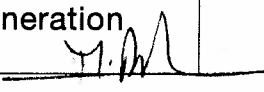


Haringey Council

Report for:	Regulatory Committee 22 November 2012	Item Number:	
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Title:	Travel Plans: Policy, Guidance and Implementation
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Report Authorised by:	Marc Dorfman, Assistant Director, Planning and Regeneration 
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Lead Officer:	Malcolm Smith, Carbon Management and Sustainability
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Ward(s) affected: All	Report for Key/Non Key Decisions: Non-key
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1. Describe the issue under consideration

1.1 The report describes the threshold for requiring travel plans, guidance used to identify best practice and issues surrounding effective delivery.

2. Cabinet Member introduction

2.1 This report provides an overview of council policy on travel plans. This issue will be considered at the recently established Planning Policy Member Advisory Group. I would therefore welcome any comments Members may have on this.

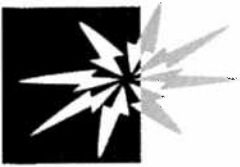
3. Recommendations

3.1 That the report is noted

3.2 That the Committee supports the requirement for travel plans where relevant to be secured through Section 106 agreement

4. Other options considered

4.1 N/A



5. Background information

5.1 Travel plans are usually drafted and submitted as part of planning applications for developments above specific thresholds. Appendix 1 gives details of these thresholds by land use. The need for a travel plan is normally confirmed during the pre-application stage of a major development proposal. They are also submitted at the application stage by consultants who already have a good understanding of planning policy requirements.

5.2 We would normally seek a travel plan to be secured by either a Section 106 Agreement (S106) or via a suitably worded planning condition. In all cases travel plans should start prior to the occupation/commencement of use of the permitted development. The Transport for London Good Practice Guide suggests that travel plans should be included in Section 106 obligations and monitored to ensure compliance.

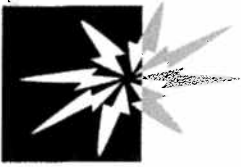
5.3 Our travel plan thresholds are currently being revised for inclusion in the emerging Development Management Development Plan Documents (DMDPD). This will be subject to public consultation and an equalities impact assessment. In the interim we follow guidance for thresholds as specified by Transport for London as shown in Appendix 1.

5.4 There can be a long period of time between the grant of permission and the commencement of the permitted use. In the event that the submission of a travel plan has been required in the form of a condition then the onus is placed on the developer to submit the document for approval by the submission of a separate planning application for the approval of reserved matters.

5.5 While prescribing planning conditions work well where one off infrastructure is required (e.g. for cycle storage), S106 agreements are more suitable for commitments which require ongoing management such as the implementation of travel plans. However, where it is proposed that the grant of planning permission is subject to a legal agreement there is a current requirement for such an application to be determined at a Planning Committee meeting. However, if the sole reason for a S 106 is to require a travel plan then current practice is for travel plan to be by condition alone.

5.6 We have begun the process of working with our sub regional Travel Advisor, funded by TfL, who can provide support and advice on details relating to a travel plan. Whilst the content of each travel plan may vary, it is preferable for all travel plans to accord with Transport for London ATTrBuTE assessment criteria that ensures all new travel plans can be monitored in a consistent manner.

5.7 The gap of time between approval and occupation can make it difficult to monitor travel plans which have been secured by condition as the onus is on the applicant to contact the authority to initiate the travel plan. There are occasions where it becomes difficult to check if the requirement has been met. This issue could be addressed by



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ensuring that all applications requiring a travel plan are not validated until this document has been submitted and that all travel plans are secured by S106 agreement.

5.8 Transport for London guidance highlights significant benefits of securing travel plans via planning obligations as opposed to planning conditions. Furthermore, this practice is advised within the DfT Good practice guidelines. One benefit is that such planning obligations run with the land and are enforceable against the original covenantor and anyone subsequently acquiring an interest in the land. It is also an effective means of securing funds, which could contribute towards the Council's costs of assessment and monitoring of the travel plan. TfL advise local authorities that a fee between £1,500 to £3,000 (depending on size and/or complexity of the development) should be levied on the developer toward the cost of monitoring a travel plan by council officers.

5.9 It is recommended that in order for the Council to strengthen its processes for requiring, implementing and monitoring of travel plans we should align our processes with those recommended in the Good Practice guidance and with the process already adopted by a number of London boroughs including Waltham Forest and Enfield.

6. Comments of the Chief Finance Officer and financial implications

7. Head of Legal Services and legal implications

7.1 The Legal implications arising are set out in the report.

8. Equalities and Community Cohesion Comments

9. Head of Procurement Comments

9.1 N/A

10. Policy Implication

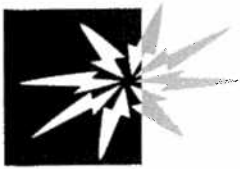
10.1 There are no specific policy issues. There is a recommendation to support a change in the process for requiring and managing the travel plan process.

11. Use of Appendices

11.1 Appendix 1: TfL thresholds for requiring travel plans

12. Local Government (Access to Information) Act 1985

12.1 TfL Travel Planning for New Development in London



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Appendix 1

Land use	Local-level travel plan	Strategic-level travel plan
Shopping centre	More than 20 staff but less than 2,500m ²	Equal or more than 2,500m ²
A1 food/non-food retail	More than 20 staff but less than 1,000m ²	Equal or more than 1,000m ²
Garden centres	More than 20 staff but less than 2,500m ²	Equal or more than 2,500m ²
A3/A4/A5 food and drink	More than 20 staff but less than 750m ²	Equal or more than 750m ²
B1 including offices	More than 20 staff but less than 2,500m ²	Equal or more than 2,500m ²
B2 industrial	More than 20 staff but less than 2,500m ²	Equal or more than 2,500m ²
B8 warehouse and distribution	More than 20 staff but less than 2,500m ²	Equal or more than 2,500m ²
C1 hotels	More than 20 staff but less than 50 beds	Equal or more than 50 beds
C3 residential	Between 50 and 80 units	Equal or more than 80 units
D1 hospitals/medical centres	Between 20 and 50 staff	Equal or more than 50 staff
D1 schools	All developments to have a school travel plan	All developments to have a school travel plan
D1 higher and further education	More than 20 staff but less than 2,500m ²	Equal or more than 2,500m ²
D1 museum	More than 20 staff but less than 100,000 visitors annually	Equal or more than 100,000 visitors annually
D1 places of worship	More than 20 staff but less than 200 members/regular attendees	Equal or more than 200 members/regular attendees
D2 assembly and leisure (other than stadia)	More than 20 staff but less than 1,000m ²	Equal or more than 1,000m ²
D2 stadia	More than 20 staff but less than 1,500 seats	Equal or more than 1,500 seats