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**MIXED-USE DEVELOPMENT
A259 NEW ROAD
RUSTINGTON
WEST SUSSEX**

FRAMEWORK TRAVEL PLAN

On behalf of
**COMMERCIAL DEVELOPMENT PROJECTS LIMITED
&
MARKS AND SPENCERS PLC**

PMcL/3167d4/Dec 2016

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1.0 INTRODUCTION

- 1.1 The Redwood Partnership has been instructed by Commercial Development Projects Limited and Marks and Spencers PLC to provide highways and transportation planning advice and prepare a Framework Travel Plan (FTP) for their development on land at the northern boundary of Rustington, West Sussex. The site is located in the Ward of Angmering and is situated on the south side of the A259 New Road approximately 400 metres west of the A259 New Road/Mill Lane roundabout. The implementation of the FTP will be pursuant to planning permission for the development. The site is located on the northern boundary of the town of Rustington but is in the Ward of Angmering, West Sussex as shown on **Figure A1**.
- 1.2 The A259 New Road is a dual carriageway which forms part of the County's Strategic Road Network. The westbound carriageway of this road abuts the northern boundary of the site. The road is subject to the national speed limit of 70 mph immediately after westbound traffic leaves the A259 New Road/Mill Lane roundabout.
- 1.3 The development comprises a mixed-use scheme including:
- An M&S Simply Food retail unit
 - A family public house
 - 173 car parking spaces
 - 30 cycle parking spaces
 - 8 motorcycle parking spaces
 - A pedestrian and cycle link from the adjacent Mill Lane Development with links to Rustington
- 1.4 The Government's White Paper on the future of transport, entitled 'The Future of Transport – a network for 2030' published in July 2004, sets out the Government's commitment to sustainable transport. In respect of promoting sustainable choices of transport, this Travel Plan Framework should be read in conjunction with 'A Travel plan Resource Pack for Employers' (January 2000), 'Making Travel plans Work' (Department for Transport, July 2002) and West Sussex County Council's document 'Development Travel Plan Policy'.



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- 1.5 The FTP details the overall Travel Plan strategy for the M&S Simply Food unit and the public house. The success of the FTP will depend upon the co-operation and enthusiasm of staff, M&S Simply Food customers and public house patrons as much as on the measures defined herein. The primary aims are thus:
- i) to reduce the dependence of staff on single occupancy private car travel; and
 - ii) to introduce a package of measures that will assist and encourage travel by other modes
- 1.6 The FTP will be inherited by both businesses on the site and will commence with a review of the existing travel patterns of new staff undertaken when each business opens. The review will focus both on staff travel arrangements and on existing available transport infrastructure and systems (e.g. pedestrian, cycle, bus and rail networks). This information defines a baseline against which the detailed Travel Plan's success will be measured and will be part of an on-going review process for a period of five years after the opening of each business.
- 1.7 Overall, the development will provide approximately 110 employment opportunities in the local area. M&S Simply Food will provide 50-55 jobs in a mixture of full and part-time positions equivalent to approximately 29 full time equivalent (FTE) jobs. The public house will provide an additional 50-55 full and part-time job opportunities.
- 1.8 It is M&S Food's policy to recruit as many new staff from the local area which will influence employee travel behaviour and this will undoubtedly make a significant contribution towards limiting unnecessary car usage. A local targeted advertising campaign prior to the store opening will ensure that all potential employees from the local area are reached. Further details are included in the Marks and Spencer Operator Statement.
- 1.9 Clearly, local recruitment will influence employee travel behaviour and this will undoubtedly make a significant contribution towards limiting unnecessary car usage. It is likely that many of the jobs created on the site will be taken up by those living close by, generally within a 1.5 mile (2.5km) radius including Rustington, Angmering, East Preston and much of Littlehampton. The position of the site near to a large residential catchment



area will provide staff with a choice of walking, cycling and the use of public transport when travelling to work.



2.0 SITE ACCESSIBILITY

Pedestrian and Cycle Routes

- 2.1 The site is located approximately 400 metres west of the A259 New Road/Mill Lane roundabout junction in Rustington, West Sussex as shown on **Figure A1**. **Figure A3** shows the walking isochrones to the site up to 1200 metres (15-minute walk) which is a reasonable walking distance from the Rustington Retail Park and from nearby residential areas, confirming that the location of the site would be able to facilitate walking as a realistic mode of transport.
- 2.2 The site will be linked to Mill Lane approximately 400 metres east of the site by a new shared footway/cycleway adjacent to the A259 New Road. Mill Lane beyond provides a link for both cyclists and pedestrians south into Rustington and east through to the Sainsbury's and other retail units on the Rustington Retail Park.
- 2.3 Cycle journeys of up to 5km can replace car borne trips. Littlehampton to the west and the outskirts of Worthing to the east are approximately 5km from the site. **Figure A4** shows the closer 3km cycle isochrone for the site which includes all of Rustington and much of Angmering and East Preston. Many residential areas are within a 3km cycle distance of the site confirming that the location of the site would be able to facilitate cycling as a realistic mode of transport for customers to the M&S Simply Food unit, patrons to the public house and staff. Cycle parking facilities will be provided on site to encourage cycling.

Public Transport - Bus Services

- 2.4 The nearest bus stops to the site are located at the Rustington Retail Park and south of Mill Lane/Worthing Road roundabout both approximately 800 metres (10 minutes' walk) from the site. Both bus stops are served by bus route No.12 operated by Compass Travel which access the Sainsbury's and other retail units on the Rustington Retail Park on an hourly basis during the week. A new bus service is proposed to the Mill Lane Development next to the site which will bring a bus service to within a 200 metre (3 minute) walk of the site. Bus-



served routes are shown in **Figure A2** and the bus routes and daytime frequency are shown in **Table 2.1**.

Table 2.1: Commercial Bus Service serving the Rustington Retail Park

Service	Route	Daytime bus frequency		
		Mon-Fri	Sat	Sun
12	Sainsbury's, Rustington-Littlehampton-Wick-Tesco, Littlehampton	One per hour	One per hour	1 per hour

- 2.5 Proposals for the adjacent Mill Lane Development include the provision of a bus layby. The implementation of this new bus route will bring bus services to within a 200 metre walk distance of the site.

Public Transport - Rail Services

- 2.6 Angmering Station and all trains serving it are run by Southern with the typical off-peak service comprising the following:

Eastbound

- 1 train/hour to Brighton from Portsmouth Harbour
- 1 train/hour to Brighton from Southampton Central
- 1 train/hour to London Victoria from Littlehampton

Westbound

- 1 train/hour to Portsmouth Harbour from Brighton
- 1 train/hour to Southampton Central from Brighton
- 2 trains/hour to Littlehampton

- 2.7 After construction of a new shared footpath/cyclepath link to the site, Angmering Station will be approximately 1500 metres walk and cycle distance from the site via the existing footpath/cyclepath link from the station to Sainsbury's; to Mill Lane, then along the footpath/cyclepath extension adjacent to the A259 New Road.



3.0 TRAVEL PLAN ADMINISTRATION

3.1 A Travel Plan Coordinator (TPC) will be employed by each business to oversee the development of each individual detailed Travel Plan. The TPC shall be an employee of each business who will report directly to senior management.

3.2 A TPC will not be appointed until after planning permission and in advance of the opening of the development. Until that time the contact for Travel Plan matters post planning is:

Mr James R Marshall
Commercial Development Projects Limited
Marshall House
Huddersfield Road
Elland
HX5 9BW

Tel: 01422 376821

Email: jmarshall@marshallcdp.com

3.3 The TPC's general role and responsibilities will be to:

- i) Oversee the development of the Travel Plan and its operation
- ii) Develop and maintain the Travel Plan once approved
- iii) Act as a liaison between the Council, management, staff, customers, patrons and the other TPC on the site
- iv) Manage and promote the Travel Plan initiatives to staff, customers and patrons
- v) Monitor and review the Travel Plan objectives

Administration

3.4 A filing system for recording all correspondence will be established and maintained upon implementation of the Travel Plan. In the interests of confidentiality, the TPC will hold



relevant data and be responsible for the release of information to the Council on request. In the interests of security, only partial postcode details will be supplied and no information will be released which is deemed to be protected under the Data Protection Act or the duty of confidentiality which each business has to its staff.

- 3.5 Data relating to the travel patterns of new staff shall be collected during the recruitment and induction process and during travel surveys. Information relating to staff leaving employment will be removed from the database.

Consultation

- 3.6 The success of the Travel Plan will rely on the feedback from staff, customers and patrons which will be overseen by each TPC.
- 3.7 The Travel Plan Coordinator shall be responsible for all liaison with staff, customers patrons and with outside bodies including the West Sussex County Council. The TPC will liaise with these groups as necessary.

Promotion

- 3.8 All staff will be made aware of the details of the Travel Plan, its objectives in enhancing the environment and the role of individuals in achieving its objectives at its launch. Job applicants will be made aware of the Travel Plan during their selection process and if successful, each new staff member will be provided with a Travel Information Pack upon commencement of employment.
- 3.9 Other promotional material shall take a variety of forms and shall be issued either to individual staff members, displayed in a prominent location or provided in the form of 'one off' marketing initiatives.

Updating

- 3.10 The Travel Plan is a strategy that will evolve over time. The objective to persuade staff, M&S Simply Food customers and public house patrons to consider travel by sustainable



modes will not change, however it may be possible over time to define or re-define specific objectives. A review of Travel Plan targets will provide an important focus for reviewing strategies. The Travel Plan will be administered, reviewed and monitored for a period of five years commencing from the opening of each business.



4.0 TRAVEL PLAN OBJECTIVES & MEASURES

- 4.1 West Sussex County Council has adopted the TRICS Standard Assessment Methodology (SAM) for monitoring and reviewing Travel Plans. Their Development Travel Plan Policy states that the following targets should be achieved:

“To reduce the number of vehicle trips generated over a 12 hour period (weekday 7am to 7pm) by the site by a minimum of 15% in urban areas and 10% in rural areas.”

“To reduce the peak hour trip rate of a development to ensure there is no ‘material impact’ on the surrounding network.”

- 4.2 Following the analysis of the staff travel survey information, a review of targets and objectives for the Travel Plan shall be made and agreed with West Sussex County Council. In order to meet the targets and objectives, a set of physical and management measures shall be designed and target dates for their implementation put in place. At this stage, the objectives, targets and measures outlined below are presented as a guide to the likely development of the detailed Travel Plan. However, the list is not exhaustive and the Travel Plan Coordinator shall be free to investigate other potential initiatives, particularly those identified by staff members.

Travel Plan objectives

- 4.3 The following objectives of the Travel Plan are aimed to complement and enhance the corporate and commercial objectives of the business:

Objective 1: To aim to reduce the number of business commuter cars arriving on site by promotion, enhancement and provision of information on walking, cycling, bus and rail travel and encouraging car sharing with a view to increasing the modal share of these alternative modes of transport

Objective 2: To aim to reduce the amount of single occupancy car journeys associated with business travel by staff and visitors

Objective 3: To encourage and inform staff of sustainable and safe travel options

Objective 4: To monitor and review the Travel Plan strategy for a period of five years



Travel Plan Measures

- 4.4 A number of physical and management measures shall be implemented in order to meet the objectives of the Travel Plan. These measures include the following:

4.4.1 **General marketing and promotion**

The Travel Plan will only be a success if it has the support of staff. Explaining the benefits and promoting the sustainable alternatives will encourage staff to adopt more sustainable modes of travel. At an early stage staff will be made aware of the Travel Plan and that the measures being introduced are to inform people of ways to use cars more wisely. In addition to raising general awareness any success achieved will be fully publicised to staff. The following specific measures have been identified to promote the Travel Plan:

- a) A local launch of the Travel Plan shall be organised by the Travel Plan Coordinator to coincide with the introduction of the first visible measures that will benefit staff (e.g. cycle parking; the Travel Information Centres and the Travel Plan Information Pack). The local launch shall take place within three months of the business opening
- b) A Travel Plan Information Pack will be distributed to each staff member upon employment
- c) Two Travel Information Centres in the form of notice boards shall be provided on the premises; one located at the front entrance of each business and available for customers and patrons and one in each staff room. These Travel Information Centres shall provide customers, patrons and staff with relevant transport and travel information including details of available public transport together with information on pedestrian and cycle routes near to the site
- d) Specific events throughout the lifetime of the Travel Plan shall be promoted, publicised and supported to coincide with national campaigns such as, but not restricted to, the National Car Free Day, National Bike Week and Walk to Work Week



4.4.2 Encouraging walking

To encourage staff members to consider walking as a viable mode of travel to work, the following measures are included in this Travel Plan:

- a) At the launch of the Travel Plan, staff shall be provided with available information regarding the main route for walking to the site
- b) At the launch of the Travel Plan the provision of a 'Help you get home!' scheme will be investigated to offer staff who walk to work assistance with getting home in an emergency at the discretion of the Travel Plan Coordinator / Duty Manager
- c) Staff lockers will be provided

4.4.3 Encouraging cycling

To encourage staff members to consider cycling as a viable mode of travel to work, the following measures are included in this Travel Plan:

- a) At the launch of the Travel Plan, staff shall be provided with available information regarding cycle routes to the site
- b) The Travel Plan Coordinator shall investigate discount schemes available for the purchase of cycling equipment at local cycle shops and staff benefits through government tax benefits via the Cycle to Work scheme. WSCC has negotiated various discounts on new purchases and servicing on behalf of developers and further details can be found on their website at: http://www.westsussex.gov.uk/leisure/getting_around_west_sussex/travelwise/cycle_to_work_scheme.aspx#discounts
- c) Those staff members who cycle to work shall be encouraged to report individually to the Travel Plan Coordinator on issues relating to the provision of on-site cycling facilities and the maintenance of off site cycle routes
- d) Within 6 months of the launch, the Travel Plan Coordinator will have ascertained the level of interest in a bicycle safety training course for staff and, if sufficient interest exists, shall seek to agree free or discounted training course for staff members if available. Further details can be found on the WSCC website at:



http://www.westsussex.gov.uk/leisure/getting_around_west_sussex/roads_and_pathways/road_safety/cyclists/one_to_one_and_adult_cycle_tra.aspx

- e) Covered space for 30 cycles (15 Sheffield type stands) is provided on the site. During the first year of the Travel Plan the adequacy of this provision will be kept under review in association with the Landlord
- f) At the launch of the Travel Plan the provision of a 'Help you get home!' scheme could be investigated to offer staff members who cycle to work assistance with getting home in an emergency at the discretion of the Travel Plan Coordinator / Duty Manager
- g) Information will be included on a staff and customer travel information board regarding WSCC's cycle journey planner, which is available online at:
<http://cyclejourneyplanner.westsussex.gov.uk/>. This allows users to find the fastest or quietest cycle route to their destination with useful information such as topography and a calculator for CO₂ saving
- h) Staff lockers will be provided

4.4.4 Encouraging the use of bus and rail services

To encourage staff members to consider the use of local bus and rail services to Angmering Station, the following measures are included in the Travel Plan:

- a) Staff shall be provided with details of available local bus and rail services in their Travel Information Pack and in the Travel Information Centres
- b) At the launch of the Travel Plan the provision of a 'Help you get home!' scheme could be investigated to offer staff members who use bus and rail services to travel to work assistance with getting home in an emergency at the discretion of the Travel Plan Coordinator/Duty Manager

4.4.5 Encouraging car sharing

To encourage staff members to consider car-sharing, the following measures shall be implemented as part of the Travel Plan:

- a) The benefits of car sharing (particularly the financial benefits) and the



intention to inform staff of other potential car sharers shall be communicated to staff

- b) The promotion of car sharing through information on a staff, customer and patron travel information board, including details of the WSCC website www.westsussexcarshare.com which has been established to facilitate car sharing by people who live or work in West Sussex. A WSCC leaflet about the car share scheme is available online at:
http://www.westsussex.gov.uk/leisure/getting_around_west_sussex/travelwise/west_sussex_car_sharing_scheme.aspx. This leaflet will be distributed to staff.
- c) The Travel Plan will promote a 'Change 1 Journey' campaign, emphasising to staff that if all those who normally drive alone to work chose another form of transport just once-a-week this would reduce car usage by 20%. This modal shift is more likely to occur through car sharing
- d) The provision of a 'Help you get home!' scheme could be investigated to offer staff members who car share their journey to work assistance with getting home at the discretion of the Travel Plan Coordinator/ Duty Manager in an emergency or if stranded by their car share partner

4.4.6 Business related travel and business visitors

To encourage the use of sustainable alternatives by staff travelling on business and business visitors, the following measures are included in the Travel Plan:

- a) Where practical, staff shall be encouraged by the Travel Plan Coordinator to explore the use of public transport for business travel or to share a car when travelling to meetings
- b) Information providing directions for travelling to and from the site by public transport, walking and cycling for business purposes, shall be provided
- c) The Travel Plan Coordinator shall endeavour to secure a discounted rate for taxi journeys from Angmering Station for visitors and staff travelling on business or for staff who find that their journey is outside public transport availability



4.4.7 New Staff

To encourage new staff members to use sustainable means of travel to the site the following measures shall be implemented as part of the Travel Plan:

- a) To encourage sustainable travel to the site, M&S Food's policy is to recruit as many new staff from the local area which will influence employee travel behaviour and this will undoubtedly make a significant contribution towards limiting unnecessary car usage. This is company policy with all new store openings; it meets both Marks & Spencer's operational requirements and is consistent with 'Plan A' Climate Change Targets. A local targeted advertising campaign prior to the store opening will ensure that all potential employees from the local area are reached. Further details are included in the Marks and Spencer Operator Statement
- b) At the interview stage, potential staff members shall be made aware of the Travel Plan and during the induction process, new staff members shall be issued with details of the Travel Plan
- c) A Travel Information Pack will be distributed to new staff members at the time of their recruitment and induction and prior to the opening of the business.
- d) Aimed at staff members, the Travel Information Pack will be a pack of leaflets and other information containing travel options and information on all modes of travel. The Travel Information Pack will include but not be restricted to the following information:
 - An overview of the adopted Travel Plan and the business's commitment to encouraging sustainable travel patterns by staff and customers
 - MAP - A single integrated map showing the local pedestrian and cycle network; safe route to public transport services; location of on-site car, cycle and motorcycle parking and access routes onto the site
 - INFORMATION SHEET - Public transport services with simplified timetables and frequencies and information on taking bicycles on trains; car sharing options at www.westsussexcarshare.com; cycle safety and maintenance checklist; local taxi companies contact details and where to find other information
 - Contact details of the Travel Plan Coordinator



Staff Travel Patterns

4.5 In order to identify the travel patterns of staff, the business will carry out a staff travel survey which will be undertaken within six months of the business opening with the results submitted to West Sussex County Council. A travel questionnaire (**Appendix B**) will be used to establish the following information:

- Staff home post codes
- Normal working hours
- The usual modal split for the journey to work
- The journey time to work
- The primary reasons why staff who drive to work choose to do so
- The proportion of staff who would be prepared to (or already) car share, use public transport, walk or cycle to work
- The level of awareness of bus, rail, cycle and pedestrian routes to the site

Specific national sustainable travel campaigns

4.6 Specific events throughout the lifetime of the Travel Plan shall be publicised and supported on Travel information Centres to coincide with national campaigns such as, but not limited to, the national car free day, green transport week, national bike week, bike2work days and walk to work week.



5.0 TRAVEL PLAN MONITORING & REVIEW

- 5.1 Each business will not attract a fully 'closed' community, so target audiences amongst customers and patrons, for instance, are not known in the same way it would be for staff. Travel Plan initiatives will help to target appropriate travel information to all those visiting the site and in this regard the Travel Plan will be promoted to all staff, customers and patrons.
- 5.2 Targets for assessing the success of achieving a more sustainable alternative to the private car relates to a reduction in the number of single occupancy cars usually arriving on site. Targets shall be established and agreed with West Sussex County Council after the results of the first staff baseline travel survey are known.
- 5.3 The targets will have a five-year timeframe with formal monitoring undertaken in Year 1 (Baseline Report) undertaken within 6 months of the business opening, in Year 3 (Interim Report) and in Year 5 (Final Report). Both the Interim Report and the Final Report are to be undertaken within 3 months of the relevant anniversary of the Baseline Report. Specific targets will be agreed with West Sussex County Council after completion of the Year 1 Baseline Report.

Monitoring and Review of Travel Plan measures

- 5.4 Monitoring of the full Travel Plan will be undertaken in accordance with the national TRICS SAM. The Staff Travel Survey will be re-issued every two years for the five-year duration of the Travel Plan (Year 1, 3 and 5). Information gathered through the monitoring process will be recorded for input into the biennial review with the results forwarded to WSCC. The cost of carrying out the surveys will be funded by each business.
- 5.5 A draft list of monitoring measures is shown below that may be included in the full Travel Plan:
- i) Updating on the staff and customer travel information board within each business as necessary



- ii) Monitoring the cycle parking facilities every six months in order to ensure that sufficient spaces are provided to cater for demand. If deemed necessary, the Landlord will look into the possibility of providing additional spaces
- iii) Monitoring the motorcycle parking facilities on a six-month basis
- iv) Monitoring the use of the car park by staff as necessary
- v) Monitoring the number of staff car sharing through the results of the staff travel survey
- vi) Monitoring the staff modal split of travel through the results of the staff travel survey
- vii) Collation of suggestions and comments received from staff, customers, patrons and management relating to the Travel Plan and travel in general

- 5.6 The Travel Plan Coordinator will produce and submit a progress report in years 1, 3 and 5 of a 5-year period of monitoring which will be forwarded to West Sussex County Council. The monitoring report will include results from the staff, customer and patron travel surveys; progress towards Travel Plan targets; a summary of activities that have been undertaken during the previous year as well as any recorded progress towards achieving the targets of the plan. The monitoring report will be submitted within three months of completion of the surveys. No additional surveys or reporting will be undertaken post Year 5, however the other Travel Plan measures will continue to operate.

Cost of Implementation

- 5.7 The business will allocate a sufficient initial budget for the Travel Plan's implementation during its set up period to finance the measures identified. This will be reviewed by the TPC on an annual basis to identify whether any adjustments are required in order to achieve the targets.
- 5.8 The implementation of many of the measures such as cycle parking provision will be met as part of the construction phase, whilst the maintenance and on-going management of the Travel Plan will be part of the Travel Plan Coordinator's role. It is envisaged that this will involve approximately 1-2 hours of management time per week. Assuming 8 hours per month for the TPC role, the cost to each business of funding the TPC is estimated at £2,400 per annum.



- 5.9 Upon receipt of a planning permission the appointment of a Travel Plan Coordinator will be confirmed and a series of actions will be started to deliver an effective Travel Plan. A basic Action Plan of the process is enclosed in the following tables. The actions included within the Action Plan are based upon opening date for each business:

Action Plan 1

Actions required by the business Relative to the Opening Date - Physical Measures

Measures to be implemented	Implemented by date	Person(s) Responsible	Duration/period of repetition
Provide permanent car, motorcycle and cycle parking spaces	Prior to opening	Construction manager	Single event in accordance with planning permission

Action Plan 2

Actions required by the business Relative to the Opening Date Informational Measures

Measures to be implemented	Implemented by date	Person(s) Responsible	Duration/period of repetition
Travel Information Pack	Prior to opening and as new staff are appointed	TPC	Provided in print form to all staff at induction
Staff Travel Plan Briefing (1)	Prior to opening	TPC	Provided in print form to all staff prior to opening
Travel Plan Information Notice Boards Internal	Prior to opening	TPC	2No. internal travel boards will be provided on site, one for staff located in the staff rest room; one for customers located at the business entrance

Notes:

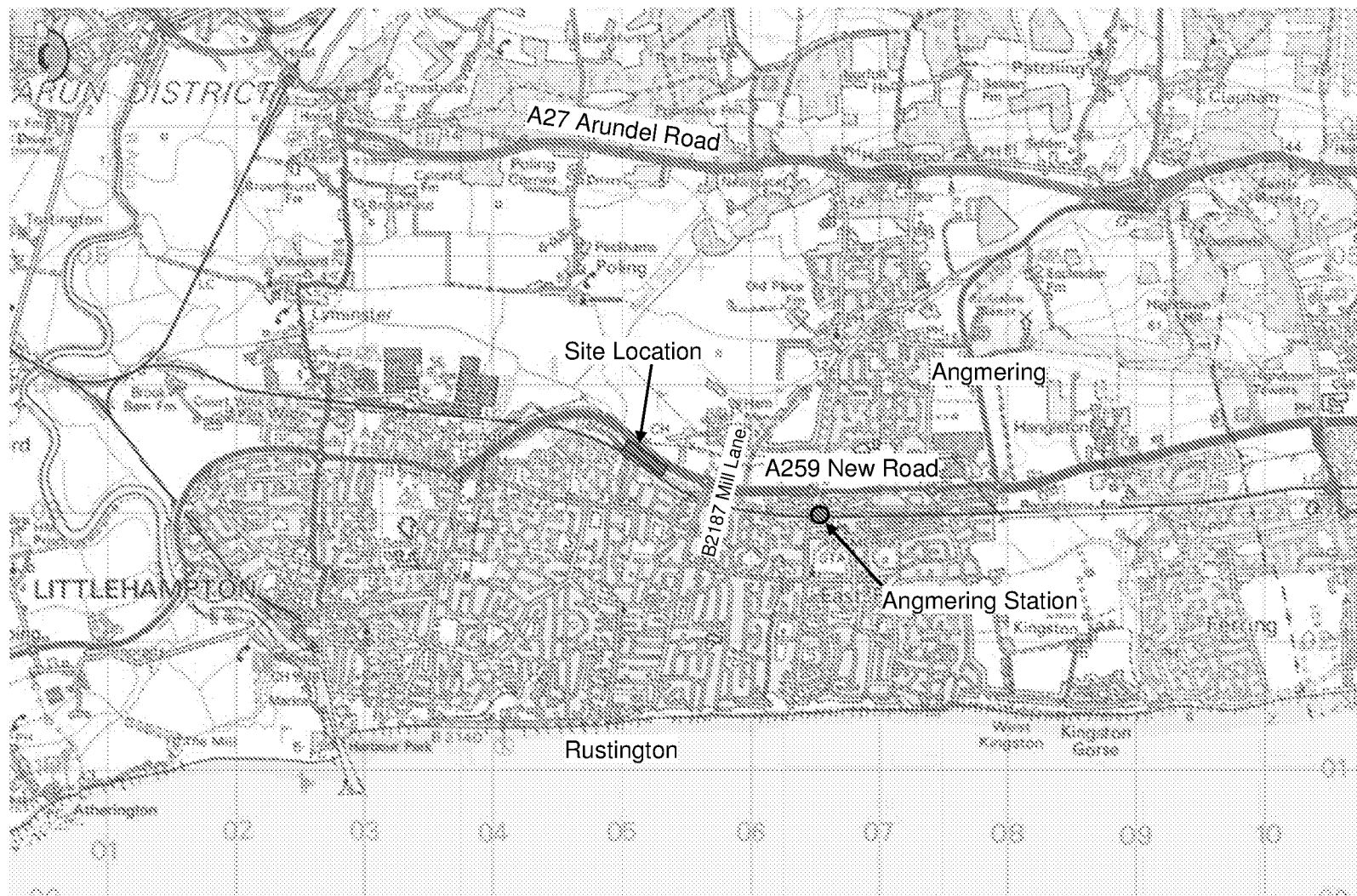
1. Briefings for staff will be prepared highlighting the role of the Travel Plan, the relevance of the Travel Plan to them and the rewards that will be arising



Action Plan 3
Actions required by the business Relative to the Opening Date
Survey Measures

Measures to be implemented	Implemented by date	Involved Parties
Travel Questionnaire Survey	Year 1 – to be undertaken within 6 months of opening Year 3 – within 3 months of the anniversary of the Year 1 survey Year 5 – within 3 months of the Year 3 survey	Business
Travel Plan review	Year 1 – within 3 months of Questionnaire survey completion. Review Travel Plan Target Year 3 – within 3 months of the anniversary of the Year 1 questionnaire survey Year 5 – within 3 months of the anniversary of the Year 3 questionnaire survey	Business/County Council
Reporting of Monitoring to West Sussex County Council	Within 3 months of surveys being undertaken	Travel Plan Coordinator/County Council

APPENDIX A



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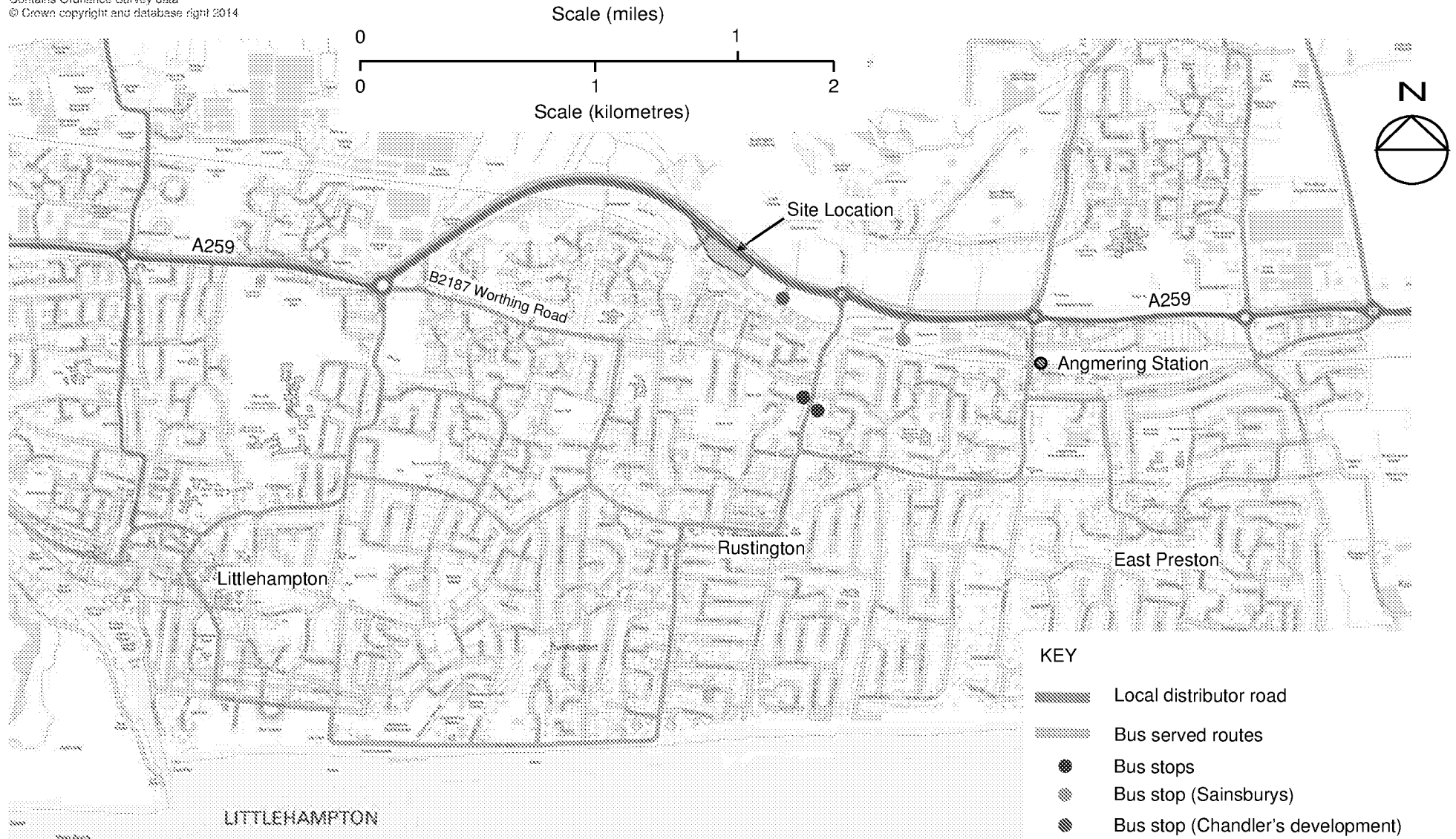
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LAND AT A259 NEW ROAD, RUSTINGTON, WEST SUSSEX
SITE LOCATION PLAN

FIGURE A1



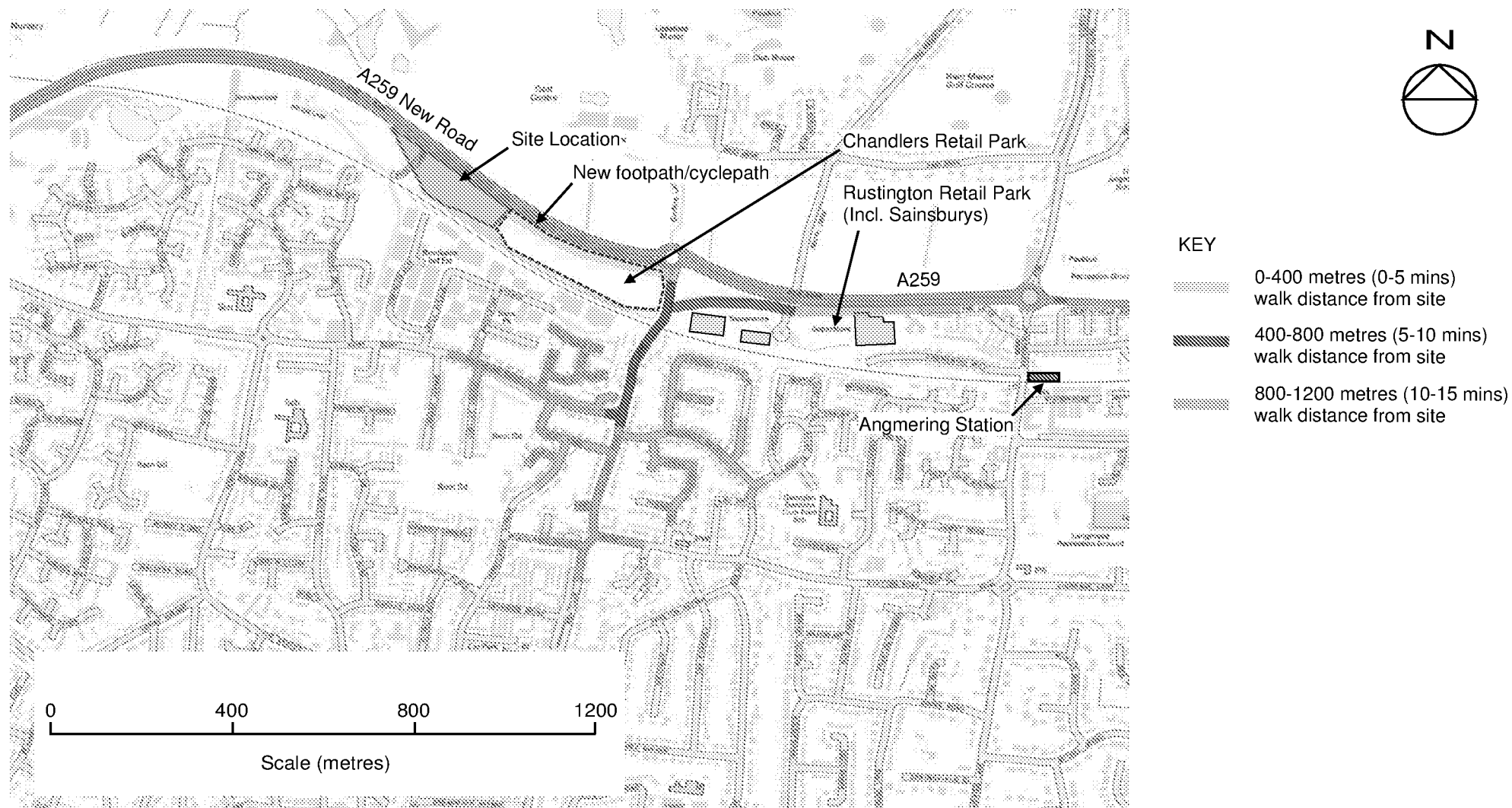
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LAND AT A259 NEW ROAD, RUSTINGTON, WEST SUSSEX
PUBLIC TRANSPORT PLAN

FIGURE A2

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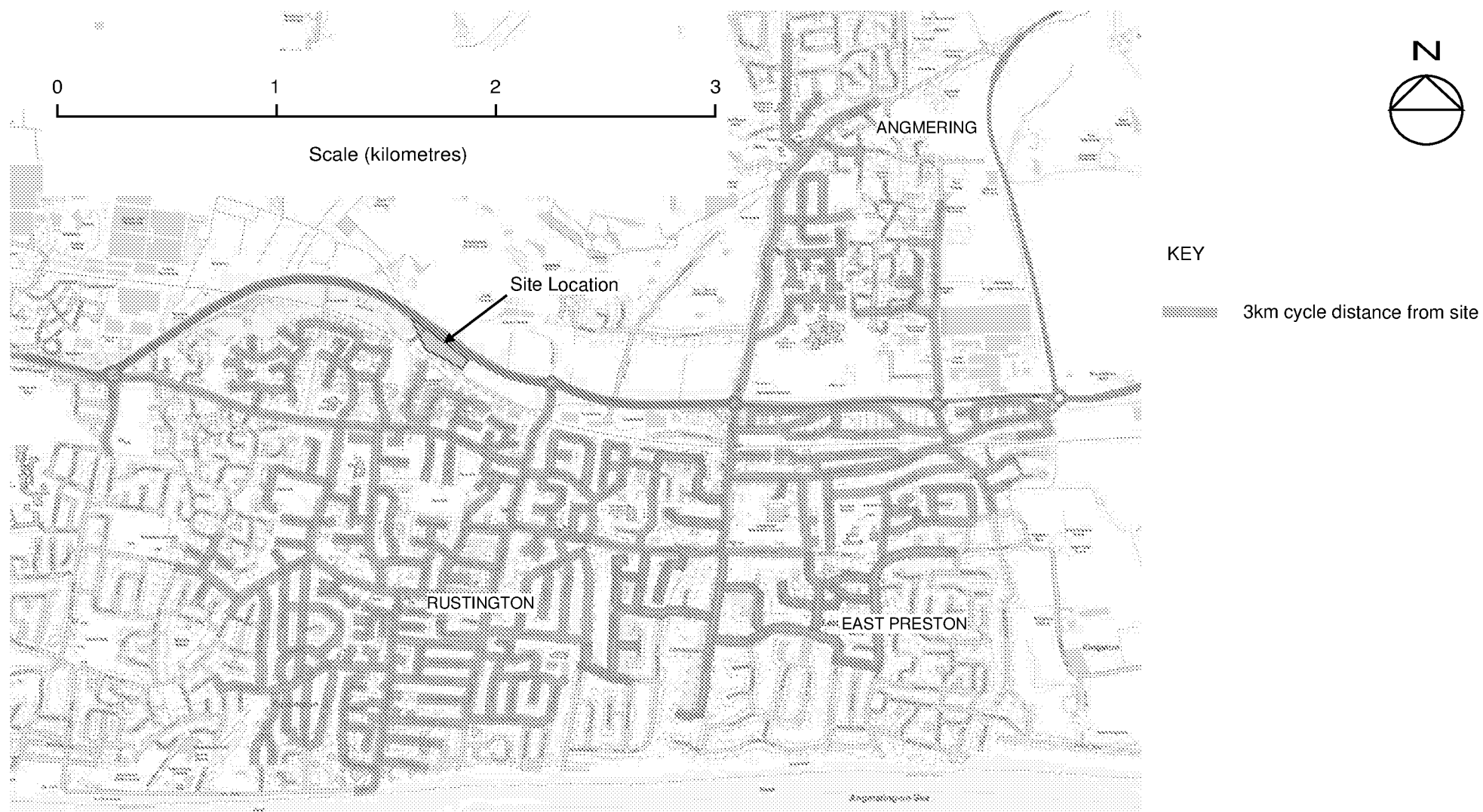


LAND AT A259 NEW ROAD, RUSTINGTON, WEST SUSSEX
WALKING ACCESSIBILITY PLAN

FIGURE A3



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LAND AT A259 NEW ROAD, RUSTINGTON, WEST SUSSEX
CYCLING ACCESSIBILITY PLAN

FIGURE A4

APPENDIX B

STAFF TRAVEL QUESTIONNAIRE **DRAFT**

We are looking at ways of identifying the transport arrangements of staff who work here. We are interested to know how our staff travel to work so please let us know how you normally travel to work by completing this brief questionnaire:

Q1 Male ? _____ Female ? _____ Please tick

Q2 What is your home postcode _____

Q3 How do you normally travel to and from the work?

To work	Please tick one only	From work	Please tick one only
Car (driver)	_____	Car (driver)	_____
Car (driver with passenger)	_____	Car (driver with passenger)	_____
Car (as passenger)	_____	Car (as passenger)	_____
Motorcycle	_____	Motorcycle	_____
Bus	_____	Bus	_____
Train	_____	Train	_____
Park and Ride	_____	Park and Ride	_____
Cycle	_____	Cycle	_____
Walk	_____	Walk	_____
Taxi	_____	Taxi	_____
Other, please state		Other, please state	
.....			
.....			
.....			

Q4 If you travel to work by car, please indicate your alternative travel mode and journey time if the car is not available :

My alternative travel mode to work if a car is not available is:

Walk _____ Please tick **one** only
 Cycle _____
 Bus _____
 Train _____

Q5 What is your journey time using this alternative travel mode if the car is not available would be:

Under 15 minutes _____ Please tick **one** only
 15 mins to 30 mins _____
 30 mins to 1 hour _____
 1 hour to 2 hours _____
 Over 2 hours _____

Q6 If you drive to work by car, do you car share ?

Yes _____ Please tick **one** only
No _____

Q7 As the car driver, if you car share, who else do you take in the car ?

Family _____ Please tick **one** only
Friends _____
Colleagues _____

Usual number of passengers (excluding driver)

1 passenger _____ Please tick **one** only
2 passengers _____
3 passengers _____
4 passengers _____

Q8 As a driver, if you do not car share, please tick two main reasons why you don't:

I do not have time _____ Please tick **two** only
There is no room in my car _____
I do not want the responsibility _____
Do not know anyone to share with _____
I do not feel comfortable transporting others _____

Other –Please explain

.....
.....

Q9 If you drive to work would you be interested in joining a car share club?

Yes _____ Please tick **one** only
No _____

Q10 If you are not interested in joining a car share club, please tell us why ?

.....
.....

Q11 How long does your normal journey take to work door to door using transport identified in question 3

Under 15 minutes _____ Please tick **one** only
15 mins to 30 mins _____
30 mins to 1 hour _____
1 hour to 2 hours _____
Over 2 hours _____

Q12 Travelling on your normal route, how far is it to travel to work from your home?

Less than a mile	_____	Please tick one only
Between 1 mile and 2 miles	_____	
Between 2 miles and 5 miles	_____	
Between 5 miles and 10 miles	_____	
Over 10 miles	_____	

Q13 If you drive would you consider walking to work?

Yes	_____	Please tick one only
No	_____	

Q14 If not, please tell us why ?

.....
.....

Q15 If you drive would you consider cycling to work?

Yes	_____	Please tick one only
No	_____	

Q16 If not, please tell us why ?

.....
.....

Q17 If you drive would you consider taking the bus to work?

Yes	_____	Please tick one only
No	_____	

Q18 If not, please tell us why ?

.....
.....

Q19 If you drive would you consider taking the train to work?

Yes	_____	Please tick one only
No	_____	

Q20 If not, please tell us why ?

.....
.....

Q21 Do you work:

Full time? (Please tick)
Part time?

Q22 What are your normal working hours:

(Please specify)

.....

Q23 How would you like to travel to work if you had the choice ?

To work	Please tick one only	From work	Please tick one only
Walk	_____	Walk	_____
Car	_____	Car	_____
Bus	_____	Bus	_____
Train	_____	Train	_____
Cycle	_____	Cycle	_____
Other, please state		Other, please state	
.....			
.....			
.....			

Q24 Are you satisfied with the amount of travel information that is provided?

Yes _____
No _____

Please tick **one** only

If you have any comments concerning travel to work please include them in the box below:

THANK YOU FOR YOUR TIME
PLEASE RETURN FORM TO THE BOX IN THE STAFF ROOM

DRAWINGS

IMPORTANT
Do not work from reduced scale drawings. Please refer to scale and sheet size as indicated.
Dimensions are not to be scaled from this drawing. Use only written dimensions. Consultants and Contractors must verify all dimensions before starting work and any discrepancies are to be reported to Urban View.
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Revision, Date

C: 23.02.14

URGENT REVISION

D: 30.06.15

LATE CANCELLATION ADJUSTED TO

LEFT HAND PROPERTY ACCESS

E: 04.09.15

PROCA ADJUSTMENTS TO GATE

HIGHWAYS ACCESS MOVED, SITE

LAYOUT ADJUSTED TO SUIT.

G: 07.12.16

HIGHWAYS ACCESS MOVED, SITE

LAYOUT ADJUSTED TO SUIT.

0 10m 25m 50m 100m



A 259

A-259 'NEW ROAD'

NEW ACCESS

UNIT B
581 m²

GARDEN

STAFF CYCLE PARKING

44 PARKING SPACES

100 PARKING SPACES

MOTORCYCLE PARKING

UNIT A
1,022 m²

43,000m² 465m² STORAGE MEZZANINE

COVERED SEATING

CUSTOMER ENTRANCE

SLIDING GATE <<

SERVICE YARD

REINFORCED GRASS PARKING SPACES (30No. TOTAL)

POTENTIAL LINE

FOR PERMITTED SITE LAYOUT SEE

ARUN PLANNING PERMISSION

REFERENCE No. A12313

NOTE:
THICK RED DOTTED LINE DENOTES EXTENT OF
DETAILED PLANNING APPLICATION.
RED HATCHED AREA DENOTES EXTENT OF OUTLINE
PLANNING APPLICATION FOR UNIT B.

BROOK LANE

MP 16.5

Drain

Path

Track

Wt T

Postal Delivery Office

D3

D4

Posts

Posts

K1 to K9

Brookside
Industrial Est.

SITE PLAN, 1:500@A1, 1:1000@A3

Client

cdp
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Huddersfield Road, Elland,
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Project

NEW ROAD / BROOK
LANE, RUSTINGTON,
LITTLEHAMPTON,
WEST SUSSEX.

Drawing Title

PLANNING:
SITE PLAN

Scale

AS SHOWN

Drawn by

DB

Date

OCT. 2014

Checked by

HD

Drawing Number

1117-P-11

Revision

G