

DATED 24 NOVEMBER 2016



- (1) LONDON LEGACY DEVELOPMENT CORPORATION
- (2) MAGIC CIRCLE LAW FIRM LIMITED
- (3) THE LADBROOKE HOUSE HOTEL LIMITED

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**PLANNING OBLIGATION BY AGREEMENT**  
made pursuant to section 106 of the Town and Country Planning Act 1990  
and all other powers enabling  
relating to Land at 6-7 Park Lane, Stratford

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CERTIFIED TO BE A TRUE AND COMPLETE  
COPY OF THE ORIGINAL  
DATED THIS 25 DAY OF NOV 2016  
Pinsent Masons LLP  
Pinsent Masons LLP .....



Pinsent Masons

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THIS AGREEMENT is made on 24 NOVEMBER 2016

**BETWEEN:-**

- (1) **LONDON LEGACY DEVELOPMENT CORPORATION** of Level 10, 1 Stratford Place, Montfichet Road, London E20 1EJ (the "LPA");
- (2) **MAGIC CIRCLE LAW FIRM LIMITED** (Company Registration No: 08678835) of 6-7 Park Lane, London, E15 2JG (the "Owner"); and
- (3) **THE LADBROOKE HOUSE HOTEL LIMITED** (Company Registration No: 08384285) of 28-35 Bordesley Street, Birmingham, B5 5BL (the "Applicant")

**WHEREAS:-**

- (A) The LPA exercises the functions of the local planning authority for the Site pursuant to The London Legacy Development (Planning Functions) Order 2012 and is the local planning authority by whom the obligations contained in this Agreement are enforceable.
- (B) The Owner has a freehold interest in the Site registered at the Land Registry with Title Number EGL397387 relating to land at 6-7 Park Lane, Stratford, London, E15 2JG.
- (C) The Planning Application was validated by the LPA on 4 November 2015.
- (D) On 29 November 2015 the Applicant applied to change its company registered name from Serena Hotel Limited to The Ladbroke House Hotel Limited. A Certificate of Incorporation as given on 31 January 2016 at Companies House confirms that this name change is effective.
- (E) On 23 February 2016 the LPA resolved that it was minded to grant the Planning Permission subject to (inter alia) the completion of this Agreement.
- (F) The Parties agree that the obligations contained in this Agreement meet the three tests for planning obligations as set out in Regulation 122(2) of the Community Infrastructure Levy Regulations 2010.
- (G) Accordingly, the Parties have agreed to enter into this Agreement in order to secure the planning obligations contained in it pursuant to the provisions of section 106 of the 1990 Act and all other powers enabling.

**OPERATIVE PROVISIONS:**

**1. INTERPRETATION**

1.1 In this Agreement (which shall include the Recitals, Schedules and Appendices hereto) the following words and expressions have the following meanings:

"1990 Act"	Town and Country Planning Act 1990
"Agreement"	this agreement made pursuant to section 106 of the 1990 Act and other enabling powers
"Anticipated Commencement Date"	the date on which the Developer reasonably considers in all the circumstances that the Development will be Commenced
"Approve"	a decision by the LPA to approve a Submitted Document pursuant to any of the following: <ol style="list-style-type: none"><li>(a) Clause 9 (approval of a Submitted Document as submitted)</li></ol>

- (b) Clause 10.2.2 (approval of a Submitted Document incorporating the Report Amendments)
- (c) Clause 10.3.3 (approval of a Submitted Document following a meeting to discuss the Report Amendments)
- (d) Clause 10.4.3 (approval following a meeting to discuss a Submitted Document following non-determination by the LPA)
- (e) Clause 11 (approval of a Submitted Document following a decision of the Expert)

and "**Approval**" and cognate expressions shall be construed accordingly

<b>"Building"</b>	means a building comprised in the Development
<b>"Commencement"</b>	the carrying out of a material operation as defined in section 56(4) of the 1990 Act and " <b>Commence</b> " and " <b>Commenced</b> " shall be construed accordingly
<b>"Commencement Date"</b>	means the date upon which the Development is Commenced
<b>"Completed"</b>	completed in all material respects such that a certificate of practical completion in relation to building works is issued under industry standard construction contracts for the Development and " <b>Complete</b> " and " <b>Completion</b> " shall be construed accordingly
<b>"Comply"</b>	implement, comply, fulfil and/or discharge or procure implementation, compliance, fulfilment and/or discharge and " <b>Compliance</b> " shall be construed accordingly
<b>"Condition"</b>	means a condition of the Planning Permission
<b>"Consent"</b>	any of the following: approval, agreement, licence, authorisation, confirmation, certification, expression of satisfaction, consent, permission, or any other kind of authorisation howsoever expressed
<b>"Council"</b>	means the London Borough of Newham and its successor in function
<b>"CPI"</b>	means the Consumer Price Index published by the Office for National Statistics or any official publication substituted for it
<b>"Developer"</b>	shall have the meaning ascribed to it in clause 1.2.7
<b>"Development"</b>	the development of the Site and all other operations and/or works authorised by the Planning Permission
<b>"Dispute"</b>	any dispute, issue, difference or claim as between the Parties in respect of any matter contained in or arising from or relating to this Agreement or the Parties' obligations and rights pursuant to it (other than in respect of any matter of law)
<b>"Expert"</b>	an independent expert appointed in accordance with the provisions of clause 11 to determine a Dispute

<b>"First Occupation"</b>	means first Occupation of the Development or any part thereof
<b>"General Building Cost Index"</b>	means the <i>General Building Costs Index</i> published by the Building Cost Information Service or if the same shall cease to be published such alternative construction related index agreed by the LPA and the Developer
<b>"Highway Authority"</b>	means the London Borough of Newham or its successor in function
<b>"Index"</b>	means: <ul style="list-style-type: none"> <li>(a) in respect of the Blue Badge Contribution the CPI</li> <li>(b) in all other cases the RPI</li> </ul>
<b>"Indexed"</b>	means in relation to an sum that it is to be increased in accordance with clauses 16.2 and 16.3
<b>"LPA Response Date"</b>	not more than 10 (ten) Working Days after receipt of the revised Submitted Document except where: <ul style="list-style-type: none"> <li>(a) the LPA decides to consult on the revised Submitted Document, in which case the period shall be extended to not more than 20 (twenty) Working Days after receipt of the revised Submitted Document or</li> <li>(b) the LPA decides the matter needs to be reported to its planning committee, in which case the period shall be extended to not more than 40 (forty) Working Days after receipt of the revised Submitted Document</li> </ul>
<b>"Occupy" and "Occupation"</b>	means beneficial occupation for any purpose for which the Planning Permission has been granted in respect of the relevant unit, building, structure or part of the Site but not including occupation for the purposes of construction, fit out or marketing
<b>"Off Site"</b>	on land outside the Site
<b>"On Site"</b>	on land within the Site
<b>"Parties"</b>	the parties to this Agreement and the word " <b>Party</b> " shall mean either one of them
<b>"Planning Application"</b>	the application for planning permission submitted to the LPA and given reference number 15/00361/FUL by the LPA for Demolition of the existing building and redevelopment to provide a 9 storey building comprising 28 hotel bedrooms, reception, restaurant and associated amenity space
<b>"Planning Permission"</b>	the planning permission which may be granted subject to conditions for the proposals within the Planning Application and a draft of which is attached at Appendix 2

<b>"Reasonable Endeavours"</b>	that it is agreed by the Parties that the Developer or relevant third party under such an obligation will not thereby be required to take proceedings (including any appeal) in any court public inquiry or other hearing (unless specified to the contrary) but subject thereto and to other terms of this Agreement the Developer or relevant third party will be bound to attempt to fulfil the relevant obligation by the expenditure of such effort and/or sums of money and the engagement of such professional or other advisers as in all the circumstances may reasonably be expected of a competent commercial developer in the context of the Development (or part of the Development)
<b>"Refusal Notice"</b>	a notice prepared by the LPA confirming which Submitted Document it is refusing to Approve and enclosing the Report Amendments
<b>"Report Amendments"</b>	those amendments to the Submitted Document that the LPA requires to be made to enable it to Approve such Submitted Document together with brief reasons why it requires those amendments to be made to enable it to Approve such Submitted Document
<b>"Requisite Consents"</b>	such grant of planning permission under the 1990 Act, Traffic Regulation Orders, Traffic Management Orders and/or other Consents under the Highways Act 1980 and/or the obtaining of Consents (statutory or otherwise) including the grant or acquisition of necessary land interests as in each case are necessary for the relevant purpose
<b>"RPI"</b>	means the Index of Retail Prices published by the Office of National Statistics or if the same shall cease to be published such alternative related index agreed by the LPA and the Developer
<b>"Site"</b>	the land shown edged red on the plan at Appendix 1
<b>"Submitted Document"</b>	any document, report, review, strategy and other information required to be submitted to the LPA for Approval pursuant to this Agreement
<b>"Utility Undertaker"</b>	means any provider of gas, electricity, energy water, sewage, heating, cooling or telecommunications services occupying premises within the Site for the purposes of supplying any one or more of those services to any member of the public or any occupier of premises within the Site
<b>"Working Day"</b>	a day other than a Saturday or Sunday or public holiday in England or the period between 24 December and 1 January inclusive

1.2 In this Agreement:

1.2.1 unless otherwise indicated reference to any:

- (a) Clause, Schedule or Appendix is to a clause of, Schedule to or Appendix to this Agreement;
- (b) paragraph is to a paragraph of a Schedule to this Agreement;
- (c) reference within a Schedule to a paragraph is to a paragraph of that Schedule;
- (d) Part is to a part of an Appendix to this Agreement;

- (e) table is to a table of an Appendix to this Agreement;
  - (f) Recital is to a Recital to this Agreement; and
  - (g) Plan, is to a plan annexed to this Agreement as an Appendix;
- 1.2.2 references to any statute or statutory provision include references to:
- (a) all Acts of Parliament and all other legislation having legal effect in the United Kingdom as enacted at the date of this Agreement;
  - (b) any orders, regulations, instruments or other subordinate legislation made or issued under that statute or statutory provision; and
  - (c) in each case shall include any re-enactment thereof for the time being in force and any modifications or amendments thereof for the time being in force;
- 1.2.3 headings, the table of contents and titles to the plans are for reference purposes only and are not incorporated into this Agreement and shall not be deemed to be an indication of the meaning of the parts of the Agreement to which they relate;
- 1.2.4 any notice, notification, Consent, request, statement or details to be made, given or submitted under or in connection with this Agreement shall be made or confirmed in writing and neither Party shall not unreasonably withhold or delay the giving or making of the same;
- 1.2.5 references to the Site include any part of it;
- 1.2.6 references to the LPA comprise the London Legacy Development Corporation in its capacity as local planning authority and include its successors to the functions of the LPA;
- 1.2.7 subject to clauses 2.5 and 2.6 references to the Developer in this Agreement include:
- (a) the Applicant;
  - (b) the Owner;
  - (c) persons deriving title from the Owner or Applicant; and
  - (d) the Owner's or Applicants' successors, assigns, transferees;
- 1.2.8 references to the LPA include its successor bodies in function;
- 1.2.9 **"including"** means **"including without limitation"**;
- 1.2.10 unless otherwise indicated references to the singular include the plural and references to the plural include the singular and words importing any gender include every gender;
- 1.2.11 unless otherwise indicated words importing persons include firms, companies, other corporate bodies or legal entities and vice versa;
- 1.2.12 any obligation, covenant, undertaking or agreement by the Developer or LPA not to do any act or thing includes an obligation, covenant, undertaking or agreement not to permit or allow the doing of that act or thing;
- 1.2.13 save where expressly stated to the contrary, where in this Agreement there is reference to using Reasonable Endeavours to achieve an outcome, upon written request by the LPA at reasonable intervals (not to exceed more than once every 3 (three) months),

within 10 (ten) Working Days of such request reasonable evidence of the steps taken to achieve such outcome shall be provided in documentary form (where possible) to the LPA.

- 1.3 The Interpretation Act 1978 shall apply to this Agreement.
- 1.4 If any provision of this Agreement is held to be illegal invalid or unenforceable the legality validity and enforceability of the remainder of the Agreement is (if and to the extent that it may properly and lawfully be construed as such) to be unaffected.
- 1.5 Where in this Agreement any matter is referred to dispute resolution under clause 11 the findings of the Expert shall (save in relation to manifest error) be final and binding on the Parties and such findings shall be deemed to constitute the required Approval or other Consent for the purposes of this Agreement.
- 1.6 Where in this Agreement the fulfilment of an obligation, covenant or undertaking on the part of the Developer is subject to the obtaining or securing of Requisite Consents the Developer shall:-
  - 1.6.1 use Reasonable Endeavours to secure or obtain the Requisite Consents where the obligation relates to matters to be carried out or conducted On Site; and
  - 1.6.2 endeavour in good faith (but without being required to pay any material financial consideration in addition to bearing the reasonable and proper cost of the works which are the intended subject of the Requisite Consents or being obliged to take any proceedings (or appeal) in any court public inquiry or other hearing) to secure or obtain the Requisite Consents where the obligation relates to matters to be carried out or conducted Off Site

**PROVIDED THAT** if the Developer in relation to a Requisite Consent of its own volition and independently of the terms of this Agreement pays or has paid a material financial consideration in order to secure that Requisite Consent it shall not be able to rely upon the fact of having done so to use this clause 1.6 to avoid or limit the obligation, covenant or undertaking under this Agreement for which that Requisite Consent is required.

- 1.7 The Developer and the Owner covenant to be jointly and severally liable for the performance and compliance with each and every of the obligations, covenants and undertakings contained in this Agreement.

## 2. EFFECT OF THIS AGREEMENT

- 2.1 This Agreement is made pursuant to section 106 of the 1990 Act and (insofar as this Agreement does not contain planning obligations), sections 201(1) and (2), 205 and 206 of the Localism Act 2011 and all other powers so enabling.
- 2.2 So far as the obligations, covenants and undertakings in this Agreement are given by or to the LPA then the same are entered into pursuant to the relevant powers referred to in clause 2.1 and such obligations, covenants and undertakings shall be enforceable by or against the LPA.
- 2.3 The obligations, covenants and undertakings on the part of the Developer in this Agreement are planning obligations pursuant to and for the purposes of section 106 of the 1990 Act and are given so as to bind the Developer's freehold interest in the Site and, subject to clause s 2.5 and 2.6, the said obligations, covenants and undertakings on the part of the Developer are entered into with the intent that they shall be enforceable not only against the Developer but also against any successors in title to or assigns of the Developer and/or any person claiming through or under the Developer an interest or estate in the Site (other than a Utility Undertaker insofar as and to the extent that the relevant Utility Undertaker is occupying the relevant part of the Site in its capacity as a Utility Undertaker) as if that person had been an original covenanting party in respect of such interest for the time being held by it and insofar as any such obligations, covenants and undertakings are not capable of falling within section 106 of the 1990 Act are entered into as



obligations, covenants and undertakings in pursuance of sections 201(1) and (2), 205 and 206 of the Localism Act 2011.

- 2.4 Save to the extent that the same would be lawful nothing in this Agreement restricts or is intended to restrict the proper exercise at any time by the LPA of any of its statutory powers functions or discretions.
- 2.5 No person shall be liable for any breach of any of the obligations, covenants and undertakings or other provisions of this Agreement after parting with its interest in the Site or its interest in respect of that part of the Site on which the breach occurs but without prejudice to liability for any subsisting breach arising before parting with that interest.
- 2.6 No obligation in this Agreement shall be binding on or enforceable against any chargee or mortgagee from time to time who shall have the benefit of a charge or mortgage of or on any part or parts of the Site or any receiver appointed by such chargee or mortgagee or any person deriving title through such chargee, mortgagee, receiver unless and until such chargee, mortgagee, receiver or person has entered into possession of the Site or part thereof to which such obligation relates.
- 2.7 The LPA shall request registration of this Agreement as a local land charge by the London Borough of Newham or its respective statutory successor in function.
- 2.8 This Agreement and the obligations, covenants and undertakings which it contains shall lapse and be extinguished automatically if (and from the date that) the Planning Permission lapses without the Development being Commenced or is otherwise revoked, withdrawn or (without the consent of the Developer) modified.
- 2.9 Subject to clause 2.10 other than the Planning Permission nothing in this Agreement shall prohibit or limit the right to develop any part of the Site in accordance with a planning permission granted (whether or not on appeal) after the date of this Agreement.
- 2.10 If the LPA agrees pursuant to an application under section 73 of the 1990 Act to any variation or release of any condition contained in the Planning Permission or if any such condition is varied or released following an appeal under section 78 of the 1990 Act the covenants or provisions of this Agreement shall be deemed to bind the varied permission and to apply in equal terms to the new planning permission save where the LPA in their determination of such an application for the new planning permission indicate that consequential amendments are required to this Agreement to reflect the impact of the section 73 application and in such circumstances a separate deed pursuant to section 106 of the 1990 Act will be required to secure relevant planning obligations relating to the new planning permission.

### **3. CONDITIONALITY**

Save where expressly provided to the contrary this Agreement is conditional upon and shall not take effect until the Planning Permission has been granted.

### **4. THE DEVELOPER'S COVENANTS WITH THE LPA**

- 4.1 The Applicant and the Owner on behalf of themselves and their successors in title to the Site covenant with the LPA that they shall:-
- 4.1.1 perform and Comply with, and shall procure performance of and Compliance with, each and every of the obligations, covenants and undertakings on the part of the Developer contained in this Agreement;
- 4.1.2 not encumber or otherwise deal with their interests in the Site or any part or parts thereof in any manner whatsoever whereby the obligations, covenants and undertakings imposed by this Agreement are rendered impossible to carry out; and
- 4.1.3 notify the LPA of the Anticipated Commencement Date prior to the actual Commencement of Development and such notice shall only be given where there is a

genuine prospect of Development being Commenced within 21 days of the notice and the notice shall confirm and provide evidence that this is the case.

**5. THE LPA'S COVENANTS WITH THE DEVELOPER**

- 5.1 The LPA covenants with the Developer that it shall procure performance of and Compliance with, each and every of the obligations, covenants and undertakings on the part of the LPA contained in this Agreement.
- 5.2 Subject to clause 5.3 the LPA covenants with the Developer that it shall use all sums received from the Developer under the terms of this Agreement for the purposes specified in this Agreement for which they are paid.
- 5.3 Where any payment is made by the Developer to the LPA pursuant to the terms of this Agreement the LPA may, where it is not the authority with the statutory duty or functions to expend such monies and/or in the interests of administrative efficiency, pay such monies to the competent authority which has the statutory duty to discharge the functions for which the monies were paid ("Other Statutory Authority") and upon payment of monies to such Other Statutory Authority the LPA's requirement to comply with clause 5.2 shall cease to apply in respect of those monies.
- 5.4 Upon payment of monies to an Other Statutory Authority pursuant to clause 5.3 the LPA shall seek assurances from that Other Statutory Authority that the monies shall be applied by that Other Statutory Authority for the purposes for which they have been paid.

**6. NOTICES**

- 6.1 Any notice or other written communication to be served upon a Party or given by one Party to any other under the terms of this Agreement shall be deemed to have been validly served or given if delivered by hand or sent by first class post or sent by recorded delivery post to the Party upon whom it is to be served or to whom it is to be given and shall conclusively be deemed to have been received on:
- 6.1.1 if delivered by hand, the next Working Day after the day of delivery; and
- 6.1.2 if sent by first class post or recorded delivery post, the day two Working Days after the date of posting.
- 6.2 The address for any notice or other written communication shall be within the United Kingdom only and shall be as specified below or such other address as shall be specified by the Party upon whom the notice is to be served to the other Parties by not less than five Working Days' notice:-

**LPA:**

Address: Director of Planning Policy and Decisions  
London Legacy Development Corporation – Planning  
Policy and Decisions Team  
Level 10  
1 Stratford Place  
Montfichet Road  
London E20 1EJ

For the attention of: Anthony Hollingsworth

**Applicant:**

Address: 6-7 Park Lane  
London  
E15 2JG

For the attention of: Dr Malik

**Owner**

Address 6-7 Park Lane  
London  
E15 2JG

For the attention of: Magic Circle Law Firm Limited / Dr Malik

6.3 Any notice or other written communication to be given by the LPA shall be deemed valid and effectual if on its face it is signed on behalf of the LPA by an officer or duly authorised signatory.

**7. SATISFACTION OF ANY OF THE PROVISIONS OF THIS AGREEMENT**

7.1 Where in the opinion of the Developer any obligation, covenant, undertaking or other provision on the part of the Developer contained in this Agreement has been satisfied wholly or in part, the Developer shall be entitled to apply to the LPA for a notification to that effect, and where the relevant obligation, covenant, undertaking or other provision has been satisfied (wholly or in part) the LPA shall as soon as reasonably practicable issue a notification to such effect.

7.2 Where in the opinion of the LPA, any obligation, covenant, undertaking or other provision on the part of the LPA contained in this Agreement has been satisfied wholly or in part, the LPA shall be entitled to apply to the Developer for a notification to that effect, and where the relevant obligation, covenant, undertaking or other provision has been satisfied (wholly or in part) the Developer shall as soon as reasonably practicable issue a notification to such effect.

**8. VERIFICATION AND ENFORCEMENT**

The Developer shall permit the LPA and its authorised employees agents surveyors and other representatives to enter upon the Site and any buildings erected thereon pursuant to the Development at reasonable times and upon reasonable prior notice of at least seven Working Days (except in the case of emergency) for the purpose of verifying whether or not the obligations contained in this Agreement are being performed and complied with **PROVIDED THAT** the LPA shall make good any damage caused by the LPA and its authorised employees, agents, surveyors and other representatives during the carrying out of such verification.

**9. APPROVAL**

9.1 The LPA shall confirm whether or not it Approves a Submitted Document within:

9.1.1 30 (thirty) Working Days of receipt of the Submitted Document from the Developer, or

9.1.2 where the LPA decides that it needs to report the Submitted Document to its planning committee, 50 (fifty) Working Days of receipt of the Submitted Document

**PROVIDED THAT** where clause 9.1.2 applies, the LPA shall notify the Developer of such reporting to its planning committee within 30 (thirty) Working Days of receipt of the Submitted Document from the Developer and **FURTHER PROVIDED THAT** in the event the LPA confirms that it does not Approve the Submitted Document the LPA shall issue a Refusal Notice and in the event the LPA does not provide the confirmation within the 30 (thirty) Working Days or 50 (fifty) Working Days (as applicable) the provisions of clause 10.4 shall apply.

**10. REFUSAL NOTICE**

10.1 Not more than five Working Days from receipt of the Refusal Notice the Developer shall confirm to the LPA whether it accepts the Report Amendments.

10.2 In the event the Developer confirms that it does accept the Report Amendments the following provisions shall apply:

- 10.2.1 within 10 (ten) Working Days of the LPA's receipt of such confirmation the Developer shall submit the revised Submitted Document incorporating the Report Amendments to the LPA for Approval;
  - 10.2.2 the LPA shall by no later than the LPA Response Date confirm to the Developer whether or not it Approves the revised Submitted Document; and
  - 10.2.3 in the event the LPA refuses to Approve the revised Submitted Document the matter shall be determined in accordance with clause 11.
- 10.3 In the event the Developer confirms that it does not accept the Report Amendments the following provisions apply:
- 10.3.1 not more than 10 (ten) Working Days after such confirmation the Developer and the LPA shall meet to discuss the Report Amendments and the Submitted Document;
  - 10.3.2 in the event the Developer and the LPA do not reach agreement at the meeting on how to amend the Submitted Document such that the LPA can Approve it the provisions of clause 11 shall apply;
  - 10.3.3 in the event the Developer and the LPA do reach agreement at the meeting on how to amend the Submitted Document such that the LPA can Approve it, not more than 10 (ten) Working Days following the meeting the Developer shall submit the revised Submitted Document to the LPA for Approval and the LPA shall by no later than the LPA Response Date confirm to the Developer whether or not it Approves the revised Submitted Document **PROVIDED THAT** in the event the LPA refuses to Approve the revised Submitted Document the provisions of clause 11 shall apply.
- 10.4 In the event the LPA does not Approve the Submitted Document or issue a Refusal Notice within the time period specified in clause 9 the following provisions shall apply:
- 10.4.1 not more than five Working Days after the expiry of the time period for such Approval being made the Developer and the LPA shall meet to discuss the Submitted Document;
  - 10.4.2 in the event the Developer and the LPA do not reach agreement at the meeting on whether the Submitted Document needs amending such that the LPA can Approve it the provisions of clause 11 shall apply;
  - 10.4.3 in the event the Developer and the LPA do reach agreement at the meeting on whether the Submitted Document needs to be amended such that the LPA can Approve it:
    - (a) where the Submitted Document does need to be amended, not more than 10 (ten) Working Days following the meeting the Developer shall submit the revised Submitted Document to the LPA for Approval and the LPA shall by no later than the LPA Response Date confirm to the Developer whether or not it Approves the revised Submitted Document **PROVIDED THAT** in the event the LPA refuses to Approve the revised Submitted Document the provisions of clause 11 shall apply; or
    - (b) where the Submitted Document does not need to be amended, the LPA shall by no later than the LPA Response Date confirm to the Developer whether or not it Approves the revised Submitted Document **PROVIDED THAT** in the event the LPA refuses to Approve the revised Submitted Document the provisions of Clause 11 shall apply.
- 10.5 The LPA and the Developer may agree in writing to increase or decrease the number of Working Days in which the actions required by clauses 10.1 to 10.4 (inclusive) are required to be undertaken if considered appropriate in all the circumstances.

## 11. DISPUTE RESOLUTION

- 11.1 One party may by serving notice on all the other parties (the "Notice") refer a Dispute to an Expert for determination.
- 11.2 The Notice must specify:
- 11.2.1 the nature, basis and brief description of the Dispute;
  - 11.2.2 the clause or paragraph of a Schedule or Appendix pursuant to which the Dispute has arisen; and
  - 11.2.3 the proposed Expert.
- 11.3 In the event that the Parties are unable to agree whom should be appointed as the Expert within 10 (ten) Working Days after the date of the Notice then either Party may request the President of the Law Society (except where clause 11.7 provides otherwise) to nominate the Expert at their joint expense.
- 11.4 The Expert shall act as an expert and not as an arbitrator and his decision will (in the absence of manifest error) be final and binding on the Parties hereto and at whose cost shall be at his discretion or in the event that he makes no determination, such costs will be borne by the parties to the Dispute in equal shares.
- 11.5 The Expert will be appointed subject to an express requirement that he reaches his decision and communicates it to the Parties within the minimum practicable timescale allowing for the nature and complexity of the Dispute and in any event not more than 20 (twenty) Working Days from the date of his appointment to act.
- 11.6 The Expert will be required to give notice to each of the said Parties inviting each of them to submit to him within 10 (ten) Working Days written submissions and supporting material and will afford to each of the said Parties an opportunity to make counter submissions within a further five Working Days in respect of any such submission and material.
- 11.7 Where the Parties are unable to agree whom should be appointed as the Expert, either Party may request that the following nominate the Expert at their joint expense:
- 11.7.1 if such dispute shall relate to matters concerning the construction, interpretation and/or the application of this Agreement, the Chairman of the Bar Council to nominate the Expert;
  - 11.7.2 if such dispute shall relate to matters requiring a specialist chartered surveyor, the President of the Royal Institute of Chartered Surveyors to nominate the Expert;
  - 11.7.3 if such dispute shall relate to matters requiring a specialist chartered civil engineer or specialist transport adviser, the President of the Institution of Civil Engineers to nominate the Expert;
  - 11.7.4 if such dispute shall relate to matters requiring a specialist chartered accountant, the President of the Institute of Chartered Accountants in England and Wales to nominate the Expert; and
  - 11.7.5 in all other cases, the President of the Law Society to nominate the Expert.

## 12. NO WAIVER

No waiver (whether expressed or implied) by the LPA of any breach or default by the Developer in performing or Complying with any of the obligations, covenants or undertakings contained in this Agreement shall constitute a continuing waiver and no such waiver shall prevent the LPA from

enforcing any of the said obligations, covenants or undertakings or from acting upon any subsequent breach or default in respect thereof by the Developer.

**13. DUTY TO ACT REASONABLY AND IN GOOD FAITH**

The Parties agree with one another to act reasonably and in good faith in the fulfilment of this Agreement.

**14. EXCLUSION OF CONTRACTS (RIGHTS OF THIRD PARTIES) ACT 1999**

The Parties to this Agreement do not intend that any term of this Agreement shall be enforceable under the Contracts (Rights of Third Parties) Act 1999 by a person who is not a party to this Agreement.

**15. THE LPA'S COSTS**

The Developer agrees that it will on completion of the Agreement pay: the LPA's legal costs incurred in the negotiation and completion of this Agreement (inclusive of any such costs incurred by external lawyers appointed by the LPA in relation to the negotiation and completion of this Agreement).

**16. FINANCIAL CONTRIBUTIONS AND INDEXATION**

16.1 Where, pursuant to this Agreement, a payment or financial contribution is to be made, such payment or financial contribution shall be paid in accordance with the triggers and provisions for payment set out in and in accordance with all relevant provisions of this Agreement.

16.2 All payments or financial contributions to be paid pursuant to this Agreement will be increased by reference to the amount of the quarterly increase in the Index from the date of this Agreement until the date such sums are paid.

16.3 Where any sum or value is referred to in this Agreement (but is not the subject of a payment) such sum or value shall be increased by the increase of the Index from the date of this Agreement until the date the sum or value falls to be considered or applied.

**17. JURISDICTION AND LEGAL EFFECT**

17.1 This Agreement shall be governed by and interpreted in accordance with the law of England.

17.2 The provisions of this Agreement (other than this clause 17.2 which shall be effective in any event) shall be of no effect until this Agreement has been dated.

**18. EXECUTION**

The Parties have executed this Agreement as a deed and it is delivered on the date set out at the front of this Agreement.

## SCHEDULE 1

### EMPLOYMENT AND TRAINING

#### DEFINITIONS

- "Council's Area"** means the administrative area of the Council
- "Legacy Communities Scheme Careers Programme Group"** means the group known as the Legacy Communities Scheme Careers Programme Group which is established and operated pursuant to the provisions of a section 106 agreement dated 28 September 2012 and made between (1) the Olympic Delivery Authority (2) the London Legacy Development Corporation and (3) Transport for London
- "Local Labour and Business Schemes"** means the following schemes:-
1. in the LPA's administrative area - the "Legacy Communities Scheme Careers Programme Group";
  2. in the Council's Area – the scheme known as "Workplace";
- "London Living Wage"** means the minimum amount (£) of pay per hour that all workers in London should receive, as published from time to time by the GLA

#### 1. LOCAL LABOUR AND LOCAL BUSINESS

- 1.1 The Developer shall work with the Local Labour and Business Schemes in the Council's Area and shall use its Reasonable Endeavours or if applicable shall procure that its contractors (in respect of construction vacancies and jobs) and its tenant(s) and any sub-tenants (in respect of end-use vacancies and jobs), use their Reasonable Endeavours to ensure that:-
- 1.1.1 all job vacancies arising from the Development are advertised in Local Labour and Business Schemes and job centres in the Council's Area;
  - 1.1.2 the Local Labour and Business Schemes are notified of all job vacancies arising from the Development;
  - 1.1.3 the recruitment of persons living in the Council's Area accounts for 25% of the construction jobs arising from the Development;
  - 1.1.4 the recruitment of persons living in the Council's Area accounts for a total of not less than 50% of the end-use jobs at the Development;
  - 1.1.5 all employees employed at the Development in construction jobs are paid the London Living Wage;
  - 1.1.6 the London Living Wage is promoted for all end use jobs at the Development; and
  - 1.1.7 work-based learning opportunities are provided at the Development, including not less than 1 apprenticeship opportunity

to the extent that the Developer is not prevented from doing so by any rule of law whether domestic or international.

- 1.2 To the extent that it is reasonably practicable to do so and the Developer is not prevented from doing so by any rule of law whether domestic or international, the Developer shall work with the Local Labour and Business Schemes to:-
- 1.2.1 use Reasonable Endeavours to ensure that businesses located in the Council's Area benefit directly from the commercial opportunities arising from the Development;
  - 1.2.2 use Reasonable Endeavours to ensure that 20 per cent (20%) of the value of goods and services procured during the construction of the Development are supplied by businesses located within the Council's Area; and
  - 1.2.3 provide local agencies with early information relating to availability of vacant space within the Development.



## SCHEDULE 2

### TRANSPORT

<b>"Blue Contribution"</b>	<b>Badge</b>	means the sum of £6,000 (six thousand pounds) to be paid by the Developer to the LPA to be applied towards securing a traffic regulation order to provide a Blue Badge Space on Jupp Road (as identified on the plan at Appendix 4)
<b>"Car Free Contribution"</b>		means the sum of £2,000 (two thousand pounds) to be paid by the Developer to the LPA and the LPA will forward such monies to the Council to meet the Council's reasonable administrative costs incurred in ensuring that the Development is a car free development in accordance with the scheme approved pursuant to condition 10 of the Planning Permission
<b>"Travel Plan"</b>		means the travel plan submitted as part of the Planning Application prepared by Sanderson Associates on behalf of Leach Rhodes Walker Limited and dated December 2015 and attached at Appendix 3
<b>"Travel Plan Contribution"</b>		means the sum of £5,000 (five thousand pounds) to be paid by the Developer to the LPA and the LPA will forward such monies to the Council to meet the Council's reasonable administrative costs incurred in monitoring compliance with the Travel Plan

#### 1. BLUE BADGE CONTRIBUTION

1.1 Prior to Commencement of Development the Developer shall pay the Blue Badge Contribution.

#### 2. RESTRICTION ON ON-STREET PARKING PERMITS

2.1 Prior to Commencement of Development the Developer shall pay the Car Free Contribution.

#### 3. TRAVEL PLAN CONTRIBUTION

3.1 The Developer shall implement the measures outlined in the Travel Plan and the Development must not be managed or Occupied otherwise than in strict compliance with the Travel Plan.

3.2 Prior to Commencement of Development the Developer shall pay the Travel Plan Contribution.

## SCHEDULE 3

### DESIGN MONITORING

#### DEFINITIONS

- "Approved Drawings"** means the drawings prepared by the Architect to be approved by the Planning Permission or a S73 Permission as each may be varied by a S96A Amendment
- "Architect"** means Leach Rhodes Walker Architects
- "Design Monitoring Costs"** means the monies paid in accordance with paragraph 2.1.2 of this Schedule to meet the LPA's reasonable costs incurred in monitoring the design quality of the Development as detailed drawings are prepared and construction works are carried out on the Site and to ensure that all such drawings and works are completed to a satisfactory quality and are consistent with the Approved Drawings
- "Development"** means for the purposes of this Schedule only the development of the Site and all other operations and/or works authorised by the Planning Permission as may be amended and/or replaced by a S96A Amendment and/or a S73 Permission
- "S96A Amendment"** means a non-material amendment to the Planning Permission approved pursuant to section 96A of the 1990 Act
- "S73 Permission"** means a permission granted pursuant to an application for a minor material amendment pursuant to section 73 of the 1990 Act

#### 1. DESIGN TEAM STATEMENT

- 1.1 None of the following applications shall be submitted unless accompanied by a statement prepared by the Developer specifying the design team involved in the preparation of those details (the **"Design Team Statement"**):-
- 1.1.1 an application pursuant to Conditions 4, 6 or 7 of the Planning Permission;
  - 1.1.2 an application for a S96A Amendment;
  - 1.1.3 an application for a S73 Permission.
- 1.2 The Developer shall also submit a statement to the LPA specifying the design team retained in connection with the Development upon Commencement of the Development and every 6 (six) months during the construction of the Development until its Completion.

#### 2. DESIGN MONITORING COSTS

- 2.1 If at any point the Architect is not retained to oversee the delivery of the design quality of the Development (including but not limited to the making of the applications referred to in paragraph 1.1 above and overseeing the construction of the Development) the Developer shall forthwith:-
- 2.1.1 notify the LPA of such non-retention; and
  - 2.1.2 pay to the LPA within 10 Working Days of demand the Design Monitoring Costs and it is agreed that:-
    - (a) such costs may relate either to staff employed directly by the LPA or third party consultants retained by the LPA; and

- (b) the LPA may make more than one demand for payment of Design Monitoring Costs

**PROVIDED THAT** the amount payable to the LPA in Design Monitoring Costs shall not exceed £50,000 (fifty thousand pounds) (Indexed).

### 3. **RESTRICTION ON DEVELOPMENT**

3.1 The Development shall not Commence until the Developer has either:-

3.1.1 provided satisfactory evidence to the LPA that the Architect will be retained to oversee the delivery of the design quality of the Development in accordance with the Approved Drawings; or

3.1.2 paid the first instalment of the LPA's Design Monitoring Costs if the Architect has not been retained to oversee the design quality of the Development.

3.2 No Development shall be carried out if the LPA's Design Monitoring Costs have not been paid in accordance with paragraph 2.1.2.

3.3 No Development shall be carried out in accordance with any changes to the detailed designs for the Development as prepared by the Architect unless agreed in writing by the LPA and the LPA may require the Architect to approve any subsequent changes in writing before the LPA gives its own written approval under this paragraph.

IN WITNESS whereof the parties have executed this Agreement the day and year first above written

EXECUTED as a deed by affixing the  
Common Seal of **LONDON LEGACY  
DEVELOPMENT CORPORATION**  
in the presence of:-

)  
)  
)  
)

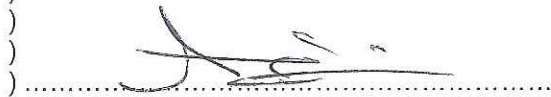
  
.....  
Authorized Signatory




#1767

EXECUTED as a deed by a duly authorised  
officer for and on behalf of **MAGIC CIRCLE  
LAW FIRM LIMITED**  
in the presence of:-

)  
)  
)  
)

  
.....  
Director

Signature of witness: 

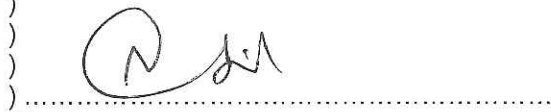
Name of witness: IMTIAZ ALI

Address: 176 VALLANCE ROAD, LONDON E2 6HR

Occupation: LAWYER

EXECUTED as a deed by a duly authorised  
officer for and on behalf of **THE  
LADBROOKE HOUSE HOTEL LIMITED**  
in the presence of:-

)  
)  
)  
)

  
.....  
Director

Signature of witness:

Name of witness:   
YASRAB ABBAS KAZMI

Address: 74 KEIR HARDIE WAY, BARKING, ESSEX, IG11 9NY

Occupation: ADMIN SUPPORT

**APPENDIX 1**

**PLAN 1**

**These are the notes referred to on the following official copy**

The electronic official copy of the title plan follows this message.

Please note that this is the only official copy we will issue. We will not issue a paper official copy.

This official copy was delivered electronically and when printed will not be to scale. You can obtain a paper official copy by ordering one from Land Registry.

This official copy is issued on 11 March 2016 shows the state of this title plan on 11 March 2016 at 10:51:18. It is admissible in evidence to the same extent as the original (s.67 Land Registration Act 2002). This title plan shows the general position, not the exact line, of the boundaries. It may be subject to distortions in scale. Measurements scaled from this plan may not match measurements between the same points on the ground. This title is dealt with by the Land Registry, Telford Office .

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*As per  
Plan*

*D.A.P.*

# H. M. LAND REGISTRY

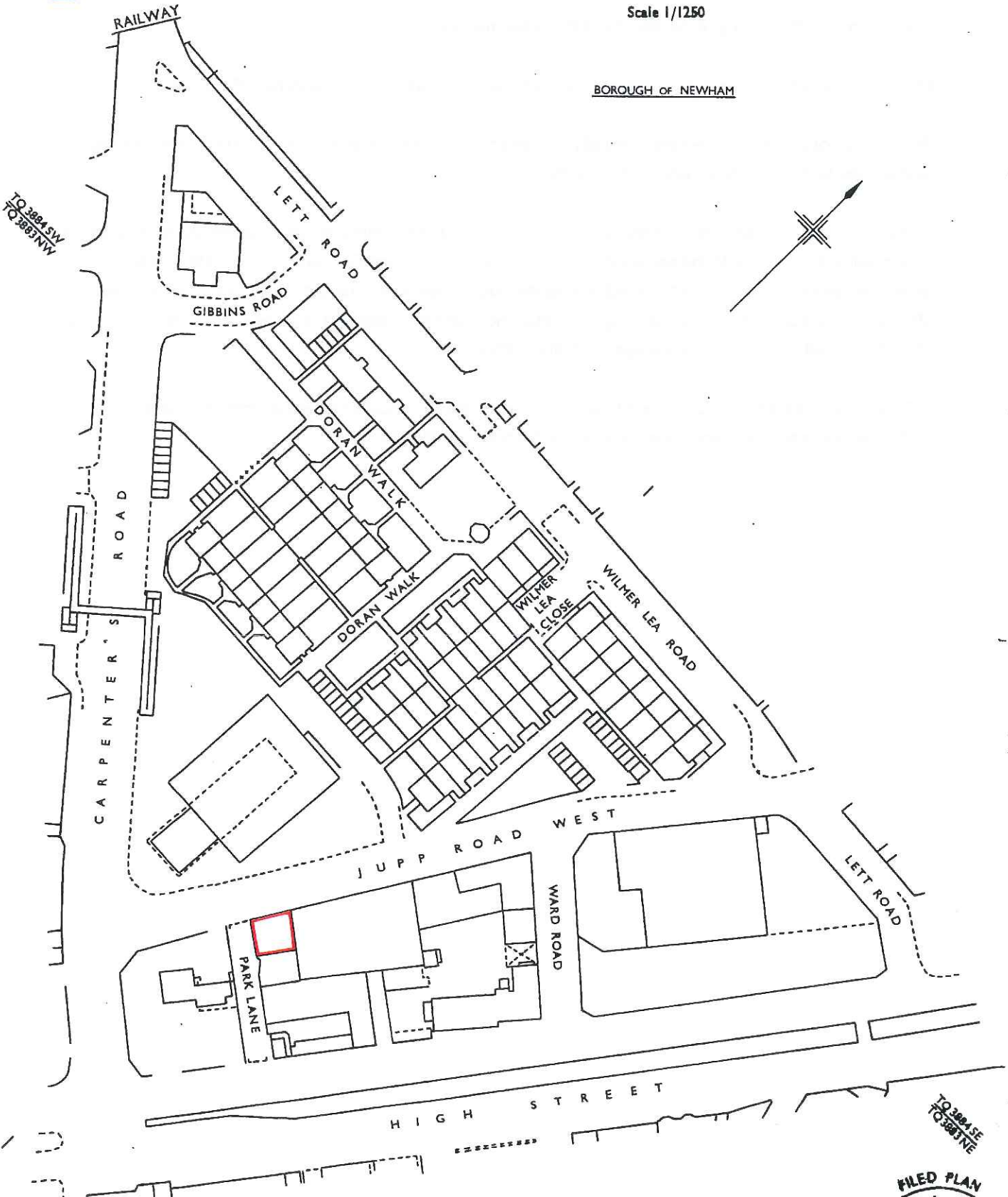
NATIONAL GRID PLAN  
GREATER LONDON

TQ 3883

SECTION A

Scale 1/1250

BOROUGH OF NEWHAM



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## TITLE No. EGL 39 7387



**APPENDIX 2**  
**DRAFT PLANNING PERMISSION**



**FULL PLANNING PERMISSION APPROVAL**

Town and Country Planning Act 1990 (as amended)  
Town and Country Planning (Development Management Procedure) (England) Order 2015

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Please see notes at the end of this notice

Applicant

Dr Malik  
Ladbroke House Hotel Limited  
28-35 Bordesley Street  
Birmingham  
West Midlands  
B5 5BL

Agent

Alessio Venturi  
Leach Rhodes Walker Architects  
12 Devonshire Street  
London  
W1G 7AB

---

**Part I - Particulars of Application**

Date of Application: 04-Nov-2015

Application No: 15/00361/FUL

Proposal: Demolition of the existing building and redevelopment to provide a 9 storey building comprising 28 hotel bedrooms, reception, restaurant and associated amenity space.

Location: 6-7 Park Lane, Stratford, London, E15 2JG

---

**Part II - Particulars of Decision**

In pursuance of the powers under the above Act and Order the London Legacy Development Corporation hereby gives notice that **PLANNING PERMISSION HAS BEEN APPROVED** for the carrying out of the development referred to in Part I hereof and as described and shown on the application and plan(s) submitted, subject to the following conditions and notes:

1. The development shall be commenced before the expiration of three years from the date of this permission.

*Reason: In accordance with Section 91 of the Town and Country Planning Act 1991.*

2. The 28 hotel bedrooms approved shall be used for the purpose of hotel accommodation only (within Use Class C1 of Part C of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (as amended)) and shall not be used at any time as permanent residential accommodation (within Use Class C3 of Part C of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (as amended)), and occupation by a person or persons shall be limited to less than 30 consecutive days and

nights and shall be so maintained. Any proposal to change the use from hotel use to residential accommodation constitutes development which will require a separate planning application.

*Reason: To ensure that the development is retained for hotel use and not for long-term residential use.*

3. The Development shall not be commenced until written notice of intention to Commence the Development has been given to the Local Planning Authority. The notice required by this condition shall only be given where there is a genuine prospect of Development being commenced within 21 days of the notice and the notice shall confirm and provide evidence that this is the case.

*Reason: To ensure satisfactory compliance with this planning permission.*

4. Unless minor variations have been agreed by the Local Planning Authority and to the extent that it does not deviate from this permission, the development shall be carried out in accordance with the following details and plan numbers:

7446_00_00_2000	Site Location Plan
7446_17_00_3000	Existing Plan
7446_20_B1-RL_3000	Basement to Roof Level Plans
7446_21_NW_3000	Proposed North West Elevation
7446_21_SW_3001	Proposed South West Elevation
7446_21_NE_3002	Proposed North East Elevation
7446_21_SE_3003	Proposed South East Elevation
7446_22_AA-BB_3000	Proposed Sections

and the description of development contained in the application and any other plans, drawings, documents, details, schemes or strategies which have been approved by the Local Planning Authority pursuant to these conditions.

*Reason: To ensure that all works are properly implemented and retained.*

5. All hotel bedrooms shall be designed in accordance with BS8233:1999 'Sound insulation and noise reduction for buildings- Code of Practice' to attain the following internal noise levels:

- Bedrooms - 30dB LAeq,T\* and 40dB LAfmax
- \*T- Night-time 8 hours between 23:00-07:00

*Reason: To ensure that the occupiers and users of the development do not suffer a loss of amenity by reason of excess noise from environmental and transportation sources.*

6. Material samples/sample-panels/sample-boards of all external facing materials to be used in the carrying out of this permission shall submitted to and approved in writing by the Local Planning Authority.; The development shall only be carried out in accordance with the approved details.

*Reason: In order to ensure that these samples will make an acceptable contextual response in terms of materials to be used, and achieve a satisfactory quality of design and detailing.*

7. Prior to commencement of the development the following details shall be submitted to and approved in writing by the Local Planning Authority on drawings prepared at 1:5 and 1:20 scale:

- a) the north east and south east elevations;
- b) glazing system;
- c) metal shutter system;
- d) windows and doors;
- e) external signage;

*Reason: To ensure a satisfactory standard of external appearance and to protect local amenity.*

8. The development hereby approved shall not commence until details of the roof top garden, including a sustainable urban drainage system, have been submitted and approved in writing by the Local Planning Authority. The development shall be carried out otherwise only in accordance with the approved details.

*Reason: To ensure a satisfactory standard of external appearance and to protect local amenity.*

9. The development hereby approved shall not commence until details of the provision of a Blue Badge parking space on Jupp Road and located within 50m of the entrance to the development has been submitted to and approved in writing by the Local Planning Authority. The development shall not be occupied until the Blue Badge parking space has been provided and thereafter maintained.

*Reason: To ensure the development is accessible to all.*

10. The development hereby approved shall not be occupied until a scheme which prevents hotel visitors and hotel staff from applying for car parking permits within the Stratford Central Residents Parking Zone has been submitted to and approved in writing by the Local Planning Authority. The development shall be only be occupied in accordance with the approved scheme.

*Reason: To ensure the safe and efficient operation of the local highway.*

11. The development hereby approved shall not commence until a Delivery and Servicing Plan has been submitted to and approved in writing by the Local Planning Authority. The development shall only be occupied in accordance with the approved Delivery and Servicing Plan.

*Reason: To ensure the safe and efficient operation of the local highway.*

12. No doors serving the development shall be permitted to open out onto the public highway.

*Reason: To ensure the safe and efficient operation of the public highway.*

13. No antennae or satellite dishes shall be placed on any elevation unless submitted to and approved in writing by the Local Planning Authority.

*Reason: To ensure a satisfactory standard of external appearance and protect local amenity.*

14. The development hereby approved shall not commence until a Construction Management Plan, including a full breakdown of the timing and detail of construction works, site access and booking arrangements, construction phasing, vehicular routes and the impacts on the public highway has been submitted to and approved in writing by the Local Planning Authority, in consultation with Transport for London.

*Reason: To ensure there are no adverse impacts on the highway.*

15. There shall be no demolition or construction work outside the hours of 08.00 to 18.00 on Monday to Friday and 08.00 to 13.00 on Saturdays nor at any time on Sundays or on Bank or Public Holidays without the prior written approval of the Local Planning Authority. Construction work audible at the façade of any noise sensitive premises may only take place outside these permitted hours of work where these works have been approved by the Local Authority under s61 of the Control of Pollution Act 1974.

*Reason: To protect the amenities and environment of residents and other sensitive receptors.*

16. Noise levels at any occupied residential property due to construction or demolition shall not exceed 75dB LAeq (10 hour) measured at 1m from the façade of the nearest occupied property, during the hours from 08:00 to 18.00 Monday-Friday, 75dB LAeq (5 hour) during the hours from 08:00 to 13:00 on Saturday except with the prior approval of the Local Authority, under s61 of the Control of Pollution Act 1974.

*Reason: To ensure that best practicable means are used to reduce noise generated by construction.*

17. No impact piling shall take place unless it has the prior written approval of the Local Planning Authority and takes place in accordance with the terms of any such approval, or in accordance with a consent issued under s61 of the Control of Pollution Act, 1974. In addition no impact piling shall take place until a piling method statement (detailing the type of piling to be undertaken and the methodology by which such piling will be carried out, including measures to prevent and minimise the potential for damage to subsurface water infrastructure, and the programme for the works) has been submitted to and approved in writing by the Local Planning Authority. Any piling must be undertaken in accordance with the terms of the approved piling method statement.

*Reason: To avoid, wherever possible, unnecessary noise from piling and because piling has the potential to impact on local underground water utility and transport infrastructure.*

18. No development shall take place until an Energy Strategy which demonstrates that the building will achieve building regulations requirements has been submitted to and approved in writing by shall be submitted to and approved by the Local Planning. The development shall only be implemented in accordance with the approved Energy Strategy.

*Reason: To minimise carbon dioxide emissions.*

19. No development approved by this planning permission (or such other date or stage in development as may be agreed in writing with the Local Planning Authority), shall take place until a scheme that includes the following components to deal with the risks associated with contamination of the site shall each be submitted to and approved in writing, by the local planning authority:

1. A preliminary risk assessment which has identified:
  - a. all previous uses
  - b. potential contaminants associated with those uses
  - c. a conceptual model of the site indicating sources, pathways and receptors
  - d. potentially unacceptable risks arising from contamination at the site.
2. A site investigation scheme, based on (1) to provide information for a detailed assessment of the risk to all receptors that may be affected, including those off site.
3. The results of the site investigation and detailed risk assessment referred to in (2) and, based on these, an options appraisal and remediation strategy giving full details of the remediation measures required and how they are to be undertaken.

Any changes to these components require the express written consent of the local planning authority. The scheme shall be implemented as approved.

*Reason: To protect the quality of the water environment.*

20. The development hereby permitted shall not be occupied until a verification report demonstrating completion of works set out in the approved remediation strategy and the effectiveness of the remediation has been submitted to and approved, in writing, by the Local Planning Authority. The report shall include results of sampling and monitoring carried out in accordance with the approved verification plan to demonstrate that the site remediation criteria have been met. It shall also include any plan (a "long-term monitoring and maintenance plan") for longer-term monitoring of pollutant linkages, maintenance and arrangements for contingency action, as identified in the verification plan. The long-term monitoring and maintenance plan shall be implemented as approved.

*Reason: To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors.*

21. If, during development, contamination not previously identified is found to be present at the site then no further development (unless otherwise agreed in writing with the local planning authority) shall be

carried out until the developer has submitted a remediation strategy to the local planning authority detailing how this unsuspected contamination shall be dealt with and obtained written approval from the local planning authority. The remediation strategy shall be implemented as approved.

*Reason: To protect the quality of the water environment.*

### **Proactive and Positive Statement**

In accordance with the National Planning Policy Framework and with Article 35 of the Town and Country Planning (Development Management Procedure) (England) Order 2015, the following statement explains how the LLDC as Local Planning Authority has worked with the applicant in a positive and proactive manner based on seeking solutions to problems arising in relation to dealing with this planning application:

Following submission of the planning application to LLDC, the local planning authority continued to work with the applicant in a positive and proactive manner. The planning application complies with planning policy as stated above and was determined in a timely manner.

The applicant has been kept informed of the progress of the application and has been given the opportunity to respond to and address any problems arising.

Dated this:



**Anthony Hollingsworth**  
Director of Planning Policy and Decisions  
London Legacy Development Corporation

**DRAFT**

## London Legacy Development Corporation

### Town and Country Planning Act 1990 (as amended)

#### Appeals to the Secretary of State

- \* If you are aggrieved by the decision of your Local Planning Authority to refuse permission for the proposed development or to grant it subject to conditions, then you can appeal to the Secretary of State for Communities and Local Government under Section 78 of the Town and Country Planning Act 1990 (as amended).
- \* If you want to appeal then you must do so within **SIX months** of the date of this notice (unless your proposal relates to a householder appeal or minor commercial appeal as defined in Article 37 of the DMPO 2015 in which case you must do so within **TWELVE weeks** of the date of this notice), using a form, which is available from the Planning Inspectorate, (a copy of which must be sent to London Legacy Development Corporation Planning Policy and Decisions Team) or complete an application online. The Planning Inspectorate, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN (e-mail: [enquiries@pins.gsi.gov.uk](mailto:enquiries@pins.gsi.gov.uk)) or (Tel: 0117 372 8000).

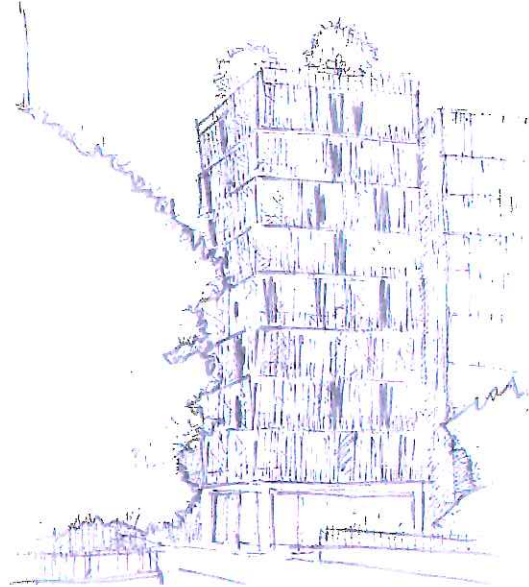
To make an appeal online, please use [www.gov.uk/appeal-planning-inspectorate](http://www.gov.uk/appeal-planning-inspectorate). The Inspectorate will publish details of your appeal on the internet. This may include copies of documentation from the original planning application and relevant supporting documents supplied to the local authority, and or information, including personal information belonging to you that you are happy will be made available in this way. If you supply personal information belonging to a third party please ensure you have their permission to do so. More detailed information about data protection and privacy matters is available on the Planning Portal.

- \* The Secretary of State can allow a longer period for giving notice of an appeal, but he will not normally be prepared to use this power unless there are special circumstances, which excuse the delay in giving notice of appeal.
- \* The Secretary of State need not consider an appeal if it seems to him that the Local Planning Authority could not have granted it without the conditions it imposed, having regard to the statutory requirements, to the provisions of the development order and to any directions given under the order.
- \* In practice, the Secretary of State does not refuse to consider appeals solely because the Local Planning Authority based its decision on a direction given by him.

#### Purchase Notice

- \* If either the Local Planning Authority or the Secretary of State refuses permission to develop land or grants it subject to conditions, the owner may claim that he can neither put the land to a reasonably beneficial use in its existing state nor can he render the land capable of a reasonably beneficial use by carrying out any development which has been or would be permitted.
- \* In these circumstances, the owner may serve a purchase notice on the Council in whose area the land is situated. This notice will require the Council to purchase his interest in the land in accordance with Part VI of the Town and Country Planning Act 1990.

**APPENDIX 3**  
**TRAVEL PLAN**



LeachRhodesWalker  
Architects

**6-7 PARK LANE – E15 2JG**  
Travel Plan

Planning Permission Application  
December 2015



**Prepared on behalf of**

**Leach Rhodes Walker Ltd**

**6-7 Park Lane  
London, E15 2JG**

**Travel Plan**

## Acknowledgements:

Census Data has been obtained from the Office for Neighbourhood Statistics.

### **Disclaimer**

*The methodology adopted and the sources of information used by Sanderson Associates (Consulting Engineers) Ltd in providing its services are outlined within this Report.*

*Any information provided by third parties and referred to herein has not been checked or verified by Sanderson Associates (Consulting Engineers) Ltd, unless otherwise expressly stated within this report.*

*This report was checked and approved on the 17 December 2015 and the Report is therefore valid on this date, circumstances, regulations and professional standards do change which could subsequently affect the validity of this Report.*

### **Copyright**

*All intellectual property rights in or arising out of or in connection with this report are owned by Sanderson Associates (Consulting Engineers) Ltd. The report has been prepared for Leach Rhodes Walker Ltd (the 'Client') who has a licence to copy and use this report only for the purposes for which it was provided. The licence to use and copy this report is subject to other terms and conditions agreed between Sanderson Associates (Consulting Engineers) Ltd and the Client.*

*This document cannot be assigned or transferred to any third party and no third party may rely upon this document without the express written agreement of both Sanderson Associates (Consulting Engineers) Ltd and the Client.*

<b>Report Ref:</b>	8942/LOB/001/02	December 2015	
<b>Author:</b>	Luke O'Brien		
<b>Checked &amp; Approved:</b>	Ian Ladbrooke	<b>Date:</b>	17th December 2015

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## Appendices

### **APPENDIX A**

*Figure 1 – Site Location Plan*

*Figure 2 – Indicative Walking Distances 800m and 2,000m*

*Figure 3A – Indicative Cycling Distance 5km*

*Figure 4A – Public Transport Information*

### **APPENDIX B**

*Staff Travel Survey Template*

*Guest 'Snapshot' Travel Survey Template*

### **APPENDIX C**

*Travel Information Pack*

### **APPENDIX D**

*Action Plan*

### **APPENDIX E**

*PTAL Report Output*

### **APPENDIX F**

*TfL ATTrBuTE Output*

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## Executive Summary

This Travel Plan (TP) seeks to encourage staff and visitors of the proposed Hotel at 6-7 Park Lane, Stratford in London to use alternative sustainable means of travel to and from the site in such a way so as to reduce car borne trips.

The key actions arising from this plan are:-

A Travel Plan Coordinator will be appointed by Serena Hotel Ltd. The Travel Plan Co-ordinator (TPC) will be appointed prior to the full operation of the Hotel. The TPC will undertake the specific tasks outlined in this Travel Plan.

The TPC will provide their details to the London Legacy Development Corporation and liaise with the Travel Plan Officer.

The TPC will undertake a travel survey of staff within 3 months of first occupation of the development to establish initial travel patterns and supply the results to the London Legacy Development Corporation Travel Plan officer.

The Travel Plan shall review the measures and targets once the development is fully operational in conjunction with the London Legacy Development Corporation.

This Travel Plan includes a monitoring and review strategy, recognising that implementation and continuation of this Travel Plan is an ongoing process. The plan will be monitored in accordance with the requirements of Transport for London.

## 1 Introduction

- 1.1 Sanderson Associates (Consulting Engineers) Ltd have been appointed by Leach Rhodes Walker Ltd on behalf of Serena Hotel Ltd, to provide a Travel Plan for a proposed Hotel at 6-7 Park Lane, Stratford, London. A site location plan can be found to the rear of this Travel Plan under **Appendix A, (Figure 1)**.
- 1.2 A Travel Plan is a long term management strategy for an organisation or site that seeks to deliver sustainable transport objectives through action and is articulated in a document that is regularly reviewed. A Travel Plan involves identifying an appropriate package of measures aimed at promoting sustainable travel, with an emphasis on reducing reliance on single occupancy car journeys. It can also assist in meeting a range of other objectives, as discussed elsewhere in this document.
- 1.3 Travel Plans can assist in increasing accessibility whilst reducing congestion, local air pollution, greenhouse gases and noise. Importantly, a travel plan can increase business efficiency and equality, which is why an increasing number of organisations are deciding to produce voluntary travel plans. Indeed, Transport 2025 (the long term transport vision for London adopted by TfL) highlights the importance of transport in supporting the economic vitality of the capital, both through transport improvements, better use of existing capacity, behavioural change and enabling continued benefits of agglomeration.
- 1.4 A well-developed travel plan can mitigate adverse traffic impacts of a development and the Government recognises their importance in achieving improvements in transport conditions at the local level. Further evidence suggests that people who are physically active in their daily lives are more productive and have good attendance records. The Department for Health publication Choosing Health: Making healthy choices easier (2004) recognised the health benefits of walking or cycling. Active travel as part of a Travel Plan enables people to enjoy these health benefits as part of their daily routine.

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- 1.5 In London, Travel Plan development and implementation is being promoted by Transport for London (TfL) and the Greater London Authority (GLA). These parties have produced Best Practice for Workplace Travel Planning for New Development (2007), a document which sets out a methodology and expectations for travel plans secured through the planning process. The Travel Plan has been prepared with consideration to the latest guidance issued by Transport for London, Travel Plan Guidance November 2013. This guidance details the Travel Plan requirements for new developments in London. In addition, TfL assists organisations who wish to voluntarily develop travel plans for the benefits which they offer, primarily through its Sub-Regional Travel Plan Coordinators and TfL Workplace Travel Plan Relationship Managers.
- 1.6 As part of the Travel Plan, a Travel Plan Coordinator will be appointed by the Hotel owner, Serana Hotel Ltd to coordinate the measures and initiatives detailed within this Travel Plan.
- 1.7 The development proposals consist of a 9-storey hotel comprising 28 bedrooms with a reception on ground level, a restaurant at first level and other associated amenity space.
- 1.8 The Travel Plan is required to manage the transport needs of staff and visitors to the Hotel so as to minimise car usage and promote alternative modes of transport.
- 1.9 It should be noted that Serana Hotel Ltd acknowledges its wider responsibilities to encourage a sustainable development which will contribute to reducing congestion and help the viability and attractiveness of the proposed Hotel. In a wider sense the Travel Plan will also aid in protecting the general environment.
- 1.10 This Travel Plan sets out the facilities which will be incorporated into the development to encourage all staff and visitors to use sustainable transport.

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- 1.11 The Travel Plan has been developed with consideration to local and national guidance on developing workplace Travel Plans and also considers the requirements for BREEAM. Current building methods can result in high energy usage, large quantities of waste, poor occupancy, comfort and low user satisfaction. BREEAM can address the environmental impact of these issues and provide a range of benefits to all involved with the proposed building. BREEAM essentially look at a broad range of environmental impacts including Transport.
- 1.12 The Transport section works in conjunction with the Energy section to minimise CO<sub>2</sub> emissions from transport to and from a building. In this area BREEAM considers:
- Provision of public transport
  - Proximity to amenities
  - Cyclist facilities
  - Pedestrian and cycle safety
  - Implementation of travel plans
  - Maximum car parking capacity
  - Travel Information Point
  - Deliveries & Manoeuvring
- 1.13 This Travel Plan takes account of BREEAM in so far as it relates to the preparation of a travel plan and aims to reduce reliance on the private car which will minimise CO<sub>2</sub> emissions for transport to and from the Hotel. This aspect of the BREEAM assessment will consider the impact of the proposed Hotel.
- 1.14 The Travel Plan has been assessed using Transport for London ATTrBuTE software. The output from this is included at **Appendix F**.



## 2 Policy Context

### 2.1 National Policy

2.1.1 The main source of national policy that is relevant to this development proposal in terms of transport is the March 2012 publication "The National Planning Policy Framework" (NPPF).

2.1.2 The publication of the NPPF does not, however, fundamentally change national policy on the issue of sustainable development. It still seeks to encourage developments being located in areas where access by sustainable modes is a realistic option. In Paragraph 34 NPPF states:-

"Plans and decisions should ensure developments that generate significant movement are located where the need to travel is minimised and the use of sustainable transport modes can be maximised. However, this needs to take account of policies set out elsewhere in the Framework, particularly in rural areas."

2.1.3 Paragraph 35 does go on to say:-

"Plans should protect and exploit opportunities for the use of sustainable transport modes for the movement of goods or people. Therefore, 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 conflicts between traffic and cyclists or pedestrians; avoiding street clutter and where appropriate establishing home zones;
- Incorporate facilities for charging plug-in and other low-emission vehicles; and
- Consider the needs of people with disabilities by all modes of transport."

2.1.4 The NPPF forms part of the Governments intentions to reform the planning system and in respect to transport, the key objectives have been identified as:

- Facilitate economic growth by taking a positive approach to planning for development; and
- Support reductions in greenhouse gas emissions and congestion, and promote accessibility through planning for the location and mix of development.

2.1.5 The document identifies Travel Plans as a key measure which will help achieve the objectives of the policy document, citing the importance of Travel Plan promotion for all major developments and as such this document conforms to the requirements set by Central Government.

## **2.2 Regional Policy**

2.2.1 Both the 'London Plan' and the 'Mayor's Transport Strategy' develop the national policy approach in putting emphasis on achieving a sustainable city. Policy 3C.1 Integrating transport and development states that:

2.2.2 'The Mayor will work with TfL, the government, boroughs and other partners to ensure the integration of transport and development by:

- encouraging patterns and forms of development that reduce the need to travel, especially by car.
- seeking to improve public transport, walking and cycling capacity and accessibility where it is needed, for areas of greatest demand and areas designated for development and regeneration, including the Thames Gateway, Central Activities Zone, Opportunity Areas, Areas for Intensification and town centres and other parts of suburban London in which improved access is needed.

- In general, supporting high trip generating development only at locations with both high levels of public transport accessibility and capacity, sufficient to meet the transport requirements of the development.
- encouraging integration of the major transport infrastructure plans with improvements to the public realm, particularly in key areas around major rail and Underground stations and interchanges, using land assembly powers where necessary.'

2.2.3 Policy 3C.17 of the 'London Plan' sets targets for limiting traffic growth, including a projected reduction in traffic of 15 per cent in central London over 10 years from 2001. For Inner London and Outer London town centres the requirement is for zero growth and in the rest of Outer London there should be a reduction in the rate of traffic growth from 7.5 to 5 per cent. Policy 3C.2 of the London Plan states that:

'Developments with significant transport implications should include a Transport Assessment and Travel Plan as part of planning applications. Developers and planning authorities should refer to TfL's guidance on Transport Assessments. All developments that exceed thresholds defined in TfL guidance on Workplace Travel Plans and Residential Travel Plans should have a Travel Plan.'

2.2.4 The London Legacy Development Corporation (LLDC) Local Plan 2015 – 2031 requires new developments to use target-based Travel Plans to encourage smarter travel. The plan goes on to say that '*Travel Plans are useful tools to help ensure that measures to reduce and manage a developments transport impact are incorporated into the development itself.*'

2.2.5 The LLDC Local Plan states the following;

*'7.30 In preparing a Travel Plan, account should be taken of TfL's Travel Planning guidance. Travel Plans provide a means to help increase public transport usage, walking and cycling, to reduce private car usage and inappropriate car parking, to improve health and wellbeing, to increase road safety and to reduce traffic*

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*congestion. Applicable developments will be required to implement effective Travel Plans that:*

- *Introduce measures that actively promote walking and cycling and public transport use (cycle parking, travel and wayfinding information, etc)*
- *Have ambitious targets to achieve such measures, with mechanisms to monitor and review to ensure targets are achieved*
- *Promote sustainable car use through initiatives such as car-sharing and car clubs*
- *Provide a greater smarter choice offer (alternative employment hours, ride-sharing, information, etc)*
- *Improve transport provision for mobility and visually impaired users*
- *Ensure effective planning of freight and deliveries into and out of the LLDC area generally to particular developments.'*

2.2.6 Travel plans form an important component within the travel demand management strand of Transport for London's strategy for securing sustainable and continued economic growth for the capital. Other strategies include infrastructure expansion and better use of existing infrastructure. Further information about TfL's vision and travel demand management strategies, including workplace travel plans, can be found in the publication Transport 2025 (November 2006).

2.2.7 This Travel Plan follows the guidance set out in London Legacy Development Corporations Local Plan 2015 to 2031, Transport for London documents 'Travel Planning for New Development in London' and 'Guidance for Workplace Travel Planning for Development'.

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### 3 The Development

- 3.1 The development proposals consist of the erection of a 9 storey Hotel at 6-7 Park Lane in Stratford, London. The hotel will comprise 28 bedrooms with ensuite bathrooms, a reception on ground level, a restaurant at first level and other associated amenity space. Of the 28 bedrooms 25% will be DDA Compliant.
- 3.2 The proposed site is bounded by a Travel Lodge Hotel to the south east, Park Lane and Jupp Road West to the southwest and northwest and a car garage to the north east.
- 3.3 The proposed development will be provided with cycle storage for up to 2 bicycles in the back of house and showering and changing facilities are also to be provided for staff at the basement level.
- 3.4 An amenity space on the roof in the form of a roof garden is to be provided.
- 3.5 Where applicable the building and immediate surrounding areas have been designed in accordance with Building Regulations Approved Document M and BS8300. All the main entrances to the buildings are to be provided with fully accessible thresholds.
- 3.6 Within the building itself all internal doorways are fully wheelchair accessible. Routes around the building will incorporate grab rails where required. The finishes to walls, floors and doors (including ironmongery and fittings etc) are designed to provide contrast to assist visually impaired users.
- 3.7 Formal reception desks within the building are designed for wheelchair users being set at the required height. Disabled toilets are located close to the proposed restaurant on the first floor with lifts available to all levels of the building.
- 3.8 Pedestrian access is to be from Park Lane at street level.

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- 3.9 There is no provision for any car parking on site and parking is not permitted on Park Lane with restrictions along its whole length in the form of double yellow lines. Judd Road West has parking bays either side of the carriageway. The parking bays are for permit holders only or pay at machine, maximum stay is 2 hours Monday to Saturday 8am – 6.30pm. Further parking bays are located on Carpenters Road for permit holders or pay and display, maximum stay is 2 hours Monday to Saturday 8am - 6.30pm.
- 3.10 Stratford multi-storey car park on Great Eastern Road has 548 spaces inclusive of 40 mobility spaces. The car park offers 24 hour parking and is located approximately 700m northeast of the site close to Stratford Station. The cost of parking ranges from £2.00 for 1 hour up to £25 for 24 hours, whilst overnight car parking, 19:00 to 08:00 is £1.

## 4 Travel Plan Objectives & Targets

### 4.1 *Travel Plan Objectives*

4.1.1 Travel Plans exist to influence travel behaviour towards more sustainable methods of travel by using a mixture of increased transport opportunity, providing information, persuasion and incentive.

4.1.2 This Travel Plan contains appropriate measures to help improve the environment by reducing the number of trips made to and from the development by the private car. Realistic targets shall be set for the reduction of car-borne trips and a shift to more sustainable modes of transport.

4.1.3 Whilst the primary purpose of the Travel Plan is to positively influence staff travel behaviour, it is considered that some initiatives can be extended to include visitor travel. Such measures have been included within Section 6 of this Travel Plan.

4.1.4 The main objectives of the Travel Plan are as follows:

- To maximise the accessibility of the site by means other than the private car.
- To encourage staff and visitors to travel to and from the site via alternative means other than the car.
- To make staff and visitors aware of the benefits to be derived from the Travel Plan.
- To minimise the level of vehicular traffic generated by the site.
- To enable the development to protect and enhance the environment.

4.1.5 It is particularly important that staff and visitors are made aware of the sustainable transport alternatives that are available and of aspects of the site's infrastructure that have been designed to assist and encourage their use in order that positive benefit can be taken from these and so that the number of trips made by public transport, cycle or walking are increased.

4.1.6 By monitoring the effectiveness of the initial measures contained within the Travel Plan these shall evolve over time to ensure that targets set for modal shift are met.

4.1.7 This Travel Plan is an evolving document that will grow and develop with time. The Travel Plan will be updated at the time of each review to include the results of the travel surveys. Any alterations to the approved targets and measures contained within this Travel Plan should be agreed with London Development Legacy Corporation and Transport for London prior to implementation.

#### 4.2 **Base Line Modal Split and Travel Plan Targets**

4.2.1 The site lies within the Stratford and New Town Ward within the London Borough of Newham. Base line modal split patterns have been identified from the 2011 Census- Method of Travel to Work and are tabulated below along with the pattern for the London Borough of Newham as a whole and England.

Mode of Travel	Stratford and New Town Ward	London Borough of Newham	England
Working mainly from home	2.5%	2.4%	5.4%
Underground, Metro, Light Rail, Tram	52.7%	39.8%	4.1%
Train	12.9%	12.5%	5.3%
Bus, Minibus or Coach	10.2%	13.2%	7.5%
Taxi	0.2%	0.3%	0.5%
Motorcycle, Scooter or Moped	0.6%	0.6%	0.8%
Driving a Car or Van	11.5%	20.4%	57.0%
Passenger Car or Van	0.7%	1.5%	5.0%
Bicycle	2.4%	1.7%	3.0%
On Foot	5.8%	7.1%	10.7%
Other	0.4%	0.6%	0.6%

**Table 4.2.1 – Method of Travel to Work**



- 4.2.2 From the ward Census Data for Method of Travel to Work the level of staff expected to access the site sustainably is high, with the majority travelling to work via sustainable modes of transport rather than a single occupant in a private car.
- 4.2.3 The site is located within proximity to a number of sustainable and active travel links. Bus stops are located within walking distance and the site is within proximity to a sizable residential area. Rail, Docklands Light Railway and Underground stations are all located within an 800m walking distance of the proposed hotel.
- 4.2.4 It is, therefore, considered that the site's location is accessible to the local area and that an active reduction in the proportion of staff travelling via single occupancy vehicle can be achieved.
- 4.2.5 Equally, the same opportunities for sustainable travel will be available to visitors and guests to the Hotel and as part of this Travel Plan, measures to encourage sustainable access will be promoted to these user groups to actively encourage a reduction in travel via single occupied private vehicles.
- 4.2.6 Staff travel surveys and a visitor/guest snapshot travel survey will be undertaken on occupation of the Hotel. From the results of the travel surveys a modal split of staff and visitors will be derived and compared to the results of the Census Data. Should the results of the travel surveys have a higher percentage of staff travelling to the proposed hotel by single car occupancy than the results of the Census Data for the Stratford and Newtown Ward as shown in table 4.2.1 then targets will be introduced to reduce single car occupancy over 3 year and 5 year periods.
- 4.2.7 The method of travel to work data obtained from the Census Data as shown in Table 4.2.1 shows that no more than 11.5% of people travel to work in this ward by driving a car or van. For staff it is proposed to reduce single occupancy vehicle travel to no more than 11.5% after a five year period from the first occupation of the site with a corresponding increase in sustainable modes of travel.

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- 4.2.8 The proposed targets consider the proportion of existing local users travelling to work within the Stratford and Newtown Ward area via the ten modes of travel detailed in table 4.2.1. Although all sustainable travel modes should be promoted, it is considered that walking, car sharing, underground and bus use are key promotional areas that the Travel Plan Coordinator should seek to influence with a view to achieving an increase in the use of these modes each year.
- 4.2.9 It should be noted that any targets specified will be applicable to established base line modal split as derived through the initial staff travel survey. The survey will be undertaken within 3 month of first occupation of the development. A template for both surveys is provided within **Appendix B** to the rear of this Travel Plan.
- 4.2.10 The further monitoring surveys will be either undertaken in accordance with Transport for London's TRAVL survey methodology or another survey methodology which will be agreed with the London Legacy Development Corporation. These surveys will be undertaken approximately three years and five years following first occupation of the Hotel.
- 4.2.11 The Submission of information from the above surveys to the London Legacy Development Corporation will be compatible with the i-TRACE database (or any replacement thereof). A monitoring report setting out the Hotel Travel Plan measures implemented to date and the results of the initial and further monitoring surveys in relation to the targets above will be submitted to the London Legacy Development Corporation.
- 4.2.12 Measures to inform staff, visitors / guests of the available public transport links will be promoted and are contained within Section 6 of this Travel Plan.

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- 4.2.13 A 'snap shot' survey will consider the travel habits exhibited by visitors / guests over a weeklong period and the data will be collected by reception staff who will ask visitors / guests how they travelled or intend to travel to the Hotel upon arrival. These surveys will be undertaken at the same time as the initial staff surveys and the 3 year and 5 year further monitoring surveys. A sample visitor / guest survey is contained within **Appendix B** to the rear of this Travel Plan.
- 4.2.14 Visitor travel patterns have the potential to be continuously monitored through visitor satisfaction surveys within the hotel, as well as online/email satisfaction surveys. The Travel Plan Coordinator will liaise with the Hotel management in order to have sustainable travel mode questions included within the visitor satisfaction surveys.
- 4.2.15 The data will be used to inform the Travel Plan Coordinator of the relative effectiveness of sustainable travel promotion to staff, visitors / patients and to tailor any measures accordingly.

## 5 Travel Plan Coordinator Role

5.1 The following table summarises the role and main responsibilities of the Travel Plan Coordinator. The Travel Plan Coordinator will undertake the following responsibilities:

Role	Responsibility	
Travel Plan Coordinator	1	Implement the Travel Plan measures to meet with Travel Plan targets.
	2	Secure funding for each suggested measure through liaison with the Hotel Owners.
	3	Obtain timetables, local routes maps and ticketing offers for both local bus and rail facilities as well as walking / cycling information / maps and display within communal staff areas and within visitor areas.
	4	Liaise with all members of staff to discuss the Travel Plan, its purpose, objectives and targets. Invite staff to provide suggestions on what sustainable measures could be implemented to encourage a reduction in single occupancy car use. This could include but is not limited to the following incentives: Oyster Card, tax exempt bicycle loan.
	5	Provide all staff with travel information packs containing information on timetables, promotional offers, sustainable transport links to the site and details of the car share database (A copy of which is found in <b>Appendix C</b> to the rear of this Travel Plan)
	6	Inform all staff of any alterations to the Travel Plan, any amendments to implemented measures, any significant discussions with the London Legacy Development Corporation and provide any feedback concerning the progress of the Travel Plan and the measures employed.
	7	Disseminate a staff travel survey and visitor 'snap shot survey' will be undertaken in accordance with TfL Travel Plan Guidance (November 2013) at first occupation then at 3 and 5 years prior to first occupation. The results are to be collated and provided to the Local Planning Authority by the Travel Plan Coordinator within 1 months of the survey. (A copy of the template used is contained within <b>Appendix B</b> to the rear of this Travel Plan)

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- 5.2 It will be the responsibility of the Travel Plan Coordinator to update all timetables, ticketing promotions, cycle / walking route maps and public transport information regularly to ensure both staff and visitors are kept up-to-date. Further information is provided within the Action Plan located within **Appendix D** to the rear of this Travel Plan.
- 5.3 The Travel Plan Coordinator shall review the impact of the Travel Plan after the initial staff survey and provide reports to the Local Planning Authority for the 3 year and 5 year periods.

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## 6 Accessibility for Non Car Travel Modes

### 6.1 Overview

6.1.1 In order to accord with the aspirations of National and Local Policy, any new proposals should extend the choice in transport and secure mobility in a way that supports sustainable development.

6.1.2 The non-car accessibility of the site is important to provide a viable alternative to the private car when considering travel to the site.

### 6.2 Public Transport Accessibility Levels (PTAL)

6.2.1 Transport for London and the London Borough Councils utilise the PTAL rating system to identify the level of accessibility to all public transport services for an area.

6.2.2 PTAL is used to calculate the distance from a site to the nearest bus and rail facilities. The PTAL methodology assumes a maximum walk distance / time of 640 metres / 8 minutes to bus services and 960 metres / 12 minutes to rail services.

6.2.3 Transport for London operate a website which allows individual locations to be assessed and by using this website (link below). It has been established that the site has a PTAL rating of 6b. The full PTAL report is included at **Appendix E**.

<http://www.webptals.org.uk/>

6.2.4 From reviewing Table 3 of the Transport for London April 2010 publication "Measuring Public Transport Accessibility Levels - Summary" it can be seen that this is a High level in the range with a description of "Excellent".

### 6.3 **Accessibility on Foot**

6.3.1 Walking is the most important mode of transport at the local level; it can replace a large number of short car journeys which contribute to congestion and pollution, and the need for car parking. Walking is the most sustainable form of transport and provides one way of reducing pressure on the environment. People walking are also travelling at a pace that gives them a greater connection with their surroundings and can have positive benefits in relation to a community's security through increased surveillance.

6.3.2 Walking stimulates both personal health and the health of communities and local economies. Government health improvement advice states that just 30 minutes brisk walking 5 times a week can bring about significant reductions in the risk of coronary heart disease, high blood pressure and diabetes.

6.3.3 In relation to acceptable walking distances Manual for Streets (MfS) which is the latest national guidance offers the following guidance in Section 4.4 *"The walkable neighbourhood"*

*"4.4.1 Walkable neighbourhoods are typically characterised by having a range of facilities within 10 minutes' (up to about 800 m) walking distance of residential areas which residents may access comfortably on foot. However, this is not an upper limit and PPG13 states walking offers the greatest potential to replace short car trips, particularly those under 2 km. MfS encourages a reduction in the need to travel by car through the creation of mixed-use neighbourhoods with interconnected street patterns, where daily needs are within walking distance of most residents".*

6.3.4 **Appendix A, (Figure 2)** indicates destinations which lie within an 800m and 2km radius of the application site. It is noted that walking routes will not follow the simple radius of this plan and the plan is provided as an indication of where destinations lie and the general extent to which the local area can be accessed on foot.

6.3.5 There are many amenities available within an 800m walking radius including bus stops on the A118 High Street, bus stops on Carpenters Road, bus stops on Wharton Road, Stratford High Street DLR Station, Stratford Station, local shops, Stratford Multi-storey car park, City Car Club parking bay, pubs and takeaways. Located within 2km of the site there are various facilities and amenities including the Queen Elizabeth Olympic Park. Within the Queen Elizabeth Park and Stratford area there are many things to do and these are listed below with details and further information in the following web link:

<http://queenelizabetholympicpark.co.uk/the-park/things-to-do>

- Sports and fitness.
- Relive London 2012 including tours and trails, London Aquatics Centre, Copper Box Arena, Lee Valley Hockey and Tennis Centre, Lee Valley Velopark, the Olympic Rings and The AGITOS.
- Park Tours including Boat Tours and Guided Walking Tours by expert guides.
- Inspiring Arts, explore the rich variety of artworks that adorn the park, inspiring a spirit of creativity and cultural adventure.

6.3.6 The footways along Jupp Road and Park Lane are street lit and dropped kerbs are present as at key crossing locations and pedestrian desire lines. A pedestrian island exists on Jupp Road West at its junction with Carpenters Road To the east of Jupp Road West is a pedestrian overbridge which provides a more direct access to Stratford Train Station, Underground Station and Bus Station.



6.3.7 The footways along High Street are wide and also street lit with a segregated cycle lane between the footway and the carriageway. Dropped kerb crossings with tactile paving exist on High Street at all minor junctions within the vicinity of the site. At all major junctions signalised pedestrian crossings exist with the closest crossing located approximately 35m southwest of the Park Lane / High Street junction assisting pedestrians to cross.

6.3.8 Initiatives;

- The Travel Plan Coordinator(s) will promote walking to the proposed hotel by staff and visitors and will promote a walking buddy scheme.
- The Travel Plan Coordinator will inform staff and visitors of the facilities that exist at the site and the fact that they are accessible on foot to try and discourage unnecessary traffic around the area.
- Where possible staff will be recruited from the local area making it easy to use alternative modes of transport to the private car.
- The Travel Plan Coordinator will review on a regular basis the level of staff walking to work and consult with employees to establish measures to encourage this activity.
- Information on walking routes as well as information about 'walk to work' day can be found at [www.walk4life.info](http://www.walk4life.info), [www.tfl.gov.uk](http://www.tfl.gov.uk) and [www.walklondon.org.uk](http://www.walklondon.org.uk) details will be included within welcome packs and promotional material.

6.3.9 The Travel Plan Coordinator will review the level of staff and visitors walking to the Hotel over a 3 and 5 year period after first occupation of the Hotel, as well as encouraging the health, environmental and other benefits associated with walking.

## 6.4 Accessibility on Cycle

6.4.1 Like walking, cycling has an important part to play in reducing congestion, improving accessibility and reducing pollution. A further benefit of cycling is linked to increased general health and fitness which has personal benefits as well as economic benefits for the nation in terms of health service costs. The bicycle is generally more affordable than the car and hence there are social equity benefits to the promotion of cycling. Cycling may also allow people without cars to reach destinations that they may otherwise be unable to reach.

6.4.2 In relation to the application site; cycling distances from local residential centres within 5km, along with the corresponding cycle time based on 12 km per hour are as follows. A 5km radius of possible destinations can be found at **Appendix A**, (Figure 3) at the rear of this report. It is noted that cycle routes will not follow the simple radius of this plan and the plan is provided as an indication of where destinations lie and the general extent to which the local area can be accessed by bicycle.

Origin/Destination	Distance	Duration
Queen Elizabeth Park	1.5km	7 ½ minutes
Bromley Residential Centre	1.5km	7 ½ minutes
West Ham	2.5km	12 ½ minutes
Forest Gate	2.7km	13 ½ minutes
Bow	2.9km	14 ½ minutes
Poplar	3.5km	17 ½ minutes
Newham	3.9km	19 ½ minutes
Upton Park	3.9km	19 ½ minutes
Aberfeldy Village	4.0km	20 minutes
Leyton	4.3km	21 ½ minutes
South Hackney	4.4km	22 minutes
Leystone	4.4km	22 minutes
Stepney	4.5km	22 ½ minutes
Limehouse	4.7km	23 ½ minutes

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Homerton	4.7km	23 ½ minutes
Cambridge Heath	4.8km	24 minutes
Lower Clapton	5.0km	25 minutes

- 6.4.3 There is currently a mixture of cycling facilities in and around the area of the site. These include segregated cycle lanes as well as named/numbered cycle routes.
- 6.4.4 Within the immediate vicinity of the site the A118 High Street is a Barclays Cycle Superhighway which has cycle lanes on both sides of the carriageway which are segregated from vehicular traffic. The cycle lanes are marked by a blue surface with white bicycle markings. At junction on the A118 the cycle lane ceases to be segregated but the clearly marked blue surface continues across the junction.
- 6.4.5 Carpenters Way to the west of the site has a shared cycle footway between its junctions with the A118 High Street to its junction with Rowse Close. On road cycle lanes then continue beneath the railway underpass linking to the Queen Elizabeth Olympic Park.
- 6.4.6 Jupp Road, which runs adjacent to the northern side of the building, is a quieter road and recommended as a cycle route. There is a ramped access on the pedestrian railway bridge which makes cyclists able to carry/push their cycles over the railway bridge.
- 6.4.7 The proposed development will be provided with cycle storage for up to 2 bicycles in the back of house and showering and changing facilities are also to be provided for staff at the basement level.
- 6.4.8 The proposed development is to be provided with adequate cycle provision on site with good cycle accessibility from local residential areas and connectivity to public transport. On High Street clearly marked blue segregated cycle ways exist on both sides of the road.

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- 6.4.9 Information for cyclists including details of routes and maps can be found at
- [www.newham.gov.uk](http://www.newham.gov.uk)  
[www.tfl.gov.uk/cycling](http://www.tfl.gov.uk/cycling)  
[www.sustrans.org.uk](http://www.sustrans.org.uk)
- 6.4.10 The Travel Plan Coordinator will advise staff and visitors that a cycle journey planner is available from Transport for London at the following website:-  
<https://tfl.gov.uk/modes/cycling/>.
- 6.4.11 Transport for London provide a list of contacts for finding out about cycle training within specific boroughs and these can be found on TfL's website. They provide confidence-building training courses for new and returning cyclists. Sessions may include one-to-one, to or from the workplace or on-site services. Maintenance courses are also available from some providers.
- 6.4.12 The Government operate a cycle to work scheme which is a tax exemption scheme introduced to promote healthier journeys to work. As part of this scheme interest-free loans for bicycles are also available. The employer will sign up to this scheme making it available for all staff. Further details of the cycle to work scheme can be found at <https://www.gov.uk/government/publications/cycle-to-work-scheme-implementation-guidance>.
- 6.4.13 Evans Cycles Offers a free and fully managed Privilege Card Scheme to employers that demonstrate a commitment to encouraging cycle use among staff. The scheme offers a 10 per cent discount on all non-sale items (in store, via mail order and via website), promotional support, servicing and supply of pool bikes at preferential rates. Further details of this scheme can be found by contacting Ben Hart, Marketing, Coordinator, Evans Cycles, Camino Park, James Watt Way, Crawley, West Sussex, RH10 9TZ Tel: 01293 574 923.
- [benhart@evanscycles.com](mailto:benhart@evanscycles.com) [www.evanscycles.com](http://www.evanscycles.com)

6.4.14 In addition to the above, a free app can also be downloaded for use with all iPhones, iTouch and iPads and is entitled 'The Complete National Cycle Network'. The app provides detailed mapping and route locations and operates in conjunction with the handsets GPS locator. Staff with access to any of the aforementioned devices will be informed that this software is available for free download.

6.4.15 Initiatives;

- The Travel Plan Coordinator will promote the health, environmental and other benefits associated with cycle use, as well as the above schemes.
- Secure cycle parking facilities are provided on the ground floor.
- Cycle route information will be clearly displayed within the building for staff and patient / visitors, to encourage the use of local routes.
- The Travel Plan Coordinator will review on a regular basis the level of staff cycling to work, as well as encouraging the health, environmental and other benefits associated with cycle use.

6.4.16 The Travel Plan Coordinator will review the level of staff and visitors cycling to the hotel over a 3 and 5 year period after first occupation of the Hotel, as well as encouraging the health, environmental and other benefits associated with cycle use.

## **6.5** *Bus Travel*

6.5.1 The closest bus stops to the site are located on High Street approximately 50m walking distance from the site. Further stops are also located approximately 300m and 400m in walking distance from the site on Carpenters Road and Wharton Road respectively. **Appendix A, (figure 4)** show the locations of these stops.

6.5.2 Details of the facilities provided at each of the stops identified above are indicated as follows.

---

**A118 High Street**

Reference: 77535  
Stop location: 20m north of the Park Lane / A118 High Street junction  
Distance to stop: 50m  
Direction of travel: Northbound to Ilford, Stratford and Newham Hospital  
Facilities: Pole & flag, shelter with seating, timetable information and bus markings  
Bus services: 25, 108, 276, 425 and N8

Reference: 72645  
Stop location: 50m south of the Wise Road / A118 High Street junction  
Distance to stop: 160m  
Direction of travel: Southbound to Ilford, Stratford and Newham Hospital  
Facilities: Pole & flag, shelter with seating, timetable information and bus markings  
Bus Services: 25, 108, 276, 425, D8 and N8

**Carpenters Road**

Reference: 91474  
Stop Location: 70m north of the Jupp Road W / Carpenters Road junction  
Distance to stop: 175m  
Direction of travel: Southbound  
Facilities: Pole & flag, shelter with seating, timetable information and bus markings  
Bus Services: D8

---

Reference: 92012  
Stop location: Directly across from the Gibbins Road / Carpenters Road junction  
Distance to stop: 300m  
Direction of travel: Northbound  
Facilities: Pole & flag, timetable information and bus markings  
Bus Services: D8

**Warton Road**

Reference: 91473  
Stop Location: 50m south of the Biggerstaff Road / Warton Road junction  
Distance to stop: 310m  
Direction of travel: Southbound  
Facilities: Pole & flag, timetable information and bus markings  
Bus services: N205

Reference: 91472  
Stop Location: 40m north of the Biggerstaff Road / Warton Road junction on the opposite side of the road  
Distance to stop: 400m  
Direction of travel: Northbound  
Facilities: Pole & flag, timetable information and bus markings  
Bus services: N205

6.5.3 A summary of the existing available services from these stops are as follows:-

Summary of services on the A118 High Street		Frequency			
No	Overall Route	Daytime Frequency (Mon - Sat)	Evening Frequency (Mon - Sat)	Sunday Daytime Frequency	Sunday Evening Frequency
25	Hainault St (Ilford) to Holles Street (Soho)	3-7 mins	1-5 mins	4-8 mins	6-9 mins
108	Stratford Bus Station to Molesworth Street (Lewisham)	8-11 mins	15 mins	15 mins	15 mins
276	Stoke Newington Common to Gateway Surgical Centre (Newham)	8-11 mins	20 mins	15 mins	20 mins
425	Stratford Bus Station to Kenninghall Road (Clapton)	10-14 mins	20 mins	15 mins	20 mins
N8	The Lowe to Holles Street (Soho)	no service	00:55 - 06:03 every 15mins	no service	00:55 - 06:06 every 15mins

Summary of services on Carpenters Road		Frequency			
No	Overall Route	Daytime Frequency (Mon - Sat)	Evening Frequency (Mon - Sat)	Sunday Daytime Frequency	Sunday Evening Frequency
D8	Stratford International to Isle of Dogs	10-13 mins	20 mins	20 mins	20 mins



Summary of services on Warton Road		Frequency			
No	Overall Route	Daytime Frequency (Mon - Sat)	Evening Frequency (Mon - Sat)	Sunday Daytime Frequency	Sunday Evening Frequency
N205	Chobham Academy to Cleveland Terrace	No Service	00:35 to 04:35 every 30 mins	No Service	00:35 to 04:35 every 20 mins

6.5.4 As can be seen from the previous tables, the level of service provided by these stops is at a regular frequency, with an average of 30 buses per hour in each direction during peak daytime periods, 20-22 buses during the evenings, 6 during the early morning hours and 25 buses per hour on Sundays.

6.5.5 Further information regarding time tables and other bus information can be found at: [www.tfl.gov.uk](http://www.tfl.gov.uk).

6.5.6 Initiatives;

- In order to encourage the use of the existing bus services it is proposed to prominently display route maps, timetables, plus ticket and special offer information in staff and visitor areas of the development. It will be the responsibility of the Travel Plan Coordinator to make sure the information is kept up to date in order to promote the use of these services.
- The Travel Plan Coordinator shall keep in contact with local bus companies regarding ticketing promotions and this information will be passed on to employees through staff induction, welcome packs and staff notice boards.
- Employees and visitors are also encouraged to utilise the Live Bus Arrival service which provides real-time information on bus services throughout the day. Further information can be found at <http://www.tfl.gov.uk/modes/buses/live-bus-arrivals>.

- Employees and visitors will also be advised that they can text their stop number to 87287 although there is a charge of 12p plus the standard network charge.
- The Travel Plan Coordinator will promote the free journey planning service, which is available at: [www.tfl.gov.uk](http://www.tfl.gov.uk).

6.5.7 The aim is to encourage an increase in the number of staff and visitors travelling to the proposed hotel by public transport over a 3 and 5 year period after first occupation of the Hotel.

## **6.6 *Underground and Docklands Light Rail (DLR) Travel***

6.6.1 The closest DLR station to the proposed hotel is Stratford High Street Station located approximately 300m northeast of the site. **Appendix A, (figure 4)** shows the location of this station.

6.6.2 Stratford High Street Station is located on the DLR Line and serves Abbey Road, West Ham, Star Lane, Canning Town, West Silvertown, Pontoon Dock, London City Airport, King George V and Woolwich Arsenal.

6.6.3 Further information regarding this station time tables and other information can be found at [www.tfl.gov.uk](http://www.tfl.gov.uk).

6.6.4 Stratford Underground Station is also located approximately 500m north of the proposed hotel. **Appendix A, (figure 4)** shows the location of this station.

6.6.5 Stratford Underground Station is located on the Central and Jubilee Line.

6.6.6 Services on the Central Line serve West Ruislip, Ruislip Gardens, South Ruislip, Northolt, Greenford, Perivale, Hanger Lane, Ealing Broadway, West Acton, North Acton, East Acton, White City, Shepherd's Bush, Holland Park, Notting Hill Gate, Queensway, Lancaster Gate, Marble Arch, Bond Street, Oxford Circus, Tottenham Court Road, Holborn, Chancery Lane, St. Paul's, Bank, Liverpool Street, Bethnal

Green, Mile End, Stratford, Leyton, Leytonstone, Wanstead, Redbridge, Gants Hill, Newbury Park, Barkingside, Fairlop, Hainault, Grange Hill, Chigwell, Roding Valley, Snaresbrook, South Woodford, Woodford, Buckhurst Hill, Loughton, Debden, Theydon Bois and Epping.

6.6.7 Services on the Jubilee Line serve Stanmore, Canons Park, Queensbury, Kingsbury, Wembley Park, Neasden, Dollis Hill, Willesden Green, Kilburn, West Hampstead, Finchley Road, Swiss Cottage, St. Johns Wood, Baker Street, Bond Street, Green Park, Westminster, Waterloo, Southwark, London Bridge, Bermondsey, Canada Water, Canary Wharf, North Greenwich, Canning Town, West Ham and Stratford.

6.6.8 Further information regarding this station time tables and other information can be found at [www.tfl.gov.uk](http://www.tfl.gov.uk).

6.6.9 Initiatives

- In order to encourage the use of the existing underground services it is proposed to prominently display route maps, timetables, plus ticket and special offer information in staff and visitor areas of the Hotel. It will be the responsibility of the Travel Plan Coordinator to make sure the information is kept up to date in order to promote the use of these services.
- The Travel Plan Coordinator shall keep in contact with Transport for London regarding ticketing promotions and this information will be passed on to employees through staff induction, welcome packs and staff notice boards.

6.6.10 The aim is to encourage an increase in the number of staff and visitors travelling to the hotel by public transport over a 3 and 5 year period of first occupation of the site.

## 6.7 *Rail Travel*

6.7.1 The closest train station to the proposed hotel is Stratford which is located approximately 650m in walking distance north-east of the site. **Appendix A, (Figure 4)** shows the location of this station.

6.7.2 Stratford station is a staffed station that is under the management of TfL Rail. The station has 12 platforms and provides services to local, regional and national destinations.

6.7.3 Stratford Station provides the following facilities:

- Details of nearest taxis on station information poster
- Transport for London buses operate outside of the station
- Ticket office
- Ticket machine for self-service and collection of pre-ordered tickets
- ATM machine
- Sheltered seating
- Cycle storage
- Shops

6.7.4 This station is within cycling distance and cycle parking is provided at the station in the form of 200 Sheffield Stand spaces.

6.7.5 Further information regarding time tables and other information can be found at:-

[www.tfl.gov.uk](http://www.tfl.gov.uk) and [www.nationalrail.co.uk](http://www.nationalrail.co.uk)

#### 6.7.6 Initiatives

- In order to encourage the use of the existing rail services it is proposed to prominently display route maps, timetables, plus ticket and special offer information in staff and public areas of the hotel. It will be the responsibility of the Travel Plan Coordinator to make sure the information is kept up to date in order to promote the use of these services.
- The Travel Plan Coordinator shall keep in contact with local rail companies regarding ticketing promotions and this information will be passed on to employees through staff induction, welcome packs and staff notice boards.

6.7.7 The aim is to encourage an increase in the number of staff and patient / visitors travelling to work by public transport over a 3 and 5 year period of first occupation of the hotel.

#### 6.8 *Oyster Cards*

6.8.1 The Oyster card is a form of electronic ticketing used on public transport services within the Greater London area. It is promoted by Transport for London and is valid on a number of different travel systems across London including London Underground, buses, the Docklands Light Railway (DLR), London Overground, trams, some river boat services.

6.8.2 Oyster cards allow public transport users an easier and generally cheaper way to travel around London. They can hold a variety of single tickets, period tickets and travel permits. An Oyster card can store credit, which can be used to pay as you go by simply touching onto an electronic reader. More details on Oyster Cards can be found at [www.tfl.gov.uk/oyster](http://www.tfl.gov.uk/oyster).

## **6.9 Promotion of Car Sharing**

- 6.9.1 The proposed hotel is highly accessible to the local and wider highway network and the Travel Plan Coordinator will provide incentives for car sharing by employees with the intention of achieving an increase in this activity over a 3 and 5 year period after occupation of the site. A central register/database of staff "car sharers" will be maintained and all employees will be invited to join. The Travel Plan Coordinator will ensure all staff are aware of the 'car share' database and initiatives to promote and sustain membership will be discussed with staff.
- 6.9.2 A list of possible destinations for shared trips shall be made available and shall be kept regularly updated. In the case of the nominated driver becoming unavailable for any reason an agreed procedure for an individual to get home will be put in place.
- 6.9.3 The Travel Plan Coordinator will liaise with other staff to discuss the car share database and other site wide initiatives such as combined walking / cycling buddies schemes and joint deliveries to the site.
- 6.9.4 The Travel Plan Coordinator will manage the car share database to assess potential car share opportunities. The number of those participating will be presented as part of the over a 3 and 5 year period reviews.
- 6.9.5 Those travelling via public transport will also be encouraged to join so that travel to the site from local public transport connections can be marketed as lift share journeys.
- 6.9.6 The Travel Plan Coordinator will enter into negotiations with local taxi firms which may provide reduced rates and fares for guaranteed business. If this is linked to a list of potential "taxi sharers" this again will maximise the occupancy of the taxi whilst minimising the cost to each individual.

6.9.7 Car sharing schemes will also be promoted to further encourage car sharing. Further details of car sharing schemes can be found at:

[www.carshare.com](http://www.carshare.com)

[www.liftshare.com](http://www.liftshare.com)

### **6.10 Motor Cycling and Mopeds**

6.10.1 There are several benefits that may be derived from the use of this form of travel. Motorcycles by their very size create less congestion and are more likely to have less environmental impact than a single occupancy vehicle.

6.10.2 In addition the physical size of on-site parking requirements for motor cycle and mopeds are less, so releasing more space for operational use.

6.10.3 Concern is often raised over the safety of these vehicles and it is therefore important that any promotion of this form of travel includes the need to inform prospective riders of their obligations to proper training by a recognised training organisation or trainer before use of the vehicle.

### **6.11 Car Clubs**

6.11.1 Carplus is a national charity promoting responsible car use which provides a wide range of information. It has particularly good car club resources, including contacts for most car club suppliers and guides to establishing a car club. More information is available at [www.carplus.org.uk](http://www.carplus.org.uk).

6.11.2 City Car Club membership offers a cost-effective alternative to car ownership and traditional car hire providing all the benefits of owning a car without the hassles and expenses that come with it.

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6.11.3 There are various sites located in London and cars are available to hire for as little as 30 minutes, an hour, a day or as long as required. The nearest location of a City Car Club bay is Burford Wharf, Channelsea Road, London, E15 2SY, which is located approximately 500m walking distance south of the site.

6.11.4 The cars can be booked online or by phone and access is available with a membership card. Further details of the available locations and how to become a member are available at:

<https://www.citycarclub.co.uk/locations/london-car-hire?qclid=CNi1kvr7zsgCFYQfwwodMilPyA>

## **6.12 Taxis**

6.12.1 Within the vicinity of the site there are a number of licensed private hire taxi firms. Details of these firms will be made available at reception and assistance will be provided to staff and guests in booking taxis.



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## 7 Enforcement & Monitoring

- 7.1 The operation of this Travel Plan is likely to be secured through a condition of planning permission or a section 106 agreement.
- 7.2 A copy of the approved Travel Plan will be provided to Serena Hotel Ltd (the owner), it is then the Hotel owners responsibility to appoint a Travel Plan Coordinator prior to the Hotels opening.
- 7.3 The targets contained within this Travel Plan have been set for a 3 year and 5 year period. The Travel Plan shall be monitored and reviewed at these years. Each review shall include a resurvey of staff and travel patterns. The data obtained will be passed to the Local Planning Authority within 1 month following the completion of the review.
- 7.4 The surveys of staff and guests travel shall include details of the monitoring process undertaken and an indication of any aspects of the Hotels operation that may have had an influence, either positive or negative, on the travel patterns of staff and guests. Counts of the staff cycle parking are to be undertaken and included within the monitoring process. This report should also contain reference to any outside influence, such as changes in where employees reside or changes to bus services. Both of these are matters outside of the centre's control but have a significant impact on the success of meeting travel plan targets. In this regard the monitoring of the plan will assist in determining reasonable and appropriate targets for modal change over the 3 year and 5 year periods.
- 7.5 Serena Hotel Ltd are committed to encouraging positive changes to the modes of transport used in connection with the Hotel. Therefore adequate funding will be provided to ensure that measure set are in this travel plan are achieved.

### ***Target Enforcement Measures***

7.6 The targets detailed in Section 4.2 will be used to assess the success of the implemented measures. The results of each survey will be published and made available to staff. Where targets have been missed a feedback process will be devised to assess how successful the initiatives have been and whether any amendments can be made. Additionally if targets are not being met then appropriate mitigation will be discussed and agreed with the London Development Legacy Corporation and Transport for London. This will be included in an Action Plan and progress will be monitored and reviewed in the surveys in the following years.

***Action Plan***

7.7 In accordance with Transport for London Travel Plan Guidance (November 2013) an initial Action Plan has been prepared which is contained at **Appendix D**. The Action Plan will be updated and agreed with the London Development Legacy Corporation and Transport for London at the time of each review of the Travel Plan. The Action Plan will contain a program of measures designed to help achieve the Travel Plan targets on travel mode share. It will clearly set out the tasks involved, the person(s) responsible, and dates by which the measures will be achieved over the following 12 months. The Travel Plan will be reviewed and an Action Plan will be submitted to the London Development Legacy Corporation and Transport for London within 1 month of undertaking each review.

7.8 Should targets be met the Travel Plan Coordinator should maintain the modal split and seek further advice from the London Development Legacy Corporation and Transport for London concerning new targets.

***Marketing and Communication Strategy***

7.9 Staff and visitors will be made aware of both the opportunities that will be available for alternative sustainable travel and of the likely measures to be included within this Travel Plan.

- 
- 7.10 A "mail shot" will be produced by the Travel Plan Coordinator at the time of each review or as required (see Action Plan) which will include the latest information on bus, rail, walking, cycling, car sharing arrangements. This information will also be provided within the Travel Information Pack, a copy of which is provided to the rear of this report within **Appendix C**.
- 7.11 The Travel Plan Coordinator contact information including a telephone number and email address will be displayed within communal staff and visitor areas.
- 7.12 If the Hotel has a website then the travel plan and sustainable travel information will be included within the website and in the Hotels literature. The Travel Plan Coordinator will explore the opportunity to further promote the wide range of sustainable travel modes which are available within the vicinity of the hotel by providing sustainable travel information in any correspondence with visitors for example through booking confirmation emails and postage sent to potential visitors.

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## 8 Summary

- 8.1 This Travel Plan sets out a series of measures which it is believed will encourage changes in the travel patterns of hotel staff, from use of the single occupancy private vehicle to more sustainable forms of transport.
- 8.2 The Travel Plan includes reference to compliance and enforcement of and the appointment of a Travel Plan Coordinator and together with the required monitoring, review and reporting over the 3 and 5 year periods after first occupation.
- 8.3 It is considered that these measures will help to reduce the reliance on the private car particularly single-person trips in the peak hours. In turn the numbers of trips by other modes of transport should increase thereby contributing to an improvement of the environment.
- 8.4 The travel plan is required to manage the transport needs of staff and visitors to the proposed Hotel so as to minimise car usage and promote alternative modes of transport.
- 8.4.1 Serena Hotel Ltd are committed to encouraging positive changes to the modes of transport used in connection with the proposed Hotel and believe that these measures will help the viability and attractiveness of the overall site to the benefit of both staff and Visitors.

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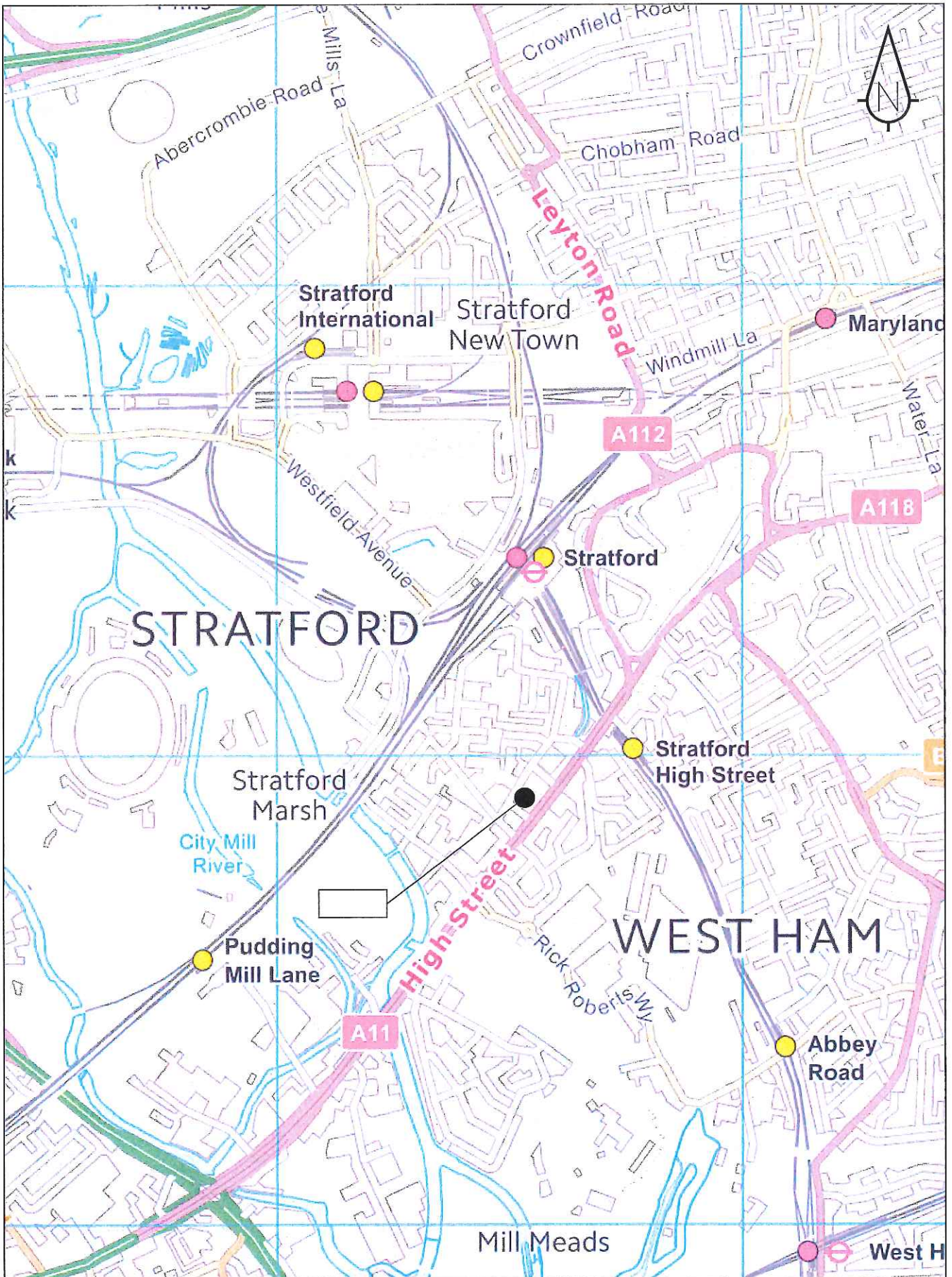
## **APPENDIX A**


*Figure 1 – Site Location Plan*

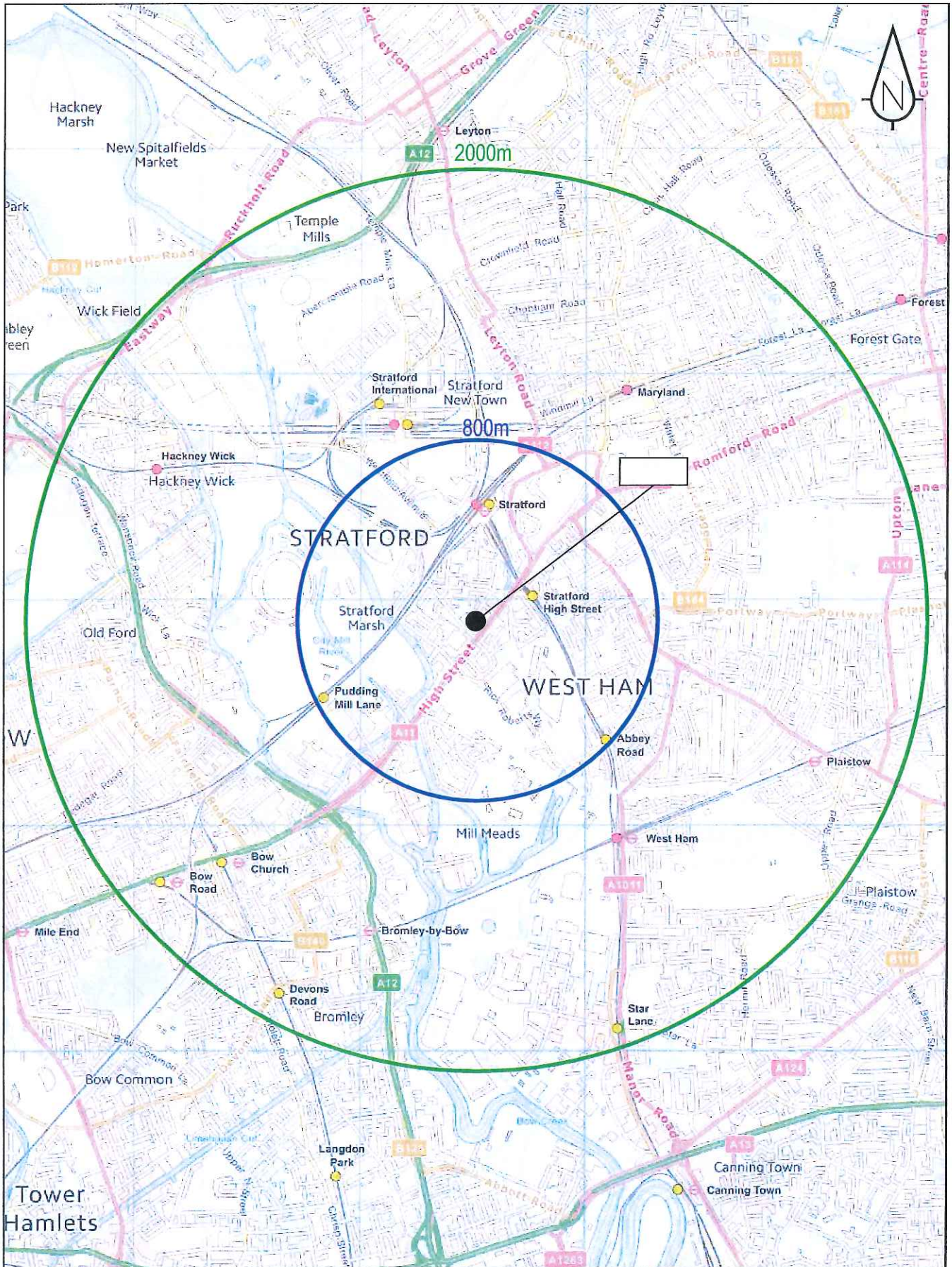
*Figure 2 – Indicative Walking Distances 800m and 2,000m*

*Figure 3A – Indicative Cycling Distance 5km*

*Figure 4A – Public Transport Information*




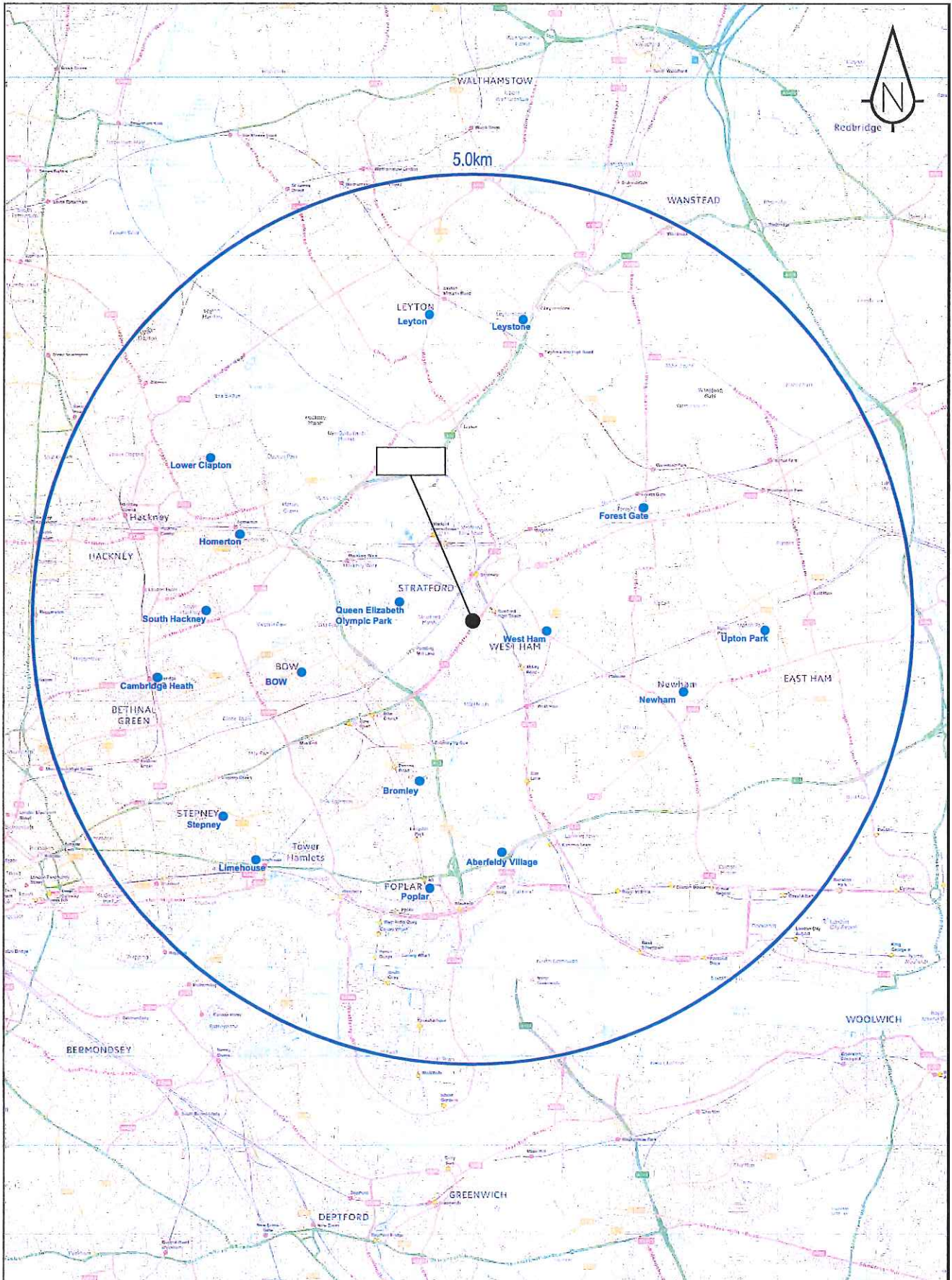
Drawn LOB	Scale NTS	 <small>ISO 9001 REGISTERED FIRM</small>
Checked IEL	Date October 2015	
Approved IEL	Drawing Number Figure 1	Size A4




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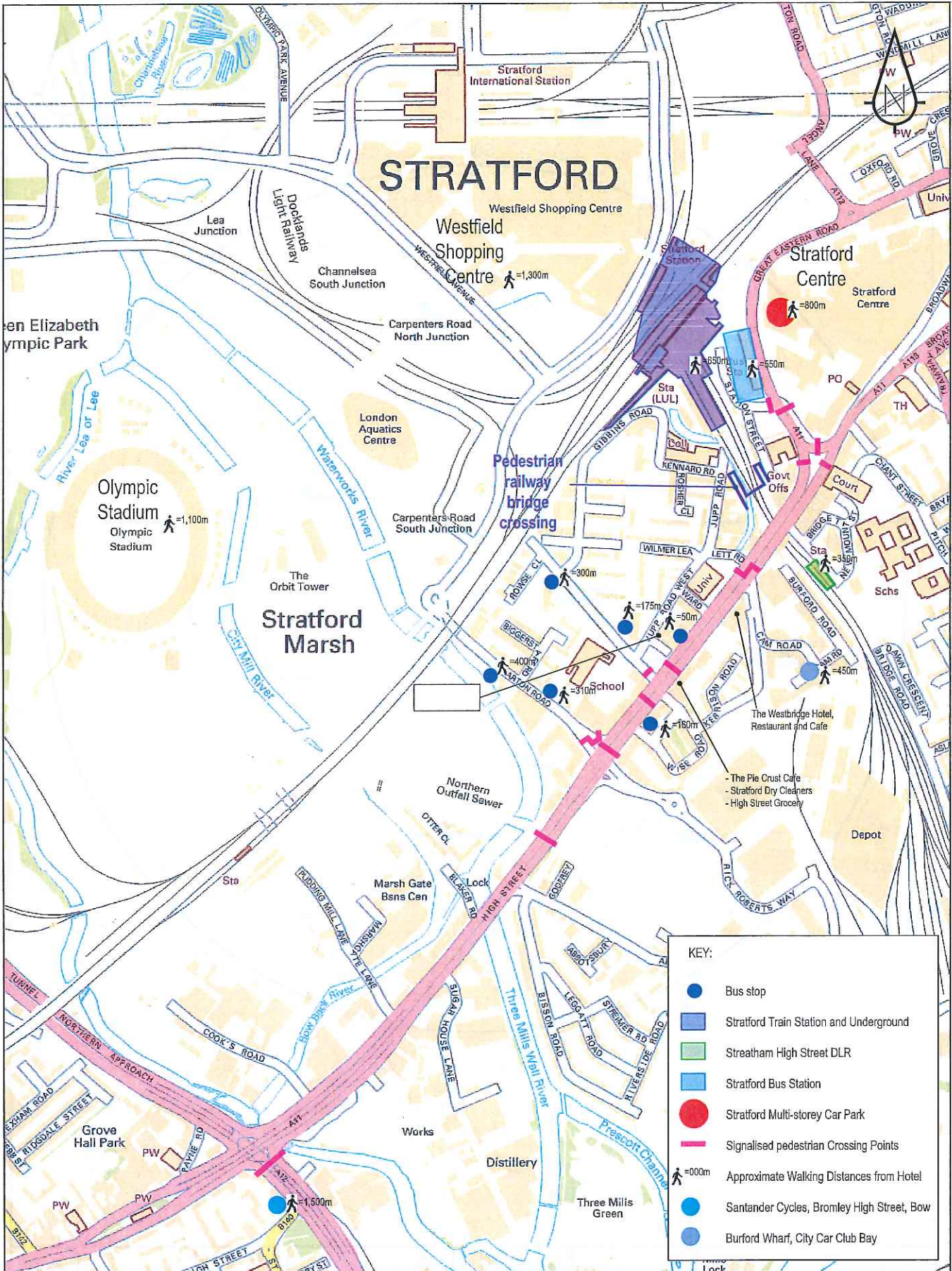
Proposed Hotel  
 7-9 Park Lane  
 London, E15 2JG  
 Indicative Walking Distances  
 800m and 2,000m

Drawn LOB	Scale NTS	 <small>ISO 9001 REGISTERED FIRM</small>
Checked IEL	Date October 2015	
Approved IEL	Drawing Number Figure 2	Size A4



 <b>sanderson</b> associates (consulting engineers) ltd Highways   Traffic   Transportation   Water T 01924 844080 mail@sandersonassociates.co.uk F 01924 844081 www.sandersonassociates.co.uk	<b>Proposed Hotel</b> <b>7-9 Park Lane</b> <b>London, E15 2JG</b>		Drawn LOB	Scale NTS	 <small>ISO 9001          REGISTERED FIRM</small>
	<b>Indicative Cycling Distance 5km</b>		Checked IEL	Date December 2015	
			Approved IEL	Drawing Number Figure 3A	Size A4





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Proposed Hotel  
 7-9 Park Lane  
 London, E15 2JG

Public Transport Information

Drawn LOB	Scale NTS	
Checked IEL	Date December 2015	
Approved IEL	Drawing Number Figure 4A	Size A4

***APPENDIX B***

***Staff Travel Survey Template***

***Guest 'Snapshot' Travel Survey Template***

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## Staff Travel Questionnaire

We are committing to produce a Travel Plan. A Travel Plan is an evolving document which seeks to challenge the way in which we all travel to work and aims to encourage alternative modes of transport to single car occupancy journeys. This benefits the employee with health improvements and petrol cost savings – the organisation: with a reduced demand for car parking spaces and the associated costs and the environment in reduced air pollution and reduced traffic congestion.

Your answers and the findings of our survey will provide us with an accurate basis on which to proceed towards our aims and also gives you the opportunity to make any comments that you feel are important in relation to the way you choose to travel to work.

Minimum personal information is required and confidentiality will be maintained.

## Travel Survey

1. What is your home postcode?

.....

2. What town or village do you live in?

.....

3. What is your usual place of work?

.....

4. How far do you travel to work?

up to 1 mile

over 2 miles and up to 5 miles

over 10 miles and up to 20 miles

over 1 mile and up to 2 miles

over 5 miles and up to 10 miles

over 20 miles

5. When do you normally arrive at work?

8.00-8.29am

8.30-8.59am

9.00-9.29am

9.30-10.00am

Other – please specify.....

6. When do you normally leave work?

4.00-4.29pm

4.30-4.59pm

5.00-5.29pm

5.30-6.00pm

Other – please specify.....

7. Is your work

part time?

full time?

If part time, please specify how many days per week you work

.....

8. Do you have any mobility difficulties which affects your transport choice?

Yes

No

9. How did you travel to work in the last 7 days? If your journey used more than one mode of transport, please show just the main part of the journey.

	Mon	Tues	Weds	Thurs	Fri	Sat	Sun
Bus							
Bicycle							
Car, as driver, on your own							
Car, as driver, with other (s)							
Car, as passenger							
Foot							
Motorbike							
Train							
Home Working							
Taxi							

Travel Survey

10. What shift pattern have you generally been working in the last 7 days? Please select the shift pattern which reflects the shift pattern you have mainly worked in the last 7 days.

- O Morning (Start before 09:30am) O Daytime (Start after 09:30am)
O Night (Start after 18:00pm) other (Please specify).....

11. How do you travel to work if your normal form of transport is not available?

- O Bus O Bicycle O Car, as driver, on your own
O Car as driver with other (S) O Car as passenger
O Foot O Motorbike O Train
O Other - please specify .....

12. If you drive to work on your own, would you be willing to try more environmentally-friendly options such as walking, public transport or car sharing some of the time?

- O yes O No

13. Are there any particular barriers which make it difficult for you to use these more environmentally-friendly options? What are they?

.....

14. If you are travelling directly between your home and work, how easy or difficult do you think it is to travel by the following means?

Table with 6 columns: Very Easy, Quite Easy, Quite Difficult, Very Difficult, Not Possible. Rows include Walking, Bike, Bus, Train, Car Share.

15. Which of the following would encourage you to walk or cycle to work? Please tick no more than three.

- O A small incentive each day you do not drive
O Drying rooms and lockers at work
O Showers and changing rooms
O Secure bike parking
O A course to practice cycling and gain confidence in safe environment
O Another cyclist to show you a good cycling route to work
O Construction of dedicated cycle tracks - if so, please specify location
O Creation of new site entrance to make your route more convenient - if so, please specify location
O Other - please specify .....

16. Which of the following changes would most encourage you to use public transport to or from work? Please tick no more than three

- O A small incentive each day you do not drive
O Better quality bus waiting facilities
O Readily available up to date use bus and train timetables
O Reduced cost staff pass on public transport
O Existing public transport services re-timed to better fit your work hours - if so, please specify bus or train service
O Additional bus route - if so, please specify location
O Other - please specify .....

Travel Survey

17. Which of the following changes would most encourage you to car share to and from work?

- A small incentive every day you share a car
- A car share database to help you find a partner with similar work patterns
- Reserved car parking in a prime spot for car sharers
- Others – please specify .....

18. Do you sometimes spend a normal day working from home instead of in the office?

- Yes                                       No  
 If yes, how often? .....

19. Would you be interested in exploring the option of working from home instead of in the office?

- Yes                                       No

20. If you drive to work, where do you usually park?

- At worksite                                       Free parking in nearby street
- Paid parking in nearby street                       Paid parking in commercial car park

21. How many trips have you made for business purposes during the last month?

.....

22. What were the last three destinations that you travelled to for business purposes?

1. ....

2. ....

3. ....

23. How did you travel on these business trips?

	Destination 1	Destination 2	Destination 3
Car, as driver, on your own			
Car, as driver, with other (s)			
Car, as passenger			
Train			
Bike			
Walk			
Bus			
Motorbike			
Air			

24. If you drove or flew to any of your destinations, would any of the following options have been feasible?

	Destination 1	Destination 2	Destination 3
Car share			
Telephone or video conference, if facilities had been available			
Train			
Bike			
Walk			
Bus			
Motorbike			

### Travel Survey

25. Is there anything that would make it easier for you to use these options for business travel?

26. If you drive a car for business trips, is it

- Car from the company pool fleet       Your own car
- Company car allocated to you personally

27. Do you have any other comments?

.....





**APPENDIX C**  
*Travel Information Pack*



**Sustainable Travel Information Pack**  
**7-9 Park Lane, London, E15 2JG**

All employees, guests and visitors to the development are encouraged to use sustainable modes of travel to and from the site. This document has been produced to inform all employees, guests and visitors of the local facilities surrounding the site.

**Bus facilities**

The site is located within close proximity to bus stops on the High Street, Carpenters Road and Wharton Road. These bus stops are accessible via footways and signalised pedestrian crossings, all routes are well lit. The following tables summarise the available services and a plan detailing their locations can be found on page 3:

Summary of services on the A118 High Street		Frequency			
No	Overall Route	Daytime Frequency (Mon - Sat)	Evening Frequency (Mon - Sat)	Sunday Daytime Frequency	Sunday Evening Frequency
25	Hainault St (Ilford) to Holles Street (Soho)	3-7 mins	1-5 mins	4-8 mins	6-9 mins
108	Stratford Bus Station to Molesworth Street (Lewisham)	8-11 mins	15 mins	15 mins	15 mins
276	Stoke Newington Common to Gateway Surgical Centre (Newham)	8-11 mins	20 mins	15 mins	20 mins
425	Stratford Bus Station to Kenninghall Road (Clapton)	10-14 mins	20 mins	15 mins	20 mins
N8	The Lowe to Holles Street (Soho)	no service	00:55 - 06:03 every 15mins	no service	00:55 - 06:06 every 15mins

Summary of services on Carpenters Road		Frequency			
No	Overall Route	Daytime Frequency (Mon - Sat)	Evening Frequency (Mon - Sat)	Sunday Daytime Frequency	Sunday Evening Frequency
D8	Stratford International to Isle of Dogs	10-13 mins	20 mins	20 mins	20 mins

Summary of services on Warton Road		Frequency			
No	Overall Route	Daytime Frequency (Mon - Sat)	Evening Frequency (Mon - Sat)	Sunday Daytime Frequency	Sunday Evening Frequency
N205	Chobham Academy to Cleveland Terrace	No Service	00:35 to 04:35 every 30 mins	No Service	00:35 to 04:35 every 20 mins

Further services are available from Stratford Bus Station which is located close to Stratford Train Station approximately 550m walking distance from the site. The location of the Stratford Bus Station and the Bus Stops above are shown on the plan attached on Page 3. Further timetable information and a Journey Planner can be found at: [www.tfl.gov.uk](http://www.tfl.gov.uk)

Employees, guests and visitors are also encouraged to utilise the Live Bus Arrival service which provides real-time information on bus services throughout the day. Further information can be found at <http://www.tfl.gov.uk/modes/buses/live-bus-arrivals>. Details of bus service can also be provided texting your stop number to 87287 although there is a charge of 12p plus the standard network charge.

**Underground Travel**

The closest tube station to the development site is Stratford Underground Station which operates the Central and Jubilee Lines. The station is located approximately 650m northeast of the site, the stations location can be seen on the plan attached on page 3. Further information regarding these stations time tables and other information can be found at [www.tfl.gov.uk](http://www.tfl.gov.uk).

**Train facilities**

The closest train station to the site is Stratford located approximately 650m walking distance northeast of the site. Stratford Station is a staffed station that is under the management of TfL Rail. The station has 12 platforms and provides service to local, regional and national destinations. The station provides cycle parking for up to 200 cycles, taxi information, ticket office, ticket machine

and sheltered seating. Further information concerning services is available at the following web address:  
[http://www.nationalrail.co.uk/times\\_fares/timetable/](http://www.nationalrail.co.uk/times_fares/timetable/)

### ***Car Sharing***

Existing car sharing schemes will also be promoted to further encourage car sharing. Further details of car sharing schemes can be found at [www.carshare.com](http://www.carshare.com) and [www.liftshare.com](http://www.liftshare.com)

### ***Taxis***

There are a number of licensed private hire taxi firms and details and contact information is available from reception.

### ***Cycle facilities***

There is currently a mixture of cycling facilities in and around the area of the site. These include clearly marked segregated cycle-ways as well as named/numbered cycle routes. Cycling parking facilities will be provided at the hotel and Information on cycling, maps and cycle training is available from [www.tfi.gov.uk/cycling](http://www.tfi.gov.uk/cycling) and [www.sustrans.org.uk](http://www.sustrans.org.uk)

Cycle parking for staff is available in the back of house and changing and showering facilities are provided in the basement.

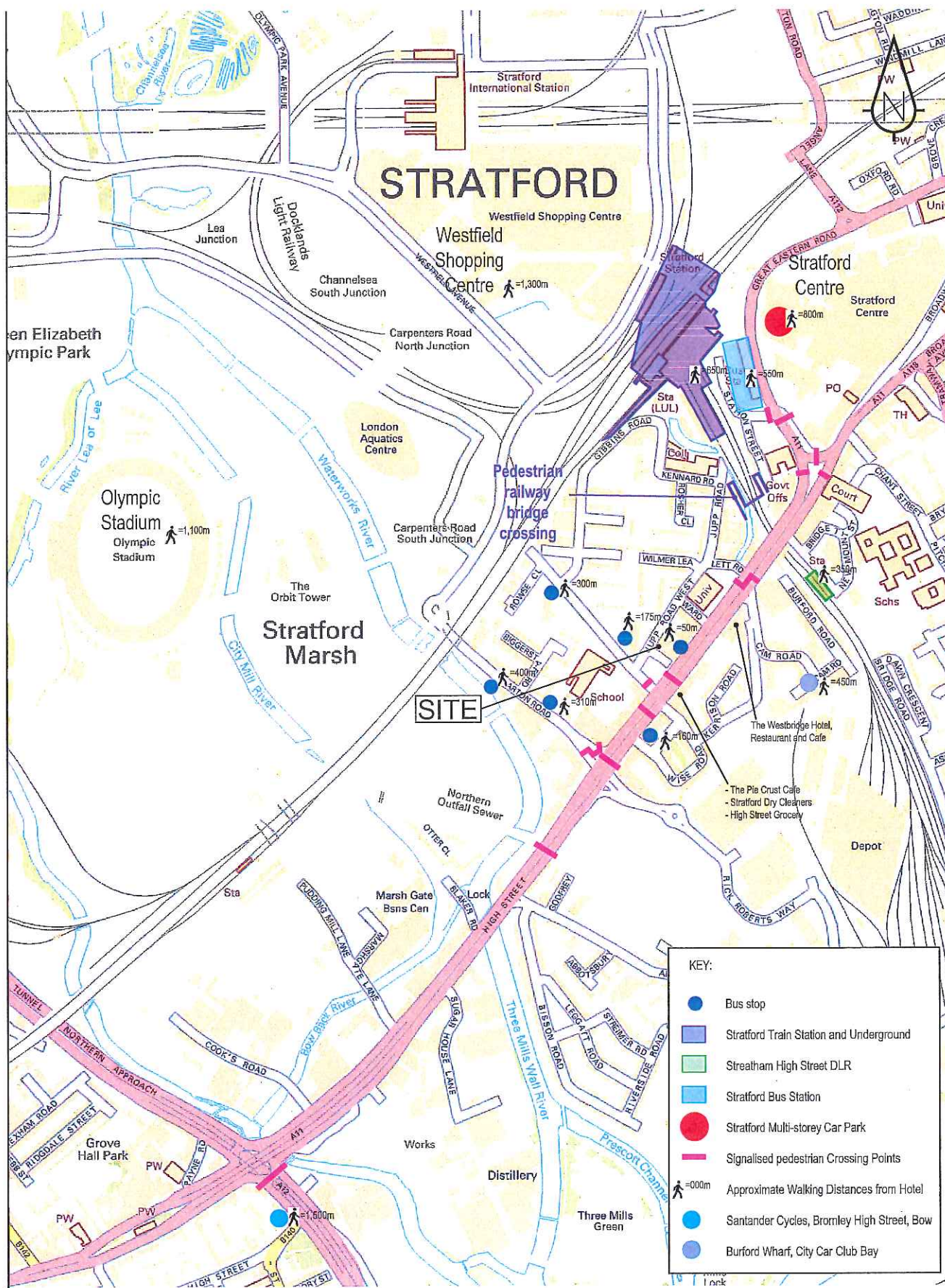
The closest Santander Cycles are located on Bow Street which is located approximately 1,500m in walking distance south west of the Hotel. The location of the Santander Cycles are shown on the map to the end of this information pack.

### ***Walking facilities***

The site is located close to a variety of local amenities such as, local shops, launderette, restaurants, cafes and newsagents located within close proximity to the site.

There are a number of local pedestrian links within proximity to the site and these include dropped crossing points with tactile paving.

For further information please contact the Travel Plan Coordinator \_\_\_\_\_ on \_\_\_\_\_



# STRATFORD

Westfield Shopping Centre  
 Westfield Shopping Centre ≈1,300m

Olympic Stadium  
 Olympic Stadium ≈1,100m

Stratford Marsh


**SITE**

- KEY:**
- Bus stop
  - Stratford Train Station and Underground
  - Stretcham High Street DLR
  - Stratford Bus Station
  - Stratford Multi-storey Car Park
  - Signalled pedestrian Crossing Points
  - ≈ Approximate Walking Distances from Hotel
  - Santander Cycles, Bromley High Street, Bow
  - Burford Wharf, City Car Club Bay

**APPENDIX D**

*Action Plan*

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## ACTION PLAN AND CHECKLIST

Primary Travel Plan Measures	Action Plan				
	Aim	Action	Responsibility	Time to Complete	Review & Update
Disseminate a Travel Information Pack to all Employees.	To inform all staff of the most up-to-date travel to work information.	Obtain latest timetable information (bus/rail), up-date walking / cycling facilities both within the site and within the local area, update the car share scheme including the opportunities to travel from the local area. (Base on example contained within <b>Appendix C</b> of the Travel Plan)	Travel Plan Coordinator	1 month	Upon occupation and then 1 month prior to the 3 and 5 year reviews
Provide Travel Information Packs within communal visitor/guest areas.	To inform all visitors/guests of the most up-to-date travel to the site information.	Obtain latest timetable information (bus/rail), up-date walking / cycling facilities both within the site and within the local area. (Base on example contained within <b>Appendix C</b> of the Travel Plan)	Travel Plan Coordinator	1 month	Upon occupation and then 1 month prior to the 3 and 5 year reviews
Undertake Staff Travel Survey.	To establish base modal split data and to assess progress towards achieving the primary objective of the Travel Plan.	Disseminate staff travel surveys to all employees. Surveys should be completed within 1 month of receipt and results compiled and submitted within the 3 and 5 year reviews. (Base on example contained within <b>Appendix B</b> of the Travel Plan)	Travel Plan Coordinator	Within 1 month following distribution of survey	Within 3 months following initial occupation and then 3 and 5 year thereafter
Undertake visitor/guest Snapshot survey.	To assess the effectiveness of Travel Plan measures aimed at visitor/guest travel.	Undertake a weeklong survey of visitor/guest travel which should be conducted by reception staff. Conduct the survey following dissemination of the staff travel surveys. (Base on example contained within <b>Appendix B</b> of the Travel Plan)	Travel Plan Coordinator	Within 1 months following distribution of survey	Within 3 months following initial occupation and then 3 and 5 year thereafter during the employee survey

### ACTION PLAN AND CHECKLIST

Undertake and submit the 3 year and 5 year Reviews.	To inform the London Legacy Development Corporation and other relevant stakeholders of the Hotels progress towards achieving the Travel Plan's primary target.	Compile survey results for both staff and visitor/guest travel. Provide a summary of the data, assess the effectiveness of measures, and provide suggested alterations to the measures if necessary. Discuss and agree any potential alterations with London Legacy Development Corporation prior to implementation.	Travel Plan Coordinator	Within 1 month of receiving the survey results	Within 1 month following receipt of all travel survey information
Revise the Action Plan as appropriate	To ensure any new initiatives or revised timescale (as agreed with the London Legacy Development Corporation) are listed and adhered to.	Revise Action Plan documents accordingly and submit with the 3 and 5 year review.	Travel Plan Coordinator	1 month	Within 1 month prior to the submission of the 3 and 5 year reviews
Promote the TfL Journey Planner	To ensure staff, guests and visitors are aware of the various sustainable travel modes available from the site.	Display information in staff, guest and visitor areas and promote using the TfL journey planner when enquires are made with regard to transport	Travel Plan Coordinator	Within 1 month	Within 1 month and regular promotion through posters and leaflets made available in staff, guest and visitor areas

Key Modal Measures	SMART Target Action Plan				
	Aim	Action	Responsibility	Time to Complete	Review & Update
<b>Walking</b>					
Promote walking to staff/guests/visitors living within 2km of the site	To encourage staff/guests/visitors classed as living 'close by' to walk to the site in order to reduce vehicle use.	Display maps indicating a 0.8km and 2km radius from the site in communal staff areas along with typically walking times as per <b>Appendix A (Figure 2)</b> . Display maps showing any traffic free routes i.e. public foot paths, bridal ways, obtain from the Local Authority.	Travel Plan Coordinator	Within 1 month	Upon initial occupation and then 1 month prior to 3 and 5 year reviews

### ACTION PLAN AND CHECKLIST

Promote employee walking group scheme	To encourage staff to travel to work together in groups. This will enhance personal safety and may encourage more staff to travel in this way.	Display walking group signup sheets in communal staff areas; send a 'mail shot' to all employees informing them of the scheme. Review the number of participants, shift patterns and organise a participant meeting to discuss and organise the schemes operation.	Travel Plan Coordinator	Within 1 month	Upon initial occupation and then every 3 months
Promote the health benefits of walking to staff/guests/visitors	To encourage staff to travel to work by foot.	Obtain information from the policy documents detailed within the Travel Plan and seek out additional local information promoted by the Local Authority. Display on both staff and guest/visitor notice boards.	Travel Plan Coordinator	Within 1 month	Upon initial occupation and then every 6 months
Promote local services and facilities situated within the area; including shops, services, food outlets	To encourage staff not to travel away from the site via car during lunch and break periods.	Display information in communal staff areas.	Travel Plan Coordinator	Within 1 month	Upon initial occupation and then every 6 months
<b>Cycling</b>					
Display 5km cycling radius from the site and promote to staff/guest/visitor	To inform staff/guests/visitors living within 5 km of the site that they could travel to the site by bicycle.	Provide a map in communal staff/guest/visitor areas. Provide details of typical cycle times from local areas as detailed within the Travel Plan.	Travel Plan Coordinator	Within 1 month	Upon initial occupation and then 1 month prior to the 3 and 5 year reviews
Promote cycle route maps produced by TfL to staff/guests/visitors	To illustrate the available routes that could be utilised by staff/guests/visitors	Obtain TfL cycle route maps and display in communal staff/guest/visitor areas	Travel Plan Coordinator	Within 1 month	Upon initial occupation and then every 6 months
Investigate a tax exempt interest free cycle loan scheme for employees	To assist staff in purchasing a bicycle to help them travel to work sustainably.	Promote the scheme in the communal staff areas and through a 'mail shot'.	Travel Plan Coordinator	Within 1 month	Upon initial occupation and then 1 month prior to the 3 and 5 year reviews



## ACTION PLAN AND CHECKLIST

Promote employee cycling group scheme	To encourage staff to travel to work together in groups. This will enhance personal safety and may encourage more staff to travel in this way.	Display cycling group signup sheets in communal staff areas; send a 'mail shot' to all employees informing them of the scheme. Review the number of participants, shift patterns and organise a participant meeting to discuss and organise the schemes operation.	Travel Plan Coordinator	Within 1 month	Upon initial occupation and then every 3 months
Introduce a 'Cycle to Work' initiative for employees	To encourage and introduce employees to cycling as part of a national event. The promotion of such events is important in encouraging cyclists of all levels to participate.	Check web link within the Travel Plan to obtain ideas and dates for various national events. Organise events during the spring / summer period.	Travel Plan Coordinator	Within 1 month	Upon initial occupation and then 1 month prior to the 3 and 5 year reviews
<b>Car Sharing</b>					
Employee car sharing list/database produced	To encourage car sharing amongst employees and reduce single occupancy car journeys.	Display car share signup sheets in communal staff areas; send a 'mail shot' to all employees informing them of the scheme. Review the number of participants, shift patterns and organise a participant meeting to discuss and organise the schemes operation.	Travel Plan Coordinator	Within 1 month -	Upon initial occupation and then every 3 months
<b>Taxi</b>					
Liaise with local taxi firms to negotiate staff/guest/visitor discount	Encourage staff/guest/visitor to use taxis if required as oppose to using their own vehicle.	Display taxi firm contact details on staff/guest/visitor areas and provide information on taxi sharing.	Travel Plan Coordinator	1 month prior to the 3 and 5 year reviews	Upon initial occupation and then before the 3 and 5 year reviews
<b>Public Transport Facilities</b>					
Obtain discount and ticketing details from local public transport operators	To encourage staff/guests/visitors to travel via public transport.	Provide details of any discounts and display on the staff/guest/visitor areas.	Travel Plan Coordinator	Within 1 month -	Upon initial occupation and then every 3 months

**ACTION PLAN AND CHECKLIST**

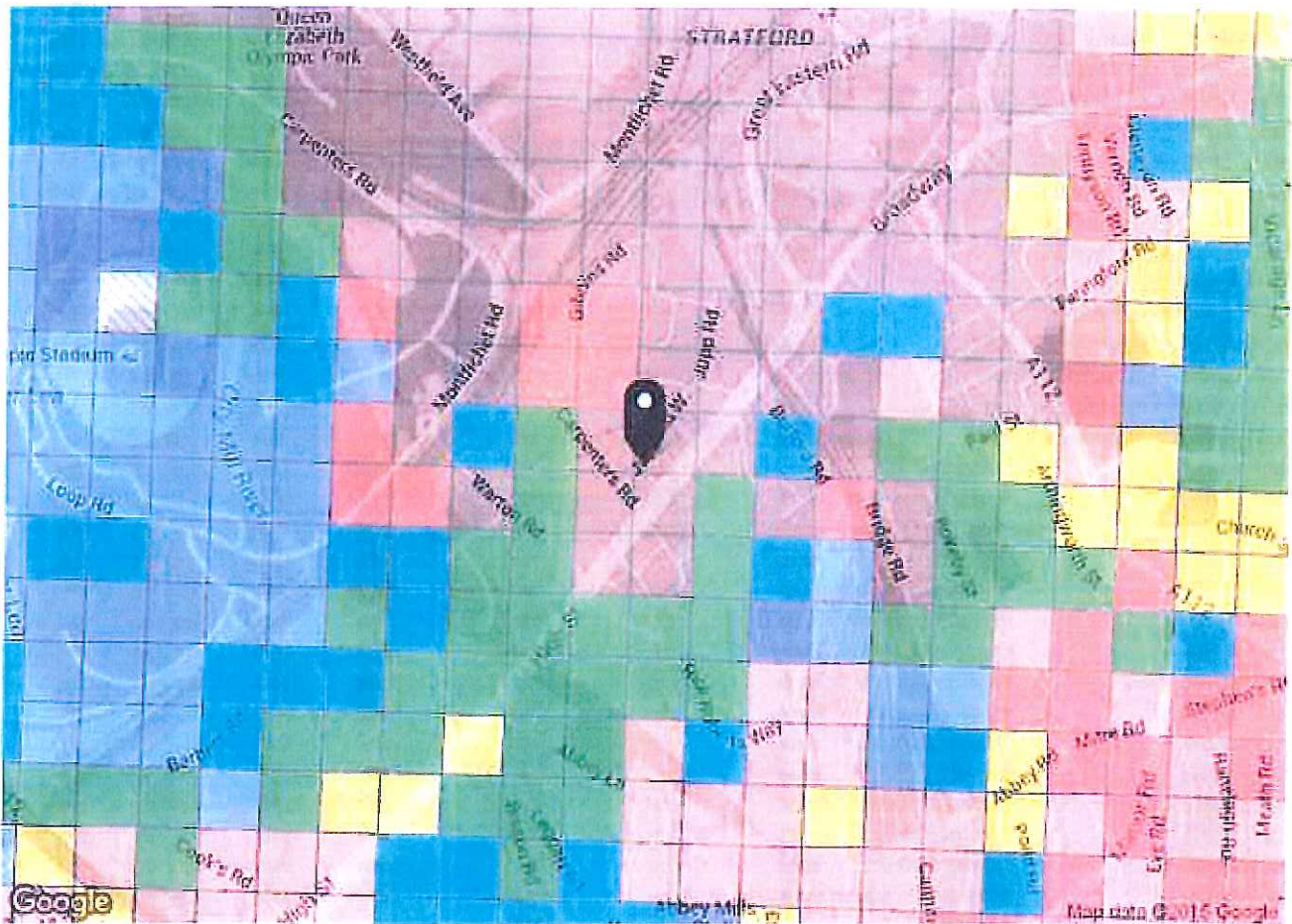
Obtain the latest bus timetables	To encourage staff/guests/visitors to travel via public transport.	Bus timetables to be displayed on staff/visitor areas	Travel Plan Coordinator	Within 1 month -	Upon initial occupation and then every 3 months
Promotion of local train services timetable and routes to staff/guests/visitors and how to access the station from the site i.e. connecting buses, taxi's.	To encourage staff/guest/visitors to travel via public transport.	Train timetables to be displayed on staff/visitor areas	Travel Plan Coordinator	Within 1 month -	Upon initial occupation and then every 3 months

**NB. For further information on any of the above or for further initiatives please contact the Travel Plan Coordinator \_\_\_\_\_**  
**on \_\_\_\_\_ or \_\_\_\_\_@\_\_\_\_\_ [co.uk/com](http://www.sandersonassociates.co.uk/com)**

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**APPENDIX E**  
*PTAL Report Output*





PTAL output for 2011 (Base year)  
6b

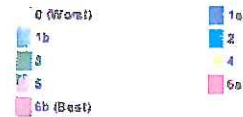
E15 2JG  
London E15 2JG, UK

Easting: 538513, Northing: 183902

Grid Cell: 95331

Report generated: 15/10/2015

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)	WT (mins)	EDF	Weight	AI
Bus	HIGH ST YORKSHIRE GREY	25	307.12	8	3.84	5.75	9.59	3.19	1	3.19
Bus	HIGH ST YORKSHIRE GREY	108	307.12	6	3.84	7	10.84	2.77	0.5	1.38
Bus	HIGH ST YORKSHIRE GREY	276	337.12	6	3.84	7	10.84	2.77	0.5	1.38
Bus	HIGH ST YORKSHIRE GREY	425	337.12	5	3.84	8	11.84	2.53	0.5	1.27
Bus	CARPENTERS ARMS	D8	257.68	5	3.22	8	11.22	2.67	0.5	1.34
Bus	STRATFORD BUS STATION	104	534.84	6	6.69	7	13.69	2.19	0.5	1.1
Bus	STRATFORD BUS STATION	238	534.84	6	6.69	7	13.69	2.19	0.5	1.1
Bus	STRATFORD BUS STATION	257	534.84	8	6.69	5.75	12.44	2.41	0.5	1.21
Bus	STRATFORD BUS STATION	66	534.84	10	6.69	5	11.69	2.57	0.5	1.28
Bus	STRATFORD BUS STATION	158	534.84	6	6.69	7	13.69	2.19	0.5	1.1
Bus	STRATFORD BUS STATION	241	534.84	6	6.69	7	13.69	2.19	0.5	1.1
Bus	STRATFORD BUS STATION	308	534.84	5	6.69	8	14.69	2.04	0.5	1.02
Bus	STRATFORD BUS STATION	69	534.84	7.5	6.69	6	12.69	2.36	0.5	1.18
Bus	STRATFORD BUS STATION	473	534.84	5	6.69	7	13.69	2.19	0.5	1.1
Bus	STRATFORD BUS STATION	262	534.84	6	6.69	7	13.69	2.19	0.5	1.1
Rail	Stratford	'HARWICH-LIVST 1A17'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'HARWICH-LIVST 1A27'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'PRKSTON-LIVST 1A95'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'WITHAME-LIVST 1F05'	637.38	0.67	7.97	45.53	53.49	0.56	0.5	0.28
Rail	Stratford	'LIVST-BRAINTR 1F06'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'CLCHR TN-LIVST 1F07'	637.38	0.67	7.97	45.53	53.49	0.56	0.5	0.28
Rail	Stratford	'LIVST-CLCHR TN 1F09'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'BRAINTR-LIVST 1F09'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'LIVST-BRAINTR 1F10'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'LIVST-CLCHR TN 1F14'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'CHLMSFD-LIVST 1F15'	637.38	1	7.97	30.75	38.72	0.77	0.5	0.39
Rail	Stratford	'LIVST-BRAINTR 1F16'	637.38	0.67	7.97	45.53	53.49	0.56	0.5	0.28
Rail	Stratford	'BRAINTR-LIVST 1F17'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'BRAINTR-LIVST 1F23'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'SMINSTR-LIVST 1J03'	637.38	0.67	7.97	45.53	53.49	0.56	0.5	0.28
Rail	Stratford	'SMINSTR-LIVST 1J07'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'STHMC-LIVST 1K13'	637.38	3	7.97	10.75	18.72	1.6	0.5	0.8
Rail	Stratford	'LIVST-STHMC 1K14'	637.38	2.67	7.97	11.99	19.95	1.5	0.5	0.75
Rail	Stratford	'STHMC-LIVST 1K21'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'CLACTON-LIVST 1N03'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'LIVST-CLACTON 1N06'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'CLACTON-LIVST 1N07'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'CLACTON-LIVST 1N11'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'LIVST-CLACTON 1N12'	637.38	0.67	7.97	45.53	53.49	0.56	0.5	0.28
Rail	Stratford	'CLACTON-LIVST 1N13'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'CLACTON-LIVST 1N15'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'CLACTON-LIVST 1N29'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'NRCH-LIVST 1P03'	637.38	0.67	7.97	45.53	53.49	0.66	0.5	0.28
Rail	Stratford	'LIVST-NRCH 1P06'	637.38	1	7.97	33.75	38.72	0.77	0.5	0.39
Rail	Stratford	'STWMRKT-LIVST 1P09'	637.38	0.67	7.97	45.53	53.49	0.56	0.5	0.28
Rail	Stratford	'IPSWICH-LIVST 1Y03'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'IPSWICH-LIVST 1Y05'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'LIVST-IPSMCH 1Y06'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'LIVST-IPSMCH 1Y08'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'LIVST-IPSMCH 1Y10'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'GIDEAPK-LIVST 2C07'	637.38	3	7.97	10.75	18.72	1.6	0.5	0.8
Rail	Stratford	'GIDEAPK-LIVST 2C21'	637.38	1.67	7.97	18.71	26.68	1.12	0.5	0.56
Rail	Stratford	'ILFORD-LIVST 2C29'	637.38	1	7.97	30.75	38.72	0.77	0.5	0.39
Rail	Stratford	'SHENFLD-LIVST 2W09'	637.38	1.67	7.97	18.71	26.68	1.12	0.5	0.56
Rail	Stratford	'SHENFLD-LIVST 2W11'	637.38	1.33	7.97	23.31	31.27	0.96	0.5	0.48
Rail	Stratford	'LIVST-SHENFLD 2W16'	637.38	6	7.97	5.75	13.72	2.19	1	2.19
Rail	Stratford	'SHENFLD-LIVST 2W19'	637.38	3	7.97	10.75	18.72	1.6	0.5	0.8
Rail	Stratford	'STWMRKT-LIVST 1P17'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15

Mode	Stop	Route	Distance (metres)	Frequency(vph)	Walk Time (mins)	SWT (mins)	TAI (mins)	EDF	Weight	AI
Rail	Stratford	'LIVST-CLCHRTN 2F30'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'LIVST-STHMC 2K12'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'STHMC-LIVST 2K25'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'STHMC-LIVST 2K37'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'HERTFDE-STFD 2O61'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'STFD-BROXB RN 2O62'	637.38	0.67	7.97	45.53	53.49	0.56	0.5	0.28
Rail	Stratford	'BROXB RN-STFD 2O63'	637.38	0.67	7.97	45.53	53.49	0.56	0.5	0.28
Rail	Stratford	'STFD-BSHPSFD 2S02'	637.38	1	7.97	30.75	38.72	0.77	0.5	0.38
Rail	Stratford	'BSHPSFD-STFD 2S05'	637.38	0.67	7.97	45.53	53.49	0.56	0.5	0.28
Rail	Stratford	'BSHPSFD-STFD 2S09'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
Rail	Stratford	'CLPHMJ2-STFD 2L50'	637.38	3.67	7.97	8.92	16.89	1.78	0.5	0.89
Rail	Stratford	'STFD-CLPHMJ2 2Y11'	637.38	3.67	7.97	8.92	16.89	1.78	0.5	0.89
LUL	Stratford	'Epping-Ealing'	637.38	3	7.97	10.75	18.72	1.6	0.5	0.8
LUL	Stratford	'Epping-WRuislip'	637.38	3	7.97	10.75	18.72	1.6	0.5	0.8
LUL	Stratford	'RuislipGen-Epping'	637.38	1	7.97	30.75	38.72	0.77	0.5	0.38
LUL	Stratford	'WhiteCity-Epping'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
LUL	Stratford	'Epping-NActon'	637.38	1	7.97	30.75	38.72	0.77	0.5	0.38
LUL	Stratford	'Northolt-Epping'	637.38	0.67	7.97	45.53	53.49	0.56	0.5	0.28
LUL	Stratford	'Debden-WRuislip'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
LUL	Stratford	'WhiteCity-Debden'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
LUL	Stratford	'Debden-Northolt'	637.38	1	7.97	30.75	38.72	0.77	0.5	0.38
LUL	Stratford	'RuislipGdns-Debden'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
LUL	Stratford	'Loughton-WRuislip'	637.38	1	7.97	30.75	38.72	0.77	0.5	0.38
LUL	Stratford	'NActon-Loughton'	637.38	0.67	7.97	45.53	53.49	0.56	0.5	0.28
LUL	Stratford	'RuislipGdns-Loughton'	637.38	0.67	7.97	45.53	53.49	0.56	0.5	0.28
LUL	Stratford	'Loughton-WhiteCity'	637.38	0.67	7.97	45.53	53.49	0.56	0.5	0.28
LUL	Stratford	'Loughton-Northolt'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
LUL	Stratford	'Ealing-Loughton'	637.38	1	7.97	30.75	38.72	0.77	0.5	0.38
LUL	Stratford	'Ealing-NewburyPark'	637.38	0.67	7.97	45.53	53.49	0.56	0.5	0.28
LUL	Stratford	'WRuislip-NewburyPark'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
LUL	Stratford	'NActon-NewburyPark'	637.38	0.33	7.97	91.66	99.63	0.3	0.5	0.15
LUL	Stratford	'Hainault-Ealing'	637.38	5.33	7.97	6.38	14.36	2.09	0.5	1.05
LUL	Stratford	'Hainault-NActon'	637.38	1.33	7.97	23.31	31.27	0.96	0.5	0.48
LUL	Stratford	'Hainault-WRuislip'	637.38	3.33	7.97	9.76	17.73	1.69	0.5	0.66
LUL	Stratford	'RuislipGdns-NP-Hain'	637.38	0.67	7.97	45.53	53.49	0.56	0.5	0.28
LUL	Stratford	'WhiteCity-Hainault'	637.38	1.67	7.97	18.71	26.68	1.12	0.5	0.56
LUL	Stratford	'Hainault-NP-Northolt'	637.38	1	7.97	30.75	38.72	0.77	0.5	0.38
LUL	Stratford	'GrangeHill-WD-Eal'	637.38	1	7.97	30.75	38.72	0.77	0.5	0.38
LUL	Stratford	'GrangeHill-Wd-Writ'	637.38	0.67	7.97	45.53	53.49	0.56	0.5	0.28
LUL	Stratford	'GrangeHill-Wd-WRsp'	637.38	0.67	7.97	45.53	53.49	0.56	0.5	0.28
LUL	Stratford	'LEWISHAM-STRATF'	637.38	5	7.97	6.75	14.72	2.04	0.5	1.02
LUL	Stratford	'STRATF-CNRVWH'	637.38	5	7.97	6.75	14.72	2.04	0.5	1.02
LUL	Stratford	'WAARSL-STRATINT'	637.38	7.5	7.97	4.75	12.72	2.36	0.5	1.18
LUL	Stratford	'WembleyPark-Stratfo'	637.38	3.67	7.97	8.92	16.89	1.78	0.5	0.89
LUL	Stratford	'Stratford-Willesden'	637.38	4.33	7.97	7.68	15.65	1.92	0.5	0.96
LUL	Stratford	'Stammore-Stratford'	637.38	17.66	7.97	2.45	10.42	2.88	1	2.88
Total Grid Cell AI:										56.01

**APPENDIX F**  
*TfL ATTrBuTE Output*



# ATTrBuTe

Travel plan name	6-7 Park Lane, Stratford London
Planning application reference number	15/00361/FUL
Name of travel plan author	Luke O'Brien
Email address of travel plan author	luke.a.obrien@sandersonassociates.co.uk
Telephone number of travel plan author	01924844080
Name of travel plan assessor	Luke O'Brien
Job title/role of travel plan assessor	
Plan Type	Strategic level   Full   Travel Plan (occupiers known)

--

The development		2/3
Does the travel plan include details of the number of users expected on site (including employees, residents, deliveries and visitors)?	Information is provided on the size of the proposed Hotel. It is imagined that the proposed Hotel staff numbers, being only 28 bedrooms, will be low.	0
Does the travel plan include... a) full address of the development? b) contact details for the person responsible for preparing the travel plan?	NONE	2
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?	Reference to the National Planning Policy Framework, London Legacy Development Corporation Local Plan 2015 to 2031, reference to both the London Plan and the Mayors Transport Strategy, reference to TFL's Travel Plan Guidance	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?	The accessibility of the Hotel within the immediate vicinity of the Hotel is described fully within	5



	the Travel Plan and illustrated within the Travel Plan Appendices	
<b>Surveys</b>		<b>1/3</b>
Is a baseline modal split (actual trip numbers and percentage of all trips) estimated for the site?	Census data has been used to ascertain the baseline modal split	1
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?	NONE	0
<b>Objectives</b>		<b>3/3</b>
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?	NONE	3
<b>Targets</b>		<b>2/2</b>
Are there targets linking directly to each objective?	NONE	1
Have targets been set for three and five years after occupation?	NONE	1
<b>TP Co-ordinator</b>		<b>3/3</b>
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?	The Travel Plan details the roles and responsibilities of the Travel Plan Coordinator. The Travel Plan coordinator will be appointed by Serena Hotels Ltd and, whilst not a full time position, will be granted the time within their daily duties to fulfil the responsibilities detailed in the Travel Plan.	2
Has a travel plan co-ordinator been identified or is there agreement upon when a co-ordinator will be in place?	Travel Plan Coordinator is to be appointed by Serena Hotel Ltd on occupation.	1
<b>Measures</b>		<b>8/8</b>
Is an action plan provided which includes... a) short / medium / long term actions? b) timescales and responsibilities?	NONE	2

To what extent do the measures... a) support the objectives of the travel plan? b) reflect the context of the site?	NONE	6
<b>Monitoring</b>		<b>2/2</b>
Is it clear who is responsible for monitoring?	NONE	1
Is a clear monitoring programme that adheres to the standardised approach included?	NONE	1
<b>Securing and enforcement</b>		<b>1/1</b>
Is it clear how the travel plan will be secured?	7.1 The operation of this Travel Plan is likely to be secured through a condition of planning permission or a section 106 agreement. As detailed in the Travel Plan document	1
<b>Funding</b>		<b>0/6</b>
Has a sufficient budget been set for the... a) travel plan co-ordinator post? b) measures? c) monitoring programme?	NONE	0
Have funding streams been identified for the... a) travel plan co-ordinator post? b) measures? c) monitoring programme?	NONE	0
<b>Total - PASS</b>		<b>29</b>

**APPENDIX 4**

**JUPP ROAD**

# 01 - GROUND LEVEL PLAN

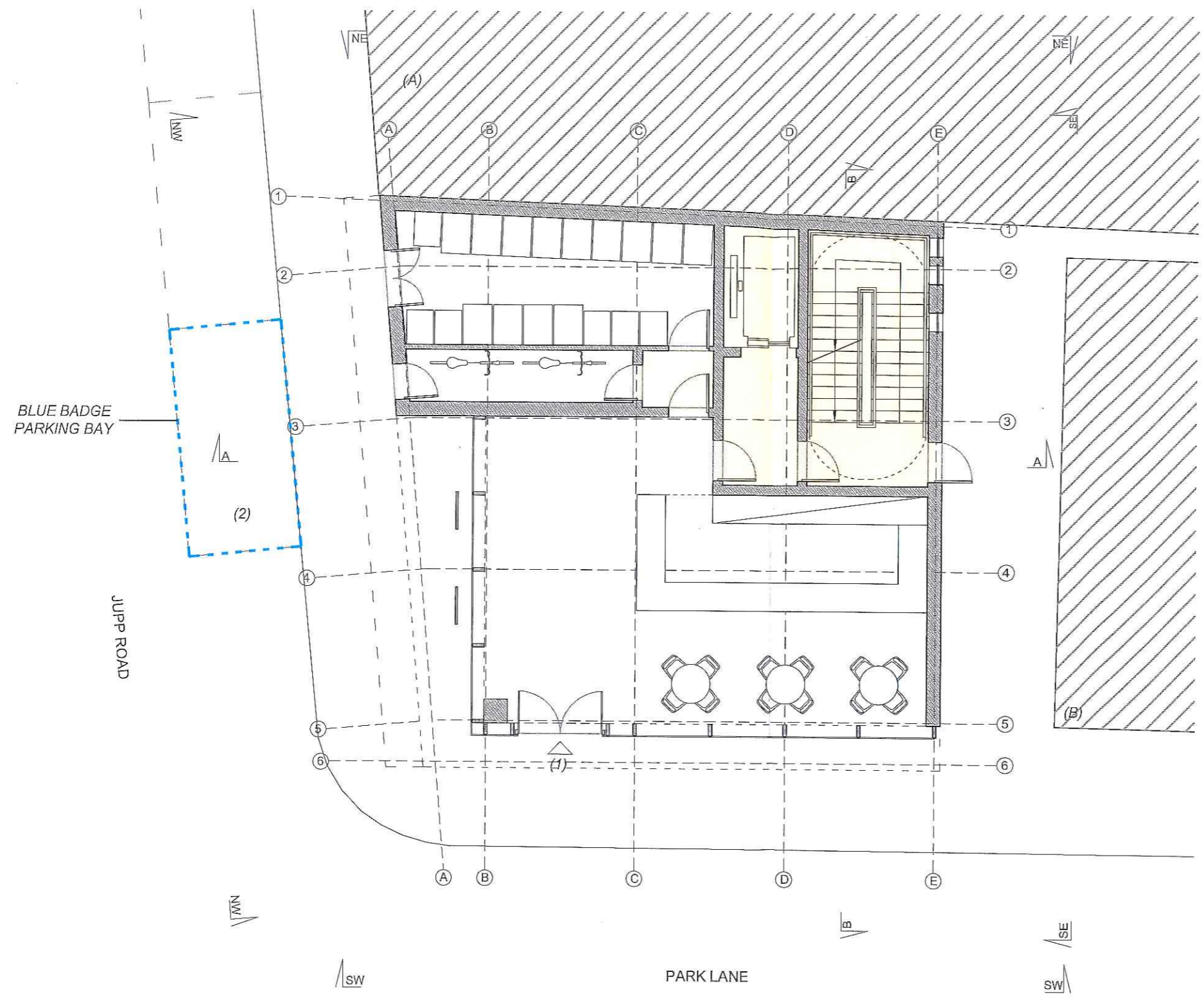
Scale 1:100 (A3)

- (1) PUBLIC ENTRANCE DOOR
- (2) BLUE BADGE PARKING BAY
- (A) CAR GARAGE  
234 HIGH STREET
- (B) TRAVEL LODGE HOTEL  
PARK LANE 1/4
- (C) MILLS WEST  
203 / 214 HIGH STREET  
(Not yet built - P.P. Expired on 09/2013)
- (D) JAMES RILEY POINT  
JUPP ROAD W

*John*

*Arber*

*Roll*



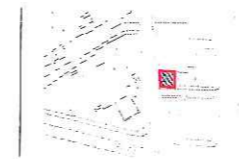
(D)

**LeachRhodesWalker**  
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Rev	Date	Drawn	Checked	Approved	Revision Notes
R0	160905	BE	AV	AV	First Issue

Rev	Date	Drawn	Checked	Approved	Revision Notes



Project  
**6-7 PARK LANE**  
Stage  
Planning

Client acknowledges the drawings are provided for information only and are not to be used for construction or any other purpose without the written consent of the architect. The architect is not responsible for any errors or omissions in the drawings or for any consequences arising therefrom.

Drawing Title  
**GROUND LEVEL PLAN**  
Blue Badge Location

Drawn	Checked	Approved
BE	AV	AV

Job Num.	Cat. Code	Level	Draw. Num.
7446	20	GL	3001

Stage	Date	Revision	Scale @ A3
Planning	05-09-2016	R0	1:100

