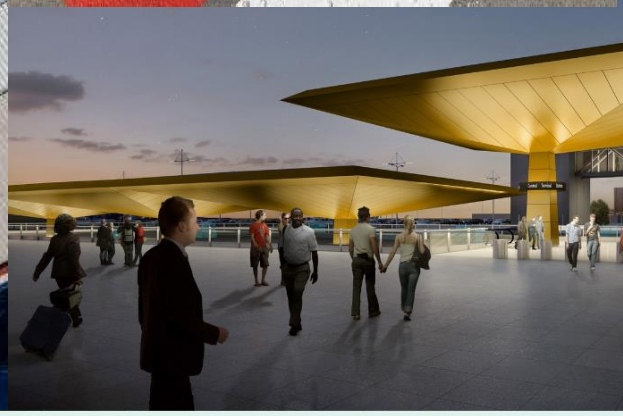
London Luton Airport Operations Ltd

London Luton Airport 19mppa Expansion

Travel Plan (November 2022)







WSP Environment & Infrastructure Solutions UK Limited – November 2022

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Report for

LLAOL

London Luton Airport Operations Ltd

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Document revisions

No.	Details	Date
P05	Review during public inquiry	04/11/2022
P06	2nd Review during public inquiry	17/11/2022

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1. Introduction

This Travel Plan sets out objectives and targets with a series of measures to promote sustainable modes for passengers (coach & rail) and staff (bus, coach, rail, walking, cycling) transport walking and cycling) to reduce the impact of private car use associated with London Luton Airport Operations Limited (LLAOL) application to increase total passengers from 18 million (mppa) to 19 million (mppa).

The targets have been updated following a review of the London Luton Airport (LLA) Airport Surface Access Strategy (ASAS) 2018 – 20221 against the latest passenger and staff travel figures from the latest Civil Aviation Authority (CAA) statistics and 2019 LLA Staff Travel Survey. An update to ASAS for the period after 2022 is pending and this Travel Plan will inform that updated document.

[1] London Luton Airport (2019). Airport Surface Access Strategy (ASAS) 2018 – 2022 (2019 Reissue). [online] Available at: https://www.london-luton.co.uk/LondonLuton/files/a3/a31129aa-284b-4b4c-aae0-ed0208d70fec.pdf [Accessed 18 May 2020].

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2. Background

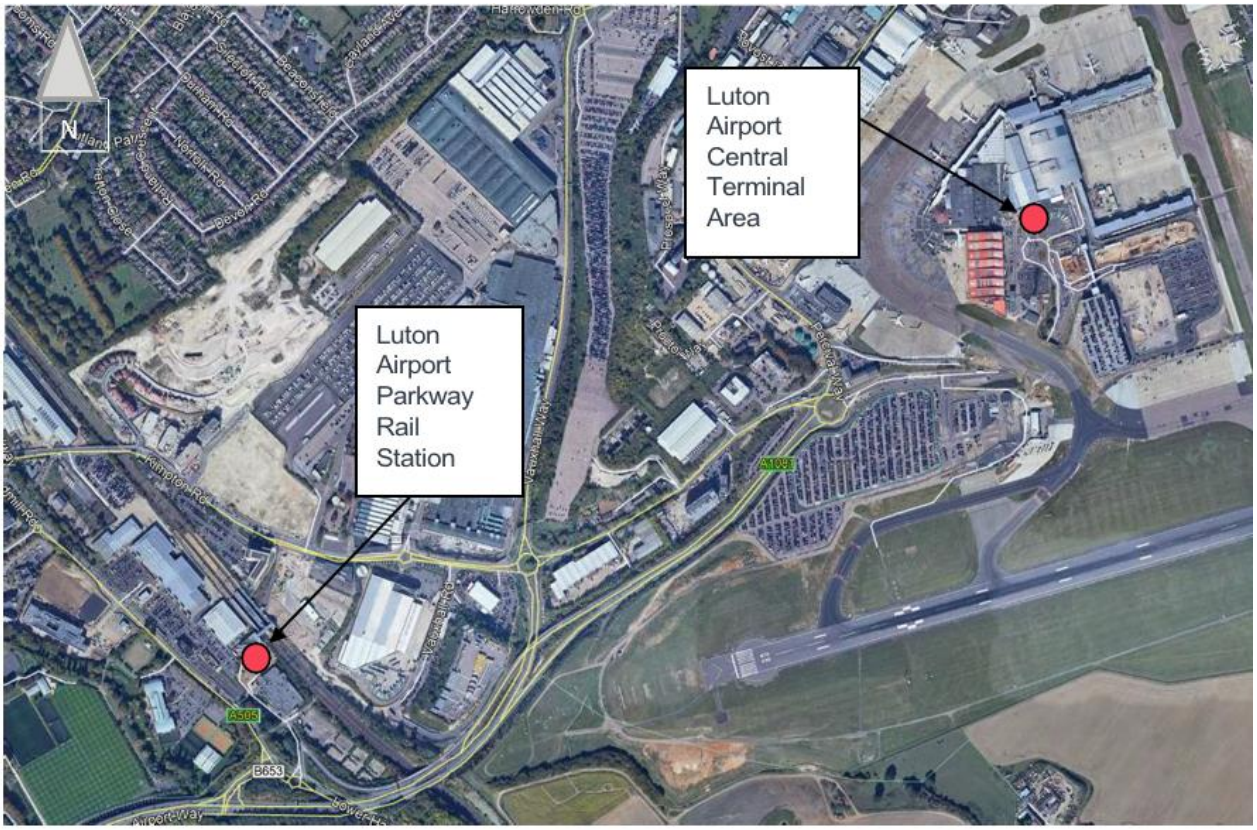
2.1 Site Context

Luton Airport is situated to the south-east of Luton, approximately 45km from Central London to the South and 30km from Milton Keynes to the North. The site itself sits predominantly within the Unitary Authority of Luton Borough Council (LBC), as well as partly within Central Bedfordshire Council (CBC).

The Airport primarily provides commercial flights by low-cost scheduled operators, as well as a small number of chartered flights and business and cargo trips. The site consists of a single runway which runs east to west for approximately 2.2km along the southern edge of the site boundary.

Airport facilities are all found to the North of the runway with a Central Terminal Area (CTA) located centrally within the site. The Airport lies approximately 1.5km from Luton Airport Parkway Rail Station to the south-west, with frequent shuttle services providing a connection for passengers between the station and the CTA, as shown in Figure 2-1 below.**Error! Reference source not found.**

Figure 2-1 Location of Central Terminal Area (CTA) and Luton Parkway Rail Station



Source: Google Earth

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Airport Way connects to the A1081 and A505 via the A1081/A505/Percival Way roundabout to the west of the site. From the A1081 access can be gained directly onto the M1 via Junction 10, as well as to Luton Airport Parkway Rail Station via the B653 and Parkway Road. Additionally, Percival Way provides a connection through the adjoining business estate and on into Luton's eastern residential settlements.

The A1081/A505/Percival Way roundabout connects to a second roundabout with the A505 Kimpton Road and A505 Vauxhall Way, approximately 500m further west. The A505 Kimpton Road routes in Luton Town Centre approximately 3km away, while the A505 Vauxhall Way routes into the Luton's eastern residential settlements.

2.2 Proposed Development Summary

The planning application to support the increase of the airport's capacity to 19 mppa currently does not include any physical changes to the airport terminal building and surrounding infrastructure.

Site Access

Access into the site by road can be gained via Airport Way and Airport Approach Road. These roads pass by the Short-Term Car Park, Mid-Term Car Parks, Holiday Inn, the Ibis, and directly into the CTA which has associated public transport facilities, drop-off/pick-up zones, taxi bays and Priority Parking.

Following the updated Transport Assessment (TA)[2] for the 19 mppa planning application completed by Wood, it has been identified that the increase in passengers is unlikely to have a significant impact on the operation of the existing transport network, due to a very modest increase in traffic flows generated by the proposed expansion.

Walking and Cycling Facilities

All existing walking and cycling facilities are to be retained. Possible additions to future walking and cycling infrastructure may be recommended within the Travel Plan Measures in Section 7 if current infrastructure is not deemed sufficient in helping the airport achieve its new objectives and targets.

No walking and cycling improvements are proposed as part of the Transport Assessment for 19 mppa.

Parking Provision

LLA currently has six car parks in operation, as shown in Table 2-1 below.

Table 2-1 Car parking available at LLA

	DOZ	TCP1	TCP2	MSCP	LSCP	Car Park B	NHCP
Status	Operational	Operational	Operational	Operational	Operational	Operational	Operational
Type	Drop off	Any length	Any length	Mid-term	Long-term	Staff parking	Staff parking

[2] Document Reference: 41431-WOOD-XX-XX-RP-OT-0002_S3_P02

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Note: DOZ (= Drop Off Zone) TCP1 (= Terminal Car Park 1) TCP2 (= Terminal Car Park 2)
MSCP (= Mid Stay Car Park) LSCP (= Long Stay Car Park) NHCP (= Navigation

Table 2-2 below gives an overview of capacity, pricing and charging processes for each of these car parks.

Table 2-2 Car parking summary

	DOZ	TCP1	TCP2	MSCP	LSCP	Car Park B	NHCP
Capacity	Not designated spaces	1,699 spaces	1,924 spaces	1,281 spaces + 120 motorcycle spaces	4,151 spaces	555 spaces + 20 car-share spaces	94 spaces + 10 motorbike spaces (no official car- share spaces but car-share space capability)
Pricing	£4 for 10mins then £1 per min thereafter	Pre-bookable From February 2020 <30mins £9 30-45mins £11.50 45-60mins £16.50 1-2hr £20.50 2-3hr £27 3-4hr £35 4-5hr £37 5-9hr £58 9-24hr £58 Additional days £64 per day	Pre-bookable From February 2020 <30mins £8 30-45mins £10.50 45-60mins £14.50 1-2hr £18.50 2-3hr £24 3-4hr £31 4-5hr £33 5-9hr £52 9-24hr £58 Additional days £58 per day	Pre-bookable From February 2020 <15mins Free 15-25mins £3.50 25-40mins £8.50 40-60mins £12.50 1-24hr £32 Additional day £32 per day Motorcycle Park free for up to 21 days	Pre-bookable From February 2020 <1hr Free 1-2hr £4.50 >2 £28 Each subsequent day £24	£775 per year (individual) £365 per year (car-share)	£2,315 per year (individual) £1,095 per year (car-share)
Charging process	ANPR with cash/card payment. £100 PCN for unattended vehicles	Ticket entry for gate-customers. ANPR for pre-booked customers. Pay on foot machines provided. £100 PCN For unauthorised vehicles	Ticket entry for gate-customers. ANPR for pre-booked customers. Pay on foot machines provided. £100 PCN for unauthorised vehicles	Ticket entry for gate-customers. ANPR for pre-booked customers. Pay on foot machines provided. £100 PCN for unauthorised vehicles	Ticket entry for gate-customers. ANPR for pre-booked customers. Pay on foot machines provided. £100 PCN for unauthorised vehicles	Via barrier that raised automatically . Vehicles must display parking badge. £100 PCN for unauthorised vehicles	Via Staff ID card swipe. Vehicles must display parking badge. £100 PCN for unauthorised vehicles

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2.3 Policy Overview

The objectives and measures in this Travel Plan have been informed by National and Local policies including:

National Planning Policy Framework (July 2021)

Chapter 9 – Promoting Sustainable transport. The NPPF states in paragraph 113:

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

In paragraph 112, the NPPF states that in assessing sites for development, consideration should be given to the promotion of sustainable transport modes, safe and suitable access routes by all transport.

Flightpath to the Future (2022)

Page 44 states that reliable and efficient surface access connections are important in supporting the role of airports as regional transport hubs and states that ' *We expect airports, through their surface access strategies, to set targets for sustainable passenger and staff travel to and from the airport.'*

Jet Zero Strategy: Delivering net zero aviation by 2050

Encourages airports to work with airlines, local authorities and local transport providers to consider how they can develop integrated service offerings with surface transport providers (para. 360) and encourages airports to improve their surface access strategies to ensure easy and reliable access for staff and passengers, increase the use of public transport and minimise congestion, emissions and other local impacts (para. 363).

Luton Local Plan (2017)

Policy LLP31 integrates the Luton Local Transport Plan 2011 – 2026 which aims to 'ensure that an integrated, safe, accessible, and more sustainable transport system supports the economic regeneration and prosperity of the town.'

My Climate Action Plan – Luton BC (November 2021)

This sets out the initial opportunities Luton Borough Council identified to reduce carbon emissions and increase carbon sequestration relating to the council's operations. These will be followed up by consultations with stakeholders in the run up to reviewing the Local Plan.

Luton Borough Council's Climate Action Plan Support (January 2020)

Section 6 of this document addresses the London Luton Airport Emissions, which represent a significant proportion of the borough's overall emissions. The document states 'it will be vital for the council to work closely with the airport and associated businesses to manage and reduce the environmental impacts of the airport's operations, passenger activity and flights' and includes various recommendations in respect of emissions, a number of which are relevant to surface access.

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2.4 Transport Context

The airport is well served by sustainable travel options. The public transport hub located within the CTA provides frequent shuttle services to the nearby Luton Parkway Rail Station as well as bus and coach services to a range of major cities and airports across the UK.

Access to the airport on foot can be gained by footpaths and crossing facilities along the Airport Approach Road, Airport Way and Percival Way. There is less likelihood for cyclists to travel to the airport as passengers, however, cycling is an option for nearby staff. For cyclists, dedicated facilities are not provided into the CTA, however, shared foot/cycle ways along parts of the A505 and on-road facilities provided along the A1081 benefit local cyclists.

Rail Network

The nearest available rail station is Luton Airport Parkway which is situated 1.6km as the crow flies to the south-west of the site. The station operates Thames Link and East Midlands services to London, the south, the Midlands, and the North. A summary of key destinations is shown in Table 2-3. Due to the COVID-19 Pandemic it is expected that services will be operating at reduced frequencies temporarily.

Table 2-3 Key rail services to/from Luton Airport Parkway Rail Station

Destination	Typical Weekday Frequency	Typical Journey Time	Operator
Bedford	6 trains per hour	28 mins	Thames Link & East Midlands
Brighton	2 trains per hour	1 hr 59 mins	Thames Link
Gatwick Airport	4 trains per hour	1 hr 36 mins	Thames Link
Leicester	1 train per hour	57 mins	East Midlands
London St Pancras	6 trains per hour	32 mins	Thames Link & East Midlands
Nottingham	1 train per hour	1 hr 26 mins	East Midlands

Source: nationalrail.co.uk

DART System

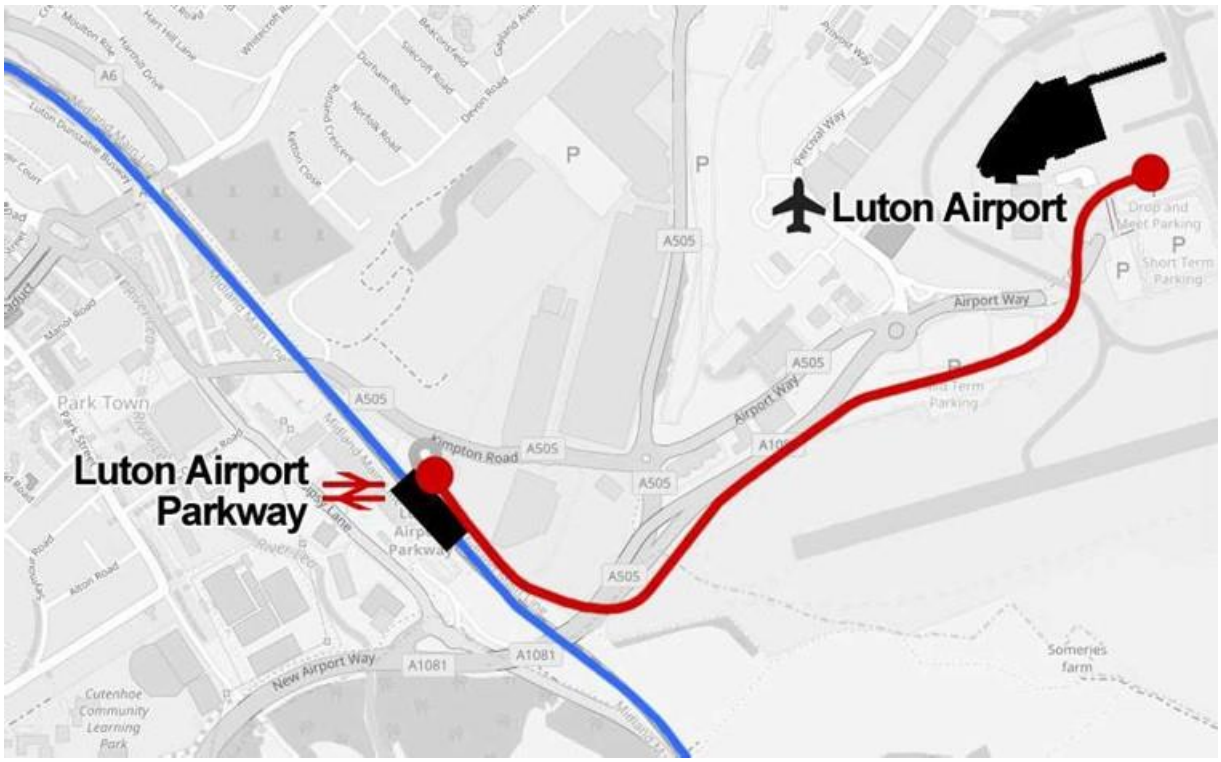
Additional to the existing rail network, construction of the Luton Direct Air-Rail Transit (DART) system began in 2018. The DART will provide a connection for passengers and airport staff between Luton Airport Parkway Station and the terminal in under four minutes. The route will navigate between two purpose-built stations at Bartlett Square and the airport terminal via a bridge crossing over Airport Way Road.

The transit system is driverless and will remove the element of delays via traffic congestion currently presented by the bus shuttle service. The service aims to allow passengers to reach the terminal from London St. Pancras within 30 minutes.

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The DART system has funding for £225 million and is being funded and delivered by LLAL. The announcement on the opening date is expected in the first quarter of 2023. It is expected to operate 24/7. Error! Reference source not found.Error! Reference source not found. indicates the route.

Figure 2-2 DART system indicative plan



Bus and Coach services

Bus and coach services can be accessed directly from the CTA with a Public Transport Hub providing dedicated bus and coach bays for services routing to staff parking, medium and long stay parking, car hire facilities, as well as connections to Luton Airport Parkway rail station, local destinations, and major cities and airports across the UK. Due to the COVID-19 Pandemic it is expected that services will be operating at reduced frequencies temporarily.

National Express coach services can be accessed via the Public Transport Hub at the CTA and afford direct routes to major cities and airports across the UK.

Frequent National Express services route directly to London connecting to key onward transport hubs, namely, Victoria Coach Station and Paddington Rail Station, calling at Golders Green, Finchley Road, Baker Street and Marble Arch. Services to London Paddington run Monday to Sunday between approximately 05:00 – 01:00. Services to London Victoria run Monday to Sunday 24 hours a day with a less frequent service running every hour between approximately 01:00-04:00.

Other National Express services route directly to the cities of Birmingham, Cambridge, Coventry, Leicester, Milton Keynes, Northampton, Nottingham, Oxford and Sheffield, as well as Gatwick, Heathrow and Stansted Airport.

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Arriva Bus provides a Dunstable – Luton Airport service. The service runs Monday to Sunday between approximately 04:00 – 24:00 and is operated by Arriva The Shires.

Table 2-4 shows frequency and typical journey times to key destinations for both service providers. Due to the COVID-19 Pandemic it is expected that services will be operating at reduced frequencies temporarily.

Table 2-4 Key coach services to/from Luton Airport

Destination	Typical Weekday Frequency	Typical Journey Time	Operator
Birmingham	11 services	2 hrs 40 mins	National Express
Cambridge	9 services	1 hr 30 mins	National Express
Coventry	12 services	1 hr 40 mins	National Express
Gatwick Airport	9 services	2 hr 20 mins	National Express
Heathrow Airport	24 services	1 hr 5 mins	National Express
Leicester	9 services	1 hr 45 mins	National Express
London (Paddington Rail Station)	42 services	1 hr 11 mins	National Express
London (Victoria Coach Station)	48 services	1 hr 20 mins	National Express
Milton Keynes	21 services	40 mins	National Express
Northampton	9 services	1 hr 15 mins	National Express
Nottingham	8 services	2 hr 50 mins	National Express
Oxford	8 services	2 hrs	National Express
Sheffield	3 services	4 hr 20 mins	National Express
Stansted Airport	17 services	1 hr 25 mins	National Express
Dunstable	50 services	30 mins	Arriva The Shires

Sources:
-nationalexpress.com
-arrivabus.co.uk

Some bus services can be accessed from the Public Transport Hub at the CTA. The 99 service runs hourly between London Luton Airport and Milton Keynes 7 days a week. The 755/757 service runs frequently to London Victoria Coach Station 7 days a week, every 30 minutes and is operated by

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Greenline. The 100/101 Sapphire service operated by Arriva routes to Stevenage every 30 minutes 7 days a week. The A and 888 services provide a dedicated link to Luton Airport Parkway running frequent services 7 days a week. A summary of the bus services to Luton is shown in Table 2-5Table 2-5. Due to the COVID-19 Pandemic it is expected that services will be operating at reduced frequencies temporarily

Table 2-5 Key local bus services to/from Luton

Route	Key Towns Served	Typical Frequency	Operator
99	Luton Airport, Luton, Milton Keynes	1 per hour (Mon-Sun)	Stagecoach
755/757	Luton Airport, Luton, Bricket Wood, Brent Cross, Baker Street, Marble Arch, Victoria Coach Station	Every 30 mins (Mon-Sun)	Greenline
100/101 Sapphire	Luton Airport, Hitchin, Stevenage	Every 30 mins (Mon-Sat) & Every 2 hours (Sun)	Arriva
888	Luton Airport, Luton Parkway	Every 20 mins (Mon-Sat) & Every 30 mins (Sun)	London General
A	Luton Airport, Luton Parkway, Dunstable	Every 15 mins (Mon-Sat) & Every 20 mins (Sun)	Arriva

Source: stagecoachbus.com, greenline.co.uk, arrivabus.co.uk

As well as the A and 888 bus services, an interchange shuttle bus services runs between the CTA and Luton Airport Parkway Station which is approximately 1.6km south-west as the crow flies. This shuttle service runs every 10 minutes, takes approximately 6 minutes, and provides access to additional bus services at Luton Parkway Bus Station, as detailed below in Table 2-6Table 2-6. Due to the COVID-19 Pandemic it is expected that services will be operating at reduced frequencies temporarily.

The 44/45 service routes between Stevenage and Luton Parkway running at Monday to Friday service every 2 hours. The 366 service runs between Luton Parkway, Harpenden and Hatfield within an hourly service Monday to Friday. The 610 service routes to Enfield via Harpenden and Potters Bar with an hourly service Monday to Saturday.

Table 2-6 Key local bus services to/from Luton Airport Parkway Bus Station

Route	Key Towns Served	Typical Frequency	Operator
44/45	Stevenage, Knebworth, Codicote, Kimpton, Luton Parkway Station	Every 2 hours (Mon-Fri)	Centrebus
366	Luton Parkway Station, Harpenden, Wheathampstead, Welwyn Garden City, Hatfield	1 per hour (Mon-Fri)	Centrebus
610/611/612	Luton Parkway Station, Harpenden, Hatfield, Welham Green, Potters Bar, Enfield	1 per hour (Mon-Sat)	Uno

Source: centrebus.info, unobus.

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Walking and Cycling

Walking facilities are provided between the CTA, surrounding hotels, car parking facilities and nearby settlements. Footway provisions within the vicinity of the airport along key corridors are generally in good conditions with street lighting provided.

Pedestrians can access the airport on foot from the nearby hotels, namely, the Ibis, Holiday Inn, and the Marriott. Airport Way affords access to the CTA via a footway with guard-railing along the northern side of the carriageway.

Pedestrians can additionally route on foot from the Short-Term, Mid-Term and Multi-Storey car parking facilities. The Mid-Term Car Park is located to the south of Airport Way, accessing the north-side guard-railed footway via signalised toucan crossings. For the Multi-Storey Car Park, a covered footbridge is provided across a series of Airport Approach Roads allowing safe passage to the CTA.

For staff or travellers accessing the site from nearby settlements to the North, footways are provided on both sides of Percival Way which connects between Airport Way and Eaton Green Road. A pelican crossing and a zebra crossing are provided along Percival Way, as well as informal crossing points with tactile paving and refuge islands located at the A505/A1081/Percival Way roundabout to enable safe crossing.

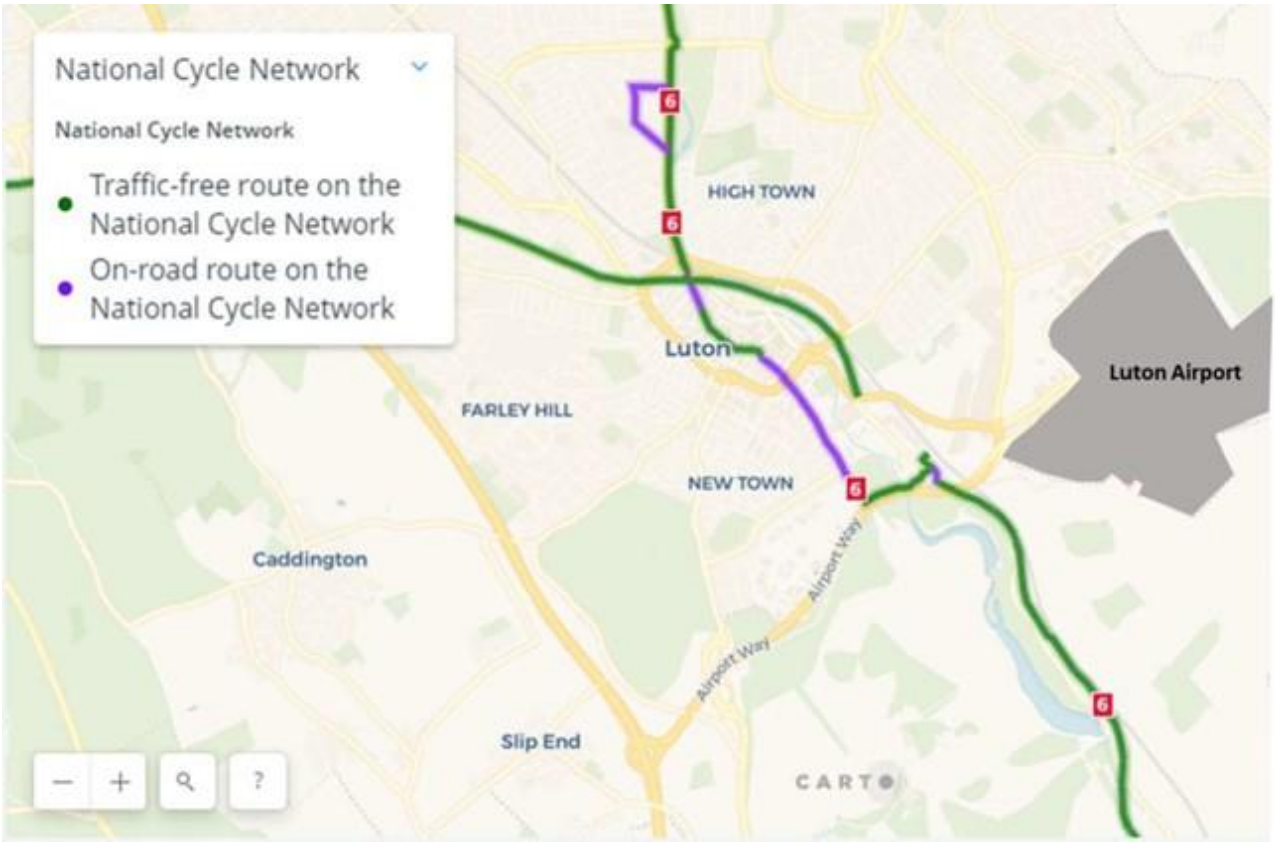
Cycle use by passengers to the airport is deemed to minimal, however, cycling is a viable option for staff routing from the surrounding settlements or as part of a multi-modal journey. To the south-west of the site, National Cycle Route 6 (NCR6) runs off-road adjacent to Lower Harpenden Road, under the A1081, across the B653 Gipsy Lane and adjacent to the A1081, before routing on-road along Park Street. On approach and exit to the Luton Parkway Rail Station, advisory on-road cycle lanes with contract surfacing are provided which connect between the rail station cycle parking and the B653 including NCR6.

At a local level, NCR6 routes into Central Luton, Limbury, Marsh Farm and Houghton Regis to the north, and Harpenden to the south. At a strategic level, the NCR6 provides a cycle connection between, Leicester, Northampton, Milton Keynes, Luton, St Albans and Watford.

Additional to national cycle routes, localised cycle provisions can be found along Airport Way between Holiday Inn and the A1081/A505/Percival Way roundabout in the form of a shared foot/cycleway with associated signage and road markings. On-road mandatory cycle lanes are also provided along the A1081 between the A1018/A505/Vauxhall Way roundabout and Capability Green Business Park.

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Figure 2-3 National Cycle Routes – Luton and Luton Airport



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3. Travel Plan Objectives and Targets

3.1 Objectives

The following objectives have been created to ensure LLAOL delivers a successful travel plan as part of the 19 mppa application. Its sets targets for up to 2028. Targets for the period 2028- 2031 will be agreed with the Local Planning Authority before the end date of this Travel Plan as the Airport updates is ASAS to cover this period.

Objective 1: Improve public transport accessibility for passengers and staff through enhanced provision and promotion

- DART and rail connectivity promotion
- Public transport discounts and promotions for staff

Objective 2: Extend opportunities for staff and passengers to use alternative modes of transport other than private car

- Set out a series of cycle infrastructure improvements
- Car-sharing promotion

Objective 3: Reduce carbon emissions produced by surface access travel to/ from the airport

- Explore electric vehicle charging point options
- Quantify emission reduction figures as a result of the DART
- Explore a switch from diesel to petrol/ electric run buses
- Cycling promotion

3.2 Future Targets

This section looks at the latest travel data for both staff and passengers to propose new stretching targets that are SMART.

The term 'target' is used in the sense of a statement that contains a measurement of the Travel Plan objectives and is a measure of outcomes achieved by the Travel Plan. Targets should be **SMART** - **S**pecific, **M**easurable, **A**chievable, **R**ealistic and **T**imed, and should help achieve, and be related to each of the numbered objectives set out in **Section 6.1**.

It should be noted that all targets will deliver improvement in mode share in absolute terms as the numbers of passengers grow and as such both maintaining and increasing targets in % terms will have a positive impact on the number of employees and passengers switching to sustainable modes.

The following sources have been employed to obtain target data:

- Pre-existing targets for 2016, 2019 and 2022 for staff and passengers have been obtained from the 2018-2022 ASAS;
- Actual target results for 2016 for staff and passengers have been obtained from the 2018-2022 ASAS;

- Actual target results for staff in 2019 have been obtained from a Staff Travel Survey conducted by Systra in 2019; and
- Actual target results for passengers in 2019 have been obtained from 2019 CAA Data.

Target 1: Increase Sustainable Travel to and from LLA

Increase **passenger** travel by **sustainable modes** of transport

2016		2019		2022	2024	2028
Target	Performance	Target	Performance	Target	Target	Target
32%	32%	34%	43%	36%	47%	47%

Passenger sustainable transport has increased from 32% to 43% between 2016 and 2019; achieving the target of 34% set out in 2019, as well as the previously established 36% 2022 target. A new ambitious target of 47% has been set across the period of the travel plan with Section 7 detailing specific measures for achieving this. When compared to previous performance (43% for 18mppa), the 47% target in 2028 when applicable to all passengers (19mppa) in effect will remove passengers off the road network which in absolute terms is a 1.19mln net decrease in passengers travelling by non-sustainable modes.

Increase **passenger** travel by **bus and coach**

2016		2019		2022	2024	2028
Target	Performance	Target	Performance	Target	Target	Target
16%	16%	N/A	22%	17%	22%	22 %

Passenger bus/coach travel has increased from 16% to 22% between 2016 and 2019. A 2024 and 2028 target of retaining this 22% has been set, with Section 7 detailing specific measures for achieving this. Maintaining the target reflects the anticipated strong competition from improved rail services/ DART connectivity (mode share reflected in the rail target). The airport is working with bus/ coach operators to further improve bus/ coach mode share targets in the future. The 22% target in 2028 when applicable to all passengers (19mppa) in effect will increase the number of bus/ coach users by 220,000 per annum.

Increase **passenger** travel by **rail**

2016		2019		2022	2024	2028
Target	Performance	Target	Performance	Target	Target	Target
16%	16%	N/A	21%	24%	25%	25%

Passenger rail travel has increased from 16% to 21% between 2016 and 2019. A new 2024 target of increasing to 25% has been set, as the opening of the DART is likely to have a positive impact on passenger rail travel. A 25% target has been set across the period of the travel plan with Section 7 detailing specific measures for achieving this. When compared to previous performance (21% for 18mppa), the 25% target in 2028 when applicable to all passengers (19mppa) in effect will increase the number of rail users by 970,000 per annum.

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Increase **employee** travel by **sustainable modes** of transport

2016		2019		2022	2024	2028
Target	Performance	Target	Performance	Target	Target	Target
24%	24%	26%	31%	28%	35%	37%

The 2022 target of a minimum of 28% sustainable transport mode share for employees has already been achieved with an increase from 24% to 31% from 2016 to 2019. Therefore, a new 2024 target of 35% and 2028 target of 37% sustainable transport mode share for employees has been set. The new targets include increases in employee travel by bus and coach, rail and cycling. It should be noted that the previous 2024 target of 33% (version P04 of the Travel Plan) has been corrected to 35% to account for walking.

Increase **employee** travel by **bus and coach**

2016		2019		2022	2024	2028
Target	Performance	Target	Performance	Target	Target	Target
9%	9%	N/A	16%	11%	17%	18%

The 2022 target of a minimum of 11% bus/coach mode share for employees has already been achieved with an increase from 9% to 16% from 2016 to 2019. Therefore, a new 2024 target of 17% bus/coach mode share and 2028 target of 18% bus/coach mode share for employees has been set.

Increase **employee** travel by **rail**

2016		2019		2022	2024	2028
Target	Performance	Target	Performance	Target	Target	Target
7%	7%	N/A	8%	9%	10%	10%

Employee rail travel has increased from 7% to 8% between 2016 and 2019. A new 2024 target of increasing to 10% has been set. The 10% target is to be maintained in 2028. This is related to the trend of an increasing mix of locally employed staff who are more likely to use bus/coach and walking/ cycling which is reflected in increased targets for those modes.

Increase **employee** travel by **cycle**

2016		2019		2022	2024	2028
Target	Performance	Target	Performance	Target	Target	Target
N/A	2.4%	N/A	1.7%	N/A	3%	4%

From 2016 to 2019, the percentage of staff arriving to the airport by cycle reduced from 2.4% to 1.7%. With the implementation of a set of measures detailed in Section 7, a new target has been set for 2024 of increasing the mode share of staff cycling to work to 3%. A new ambitious target of 4% has been set for 2028 which we believe is achievable with the introduction of e-bikes.

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Maintain **employee walking**

2016		2019		2022	2024	2028
Target	Performance	Target	Performance	Target	Target	Target
N/A	5%	N/A	5%	5%	5%	5%

Increase **employee** awareness of **Cycle-to-Work** scheme

2016		2019		2022	2024	2028
Target	Performance	Target	Performance	Target	Target	Target
71%	71%	N/A	46%	80%	80%	85%

Awareness of the Cycle-to-Work scheme has reduced from 71% to 46% between 2016 and 2019. A 2024 target of 80% and 2028 target of 85% have been set to be achieved with specific measures put in place in Section 7.

Target 2: Reduce private, non-electric car travel

Reduce **passenger** non-electric **private car** travel

2016		2019		2022	2024	2028
Target	Performance	Target	Performance	Target	Target	Target
51%	50%	49%	40%	43%	40%	39%

The 2022 target of a 43% private car travel has already been achieved with a reduction from 51% to 40% from 2016 to 2019. Therefore, a 2024 target of retaining the 40% achieved has been set, this is already 3% below the original target set for 2022. The 1% increase targeted in 2028 is conservative on the basis that the airport does not have a direct control over EV uptake. The target will be reviewed and can be further improved in line with the pace of EV adoption.

Reduce **employee** Single Occupancy Vehicle (SOV) non-electric **private car** travel

2016		2019		2022	2024	2028
Target	Performance	Target	Performance	Target	Target	Target
68%	68%	66%	59%	64%	56%	53%

The 2022 target of a 64% SOV mode share has already been achieved with a reduction from 68% to 59% from 2016 to 2019. Therefore, a new 2024 target of 56% SOV mode share for employees has been set and a further target of 53% for 2028. The 53% reduction represents no net increase in single occupancy vehicles between 2024- 2028.

Increase **employee** awareness of **Car Sharing**

2016		2019		2022	2024	2028
Target	Performance	Target	Performance	Target	Target	Target
N/A	27%	N/A	22%	50%	50%	60%

Awareness of the car sharing network has reduced from 27% to 22% between 2016 and 2019. The future 2024 target of 50% awareness will remain with the specific measures put in place in Section 7 to achieve this. The 2028 target has been increased to 60%

Target 3: Promote and Monitor Sustainable Travel at LLA

Secure 12% participation in the **staff travel survey**

2016		2019		2022	2024	2028
Target	Performance	Target	Performance	Target	Target	Target
10%	10%	12%	9%	12%	12%	12%

A target of retaining 12% participation in the staff travel survey has been set for 2024 and 2028. It should be noted that the actual value of 12% for 2019 performance was incorrectly stated in the previous version of the report (P04) has now been corrected to 9%.

Increase the number of organisations attending the **Airport Transport Forum**

2016		2019		2022	2024	2028
Target	Performance	Target	Performance	Target	Target	Target
8	8	10	10	12	15	15

Organisation participation in the Airport Transport Forum has increased from 8 organisations to 10 organisations between 2016 and 2019. A future 2024 and 2028 target of increasing to 15 organisations has been set.

Deliver at least 4 **promotional travel events** per year throughout the ASAS period, one per quarter

2016		2019		2022	2024	2028
Target	Performance	Target	Performance	Target	Target	Target
2	2	2	2	2	4	4

In 2019 LLA delivered 2 promotional travel events; a new target to double to 4 events per year has been set for 2024 and 2028.

Increase awareness of **Staff Travel Card**

2016	2019	2022	2024	2028

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Target	Performance	Target	Performance	Target	Target	Target
53%	55%	60%	60%	65%	65%	70%

Awareness of the Staff Travelcard has increased from 55% to 60% between 2016 and 2019. The future target of 65% will remain the same in 2024 and will be increased to 70% in 2028.

3.3 Summary of Targets

A summary of all set targets for up to 2028 and how they compare to previous targets is shown in **Error! Reference source not found.** below.

Table 3-1 Summary of Targets

Target	Target 2019 (%)	Performance 2019 (%)	Target 2022 (%)	Target 2024 (%)	Target 2028 (%)	Impact
Increase passenger travel by sustainable modes of transport	34	43	36	47	47	2019 target met with an additional increase of 9%, a further ambitious increase of 4% has been set as a 2024 target to be maintained in 2028.
Increase passenger travel by bus and coach	N/A	22	17	22	22	A target of retaining the target achieved in 2019 has been set for 2024 and 2028.
Increase passenger travel by rail	N/A	21	24	25	25	An increase of 4% on the target achieved in 2019 has been set as a target for 2024 and maintained in 2028.
Increase employee travel by sustainable modes of transport	26	31	28	35	37	2019 target met with an additional increase of 5%, a further 4% increase has been set as a 2024 target. A further 2% increase target has been set for 2028.
Increase employee travel by bus and coach	N/A	16	11	17	18	An increase of 1% on the target achieved in 2019 has been set as a

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Target	Target 2019 (%)	Performance 2019 (%)	Target 2022 (%)	Target 2024 (%)	Target 2028 (%)	Impact
						target for 2024 and further 1% for 2028.
Increase employee travel by rail	N/A	8	9	10	10	An increase of 2% on the target achieved in 2019 has been set as a target for 2024. The target is set to be maintained in 2028.
Increase employee travel by cycle	N/A	1.7	N/A	3	4	A target of achieving an increase up to 3% of staff travelling by cycle has been set for 2024. The target has been increased
Increase awareness of Cycle-to-Work scheme	N/A	46	80	80	85	A target of achieving an 80% of staff awareness of the scheme has been set for 2024 and increased to 85% in 2028.
Maintain employee walking	N/A	5	N/A	5	5	Maintaining of the 5% mode share for walking is set for 2024 and 2028.
Reduce passenger, non-electric private car travel	49	40	43	40	40	2019 target met with a reduction of 9%. A target of retaining the achieved 40% by 2024 has been set. A further target of 1% reduction was set for 2028.
Reduce employee single-occupancy, non-electric private car travel	66	59	64	56	53	2019 Target met with an additional reduction of 7%, a further reduction of 3% is expected by 2024 and

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Target	Target 2019 (%)	Performance 2019 (%)	Target 2022 (%)	Target 2024 (%)	Target 2028 (%)	Impact
						further 3% by 2028.
Increasing Car Sharing Awareness	N/A	22	50	50	60	A target of achieving a 50% of staff awareness of the scheme has been set for 2024 and increased to 60% in 2028.
Secure minimum 12% participation in the staff travel survey	12	9	12	12	12	A target of retaining the target achieved in 2019 has been set for 2024 and 2028.
Increase the number of organisations attending the Airport Transport Forum	10	10	12	15	15	An increase of 5 additional organisations has been set for 2024 and 2028.
Deliver at least 2 promotional travel events per year	2	2	2	4	4	An increase to 1 event per quarter, for a total of 4 events per year, has been set for 2024 and 2028.
Increase in awareness of Staff Travelcard	60	60	65	65	70	An increase of 5% on the target achieved in 2019 has been set as a target for 2024 and increased to 70% in 2028.

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4. Marketing and promotion

4.1 Travel Plan Coordinator

LLAOL's Travel Plan Co-ordinator (under the Surface Access team) will manage the delivery of this Travel Plan. Their role will be to develop the Travel Plan measures and identify a more detailed implementation programme.

The Travel Plan Coordinator is expected to increase awareness of sustainable travel options such as car sharing, public transport or cycling and its associated benefits.

4.2 Travel Information

Travel Information Pack

One of the key Travel Plan measures would be to introduce a Travel Information Pack to be provided to new starters. This should be updated regularly and made freely available to staff and contractors.

Personalised travel planning

Personalised travel planning is an approach to delivering targeted information directly to employees, to help them make sustainable travel choices. It will help discourage over-reliance on car use, enabling more journeys to be made on foot, bike, bus, train or in shared cars. It can also prevent unnecessary travel, through the provision of local or site-specific information.

The personalised travel planning will use tools and techniques such as:

- Providing links to journey planner websites, such as http://www.traveline.info/, http://google-map.co.uk/route-planner/;
- One-to-one discussion of travel needs and choices with prospective and new staff;
- The provision of information prior to occupation and on occupation; and
- Promotion of the sustainable travel incentives on occupation through regular events and marketing.

Influencing Travel Behaviour

In addition to the main measures detailed above, additional practical measures described below will help influence travel behaviour:

- Preparation of a Car Park Management Plan (CPMP) for 2023 to 2028 to manage car parking whilst encouraging travel by sustainable modes
- Provision of information to occupants on key bus/ train services and destinations.
- Promoting the Travel Luton journey planner https://www.travel-luton.co.uk/.
- Provision of public transport map showing bus service route, bus stop locations and timetables; locations of rail stations including destinations and journey times.
- Provision of maps showing walking and cycle routes.

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- Provision of on-site map of local amenities in relation to the Airport.
- Provision of electric vehicle charging points for passengers (currently 10 available in MSCP1) and the potential to increase to meet demand.
- The introduction of a reduced tariff for 30 minutes (at £2.0) for electric vehicle drop off at MSCP1 to encourage the use of electric vehicles for passengers.

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5. Travel Plan Measures

This section outlines the key measures by transport mode, to be implemented for the development site.

These measures will facilitate, promote and encourage sustainable transport choices. These are complementary to spatial planning and infrastructure provision and are aimed at encouraging smarter travel choices through promotion and encouragement, such as information provision, personalised journey planning and incentivisation. For clarity, the measures have been set out by transport mode.

As the covenanting party under the Section 106 Agreement, LLAOL is directly responsible to LBC for complying with, and achieving the targets and objectives in, this Travel Plan. As such, LLAOL takes primary responsibility for delivering and funding the measures set out in this section. However, it is acknowledged that the responsibility to deliver certain measures will be subject to co-operation from other parties, including LBC and tenants, as identified in the "Body Responsible" column.

5.1 Walking

Table 5-1 Walking measures

Measures	Passengers	Staff	Body Responsible
W1: Encourage walking to work if the staff member lives within a 30-minute walking distance.		✓	LLAOL/Tenant organisations
W2: Ensure that high quality and appropriate wayfinding is in place to guide pedestrians to transport links and key destinations. Ensure walkways are well-lit at night to ensure safe movement throughout the site.	✓	✓	Luton Borough Council/LLAOL

5.2 Cycling

Table 5-2 Cycling measures

Measures	Passengers	Staff	Body Responsible
C1: Promote safe cycling, including sale of discounted locks and safety equipment (helmets and bike lights) through local bike shops for staff.		✓	Luton Borough Council/LLAOL/Tenant organisations

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Measures	Passengers	Staff	Body Responsible
C2: Promote the Cycle+ salary sacrifice scheme for staff (offering tax-free cycle purchases)		✓	LLAOL/Tenant organisations
C3: Provide an ongoing delivery of cycle events, initiatives and training, and support national events where appropriate		✓	LLAOL
C4: Incorporate secure cycle parking facilities within the design of all buildings within the site. Ensure cycle storage facilities are well lit, secure and offer protection from the weather.	✓	✓	LLAOL
C5: Ensure adequate provision of shower and changing facilities for staff commuting by bicycle		✓	LLAOL
C6: Quarterly cycle maintenance event for staff		✓	LLAOL
C7: Identifying suitable commuter cycling corridors and routes to be improved in order to encourage staff to cycle to work.		✓	LLAOL

5.3 Public Transport

Table 5-3 Public transport measures

Measures	Passengers	Staff	Body Responsible
PT1: Continue to promote local bus and coach travel and build upon previous attempts to promote the Luton Dunstable Busway	✓	✓	LLAOL/Luton Borough Council
PT2: Continue to promote and find additional incentives for the Staff Discount Travel Card		✓	LLAOL

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Measures	Passengers	Staff	Body Responsible
PT3: Ensure clear signage and wayfinding guides public transport users to nearby bus stops and rail services and that it is of a high standard.	✓	✓	LLAOL/Luton Borough Council
PT5: Ensure the provision of live travel information and timetables for staff and passengers for bus stops and train times.	✓	✓	LLAOL/Luton Borough Council
PT6: Explore procurement options for a change from diesel/petrol to electric/hybrid shuttle vehicles on-site	✓	✓	LLAOL
PT7: Promotion and marketing of DART upon launch	✓	✓	LLAOL

5.4 Motor vehicles: Private car, servicing taxis and private hire vehicles

Table 5-4 Private car/ freight measures

Measures	Passengers	Staff	Body Responsible
MV1: Prepare a CPMP to control car parking in the period 2023-2028*	✓	✓	LLAOL
MV2: Provide and enforce Priority Parking areas for car-clubs and car-sharing opportunities	✓	✓	LLAOL
MV3: Explore procurement options for a change from diesel/petrol to electric/hybrid service vehicles on-site		✓	LLAOL
MV4: Introduce controls and enforcement to prevent vehicles from idling while delivering or visiting the site.	✓	✓	LLAOL
MV5: Promote taxi or ride-sharing opportunities through	✓	✓	LLAOL

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Measures	Passengers	Staff	Body Responsible
the use of ride-share schemes, car clubs and app-based travel			
MV6: Personalised travel planning sessions for staff to explore sustainable travel options		✓	LLAOL/Luton Borough Council
MV7: New starters travel information packs on sustainable travel options, discounts and promotions		✓	LLAOL
MV8: Review installation of electric vehicle charging points on site	✓	✓	LLAOL

* The updated CPMP must be submitted to the Council for approval prior to exceeding the 18mppa in any calendar year and to include as minimum:

- Details of car parking controlled by LLAOL
- Measures to monitor capacity of those car parks
- Measures to encourage staff and passengers to reduce reliance upon private vehicle use and in particular SOV use
- Such measures may include car parking product strategies, car sharing initiatives and active advertising of alternative means of accessing the airport

5.5 Electric Vehicles

Table 5-5 Electric vehicle measures

Measures	Passengers	Staff	Body Responsible
EV1: Monitor usage of existing charging points for electric vehicles (currently 10 charging points available)	✓	✓	LLAOL
EV2: Promote the use of electric vehicle facilities	✓	✓	LLAOL
EV3: Review the potential installation of additional electric vehicle charging points depending on increasing demand.	✓	✓	LLAOL
EV4: The introduction of pricing incentives (such as the "electric vehicle drop-off tariff") for EVs where	✓		LLAOL

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Measures	Passengers	Staff	Body Responsible
appropriate without compromising the uptake of public transport and active travel.			

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6. Monitoring and Evaluation

Monitoring ensures the impact and success of the Travel Plan can be measured and determine if the objectives and targets are being met.

6.1 Monitoring Programme

A monitoring programme will be discussed and agreed between the Travel Plan coordinator (TPC) and Luton Borough Council (LBC). Continuous monitoring of the Travel Plan, in parallel with the bi-annual Airport Transport Forum will assess:

- Progress against the SMART targets of the Travel Plan
- The need for refinements to the Travel Plan; and
- The effectiveness of the Travel Plan for encouraging sustainable travel.

6.2 Regular Informal Monitoring

In addition to formal monitoring, the Travel Plan coordinator will monitor the various Travel Plan measures, such as:

- Levels of bus patronage at bus stops in close proximity to the site access.
- The use of specific schemes and measures including car sharing and cycle parking facilities; and
- Levels of participation in travel plan coordinator-led promotional events.

6.3 Monitoring report

The results of the monitoring will be submitted to LBC within three months of the surveys, along with a review document highlighting areas of success and concern. This will evaluate progress against actions and targets and identify issues and remedial actions such as:

- Review of bus services – vehicle type, routes and or/frequencies; and
- Identification of targeted promotional activities.

Any proposed changes will be discussed with LBC and implemented by the site travel plan coordinator accordingly.

6.4 Review

The Travel Plan should be reviewed on the basis of the results of the monitoring surveys against the baseline data and the identified targets. Where elements of the Travel Plan are identified to be underperforming, these would need to be reviewed and revised as appropriate, for implementation by the TPC.

Regular monitoring will be carried out to identify progress of the travel plan which in turn will allow us to be proactive rather than reactive in developing various measures etc.

It is proposed that penalties should be imposed on the Airport by LBC where no significant progress has been made against Travel Plan actions and no valid justification has been provided for failing to meet an action's target date.

The penalties for not completing actions should be proportionate to the cost of the action which has not been completed, so that the Airport has no financial incentive for avoiding Travel Plan actions. It is proposed that the penalties should be:

- The Airport taking a new, replacement action to promote sustainable travel; or
- The Airport spending additional money to promote sustainable travel beyond its existing Travel Plan commitment.

It is important that targets and penalties are founded on actions that are within the Airport's control. The Airport can influence but cannot control the travel behaviour of passengers and staff, or the services of bus and train operators. Passenger travel behaviour is subject to external factors such as demand for air travel and the mix of passenger types that the Airport's airlines attract. Staff travel behaviour is also subject to external factors, and is it noted that the majority of staff at the Airport are not employed by LLAOL.

The Travel Plan will be reviewed and reported on in accordance with Schedules 2 and 7 of the Section 106 Agreement.

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7. Action Plan

The Action Plan has been produced to summarise how the elements of the Travel Plan will be implemented. This will ensure that targets are met for 2024 and 2028 and in subsequent revisions to future travel plans. It should be noted that the timescales for implementation are indicative only and some of the medium/ long term measures can be brought forward if required.

Timescales are defined as short term (0-1 years), medium term (1 -3 years) and long term (3 – 5 years).

Table 7-1 Action Plan

Measure	Timescale (Short/Med/Long)
W1: Encourage walking to work if the staff member lives within a 30-minute walking distance.	Short
W2: Ensure that high quality and appropriate wayfinding is in place to guide pedestrians to transport links and key destinations. Ensure walkways are well-lit at night to ensure safe movement throughout the site.	Short
C1: Promote safe cycling, including sale of discounted locks and safety equipment (helmets and bike lights) through local bike shops for staff.	Short
C2: Promote the Cycle+ salary sacrifice scheme for staff (offering tax-free cycle purchases)	Short
C3: Provide an ongoing delivery of cycle events, initiatives and training, and support national events where appropriate	Short
C4: Incorporate secure cycle parking facilities within the design of all buildings within the site. Ensure cycle storage facilities are well lit, secure and offer protection from the weather.	Short/ Medium
C5: Ensure adequate provision of shower and changing facilities for staff commuting by bicycle	Short/ Medium
C6: Quarterly cycle maintenance event for staff	Short
C7: Identifying suitable commuter cycling corridors and routes to be improved in order to encourage staff to cycle to work.	Short/ Medium
PT1: Continue to promote local bus and coach travel and build upon previous attempts to promote the Luton Dunstable Busway	Short
PT2: Continue to promote the Staff Discount Travel Card	Short

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Measure	Timescale (Short/Med/Long)
PT3: Ensure clear signage and wayfinding guides public transport users to nearby bus stops and rail services and that it is of a high standard.	Short
PT5: Ensuring the provision of live travel information and timetables for staff and passengers for bus stops and train times.	Short
PT6: Explore procurement options for a change from diesel/petrol to electric/hybrid shuttle vehicles on-site	Medium
PT7: Promotion and marketing of DART upon launch	Short / Medium / Long
MV1: Prepare a CPMP to control car parking in the period 2023-2028	Short
MV2: Provide and enforce Priority Parking areas for car-clubs and car-sharing opportunities	Short
MV2: Explore procurement options for a change from diesel/petrol to electric/hybrid service vehicles on-site	Medium
MV4: Introduce controls and enforcement to prevent vehicles from idling while delivering or visiting the site.	Short
MV5: Promote taxi or ride-sharing opportunities through the use of ride-share schemes, car clubs and app-based travel	Short
MV6: Personalised travel planning sessions for staff to explore sustainable travel options	Short
MV7: New starters travel information packs on sustainable travel options, discounts and promotions	Short
MV8: Review current provision and potential installation of additional electric charging points for passengers.	Short
EV1: Monitor usage of existing charging points for electric vehicles (currently 10 charging points available)	Short
EV2: Promote the use of electric vehicle facilities	Short
EV3: Review the potential installation of additional electric vehicle charging points depending on increasing demand.	Short
EV4: The introduction of pricing incentives (such as the "electric vehicle drop-off tariff") for EVs where appropriate without compromising the uptake of public transport and active travel.	Short

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