

London Gateway Logistics Park Local Development Order

Travel Plan



Table of Contents

1. Introduction	2
2. Policy Context	5
3. Existing Site Accessibility	9
4. Management	20
5. Measures and initiatives	24
6. Targets and Monitoring	31
7. Summary	36

Appendices

Appendix A – Site Management Company remit

Appendix B – London Gateway Travel Plan Committee Constitution

1. Introduction

- 1.1 The London Gateway Logistics Park Travel Plan forms part of the London Gateway Logistics Park Local Development Order (LDO) and must be read in conjunction with it.
- 1.2 This Travel Plan sets out measures and initiatives to be implemented in relation to meeting the plan's sustainable travel and freight management objectives by the Development Promoters, the site Management Company and by the Occupiers of the individual commercial building plots.
- 1.3 The roles and relationships of the respective parties are also set out along with responsibilities for the management of the related measures and initiatives. Monitoring measures and targets for the take up of sustainable transport and reducing the impact of freight traffic on the road network and local communities are also established.
- 1.4 Development must accord with this Travel Plan in order to benefit from the permitted development rights conferred by the LDO.

Background

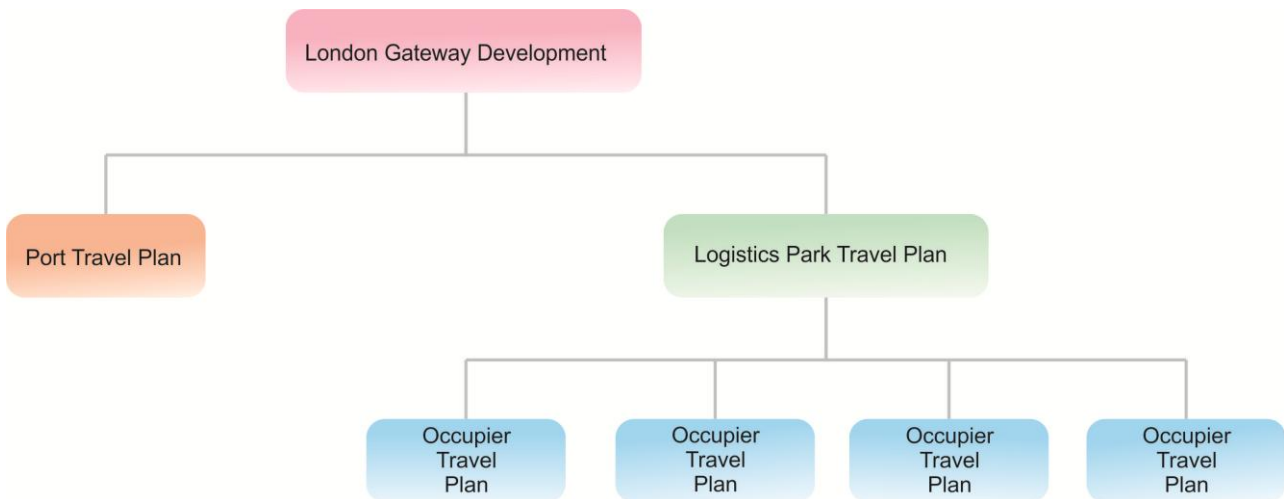
- 1.5 The London Gateway development comprises two elements; a new deep-sea container port ("the Port") and a commercial logistics park development ("the Logistics Park") located on the north bank of the River Thames close to the town of Stanford-le-Hope in Thurrock, Essex.
- 1.6 The Port will become operational during late 2013 and once fully built will have the capacity to handle 3.5 million Twenty Foot Equivalent (TEU) containers per year. The Logistics Park, which is anticipated to become operational during 2014, will comprise a mix of large scale warehouse and industrial commercial units. Both the Port and Logistics Park will have access to intermodal rail facilities plus direct access to the Strategic Road Network (SRN) via the A1014 and A13. Operationally, the Port and Logistics Park are to be integrated to achieve savings in transport costs and offer environmental benefits by removing unnecessary transport movements and 'empty' miles for container transport and delivery vehicles (known as the Port-centric operation).
- 1.7 When fully developed, the Port and Logistics Park are expected to employ approximately 15,000 people on site with, in the order of, 13,400¹ employed within the Logistics Park.
- 1.8 The Port was permitted in May 2007 following a public inquiry which took place in 2003. The London Gateway Harbour Empowerment Order (HEO) came into force on the 16th May 2008, with a supporting Travel Plan. The Port, as permitted by the HEO, is unaffected by the LDO.
- 1.9 The Logistics Park benefits from an Outline Planning Consent (OPC), which was permitted at the same time as the Port. The LDO permits a slightly smaller development to that of the OPC and, once implemented, shall supersede it. The LDO permits a total of up to 829,700 square metres of commercial floorspace, comprising B1 (b), B1(c), B2 or B8 and ancillary development, with associated infrastructure including access, landscaping, parking and servicing facilities.

¹ Source: London Gateway Logistics Park LDO Environmental Statement – Volume 2 – June 2013

Travel Planning Approach

- 1.10 As the largest new employment site and generator of road freight traffic in the Borough, the promoter of the Logistics Park recognises the responsibility to minimise the impact of the proposed development on local communities and the transport network through the provision of a robust Travel Plan.
- 1.11 The Department for Transport (DfT) guidance 'Using the Planning Process to Secure Travel Plans' recognises that it is difficult to achieve the 'ideal' Travel Plan. This is particularly the case for a multi-occupier Logistics Park that is developed in phases over a long time frame.
- 1.12 This Travel Plan applies to the whole of the Logistics Park and sets out measures to be implemented at relevant stages of development. Responsibility for the implementation of measures will fall to the Development Promoters, the site wide Management Company (who will be appointed by the development promoters), or the Occupiers/tenants of individual commercial building plots. The latter shall be required to develop their own Occupier Travel Plan which shall comply with this Travel Plan and shall be submitted to the London Gateway Travel Plan Committee (see Section 4) for verification.
- 1.13 The overall travel planning approach for the Logistics Park at London Gateway is provided in a diagrammatic form in **Figure 1-1**.

Figure 1-1: Travel Planning Structure at London Gateway



Objectives

1.14 The overall objective of this Travel Plan is to maximise sustainable travel, minimising development-related car trips (associated with employee and visitor travel) and reducing the impact of employee and freight trips on the local community and the local and strategic highway network. To achieve this, a range of general objectives and specific targets have been defined. The rationale behind the level at which the targets have been set is described in detail within the associated LDO Transport Assessment. This plan represents the key tool in meeting these objectives and targets.

1.15 In seeking to reduce the impact of the proposed Logistics Park, the following sub-objectives have been developed to address the overall objective outlined above. These are to:

- Facilitate and encourage sustainable travel to and around the Logistics Park for employees and visitors;
- Enable travel to the Logistics Park for both employees and visitors by public transport;
- Facilitate and encourage significant proportions of freight transport by sustainable modes (such as sea or rail);
- Reduce the number of road freight movements during traditional highway peak periods;
- Minimise the impact of the Logistics Park on local communities by encouraging freight traffic to avoid the use of local roads for journeys or parking;
- Reduce the number of single occupancy vehicles accessing the site, thus actively encouraging car sharing; and
- Encourage healthy lifestyles by facilitating and supporting walking and cycling.

Structure

1.16 The structure of this document is as follows:

- Section 2 describes the policy context for this Travel Plan;
- Section 3 considers the accessibility of the Logistics Park;
- Section 4 provides detail on the proposed management structure and each of the parties' respective roles and responsibilities;
- Section 5 details the travel planning measures and initiatives;
- Section 6 explains the Travel Plan targets and monitoring procedures; and
- Section 7 summarises the measures as they will affect the road network and local communities.

2. Policy Context

2.1 This section provides an overview of current national and local government policies, relating to both car (associated with employee and visitor travel) and freight trips, which have and will continue to inform the development of this Travel Plan. Reviewing these policies enables the Travel Plan to be developed and implemented in accordance with established policy aims and objectives.

Employee Travel

National Planning Policy

National Planning Policy Framework

2.2 In March 2012, the Department of Communities and Local Government published the National Planning Policy Framework (NPPF). The NPPF confirms that the Government will continue to encourage sustainable development and in relation to the transport issues. Paragraph 28 notes that:

“Transport policies have an important role to play in facilitating sustainable development but also in contributing to wider sustainability and health objectives. Smarter use of technologies can reduce the need to travel. The transport system needs to be balanced in favour of sustainable transport modes, giving people a real choice about how they travel. However, the Government recognises that different policies and measures will be required in different communities and opportunities to maximise sustainable transport solutions will vary from urban to rural areas”.

2.3 In terms of major infrastructure, Paragraph 31 of the NPPF confirms that:

“Local authorities should work with neighbouring authorities and transport providers to develop strategies for the provision of viable infrastructure necessary to support sustainable development, including large scale facilities such as rail freight interchanges, roadside facilities for motorists or transport investment necessary to support strategies for the growth of ports, airports or other major generators of travel demand in their areas”.

2.4 Paragraph 32 states:

“All developments that generate significant amounts of movement should be supported by a Transport Statement or Transport Assessment. Plans and decisions should take account of whether: the opportunities for sustainable transport modes have been taken up depending on the nature and location of the site, to reduce the need for major transport infrastructure; safe and suitable access to the site can be achieved for all people; and improvements can be undertaken within the transport network that cost effectively limit the significant impacts of the development. Development should only be prevented or refused on transport grounds where the residual cumulative impacts of development are severe”.

2.5 Paragraph 36 states:

“A key tool to facilitate this will be a Travel Plan. All developments which generate significant amounts of movement should be required to provide a Travel Plan.”

Circular 02/07: Planning and the Strategic Road Network

2.6 The DfT Circular 02/07 'Planning and the Strategic Road Network' reiterates that Government policy is "no longer to attempt to cater for unrestrained road traffic growth" requiring greater emphasis on demand management techniques, in particular Travel Plans:

"Demand management covers the range of techniques used to reduce traffic generation. Having regard to the guidance set out in PPG13, paragraph 89, developers, working in partnership with local authorities (where appropriate), must submit plans for the implementation and maintenance of measures that will minimise the traffic generated by their development. This is likely to be through Travel Plans. These will include, but will not be limited to, measures to manage car use, particularly by single occupants. Examples of such techniques may include tailored provision of public transport, car sharing/pooling, parking control, and the encouragement of cycling and walking".

2.7 The DfT have consulted on a revised version of Circular 02/07 'Planning and the Strategic Road Network'. This retains the broad policy position of using demand management and Travel Plans to reduce development impacts.

Local Planning Policy

Thurrock Core Strategy and Policies for the Management of Development

2.8 Local policy is set out within the Thurrock Core Strategy and Policies for the Management of Development which was adopted on the 21st December 2011. The requirement for submission of a Travel Plan is set out in Control of Development Policy PMD10.

2.9 Other relevant policies include CSTP 14, 15 and 16, which set out measures to deliver a minimum 10% reduction in car traffic. ,

Travel Planning Best Practice

2.10 In addition to the above, a number of other travel planning best practice documents have informed the development of this Travel Plan:

- 'The Essential Guide to Travel Planning'; and
- 'Good Practice Guidelines: Delivering Travel Plans through the Planning Process'

Freight Transport

National Planning Policy

Providing Effective Regulation of Freight Transport

2.11 The DfT recognises that an efficient freight transportation system helps to support the UK economy. Transporting goods from one place to another at a reasonable cost and with the minimum impact on the environment and communities is therefore essential.

2.12 The DfT work in conjunction with the freight industry to help them cut costs and reduce greenhouse gas emissions. Effective and proportionate regulation help to ensure goods are moved safely and securely across the UK and abroad. The DfT encourages companies to choose to transport freight by rail or water rather than road by awarding freight grants to reduce the cost of using rail or water transport.

2.13 To make sure both foreign and UK hauliers make a contribution when using UK roads, the UK Government is introducing a HGV Road User Levy to charge all lorries weighing 12 tonnes or more to use the UK road network. In January 2012, the DfT also began trialing longer HGV semi-trailers to see if their use could reduce greenhouse gas emissions and accidents.

Regional Policy

London Freight Plan: Sustainable Freight Distribution – A Plan for London (June 2008)

2.14 This reference document produced by Transport for London (TfL) in June 2008 sets out steps that must be taken over the next five to ten years to address the challenge of delivering freight sustainably in London and surrounding areas. Given that a proportion of deliveries will have London destinations, this is relevant.

2.15 The planned growth of London will lead to a 15 per cent increase in demand for freight and servicing by 2025. Without intervention, this will increase the impact of freight in terms of congestion and climate change. The document also recognises that freight operators have a significant role to play in supporting the climate change agenda by adopting green fleet management - a key part of delivering freight sustainably.

2.16 Those employing freight operators will have to take a positive lead in requiring the adoption of these sustainable freight practices. The Greater London Authority (GLA) Group will take a leading role and promote sustainable freight practices along with each of the London Boroughs and other public sector bodies (such as health and education establishments).

2.17 The vision for sustainable freight distribution in London is for *“the safe, reliable and efficient movement of freight and servicing trips to, from, within and, where appropriate, through London to support London’s economy, in balance with the needs of other transport users, the environment and Londoners’ quality of life”*.

Transport for London, Low Emission Zone

2.18 The TfL Low Emission Zone (LEZ) was introduced in 2008 to encourage the most polluting heavy diesel vehicles to become cleaner. The LEZ covers most of Greater London and thus affects freight transport in Thurrock. In January 2012 more stringent LEZ emissions standards were introduced. All London bound freight from the Logistics Park will need to travel through Thurrock using LEZ compliant vehicles.

Local Policy

Thurrock Core Strategy and Policies for the Management of Development

2.19 Local policy relevant to freight within the Thurrock Core Strategy includes PMD11 Freight Transport. This policy refers to measures to control freight on unsuitable routes and encourages sustainable freight distribution through the development of Sustainable Distribution Plans.

2.20 Policy CSTP 17 also discusses measures for sustainable freight transport including facilitating a shift to rail freight and proposing 24-hour strategic lorry parks.

Thurrock Transport Strategy

2.21 A key section of the Thurrock Transport Strategy addresses the need to tackle congestion. The strategy includes a list of Congestion Strategy objectives, two of which relate directly to freight:

- Promoting capacity improvements on the SRN, with priority for freight routes to key strategic economic hubs and interurban bus routes, where modal shift and network management are insufficient. Improvements have been identified on M25, A13 and A1014; and
- Encouraging freight modal shift, including through a Freight Quality Partnership (<http://thurrockfqp.com/>).

Summary

2.22 The Travel Plan for the Logistics Park will play an integral part in achieving national and local transport objectives for car (associated with employee and visitor travel) and freight trips.

2.23 The measures and strategies outlined within this Travel Plan will be targeted towards reducing congestion by reducing the need to travel and promoting alternative sustainable modes of travel from the outset for employees, visitors and freight. Measures to influence the level and mode of freight-related trips will consist of both 'hard' and 'soft' solutions which will bring benefits to the whole site, the road networks and the surrounding communities.

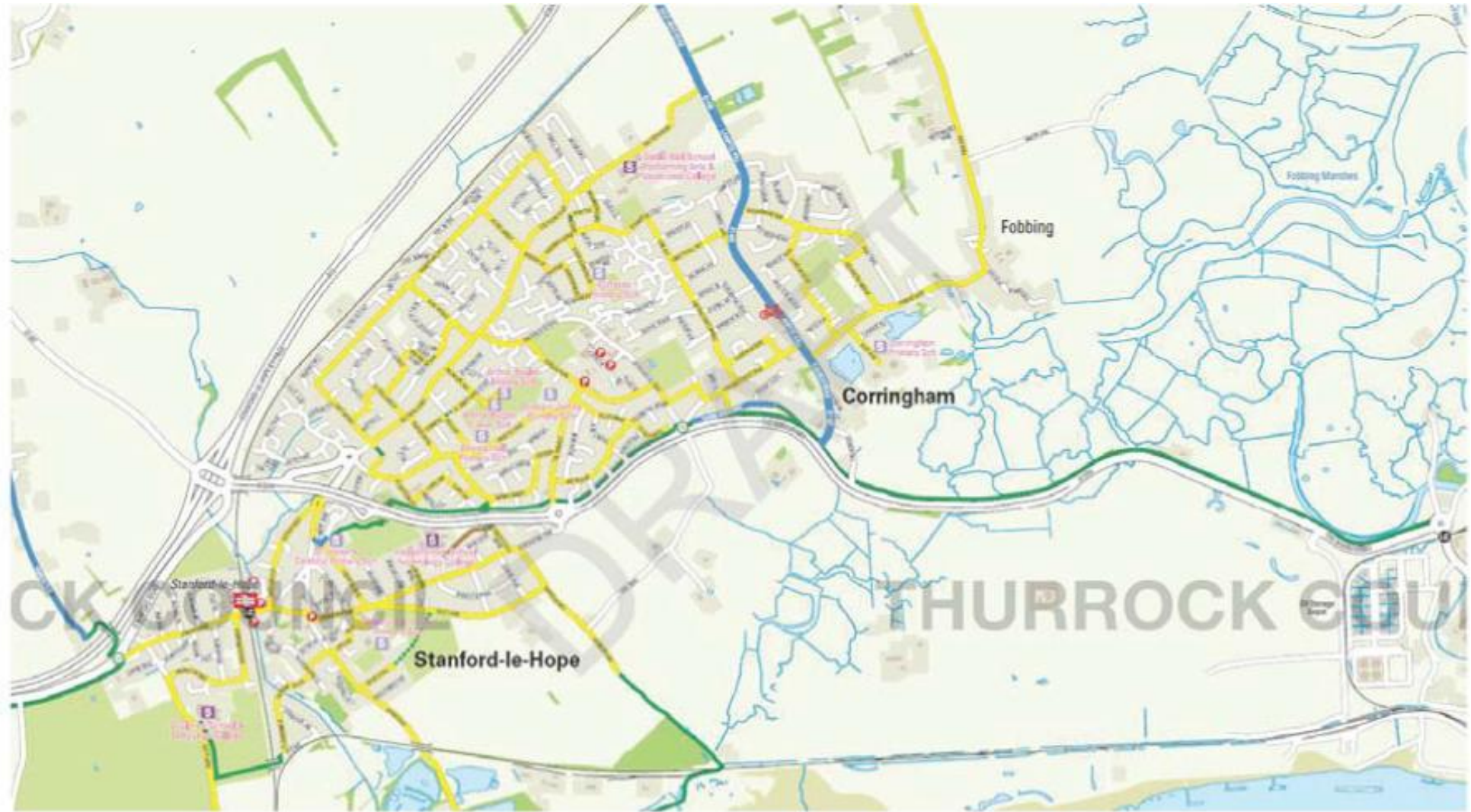
3. Existing Site Accessibility

- 3.1 This section describes employee access opportunities and freight facilities for the proposed Logistics Park. It identifies, in relation to the former, walking, cycling and public transport provision to encourage the use of alternative sustainable modes of travel in preference to single occupancy car trips.

Pedestrian and Cycle Facilities

- 3.2 **Figure 3-1** illustrates the existing local pedestrian and cycle network associated with the Logistics Park. Once completed the new site access road will include provision for shared use pedestrian / cycle routes on both sides of the new dual carriageway site access road connected via a new bridge crossing facility. These cycle and pedestrian links will provide connections with residential areas of Stanford-le-Hope and Corringham through new controlled Toucan crossing facilities on The Manorway and Corringham Road. The LDO Design Code requires all operational traffic to access the site via the new site access road and therefore effectively secures the provision of the access road and associated pedestrian and cycle facilities prior to operational use of the Logistics Park.
- 3.3 Further pedestrian and cycle connections to the main site access road would be achieved through access links to the intersecting High Road.
- 3.4 The estimated cycle journey time from the Logistics Park to Stanford-le-Hope is approximately ten minutes. The direct route includes off-carriageway cycle provision along The Manorway. Cycling is therefore a practical mode for Logistic Park employees and visitors travelling from local residential areas and the rail station in Stanford-le-Hope.

Figure 3-1: Pedestrian and Cycle Network



Public Transport – Bus Services

3.5 Public transport is an important means of travel between the home and workplace. The following sections review the relationship of the proposed Logistics Park to existing bus and rail services and the opportunities for trips to and from the proposed redevelopment to be made by public transport.

3.6 There are several frequent bus services currently serving Stanford Le Hope, Corringham and Fobbing. These are summarised in **Table 3-1**.

Table 3-1: Local Bus Services

Service	Provider	Route	Frequency
100	First in Essex	Chelmsford – Basildon Town Centre – Lakeside	Every 15 minutes Monday to Saturday. Hourly on Sundays.
200	First in Essex	Basildon - Grays	Every 30 minutes Monday to Saturday. No service on Sundays
201	Arriva Southern Counties	Basildon – Lakeside	No service Monday to Saturday. Every 2 hours on Sundays
374	Imperial Bus Company	Grays – Tilbury – Orsett – Stanford-le-Hope - Basildon	Hourly Monday to Friday. Every 90 minutes on Saturdays. No service on Sundays

3.7 The more frequent service 100 operates via Corringham Road and the Sorrells and passes within 2km of London Gateway. The route alignment to Basildon is via Corringham with journey times from Stanford-le-Hope to Basildon of approximately 30 minutes.

3.8 The less frequent service 200 operates via Southend Road, and is thus more remote from the London Gateway site. This bus service does however provide a more direct service from Stanford-le-Hope to Basildon with journey times of around 15 minutes. The 201 provides a Sunday service only, and the 374 is a lower frequency service.

3.9 **Table 3-2** provides a summary of the start and finish times for the above bus services on weekdays, using Stanford-le-Hope railway station as a reference point.

Table 3-2: First and Last Buses (Source: Traveline Website, Accessed July 2013)

Service	Direction of Travel	Arrival Time (First)	Departure Time (Last)
100	Basildon / Chelmsford	06:31	23:43
100	Grays	06:30	22:33
200	Basildon	05:57	19:07
200	Grays	06:22	18:02
201	Basildon	No service	No service
201	Grays	No service	No service
374	Basildon	09:04	19:12
374	Grays	08:02	18:04

3.10 From the above, it is evident that the existing bus services are not suitable for shift workers starting at 06:00, or shift workers finishing after midnight.

3.11 A plan of the current local bus network is provided in **Figure 3-2**.

Figure 3-2: Local Bus Service Network



Public Transport – Rail Services

- 3.12 Existing rail services are operated by C2C between Shoeburyness in Essex and London Fenchurch Street. The normal service pattern alternates between trains calling at Basildon and Stanford le Hope. Details of the C2 route network are provided in **Figure 3-3**.
- 3.13 Stanford-le-Hope railway station is located approximately 4km from London Gateway via Corringham Road and The Manorway. The Manorway is dual carriageway but benefits from the provision of an off-road segregated footway/cycleway.
- 3.14 Basildon railway station is located approximately 10km from London Gateway and in close proximity to Basildon bus station. This enables rail / bus interchange for services 100 and 200 to provide a public transport connection between Basildon station and Stanford le Hope.
- 3.15 **Table 3-3** provides a summary of rail journey times to Basildon and Stanford-le-Hope:

Table 3-3: Rail Journey Times

Origin	Stanford-le-Hope	Basildon
Shoeburyness	33 minutes	29 minutes
Southend Central	23 minutes	20 minutes
Tilbury Town	10 minutes	No direct service
Barking	33 minutes	22 minutes
London Fenchurch Street	50 minutes	39 minutes

- 3.16 The table shows that the rail journey time from Tilbury to Stanford-le-Hope is only ten minutes, and that large centres of population such as Barking have rail travel times of approximately half an hour.

Figure 3-3: C2C Rail Network (Source: C2C Website, Accessed July 2013)



3.17 **Table 3-4** summarises the times of the first and last weekday trains for Stanford-le-Hope:

Table 3-4: First and Last Trains from Stanford-le-Hope

Origin	First Train (leaving origin)	Last Train (leaving SLH)
London	05:10	23:14
Southend on Sea	04:50	00:44

3.18 The first train of the day from London (towards Southend) arrives at 06:11. This would not be suitable for Logistics Park employees starting shifts at 6am. Furthermore the last return train to London is well before midnight, reducing the travel choices for shifts ending after midnight.

Bus Rail Connectivity

3.19 Bus services 100, 200 and 201 stop on London Road, close to Stanford-le-Hope Station (within 150m). The bus stops on London Road have shelters and raised kerbs for accessible boarding.

3.20 Basildon bus station is approximately 200m (approximately 3 minutes walk) from the Basildon rail station. The bus journey times from Basildon Bus Station to Stanford-le-Hope are timetabled as being between 15 and 30 minutes for services 200 and 100 respectively.

3.21 Direct bus journey times between Basildon bus station and London Gateway are expected to be within the region of 15 minutes, allowing for local bus stops and existing traffic congestion. The direct bus journey times from Stanford-le-Hope station to London Gateway are likely to be 5-7 minutes.

Committed Sustainable Transport Initiatives

3.22 There are a number of further measures, initiatives and funding sources which are committed in the local area which will have a considerable influence on the local sustainable transport network. These are discussed in more detail below.

3.23 Thurrock Council has been successful in securing funding from the Local Sustainable Transport Fund (LSTF). This committed funding, will offer the opportunity to increase the sustainable travel within Thurrock (which includes Stanford-le-Hope and Corringham areas). The following initiatives will be supported:

- Workplace travel planning;
- Personal journey planning;
- Sustainable travel to schools;
- Lift-sharing;
- Marketing and promotion;
- Walking and cycling infrastructure;
- Public transport improvements; and
- Sustainable Freight movements

- 3.24 It is to be noted that the London Gateway Port development is committed to provide funding to the London Gateway Travel Plan Committee (LGTPC -see Section 4) at a rate of £25,000 per berth (payable prior to first operational use of the berth). Such funding shall be utilised in accordance with the LGTPC constitution.
- 3.25 The Port Travel Plan includes commitments towards the provision of a private minibus service. This will be introduced and is designed to be flexible to meet the demands of the shift system and the requirements of employees. The Development Promoter will give reasonable consideration to the views of the LGTPC (discussed further in Section 4) on the timing and frequency of the minibus service.
- 3.26 The new site Access Road provides off-road cycle facilities in the form of shared use footways. A shared use footway/cycleway is provided along the western side of the access road and continues across the new access road over bridge providing a grade separated facility which avoids potential vehicular conflicts. Cyclists will also be able to use the bridleway proposed along the eastern side of the access road, behind an acoustic bund, to link High Road to the new access road over bridge.
- 3.27 Controlled pedestrian crossing facilities are also committed across The Manorway at the Sorrells and across Corringham Road.

Freight Access

- 3.28 Road freight access to/from the Logistics Park is via the A1014 Manorway. Access to the motorway network is achieved through the A13 westbound towards the M25. Potential link capacity issues on the A1014 and A13, and junction capacity issues for a number of junctions, including Junction 30 of the M25, have been assessed as part of the LDO Transport Assessment for the Logistics Park.

Freight Facilities

- 3.29 In November 2010, Thurrock Council published a review of Overnight Lorry Parking in Thurrock (Thurrock Lorry Parking Study – March 2012).
- 3.30 Thurrock has a significant level of roadside overnight parking due to its location in relation to the main crossings to Europe. HGV drivers leaving the ferry ports in Kent and heading to the Midlands or the North of England are often forced to take another break or an overnight stop in the local area. In addition there are lorry movements associated with ferry services from Purfleet to Rotterdam and Zbrugge.
- 3.31 There has been no bespoke parking provision for HGVs in the Borough since the original Truck World site in Oliver Road closed in 2006. Since that time, a new parking facility has been established without planning permission on the site of the former West Thurrock Works site (in the region of 300 spaces) in Oliver Road, by Industrial Chemicals Group (ICG). This known as the “Titan Truckstop”.
- 3.32 Further general provision (80 spaces) is available at the Moto service area off the M25 at Junction 30/31.
- 3.33 Notwithstanding the 78 HGV parking spaces which are committed as part of the London Gateway Port development the promoters of the Port and Logistics Park development have a longstanding desire to implement a strategic lorry park in the immediate vicinity of the London Gateway site. Such desire is reflected within the port and park development promoter’s representations to consultation on the now adopted Core Strategy and Policies for the Management of Development document which, as adopted, supports the provision of such facilities at London Gateway (Policies CSSP3 and CSTP17).

3.34 Whilst not committed (in the sense of benefiting from planning consent) or a requirement of the LDO, the Port and Logistics Park Development Promoters remain committed to the funding and delivery of such facilities subject to the identification of a suitable site. It is expected that the lorry park would provide approximately 350 lorry spaces including on-site facilities for drivers, canteen and possibly servicing facilities.

Committed Freight-Based Initiatives

London Gateway Port

3.35 Once fully operational, the proposed Port will have the capacity to handle 3.5 million Twenty Foot Equivalent (TEU) container units per year. The Port will also have the capability to handle the Ultra Large 18,000 TEU Container Ships. The first berth of the Port is due to open in 2013.

London Gateway Rail Services

3.36 Two intermodal rail terminals will serve the Port, while a Common User Siding (CUS) will be built on the eastern side of the Logistics Park. Additionally, building plots to the south of the Logistics Park shall incorporate directly served rail sidings. The aim of these rail facilities will be to provide efficient movement of goods between the Port or Logistics Park and other rail freight centres within the UK. The two rail terminals in the Port will primarily handle deep-sea containers.

3.37 Local rail connections with London Gateway are enhanced by the double tracking of the Thameshaven branch line, which links the Port to the main rail network at Stanford-le-Hope.

Thurrock Freight Quality Partnership

3.38 Thurrock Council has initiated a Freight Quality Partnership (FQP) through the LSTF (<http://www.thurrockfqp.com>). The occupiers of the Logistics Park and their respective contractors will be required to be an active member of the Thurrock FQP.

Summary

- 3.39 A review of existing public transport provision has identified three regular weekday bus services operating through Stanford-le-Hope, providing frequent bus services between Basildon and Grays. In addition there are regular rail services to Stanford-le-Hope from London and Shoeburyness.
- 3.40 The existing bus services do not stop in close proximity to the site and currently do not provide journeys for early shift start times or late shift finish times. The first train from London does not arrive in Stanford-le-Hope until after the expected early shift start time of 06:00. In order for London Gateway to integrate with existing bus and train services it will be necessary to resolve these current bus route and timetable deficiencies.
- 3.41 There is a high demand for overnight lorry parking facilities within Thurrock, and a need to secure additional facilities across the borough to meet future demand.
- 3.42 The Port development will deliver direct rail connections that provide opportunities for sustainable freight links into the development site.
- 3.43 Significant local transport infrastructure improvements will be introduced as the result of committed improvements triggered by the adjacent port development, including new or enhanced pedestrian / cycle links.

4. Management

Responsible Parties

4.1 Overall there shall be four parties with responsibility for the management of this Travel Plan and the implementation of the measures and initiatives set out in Section 5. These are described as follows:

The Development Promoter

4.2 This effectively constitutes the Landowner, who shall promote the development permitted by the LDO to potential Occupiers either on a freehold or leasehold basis. The Development Promoter shall be responsible for the provision of areas of common infrastructure in accordance with the design parameters set out in the London Gateway Logistics Park LDO Design Code. The Development Promoter shall also be responsible for the provision of certain overarching site wide measures and initiatives (which may be implemented and operated on behalf of the development by the site Management Company (see below)).

Site Management Company

4.3 A site Management Company has been appointed by the Development Promoters for the purpose of the on-going maintenance of the common infrastructure in perpetuity and the on-going provision of the overarching site wide measures for the term that that are required (see Section 5). The Management Company, whose Terms of reference are set out in **Appendix A**, shall be funded via a service charge payable by individual plot Occupiers.

The Plot Occupiers

4.4 Plot Occupiers may either acquire plots within the site on a freehold or leasehold basis for the purpose of developing B1, B2 or B8 commercial buildings. Where the acquisition is leasehold, Occupiers may lease the land and develop the building themselves or alternatively they may lease floor-space within a building which has been developed by the Development Promoter. Occupiers shall be responsible for the provision of sustainable transport infrastructure as required within the plot boundary (as set out within the London Gateway Logistics Park LDO Design Code) along with the implementation of certain measures and initiatives as set out in Section 5.

The London Gateway Travel Plan Committee

4.5 The London Gateway Travel Plan Committee (LGTPC) was established in 2008 to satisfy obligations set out within the OPC and HEO (noting that the role of the LGTPC relates to management of both Port and Park developments). The LDO Travel Plan effectively supplants the OPC Travel Plan as the mechanism by which sustainable transport modes are promoted and facilitated in relation to the Logistics Park development.

4.6 In order to recognise the introduction of the LDO, the Development Promoter will continue to participate as an active member of the LGTPC in accordance with the constitution, which is proposed to be revised to accommodate changes in membership and the terms of the LDO. The proposed revised Constitution is provided at **Appendix B**.

4.7 The LGTPC comprises the following key stakeholders:

- Thurrock Borough Council;
- Essex County Council;
- The Highways Agency;
- The Development Promoter; and
- London Gateway Port Limited (LGPL, the Harbour Authority).

4.8 The LGTPC will take a pro-active role in confirming that the Occupier Travel Plans provided in relation to each individual commercial plot satisfy the requirements of this Travel Plan. It is a requirement that such Occupier Travel Plans be submitted to the LGTPC.

4.9 The LGTPC will decide how best to utilise funding provided via the 'Travel Plan Levy' (in addition to funding provided in relation to the Port development) to support sustainable transport modes and deliver the objectives and targets of this Travel Plan. In making such decisions the LGTPC shall have regard to monitoring data received (See Section 6) and shall utilise funding in an anticipatory manner with a view to remedying deficiencies ahead of the identified targets.

4.10 The LGTPC shall have discretion to determine how funding provided to the TPC via the Travel Plan Levy (in addition to that provided in relation to the Port development) is utilised. In general terms however the provision of the following facilities is anticipated:

- Bus shelters at 11 locations within Essex (incorporating bus boarders and real time information)
- Real time information on 10 buses
- Subsidisation of bus services links to Stanford-le-Hope and Basildon stations
- Subsidisation of bus ticket prices
- Funding for additional monitoring as deemed to be required by the LGTPC
- Funding for other innovative initiatives (such as secure cycle hire facilities at Stanford-le-Hope station)

4.11 LGTPC meets on a six monthly basis, although more regular meetings may be required during the initial stages, for example in relation to the implementation of the initiatives associated with the provision of public transport.

Parties' Agents

4.12 As part of their responsibility for the management of this Travel Plan and the implementation of the measures and initiatives, the site Management Company and each Occupier is required to procure the services of an agent who shall act on their behalf. These are discussed as follows:

Travel Plan Coordinator

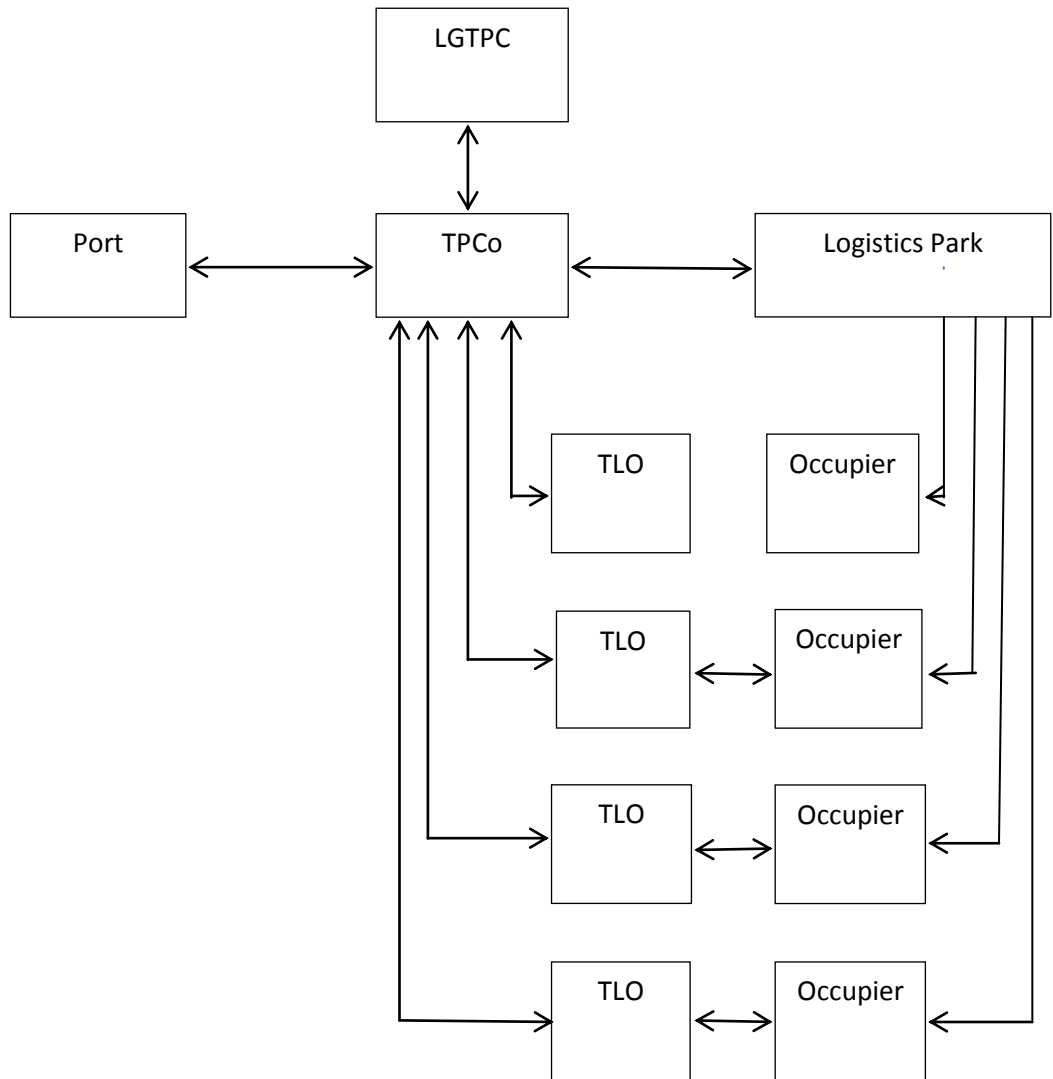
4.13 The Travel Plan Coordinator (TPCo) shall be appointed and funded by the site Management Company no later than three months prior to first occupation of a commercial building within the LDO site in order to ensure that sufficient time is available to finalise arrangements for key measures. This shall be a dedicated role filled by an individual with sufficient experience in the field of travel planning for major development schemes.

- 4.14 The TPCo will be based on site and, in addition to overseeing the implementation of measures and initiatives on behalf of the site Management Company (see Section 5), shall act as a conduit for communication and liaison between the Development Promoter, the site Management Company, Occupiers and their agents (see Paras 4.17 to 4.19) and the LGTPC.
- 4.15 Potential exists that the role of the TPCo may be extended to provide a Travel Planning service to Occupiers, effectively providing an agency service to the Occupiers in place of the Transport Liaison Officers (see Paras 4.17 to 4.19). In such circumstances it is anticipated that a Team of TPCo's would be provided, funded in part by the site service charge with overall responsibility to the site Management Company.
- 4.16 It is to be noted that the Port development is also subject to the requirement for a TPCo to be provided. Where both developments are operational concurrently it is envisaged that both roles shall be fulfilled by a single representative, such as to promote synergy between the respective Travel Plan measures and initiatives.

Transport Liaison Officers

- 4.17 Separate Transport Liaison Officers (TLO's) shall be appointed by each of the Occupiers no later than 3 months prior to the first occupation of each respective building in order to ensure that sufficient time is available to finalise arrangements for key measures.
- 4.18 TLO's shall be based on plot and shall be responsible for overseeing the implementation of measures and initiatives on behalf of the Occupier (see Section 5) in respect of the building and plot in question. The TLO shall also be responsible for reporting to and liaison with the TPCo and for acting as a conduit for communication between the TPCo and the Occupier/staff employed on plot.
- 4.19 As discussed at Paragraph 4.15 above, potential exists for the role of the TLO to be provided by the TPCo as part of a site-wide travel planning service.
- 4.20 Figure 4.1 below provides a diagrammatic representation of the relationships between the various parties involved in the management and implementation of this Travel Plan and the measures and initiatives set out in Section 5 herein.

Figure 4.1 – Travel Plan Management and Implementation



5. Measures and Initiatives

Development Promoter

5.1 The following funding and physical infrastructure provisions shall be provided by the Development Promoter in relation to the overall Logistics Park development.

Funding

5.2 It is to be noted that the initial payment of £115,233.44 (£86,330 index linked from 5th September 2003) towards bus service funding was paid by the Development Promoter to the LGTPC in accordance with clause 2 of Schedule 2 of the agreement pursuant to Section 106 of the Town and Country Planning Act 1990 dated 18th May 2007, which was secured via the OPC ('the OPC S106').

5.3 Upon implementation of development permitted by the LDO the OPC S106 shall be revoked and replaced by a new S106 agreement secured via the LDO ('the LDO S106'). This includes obligations to provide the following funding:

- £545,095 towards the provision of a new bus interchange facility at Stanford-le-Hope station (or suitable alternative location as agreed between the Development Promoter and Thurrock Council). The funding may be claimed by the LHA once certain conditions are met as set out in the terms of the LDO S106; and
- £1,262,740 to be used by Thurrock Council for general highway amenity improvements in the Stanford-le-Hope, Corringham and Fobbing areas. This obligation is intended to provide funding to address issues which may arise on the local road network in the vicinity of the site over the lifetime of the development. In particular funding may be used to address 'rat running' issues on local roads, breaches of weight limits or HGV parking issues that may arise. Remedial measures may include the provision and enforcement of parking restrictions or restricted access measures such as road narrowing. At the discretion of Thurrock Council funding may be passed on to the Police Authority to be used towards the enforcement of weight limits.

5.4 In addition to the above, upon implementation of each building the Development Promoter shall pay the Travel Plan Levy to the Travel Plan Committee at a rate of £1.45 per square metre of GIA floorspace proposed within each building. The funding provided via the Levy shall be held by Thurrock Council on behalf of the Travel Plan Committee in accordance with the terms set out in the Committee Constitution. Payment of the levy is a provision of this Travel Plan, compliance with which is secured via the LDO S106.

5.5 The above funding shall be index linked from the date of the LDO in accordance with the formulae which is provided within the related LDO S106.

Infrastructure

5.6 The LDO S106 contains obligations requiring the following works to be carried out by the Development Promoter:

- Improvements to the two existing pedestrian subways which cross under The Manorway, adjacent to Abbots Hall Chase and Silvertown Avenue. In association with Thurrock Council the Development Promoter has undertaken consultation with local residents and users and identified these improvements:

- Installation of CCTV
 - Improved lighting
 - Mural/anti-graffiti paint (applied to newly screeded walls)
 - Improvements to access-ways (anti-skid surfacing, handrails, surfacing in subways)
 - Measures to deter/prevent access by motorcycles
 - Installation of litter bins
 - Provision of ornamental planting
- The provision of a Solaguard barrier system (or equivalent system as agreed between the Development Promoter and Thurrock Council) on The Manorway between the A13 and The Sorrells roundabout junction to enable the creation of a contraflow traffic system in the event of a disruption to the normal operation of traffic.
 - The provision of a Toucan crossing on The Manorway at its junction with Giffords Cross Road.

The above works shall be carried out in accordance with the provisions of the LDO S106.

- 5.7 All on site infrastructure corridors (which provide internal access roads between the main site access and each commercial building plot boundary) shall include off-road shared use footway/cycleway facilities and bus stop facilities in accordance with the LDO Design Code. Such facilities shall be brought into operational use prior to the occupation of any plot which requires them for cycle/pedestrian/public transport access and maintained thereafter for the duration that such plots remain operational.
- 5.8 Prior to the operational use of more than 400,000 square metres of commercial floor-space (save for that served by dedicated rail sidings) a Common User rail siding shall be provided within the LDO site. The siding (which is permitted to be implemented and operated under the London Gateway Transport and Works Act Order which was made on the 7th September 2007) shall provide for access to the national rail network via the Thames Haven branch rail line.
- 5.9 The Development Promoter shall, subject to viability considerations, require occupiers of buildings in excess of 30,000 square metres GIA where 24 hour operation is required to provide adequate on-plot facilities for overnight parking of goods vehicles and associated driver facilities at a rate of 1 space per 3,500 square metres. Where, for commercial reasons, it is unviable to provide such facilities on plot the Development Promoter shall provide such facilities at a commensurate rate off-plot prior to operational use of the commercial floorspace and shall maintain such facilities for the duration that such floorspace is in operational use.
- 5.10 Prior to the operational use of any commercial building within the Logistics Park, the Development Promoter shall install:
- Automatic Traffic Counters (ATCs) at appropriate locations to enable effective traffic flow monitoring;
 - Signage at the egress to the site capable of receiving and displaying real time traffic information. The Development Promoter shall use reasonable endeavours to procure the supply of real time information relating to the highway network to the signage.

ATC's and signage shall be maintained for the duration that the any building within the Logistics Park is within operational use.

Site Management Company

5.11 The following measures and initiatives shall be implemented and maintained by the site Management Company, who shall also maintain the on-site infrastructure referred to in Paragraphs 5.6 to 5.10.

Measures and Initiatives

5.12 The Travel Plan Coordinator (TPCo) (see Section 4) shall be appointed at least 3 months prior to first operational use of any building within the Logistics Park.

5.13 The site Management Company shall maintain on-going and active involvement within the LGTPC for the duration that it is in existence in accordance with the Constitution.

5.14 Prior to operational use of any commercial building within the Logistics Park a site wide car sharing database (which will be integrated into a shared facility providing also for the Port development) shall be implemented for the benefit of those employed within the Logistics Park. It is anticipated that the scheme shall be internet linked however the TPCo shall be available to input data on behalf of employees who have limited access to the internet. The car sharing database shall be maintained for the duration that any building within the Logistics Park is within operational use.

5.15 From the time of appointment the TPCo, acting on behalf of the site Management Company, shall use reasonable endeavours to liaise with public transport service providers and local authorities to secure season ticket discounts, subsidies and cross ticketing initiatives.

5.16 From first operational use of any building within the Logistics Park development the site Management Company shall participate in any National Travel Awareness Days.

5.17 From first operational use of any building within the Logistics Park development and for the duration that any building within the Logistics Park is in operational use the TPCo, acting on behalf of the site Management Company, shall provide a Personalised Journey Planning service to all persons employed within the Logistics Park. The service shall identify the most efficient and viable route to site via sustainable transport modes.

5.18 Prior to operational use of any commercial building within the Logistics Park the site Management Company shall ensure that a Travel Planning Website is brought into operation. The Travel Planning Website shall be accessed via a link on the main London Gateway website and, subject to the availability of information from service providers, shall make available the following:

- Public transport service information including timetable information
- Information regarding pedestrian/cycle routes and associated facilities
- Information regarding available public transport discounts, subsidies or cross ticketing initiatives
- Information regarding nationally recognised sustainable travel subsidisation schemes
- Information regarding the Thurrock Travel 'App' for smartphone users
- Links to the site wide Car Share Database
- Links to a bicycle user group which shall be established by the TPCo, via the website
- A monthly blog provided by the TPCo
- A monthly e-newsletter
- A link to Gateway Cycling (www.gatewaycycling.org.uk/join-us)
- A prominent 'Getting Here' link to the travel information website
- Information relating to National Travel Awareness Days

- Information relating to the availability of the on-site Personalised Travel Planning Service
- Links to any other available websites identified which relate to local sustainable transport initiatives
- Links to Travel Planning websites of individual Occupiers
- Information relating to the role of the Travel Plan Committee and TPCo
- Information regarding preferred and restricted routes to/from site
- Links to a Freight Information Portal which shall include:
 - Information relating to rail and transshipment freight transport facilities and opportunities
 - Information relating to the Port development (including promotional information regarding the benefits of importation of goods via the port and port/park synergy)
 - Information relating to the Thurrock Freight Quality Partnership
 - Information regarding planned works on the transport network (subject to the availability of such information from the service provider)
 - A forum for the sharing of information by Occupiers and hauliers
 - Information regarding preferred access routes to the London Gateway site and local highway restrictions (such as weight limits)
 - Promotional information highlighting the benefits of planning road freight movements outside the traditional peak periods
 - Promotional information regarding best practice schemes such as 'Ecostars'
 - Promotional information relating to the Thurrock Freight Quality Partnership

The Travel Planning Website shall be maintained by the TPCo for the duration that any of the buildings within the Logistics Park are in operational use. The TPCo shall be responsible for ensuring that all information provided via the website is up to date (subject to the provision of information by service providers where applicable).

- 5.19 Upon appointment of each Transport Liaison Officer (see Section 4) the TPCo shall arrange to meet the TLO to discuss the management of the Travel Planning regime and inform the TLO of the Travel Planning Website and the information which is available (as listed in Paragraph 5.18 above).
- 5.20 From first operational use of any building within the Logistics Park development the TPCo shall arrange and facilitate monthly 'Travel Plan Liaison Meetings' with all TLO's appointed at that time. The site Management Company shall provide adequate meeting facilities for this purpose.
- 5.21 In accordance with the LDO Design Code, for a period of at least 5 years from the date of the LDO no development shall take place in an area of the LDO site comprising not less than 50ha of land situated within a zone 300m from (a) the Thames Haven Branch Line or from (b) the common user siding without provision having been made for rail access to the national rail network.
- 5.22 The TPCo, acting on behalf of the site Management Company, shall be responsible for the collation of and submission to the LGTPC of monitoring information in accordance with the requirements set out in Section 6.

Occupiers

5.23 The following physical infrastructure provisions and measures/initiatives shall be provided and maintained by the Occupier in relation to each commercial building plot.

Infrastructure

5.24 All commercial buildings and associated plots shall provide the following facilities prior to first occupation of each respective building:

- Footway/Cycleway facilities in accordance with of the LDO Design Code
- Secure and covered cycle parking in accordance with the LDO Design Code
- Showers and lockers in accordance with the Design Code
- Display panels capable of receiving and displaying real time passenger transport information. The Occupier shall use reasonable endeavours to procure the supply of real time passenger transport information to the panels which shall be located in a prominent position within each building
- Dedicated and conveniently located parking spaces for electric vehicles, along with adjacent charging points and facilities, in accordance with the Design Code

The above facilities shall be maintained for the duration that the related building is in operational use for use by staff employed within the building plot.

Measures and Initiatives

5.25 At least 2 months prior to first operational use of each commercial building the Occupier shall submit their Occupier Travel Plan, which demonstrate how the related building and plot shall satisfy the requirements of this Travel Plan, to the member parties of the LGTPC. The Occupier Travel Plan shall include details of the Car Park Management Plan (discussed further in Paragraph 5.30). In accordance with the proposed revised constitution, the Chair party of the LGTPC, within one month of receipt of the Occupier Travel Plan, shall arrange an extraordinary meeting of the Committee to discuss the Occupier Travel Plan and confirm it accords with the terms of the LDO or alternatively to make recommendations for amendment to the Occupier Travel Plan. The Occupier Travel Plan shall subsequently be amended to address such reasonable recommendations and re-submitted prior to operational use of the building.

5.26 The TLO in respect of each commercial building within the Logistics Park shall be appointed at least one month prior to first operational use of the building (or alternatively the Occupier shall make arrangements to procure the travel plan coordination services of the site management company who thereafter shall satisfy the requirements placed upon the Occupier by this Travel Plan and the Occupier Travel Plan). The TLO (or travel plan coordination service) shall be provided for the duration that the related commercial building is in operational use.

5.27 From first operational use of each commercial building within the Logistics Park and thereafter whilst the building is within operational use the Occupier shall provide a guaranteed ride home to any employee who is involved in car sharing but becomes unwell or otherwise is required to leave site as a result of an emergency, or should their lift become unexpectedly unavailable for similar reasons

5.28 From first operational use of each commercial building within the Logistics Park and thereafter whilst the building is within operational use the Occupier shall undertake the following:

- To use reasonable endeavours, including funding where reasonable and viable, to procure monthly cycle maintenance events, involving a visit to site by a suitable expert to provide advice and training regarding bicycle maintenance to site employees
- Participation in National Travel Awareness Days and events
- To provide low interest loans to employees for the purchase of passenger transport season tickets and bicycles
- Promote and support a ride to work tax exemption schemes such as the Governments ride to work initiative
- To provide a pool of equipment to encourage/facilitate walking and cycling during inclement weather conditions such as umbrellas and waterproof clothing at a range of sizes. One set of such facilities shall be provided per 50 site employees.

5.29 It is to be noted that funding secured by Thurrock Council as part of the successful bid to the Local Sustainable Transport Fund (See Paragraph 3.23) is available to provide cycle proficiency training to persons employed at the Logistics Park. It is anticipated however that such funding shall become exhausted during 2015. Therefore, once LSTF funding is no longer available, and thereafter whilst each commercial building is in operational use, the Occupier is committed to funding the provision of such training to staff (on the basis that staff members shall receive training no more than once each).

5.30 Upon first operational use of each commercial building within the Logistics Park and for the duration that the building remains in operation the TLO, acting on behalf of the Occupier, shall implement the Car Park Management Plan (which is first submitted to the Travel Plan Committee for comment in accordance with Paragraph 5.25). The Car Park Management Plan shall include the following details:

- Number of car parking spaces available on plot
- Number of available disabled spaces
- Number of spaces designated for car sharers and a plan indicating their location within the plot
- Details of the methods to be employed to identify car sharers and allocate designated spaces
- Details of methods to be employed to ensure staff are made aware of the Car Park Management Plan (including opportunities to benefit from the use of designated spaces)

For the duration that the building remains in operation car parking usage shall be surveyed by the TLO on a 6 monthly basis on a Tuesday, Wednesday or Thursday during the months of April and October and reported to the TPCo.

5.31 As part of any recruitment campaign relating to staffing of a commercial building within the Logistics Park the Occupier shall use reasonable endeavours to target areas local to the site or areas along public transport corridors with easy access to the site. It is considered that such a campaign targets potential staff with increased opportunity to travel to site via sustainable transport modes.

5.32 No less than one month prior to first operational use of each commercial building within the Logistics Park the Occupier shall become a member of the Thurrock Freight Quality Partnership and shall retain membership for the duration that the building is within operational use. The TLO or an appropriate substitute shall attend all meetings of the FQP. The TLO's shall also use reasonable endeavours to make any hauliers operating in relation to the respective commercial building aware of the Thurrock FQP and the Freight Information Portal accessible via the Travel Planning Website (see Paragraph 5.18), provide

them with promotional information regarding the FQP and encourage them to become FQP members.

5.33 The TLO's shall use reasonable endeavours to make hauliers aware of and encourage hauliers to join best practice schemes such as 'Ecostars'.

5.34 The TLO's shall use reasonable endeavours to encourage hauliers to fit vehicles with suitable cycle safety equipment.

5.35 The TLO shall use reasonable endeavours to direct the routing of freight and operational movements associated with their respective plot to utilise preferred routes and avoid use of restricted routes.

5.36 From first operational use of each commercial building within the Logistics Park the TLO, acting on behalf of the Occupier, shall take the following steps to make employees aware of the Development Promoters Travel Planning Website, the information contained therein and any other available information relating to sustainable transport facilities or opportunities:

- The preparation of a leaflet which promotes the Travel Planning Website to be handed to and discussed with employees during employee inductions. Within one week of commencement of their employment the TLO shall e-mail each employee requesting their feedback on the Travel Planning Website and any feedback received shall be discussed with the TPCo
- Posting of appropriate notices on notice boards which shall be updated as appropriate
- Monthly e-mails to all staff employed within the related building and plot promoting the promoting the Travel Planning Website

These measures shall be maintained for the duration that the commercial building is in operational use with information updated periodically as appropriate.

5.37 Upon first appointment the TLO shall agree to attend the meeting with the TPCo as discussed in Paragraph 5.19 The TLO shall also attend all 'Travel Plan Liaison Meetings' referred to in Paragraph 5.20. Where a TLO is unavailable due to illness or holiday leave they shall nominate a suitable proxy to attend in their place.

5.38 The TLO, acting on behalf of the Occupier, shall be responsible for the surveying, collation of and submission to the TPCo of monitoring information in accordance with the requirements set out in Section 6.

6. Targets and Monitoring

- 6.1 Section 5 of the associated LDO Transport Assessment sets out mode share targets/assumptions for both employee/visitor journeys and freight transport associated with the Logistics Park. The basis for such targets/assumptions is set out in detail therein with such forming the basis for the overall site traffic generation assessment.
- 6.2 The objective of this Travel Plan and the detailed provisions herein is to ensure targets for the proportion of transport by sustainable modes and total road traffic are met or, if possible, improved upon (improvement constituting an increase in sustainable transport mode share and a corresponding reduction in road traffic). It shall be the responsibility of the parties identified in Section 4 to endeavour to ensure this objective is achieved.

Targets

- 6.3 Sustainable transport mode share targets for employees/visitors and freight transport, as set out within the LDO Transport Assessment, are summarised in Tables 6.1 and 6.2 below.

Table 6.1 - Employee/Visitor mode share targets

Development Year	% Development	Car Occupancy	% Non-Car	% Car Driver	% Car Passenger
Year 1	14	1.2	5	79	16
Year 6	50	1.25	7.5	75	17.5
Year 12	100	1.3	10	70	20

Table 6.2 – Freight mode share targets

Development Year	% use of rail (Park)	Port centric ¹
Year 1	2%	0%
Year 6	5%	55%
Full Development	10%	76%

¹ Portcentrics relates to the proportion of goods imported/exported to/from the commercial building via the London Gateway Port. The landside transportation of such imports/exports is absorbed entirely within the boundary of the port/park site and therefore does not impact upon the local or strategic road or rail network.

- 6.4 In addition to the above mode share targets, the LDO Transport Assessment sets out highway traffic levels by which certain mitigation measures (either in the form of physical improvements to the local or strategic transport network or financial contributions to such improvements) are required to be practically completed (meaning completed such that they are operational but excepting minor snagging items and completion of landscaping). Such traffic levels (known as 'Triggers') relate to the combined total of highway traffic generated at by the Logistics Park and Port developments and shall be measured on the new site access road close to the point of egress onto the adopted highway network. The obligation for such improvements/funding to be provided is secured via the LDO S106 and the improvement/funding packages and trigger levels are set out within Table 6.3 below.

Table 6.3 – Highway Improvement Obligations and Trigger levels

Work or payment ²	Period	Flow Trigger (2 – way unless stated)				Commensurate Level of Development
		Vehicles	HGVs	OGV2s	PCUs	
Sorrells Junction Scheme	Development Peak	725 ¹	194 ¹	-	919 ¹	180,000sq.m + 4 berths
First financial contribution to widening of, or other works to, the A13 Junction	AM Peak	On commencement				
	PM Peak					
Second financial contribution to further widening of, or other works to, the A13 Junction	AM Peak	1119	363	-	1,482	Full Development (inc Ro-Ro)
	PM Peak	1146	387	-	1533	
M25 Junction 30 Works	AM Peak	-	-	189	435	348,752 sq.m + 6 berths
	PM Peak	-	-	189	435	

¹ One-Way flows

² It is to be noted that the LDO S106 provides for a number of other measures and associated triggers which shall be monitored in accordance with paragraphs 6.10 and 6.14 below

“Commensurate Level of Development” relates to the quantum of combined Logistics Park or Port development that is predicted to generate the level of highway traffic expressed in each related trigger. Such quantum of development are assessed in accordance with the assumptions of the Transport Assessment including the mode share targets set out in Tables 6.1 and 6.2. Thus, it is noted that should the Port and Park developments (either individually or in combination) improve upon the mode share targets, the timescales at which the highway mitigation improvements/funding are ‘triggered’ may be deferred to a later date or potentially the requirement for improvements may be avoided altogether. The Triggers therefore create a significant incentive to improve upon the mode share targets.

Toolkit Measures

6.5 In the context of the incentives created by the highway improvement obligation Triggers (see Table 6.3 above) it shall be in the interests of the Development Promoter, site Management Company and Occupiers to implement further measures on a voluntary basis, beyond those committed as part of this Travel Plan or implemented by the LGTPC using funding generated by the Travel Plan levy, to defer or avoid the need for highway mitigation improvements/funding. Such measures may include the following:

- Further incentives to staff employed at the Logistics Park to travel by sustainable modes. Such incentives may take the form of competition prizes, discounted travel or direct financial incentives
- Implementation of a parking charging scheme. This could include a charging regime determined by the employees ability to travel by sustainable modes with higher charges for those benefiting from good sustainable transport links
- Financial incentives towards increased transport of Freight via rail or sea modes
- Incentives for lorry drivers/haulage companies to avoid travelling during the peak periods (i.e. a free breakfast or dinner in the café during the traditional AM and PM peak periods)
- As noted in Paragraph 3.33 the Port and Logistics Park development promoters have a longstanding desire to implement a strategic lorry park in the immediate vicinity of the London Gateway site. The provision of such a facility may offer the opportunity to provide incentives to Port related HGV drivers and haulage companies to avoid travelling during the traditional peak periods

Monitoring and Reporting

6.6 The primary responsibility for monitoring and reporting shall lie with the TPCo. The TPCo shall obtain data from the TLOs on behalf of the Occupiers and from the Development Promoters [or Management Company] in relation to site-wide movements. The results shall be reported to the LGTPC who shall advise the party with responsibility of the appropriate action to be taken and consider the monitoring results in the allocation of LGTPC spending.

Occupier's Responsibilities

6.7 From first operational use of each commercial building within the Logistics Park during the months of April and October, and therefore on a 6 monthly basis, the TLO, acting on behalf of the Occupier, shall carry out Travel Plan monitoring comprising the following elements:

- A staff travel survey comprising a proforma which is sent out to all staff seeking details of frequency of use of various modes for travel to work, reasons for travel choices, comments and feedback on public transport services and walking and cycling facilities, feedback regarding the Travel Planning Website and the information it provides and feedback on the site wide car share database. To encourage staff to take part in the travel survey all employees who complete and return a proforma shall be entered into a prize draw which shall offer a prize of a value of not less than £200. The survey and prize draw shall be advertised to staff on notice boards
- A parking survey comprising a series of 5 spot checks (on 5 different weekdays) and noting total car and HGV parking on site and total use of spaces designated for car sharing, disabled parking and electric cars
- Information relating to the proportion of freight imported/exported via the London Gateway Port for the 6 months leading up to the survey date
- Information relating to the proportion of freight imported/exported by rail for the 6 months leading up to the survey date

Upon receipt of the monitoring information the TLO shall compile this into a report. The report shall be submitted to the TPCo within one month of the completion of the survey (i.e. by the 31st May and 30th November respectively). Copies of the report shall also be provided to the senior management team of the Occupier.

Site Management Companies Responsibility

6.8 During the months of June and December, the TPCo, acting on behalf of the site Management Company, shall collate all survey reports from the various TLO's into a single site wide monitoring report. The report shall present the information in the following form:

- Total employment on site and the proportion of such travelling to site by the various available modes
- Total site freight import/export and the proportion of such transported via the London Gateway Port or via rail (in providing this information the TPCo, acting in liaison with the TLO's shall agree upon a common unit of measurement for quantity of total freight)
- A summary of total of highway traffic generated by the Logistics Park and Port developments in the AM and PM peaks for the 6 months up to the monitoring period, measured at the new site access road immediately prior to the egress onto the public highway. This information shall be accompanied by a narrative which explains any trends, peaks and troughs in traffic flows (i.e. an unexpected peak). The traffic flow monitoring shall be tracked against traffic flow predictions to assist in decision making regarding the provision of off-site infrastructure or contributions to such (see paragraphs 6.10 to 6.14 below for further explanation of this point)

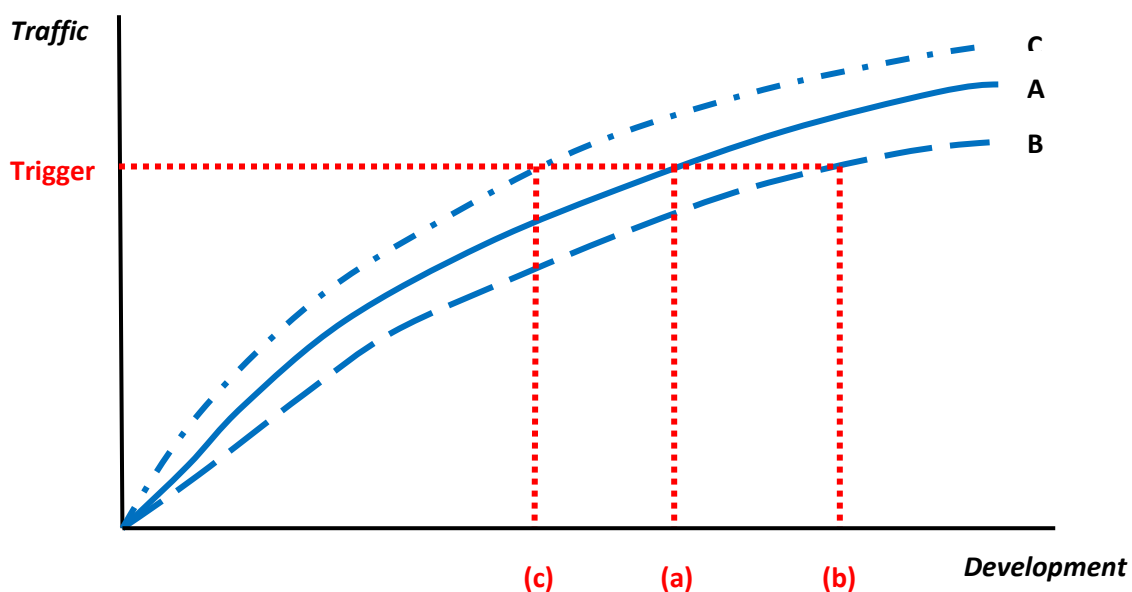
6.9 The site wide monitoring report shall be provided by the TPCo to all members of the TPC by the 30th June and 31st December respectively. It is to be noted that the TPCo, in meeting his responsibilities in respect of the Port development, may provide this as a combined report. Copies of the report shall also be provided to the senior management team of the Development Promoters, site Management Company and all Occupiers.

Development Promoter's Responsibilities

6.10 Paragraph 6.4 discusses defined traffic 'Triggers' which, if exceeded give rise to the requirement for either physical improvements to the local or strategic transport network to be 'practically completed' or financial contributions to such works to be paid. With regard to the former it is to be noted that the requirement to 'practically complete' the works by the time the trigger is exceeded give rise to the need to predict the build-up of traffic (given that the implementation of such works may take a considerable period of time and will therefore need to commence significantly in advance of the trigger being exceeded).

6.11 The means by which the build-up of traffic on the new site access road is to be monitored is indicated by the graph provided as Figure 6.1 below.

Fig 6.1 Monitoring graph



- 6.12 Prior to first operational use of any of the buildings within the Logistics Park, for each of the proposed works packages (see Table 6.3) the Development Promoter shall develop a prediction of the road traffic generation against development build out which accords with the road traffic generation assumptions taken to inform the LDO Transport Assessment. This is represented indicatively in Figure 6.1 by prediction Curve (A). Should road traffic generation increase as predicted then (a) represents the level of development at which the works shall be required to be 'practically complete'.
- 6.13 Curves (B) and (C) indicatively represent plotted curves informed by traffic flow monitoring. Curve (B) represents the scenario whereby the Logistics Park mode share targets are improved upon and the development performs more efficiently in terms of road traffic generation. In such circumstances the level of development at which the works shall be required to be 'practically complete' is represented by (b). Conversely Curve (C) represents the scenario whereby the Logistics Park falls short of achieving the mode share targets and performs less efficiently in terms of road traffic generation. The corresponding level of development at which the works shall be required is represented by (c).
- 6.14 Each site wide monitoring report shall include a version of the graph represented at Figure 6.1 for each respective works package set out in the LDO S106. The graph shall include the 'monitored curve' for the particular point in time corresponding to the monitoring period plotted against the 'prediction curve'. The trend of the monitored curve against the prediction curve shall indicate whether the programme for commencement of works needs to be revised to an earlier or later date. The programming of each respective works package shall be discussed at LGTPC meetings and between the TPCo and the Development Promoter. The LGTPC may resolve to recommend revision to the programming to the Development Promoter.

7. Summary

7.1 The primary objectives of the Travel Plan are to promote sustainable travel patterns and to reduce the impact of employee and freight related transport, minimising impacts on (a) the local and strategic road networks and (b) on local communities. Provisions to achieve these objectives are summarised as follows:

The Local and Strategic Road Network

7.2 In terms of influencing increased take up of sustainable transport modes the fundamental components of a successful Travel Plan are considered to be:

- The provision of suitable facilities which provide safe and convenient transport links;
- Incentives to direct choices towards take up of sustainable transport modes in place of reliance on the private motorcar; and
- Awareness of available facilities and the benefits of (i.e. incentives for) their use.

7.3 In terms of facilities the Logistics Park development, via this Travel Plan and other obligations, has commitments to the provision of extensive physical infrastructure measures including:

- Footway/cycleway links to local communities and transport modes
- Bus interchange facilities at Stanford-le-Hope rail station
- Frequent and conveniently located sheltered bus stop facilities on site
- Real time information systems associated with public transport services and road network operation
- Cycle parking, showers and locker facilities within each commercial building
- Car share and bicycle user group databases
- Personal journey planning service
- Guaranteed ride home scheme for car sharers
- Low interest cycle and season ticket loans
- Cycle training and servicing facilities
- Accessible rail freight terminals and sidings
- Transhipment facilities
- Port facilities for the import/export of freight

7.4 In addition to the above it is to be expected that, due to the scale of development and associated employment creation, extensive bus links to local communities and transport nodes shall become operational as frequent and self-sustainable services. In the early period of development, when employment numbers may not support self-sustaining services, significant funding is available for passenger transport subsidisation.

7.5 The mechanisms for determining the requirement for the Development Promoter to provide/contribute towards off site highway improvements creates a significant incentive to maximise the use of sustainable transport modes, both for employee and freight movements. The transport choices of employees, Occupiers and freight hauliers shall be predominantly influenced by economic/cost considerations, and in this regard the Travel Plan seeks to balance choices in favour of sustainable transport by the provision of public transport subsidisation, cross ticketing initiatives and low interest loans, in addition to direct access to cost effective freight transport modes such as rail and transhipment. Further incentive shall be provided by the greater reliability provided by sustainable transport modes, when compared against road transport.

7.6 Awareness by employees, Occupiers and hauliers of the facilities and incentives discussed above shall be secured through the provision and interaction of the TLO's, TPCo and TPC who shall ensure that suitable information is advertised and readily available via services such as the Travel Plan website, notice boards, e-mail alerts and leaflets. The TLO's and dedicated TPCo shall be in direct contact with the Development Promoter, site Management Company, Occupiers, employees and hauliers to ensure that constant dialogue regarding sustainable travel opportunities takes place.

Local Communities

7.7 Impacts upon local communities shall be mitigated by the steps to be taken to reduce overall highway use by employees and freight transport. However, even in the situation where Travel Plan targets are improved upon, the development will still generate significant levels of highway traffic. Therefore, the mitigation for local communities shall include measures to avoid (a) rat running by development-related highway traffic and (b) overnight HGV parking.

7.8 Such issues shall be addressed as much as possible by the provision of information to employees, Occupiers and freight hauliers regarding preferred and prohibited routes and encouragement to adhere to the Logistics Parks policy for the preferred routes (the A1014 and A13) to be utilised where possible. In acknowledgement that there may be some use of local routes which is beyond the control of the Development Promoter or individual Occupiers, the Development Promoter shall provide funding, in the amount of £1,262,740 to Thurrock Council to enforce (or convey to the Police authority to enforce) existing restrictions, establish new restrictions or provide measures which discourage the use of such routes, through local communities.

7.9 In addition to the above, it is acknowledged that, on rare occasions, incident may occur which impede access via the preferred routes resulting in increased use of local roads by development traffic. To minimise such impact the developer is committed to the provision of a solaguard barrier system on The Manorway (A1014). Such a system facilitates the rapid implementation of a contraflow system allowing two way traffic flows to be installed in instances where one carriageway is unavailable. The installation of on-site signage providing real time traffic information will also assist in easing traffic issues during un-planned incidents.

7.10 To ensure that HGV's associated with the Logistics Park development do not park on local roads, suitable on site facilities for both HGV parking and HGV drivers shall be provided at a rate sufficient to meet demand, in accordance with the parking standards set out in the LDO Design Code.

7.11 Additionally, overnight facilities for HGV parking and HGV drivers shall be provided within commercial plots or alternatively within common infrastructure areas. In each case driver facilities shall be provided in close proximity to the parking areas and shall include kitchen facilities, showers facilities and rest areas. The rate of provision of the overnight parking and driver facilities shall be 1:3500 square metres of Gross Internal Area of the commercial buildings which is suitable to meet the level of provision identified to be required by the Thurrock Lorry Parking Study (March 2012).

7.12 The effectiveness of the provisions discussed in paragraphs 7.3 to 7.11 above shall be subject to regular monitoring and reporting to allow decisions regarding the allocation of funding (by the council or the LGTPC) and the provision of additional voluntary measures to be informed by the situation 'on the ground'.

Appendix A - Site Management Company Remit

London Gateway Park Services Limited, the site management company.

Management Principles

The principle management aims of the London Gateway Park Services Limited are to:

- achieve and consistently deliver a level of service and environment to occupiers that reflects a high quality value driven ethos
- embrace the values of sustainable practices, relating to the environment, commercial objectives, social responsibilities, and the essential well-being of all personnel
- maintain all elements for the long term benefit of the occupiers and their customers
- seek continual improvement in the provision of services and management disciplines, bringing benefits to occupiers through the Park's adjacency to London Gateway port.
- achieve a secure, safe and world class logistics facility that enjoys long term success

Management Details

The Logistics Park estate will be managed in two principal zones, recognising the development programme and the sharing of certain services and infrastructure facilities. In addition, a third zone will be formed by the private Main Access Road owned by the London Gateway Port Limited.

The Logistics Park Management Company will employ managers, facility personnel and administration staff directly, with all services and supplies procured through a strict contract regime that mirrors the corporate disciplines of DP World.

Principle areas of management activity will encompass:

- Logistics Park wide occupier engagement, promoting appropriate park community activities, key stakeholder engagement, and providing an estate management forum
- Company administration, asset management, financial accounting and budgets, and sinking fund management
- Utility supplies and distribution
- Water management and drainage
- Waste and recycling
- Community networked building and services management system integration and monitoring
- Landscape and physical environment management
- Security; hard, observation and preventative regimes
- Regulatory and statutory compliance, including health and safety

- Communications and IT, infrastructure and park community network
- General fabric maintenance and repairs and planned lifecycle maintenance regimes
- Traffic management, wayfinding and intelligent mapping, travel plan support and co-ordination
- Specialist services as required

The management team recognises the value and quality ambitions of the London Gateway Logistics Park. The team will embrace best practice approach, with the objective to achieve a world class ethos through its provision and co-ordination of management routines and practices.

**Appendix B - London Gateway Travel Plan Committee
Proposed Constitution**

LONDON GATEWAY LOGISTICS PARK

TRAVEL PLAN COMMITTEE – PROPOSED CONSTITUTION

1. CONTEXT

- 1.1 The Travel Plan Committee was originally required to be constituted under the terms of the Section 106 agreement dated 18th May 2007 which was associated with the Outline Planning Consent (OPC) relating to the Shell Haven Oil Refinery site (the OPC Agreement) and The London Gateway Port Travel Plan (Ref: APP/0/103) and Supplemental Travel Plan.
- 1.2 This document sets out the revised terms of reference for the Travel Plan Committee, including its composition, powers, role, meetings, funding and participation in the management of the monitoring process, in the light of changes and the making of the London Gateway Logistics Park Local Development Order 2013 (LDO).
- 1.3 The parameters for this document were originally set out in the OPC Agreement, the OPC Travel Plan annexed thereto, the HEO Travel Plan and the Supplementary Travel Plan, and from directions made by the Secretary of State in the two “minded to grant” letters of 20th July 2005 and 8th August 2006. In relation to the OPC, it is to be noted that upon implementation of development pursuant to the LDO the Agreement and OPC Travel Plan shall be superseded by the LDO S106 Agreement and LDO Travel Plan.
- 1.4 Any proposed changes to this constitution which may be promoted to the members of the committee from time to time may only be adopted in so far as they are consistent with the terms of the LDO including the LDO S106 Agreement.

2. LEGAL STATUS

- 2.1 The Travel Plan Committee is not a legal entity and as such has no legal or statutory powers other than those given under this constitution.
- 2.2 It is acknowledged that membership of the Travel Plan committee does not limit the statutory roles of the Highway Agency, Thurrock Council, Essex County Council, or London Gateway Port Authority.
- 2.3 The Travel Plan Committee has developed a Memorandum of Understanding concerning how each respective committee member manages Freedom of Information Requests for Commercially sensitive information.

3. DEFINITIONS AND INTERPRETATION

- 3.1 LDO means the London Gateway Logistics Park Local Development Order 2013.
- 3.2 “OPC” means the Outline Planning Consent (Ref: THU/02/00084/OUT) relating to the London Gateway Logistics Park.
- 3.3 “HEO” means the Harbour Empowerment Order, which was made on the 2nd May 2008.

- 3.4 “Harbour Authority” (who shall be responsible for the Port/HEO development) means London Gateway Port Limited;
- 3.5 “The Development Promoter” means the landowner and includes the appointed LDO site management company
- 3.6 “London Gateway Site Offices” means the site offices at London Gateway
- 3.7 “Port site” means the site of the London Gateway Port as comprised in the HEO.
- 3.8 “Logistics Park site” means the site of the Logistics Park as defined in the LDO
- 3.9 “The Whole Site” means the combined Port site and Logistics Park site
- 3.10 “The LDO S106 Agreement” means the agreement between LG Park Freehold Limited, LG Park Leasehold Limited and Thurrock Borough Council dated (date to be inserted)
- 3.11 “Occupier” means a party who acquire a Freehold or Leasehold interest in a building or development plot for the purpose of carrying out commercial operations
- 3.12 “The Travel Plans” means the LDO Travel Plan, the HEO Travel Plan (Ref: APP/0/103) and the Supplemental Travel Plan
- 3.13 “Whole Site” means the whole of the site comprising both the site of the London Gateway Logistics Park and the London Gateway Port.
- 3.14 References to any party shall include their successors in title as developers of any part of the Whole Site or as planning or highway authority as the context requires.

4. POWERS AND DUTIES

4.1 Terms of Reference

- 4.1.1 To promote sustainable travel, investment in infrastructure, passenger transport services, freight management facilities and services and other measures which will encourage the employees of occupiers of the Whole Site, and visitors to the Whole Site to use non-car modes of transport to and from the Whole Site and to reduce the impact of freight traffic on the highway network and on local communities and to achieve the mode share targets.
- 4.1.2 To monitor and advise on actions related to the build-up of demand for trip-making at the Whole site and the share of transport by individual modes as development proceeds.
- 4.1.3 To make plans for the provision of passenger transport and non-car transport facilities as necessary to support the achievement of the target mode shares, including specifying passenger transport services which will be required prior to completion of the LDO development and during the roll out of development of the Logistics Park, including the provision of bus services from “day one”.
- 4.1.4 To determine the timing of investment in passenger transport facilities at the Whole Site (or facilities “off-site” required primarily to support the services required by the site) bearing in

mind that services are unlikely to be commercially viable initially and that resources need to be allocated when there are realistic prospects of seed funding activity resulting in the establishment of sustainable services.

- 4.1.5 To ensure that value for money is obtained and that the funding available for seed funding is used in the most appropriate way, by supporting services which can reasonably be expected to become self-sustaining.
- 4.1.6 To negotiate and let contracts through Thurrock Council for the operation of public transport services as the Whole Site develops, and continue to support such services once services become self-sustaining, to ensure that the mode share targets are met.
- 4.1.7 To work with Thurrock Council, the local bus operators and the rail operators to facilitate integrated measures, including cross ticketing, real time information displays and timetable scheduling. The Committee would also seek to work with all parties to promote the adoption of standards in a similar manner to Bus Quality Partnerships.
- 4.1.8 To approve Occupier Travel Plans, as submitted to the members of the Travel Plan Committee by the Occupiers in association with each commercial building, within one month of receipt by Committee members

4.2 Holding and Allocation of Funds

- 4.2.1 All funds provided to the Committee will be held in a specially designated interest bearing account by Thurrock Council in the name of the Travel Plan Committee.
- 4.2.2 The Committee shall apply funds in accordance with the LDO S106 Agreement and the Travel Plans where relevant and any subsequent variations thereto
- 4.2.3 Expenditure of the funds allocated to the Committee is limited to expenditure necessarily incurred in meeting the Terms of Reference of the Committee. Such expenditure may include, but is not limited to:
 - a) Capital costs of provision of bus stops, shelters, real-time information systems and other infrastructure;
 - b) Underwriting the net operating costs of bus services during the period immediately following introduction, whilst patronage on the service builds up in line with the development;
 - c) Making contributions towards the costs of maintaining operations centres, organising scheduled or demand responsive passenger transport, and providing information on services;
 - d) Cost of surveys, reports and monitoring over and above that undertaken directly by the Travel Plan Co-ordinator (on behalf of the Development Promoter) or each respective Transport Liaison Officer (on behalf of the Occupiers)

4.3 Monitoring

The Committee will:

- 4.3.1 Liaise with and accept and consider reports from the Travel Plan Co-ordinator or Transport Liaison Officers, which shall be provided in accordance with the terms of the Travel Plans.
- 4.3.2 Provide feedback to the Travel Plan Co-ordinator relating to the impact of traffic, the operation of the Vehicle Booking System, on-site lorry parking facilities, and the private minibus service and upon Travel Plan initiatives, local and strategic traffic conditions, public safety and local amenity considerations.
- 4.3.3 Provide feedback to the Travel Plan Co-ordinator on the measures and initiatives outlined in the Travel Plans.
- 4.3.4 Carry out such additional regular (at least annual) monitoring as it considers appropriate.

4.4 Remedial Action and Compliance Measures

- 4.4.1 The Committee shall where necessary give consideration to the taking of such remedial action or compliance measures required to meet the objectives of the Travel Plans

4.5 Committee to have power to seek alternative funding sources

- 4.5.1 The Committee will be empowered to seek alternative sources of funding which may become available from outside agencies and take a pro-active role in attracting additional funding where opportunities exist to complement and enhance existing strategies.

5 MEMBERSHIP

5.1 Members

- 5.1.1 The Travel Plan Committee shall be constituted of up to 2 nominated representatives from each of:

- a) Highways Agency
- b) Thurrock Council
- c) Essex County Council

and one Representative from each of:

- d) The Harbour Authority
- e) The Development Promoter

- 5.2.1 Each party shall notify all other parties in writing upon the change of any nominated representative

5.2 Proxies

5.2.1 Any nominated representative of any party may send a delegate or proxy to any meeting in his place giving no less than 3 days-notice to all other parties.

5.3 Quorum

5.3.1 Any meeting of the Travel Plan committee shall not be quorate unless:

- a) At least 1 nominated representative of each party is in attendance; or
- b) A nominated proxy attends for each party who does not have a nominated representative in attendance

5.3.2 No business shall be transacted at any meeting unless a quorum is present although the committee may meet to consider information without a quorum being present.

5.3.3 In the event that the responses to the notice of meeting suggest a meeting will not be quorate all parties shall beforehand agree a mutually acceptable date for an additional or alternative meeting to take place to ensure that the committee meets the frequency requirement of clause 6.2 below.

5.4 Chairman

5.4.1 All meetings to be chaired by one of the nominated representatives from Thurrock Council.

5.5 Secretary

5.5.1 The Development Promoter shall appoint a secretary responsible for circulating draft minutes of each meeting unless otherwise agreed by the Committee

6. MEETINGS

6.1 Overall Purposes

6.1.1 Agreeing the apportionment of funds

6.1.2 Monitoring

6.1.3 Receiving and commenting upon reports

6.1.4 Providing feedback on the effects of Port and Logistics Park operations upon Travel Plan initiatives, local and strategic traffic conditions, public safety and local amenity conditions.

6.1.5 Making decisions on the allocation of funding and the nature of feedback to the Travel Plan Co-ordinator or Transport Liaison Officers.

6.2 Frequency

6.2.1 The Committee shall meet at least once every 6 months during the months of July and February and more frequently by agreement.

- 6.2.2 At the request of any party, the Chairman shall convene an extraordinary meeting of the Committee
- 6.2.3 Upon receipt of a Occupier Travel Plan by the Committee members (and within one month of receipt) the Chair party shall call an extraordinary meeting to discuss and agree any feedback considered necessary
- 6.2.4 Any meeting of the Committee which is not quorate shall not count as a meeting for the purposes of clause 6.2.1 and 6.2.3 above.

6.3 Notification of meetings

- 6.3.1 The chairman shall notify all parties of the next meeting, giving at least 20 working day's notice in writing.
- 6.3.2 Members shall respond not later than 10 working days before the meeting date indicating whether they will be attending or not.

6.4 Circulation of Agenda and Reports

- 6.4.1 The chairman shall circulate the proposed agenda to all parties with the notice of the meeting.
- 6.4.2 The agenda shall always include a provision for 'other business' to be addressed.
- 6.4.3 Reports and papers shall be circulated with the proposed agenda save where documents are marked confidential by the proposing member.

6.5 Location of Meetings

- 6.5.1 Either:
 - a) At a mutually convenient location, nominated by one party on a rotating basis; or
 - b) At the London Gateway offices

6.6 Invitations

- 6.6.1 For the purposes of any meeting of the Committee any member may propose that a guest attends from an appropriate expert body to address the Committee. The proposed guest may only attend on the agreement of all parties.

6.7 Cancellation of Meetings

- 6.7.1 Any proposed meeting may be cancelled:
 - a) Forthwith by the Chairman with the agreement of the parties and by notice to all parties in writing
- 6.7.2 In the event of any such cancellation the parties shall agree a mutually acceptable alternative which satisfies the requirements of paragraph 6.2.1 and 6.2.3.

6.7.3 The Chairman shall not be entitled to cancel a meeting if it would mean non-compliance with 6.2.1.

6.8 Minutes

6.8.1 The Minutes of each meeting shall be circulated by the nominated secretary for that meeting within 10 working days of the meeting.

6.8.2 Minutes shall be treated as being agreed unless any party disputes the accuracy of such minutes within 20 working days (or as agreed by all parties) of receipt. Any dispute which cannot be resolved by discussion between the parties shall be resolved at the next scheduled meeting.

6.9 Procedure at meetings

6.9.1 Apologies

6.9.2 Order of business: To be determined by the Chairman from the agenda circulated with the notice of the meeting.

6.9.3 Provisional date of next meeting.

6.10 Decisions

6.10.1 Each resolution to be decided on a show of hands.

6.10.2 No party shall have a casting vote.

6.10.3 Each party shall have 1 vote, whether they have 1 or 2 nominated representatives.

6.10.4 No motion shall be passed unless all parties vote in favour.

6.11 Deadlock

6.11.1 In the event of a deadlock, parties may by written notice to the other parties refer an issue to designated senior officers.

6.11.2 The designated senior officers for each party shall be notified to all other parties in writing and any change shall be notified in writing.

6.11.3 Such nominated senior officers shall in good faith negotiate to resolve the issue.

6.11.4 Should such nominated officers fail to reach agreement within 30 calendar days or such other period as the Committee may agree, committee may refer the dispute to binding arbitration in accordance with Section 9.2 of this constitution.

7. Expenses

7.1 The administrative expenses of the Committee (including secretarial expenses) shall be borne by the Development Promoter.

7.2 The ordinary expenses of each individual delegate or representative in attending committee meetings shall be borne in each case by the party nominating them as being a part of the exercise of their respective statutory duties.

7.3 Costs associated with the venue for any meeting shall be borne by the party nominating it, unless the venue is the London Gateway Site office in which case the cost of the venue shall be borne by the Development Promoters

8. Data Protection / Confidentiality

8.1 Any information gathered by the Committee:

8.1.1 May only be retained to the extent that to do so would be lawful, and

8.1.2 May not be used otherwise than in connection with the work of the Committee; and

8.1.3 Shall (to the extent consistent with 8.1.2 above) be kept confidential

8.2 Subject always to the requirements upon the Committee as a Data Controller under the Data Protection Act 1998, the Committee may by unanimous consent agree to release information gathered to specified persons for certain specified uses upon request.

8.3 The Committee recognises that notwithstanding the provisions of this Section 8, the individual bodies which are members of the Committee may be required, under the provisions of the Environmental Information regulations and / or the Freedom of Information Act, to release information gathered in their role as members of the Committee.

9 Miscellaneous

9.1 Withdrawal of Membership

9.1.1 Any party, save Thurrock Council the Development Promoters and / or the Harbour Authority, may for any reason withdraw from membership of the committee giving 3 month's notice in writing to the committee of their intention to do so.

9.2 Arbitration

9.2.1 Any dispute or difference arising out of or in connection with this constitution (including without limitation any question regarding its existence, validity, interpretation performance or determination) shall be referred to and finally resolved by arbitration under the Rules of the London court of International Arbitration ("the Rules"), which Rules are deemed to be incorporated by reference into this paragraph.

9.2.2 The number of arbitrators shall be one.

9.2.3 The appointing authority for the purposes of the Rules shall be the London Court of International Arbitration.

9.2.4 The seat, or legal place, of arbitration shall be London.

9.2.5 The language to be used in the arbitration shall be English.

9.2.6 The governing law of the arbitration shall be the law of England and Wales.

9.3 Notices

9.3.1 Any notices required to be served on the parties shall be sent to the following addresses:

- a. For Essex County Council to the Director of Development, Highways and Transportation at County Hall, Chelmsford, Essex CM1 1QH;
- b. For Thurrock Council to the Director of Planning and Transportation at Civic Offices, New Road, Grays, Essex RM17 6SL
- c. For the Logistics Park site to Graeme Clarke, Implementation Director, London Gateway, Gate 2, The Manorway, Stanford-le-Hope, Essex SS17 9PD
- d. For the Port, to Graeme Clarke, Implementation Director, at London Gateway, Gate 2, The Manorway, Stanford-le-Hope, Essex SS17 9PD;
- e. For the Highways Agency to the Divisional Director, Network Strategy South, Woodlands, Manton Lane, Manton Lane Industrial Estate, Bedford, MK41 7LW.

9.3.2 Any party may be written notice to all other parties provide an alternative address or name for service.

9.3.3 Notices shall be by post or facsimile.

9.3.4 Without prejudice to 9.3.3 notices may also be sent by electronic mail to the notified representatives.

10. Effective Date

10.1 This revision of the constitution shall become effective on the date that the last party being a member of the Committee shall have signed a copy of the constitution.

10.2 As soon as is reasonably practicable after that date the Chairman shall notify all parties that the constitution has been amended as set out herein and the previous version of the constitution is revoked.