

## Travel Plans

### Advice Note on Monitoring and Measures Financial Contribution Secured via Section 106 Agreements

In July 2012 Camden’s Cabinet agreed to the introduction of a £60/hour formal charge to support the review and approval of submitted draft Travel Plans (TPs) and ongoing monitoring and verification of the operation of approved TPs, to be secured as part of Section 106 agreements. This charge has therefore been applicable since July 2012 and applies to development schemes that are required to provide a TP.

The charging approach is consistent with the approach currently being taken for the implementation of Construction and Demolition Management Plans as part of Section 106 agreements and has been introduced in order to help meet the significant costs involved in assessing draft TPs as well as monitoring and verification of approved TPs.

#### Standard charging rate: £60 charge for officer time per hour (including VAT)

The £60 hourly rate will allow the Council to set charges that address the specific impacts and issues of each development scheme. However, indicative standard charges per development type are set out below to provide an indication of the levels of charges that can be expected. Applicants will be advised where the fee will be different to the rates indicated below, as determined by site-specific circumstances.

| <b>Monitoring and Measures Financial Contribution from April 2022</b> |                |
|---|----------------|
| indicative charging rates, to be reviewed annually                    |                |
| Local Level Travel Plans *  | <b>£5,196</b>  |
| Strategic Level Travel Plans *  | <b>£10,392</b> |
| * see table below for thresholds                                      |                |

The TP Monitoring and Measures Financial Contribution will be used to fund the specific technical inputs and sign off that are required to ensure that the obligation is complied with and to ensure that the planning objectives we are seeking to secure are actually achieved.

The Travel Plan financial contribution is secured for the ‘monitoring and measures’ of each Travel Plan. Therefore, one third of the fee collected for each Travel Plan will be put towards the implementation of sustainable travel measures such as Cycle Skills Training, The Cycle Loan Scheme and the Community Cycling Programme which are all delivered by the Council.

Both local and strategic level TPs are monitored and reviewed 4 times over a 5-year period. Therefore, each type of TP will initially be reviewed once the planning application has been approved and then reviewed and monitored again following occupation of a completed development at the end of Years 1, 3 and 5, resulting in 4 chargeable reviews. The other two thirds of the fee for each TP is therefore used for monitoring the Travel Plan itself and accordingly split as follows: Year 0 - 30%, Year 1 - 30%, Year 3 - 20%, and Year 5 - 20%.

The following thresholds are used for each use class to determine the requirement for a travel plan and associated implementation support contribution for each development:

April 2022

**Travel Plan Thresholds by Use Class**

| Current       | Before Oct 2020 | Use Class  | Local Level Travel Plan   | Strategic Level Travel Plan                       |
|---------------|-----------------|--|---|---|
| E(a)          | A1              | Shopping Centre  | More than 20 staff but less than 2,500m <sup>2</sup>  | Equal or more than 2,500m <sup>2</sup>            |
| E(a)          | A1              | food/ non- food retail   | More than 20 staff but less than 1,000m <sup>2</sup>  | Equal or more than 1,000m <sup>2</sup>            |
| E(a)          | A1              | Garden centres   | More than 20 staff but less than 2,500m <sup>2</sup>  | Equal or more than 2,500m <sup>2</sup>            |
| E(b)          | A3              | food and drink: Restaurants and cafés.   | More than 20 staff but less than 750m <sup>2</sup>  | Equal or more than 750m <sup>2</sup>              |
| sui generis   | A4 / A5         | food and drink: Public houses, wine bars or other drinking establishments; Hot Food Takeaways. | More than 20 staff but less than 750m <sup>2</sup>  | Equal or more than 750m <sup>2</sup>              |
| E(g)(i)       | B1              | Business including offices   | More than 20 staff but less than 2,500m <sup>2</sup>  | Equal or more than 2,500m <sup>2</sup>            |
| B2            | B2              | industrial   | More than 20 staff but less than 2,500m <sup>2</sup>  | Equal or more than 2,500m <sup>2</sup>            |
| B8            | B8              | Warehouse and distribution   | More than 20 staff but less than 2,500m <sup>2</sup>  | Equal or more than 2,500m <sup>2</sup>            |
| C1            | C1              | hotels   | More than 20 staff but less than 50 beds  | Equal or more than 50 beds                        |
| C3            | C3              | residential  | Between 50 and 80 units   | Equal or more than 80 units                       |
| sui generis   | sui generis     | Student Housing (more than 6 residents)  | Considered as 'C3 residential' dwellings where one student bed is the equivalent of 1 unit. |   |
| E(e)          | D1              | hospitals/ medical centres   | Between 20 and 50 staff   | Equal or more than 50 staff                       |
| F1(a)         | D1              | schools  | All developments to have a school travel plan   | All developments to have a school travel plan     |
| F1(a)         | D1              | higher and further education   | More than 20 staff but less than 2,500m <sup>2</sup>  | Equal or more than 2,500m <sup>2</sup>            |
| F1(c)         | D1              | Museum   | More than 20 staff but less than 100,000 visitors annually                                  | Equal or more than 100,000 visitors annually      |
| F1(f)         | D1              | places of public worship   | More than 20 staff/ volunteers but less than 200 members/ regular attendees                 | Equal or more than 200 members/ regular attendees |
| E(d)<br>F2(b) | D2              | assembly and leisure (other than stadia)   | More than 20 staff but less than 1,000m <sup>2</sup>  | Equal or more than 1,000m <sup>2</sup>            |
| Sui generis   | D2              | stadia   | More than 20 staff but less than 1,500 seats  | Equal or more than 1,500 seats                    |
| Sui generis   | Sui generis     | theatres, HMO of more than 6 people sharing, hostels, nightclubs, amusement centres, casinos   | Will be considered as the nearest equivalent use  | Will be considered as the nearest equivalent use  |