

**WESTTRANS**

PLANNING *TRANSPORT* TOGETHER

BRENT EALING HAMMERSMITH & FULHAM HARROW HILLINGDON HOUNSLOW



# Travel Plan Monitoring 2018 Annual Report

**BY JAVED ALI SHAH**

---

## Contents

Introduction .....	2
Process for obtaining and monitoring approved Travel Plans .....	3
WestTrans Aggregate Statistics.....	4
Progress on monitoring .....	6
Case Studies.....	9

---

## Introduction

### About this report

This report provides a review of the progress made with regards to monitoring Travel Plan implementation in the West London sub-region. The period covered in this report is from March 2018 and encapsulates the 2018 monitoring period.

This document should be read in conjunction with *Monitoring Officer Report: Covering the Autumn Monitoring Period 2012*. This document, which was the first such monitoring officer report, contains details about the structure of the monitoring programme which will not be repeated here. It is presumed that Monitoring Officer Reports will be written for the duration of the ongoing Travel Plan monitoring programme.

### About WestTrans

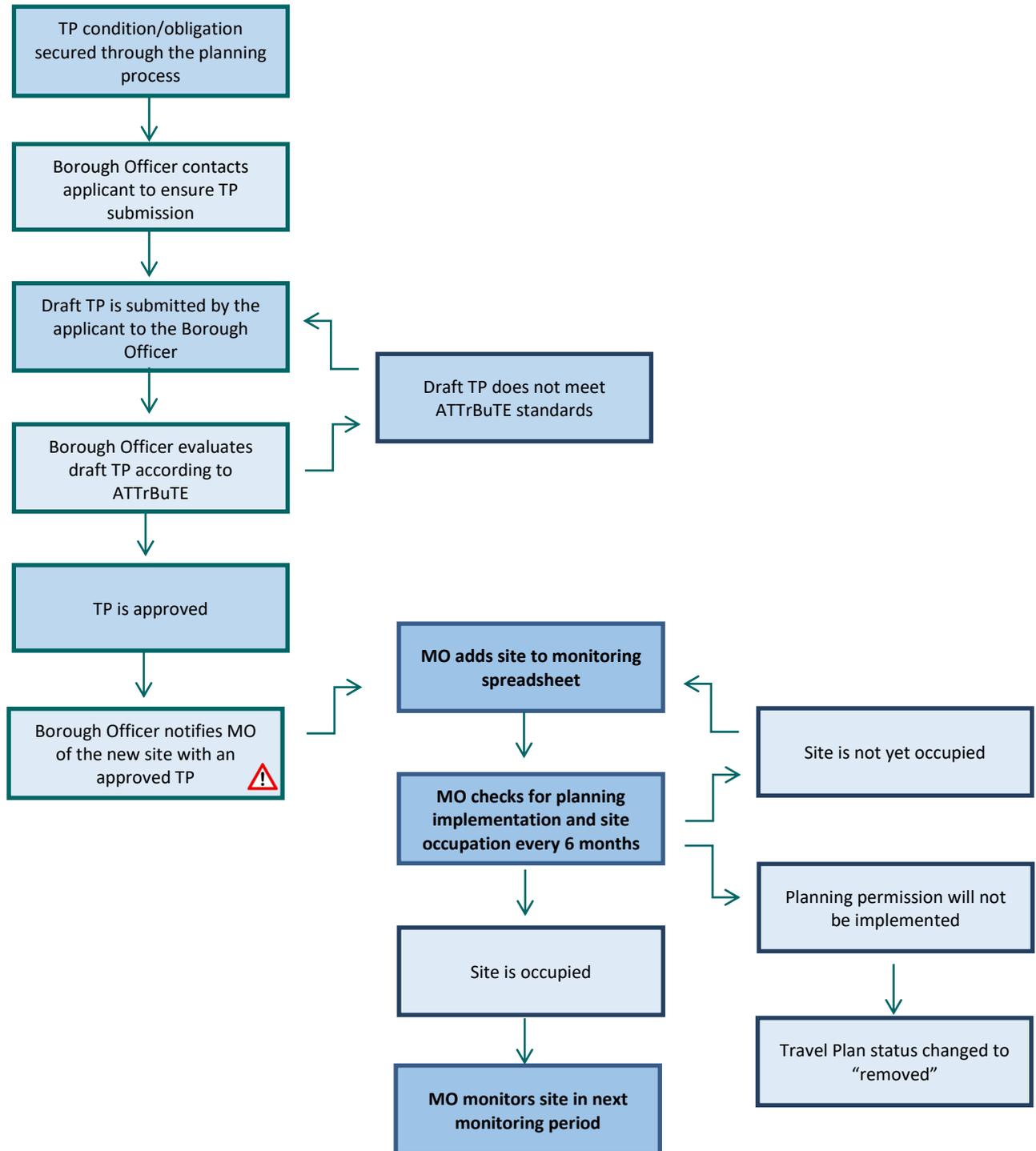
WestTrans, part of the West London Alliance, is a partnership of the six West London boroughs of Brent, Ealing, Hammersmith & Fulham, Harrow, Hillingdon and Hounslow. Hosted by Ealing Council, and joined by key stakeholders including West London Business, London Councils, Heathrow Airport Ltd and the Old Oak and Park Royal Development Corporation, we work with Transport for London to identify, develop and implement transport projects to the benefit of the sub-region. It also contributes advice to West London leaders relating to the development of an appropriate transport strategy for West London and provides a platform to lobby regional and national government in a cohesive manner on behalf of the sub-region.

### Travel Plans

Since June 2011, WestTrans has taken full responsibility for monitoring the implementation of Development Control Travel Plans across five of the six West London boroughs. Harrow Council takes responsibility for its own Travel Plan monitoring.

A *Travel Plan* is a strategic and dynamic management tool designed to influence travel behaviour, encouraging the use of sustainable transport modes to access a given development site, to secure several benefits, including reducing congestion and improving air quality. Sustainable transport modes include walking, cycling, public transport, car clubs, car sharing, electric vehicles, and working remotely or from home. Travel Plans are required for developments that meet thresholds stipulated in local policy, or when local transport or case officers decide to include a Travel Plan requirement for a given site. Travel Plans are secured via planning conditions or section 106 planning obligations.

## Process for obtaining and monitoring approved Travel Plans



 This remains a weak link in the process, not all travel plans are forwarded to the MO.

## WestTrans Aggregate Statistics

### All boroughs - 20 Travel Plans approved

Borough	2012 Autumn	2013	2014	2015	2016	2017	2018	Total
H & F	9	8	2	1	4	3	3	30
Brent	2	5	2	1	2	1	1	14
Hillingdon	6	5	9	8	5	3	7	43
Ealing	7	13	4	10	8	8	5	55
Hounslow	2	5	6	4	2	1	4	24
<b>TOTAL</b>	<b>26</b>	<b>36</b>	<b>23</b>	<b>24</b>	<b>21</b>	<b>16</b>	<b>20</b>	<b>166</b>

Approved Travel Plans are those reviewed and approved by Borough Officers then sent to WestTrans.

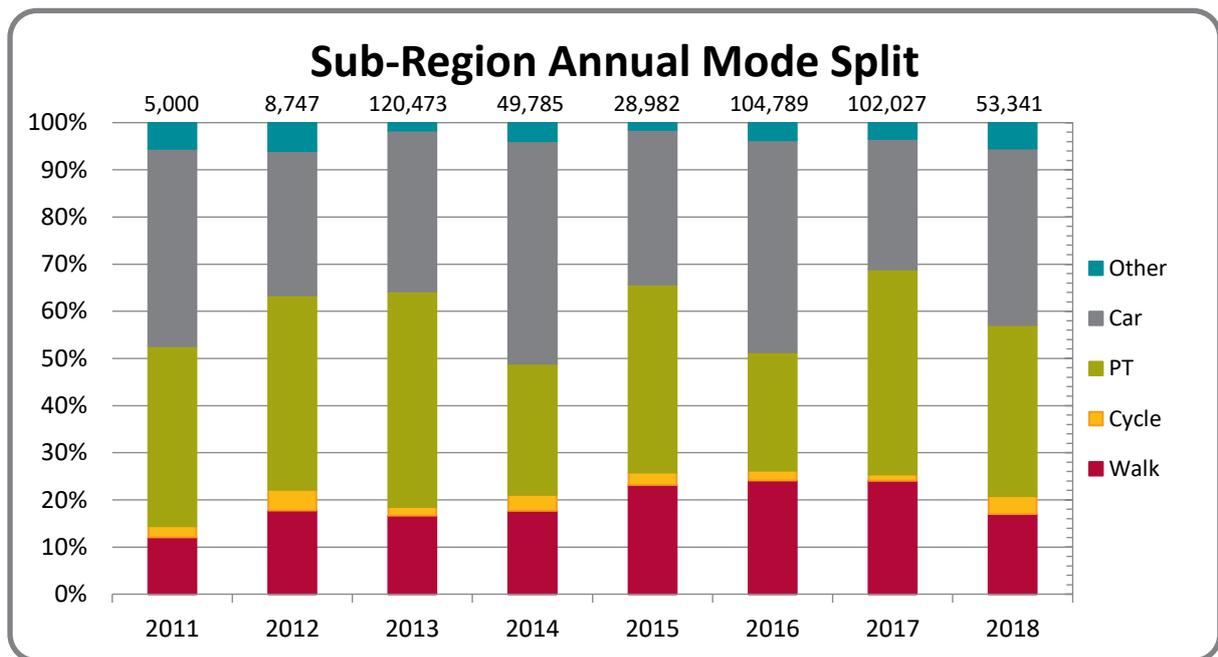
### All boroughs - 2 Site visits by Monitoring Officer

Borough	2012 Autumn	2013	2014	2015	2016	2017	2018	TOTAL
H & F	1	7	5	3	1	5	0	22
Brent	1	7	5	3	2	6	0	24
Hillingdon	2	4	6	4	3	1	1	21
Ealing	2	5	3	2	6	8	0	26
Hounslow	3	6	5	2	7	10	1	34
<b>TOTAL</b>	<b>9</b>	<b>29</b>	<b>24</b>	<b>14</b>	<b>19</b>	<b>30</b>	<b>2</b>	<b>127</b>

### All boroughs - 113 Monitoring Reports received

Borough	2012 Autumn	2013	2014	2015	2016	2017	2018	TOTAL
H & F	6	17	8	6	11	15	15	78
Brent	11	27	20	16	33	24	25	156
Hillingdon	9	22	13	11	18	14	20	107
Ealing	10	22	22	18	19	14	26	131
Hounslow	9	24	23	21	32	33	27	169
<b>TOTAL</b>	<b>45</b>	<b>112</b>	<b>86</b>	<b>72</b>	<b>113</b>	<b>100</b>	<b>113</b>	<b>641</b>

## WestTrans - Modal splits



- This chart does not necessarily compare the progress of the same sites. It aggregates the modal split for all sites that have submitted monitoring reports since June 2011.
- For a comparison of progress made over time within the same site, see the individual site tables

## WestTrans - Status of all sites with Travel Plan conditions/obligations

Sites with Travel Plan conditions/obligations	589
-----------------------------------------------	-----

Sites that have implemented planning permission	280
-------------------------------------------------	-----

Travel Plan status	Complete	Approved	Draft	Not submitted
	2	245	17	16

Sites whose occupation status needs to be checked / re-checked	28
----------------------------------------------------------------	----

Travel Plan status	Approved	Draft	Not submitted
	17	8	3

The above includes checking sites for development completion.

Sites that have been removed	90
------------------------------	----

Sites that have NOT implemented planning permission	152
-----------------------------------------------------	-----

Site that have implemented planning permission that have approved or completed Travel Plans					246		
0 monitoring reports submitted	Baseline done	1 report submitted (out of 3 or 5)	2 reports submitted (out of 3 or 5)	3 reports submitted (out of 5)	4 reports submitted (out of 5)	Monitoring extended	Monitoring complete
46	21	61	65	18	14	9	12

## Progress on monitoring

### Survey Responses

Since the start of 2018, WestTrans has recorded **53,341** trips and survey responses from various developments. This reflects both the fact that several sites undertook TRICS surveys and the high number of sites that submitted survey data (100).

### Approved Travel Plans

The number of travel plans approved and received every year by boroughs has plateaued. Boroughs are frequently reminded to review emails, files and records to ensure all approved travel plans are forwarded to WestTrans ([travelplans@westtrans.org](mailto:travelplans@westtrans.org)) to ensure they are monitored correctly.

To help manage this, WestTrans will also keep track of draft travel plans or any application with a travel plan condition or obligation, even if a travel plan has not yet been submitted. Please email a copy of the travel plan including the site address and planning reference number and it will be entered into the WestTrans database.

Additionally, borough officers can always refer to the online Travel Plan register to check whether a site is missing from the WestTrans database. This register is updated regularly and permanently available under the following link:

[https://westtrans-my.sharepoint.com/:x:/g/personal/travelplans\\_westtrans\\_org/EYMzFGmM8tBMrf4IUHYQeMIBDLWdhft8rnZb\\_fquZniVrQ?e=haocwK](https://westtrans-my.sharepoint.com/:x:/g/personal/travelplans_westtrans_org/EYMzFGmM8tBMrf4IUHYQeMIBDLWdhft8rnZb_fquZniVrQ?e=haocwK)

## Travel Plan Monitoring Officer

WestTrans have employed Javed Ali Shah as the Monitoring Officer to replace Josh Bell. Josh helped train and hand over the role to Javed from April 2018. Since then, Javed has been working on managing the Monitoring Programme across the five West London boroughs. He has had a successful monitoring year allowing him to engage with developments to ensure they benefit from the Travel Plans. He has settled in well and has enjoyed promoting the programme and increasing the positive work WestTrans is doing.

## TRICS

Several surveys continue to be completed by the TRICS consortium; however, other suppliers can reproduce surveys that follow the TRICS methodology while providing a layman's explanation of the results. These results are not recognised by the TRICS Consortium and therefore will not be included in the TRICS database. The TRICS methodology is available on their website; please see the following link for more information:

[http://www.trics.org/sam\\_process.aspx](http://www.trics.org/sam_process.aspx)

We have asked Transport for London for guidance on this matter:

*So long as monitoring surveys follow the TRICS methodology they will have fulfilled their monitoring requirements - it is not a requirement that the surveys contribute to the TRICS database.*

We continue to work closely with TRICS and are persisting with our request for a simplified output report.

## iTRACE Update

We have been using the iTRACE system (<http://london.itrace.org.uk/>). iTRACE is effective in collecting travel preferences from users at workplaces. It can be easily circulated to users via email. This has proven effective and is a methodology which will be encouraged with future monitoring.

When Travel Plans are approved, councils must ensure residential sites do not use iTRACE as the survey methodology. We have faced many problems and challenges with these developments as residents will not spend time to complete the online survey. A more effective survey methodology which ensures a high response rate is to carry out a trip count

---

survey which includes brief interviews or exit surveys as residents can be interviewed to find out their main mode of transport and further details on their travel patterns. This has shown to be effective at residential sites as the surveys take a few minutes to answer and ensures a representative response rate significantly higher than iTRACE can provide.

### **Air Quality Data**

iTRACE uses Department of Transport figures to interpolate CO<sub>2</sub> emissions from survey responses, specifically the journey leg data. This is useful data as it gives Travel Plan Coordinators a greater understanding of the CO<sub>2</sub> emissions generated by people's journeys so each employer can see their company's commuting CO<sub>2</sub> footprint

To ensure CO<sub>2</sub> emissions are reduced across developments, WestTrans will work with them to ensure active travel methods are implemented and promoted to all users. This will be achieved by changing people's negative feelings on active travel and the promotion of electric and low-emission vehicles. We also challenge the belief that walking and cycling are slow and unsafe compared to driving. By educating commuters on the benefits that active travel has financially, environmentally and on their own health we hope to see a reduction in car use as we aim for the Mayoral targets on modal shift.

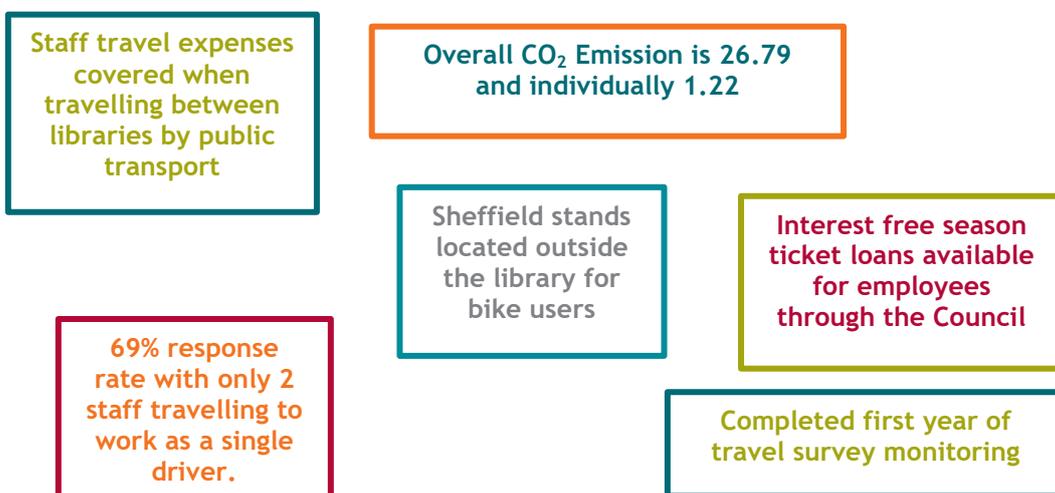
## Case Studies

The following three developments below have been selected specifically to illustrate the benefits a development can gain when a travel plan is implemented correctly. Both developments have carried out travel surveys on staff. The responses rates were over 60%, and they have worked hard to implement measures to ensure staff travel as actively as possible.

### Case Study 1 - Willesden Library

The library has seen an increase in the number of staff travelling actively with 20 staff travelling on foot, cycle and public transport. This is due to the TPC increasingly encouraging positive measures by promoting health initiatives, a staff benefit scheme, a cycle to work scheme and interest free season ticket loans to support active travel which has prompted this shift. The interest free season ticket loans are available to all staff from Brent Council and have been a positive success. The quote below, from a member of the library team, shows how the travel plan has affected their travel habits.

*“We are all working hard to be as efficient as possible for the people and environment of Brent. My role involves travelling around the borough taking materials to different sites for events and exhibitions. In the past I have used taxis for this, but I have been increasing my use of public transport and using travel cases made available to make it easier to transport the resources. I also take advantage of the council’s season ticket loan scheme which saves me money and enables me to get to work without needing to use a car.”*



## Case Study 2 - Pure Gym

The gym is easily accessible, so all members travel by cycle, foot and public transport which has enabled it to achieve its Travel Plan targets of low car use from the outset. Hammersmith station is located within a five-minute walk from the gym. There are cycle lanes in the area to promote and encourage more people to cycle. TPC and staff will continue to promote active travel by word of mouth before and after classes and with posters and leaflets. They are installing a notice board which will display live travel information updated for members.



## Case Study 3 - Royal College of Arts

The college has embraced the Travel Plan and has implemented measures to encourage all staff and students to travel actively as possible. The college discourages the use of private cars and motorcycles for travel to Garden House and between the White City and Kensington or Battersea Campus through the implementation of a Parking Management Plan. To ensure that all staff and students comply with this, the college has a system for allocating parking spaces to restrict use by able bodied staff and students; it favours use by mobility impaired staff, contactors and other visitors. This shows that by implementing a Parking Management Plan it can reduce car use by giving priority to those who need it most. In addition, active modes are promoted to all staff and students.

