



**STORE PROPERTY INVESTMENTS
LIMITED
LAND WEST OF BROOK LANE AND
SOUTH OF A259
WITHIN THE PARISHES OF BROOKFIELD
AND ANGMERING AND FINDON**

RESIDENTIAL TRAVEL PLAN

MARCH 2017



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Store Property Investments Limited
Land West of Brook Lane and South of A259
Within the Parishes of Brookfield and Angmering and Findon
Residential Travel Plan

List of Contents

Sections

1	Executive Summary	1
2	Context	3
3	Existing Travel Situation and Accessibility	6
4	Base Data and Prediction	12
5	Objectives	14
6	Targets	15
7	Measures	18
8	Implementation and Management	21
9	Monitoring	25
10	Review	27
11	Enforcement	28

Figures

Figure 2.1: Site Location	3
Figure 3.1: Shared Footway/Cycleway adjacent the A259 New Road	6
Figure 3.2: Crossing Facilities on Mill Lane	7
Figure 3.3: Walk Isochrones from Site	8
Figure 3.4: Cycle Routes in Rustington and the Local Area (source: Sustrans' online mapping)	9
Figure 3.5: Cycle Isochrones from Site	10

Tables

Table 2.1: Schedule of Accommodation – Residential	4
Table 3.1: Commercial Bus Service Serving the Rustington Retail Park	10
Table 3.2: Local Facilities	11

Table 4.1: Residential Trip Generation – AM Peak (Ref: Transport Assessment, Table 6.11).....	12
Table 4.2: Residential Trip Generation – PM Peak (Ref: Transport Assessment, Table 6.12).....	12
Table 4.3: Care Home Trip Generation – AM Peak (Ref: Transport Assessment, Table 6.13).....	12
Table 4.4: Care Home Trip Generation – PM Peak (Ref: Transport Assessment, Table 6.14).....	13
Table 4.5: Total Development Trip Generation – AM Peak (Ref: Transport Assessment, Table 6.15).....	13
Table 4.6: Total Development Trip Generation – PM Peak (Ref: Transport Assessment, Table 6.16).....	13
Table 6.1: Five Year ‘Aim’ Targets (Change in Modal Split).....	17
Table 6.2: Five Year ‘Aim’ Targets (Change in Peak Hour Trips).....	17
Table 8.1: Action Plan	22

Appendices

APPENDIX A: Indicative Site Layout Plan

1 Executive Summary

- 1.1 Mayer Brown Ltd have been instructed by Store Property Investments Limited (SPIL) to provide highways and transport related assistance in support of an outline planning permission (with all matters reserved) for demolition of existing buildings on site and the erection of a mixed use development comprising residential units and care home (Use Class C2 and C3) and ancillary facilities including railway crossing together with associated access, car parking and landscaping.
- 1.2 This Travel Plan has been prepared by MBL and has been written having reference to the guidance set out in West Sussex County Council's (WSCC) Development Travel Plan Policy document.
- 1.3 Details of the approved development are set out in this Travel Plan, including the features of the development designed to facilitate and encourage sustainable travel.
- 1.4 The existing travel situation of the site is provided, including an assessment of the accessibility of the site via various travel modes and details of key services within the vicinity of the site.
- 1.5 Information regarding the development trip rates, assumptions made and resulting predicted traffic generation, as taken from the Transport Assessment submitted as part of the planning application submission, is replicated in this Travel Plan in order to demonstrate the predicted traffic impact of the approved development.
- 1.6 The objectives of the Travel Plan are detailed and targets have been set which focus on raising awareness of sustainable travel and on a modal shift of residents' travel away from single occupancy car travel. It is considered that there is more scope for change in terms of vehicular trip rates in the residential element of the scheme and as such the targets of this Travel Plan are applicable to the residential part of the development. Notwithstanding this, measures will be implemented which will aim to encourage and implement change in travel patterns by staff for the care home and visitors to the site, as well as residents of the site.
- 1.7 A range of measures to work towards the objectives and targets are included – both physical and managerial measures in order to promote sustainable travel to residents and visitors and to encourage a shift away from single occupancy car usage by residents.

- 1.8 Details of the implementation and management of the Travel Plan and the responsibilities of the nominated Travel Plan Coordinator are outlined as well as an action plan for the five year duration of the Plan.
- 1.9 A monitoring and review methodology is included to ensure the continued development of the Travel Plan and to support its success for its five year duration.
- 1.10 This Travel Plan and its commitments are specific to the mixed use development on land west of Brook Lane and south of A259, and the five-year period of implementation of the Plan will commence following 50% occupation of the residential dwellings.

2 Context

Existing Site

- 2.1 The site is located to the south of the A259 and to the north of the railway line. The site is bounded to the east by Brook Lane and to west by the A259. The site is largely undeveloped and the local area has historically been used for grazing. There is a single dwelling on the site with ancillary stables. The site is functionally related to Rustington, however, the site falls within the Parish Boundaries of Brookfield (to the west) and Angmering and Findon to the east.
- 2.2 The site covers an area of 5.92 ha and its location is shown at **Figure 2.1** below.



Figure 2.1: Site Location

- 2.3 On the northern side of the site the A259 is a dual carriageway which runs in an east-west direction forming a bypass around the northern edge of Rustington. To the west the A259 forms a junction with the A284 and to the east meets the B2187 Mill Lane at a roundabout. Further to the east the A259 forms a junction with the A280 which leads to the north to join the A27 Arundel Road.

2.4 The site is currently mostly unoccupied and comprises an open field. Public Right of Way 2159 runs through the site, generally in an east-west direction linking to Norway Lane to the west and Worthing Road to the south.

2.5 To the eastern side of Brook Lane is the site of the proposed New Road Retail Park which includes a foodstore and a public house.

Proposed Development

2.6 The proposal is for an outline planning permission (with all matters reserved) for demolition of existing buildings on site and the erection of a mixed use development comprising residential units and care home (Use Class C2 and C3) and ancillary facilities including railway crossing together with associated access, car parking and landscaping.

2.7 The indicative site layout is illustrated in the architect's drawing attached to this report at **Appendix A.**

Schedule of Accommodation

2.8 The residential element of the scheme comprises a total of 90 dwellings comprising both flats and houses and a schedule of accommodation for this element is set out in **Table 3.1.**

Dwelling Type	No. of Units
1 bed flat	10
2 bed flat	14
2 bed house	30
3 bed house	35
4 bed house	1
Total	90

Table 2.1: Schedule of Accommodation – Residential

2.9 It is proposed that the residential nursing dementia care home will have 72 beds.

Access Arrangements

2.10 Vehicular access is proposed from a new left in, left out access from the A259.

2.11 Pedestrian/cycle access will be provided via the continuation of the existing 3m wide shared footway/cycleway adjacent the A259 at the Manor Retail Park. The development proposal also includes the provision of a new pedestrian and cycle bridge over the railway, which will provide a safer facility for pedestrians and cyclists than the existing informal at grade crossing, which forms part of Public Right of Way 2159.

Planning Policy Background

- 2.12 The proposed development was assessed in relation to the relevant local, regional and national transport planning policies in order to demonstrate compliance. The Transport Assessment, dated February 2017, that supports the planning application has regard to the following documents:
- National Planning Policy Framework (NPPF), March 2012;
 - West Sussex Transport Plan 2011-2026 (LTP3);
 - Arun District Local Plan 2011-2031, October 2014;
 - Arun District Local Plan (2003) Saved Policies.
- 2.13 It is considered that the approved development accords with the objectives of these documents.

3 Existing Travel Situation and Accessibility

- 3.1 As with any development it is important to demonstrate that it complies with the national, regional and local governmental policies which focus on encouraging alternative means of travel in order to reduce reliance on the private car.
- 3.2 The proposed development site is located proximate to local facilities, hence there is potential for trips to the development to be made on foot, by bicycle and by bus.

Accessibility by Foot

- 3.3 Pedestrian facilities are present along the A259 New Road to the east of the site. As shown in **Figure 3.1** there is a shared footway/cycle way adjacent to the Manor Retail Park that continues across the B2187 Mill Lane via a toucan crossing. The footway/cycleway continues east past the Rustington Retail Park and Sainsbury's and on to the B2140 Station Road, thus providing links to the network of footways that run throughout the suburban area to the south.



Figure 3.1: Shared Footway/Cycleway adjacent the A259 New Road

- 3.4 The toucan crossing provided across Mill Lane is illustrated in **Figure 3.2**. Beyond the crossing, Mill Lane has footways on both sides of the road leading south and providing access to the residential areas of West Preston.



Figure 3.2: Crossing Facilities on Mill Lane

- 3.5 Pedestrian and cyclist crossing facilities and dedicated signal phases are also provided at the A259 New Road/Sainsbury's access signalised junction.
- 3.6 As discussed earlier in this report, it is proposed to continue the existing 3m shared footway/cycleway adjacent the A259 at the Manor Retail Park on through the proposed residential development via existing and proposed footway/cycleway before terminating at a link to the park at the western end of the site.
- 3.7 There is an existing pedestrian level crossing to the south east of the site linking Brook Lane to both Penfold Lane and Brookside Avenue. The proposals include the provision of a new pedestrian and cycle bridge over the railway line.
- 3.8 A number of Public Right of Ways are located within the vicinity of the site including:
- Public Right of Way 2159 runs through the site, generally in an east-west direction linking to Norway Lane to the west and Worthing Road to the south of the site;
 - Public Right of Way 2160 leads from the centre of the site to the north across the A259 New Road towards the golf course;
 - Public Right of Way 2158 leads from the south of the existing level crossing to the east, linking to Brookside Avenue.
- 3.9 The Institution of Highways and Transportation (IHT) *Guidelines for Providing for Journeys on Foot* (2000) suggests acceptable walking distances for pedestrians without mobility impairment. Table 3.2 of the document refers to a maximum walk distance of

2,000m for commuting/schools, typical journeys by foot from residential developments. On this basis, **Figure 3.3** illustrates the walk catchment for the site.

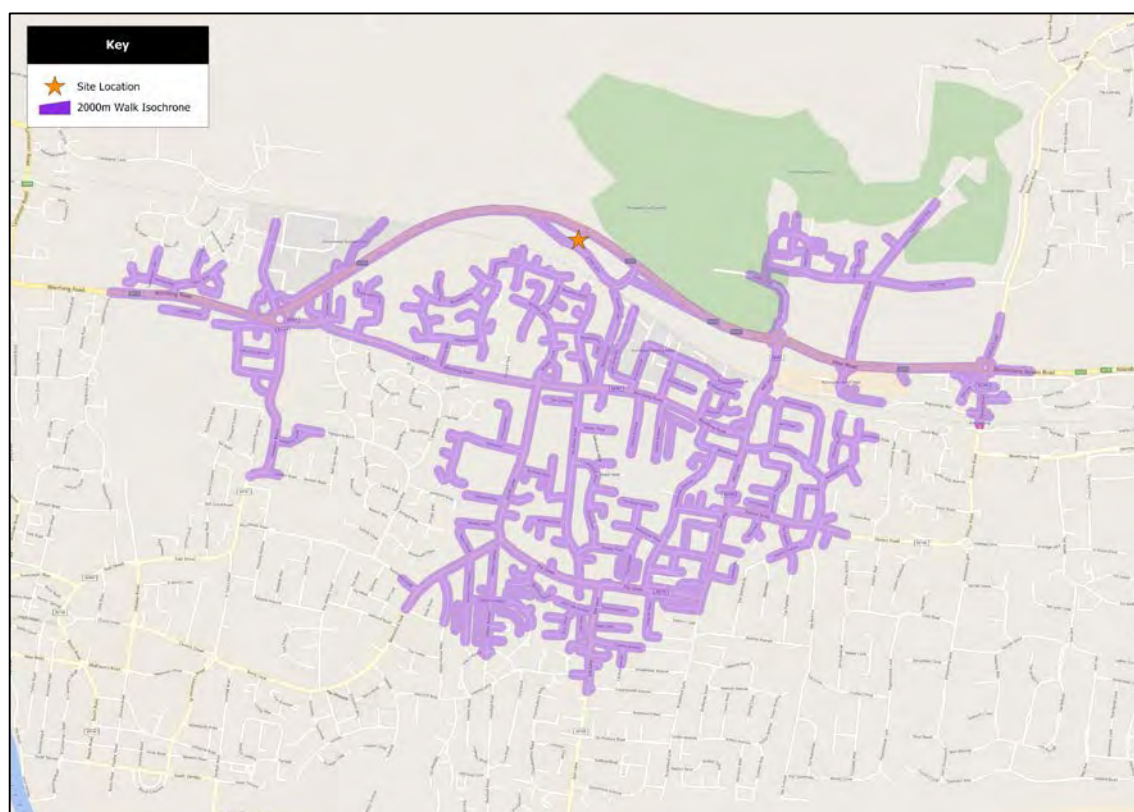


Figure 3.3: Walk Isochrones from Site

- 3.10 **Figure 3.3** shows that a large area of Rustington, including much of the West Preston residential area, is accessible within walking distance of the site. Angmering railway station is also within the walk catchment.

Accessibility by Cycle

- 3.11 As stated above the site benefits from being in close proximity to a good quality footway/cycleway running adjacent to the A259 New Road to the east of the site. This route runs currently extends from the Manor Retail Park to the A259/Station Road roundabout. From this roundabout there is a spur leading to Angmering. As discussed earlier in this report, it is proposed to provide additional footway/cycleway linking the development site with the existing facilities.
- 3.12 **Figure 3.4**, taken from Sustrans' online cycle route mapping, illustrates the cycle routes within the vicinity of the site. The routes are highlighted as follows:
- Purple routes – on-road routes (NCN/other)
 - Green routes – traffic-free routes (NCN/other)

- 3.13 The site is located within reasonable proximity to National Cycle Network Route 2 which provides a coastal route. When it is complete, it will link Dover in Kent with St.Austwell in Cornwall, via the south coast of England. The route between Worthing and South Mundham in West Sussex is still being developed, so the nearest open section to the site is in Littlehampton.
- 3.14 The route can be picked up again in Worthing, where it continues east along the coast to Newhaven and beyond.



Figure 3.4: Cycle Routes in Rustington and the Local Area (source: Sustrans' online mapping)

- 3.15 PPG 13 states that cycling has the “*potential to substitute for short car trips, particularly those under five kilometres, and to form part of a longer journey by public transport*” (paragraph 77). As detailed in section 3, in March 2012 all PPG Notes and Planning Policy Statements were replaced by the NPPF. However, the NPPF does not set specific guidance on accessibility levels, and therefore in the absence of any other data, the guidance in PPG 13 has been used to determine accessibility levels by bicycle for this TA. On this basis, **Figure 3.5** illustrates the catchment for the site by bicycle.

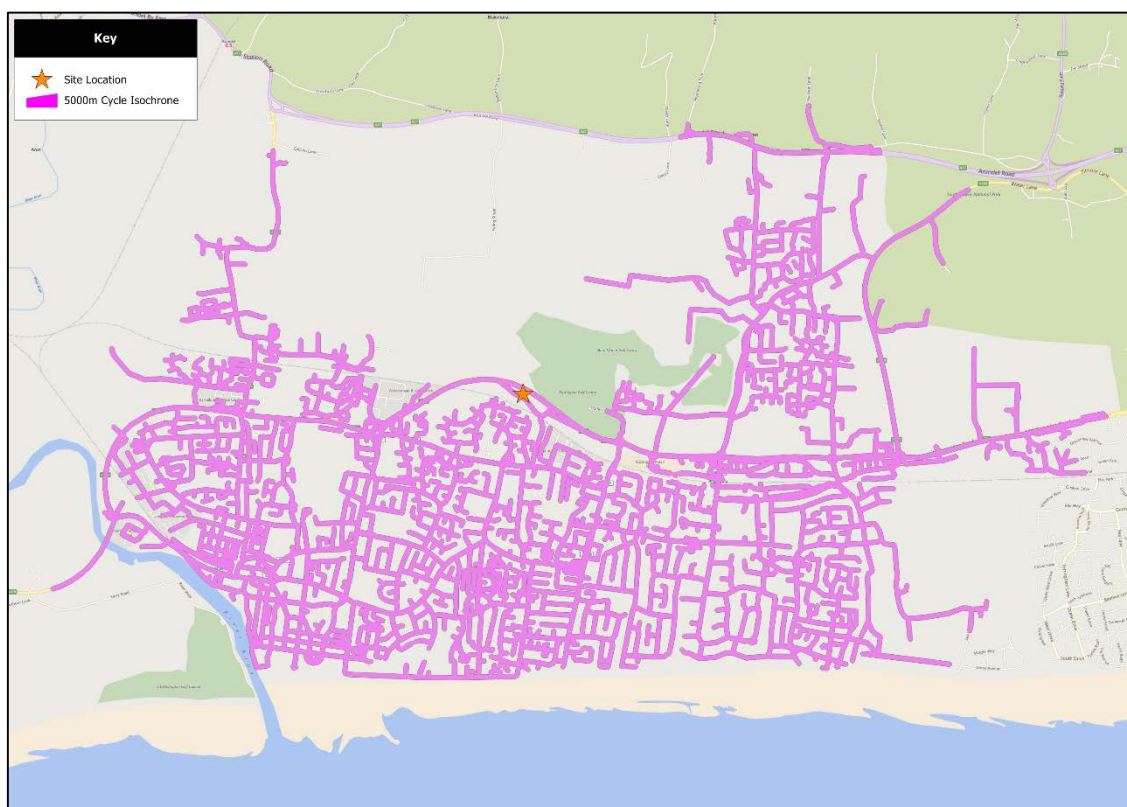


Figure 3.5: Cycle Isochrones from Site

- 3.16 **Figure 3.5** shows that all of Rustington is easily accessible from the site within a 5km cycle ride. Littlehampton to the west and the outskirts of Worthing to the east are approximately 5km from the site.

Accessibility by Public Transport

Bus Service

- 3.17 Bus services can be caught from the Sainsbury's foodstore, located to the east of the site. The number 12 Littlehampton Town Bus is operated by Compass Travel and calls at the stop within the Sainsbury's store car park. Details are provided in **Table 3.1**.

Service	Route	Daytime Bus Frequency		
		Mon-Fri	Sat	Sun
12	Rustington Sainsbury's – Littlehampton – Wick – Littlehampton Tesco	One per hour	One per hour	No service

Table 3.1: Commercial Bus Service Serving the Rustington Retail Park

Rail Services

- 3.18 Angmering railway station is located on Station Road approximately 1.6km from the site. This station is served by regular train services that follow three main routes; Portsmouth Harbour to Brighton, Littlehampton to Brighton and Littlehampton to London Victoria.

Each of these services runs once an hour in each direction Monday to Friday and thus there are three trains per hour in each direction serving Angmering. The services also provide links to many intermediate stations including Chichester, Goring-by-Sea, Durrington-on-Sea, Worthing, Shoreham-by-Sea, and Hove.

Local Facilities

- 3.19 There are a range of local facilities within close proximity to the site. **Table 5.2** sets out a summary of useful facilities in the local area around the site. The distances are measured from the approximate location of the proposed site access.

Facility	Approx. Distance from Site	Walk Time
LOCAL SHOPS:		
Rustington Retail Park	1.1km	13 mins
Sainsbury's Rustington Superstore (Rustington Retail Park)	1.1km	13 mins
Rustington BP Garage - Marks and Spencer Simply Food	1.5km	19 mins
Rustington High Street	1.8km	23 mins
EDUCATION:		
Rustington Community Primary School	1.9km	24 mins
Summerlea Community Primary School	2.1km	27 mins
HEALTH:		
Centre for Dentistry – Rustington Retail Park	1.1km	13 mins
The Coppice Surgery	1.5km	19 mins
RELIGIOUS:		
Saint Joseph's Catholic Church	1.6km	20 mins
Rustington Methodist Church	2.0km	25 mins
St Peter & St Paul Church	2.0km	25 mins
SPORTS/LEISURE:		
Rustington Golf Course	1.0km	12 mins
Out of Bounds Centre	1.0km	12 mins
Virgin Active	1.0km	12 mins
Rustington Sports & Social Club	1.7km	21 mins
OTHER:		
Travelodge Littlehampton Rustington	1.7km	21 mins

Table 3.2: Local Facilities

Summary

- 3.20 This section demonstrates that the site is accessible by modes of transport other than the private car and there are a range of local facilities within close proximity of the site. The proposed development would improve pedestrian and cyclist linkage through extension of the shared footway/cycleway to the west and also through the provision of a bridge over the railway line.

4 Base Data and Prediction

Predicted Trip Generation of Development

- 4.1 The Transport Assessment that was submitted in support of the planning application set out an assessment of the likely trip generation of the development. Section 6 of the Transport Assessment set out the predicted total travel demand by all modes for the movement of people into and out of the site following construction of the development.
- 4.2 The predicted multi-modal trips are reproduced here in **Tables 4.1 to 4.4** for the residential and care home uses.

Travel Mode	AM Peak (0800-0900) Development Trips		
	Arrivals	Departures	Total
Train	1	2	3
Bus/Coach	0	1	1
Motorcycle	0	0	0
Driving a car or van	12	31	43
Passenger in a car or van	1	2	3
Bicycle	0	1	1
Walk	1	3	4
Total	15	40	55

Table 4.1: Residential Trip Generation – AM Peak (Ref: Transport Assessment, Table 6.11)

Travel Mode	PM Peak (1700-1800) Development Trips		
	Arrivals	Departures	Total
Train	1	1	2
Bus/Coach	1	0	1
Motorcycle	0	0	0
Driving a car or van	29	14	43
Passenger in a car or van	2	1	3
Bicycle	1	0	1
Walk	2	1	3
Total	36	17	53

Table 4.2: Residential Trip Generation – PM Peak (Ref: Transport Assessment, Table 6.12)

Travel Mode	AM Peak (0800-0900) Development Trips		
	Arrivals	Departures	Total
Train	0	0	0
Bus/Coach	0	0	0
Motorcycle	0	0	0
Driving a car or van	6	8	14
Passenger in a car or van	0	0	0
Bicycle	0	0	0
Walk	0	1	1
Total	6	9	15

Table 4.3: Care Home Trip Generation – AM Peak (Ref: Transport Assessment, Table 6.13)

Travel Mode	PM Peak (1700-1800) Development Trips		
	Arrivals	Departures	Total
Train	0	0	0
Bus/Coach	0	0	0
Motorcycle	0	0	0
Driving a car or van	5	6	11
Passenger in a car or van	0	0	0
Bicycle	0	0	0
Walk	0	0	0
Total	5	6	11

Table 4.4: Care Home Trip Generation – PM Peak (Ref: Transport Assessment, Table 6.14)

4.3 The resulting total number of trips for both the residential and care home elements of the development for the weekday AM and PM peak hours are set out in **Tables 4.5** and **4.6**.

Travel Mode	AM Peak (0800-0900) Development Trips		
	Arrivals	Departures	Total
Train	1	2	3
Bus/Coach	0	1	1
Motorcycle	0	0	0
Driving a car or van	18	39	57
Passenger in a car or van	1	2	3
Bicycle	0	1	1
Walk	1	4	5
Total	21	49	70

Table 4.5: Total Development Trip Generation – AM Peak (Ref: Transport Assessment, Table 6.15)

Travel Mode	PM Peak (1700-1800) Development Trips		
	Arrivals	Departures	Total
Train	1	1	2
Bus/Coach	1	0	1
Motorcycle	0	0	0
Driving a car or van	34	20	54
Passenger in a car or van	2	1	3
Bicycle	1	0	1
Walk	2	1	3
Total	41	23	64

Table 4.6: Total Development Trip Generation – PM Peak (Ref: Transport Assessment, Table 6.16)

5 Objectives

- 5.1 This Travel Plan is a long-term strategy with the aim of encouraging and implementing change in travel patterns. The Plan has the following objectives:
- To encourage residents to make more sustainable travel choices when travelling to and from the site.
 - To encourage a reduction in the dependence of residents on single occupancy private car travel.
- 5.2 It is considered that these objectives will be worked towards through a) increasing the awareness of residents of the advantages and potential for travel by more sustainable modes, and b) introducing a package of measures that will encourage and facilitate travel by modes other than single occupancy private car.

Planning Policies

- 5.3 The objectives of the Travel Plan reflect transport planning policies contained in national, regional and local planning guidance.
- 5.4 On a national scale, the objectives reflect the NPPF within which section 4 relates to 'Promoting sustainable transport' and states that *"the transport system needs to be balanced in favour of sustainable transport modes, giving people a real choice about how they travel"* (paragraph 29). The document 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"* (paragraph 29).
- 5.5 On a regional scale, the objectives reflect WSCC's Transport Plan 2011-2026, including *"promoting sustainable modes of travel, particularly for journeys to work"* (section 1.2.1). The Plan states a need to *"reduce unnecessary trips by motorised vehicles and encourage use of more sustainable modes of transport"* (section 1.2.2).
- 5.6 On a local scale, the Arun District Local Plan 2011-2031 (October 2014) sets out a number of strategic objectives. Its objective in respect of transport states: *"To reduce the need to travel and promote sustainable forms of transport."* Section 15 of the Plan relates specifically to transport.

6 Targets

6.1 This section sets out the targets of the Travel Plan that relate directly to the information within the Transport Assessment.

6.2 As stated in section 4, WSCC's Development Travel Plan Policy states that the following predetermined trip rate targets should be set. These targets relate to the objectives within local and national transport planning policy:

Target 1:

- *"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."*

Target 2:

- *"To reduce the peak hour trip rate of a development to ensure there is no 'material impact' on the surrounding network."*

6.3 The trip rate and modal split targets for this Travel Plan are detailed below. In accordance with WSCC's Development Travel Plan Policy, the targets should be achieved by the end of the specified period of five years from 50% occupation of the residential development.

6.4 First occupation of the development is anticipated to be in 2019. Assuming an occupation rate of approximately 50 dwellings per year, 50% occupation will be achieved by 2020 (with full occupation in 2021). Five years on from 50% occupation will therefore be in 2025.

Target 1

6.5 Target 1 reflects the targets held in the West Sussex Road Traffic Reduction Report and for the new residential development in Rustington, the 10% target is considered applicable. The target is therefore as follows:

- To reduce the number of vehicle trips generated over a 12 hour period (weekday 7am to 7pm) by the site by a minimum of 10%.

6.6 As stated above, the target should be achieved by the end of the five year period from 50% occupation of the residential development. In order to achieve this trip rate target, the Travel Plan includes a number of 'action' and 'aim' targets, both of which are set out

later in this section. The site-specific measures of the Travel Plan (set out in section 7) aim to work towards achieving the targets.

Target 2

6.7 WSCC's Travel Plan guidance states that target 2 is required in order to ensure that development is able to mitigate the impact of any additional traffic on the existing highway network. The target is as follows:

- To reduce the peak hour trip rate of a development to ensure there is no 'material impact' on the surrounding network.

6.8 As stated in section 4, the Transport Assessment sets out an assessment of the traffic impact of the development on the local highway network during the Friday AM and PM peak hours. The results of this assessments showed that the quantum of traffic generated by the proposed development would not materially impact on the operation of the local highway network.

6.9 Target 2 links to target 1 which aims to reduce the number of vehicular trips generated by the development. The 'action' and 'aim' targets of this Travel Plan demonstrate how the trip rate targets (targets 1 and 2) will be achieved.

'Action' Targets

6.10 The following 'action' type targets have been set:

- The provision of a 3m wide pedestrian/cycleway link through the site;
- The provision of a pedestrian and cycle bridge over the railway line;
- Prior to their occupation, the provision of secure cycle parking at each dwelling and at the care home; and
- The appointment of a Travel Plan Coordinator prior to the first occupation of dwellings.

'Aim' Targets

6.11 In accordance with target 1, the 'aim' type targets relate to a shift in modal split and a reduction in vehicular trips. The 'aim' type targets of this Travel Plan are set out in **Table 6.1** and are applicable for a period of five years from 50% occupation of the residential development. The targets relate to the overall change from the time of first implementation at 50% occupation. The targets seek to increase the mode share of residents who use sustainable modes of transport by 10% and therefore achieve a reduction in the number of vehicular trips by 10%.

Mode	Total Change in Modal Split of Residents				
	Year 1	Year 2	Year 3	Year 4	Year 5
Pedestrian	+0.8	+1.6%	+2.4%	+3.2%	+4%
Cyclist	+0.6%	+1.2%	+1.8%	+2.4%	+3%
Public Transport	+0.6%	+1.2%	+1.8%	+2.4%	+3%
Vehicle	-2%	-4%	-6%	-8%	-10%

Table 6.1: Five Year 'Aim' Targets (Change in Modal Split)

- 6.12 The targeted change in percentage modal split has been applied to the predicted weekday peak hour trip generation of the residential element of the development as set out in the Transport Assessment and replicated in section 4 of this Travel Plan. The resulting targeted shift in modal split in absolute numbers for the weekday AM and PM peak hours is set out in **Table 6.2**. It is noted that total number of trips are based on full occupancy of the residential dwellings, whereas in reality in year 1 of implementation of the Travel Plan, not all of the dwellings may be occupied.

Trip Type	Total Number of Trips by Residents		
	Year 1 Total	Five Year Change	Year 5 Total
AM Peak (08:00-09:00)			
Pedestrian	5	+4%	7
Cyclist	1	+3%	3
Public Transport	4	+3%	6
Vehicle	60	-10%	54
Total	70	-	70
PM Peak (17:00-18:00)			
Pedestrian	3	+4%	5
Cyclist	1	+3%	3
Public Transport	3	+3%	5
Vehicle	57	-10%	51
Total	64	-	64

Table 6.2: Five Year 'Aim' Targets (Change in Peak Hour Trips)

- 6.13 It is noted that target 1 relates to a reduction in the number of vehicular trips generated over a 12 hour period (weekday 7am to 7pm). The modal shift targets in **Table 6.1** will be applied to the total trips generated by the residential dwellings during the weekday (school term time) period of 07:00 to 19:00 hours.
- 6.14 Targets have not been set for the care home element of the development. Due to the low numbers of trips generated by this aspect of the development any changes in modal split would be difficult to measure. However, the 'Action Targets' identified above would benefit staff and visitors to the care home and encourage trips by sustainable modes.

7 Measures

- 7.1 This section outlines the specific physical and managerial measures that will be undertaken to work towards the objectives and targets of the Travel Plan. The implementation of these measures is the core of the Plan and the measures are, as far as possible, designed to be suitable for review and monitoring.

Welcome Packs

- 7.2 Upon moving into their property, residents will be provided with a Welcome Pack which will promote sustainable travel, provide information on travel modes other than single occupancy car and provide information on the local area. Upon occupation, each household will be issued with a Welcome Pack with additional copies available from the Travel Plan Coordinator on request. The Welcome Pack will include:

- Details of local amenities and services, including their distances from the site
- Useful travel related websites, telephone numbers and mobile phone applications
- Details of WSCC's multi-modal journey planning website
- Details of WSCC's online cycle journey planner
- Local walk and cycle routes
- Information about local bicycle shops offering discounts to residents
- Instructions on how to obtain the free travel voucher
- Routes and frequencies of bus services
- Routes and frequencies of rail services
- Details of local car club vehicles
- Information on local car clubs and car sharing
- Information on the Travel Plan and contact details of the Travel Plan Coordinator
- An overview of the benefits of sustainable travel

- 7.3 The content of the Welcome Packs will be agreed with WSCC prior to printing. The Travel Plan Coordinator will liaise with the on-site marketing suite to arrange distribution of the Welcome Packs to all occupied dwellings.

Walking Measures

- 7.4 In order to encourage travel to and from the development on foot the following measures will be implemented and infrastructure provided:

- In order to make residents more aware of the local pedestrian linkage, footways and footpaths and to encourage trips on foot, the Welcome Packs will include maps of local pedestrian provision.
- A pedestrian/cycle link will be provided through the site.
- A new pedestrian and cycle bridge over the railway line will be provided.
- Footways and lighting will be provided throughout the development.

Cycling Measures

7.5 In order to encourage travel to and from the development by bicycle the following measures will be implemented and infrastructure provided:

- In order to make residents more aware of the local cycle routes and networks and to encourage trips by bicycle, the Welcome Packs will include maps of local cycling provision.
- The Welcome Packs will include information on local cycle shops and those shops that offer discounts to residents living on developments where a Travel Plan is operating.
- In order to increase residents' confidence in cycling and to encourage trips by bicycle, the Welcome Packs will include information on WSCC's Bikeability cycle training for school aged children and one-to-one cycle training courses (for both adults and children).
- Prior to occupation, safe and secure bicycle storage facilities will be provided at all dwellings within the development.

Bus Travel Measures

7.6 In order to encourage travel to and from the development by bus the following measures will be implemented:

- In order to make residents more aware of the local bus services and networks and to encourage trips by bus, the Welcome Packs will include service information and route maps of bus services.
- In order to raise interest in travel by bus the Welcome Packs will include details of ticketing offers available from the bus operators.
- In order to raise interest in travel by bus amongst younger residents, the Welcome Packs will include details of WSCC'S 3in1 card scheme which is available for West Sussex residents aged 5 to 19 and in full-time education. The benefits of the card scheme include cheaper bus fares at all times as well as discounts in shops/leisure venues and the card acts as a CitizenCard photo ID as proof of age.

Rail Travel Measures

- 7.7 There is potential for trips to be made by bicycle or bus from the site to the railway station from where trains can be caught to wider destinations. In order to encourage travel to and from the development by rail the following measures will be implemented:
- In order to make residents more aware of the services from Angmering railway station and to encourage trips by train, the Welcome Packs will include service information and route maps of services.
 - In order to raise interest in travel by rail the Welcome Packs will include details of ticketing offers available for rail travel, such as season tickets, the 16-25 Railcard, Two Together Railcard and Family and Friends Railcard.

Car Clubs and Car Sharing Measures

- 7.8 It is recognised that whilst many journeys could be made by means other than the private car, residents may still wish to make some journeys by car. Car clubs and sharing therefore represent a relatively convenient alternative form of travel and offer the potential to reduce the number of single occupancy car journeys made by residents as well as reduce their car travel related expenses without drastically affecting their travel time and comfort. The following measures will be implemented to promote and encourage the use of car clubs and car sharing:
- In order to raise awareness of and encourage the use of local car club vehicles, the Welcome Pack will include details of local car club vehicles that are available to hire.
 - In order to raise awareness of and encourage travel by car sharing, the Welcome Pack will include details of the West Sussex Carshare website and the free matching service that the website provides. Residents will be informed that they can experience the benefits of car sharing for all of their journeys – such as, travelling to and from work, doing the weekly shop, taking the children to school, going to the match at the weekend, travelling to a festival, event or show, getting to or from university, visiting friends or getting to the airport.

Other Measures

- 7.9 All of the dwellings will benefit from broadband internet which will enable residents to work from home, when possible. This will reduce the number of work related trips made to and from the site. It will also enable residents to access the online journey planners and sustainable travel information on WSCC's and other websites.

8 Implementation and Management

Implementation

- 8.1 The overall responsibility for delivering the Travel Plan for the five years from 50% occupation of the residential development will lie with the developer, SPIL and appropriate funding has been allocated by SPIL to implement the Travel Plan and its measures. A Travel Plan Coordinator has also been appointed by SPIL to implement and manage the Travel Plan. Details of the Coordinator and their responsibilities are set out later in this section.

Development Timetable

- 8.2 First occupation of the development is anticipated to be in 2019. Assuming an occupation rate of approximately 50 dwellings per year, 50% occupation will be achieved towards by 2020 (with full occupation in 2021). Five years on from 50% occupation will therefore be in 2025.

Action Plan

- 8.3 An action plan setting out the timescale for implementation of the Travel Plan, including monitoring/review process, is set out in **Table 8.1**.

Year	When	Action	Responsibility
2019 Travel Plan year 0	Prior to first occupation of dwellings	Appointment of a Travel Plan Coordinator	SPIL
		Construction of footways/cycleway links through the site	SPIL/ Contractor
		Construction of pedestrian and cycle bridge over the railway line	SPIL/ Contractor
		The provision of lighting throughout the development	SPIL/ Contractor
		The provision of cycle parking facilities for all dwellings	SPIL/ Contractor
		Provision of broadband within all of the dwellings	SPIL/ Contractor
		Production of Welcome Pack and agreeing its content with WSCC	Travel Plan Coordinator
2019/ 2020 Travel Plan year 0	First occupation of dwellings 2019	Welcome Packs distributed to all dwellings (upon occupation of each dwelling)	Travel Plan Coordinator/ marketing suite
2020	50% occupation of dwellings		
2020 Travel Plan year 1 starts	Following 50% occupation of dwellings	All Travel Plan measures underway	
		Travel Plan Coordinator to deal with queries raised by residents regarding travel	Travel Plan Coordinator
		Travel Plan Coordinator to liaise with outside bodies/interested parties, as required	Travel Plan Coordinator
2021, 2023, 2025 Travel Plan years 1 to 5	One year after 50% occupation of dwellings and thereafter in years 3 and 5 (total of three surveys over the five year period)	TRICS SAM monitoring (multi-modal count survey) undertaken	Travel Plan Coordinator/ independent traffic survey company
		Ongoing monitoring/maintenance, including liaison with residents and other parties, updates to the Welcome Packs, uptake of travel voucher and use of cycle parking facilities.	Travel Plan Coordinator
		Monitoring report produced, comprising the results of the TRICS SAM multi-modal count survey, the success in meeting the Travel Plan targets, and a review/update of targets and measures.	Travel Plan Coordinator
2022, 2024, 2026 Travel Plan years 1 to 5	Within two months of TRICS SAM results. Years 1, 3 and 5	Issuing of biennial monitoring report to WSCC for approval within two months of the results of the TRICS SAM multi-modal count survey being available.	Travel Plan Coordinator

Table 8.1: Action Plan

Marketing and Promotion

8.4 The Travel Plan has the following objectives:

- To encourage residents to make more sustainable travel choices when travelling to and from the site.

- To encourage a reduction in the dependence of residents on single occupancy private car travel.

8.5 In order to achieve these objectives, the following methods of marketing and promotion will be undertaken.

Welcome Packs

8.6 As detailed in section 7, the Travel Plan and sustainable travel in general, will be promoted to residents via their Welcome Pack. Details of the Travel Plan Coordinator will be provided so that residents can raise any travel related queries or request additional information.

Travel Plan Benefits

8.7 The benefits of sustainable travel will be communicated to residents through information in the Welcome Packs and on the travel information noticeboards. As stated in section 7, residents will be provided with details of WSCC's multi-modal online journey planner which is available on the WSCC website.

8.8 The planner can be used to acquire directions, timetable information, assess journeys (length, difficulty etc.) and compare journeys by foot, bicycle, public transport and driving. The planner provides incentives to travelling by particular modes and shows estimated journey times/lengths, calories burnt and carbon emissions as well as highlighting car club vehicle locations and potential car sharers. The tool will be promoted to residents at the development in order to encourage and assist sustainable travel.

Management

Travel Plan Coordinator

8.9 SPIL will appoint a Travel Plan Coordinator to implement and manage the Travel Plan. The Travel Plan Coordinator will be responsible for the ongoing management of the Plan with assistance from SPIL, including the on-site marketing suite.

8.10 The Travel Plan Coordinator will be responsible for the administration of the Plan, the implementation of the Plan measures, for ongoing monitoring of the Plan and for the biennial review.

8.11 The Travel Plan Coordinator will set up an electronic and/or paper filing system to record all correspondence relating to the Travel Plan, the results of each biennial review, travel information and useful contacts information, such as the highway authority, WSCC, local cycle shops and bus operators.

- 8.12 The Travel Plan Coordinator will be responsible for liaison with outside bodies, including the Travel Plan Officer at WSCC, the highways department at WSCC, local public transport operators etc. For example, such correspondence may involve the Coordinator reporting any issues regarding the existing pedestrian/cycle routes within the vicinity of the development to WSCC, particularly those raised by residents. In such an instance, the Travel Plan Coordinator would then liaise with WSCC to establish the potential for improvements to these routes.
- 8.13 The Travel Plan Coordinator will be responsible for issuing a free travel voucher to each occupied household (upon receipt of their application). The Coordinator will keep a record of the up-take of the voucher and will liaise with the specified local cycle retailer to assess the level of usage of the issued vouchers.
- 8.14 The Travel Plan Coordinator will also be responsible for undertaking the biennial monitoring of the Travel Plan (detailed in section 9) and for submitting the biennial monitoring report to WSCC.

9 Monitoring

- 9.1 A programme of monitoring and review of the Travel Plan has been developed in order to generate information by which the effectiveness of the Plan's measures/actions can be evaluated and therefore the overall success in working towards the targets and objectives of the Plan. Monitoring and review will be the responsibility of the Travel Plan Coordinator.
- 9.2 As stated in section 5, this Travel Plan is a long-term strategy with the aim of encouraging and implementing change in travel patterns. The Plan has the following objectives:
- To encourage residents to make more sustainable travel choices when travelling to and from the site.
 - To encourage a reduction in the dependence of residents on single occupancy private car travel.
- 9.3 A suitable indicator of the success of the Plan is therefore the modal split of residents' travel and whether or not the targets set out in section 6 have been met.

Biennial Monitoring (TRICS SAM)

- 9.4 WSCC has adopted the TRICS Standard Assessment Methodology (SAM) for monitoring and reviewing Travel Plans. The monitoring of this Travel Plan will be undertaken in accordance with the TRICS SAM in years 1, 3 and 5 during the five year duration of the Plan, with this five year period commencing following 50% occupation of the dwellings.
- 9.5 The TRICS SAM monitoring will comprise a multi-modal count survey undertaken at all of the vehicular and pedestrian/cyclist accesses to the site, namely:
- Main vehicular access to the development
 - Pedestrian/cycle access
- 9.6 The Travel Plan Coordinator will organise the survey which will be undertaken by an accredited independent traffic survey company. The cost of the survey will be borne by the developer, SPIL.
- 9.7 Information gathered through the TRICS SAM monitoring process will be recorded for input to the biennial review (outlined in section 10) and the monitoring and review information will be sent by the Travel Plan Coordinator to WSCC.

- 9.8 Using the results of the TRICS SAM, the multi-modal trip generation of the development will be assessed to determine the success of the Plan in meeting its targets.
- 9.9 Three multi-modal count surveys will be undertaken during the five year implementation period of the Travel Plan, namely in years 1, 3 and 5.

Monitoring Measures

- 9.10 In addition to the monitoring using the TRICS SAM, the Travel Plan Coordinator will undertake the following monitoring/maintenance measures. These measures are split into ongoing measures (undertaken throughout the five year period of the Travel Plan) and biennial measures (undertaken to coincide with the TRICS SAM monitoring).

Ongoing Monitoring/Maintenance

- Any concerns raised by residents of or visitors to the development regarding the condition of pedestrian and cycle routes within and around the site will be noted by the Travel Plan Coordinator and passed to the relevant WSCC officer to encourage improvements/maintenance to the facilities.
- The Travel Plan Coordinator will respond to travel related queries and concerns from residents.

Biennial Monitoring/Maintenance

- The information contained in the Welcome Packs will be checked and updated to ensure that it is accurate and up to date.

10 Review

- 10.1 In years 1, 3 and 5 during the five year implementation period of the Travel Plan, a monitoring report will be compiled by the Travel Plan Coordinator which will set out results of the biennial monitoring, the success of the Plan and identify the potential for future refinement of the detail/measures of the Plan.
- 10.2 The monitoring report will be prepared following the compilation of the results of the TRICS SAM multi-modal count survey and the results of any other ongoing monitoring. The monitoring reports will be prepared in accordance with the guidance in WSCC's Development Travel Plan Policy (or other subsequent document).
- 10.3 The Travel Plan Coordinator will issue a biennial monitoring report to WSCC for approval within two months of the results of the TRICS SAM multi-modal count survey being available.

11 Enforcement

- 11.1 Following submission of the final biennial monitoring report to WSCC in year 5, the Travel Plan Coordinator, in liaison with WSCC, will determine the need for further implementation of the Travel Plan and its measures. The final monitoring report will assess the success of the Travel Plan in meeting its target 1, namely:
- To reduce the number of vehicle trips generated over a 12 hour period (weekday 7am to 7pm) by the site by a minimum of 10%.
- 11.2 The monitoring report will also assess the success of the Travel Plan in meeting its 'aim' type targets relating to a shift in modal split and a reduction in vehicular trips, as set out in **Table 6.1**.
- 11.3 If the monitoring report demonstrates that neither target 1 nor the modal split targets have been met following five years of implementation of the Travel Plan.

APPENDIX A: Indicative Site Layout Plan

