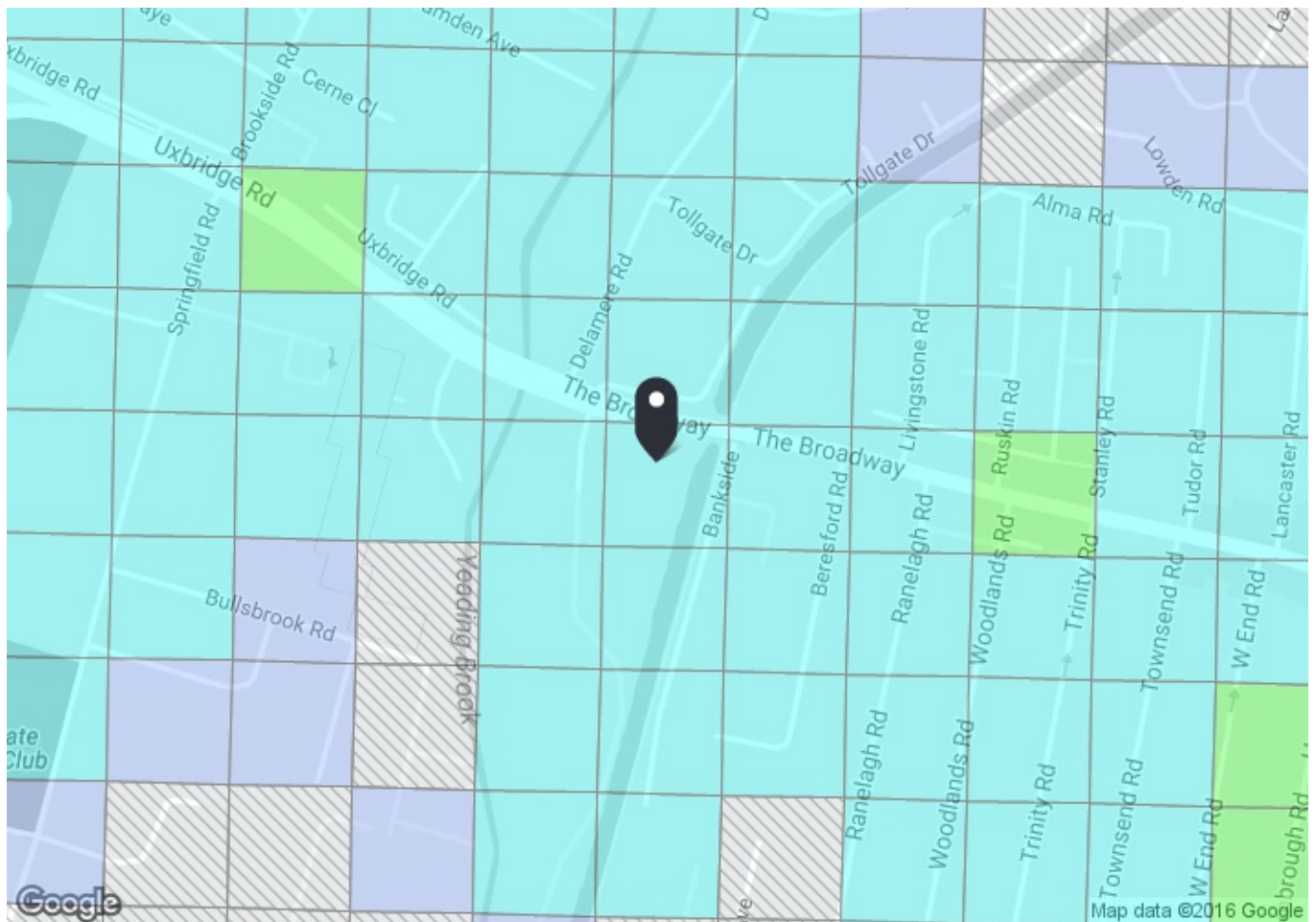
--

The development		3/3
Does the travel plan include... a) full address of the development? b) contact details for the person responsible for preparing the travel plan?	No Comments	2
Does the travel plan include details of the number of users expected on site (including employees, residents, deliveries and visitors)?	See Table 4-1	1
Policy		2/2
Does the travel plan include reference to relevant national, regional and local / borough... a) transport and spatial policy? b) travel planning guidance?	See Chapter 2	2
Site assessment		5/5
To what extent does the travel plan clearly describe the accessibility and quality of... a) existing transport networks? b) existing travel initiatives available to all users?	See Chapter 3	5
Surveys		2/3
Does the travel plan propose the following? a) TRAVL compliant site user travel and freight surveys? b) an agreed date with the borough for the surveys to take place?	See Paragraph 4.1.1 No agreed date confirmed	1
Is a baseline modal split (actual trip numbers and percentage of all trips) estimated for the site?	See Table 5-1	1
Objectives		2/3
Does the travel plan include objectives which reflect... a) Mayoral policy & strategic guidance? b) local / borough policy and guidance? c) the challenges and opportunities specific to the site?	See Table 5.1.3	2
Targets		2/2
Are there targets linking directly to each objective?	See Section 5.2	1

Have targets been set for three and five years after occupation?	See Table 5-2	1
TP Co-ordinator		2/3
Has a travel plan co-ordinator been identified or is there agreement upon when a co-ordinator will be in place?	See Paragraph 6.2.1	1
Have the travel plan co-ordinator roles and responsibilities been made clear; and is the amount of time they will spend on the plan sufficient?	See Section 6.2.2	1
Measures		8/8
Is an action plan provided which includes... a) short / medium / long term actions? b) timescales and responsibilities?	See Chapter 9	2
To what extent do the measures... a) support the objectives of the travel plan? b) reflect the context of the site?	Measures are location-specific. (Linking to mode share targets) and also the anticipated patterns of use	6
Monitoring		2/2
Is a clear monitoring programme that adheres to the standardised approach included?	See Section 8.2	1
Is it clear who is responsible for monitoring?	TPC - See Section 6.2	1
Securing and enforcement		1/1
Is it clear how the travel plan will be secured?	See Section 6.4	1
Funding		6/6
Has a sufficient budget been set for the... a) travel plan co-ordinator post? b) measures? c) monitoring programme?	See Section 6.4	3
Have funding streams been identified for the... a) travel plan co-ordinator post? b) measures? c) monitoring programme?	See Chapter 9	3
Total - PASS		35

Appendix C

PUBLIC TRANSPORT ACCESSIBILITY LEVEL



PTAL output for 2011 (Base year)

2

1 Uxbridge Rd

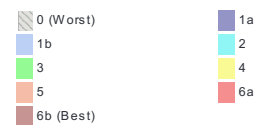
1 Uxbridge Rd, Hayes UB4 0JN, UK

Easting: 511739, Northing: 180560

Grid Cell: 80630

Report generated: 14/11/2016

Map key - PTAL



Map layers

PTAL (cell size: 100m)

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

Calculation data

Mode	Stop	Route	Distance (metres)	Frequency(vph)	Walk Time (mins)	SWT (mins)	TAT (mins)	EDF	Weight	AI
Bus	SOUTHALL DELAMERE ROAD	427	70.51	7.5	0.88	6	6.88	4.36	0.5	2.18
Bus	SOUTHALL DELAMERE ROAD	207	70.51	12	0.88	4.5	5.38	5.57	1	5.57
Bus	SOUTHALL DELAMERE ROAD	607	70.51	6	0.88	7	7.88	3.81	0.5	1.9
Total Grid Cell AI:										9.66



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