

RUSTINGTON GOLF CENTRE

RESIDENTIAL TRAVEL PLAN

PLN-1-4103-R003

BARRATT DAVID WILSON HOMES

04 FEBRUARY 2022



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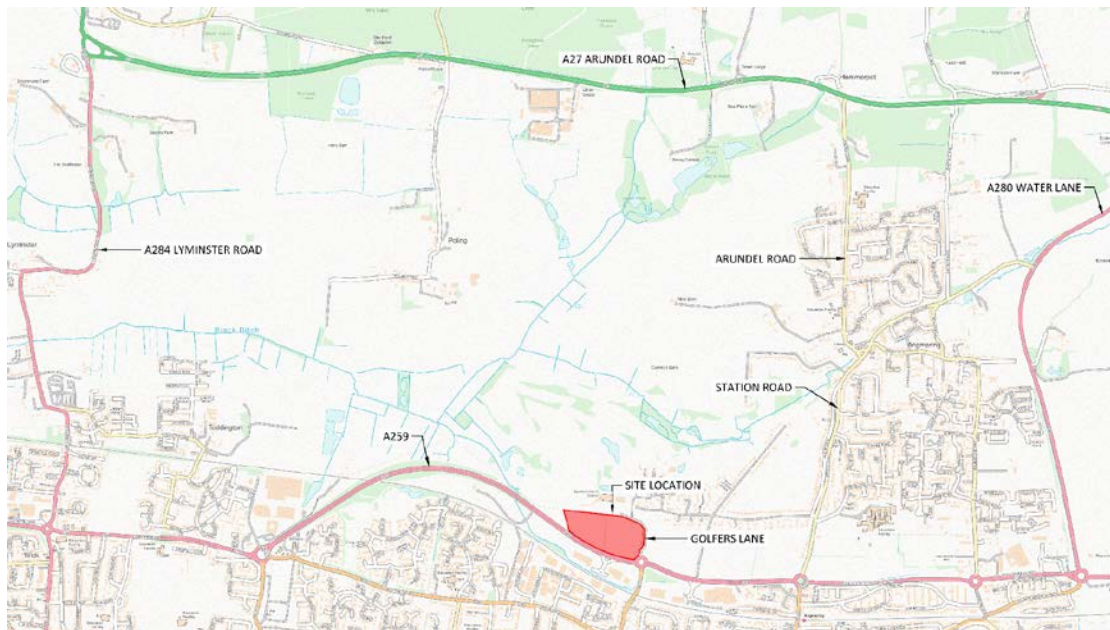
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1.0 Introduction

Background

- 1.1. This Travel Plan has been prepared by Abley Letchford Partnership Ltd, on behalf of Barratt David Wilson Homes, in relation to a proposed residential development of 167 dwellings at Rustington Golf Centre. **Figure 1** below illustrates the sites location.

Figure 1: Site Location Plan



- 1.2. The application is to be made in detail, with all matters relating to access, main internal roads, layout and parking being determined at this time. A copy of the proposed Site Layout provided at **Appendix A**.

Travel Plan Outline

- 1.3. This Travel Plan presents a package of measures, designed to help reduce reliance upon single occupancy vehicle trips, tailored to meet the needs of residents and visitors at the proposed development.
- 1.4. The plan has been produced in line with the National Planning Policy Framework (NPPF), Planning Policy Guidance (PPG) 'Travel Plans, Transport Assessments and Statements in Decision-Taking' (March 2014), as well as local guidance provided by West Sussex County Council.
- 1.5. This Travel Plan will be a recorded agreement between Arun District Council, West Sussex County Council and the housebuilders providing a commitment to deliver the travel planning measures.



Travel Plan Purpose

What is a Travel Plan?

- 1.6. A Travel Plan seeks to promote sustainable travel among residents and visitors to a development. This Travel Plan seeks to implement measures to help sustainable travel become a beneficial option in comparison with using the car.
- 1.7. Travel Plans are evolutionary documents that should be regularly updated, ensuring they can be reviewed and tailored to take account of ongoing changes in travel patterns. It is therefore intended that this Travel Plan is a starting point for the travel planning process as the principles set out within this document will be reviewed and updated on an annual basis.

The Objective of the Travel Plan

- 1.8. The overall objective of this Residential Travel Plan is as follows:

To implement measures at the development so that residents and visitors have the option to travel by sustainable modes of transport. The aim is to encourage a better quality of life for residents as well as improving the environment and enhancing the local economy. This will mean providing for and encouraging alternatives to the use of the car and particularly single occupancy car journeys.

Benefits of a Travel Plan

- 1.9. Benefits that will accrue from the implementation of this Travel Plan include:
 - A reduction in congestion, air pollution and use of fossil fuels if car use is reduced.
 - An increase in walking and cycling which improves health and reduces congestion.
 - Cost savings for residents by reducing car journeys.



2.0 Travel Plan Policy

Context

- 2.1. The promotion of Travel Plans is an important component of transport policy. They seek to ensure that the environmental improvement sought from the transport sector can be achieved at a local level and can contribute towards easing congestion, especially during peak periods.
- 2.2. This Travel Plan concentrates on sustainability issues and outlines a package of initiatives that are designed to encourage more efficient use of the private car and promote a choice of alternative travel modes. There are various publications which provide Travel Plan Guidance as set out below.

National Planning Policy Framework (July 2021)

- 2.3. The Department for Communities and Local Government published the 'National Planning Policy Framework' (NPPF) document in March 2012 which was most recently updated in July 2021.
- 2.4. It provides a framework within which locally prepared plans for housing and other development can promote sustainable travel.
- 2.5. NPPF advocates that planning policies and decisions should consider whether:
 - Appropriate opportunities to promote sustainable transport modes can be – or have been - taken up, given the type of development and its location.
 - Safe and suitable access to the site can be achieved for all users; and
 - Any significant impacts from the development on the transport network (in terms of capacity and congestion), or on highway safety, can be cost effectively mitigated to an acceptable degree.
- 2.6. The guidance advises that, subject to the above considerations, development should not be prevented or refused on transport grounds unless the residual impacts of the development are severe.
- 2.7. NPPF also recognises that Travel Plans are a key tool in facilitating sustainable travel, stating that all developments which generate significant amounts of movement should be required to provide a Travel Plan

Planning Practice Guidance (October 2014)

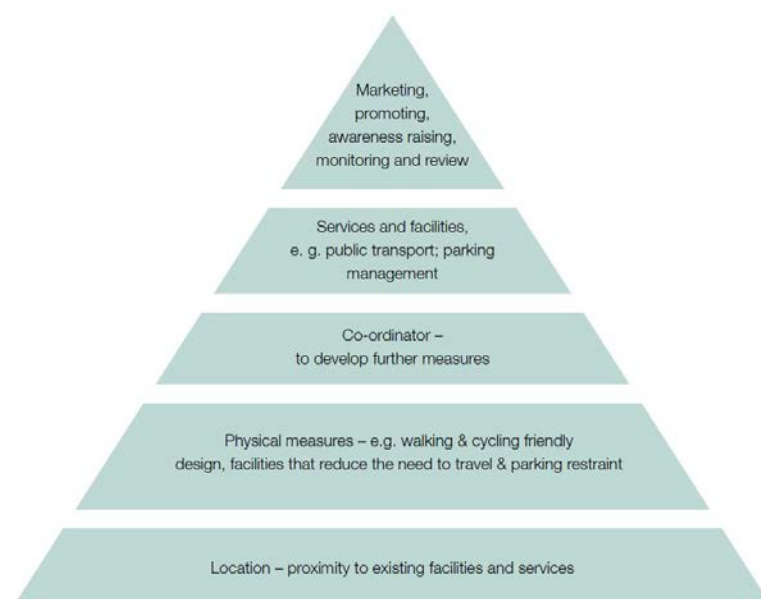
- 2.8. The Planning Practice Guidance sets out that all developments that generate significant amounts of transport movement should be supported by a Travel Plan. The Guidance states that Travel Plans should identify the specific required outcomes, targets and measures, and set out clear future monitoring and management arrangements all of which should be proportionate.
- 2.9. Travel Plans should set explicit outcomes rather than just identify processes to be followed and should address all journeys resulting from a proposed development by anyone who may need to visit or stay, and should seek to fit in with wider strategies for transport in the area.

2.10. The Guidance also sets out how Travel Plans should evaluate and consider:

- Benchmark travel data including trip generation databases.
- Information concerning the nature of the proposed development and forecast level of trips by all modes of transport likely to be associated with the development.
- Relevant information about existing travel habits in the surrounding area.
- Proposals to reduce the need for travel to and from the site via all modes of transport.
- Provision of improved public transport services.

Good Practice Guidelines: Delivering Travel Plans through the Planning Process (2009)

- 2.11. The DfT and Department for Communities and Local Government published the guidelines on delivering travel plans in April 2009. The guidance states that Travel Plans are dynamic, living documents that should be updated regularly; with the aim to ensure they represent the current situation in respect of travel and access, and that actions to achieve the outcomes are sought.
- 2.12. Implementing a Travel Plan involves a continuous process for improving, monitoring, reviewing and adjusting the measures in the plan to reflect changing circumstances.
- 2.13. Regular monitoring will track that progress is being made towards achieving the outcome targets. Appropriate adjustments can be made to ensure that agreed outcomes are met and maintained. Travel Plans are critical to ensure that the use of sustainable modes is maximised, the finite capacity of the transport network is used effectively and the need for some costly highway infrastructure is avoided as far as is practical.
- 2.14. The guidance advocates the Travel Plan Pyramid concept as depicted in the Diagram below. The pyramid demonstrates the measures and actions needed at each tier and allows clear, visual representation of how a Travel Plan can provide a holistic combination of both hard and soft initiatives. This approach is used to form the basis of this Travel Plan.





- 2.15. At the base of the Travel Plan Pyramid is the location of the site and the existing accessibility and proximity to facilities and services. This underpins all other aspects of accessibility for the site and is considered in detail at **Section 5** of this Travel Plan.
- 2.16. The next level comprises the fundamental characteristics that need to be incorporated into the design of the development from an early stage in order to reduce the need to travel and support walking, cycling and public transport use. Again, details of the physical measures that will be promoted to encourage sustainable travel are presented within **Section 5**.
- 2.17. The next tier to be incorporated into the Travel Plan is the resource to facilitate and develop measures in the plan, such as a Travel Plan Coordinator. After this, the next level should provide the initiatives and incentives that need to be promoted for the site. At the top of the pyramid is promotion, marketing and raising awareness to ensure adequate utilisation of the services and to communicate the Travel Plan to residents. How this will be achieved for this development is detailed in **Sections 6** and **Section 7** of this Travel Plan.
- 2.18. The principles established within this Travel Plan incorporate the tiers of the pyramid. The initiatives that are promoted range from raising awareness of the environmental impact and health benefits of different modes of travel to the active promotion of car sharing, public transport use and encouragement of walking and cycling.

DfT Making Residential Travel Plans Work 2007

- 2.19. This document details how a Residential Travel Plan should be implemented, providing background information on the management, monitoring and enforcement of a Travel Plan. It also provides details of the benefits that can be derived from a Residential Travel Plan. These benefits are summarised below.
- 2.20. For developers this includes:
- Potentially reducing the need for expenditure on new transport infrastructure.
- 2.21. For new occupiers the benefits of a Travel Plan include:
- Better access to essential services and jobs;
 - Improved travel options;
 - Opportunity for a healthier lifestyle; and
 - More vibrant communities to live in.
- 2.22. For Local Authorities, Travel Plans can help address a broad range of key objectives, including:
- Providing for Residents' needs for access to shops, schools, jobs, health facilities and recreational activities;
 - The reduction of traffic generated by the development;
 - The creation of sustainable, vibrant local communities that promote healthy lifestyles; and
 - Reinforcing the need for good urban design and addressing local issues about how to provide good access to and from the site by walking, cycling and using public transport.

3.0 Aims and Objectives

Travel Plan Aim

3.1. The two overarching aims which underpin this Travel Plan are to:

Encourage those travelling to and from the development to use public transport, cycle or walk in a safe and secure manner

Reduce the traffic generated by the development to a lower level than would normally be predicted without the implementation of a Travel Plan

- 3.2. The approach and measures set out in this Travel Plan seek to ensure that the ethos of these objectives is incorporated in the design of the development layout and then maintained through a suite of travel planning measures and incentives.
- 3.3. Realisation of the Travel Plan objectives will produce a number of economic, social and environmental benefits for the residents at the development, as well as wider benefits which will be felt by the local community and local road users.
- 3.4. Residents of the development will benefit in the following ways as the Travel Plan will:
- Provide opportunities to build healthy exercise into daily life through the use of walking and cycling.
 - Reduce the cost of travel, or perhaps even help to avert the need to buy and run a car at all.
 - Help to provide less stressful options for traveling to and from home.
- 3.5. For visitors to the development, and members of the local community, the Travel Plan will provide benefits in the following ways:
- Improved accessibility levels for visitors through the promotion of sustainable travel options, enhancing the opportunities to visit relatives or friends living at the development.
 - Help to reduce any problems caused by traffic congestion on the local highway network.

4.0 Targets

Context

- 4.1. Final targets will be revised once baseline travel surveys have been undertaken to establish the initial travel patterns of the residents. These baseline surveys will be conducted within the first year of the first occupation of the development.
- 4.2. These baseline Travel Plan surveys will allow the actual vehicular trip generation and modal split for the site to be calculated and the Travel Plan targets rebased. Notwithstanding this, initial targets have been set out below which support the principles of this Travel Plan which can be secured by Arun District Council and West Sussex County Council as part of the formal agreement process.

Headline Target

- 4.3. This Travel Plan and the measures within it would be in place from the first occupation of the development and as such new residents will be fully aware of its existence. Sustainable forms of travel will be promoted enabling residents to benefit from the measures and initiatives from commencement of the development. Much of the mode shift that is likely to occur will therefore be achieved at the outset given that measures and initiatives will be in place from the first occupation of the site.
- 4.4. Notwithstanding the above, it is important that this Travel Plan contains a headline target so that its overall performance can be monitored over time and, if necessary, further measures can be introduced to encourage mode shift towards more sustainable modes of travel.
- 4.5. The Transport Assessment Report that accompanied the planning application provides an estimate of the baseline trip rates and trip generation that could be expected from the residential element of the proposed development. It is considered that a suitable headline target would be for a minimum reduction in 12 hour (7am – 7pm) vehicle trips generated by the development of 10% compared with the estimated level as set out within the Transport Assessment Report.
- 4.6. The baseline peak hour two-way vehicular trip rates per dwelling (from the approved Transport Assessment Report) are summarised in Table 4.1 below. The Table also presents the Headline Target trip rates which incorporate a 10% reduction in car trips. The measurement of the headline target using the peak hour trip rates ensures that impact of the Travel Plan on trip reduction is assessed during the busiest periods where potential impact on the surrounding highway network is at its greatest.

Table 4.1: Baseline Two-Way Vehicle Trip Rates and Headline Target Reductions

Time Period	AM Peak Hour (08:00-09:00)	PM Peak Hour (17:00-18:00)
Predicted Vehicular Trip Rates (Number of Trips per dwelling)	0.56	0.57
Target Trip Rates (10% reduction on predicted)	0.51	0.52



- 4.7. The headline target will be used to monitor the overall performance of the Travel Plan and will therefore be important when determining if the measures are being implemented successfully or if further measures will need to be introduced.
- 4.8. Monitoring the total number of vehicle trips in and out of the development is a simple and cost effective form of evaluating the performance against the headline mode share target. It is proposed therefore that, as part of the monitoring process, an Automatic Traffic Counter (ATC) will be placed at the site access onto Golfers Lane to determine the level of vehicular trip generation.

Secondary Mode Share Targets

- 4.9. In addition to the above headline target, secondary targets for each mode of travel have been established.
- 4.10. As part of the baseline surveys, residents will be asked to identify their primary mode of travel to and from the site. This data will then be used to formalise modal split targets. However, for now the 2011 Census data for the middle super output area for the adjacent residential areas of 'Arun 002 and Arun 005' have been used as a reasonable proxy.
- 4.11. Table 4.2 summarises the anticipated baseline mode shares for all modes of travel based on census data while also identifying what the targets for each mode of travel might need to be for the headline target to be achieved.

Table 4.2: Indicative Mode Share Targets

Mode	2011 Census Mode Share (Baseline Modal Share)	Target Modal Share (10% Reduction in Car Driver Travel)	Mode Shift
Pedestrian	17%	20%	+1%
Cyclist	8%	10%	+3%
Public Transport	4%	5%	+1%
Vehicular (including Motorcycles)	64%	54%	-10%
Passenger	7%	10%	+2%
Work from Home	0%	3%	+3%
Total	100%	100%	10%

- 4.12. The targets will seek a 10% reduction in car driver mode share, relative to the baseline mode share, across the lifetime of the Travel Plan. The site is accessible to bus services and is also served by local pedestrian and cycle links. It is therefore apparent that opportunities exist to promote bus, cycle and rail trips which has helped shape the on-site infrastructure being provided as well as the measures and incentives identified in **Section 5** and **Section 6** of this Travel Plan.



5.0 Site Audit and Travel Patterns

Context

- 5.1. The site comprises an area of c.6.4 hectares which comprises predominantly golf facilities green features such as fairways, bunkers and ponds.
- 5.2. The site is bound along its southern side by the A259 and Golfers Lane to the east. To the north is the existing Rustington Golf Club car park and facilities, while to the west is additional land making up the rest of the golf centre.

Travel by Foot and Cycle

- 5.3. Careful consideration has been given during the development of the Layout with regard to the integration of the proposed development with the surrounding facilities and infrastructure in order to deliver a high level of connectivity for movements to and from the site.

Within the Development

- 5.4. The proposed Layout has been developed on the principle of providing permeability for all modes of travel. In this respect, the internal street network has been designed to provide a clear and legible hierarchy of movement throughout the development which will support ease of movement for all modes of transport.
- 5.5. A number of design measures to cater for pedestrian and cycle movements within the development have been employed, including:
 - A street pattern that generates natural surveillance where entrances and frontages face all public routes.
 - An internal layout that encourages low vehicle speeds and therefore creates an environment where pedestrians and cyclists are not intimidated by motor traffic.
 - A permeable hierarchy of direct routes within the development comprising a range of shared, segregated and recreational links which would connect all internal areas of the development to the points of access.
- 5.6. The Primary Street within the development will provide a 3.0m cycleway along one side and a 2.0m footway along the other side, which will provide a continuous route through the site, south along Golfers Lane, to the Mill Lane Roundabout.
- 5.7. Secondary Streets are being delivered as shared surface environments, encouraging low vehicle speeds through design and reduction in the prominence of vehicles.



Access Arrangements

- 5.9. A new priority controlled access into the development will be formed off Golfers Lane c.100m north of Mill Lane Roundabout. Its geometric form will be a simple T-junction with 10m radii and a 6m wide carriageway along the minor arm. Drawing A351-PLN-1-4005 illustrates the proposed arrangements and is included in **Appendix B**.
- 5.10. Given that Golfers Lane is a private road and has an advisory 15mph speed limit, the provision of splays for a 20mph design speed are considered more than appropriate in this location. As can be seen visibility splays of 2.4m x 25m (20mph) as prescribed in Manual for Streets will be provided.
- 5.11. In addition, a 3m shared footway / cycleway will be provided along the southern side of the access, continuing south along the site frontage and western edge of Golfer Lane to the Mill Lane Roundabout. A 2m footway will also be provided along the northern edge of the accesses minor arm leading into the development.
- 5.12. An integral part of ensuring the development is sustainable and actively contributes towards sustainable travel choices that do not rely upon a private vehicle is the provision of pedestrian and cycle connections to the wider network. Proposed off site walking and cycling provisions are also shown on Drawing A351-PLN-1-4005.
- 5.13. Off-site improvements are also proposed, including the provision of 3m footway / cycleway along the northern edge of the A259 (west arm of Mill Lane Roundabout) for c.50m where a new signalised Toucan crossing will be provided allowing for safe movements to the existing footway / cycle network along the southern edge of the A259.
- 5.14. As well as this important connection, new 3m shared footway / cycleway is also proposed along the northern edge of the A259 (eastern arm of Mill Lane Roundabout) between Golfers Lane and the existing signalised crossing and footway / cycleway link at South Drive.
- 5.15. This important connection will further contribute toward the accessibility of the site, as well as enhancing the existing wider walking and cycle network.
- 5.16. This will link into the various routes that exist in the local area to various services and facilities as shown on the Accessibility Plan included in **Appendix C**.

Cycle Parking

- 5.17. Cycle parking for each house will be provided within a garage. Where a property does not have a garage then a secure cycle store will be provided within the rear garden of the property with side gates providing access to all such spaces. The secure cycle stores provided will be of the 'Protect a Cycle' type model as manufactured by Trimetals Ltd. The location of the cycle stores within gardens are as shown on General Arrangement drawings that accompany the Reserved Matters Layouts.
- 5.18. A covered and secure cycle store will be provided close to the main entrance of each apartment block.

Travel by Bus

- 5.19. The nearest bus stops are located at the Manor Retail Park, within a 365m walk of the centre of the site. Table 5.1 summarises the bus service available.

Table 5.1 - Summary of Local Bus Services

No.	Operator	Route	Avg. Weekday Frequency
12	Compass Bus	Tesco – Littlehampton – Rustington – Sainsbury's	Hourly 10:00 – 14:00

- 5.20. While the bus services available can be considered limited, when viewed holistically the accessibility of the site by walking and cycling as well as the range of facilities and amenities available make up for the shortfall in existing bus provision. Contributions towards public transport will also be included within the S106 / CIL agreement so as to mitigate the impact of the development.

Travel by Rail

- 5.21. Angmering railway station is located within a 1.2km journey (15-minute walk / 4-minute cycle ride) from the development site.
- 5.22. The station is on the West Coastway Line providing connections between Brighton, Hove, Littlehampton, and Portsmouth. Table 5.2 summarises the rail services available from the station.

Table 5.2 – Angmering Rail Station (Summary of Services)

Destination	Avg. Journey Time	Frequency (tph*)
London Victoria	1hr 40mins	2-3tph
Brighton	32-40 mins	2-3tph
Hove	26 -30 mins	3-4tph
Littlehampton	10-15 mins	2-3tph
Portsmouth & Southsea	46 mins	2-3tph

- 5.23. As can be seen, destinations further afield are easily accessible by rail and can significantly reduce travel time compared to typical journey times by private car.
- 5.24. The station has car parking facilities (123 spaces) and is also easily accessible by bicycle, having secure storage space for 142 bicycles as well as benefiting from common facilities such as a coffee kiosk, toilets, seating areas and ticket machines.



6.0 Measures and Initiatives

Context

- 6.1. The primary aim of this Travel Plan is to influence the travel behaviour of residents and visitors to minimise the number of vehicular trips generated by the proposed development.
- 6.2. This section provides a broad outline of the measures that would be implemented at the proposed development. In this respect, the measures and initiatives presented in this Travel Plan should be considered flexible until the completion of the initial travel survey which will provide site specific information on the existing travel patterns of residents to enable targeted travel planning measures to be formulated and adopted.

Residents Welcome Pack

- 6.3. Information and promotion of the Travel Plan from the outset will ensure greater buy-in from residents who may see it as an opportunity to plan changes in their choice of travel. It is important therefore that prospective residents are made aware of the transport characteristics of the proposed development.
- 6.4. Residents will be made aware of travel choices through their own Welcome Pack, provided to them as soon as they commence residence to encourage a culture of sustainable travel. The development of the Welcome Pack is a crucial stage in the Travel planning process and it is essential that it contains the necessary travel information to suitably inform recipients.
- 6.5. Further to this, copies of the Welcome Pack will be provided in the Sales Suite for review by prospective purchasers as they visit the site. This will give potential purchasers a flavour of the type of travel opportunities and incentives available to them should they choose to purchase on the site.
- 6.6. The Welcome Pack will be the individuals own guide to the transport opportunities available to them and as such will contain information including:
 - Details of the Travel Plan measures and its objectives and targets, and information on the Travel Plan initiatives.
 - Plans of walking and cycle routes in the area.
 - Details of how to reclaim £150 towards the purchase of cycling equipment.
 - Bus timetable information for services in the vicinity of the site and onward connections, including maps showing nearest bus stops and routes.
 - Contact details for the bus operators and ticket ordering.
 - Details of £150 towards public transport ticketing available to new residents.
 - Contact details for local cycling groups and shops and information on cycle training courses.
 - Details of car sharing websites such as (<https://liftshare.com/uk>).
 - Links to other relevant travel websites such as the journey planner (www.traveline.info) and also the scheduled and real time information for rail travel (www.nationalrail.co.uk).

- Details of local taxi companies.
 - Contact Details for the Travel Plan Coordinator.
- 6.7. To ensure that the benefits of receiving the Welcome Pack go beyond the first occupants, provision would be made to supply this information to subsequent residents due to any re-sales during the Travel Plan period. This will be organised by the Travel Plan Coordinator as and when required.
- 6.8. The Welcome Pack will be submitted to WSCC Highways for approval prior to submission to residents.

Internet Site

- 6.9. A webpage will be set up to be accessed by potential and occupying residents as well as visitors. This will contain site specific travel information, information on the health benefits of walking and cycling, contact details for the Travel Plan Coordinator and information relating to incentive schemes and discounts.
- 6.10. The Travel Plan Coordinator will be responsible for the transport related aspects of the webpage and will inform residents of its presence through the Welcome Packs. The website will be updated regularly, with the results of monitoring reports available to residents through the website.
- 6.11. Residents will be able to contact the Travel Plan Coordinator with any concerns and the Travel Plan Coordinator may also organise annual meetings for residents to attend in light of the monitoring report results.

Sales Suite / Show Home

- 6.12. As detailed above, Welcome Packs will be made available within the Sales Suite for perusal by potential occupiers so that they understand from the start travel opportunities available.
- 6.13. All Show Homes that are being shown to potential purchasers have garages, but these will be operating as marketing suites and therefore there is no option to install cycle storage within them. However, promotional literature on stores will be displayed within the travel information pack available in the sales suite and this will be actively displayed / promoted within the Show Homes.

Image 6.1

Indicative Sheffield Cycle Hoop in Garage



Image 6.2

Indicative Garden Cycle Store





- 6.14. The provision of such measures, similar to these identified in the above images, will show potential purchasers what the options are in terms of sustainable travel infrastructure if they were to purchase a property at the site.

Walking and Cycling

- 6.15. To further encourage residents to walk and cycle to and from the site:

- Maps will be provided within the Welcome Pack illustrating footpaths and cycle routes located within the vicinity of the site.
- The Travel Plan Coordinator will provide advice and assistance to residents in accessing information about safe cycling and local routes that allow for this.
- Safe and secure cycle parking is being provided for residents in line with Arun District Council Parking standards.
- Details of local cycle shops will be provided (for repair & maintenance).
- Information on the health benefits of walking and cycling will be included in the Welcome Pack.
- The Travel Plan Coordinator will arrange for 1 x £150 voucher to be provided per household (upon application) to spend on a new bicycle or cycling equipment at a local retailer.
- The Travel Plan Coordinator will provide details of Bicycle User Groups (BUGs) that operate in the locality.
- The Travel Plan Coordinator will liaise with the police with a view to offering a security etching service for bicycles on site as part of a travel plan awareness event.
- The Travel Plan Coordinator will liaise with 'Bike for Life' (<https://bikeforlifesouth.org.uk/>) with a view to offering cycle training and cycle maintenance as part of a travel plan awareness event.
- The Travel Plan Coordinator will liaise with West Sussex County Council to seek to address any issues relating to the appropriate maintenance of footways and cycleways in the vicinity of the site.

Public Transport

- 6.16. Initiatives promoted as part of this Travel Plan will aim to improve awareness of the public transport services and ticketing options available. Timetables, fares, maps, the location of bus stops and information on local facilities will be made available within the Welcome Packs and on the website for the development.
- 6.17. The Travel Plan Coordinator will arrange for up to £150 worth of public transport travel costs to be reimbursed per household (upon application). This will be able to be used towards either bus or rail travel.
- 6.18. The Travel Plan Coordinator will monitor public transport services and facilities within the vicinity of the site and liaise with West Sussex County Council and the public transport service providers to identify possibilities for improvements if it is evident that there are serious shortfalls in service provision or problems with waiting facilities in the local area.



Car Use / Lift Sharing

- 6.19. Electric vehicle charging points will be provided across the development, all plots with driveways will have a charging point installed as well as 30% of other plots. This will provide the necessary infrastructure to accommodate the anticipated increase in uptake of electric vehicles over the coming years and will help to reduce the carbon footprint of the development.
- 6.20. Car Sharing is defined as when two or more people, who each have access to a vehicle, pool their resources and share the driving duties. Lift sharing is defined as when a person who does not have access to a vehicle obtains pre-arranged lifts from at least one person with a car.
- 6.21. The Travel Plan Coordinator will act to encourage potential car sharers to meet and discuss whether there is a possibility that they could share their journeys. This will be promoted through the Welcome Pack.
- 6.22. The local Car Share scheme (<https://westsussexcarshare.com/>), which is free to join, uses full postcode data. Registered users can be matched-up with people making similar journeys in order to reduce single-occupancy vehicle trips. The scheme enables anyone registered on the database to share journeys. Details of how to sign up to the scheme will be provided in the Welcome Pack.
- 6.23. The Travel Plan Coordinator will review the list of registered users each year and may elect to hold an annual prize draw to encourage more residents to join the car share scheme. The prize of the scheme will be in the form of vouchers towards sustainable travel (cycle vouchers or bus tickets) to a value of up to £250.

Home working

- 6.24. Residents will be encouraged to speak to their employer about home working within the Welcome Packs provided.

Community Events

- 6.25. The Travel Plan Coordinator will hold an annual 'Travel Planning Day' to promote the Travel Plan and travel by sustainable modes. It is envisaged that these would be held within the development and would comprise a 'market stall' type presence which would be used to promote the Travel Plan objectives and initiatives.
- 6.26. The 'Travel Planning Day' event would ideally coincide with national and International events such as Bike Week, Walk to Work Week or World Car Free Day. These events, to which residents would be welcomed, would highlight the benefits of travelling via alternative modes to the car and offer practical measures such as the bike etching scheme, cycle training courses and bike maintenance assistance.



7.0 Monitoring and Management

Introduction

- 7.1. This Travel Plan is orientated towards influencing travel behaviour of resident and visitor journeys and will seek to advise of the benefits of using alternative transport modes, promoting their use and discouraging the use of the car. The developer will be responsible for the overall funding of this Travel Plan, who will in turn appoint a Travel Plan Co-ordinator to oversee the implementation.

Travel Plan Funding

- 7.2. The developer agrees to fund the role of the Travel Plan Co-ordinator, the measures contained within this Travel Plan and its monitoring for the duration of the formal monitoring period.

Travel Plan Coordinator

- 7.3. The developer will identify a member of staff or other appropriate professional to undertake the Travel Plan Coordinator role at least 3 months before the site is occupied.
- 7.4. The Travel Plan Coordinator will be responsible for the implementation, administration and monitoring of this Travel Plan. The Travel Plan Coordinator details will be submitted to West Sussex County Council and, likewise, the Coordinator will be advised of the relevant contact personnel at the authority so that regular dialogue can be established.
- 7.5. The Travel Plan Coordinator will be in position towards the end of the initial construction phase which will ensure that the travel planning measures are in place from the outset. Contact details for the Travel Plan Coordinator will be freely available so residents are able to raise issues and feel that the Travel Plan is well supported at all times.
- 7.6. The funding for the Travel Plan Coordinator throughout the formal monitoring period of the Travel Plan would be provided by the developer, during which time the Travel Plan Coordinator should become well known amongst residents and become a champion of sustainable transport measures.
- 7.7. The Travel Plan Coordinator will be the first point of contact for residents for all matters regarding travel to and from the site. Initially this will involve:
- Ensuring that travel planning measures are in place from the outset.
 - Creating Travel Plan Welcome Packs for residents.
 - Ensuring the webpage is established and operational, and subsequently kept updated.
 - Liaising with a local cycle retailer to obtain discounts for residents.
 - Distributing cycle and public transport vouchers to residents upon application.
 - Preparing and undertaking baseline surveys.
 - Analysing baseline survey results.
 - Agreeing a final Travel Plan including targets with West Sussex County Council taking account of the baseline survey results.



7.8. Thereafter the Travel Plan Coordinator would:

- Continue to promote the Travel Plan and create opportunities for sustainable travel through the various measures set out in **Section 6**.
- Contact the local authority to raise potential issues with bus routes and the maintenance of waiting facilities and walking routes.
- Make sure the website is up to date and ensure any new residents are provided a copy of the Welcome Pack.
- Hold annual Travel Plan awareness events.
- Undertake Travel Plan surveys every two years during the formal monitoring period. This includes analysing the results and providing the findings to West Sussex County Council to inform a review of the travel planning measures being promoted.

7.9. The developer will fully participate with the travel planning initiatives and would fully support the Travel Plan Coordinator in order that they are able to perform their role effectively.

Monitoring

- 7.10. The objective of the monitoring process is to regularly assess the resident travel patterns and identify when / if elements of the Travel Plan may need to be changed or if further marketing initiatives are required. It will also monitor success towards achieving the headline targets.
- 7.11. A programme of monitoring and review will be implemented by the Travel Plan Coordinator to generate information by which the success of the Travel Plan can be evaluated.
- 7.12. A key outcome of this Travel Plan will be to reduce the use of private cars from the commencement of first occupation at the development. A suitable indicator of success of the Travel Plan will therefore be the number of vehicle trips that are generated.
- 7.13. A less direct objective of this Travel Plan will be to increase awareness of the environmental implications of the travel mode choice. Awareness is less easy to monitor, although one indicator will be the general response to the introduction of the Travel Plan, measured by the feedback as the strategy evolves.
- 7.14. An initial travel survey will be undertaken within the first year of occupation. The format of the travel survey is included at **Appendix D**. The survey would gather data in respect of modal share but also resident opinion on the Travel Plan and what measures are needed to help them choose sustainable forms of travel.
- 7.15. Automatic Traffic Count (ATC) surveys will be undertaken at the vehicular access of the development to assess the vehicle trip generation from the site. Monitoring the total number of vehicle trips in and out of the site is a simple and cost effective form of evaluating the performance against the headline mode share target.
- 7.16. All Monitoring Surveys will be undertaken to a SAM compliant methodology and agreed with West Sussex County Council, including the baseline surveys. They would be undertaken in a way that was suitable to be used by the TRICS database if agreeable by all parties. This will ensure that the monitoring methodology is consistent throughout the build / occupation of the site.



- 7.17. The analysed findings of the travel surveys will be submitted to West Sussex County Council for consideration within six months of their completion and any residual Travel Plan measures required will be agreed.
- 7.18. The monitoring surveys, using the same methodology, will be repeated every two years after the initial baseline surveys i.e. years 3 and 5.
- 7.19. On the basis the development is anticipated to take approximately 3 years to complete, the final surveys should account for when the site is fully occupied. If for whatever reason there is a delay in the build process, the monitoring surveys would be extended to year 7 to ensure that one set of monitoring surveys captures when the site is fully occupied.

Residual Travel Plan Measures

- 7.20. As set out above, progress of the Travel Plan to achieving the headline target will be reviewed every two years following completion of the initial baseline surveys. It can be assumed that to realise a 10% reduction in vehicular trip rate across a 5-year period, an approximate annual reduction of 2% should be sought. This will therefore be used as a 'bellwether' for assessing the progress of the Travel Plan.
- 7.21. If the headline target is not achieved following the 3rd year of monitoring (i.e. a c5% reduction by the third year), consideration will be given to enacting residual travel planning measures.
- 7.22. The residual travel planning measures are as follows:
- A programme of Personalised Travel Planning will be offered to all residents, following the surveys, on each year the interim target is not met. This would involve providing interested residents with individually tailored sustainable travel information and incentives, to encourage them to consider a range of transport options for their various journeys. The programme of Personalised Travel Planning will be undertaken by the Travel Plan Co-ordinator and advertised through the webpage and at community events.
 - Residents will be offered another £150 voucher (1 per household) for use on public transport services or purchasing cycle equipment.
- 7.23. The residual Travel Plan measures will be fully funded by the Developer.

On-Going Management

- 7.24. Planning Practice Guidance 'Travel Plans, Transport Assessments and Statements in decision-taking' (March 2014) sets out measures for the implementation and ongoing management of the Travel Plan. This firstly covers the construction period, then the initial occupation of the site, followed by the first few monitoring and review periods of the plan.
- 7.25. This period is crucial in ensuring that the measures set out within the plan are actively implemented to reduce car use to and from the site, and that the objectives and targets identified in this Travel Plan are being met. During this period the housebuilders and the Travel Plan Coordinator will need to be closely involved in the management and refinement of the Travel Plan.

7.26. Once the formal monitoring period (either year 5 or 7) has run its course, the housebuilders funding and role in the Travel Plan will cease. With regards to the management of the Travel Plan over the longer term it is anticipated that a legacy would have been established which can be maintained by the residents into the future, with support from the West Sussex County Council Travel Plan officer if deemed appropriate.

Action Plan

7.27. As stated above, the funding for the Travel Plan Coordinator; the travel planning measures and the monitoring throughout the formal monitoring period of the Travel Plan would be provided by the housebuilders.

7.28. Table 7.1 presents a timetable for implementing the Travel Plan's administrative actions and activities. The appointment of the Travel Plan Coordinator will be the responsibility of the housebuilders. Thereafter, all other tasks within the Action Plan fall under the responsibility of the Travel Plan Coordinator.

Table 7.1 : Travel Plan Action Plan

Objective	Target	Measure & Activity	Approximate Time Period
Preparation for Travel Plan	-	- Appoint an individual as the site Travel Plan Coordinator. - Ensure physical measures to encourage sustainable travel are constructed. - Ensure Travel Plan measures are in place from the outset where feasible and appropriate. Make copies of Welcome Pack available at Sales Suite.	At least 3 months prior to first occupation
To encourage more cycling	Increase the percentage of residents cycling by c3 % over TP lifetime	- Ensure cycle parking spaces are provided. - Obtain £150 vouchers from a local cycle retailer (on the basis of one per household). To be provided to householders upon request to be used towards purchasing a new bike or cycle equipment.	
To encourage more walking	Increase the percentage of residents walking by c1% during TP monitoring period	- Ensure quality pedestrian routes through the site are implemented. - Ensure off-site pedestrian enhancements are implemented.	
To encourage use of public transport	Increase the percentage of residents using public transport by c1% during TP monitoring period	Liaise with local public transport operators to obtain £150 vouchers to be used towards ticketing by residents (upon application).	
Implementation of Travel Plan	-	- Prepare marketing material – including Welcome Packs and website. - Provide a Welcome Pack for residents when they move in and available in Sales Suite. - Ensure webpage is fully operational by first occupation.	At first occupation

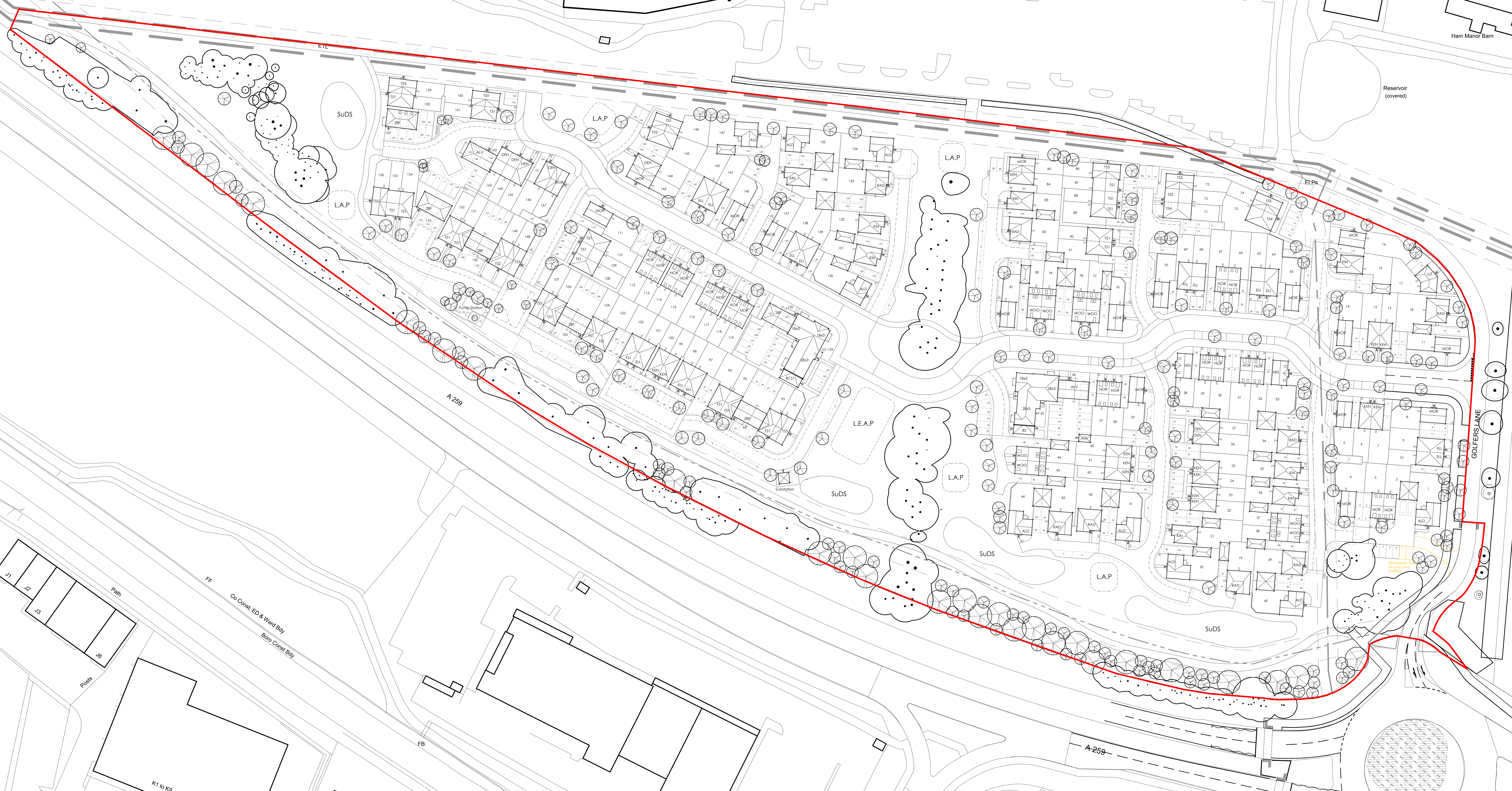
Objective	Target	Measure & Activity	Approximate Time Period
Objective	Target	Measure & Activity	Approximate Time Period
To determine baseline trip rates and types	-	- Undertake resident travel survey to ascertain baseline travel patterns and establish secondary mode share targets, including sending out, collecting and collating surveys. Surveys to be SAM Compliant. - Undertake vehicle count surveys at site accesses. - Analyse survey information, ascertain trip rates per dwelling.	Within 1 year of first occupation
Confirm final targets	-	- Submit the results of the traffic and travel surveys to West Sussex County Council. - Update Travel Plan and establish secondary mode share targets. - Review secondary mode share targets and formalise final Travel Plan.	Within six months following survey results
To reduce single occupancy car trips related to the residential development.	An 8% mode shift in peak hour two-way trip rates per dwelling car trips during TP monitoring period	- Liaise with the West Sussex County Council travel plan officer as appropriate for travel information updates. - Implement all travel planning measures identified. - Update travel planning information on website. - Raise awareness of the Travel Plan and its importance. - Hold Travel Plan Days. - Encourage residents to consider sustainable modes of travel. - Regular updates of information on website. - Undertake every two years vehicle count surveys at site accesses to ascertain progress against headline mode share target. - Undertake every two years residential survey to ascertain progress against secondary mode share targets. Surveys to be SAM Compliant. - Appraise performance against headline and secondary mode share targets. - Revise and amend the Travel Plan, if required, based on survey results, feedback and comments.	Ongoing throughout Travel Plan monitoring period Every two years after baseline survey for 5 or 7 years

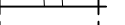
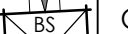
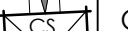
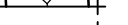
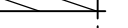
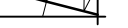
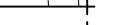
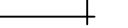
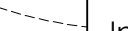


Appendices



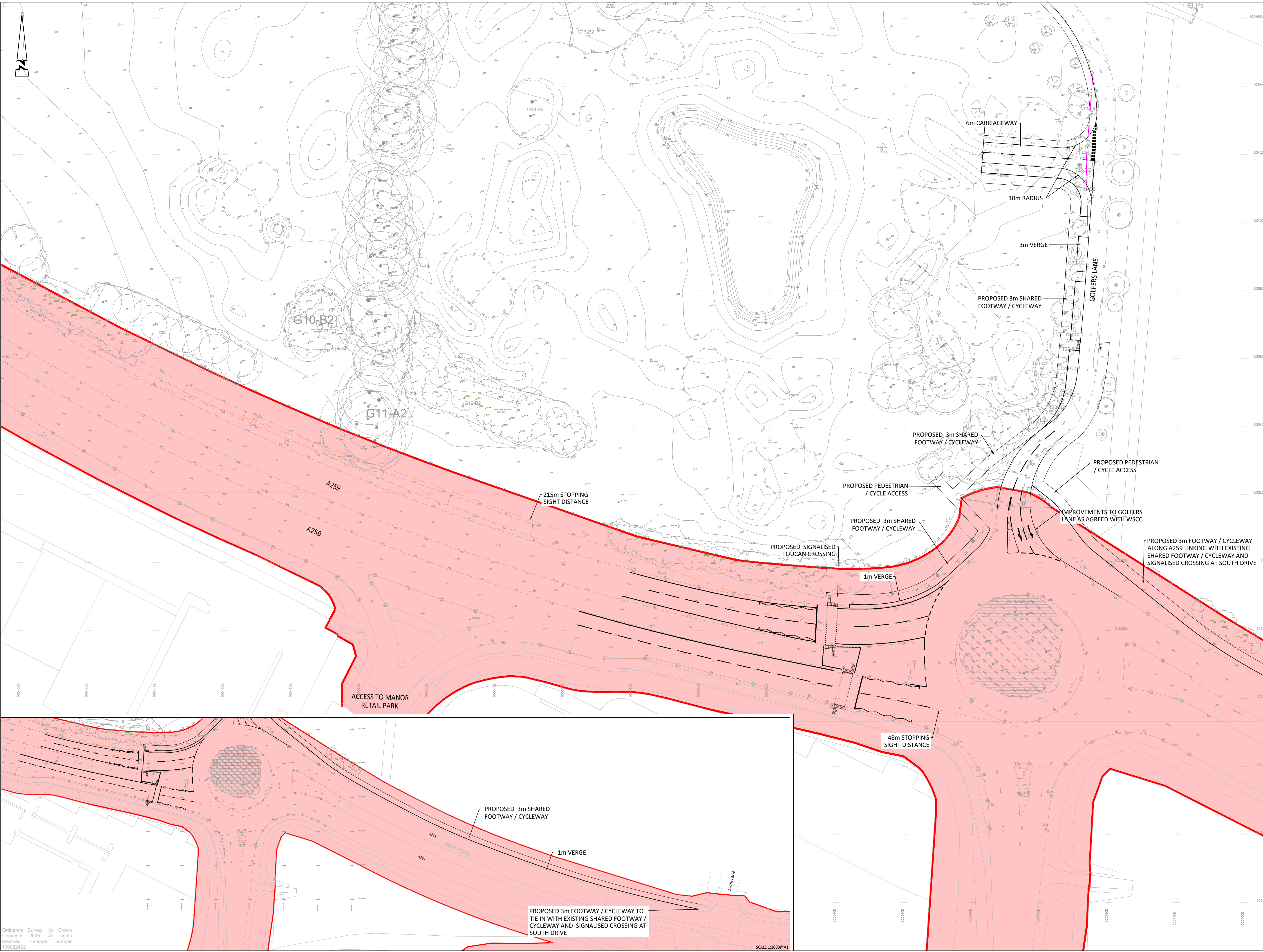
Appendix A - Site Layout



Legend			
	Application Boundary		Parking Space
	Indicative Tree Position		Main Entrance
	Indicative Landscaping		Secondary Entrance
	Existing Tree		Garage Entrance
	Existing Tree		Bin Storage Area
	Existing Hedge		Bin Collection Point
			Communal Bin Store
			Communal Cycle Store
			Shed Location
			1.8m Brick Wall
			1.8m Closed Board Fence
			1.8m Larchlap Fence
			1.2m Post & Rail Fence
			1m Estate Railings
			0.45m Knee Rail
			1.8m Brick Pier & Timber Panel Wall
			Bollards
			Informal Path



Appendix B – Proposed Access and Highways Improvements



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NOTE:
THIS CONCEPT DRAWING IS PRODUCED WITHIN THE SCOPE OF OUR CLIENT BRIEF. UNDER THE CDM REGULATIONS, BASED ON THE INFORMATION AVAILABLE TO THE DESIGNER AT THE DATE BELOW, NO RESIDUAL RISKS HAVE BEEN IDENTIFIED.

- KEY
- HIGHWAY BOUNDARY
 - 2.5m x 25m VISIBILITY SPLAY (20mph)
 - STOPPING SIGHT DISTANCE

Rev	Date	Description	TDM	NB
A	05.21	FIRST DRAFT		

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Project
RUSTINGTON GOLF CENTRE, ANGMERING

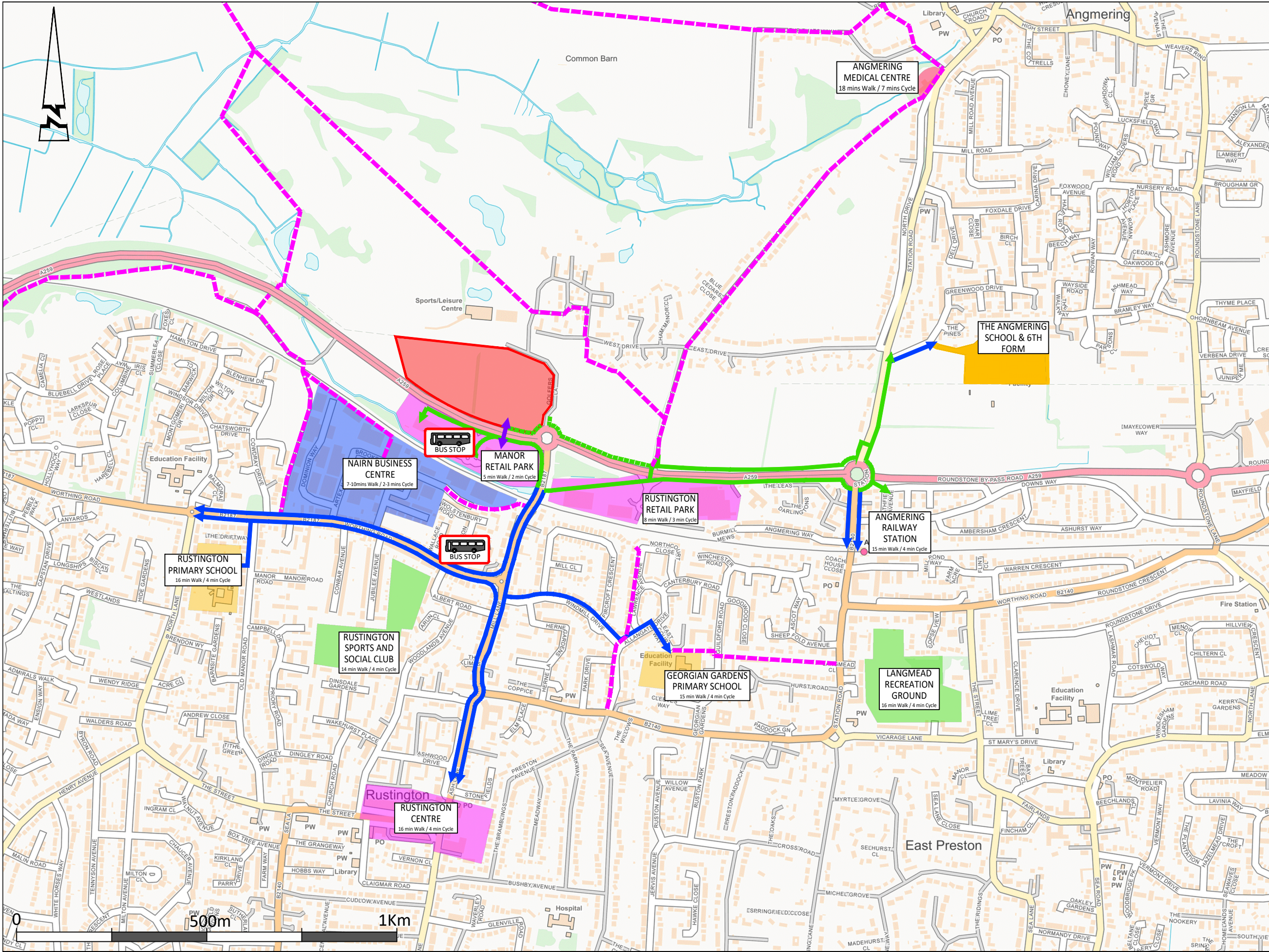
Title
PROPOSED ACCESS ARRANGEMENTS

Status
PRELIMINARY

Scale 1:500 @ A1	Date APRIL 2021	Drawn TDM	Checked NB
Drawing No A351-PLN-1-4005			Revision A



Appendix C – Site Accessibility Plan



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KEY

[Red Box]	SITE BOUNDARY
[Orange Box]	EDUCATION
[Pink Box]	RETAIL
[Green Box]	LEISURE
[Red Box]	HEALTH
[Blue Box]	EMPLOYMENT
[Pink Dashed Line]	PUBLIC FOOTPATH
[Green Solid Line]	EXISTING FOOTWAY / CYCLEWAY
[Blue Solid Line]	EXISTING FOOTWAY
[Green Dashed Line]	PROPOSED FOOTWAY / CYCLEWAY
[Blue Dashed Line]	PROPOSED SIGNALISED CROSSING

P1	05.21	FIRST ISSUE	TDM	NB
Rev	Date	Description	Drawn	Checked

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**BARRATT,
DAVID WILSON HOMES**

Project
**RUSTINGTON GOLF CENTRE,
ANGMERING**

Title
SITE ACCESSIBILITY PLAN

Status
PRELIMINARY

Scale NTS @ A3	Date APRIL 2021	Drawn TDM	Checked NB
Drawing No FIGURE 1			Revision P1



Appendix D - Resident Travel Survey

RESIDENTS TRAVEL SURVEY

As part of the monitoring process for the Residential Travel Plan, we are currently conducting a Travel Survey. We would be grateful if one member of your household 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.

Explanation of the Travel Plan: (TPC to complete)

Who should participate? (TPC to complete)

Who to return completed form to? (TPC to complete)

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)
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?

16 – 25

☐

26 – 35

☐

36 – 45

☐

46 – 55

☐

56 – 65

☐

65+

☐

3. What is your Postcode?

4. Do you or any member of your household own a car?

Yes

☐

No

☐

If yes how many in total?

☐

5. How long have you lived at your current address?

0 – 6 months

6 months – 1 year

1 – 2 years

2 – 3 years

3 – 4 years

4 – 5 years

Longer than 5 years

Section B: About your travel to and from your home

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

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

7. How often do you use the following modes of travel for journeys from your home? (please tick all modes that you ever use, for all of 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 & 6 out of every 10 trips)	Occasionally (less than 2 out of every 10 trips)	Never
Walk	☐	☐	☐	☐
Cycle	☐	☐	☐	☐
Bus	☐	☐	☐	☐
Train	☐	☐	☐	☐
Char Share (driver / passenger)	☐	☐	☐	☐
Car (alone)	☐	☐	☐	☐
Motorcycle / scooter	☐	☐	☐	☐
Other (please specify)	☐	☐	☐	☐

8. Have you changed your most common mode of transport since relocating to this development?

Yes ☐

No ☐

If yes what was the main reason for this change?

Section C: About your future journeys

9. 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)

Physical provision of cycle routes (if so to where?)	
Improved cycle parking within the development site	
Improved cycle parking at local facilities (if so where?)	
Arrangements to buy a bicycle at a discount	
Improved crossing facilities (if so where?)	
None of the above	
Other (please specify)	

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

More direct bus route to... (please specify)	
More frequent bus routes to...(please specify)	
More frequent train services to...(please specify)	
More convenient bus drop-off points	
Improved street lighting around local bus stops	
Improved dissemination of public transport information	
None of the above	
Other (please specify)	

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

Cleaner, better maintained footways	☐
Better street lighting in the local area	☐
Further pedestrian crossing facilities	☐
Slower speed limits within the area	☐
None of the above	☐
Other (please specify)	

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

Help finding car share partners who have similar travel patterns	☐
Further information on car sharing and potential benefits (i.e. cost savings)	☐
None of the above	☐
Other (please specify)	

Section D: About the Travel Plan

13. Did you know that this development operated a Travel Plan?

Yes	☐
No	☐

14. If yes, how did you find out about the Travel Plan?

During the sales process	☐
Word of mouth	☐
Publication (newsletter / notice / website)	☐
Personalised travel planning process	☐
Other (please specify)	

15. Would you like to receive more information regarding the Travel Plan?

Yes	☐
No	☐

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

Thank you for your time.

development planning
infrastructure design
transport HIGHWAYS
drainage
CIVIL ENGINEERING
site appraisal
flood risk assessment
travel plans
masterplanning

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