



Travel Plan

Land at Woodgate Centre, Oak Tree Lane, Woodgate

20-061-008 Rev B
August 2021



Charles & Associates

Document Control Sheet

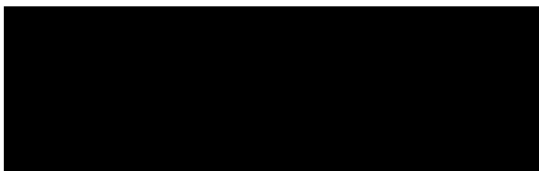
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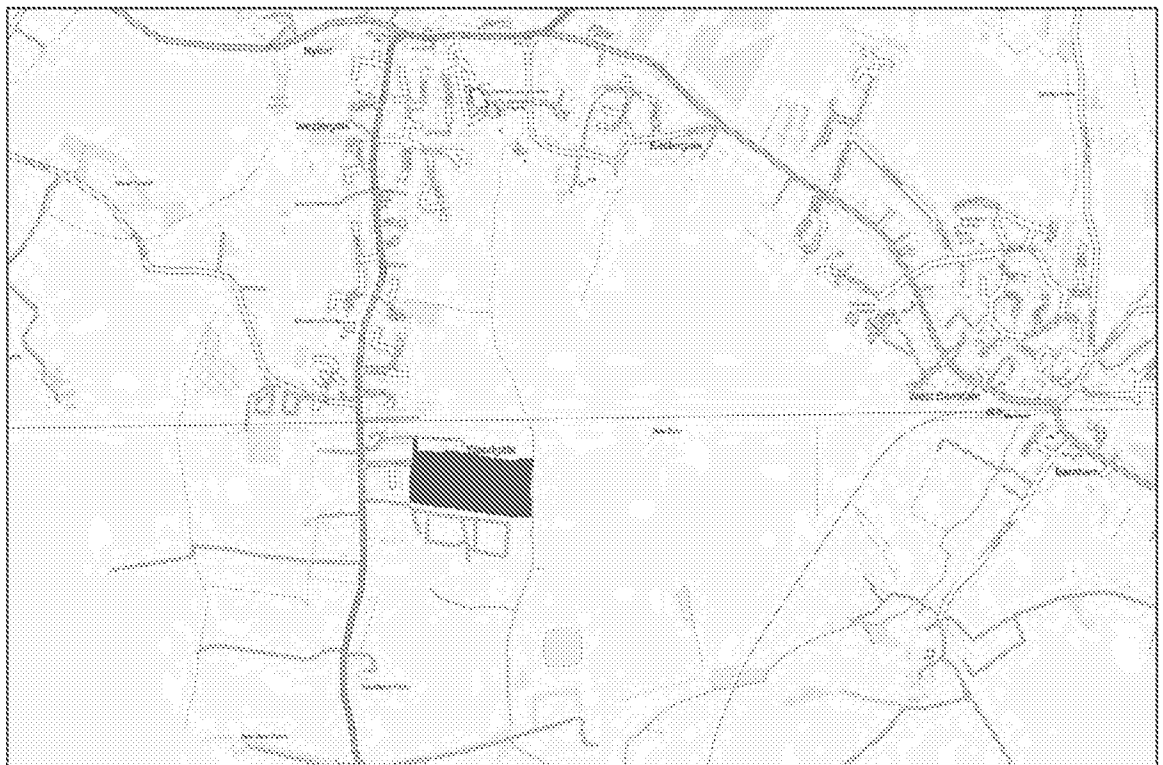
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1 Introduction

1.1 Introduction

- 1.1.1 Charles & Associates Consulting Engineers Ltd. (C&A) have been commissioned by PYE Homes in relation to Land at Woodgate Road, Aldingbourne, West Sussex, hereafter referred as the “the site”.
- 1.1.2 C&A have prepared a Transport Assessment (TA) and a Residential Travel Plan (TP) in support of a detailed planning application for up to 180 dwellings on the site.
- 1.1.3 The site is located to the east of the A29 Lidsey Road and to the south of the existing railway line running through the Woodgate village and is access via Woodgate Road. The location of the site is illustrated in red in **Figure 1.1** below.

Figure 1.1: Site Location



- 1.1.4 The site forms part of the wider strategic allocation referred to as Barnham, Eastergate and Westergate (BEW) under Policy H SP2c (SD5) within the adopted Arun District Council (ADC) Local Plan 2011-2031.

1.1.5 Pre-application discussions were held with West Sussex Council County (WSCC) which is the local highway authority for the area. During the discussions, it was determined that a TP would be required and therefore, the proposed development will implement a robust and effective TP with the objective of encouraging and supporting sustainable travel and reducing single occupancy car use.

1.1.6 This TP sets out site specific initiatives aimed at improving the availability and choice of travel modes to and from the development for all residents and visitors of the site. Together with the TA submitted with this application, this TP will aim to be the mechanism by which the overall travel demand will be managed and monitored. Therefore, this TP should be read in conjunction with the associated TA (C&A ref: 20-061-004) supporting the application.

1.2 Travel Plan Requirements

1.2.1 The National Planning Policy Framework (NPPF) updated in July 2021 requires that developments that will generate significant amounts of movement should be required to provide a TP and be supported by a transport statement or transport assessment so that likely impacts can be assessed.

1.2.2 TPs are long term management strategies for integrating proposals for sustainable travel onto the planning process. The primary purpose of a TP is to identify opportunities for the effective promotion and delivery of sustainable transport initiatives.

1.2.3 The Ministry of Housing, Communities and Local Government (MHCLG) Guidance on TPs, Transport Assessments and Statements (2014) provides advice on what should be considered. In summary, TPs should:

- identify explicit outcomes, targets and measures;
- set out future monitoring and management arrangements, all of which should be proportionate;
- address all journeys resulting from a proposed development and seek to fit in with wider strategies for transport in the area;
- set out clearly what data is to be collected, and when; establishing the baseline conditions in relation to any targets.

1.2.4 It is recognised that it is prudent to retain some flexibility in the TP until the occupation and operational characteristics of the development are established.

1.3 Travel Plan Objectives

1.3.1 The key objectives identified for this TP are to:

- Reduce the use of single occupancy vehicles;
- Increase the number of people walking, cycling and public transport; and
- Raise awareness amongst residents and visitors of the existence of the Plan.

1.3.2 TP objectives will be met by the implementation of appropriate measures, ongoing management and monitoring of the plan's performance.

1.4 Report Structure

1.4.1 The structure of the remainder of this report is as follows:

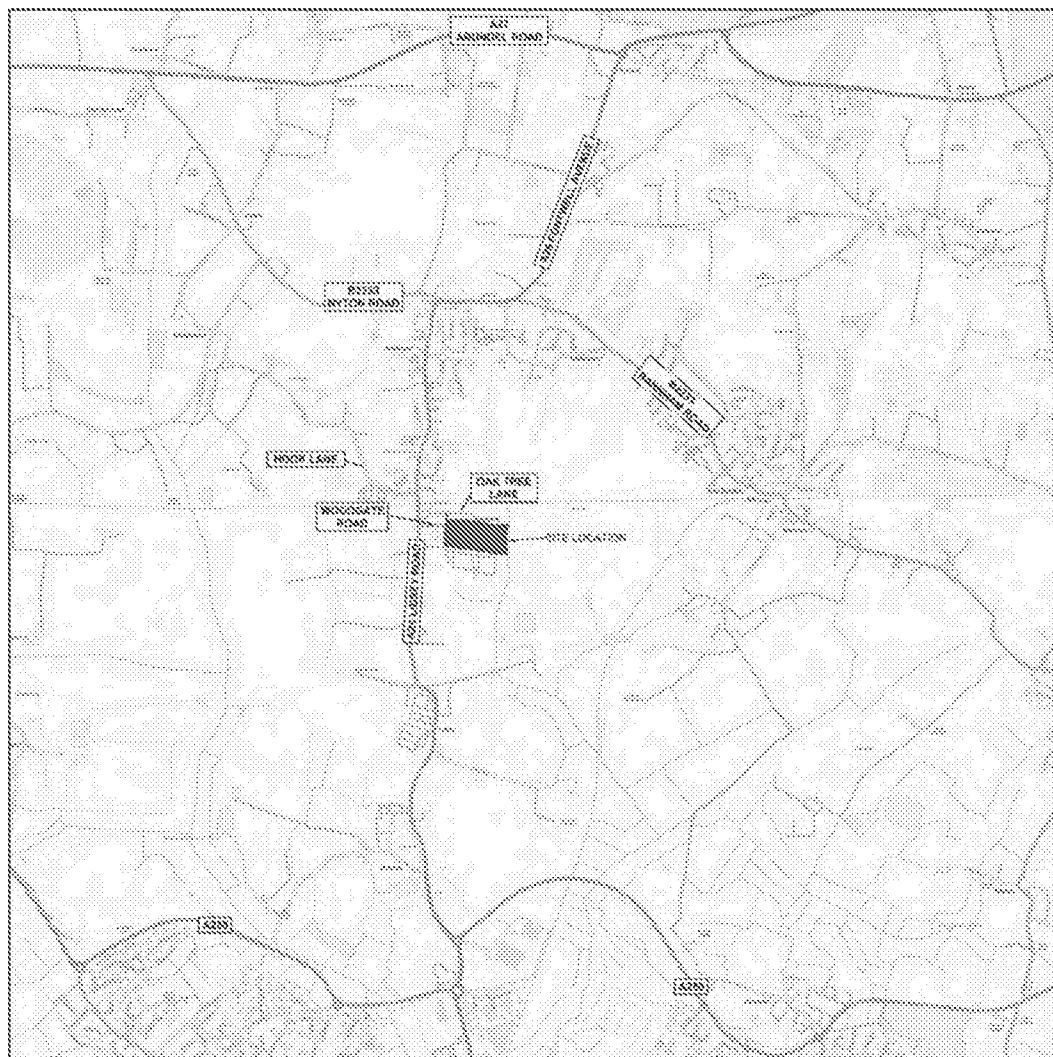
- **Section 2** provides a site audit which sets out the local context in terms of the highway network, along with a detailed review of the local accessibility and access to non-car modes of travel;
- **Section 3** details the proposed development and the site access strategy;
- **Section 4** sets out the aims, objectives and likely targets which will be confirmed once initial site surveys have been completed;
- **Section 5** considers the measures that will be implemented, alongside the consultation and partnerships likely as part of the TP;
- **Section 6** provides information on when and how monitoring, implementation and review of the TP will be undertaken;
- **Section 7** outlines the indicative cost for the proposed measures; and
- **Section 8** summarises and concludes the report.

2 Site Accessibility

2.1 Site Description and Local Highway Network

- 2.1.1 The development site is located to the east of the A29 Lidsey Road and to the south of Westergate village as illustrated in **Figure 2.1**. It is bound by single storey bungalows to the west, by Willows Caravan Park to the south and by farmlands to the north and east. The site is currently accessed through Woodgate Road.

Figure 2.1: Site Location and Local Highway Network



- 2.1.2 The site comprises a mixed-use premise collectively called the Woodgate Centre which accommodates several small businesses.
- 2.1.3 **Figure 2.1** also illustrates the local highway network surrounding the site, which is comprised of Woodgate Road, Oak Tree Lane, Hook Lane, the A29, B2233 and further afield the A27. These roads as they pass through the villages of Woodgate and Westergate are residential in nature, subject to 30mph speed limit and provide access to residential properties, local facilities and minor residential estate roads.

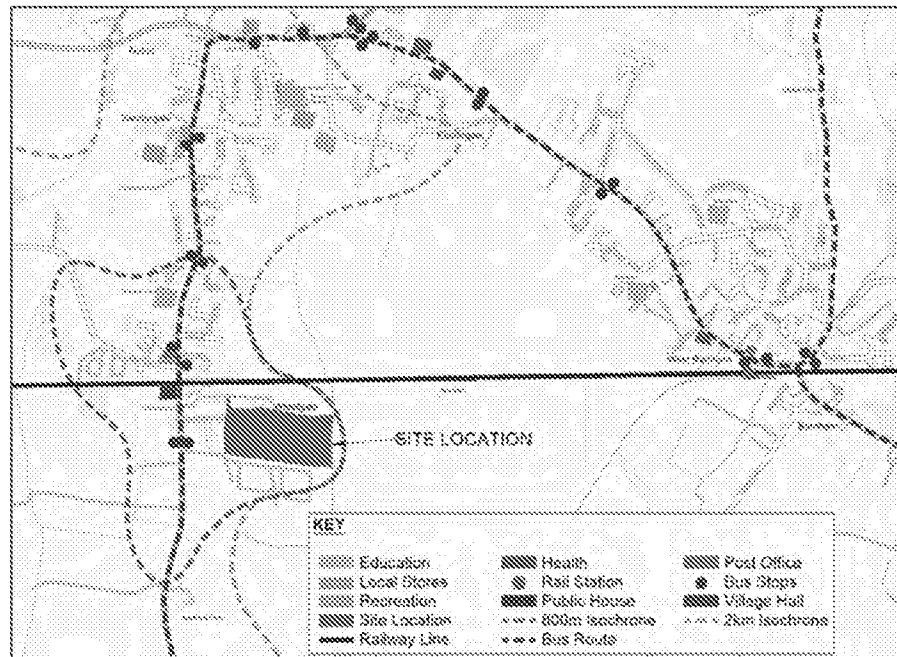
2.2 Walking and Cycling

- 2.2.1 Planning guidance emphasises the integration of land use, transport and planning decisions. To ensure developments are sustainable, they should be accessible to local amenities, schools and public transport services on foot and cycle.
- 2.2.2 Table 2.1 below provides comprehensive list of local amenities within reasonable walking (2km) and cycling (5km) distance from the site. These include primary schools, health facilities, local shops, bus stops along the A29 and Barnham Rail Station. The location of these facilities relative to the site are shown in Figure 2.2.
- 2.2.3 Currently, there are footway provision along Woodgate Road and the A29 from the site which provides access to these amenities. However, it is proposed, as part of the development, that these existing footways will be upgraded to shared footway/cycleway enhancing connectivity by non-car modes. Additionally, new pedestrian/cyclist provisions are to come forward as part of BEW development. Details of these are provided in the following chapter of this TP.

Table 2.1: Local Amenities

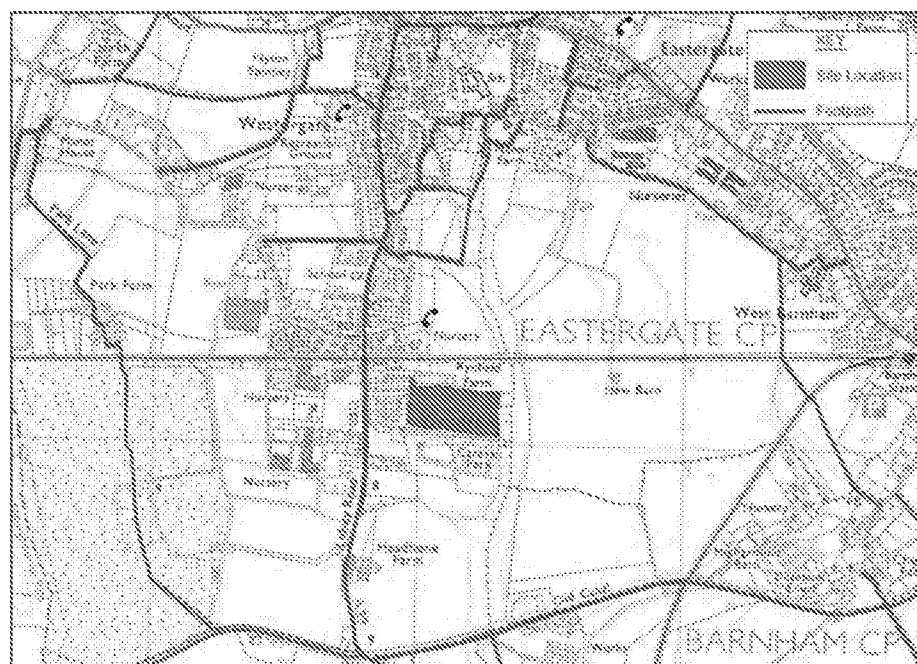
	Facilities	Approx. Distance	Walking Time	Cycling Time
Education	Aldingbourne Primary School	600 m	8 min	3 min
	Hop Scotch Pre School	1.2 km	15 min	5 min
	Eastergate CE Primary School	1.7 km	21 min	9 min
	Ormiston Six Villages Academy	1.8 km	23 min	8 min
	St Philip Howard Catholic School	3.0 km	37 min	12 min
	Barnham Primary School	3.3 km	42 min	12 min
Health	The Croft Surgery	2.2 km	28 min	8 min
	Five Villages Pharmacy	3.3 km	42 min	11 min
Public Transport	Willows Caravan Park Bus Stops	250 m	3 min	1 min
	Barnham Rail Station	3.5 km	44 min	11 min
Retail	Aldingbourne Village Stores	350 m	5 min	2 min
	Hirange Supermarket	1.2 km	15 min	5 min
	Hursts Convenience Store	1.7 km	21 min	6 min
Others	Public House	250 m	3 min	2 min
	Post Office	350 m	5 min	2 min
	Aldingbourne Community Sports Centre	1.4 km	17 min	5 min
	Six Villages Sports Centre	1.8 km	23 min	8 min
	Eastergate Parish Hall	2.3 km	29 min	9 min

Figure 2.2: Local Amenities Plan



- 2.2.4 It should also be noted that the framework masterplan for the remainder of BEW allocation site to the east includes two new primary schools, two local centres which will include shops and library facility. Therefore, when the whole allocated site is built, there will be additional amenities within easy reach from the site.
- 2.2.5 There are several Public Rights of Ways in the form of footpaths in the vicinity of the site as illustrated in Figure 2.3. These can be used for leisure walking or as alternatives to the footways to access the amenities to the north and east.

Figure 2.3: Public Footpaths



2.3 Public Transport

Bus Service

- 2.3.1 The closest bus stops from the site (northbound and southbound) are located on either side of the A29 Lidsey Road as illustrated in **Figure 2.2**. These are flagpole bus stops and are within easily walking distance of 250m from the site.
- 2.3.2 Bus routes 66A and 66C operated by Compass Travel are accessible from these bus stops. Both these routes start at Bognor Regis and serve Barnham, Yapton and Walberton in a circular loop before returning back to Bognor Regis. However, 66A travels in anti-clockwise direction via Yapton and Walberton, whereas, 66C travel in clockwise direction via Walberton and Yapton.
- 2.3.3 Typically, there are six services running every two hours Mondays to Saturdays. The southbound and northbound bus timetable at these stops is tabulated in **Table 2.2** and the full timetable and the bus route are provided within **Appendix A**.

Table 2.2: Bus Timetables

Direction	Times					
Southbound	07:55	09:07	11:07	13:25	15:33	17:22
Northbound	08:30	10:30	12:49	14:48	16:47	17:52

Rail Service

- 2.3.4 Barnham Station is the closest railway station from the site which is located within cycling distance of 4.1km (approximately 13 minutes' cycle) from the site using the A29 and Barnham Road. The station can also be accessed on foot using footways along this route or at a shorter distance of around 3.5km (approximately 44 minutes' walk) using the public footpaths to the northeast of level crossing and along the south of Eastergate nursery and the Springfield site.
- 2.3.5 The proposed development will safeguard land for a new pedestrian/cyclist bridge to the east to provide connectivity with the remainder of the BEW allocation. Therefore, when the remainder of the BEW comes forward, the residents will have a shorter and more direct walking/cycling route to the station through the BEW site to the east.
- 2.3.6 The rail station is also accessible using bus route 66 described above from the bus stops located along the A29. The typical bus journey time between the site and the station is 10 minutes.

- 2.3.7 The station is managed by Southern Railway and provides services to destinations including London Victoria via Horsham, Bognor Regis, Portsmouth & Southsea, Southampton Central and Brighton via Worthing. Typical weekday frequencies and journey duration of these services are summarised in Table 2.3 below.

Table 2.3: Train Services

Destinations	Typical Frequency	Typical Journey Duration
London Victoria via Horsham	4 per hour	1 hr 27 min
Bognor Regis	4 per hour	7 min
Portsmouth & Southsea	5 per hour	38 min
Southampton Central	2 per hour	1 hr
Brighton via Worthing	2 per hour	44 min

- 2.3.8 The station has 62 cycle storage spaces and 130 (pay and display) car parking spaces, as well as a taxi rank.

3 Proposed Development

3.1 Proposed Development

- 3.1.1 The development proposals include demolition of the Woodgate Centre buildings including residential properties and the construction of 180 residential dwellings, with the creation of new vehicular access with footways and cycleways and ancillary road infrastructure and emergency access arrangements, associated parking, public open space, including children's play space, landscape planting, surface water attenuation and drainage and other associated infrastructure.
- 3.1.2 A site layout plan prepared by ECE Architecture is provided in **Appendix B**.
- 3.1.3 The proposed development will comprise a mixture of 1-bedroom, 2-bedroom, 3-bedroom and 4-bedroom dwellings. 70% of the total number of dwellings will be private and the remaining 30% will be affordable.
- 3.1.4 As forementioned, the site forms part of the wider strategic allocation for housing referred to as BEW under Policy H SP2c (SD5) within the adopted ADC Local Plan 2011-2031. The policy also sets out the key design and infrastructure requirements that the development proposals within the allocation must demonstrate compliance with.
- 3.1.5 The Framework Masterplan which provides an indication of the broad layout of the entire Strategic Allocation is provided in **Appendix C**. The proposed development has given due regards to the masterplanning principles set out in the BEW Framework Masterplan and will seek to ensure the delivery of the envisioned new high-quality neighbourhood.

3.2 Vehicular Access Arrangements

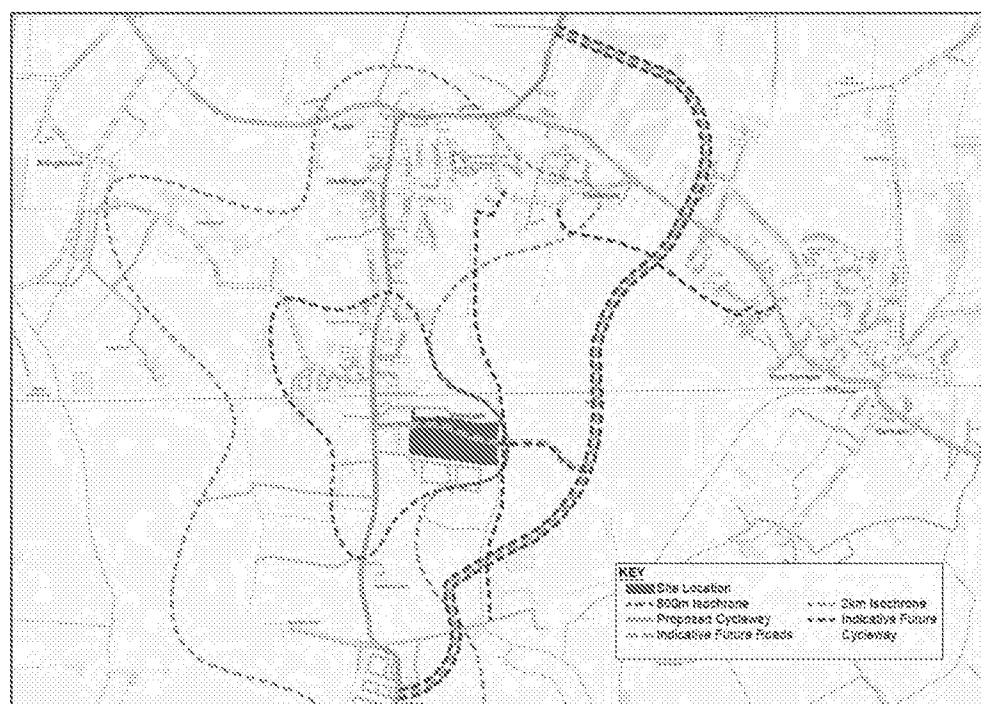
- 3.2.1 As illustrated in the Framework Masterplan, the proposed development will be accessed through the extension of Woodgate Road to the west of the site. A further access for emergency vehicles only will be provided through Oak Tree Lane from the northern site boundary. This emergency access will also serve as a pedestrian and cyclist access.
- 3.2.2 The vehicular site access proposals are illustrated in **Drawing No. 20-061-014** and the emergency access is illustrated in **Drawing No. 20-061-032**. These are discussed in detail within the accompanying TA.

3.3 Pedestrian and Cyclist Access Arrangements

- 3.3.1 The proposals also include a shared footway/cycleway along Woodgate Road and the A29 Lidsey Road heading north across the level crossing leading to Hook Lane.

-
- 3.3.2 The provision has been provided to comply with the WSCC Cycling Design Guide which state that the desirable minimum effective width of shared footway/cycleway is 3m whereas the absolute minimum effective width is 2.5m.
- 3.3.3 As illustrated in **Drawing No. 20-061-014** and considering the WSCC Cycling Design Guide, a shared footway/cycleway with 2.5m width is proposed on the northern edge of Woodgate Road due to the limited highway land availability along Woodgate Road and 3m width is proposed on the eastern edge of the A29 Lidsey Road which crosses on the other side just before the level crossing. The shared provision along the A29 is separated by approximately 1m wide grass verge from the carriageway to ensure pedestrian and cyclist separation from vehicles.
- 3.3.4 The crossing points will be provided with appropriate dropped kerbs and tactile paving. With this, it is intended that the proposals along with the footways proposed by Wings Nursery site will provide high quality facilities for pedestrians and cyclists in the area.
- 3.3.5 The shared provision on Woodgate Road will continue through the site on the southern edge of the spine road as a 3m shared facility. The shared footway/cycleway will encourage and facilitate the future residents of the site and the existing residents in the area to use sustainable methods of travel to the local facilities identified in the previous section.
- 3.3.6 As part of the application, land will be safeguarded for the provision of a new foot/cycle bridge which will link with the BEW allocation to the east of the development when it comes forward. It is envisioned that the shared facility on spine road through this bridge will ensure permeability between the BEW sites and provides access to local facilities proposed by the BEW allocation and also provides a shorter route to the Barham Railway station to the east.
- 3.3.7 **Figure 3.1** below shows how the shared footway/cycleway proposed by this development will sit alongside the pedestrian and cyclist provisions that are to be brought forward as part of the BEW development to the east. As shown the BEW proposals include new shared provision running on both sides of the realigned A29 for its entire length and upgrading of the existing north/south leisure foot/cycleway through the existing railway culvert alongside the Rife.

Figure 3.1: Proposed and Indicative Future Shared Footway/Cycleway



3.4 On-site Parking and EV Charging Provision

3.4.1 The development proposals include a mixture of allocated and unallocated parking spaces (including visitors) in compliance with the relevant ADC and WSCC parking standards and meets the demand of the development whilst avoiding overprovision of parking spaces. The exact details on the proposed parking provision are discussed within the accompanying TA.

3.4.2 The proposals also include appropriate electric vehicle (EV) charging provision. All of the houses will be provided with at least two allocated parking spaces of which one will be equipped with EV charging socket. Whereas all four blocks of flats will be provided with a shared unallocated parking space equipped with EV charging socket in addition to one allocated parking space for each flat.

3.4.3 Cycle parking will be provided at the rates of 1 space per 1 bedroom flat and 2 spaces per 2-, 3- and 4-bedroom dwellings. The cycle storages will be provided within garages, rear garden sheds or communal cycle stores.

3.5 Bus Improvements

3.5.1 The proposals also include improvements to the nearest Willows Caravan Park northbound and southbound bus stops on the A29 Lidsey Road.

- 3.5.2 It is identified that the planning application of the adjacent Wings Nursery site, to the west, has proposed to relocate and provide the northbound and southbound bus stops with new bus shelters. This is shown in their Drawing 2019-6115-011 within the relevant TA supporting the application. It is proposed that appropriate financial contribution will be provided as part of this development to undertake these improvement works and further enhance by including provision of Real Time Information (RTI) displays.

4 Aims, Objectives and Targets

4.1 Aims and Objectives

4.1.1 This section outlines the aims and objectives of the TP. These have been developed with consideration given to current policy including the NPPF.

4.1.2 The aim of this TP is to promote sustainable travel to future residents of the site from the day of occupation, setting sustainable travel patterns to and from the site from the outset and by achieving the following objectives:

- Reduce the actual need to travel through the provision of local services and facilities;
- Improvement of local infrastructure to allow greater choice of travel modes;
- In offering greater choice, increase the usage of the alternatives to the car (pedestrian, cycle, bus and rail); and
- Improved management of residual traffic e.g. vehicle speeds.

4.1.3 This TP and the associated measures go beyond simply seeking to achieve sustainable travel for new residents. It also sets out measures that can be facilitated by the proposed development that seek to promote a significant shift away from car-based travel. These aims are both consistent and supportive of the overall policy objective.

4.1.4 The primary benefits of the TP will be a reduction in vehicle use resulting in less congestion, reduced noise and air pollution and potentially in accidents. A range of broader benefits will include improved health of residents, reduced stress, improved travel options and cost savings.

4.2 Targets

4.2.1 The TP measures proposed are designed to promote a change in travel habits. Specific targets are not required for a TP, but they do provide a means by which the success of the proposed measures can be assessed. The TP is a live document which will evolve over time, as will the targets.

4.2.2 Targets may relate to non-quantifiable actions, such as a broader commitment to deliver a package of measures; or more specific quantifiable outcomes such as:

- A reduction in the number of single occupancy car journeys;
- An increase in the proportion of trips made by walking, cycling or by public transport; and
- An increased awareness of the benefits of sustainable travel.

4.2.3 Targets need to be based on up to date and ideally site-specific data. It is therefore considered appropriate to set detailed targets following the initial baseline travel survey which will be completed once 50% of the dwellings are occupied.

4.2.4 The preliminary targets aimed for by Year 5 are:

- 10% reduction in single occupancy car trips;
- 3% increase in walking journeys;
- 3% increase in cycling journeys;
- 2% increase in bus journeys;
- 2% increase in rail journeys; and
- 80% awareness of the TP.

5 Travel Plan Measures / Strategy

5.1 Introduction

5.1.1 In order to meet the targets, set out above, a package of measures will be employed to encourage sustainable travel. These measures are designed to work toward the established targets of reducing the number of car trips and increasing the proportion of journeys by foot or bicycle.

5.1.2 The measures employed include a combination of hard measures, incorporated in the design of the development, and soft measures, designed to promote a change in travel habits from the outset.

5.2 Travel Plan Measures

Measures to Reduce Car Travel

5.2.2 The key target of the TP is a reduction in car travel. The measures designed to work to this end include the following:

- Promotion of the West Sussex car sharing database promoted by WSCC. Car sharing provides benefits for the users from reductions in travel costs, wear and tear on vehicles and from stress. Broader benefits include a reduction in vehicles on the road and consequent congestion and pollution.
- Car parking provision across the development in accordance with ADC and WSCC parking standards as detailed above and in the accompanying TA, designed to avoid overprovision which could encourage car use.
- Resident Travel Information Packs to provide comprehensive travel information for travelling without a car. The site is well positioned within close proximity of many local facilities and access to public transport. Information on travel options will be provided to promote and raise awareness of sustainable modes of transport from the outset.
- Well positioned travel notice boards at key locations will provide up to date information on alternatives to travel by car, with information on walking and cycling routes and public transport. The notice boards will also hold information about the TP and contact details for the Travel Plan Coordinator (TPC). The TPC will undertake regular checks of the information available on the notice boards to ensure the content is up to date.
- A Travel Plan website will be constructed and maintained to provide all travel related information and provide a forum for the exchange of information by residents.

Measures to Promote Cycling

5.2.3 The measures to be adopted to promote cycling include:

- The development proposals include a shared footway/cycleway to the west of the site along Woodgate Road and the A29 Lidsey Road. Additionally, the BEW Strategic Allocation to the east is to bring additional pedestrian and cyclist routes and links. These will facilitate safe cycle connectivity from the site with the wider network and local facilities.
- Cycle parking/storage is incorporated within the design of the development to the relevant standards.
- The resident Travel Information Packs, Travel Plan website and the travel notice boards will publicise the local cycle routes, details of local cycling groups, WSCC's cycle training course, map illustrating key facilities easily accessible by cycling and promote the benefits of cycling for the individual and the environment.
- The TPC will seek opportunities to negotiate discounts with local cycle retailers in exchange for promotion in TP literature.

Measures to Promote Walking

5.2.4 As discussed in the previous section, the development site is well located within walking distance of local facilities. The promotion of walking as an alternative to car travel will be supported by a number of measures.

- Positive design features are included within the development to encourage residents to choose to walk instead of using the car. These include wide footways and shared surface areas which will reduce vehicle speeds and improve the environment for pedestrians.
- Resident Travel Information Packs will provide details of the local pedestrian network, links to local walking groups and highlight the health benefits of walking. This information will also be highlighted on notice boards and the Travel Plan website.

Measures to Promote Public Transport

5.2.5 The Willows Caravan Park bus stops along the A29 Lidsey Road are within easy walking distance from the site. Additionally, Barnham Railway station is also located with cycling distance from the site. The station can also be accessed using bus services.

5.2.6 These public transport modes will be supported by a number of measures including:

- Resident Travel Information Packs will provide details of the rail services, local bus services and routes. The travel notice boards and Travel Plan website will be maintained to provide updated current public transport information and timetables.
- The nearest bus stops on the A29 Lidsey Road, both northbound and southbound, will be upgraded with bus shelters and RTI displays.
- The TPC will be in contact with local bus operators from the outset to discuss initiatives that could be beneficial for residents.

5.2.7 Table 5.1 summarises the key measures designed to support the TP.

Table 5.1: Travel Plan Measures

Hard Measures
Car parking provision including EV charging points in accordance with appropriate planning guidance.
Travel noticeboards at key locations across the development to provide up to date information on sustainable travel.
Shared surface areas to improve the environment for pedestrians/cyclists by constraining vehicle speeds.
Secure cycle storage in accordance with adopted standards.
Improvements to existing bus stops.
Proposed new offsite shared footway/cycleway leading to local facilities.
Potential walking and cycling links between the sites in the allocation is maintained.
Soft Measures
Appointment of a TPC to implement and monitor the TP.
Promotion of WSCC Car Sharing Scheme.
Sustainable travel information within sales literature to inform potential residents about accessibility to local facilities and sustainable travel modes available to them.
Resident Travel Information Packs to provide information about the TP and TPC. This document will provide details of pedestrian networks, cycle networks and public transport as well as important links and contact details.
Construction of a travel plan website to provide all travel related information and provide a forum for residents to exchange travel information.
TPC to establish a close liaison with local bus operators and cycle shops to discuss initiatives which would benefit residents e.g. discounts and promotions.

Measures to Promote Sustainable Travel

5.2.8 Further optional measures, to promote a positive attitude to sustainable travel, will be made available to new residents of the proposed development.

- The TPC will negotiate with local public transport providers for potential incentives to travel by bus and train, for example a one-month bus pass or train pass per dwelling to encourage new residents to use bus / train travel from the outset.
- The TPC will negotiate with local cycle shops to provide a cycle discount/voucher per dwelling in return for promotion in the travel plan documentation, travel packs etc.

5.3 Travel Plan Management

TP Coordinator (TPC)

5.3.2 The TP will require the support of the developer in order to be successful and the applicant is fully aware of its importance and significance. The applicant will allocate adequate resources and funding of measures and monitoring in order to ensure that the TP is fully implemented to achieve the maximum impact.

5.3.3 The TP Co-ordinator will be appointed by the applicant three months in advance of the first occupation of the site to take responsibility for ensuring the delivery of measures. It is expected that the TPC will be retained on a part-time basis from an external company specialising in TP implementation and development.

5.3.4 The TPC will be responsible for overseeing the management, development, implementation, monitoring and review of the TP. The key roles and responsibilities will be:

- The implementation of measures set out in the approved plan;
- Reporting to and liaising with stakeholders and KCC TP Officers regarding the implementation and progress of the TP;
- Managing the development of new measures;
- Monitoring agreed targets;
- Reporting the results of travel surveys to stakeholders and KCC Officers; and
- Acting as a point of contact for all residents regarding travel and the success of the plan.

Marketing Strategy

- 5.3.5 Residents will be made aware of the TP, the objectives, measures and need for the development to meet specified targets through the sales promotion and the Travel Information Pack.
- 5.3.6 Travel Information Packs (TIP) will be provided for each residential unit on first occupation. The packs are intended to influence residents' travel habits from the outset. The TIP will include a summarised version of the TP along with information on public transport, local walking and cycling network and contact details of local taxi operators etc.
- 5.3.7 A dedicated Travel Plan website will also be set up which will have more up to date travel information.
- 5.3.8 The final content of the TIP and the website will depend upon up-to date information available at the time of issue, but it is anticipated that they will include the following:
- Contact details for the TPC;
 - Pedestrian and cycle network maps and information;
 - Information on the health benefits of walking and cycling;
 - Information regarding local businesses selling bicycles and protective clothing and providing cycle maintenance services;
 - Internet links to local authority road safety information relating to walking and cycling;
 - Public transport guide for routes serving the proposed development including timetables for bus and train services operating in the area;
 - Details of local businesses providing home delivery services and locations where deliveries can be collected;
 - Information on initiatives and proposals detailed in this plan; and
 - Information on sources of travel information, both local and national (telephone numbers and internet links).
- 5.3.9 The TIP and the Travel Plan website will be produced by the developers in such a way that information can be easily updated. Third party leaflets will be required and permission to use the information will be sought. A summary of the TP will be provided as an 'introductory' flyer to the homeowner's pack.
- 5.3.10 The action plan in **Table 5.2** below summarises the measures proposed that are directed at influencing resident travel habits and their timescale.

Table 5.2: Action Plan

Measure	Target	Trigger Point / Timescale
Cycle parking provision in accordance with adopted standards.	To encourage increased cycle use.	Design feature - prior to occupation.
Car parking provision in accordance with adopted standards.	To avoid over provision of parking that would encourage car use.	Design feature - prior to occupation.
Wide footways and shared surface areas	To improve the environment for pedestrians by constraining vehicle speeds.	Design feature - prior to occupation.
Crossing facilities with tactile paving and dropped kerbs.	To improve cycle and pedestrian access.	Design feature - prior to occupation.
EV Charging Points	To encourage and facilitate electric vehicles.	Design feature - prior to occupation.
TP Coordinator.	To implement the TP and monitor Progress.	3 months prior to first occupation.
Travel Information Packs.	To promote sustainable travel, providing information on walking and cycling networks, car sharing and local taxi services etc.	2 months prior to planned initial occupation
Travel notice board.	To promote sustainable travel. Information to be regularly updated.	Design feature - prior to occupation.
Travel Plan website	To promote sustainable travel, providing information on walking and cycling networks, car sharing and local taxi services etc.	2 months prior to planned initial occupation
Sales literature.	To promote sustainable travel and included on Developer's website	Prior to occupation
Promotion of West Sussex car sharing	To encourage car sharing. Details to be displayed on travel notice boards and Developer's website	Prior to occupation
Monitoring	To ensure progress is made toward targets. Monitoring report on Baseline survey and subsequent surveys	Following Baseline survey and any subsequent surveys

6 Monitoring, Implementation & Review

6.1 Monitoring

- 6.1.1 Monitoring of the TP is a fundamental process as it facilitates both an appraisal of the performance as well as providing a mechanism to inform the modification and development of the TP throughout its life.
- 6.1.2 The TPC will monitor and review the TP on an on-going basis, making sure that it is effective and ensuring that the information included is up to date.
- 6.1.3 As part of this process, the TPC will monitor the TP annually for a period of 5 years.
- 6.1.4 The monitoring will be in the form of a travel questionnaire (example in **Appendix D**) sent to each occupied household. The travel questionnaire will take the form of a travel diary for all residents to complete, recording journeys, trip purpose and mode of travel for a selected mid-week day. A monitoring report will be produced, and a summary of the survey findings distributed to residents if required.
- 6.1.5 The first survey will take place once 50% of dwellings have been occupied. This will form the observed baseline and the data collection process will then be repeated annually to determine how well the measures within the TP are working. The TP is an evolving process and amendments to the TP targets and measures may be required based on the survey results.
- 6.1.6 The overall success of the TP will be judged on the success in achieving a reduction in car-based travel by all user groups, below what would be expected of a development of this size and location.
- 6.1.7 Targets will be set to achieve an increase in pedestrian, cycle, and public transport use and a reduction in single occupancy car trips. The monitoring results will be compared to the base monitoring and the following increases/ decreases will be expected at the end of the travel plan period:

Table 6.1: Target Mode Change

Mode	% Change
Single occupancy car trips	-10%
Pedestrian	+3%
Cycle	+3%
Bus	+2%
Train	+2%

6.2 Implementation and Review

- 6.2.1 The first action will be to appoint a TPC and identify point of contacts for the TPC to liaise with the relevant parties that need to be consulted.
- 6.2.2 Continual efforts will be made to ensure that the TP continues to be relevant and effective. For example, the travel literature and other information must be kept up to date. Changes must then be communicated to residents through means such as literature, notice boards and online.
- 6.2.3 This TP represents an ongoing commitment to the residents of the development and that of the local area to support and encourage sustainable modes of travel.
- 6.2.4 It is envisaged that the success of the Travel Plan in achieving its stated targets will be enforced through a Section 106 Agreement.

7 Travel Plan Budget

7.1 Funding

- 7.1.1 The developer will be responsible for the funding of the TPC post, provision of Travel Plan Packs to each new dwelling, establishing and maintaining the website and monitoring the Travel Plan for an agreed period. The indicative cost to the developer of the core Travel Plan measures identified have been summarised in Table 7.1.

Table 7.1: Indicative Travel Plan Budget

Measure	Item	End Cost (£)
Website	Design	£2,000
	Maintenance and hosting	£1,500
Travel Plan Packs	Design	£600
	Printing	£1,200
Travel Plan Coordinator	Funding of position (5 years @ £12,000pa)	£60,000
Monitoring	Printing and postage costs	£1,000
	Reporting	£5,000
	Revision of TP	£2,500
Total		£73,800

- 7.1.2 In addition, a package of optional sustainable travel incentives will be offered. These will include incentives that will be negotiated by the TPC for bus travel and cycle purchase. Indicative costs are summarised below.

Table 7.2: Optional Sustainable Travel Incentives

Optional Measures	Item	Indicative End Cost (£)
Bus pass not exceeding £50	£50 per unit (assuming 50% take up)	£4,500
Train pass to any destination not exceeding £50	£50 per unit (assuming 50% take up)	£4,500
Cycle voucher/discount	£50 per unit (assuming 50% take up)	£4,500
Total		£13,500

8 Summary and Conclusion

8.1 Summary and Conclusion

- 8.1.1 This Residential TP has been prepared by Charles & Associates Consulting Engineers Ltd (C&A), on behalf of PYE Homes, to support the proposed residential development on a site known as Land East of Woodgate Road, West Sussex. The proposed development will contain up to 180 dwellings.
- 8.1.2 This TP sets out site specific initiatives aimed at improving the availability and choice of travel modes to and from the development. Together with the TA, this TP will aim to be the mechanism by which overall travel demand will be managed and monitored.
- 8.1.3 The aims and objectives, policy context and audit of the existing travel conditions around the site are provided within this TP. The audit concludes that the site is located within reasonable travel distance by foot and cycle to local facilities, services and public transport. The development proposals will include good quality footways/cycleways within the site and provide connections to existing pedestrian infrastructure. Provision will also be allowed for a future pedestrian and cycle link to the east as part of the wider BEW Masterplan.
- 8.1.4 The hard/physical and soft/informative measures that are to be implemented have been discussed, alongside details of the role of the TPC, targets set, monitoring and budget.
- 8.1.5 The TPC will be responsible for the monitoring and review of the TP annually for a period of 5 years. The first baseline survey will be completed at 50% occupation of the development. The monitoring will be in a form of a travel questionnaire which will be sent to each occupied household.
- 8.1.6 All of this information will be agreed with WSCC Travel Planning Team, as part of the implementation of the TP and updated through the monitoring process.

Drawings



 Charles & Associates	Issued by ☒ Landmark House Station Road Hook Hampshire RG27 9HA 01256 630420	Job Title	Land East of Woodgate Lane		Client	Pye Homes		Scale	1:250	Date	Jul 21	Designed	-
	☐ Park House, Park Farm East Malling Trust Estate Bradbourne Lane Aylesford Kent ME20 6SN 01732 448120	Drawing Title	Emergency Access - Fire Tender Tracks			Drawn	LW	Checked	PL	Approved	GAC		
						Job No	20-061	Drawing No	20-061-032	Rev	-		

Rev	Amendments	Drn	Chk	App	Date

Appendix A Bus Routes and Timetables



66A: BOGNOR REGIS - BARNHAM - YAPTON - WALBERTON - BOGNOR REGIS

66C: BOGNOR REGIS - BARNHAM - WALBERTON - YAPTON - BOGNOR REGIS

66A - anti-clockwise via Yapton and Walberton

66C - clockwise via Walberton and Yapton

Mondays to Saturdays

(except public holidays)

	NS						
	66A	66C	66A	66C	66A	66C	66A
Bognor Regis, High Street		0815	1015	1235	1435#	1635	1740
Bognor Regis Station, Longford Rd		0818	1018	1238	1438#	1638	1743
Tesco, Shripney Road		0822	1022	1242	1442#	1641	1746
Shripney, Robin Hood		0826	1026	1246	1445#	1644	1749
Westergate, Barnett Close	E	0834	1034	1253	1457B	1651	1756
Barnham, Station	0726	0838	1038	1257	1505	1656	1801
Walberton, Post Office		0843		1302		1701	
Yapton, Canal Road	0731	0850	1042	1309	1508	1707	1806
Yapton, Sparks Corner	0735	0853	1045	1312	1512	1709	1808
Walberton, Old Vicarage	0742		1051		1519		1814W
Barnham, Station	0749	0859	1059	1317	1526	1714	
Westergate, Westergate Mews	0753	0904*	1104	1322	1530	1719	
Shripney, Robin Hood	0759	0912*	1112	1330	1537	1726	
Tesco, Shripney Road	0805	0916*	1116	1334	1541	1729	
Bognor Regis Station, Longford Rd	0807	0919*	1119	1337	1544	1732	
Bognor Regis, High Street	0810D	0922*	1122	1340	1547	1735D	

Highlighted journeys are designated for school students only - on schooldays

NS - does not operate on Saturdays

B - on Schooldays operates via Ormiston Six Villages Academy departing 1451

D - returns to High St via Richmond Rd, Lyon St W, Sudley Rd. - not via Canada Grove, Queensway

E - commences from Eastergate Memorial, Barnham Road at 0724

W - continues to Walberton, The Green

- operates 5 minutes later on Saturdays and in School Holidays

* - WSCC Concessionary card accepted from these points

67: BOGNOR REGIS - N FELPHAM - GLENWOOD ESTATE - BOGNOR REGIS

Mondays to Saturdays

Bognor Regis, High Street			0950	1210	1410	1610		
North Felpham, Wroxham Way			0956	1216	1416	1616		
Glenwood Estate Shops			1004	1224	1424	1624		
Bognor Regis, High Street			1010	1230	1430	1630		

Appendix B Proposed Site Layout Plan





Private Dwellings

No.	Dwelling Type	
15no.	2-Bed 3 Person Flats	
4no.	2-Bed 4 Person Flat Over Garage	Type A
3no.	3-Bed 4 Person Bungalow	Type C
11no.	2-Bed 3 Person House	Type D
13no.	3-Bed 4 Person House	Type E2
7no.	3-Bed 5 Person House	Type F
2no.	3-Bed 5 Person House	Type G
4no.	3-Bed 5 Person House	Type H
12no.	3-Bed 5 Person House	Type J
2no.	3-Bed 5 Person House	Type M
5no.	3-Bed 5 Person Chalet	Type U
19no.	4-Bed 5 Person House	Type S
1no.	4-Bed 6 Person House	Type K
14no.	4-Bed 6 Person House	Type T
3no.	4-Bed 7 Person House	Type L
6no.	4-Bed 8 Person House	Type R

Total 127 Dwellings

Affordable Rent Dwellings

No.	Dwelling Type	
9no.	1-Bedroom Flats	
2no.	2-Bed 4 Person Flat Over Garage	Type A
17no.	2-Bed 4 Person House	Type E1
10no.	3-Bed 5 Person House	Type I
2no.	4-Bed 6 Person House	Type K

Total 40 Dwellings

Intermediate Family Home Dwellings

No.	Dwelling Type	
6no.	1-Bedroom Flats	
1no.	2-Bed 4 Person Flat Over Garage	Type A
2no.	2-Bed 4 Person House	Type E1
3no.	3-Bed 5 Person House	Type I
1no.	4-Bed 6 Person House	Type K

Total 13 Dwellings

Totals

53 Affordable Dwellings (30%)
127 Private Dwellings (70%)

Total

M4(2)

Denotes Part M4 compliant. Out of the total provision, 56 dwellings are Part M4(2) & M4(3) compliant equating to 31%

Car Parking - generally;

- 1no. spaces per 1 & 2 bedroom apartment
2no. spaces per House (one of which is an EV charging point)
36no. visitor parking spaces (20%)
37no. unallocated parking spaces
4no. unallocated EV charging spaces

Cycle Parking - generally;

- 1no. space per 1 bedroom Flat
2no. spaces per 2-bedroom Dwelling
2no. spaces per 3-bedroom Dwelling
2no. spaces per 4-bedroom Dwelling

Cycle storage generally provided within garages, rear garden sheds or communal cycle stores.

Site Area - 7.25ha

P	28/07/21	Highway amendments	LT	KE
P	28/07/21	Residential mix updated	LT	KE
O	22/07/21	Parking in front of plots update	LT	KE
N	25/06/21	Layout Updated	LT	KE
M	11/06/21	Layout Updated	LT	KE
N	03/06/21	Layout Updated	LT	KE
K	16/12/20	Layout Updated	LT	KE
J	16/12/20	Residential Mix Adjusted & No's increase	LT	KE
I	25/11/20	Site Layout updated	LT	KE
H	25/11/20	Colour added	LT	KE
G	19/11/20	MAQI positions reviewed	LT	KE
F	18/11/20	Layout adjusted to consultant comment	LT	KE
F	18/11/20	Layout adjusted to consultant comment	LT	KE
E	11/11/20	Affordable provision allocated	LT	KE
D	18/11/20	Site layout amended to see a highway comments	LT	KE
C	18/09/19	Highway section extended	LT	KE
B	06/09/19	Four Sower position added	LT	AK
A	08/09/19	Site layout updated	LT	AK
Rev	Date	Revision Details	Dr	Cr



Client's Name
Pye Homes

Land east of Woodgate Lane,
Woodgate

Site Layout

1:500 @ A0 / 1:1000 @ A2

metres 10 20 30 40 50

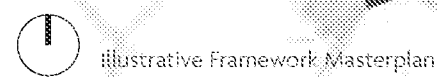
Drawn	Checked	Date
KE	LT	02.03.21

Job No	Drawing No	Rev
6781	02	0

APPROVAL

Appendix C BEW Framework Masterplan

5. The Framework Masterplan



Appendix D Example Survey Questionnaire

Residential Travel Plan Snapshot Questionnaire

Date: _____

As part of the monitoring process for the Residential Travel Plan, we are currently conducting a Travel Survey. We would be grateful if all members of your household over the age of 18 could complete this brief survey to help us better understand your travel patterns, needs and how we may be able to assist with your travel requirements.

It will take about 5 minutes to complete and all responses will be treated confidentially.

If you have any queries about the survey, or for guidance on how to complete it, please do not hesitate to contact me at the details provided below:

(TPC to complete details)

Travel Plan Coordinator:

Telephone:

E-mail:

Section A: about you and your home

1. Are you:

Male

Female

2. Which age range do you fall into?

Under 25

25 – 34

35 – 44

45 – 54

55 – 64

65 or over

3. What is your home postcode?

4. Do you own a car?

Yes

No

Section B: about your travel to and from your home

5. How do you most frequently travel to and from your home for the following activities?
(choose the mode of travel that you use most often)

Reason for Travel	Walk	Cycle	Bus	Train	Car Share (driver)	Car Share (passenger)	Motorcycle / Scooter	Car (alone)	Other (please specify)
Work									
Shopping									
Education									

6. How often do you use the following modes of travel for journeys from your home?
(Tick all modes that you ever use, for all or part of a journey, choosing the frequency with which you use them)

Travel Mode	Very Often (7 or more in every 10 trips)	Quite Often (between 3 and 6 out of every 10 trips)	Occasionally (once or twice out of every 10 trips)	Never
Walk				
Cycle				
Bus				
Train				
Car Share (driver)				
Car Share (passenger)				
Motorcycle / Scooter				
Car (alone)				
Other (please specify)				

7. Have you changed your most common mode of transport since moving to this development?

Yes

No

If yes, what was the main reason for this change?

Section C: about your future journeys

8. Which of the following changes would most encourage you to cycle for journeys in the local area? (If you already cycle, which would you most like to see?)

Safer, better lit cycle paths
Improve cycle paths on the journey to town centre/ rail station
Improve cycle parking at this development
Improved crossing facilities
Improved cycle parking at local facilities (please state where)
None of the above
Other (please specify)

9. Which of the following changes would most encourage you to use public transport for your journeys in the local area? (If you already travel to by public transport, which would you most like to see).

More direct bus routes
More frequent bus services
More frequent train services
Better lighting at bus shelters and on footpaths
More convenient bus drop-off points
Better bus links to work from station
Public transport information
None of the above
Other (please specify)

10. Which of the following changes would most encourage you to walk for journeys in the local area? (If you already walk, which would you most like to see?)

Cleaner, better maintained workplace footpaths
Better lighting on workplace footpaths
More improved pedestrian crossing points
Higher presence of security around the site
Slower speed limits
Better street lighting in the local area
None
Other (please specify)

11. Which of the following changes would most encourage you to car share? (If you already car share, which would you most like to see?)

More help finding car share partners who have similar work patterns
Free taxi home if let down by car
More information regarding car sharing i.e. benefits and cost savings
None
Other (please specify)

12. Did you know this development operated a Travel Plan?

Yes
No

13. If yes, how did you know about the Travel Plan?

During the sales process

Word of mouth

Development publication/newsletter/noticeboard/website

Travel Plan Co-ordinator

Other (please specify)

14. Did you know about the discounts available to residents and have you signed up for any of them?

Yes, but I don't use them

Yes, I have obtained a discount on the purchase of a bike

Yes, I have obtained a discount on the purchase of a bus season ticket

Yes, I have obtained a discount on the purchase of a rail season ticket

No

15. Please use the following space to provide any comments you wish to make in relation to travel in the local area:

Thank you for your co-operation