

TRAVEL PLAN

PROPOSED CARE HOME FOR OLDER PEOPLE

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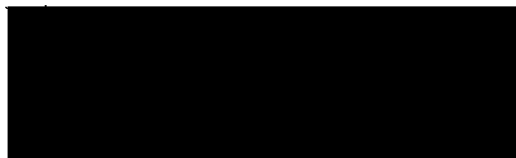
LNT Care Developments

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1.0 INTRODUCTION TO TRAVEL PLAN

- 1.1 This Travel Plan has been prepared to promote sustainable travel to and from the proposed care home.
- 1.2 Guidance states that major applications must be accompanied by a Travel Plan to help in the delivery of sustainable transport objectives, including reductions in car usage (particularly single occupancy car journeys) and increased use of public transport, walking and cycling.
- 1.3 This Travel Plan has been prepared in recognition of the importance of Government Policy aimed at *promoting sustainable development, travel patterns and modes of transport and reducing reliance upon the private car*.
- 1.4 The overall aim of the Travel Plan is to *minimise the total travel distance* associated with trips to and from the site and to systematically reduce the reliance on the private car as a mode of transport to and from the site.
- 1.5 The Travel Plan is in line with the current West Sussex County Council travel plan guidance and policy T SP1 'Transport and Development' of the Arun Adopted Local Plan, which aims to encourage walking and cycling as the primary means of travel with public transport for wider access.
- 1.6 A key target of the Travel Plan is to minimise the frequency of car trips to the site and reduce unnecessary use of cars by staff as the preferred mode of transport between their places of residence and the site and also to reduce the use of private cars by visitors.
- 1.7 The Travel Plan has been designed to raise awareness of the opportunities for reducing car usage through the promotion of sustainable modes of travel, such as; walking, cycling, public transport and car sharing.
- 1.8 The Travel Plan will be promoted amongst all staff and visitors to the care home in order to reduce the reliance on the private car and build upon good urban design principles that emphasises sustainable transport methods as well as promoting healthy lifestyles.

2.0 OBJECTIVES OF TRAVEL PLAN

2.1 Key Objectives

The key objectives of this Travel Plan are to:

- minimise the total number of car journeys to and from the site – in particular single occupancy car trips.
- reduce the reliance upon the private car and improve awareness and usage of alternative modes of travel.
- promote walking, cycling, public transport and car sharing as alternative modes of travel to and from the site.
- achieve a modal shift in the manner of travel to the site to more sustainable modes and patterns of travel.

3.0 THE BENEFITS OF TRAVEL PLANNING

- 3.1 The applicants regard travel planning as providing a range of benefits to: individuals; the organisation, the local community; and the environment.

Benefits to individuals

- 3.2 Individuals can enjoy improved health, less stress, a better quality of life, cost and time savings through more physical activity and use of active travel modes.

Benefits to the organisation

- 3.3 The company will benefit from increased productivity with a healthier workforce; operational cost savings; reduced demand for car parking; and less local congestion; with easier access for staff, visitors and deliveries.

Benefits to the community

- 3.4 The local community will benefit from reduced traffic generation; reduced congestion and travel delays; as well as improved public transport; and less pressure/demand for parking in adjacent residential streets.

Benefits to the environment

- 3.5 The environment will benefit from improved air quality; less noise and dirt; and a reduced impact on wider environmental problems such as global warming.

4.0 TRANSPORT POLICY

- 4.1 Guidance states that the Government wants to help raise awareness of the impacts of travel decisions, and therefore suggests that planning applications with significant transport implications should be accompanied by a Transport Assessment and a Travel Plan.
- 4.2 A key step in promoting Travel Plans nationally had been through 'Using the Planning Process to Secure Travel Plans' (ODPM and DfT, 2002). In accordance with Government guidance, a Travel Plan is included with this planning application.
- 4.3 The implementation of Travel Plans for new developments actively encourages sustainable travel choice by promoting walking, cycling, and the use of public transport. Travel Plans have become an important element of working towards transport and sustainability objectives at the national and local level.

5.0 THE PLAN AND STRATEGY

Proposed measures, actions and commitments

- 5.1 A Travel Plan confirms the commitment of the operators of the new development to the principles of sustainable development; modes of transport and travel patterns. It provides a strategy intended to encourage staff and visitors to consider alternative modes of transport, with the aim of achieving a modal shift in the means of travel to and from the site, and a reduction in car journeys.
- 5.2 The Travel Plan is intended to be a flexible working document that will be reviewed and updated on a regular basis. The following sections set out details of facilities that would be provided and measures that would be taken in order to secure achievement of the planned objectives.

General

- 5.3 A Travel Plan Co-ordinator (TPC) will be appointed to act as a liaison point for the Travel Plan and he/she will be responsible for both implementing and monitoring the plan. The TPC is likely to be the care home manager appointed by the operator. Once appointed their name and contact details will be provided to the Council as a requirement of the Travel Plan.
- 5.4 The Plan is intended to be a flexible working strategy that will be regularly reviewed and updated based on the experience and knowledge of the actions of staff and visitors to the site.
- 5.5 From experience of the operation of other care homes, it is anticipated that over 90% of those employed in the home are likely to be resident within the immediate locality; therefore, significant travel times and commuting distances by staff are unlikely to be a major issue. In terms of the scheme design / layout: -
- Car parking will be provided on the site at a level which, based on experience, is the **minimum** necessary for the proposed use.
 - Mobility space parking will be provided at a level of 10% (2 spaces) which would conform with the **minimum** standard set by most Local Authorities.
 - 8 secure cycle parking spaces are to be provided which is usually in excess of **minimum** standards set by most Local Authorities.
- 5.6 In attempting to change staff travel choices and overcome natural resistance by some to measures that discourage car use, it is essential that the staff of the home and at least one visitor representative are involved in implementing the Travel Plan. Two allocated spaces will also be available who car share so as to encourage this mode of travelling to work.
- 5.7 Consultation will be essential for the success and maintenance of the Travel Plan. The Travel Plan will be explained to all staff at an early stage in order to obtain support from the start. All staff will be issued with a copy of the Travel Plan and updated plans following reviews.

Initial Action Plan

- 5.8 On appointment the Travel Plan Co-ordinator (TPC) will have a duty to disseminate the travel plan and its objectives to both families/visitors and staff. As highlighted above, in order to maximise the value of the Travel Plan, it is essential that its objectives are fully explained to help raise awareness of the benefits of reducing car use. It is important to stress that the Travel Plan is about promoting choices of alternative travel and is not an anti-car campaign.

Action Plan Measures

Family / Visitor Specific Measures:

- The Travel Plan Co-ordinator will present visitors and families of residents with a travel pack at the commencement of residency, including information on alternative modes of travel to the site. The pack will include a copy of the Travel Plan with current bus timetables; details of cycle facilities provided on-site and within the area; details of local taxi operators; and information on pedestrian and cycling routes within close proximity to the site.
- A notice board will be displayed in the main entrance foyer promoting the benefits of public transport and of alternative modes of transport and travel to the site.
- Current bus timetables will be displayed on this notice board to raise awareness of the availability of bus services in close proximity to the site and thereafter to continue to keep visitors fully informed with up-to-date timetables and other service information.
- Timetables in relation to local services will be made available in the foyer of the home for visitors to take away and use. This should also raise awareness and enable visitors to plan trips to and from the site.
- Information will be provided within the entrance foyer area on concessionary fares and schemes provided by the local bus operators i.e. over 60's; disabled etc.
- A free phone to local taxi operators will be made available in the foyer area of the home for use by visitors.
- Secure covered cycle parking for visitors will be provided on-site.

Staff Specific Measures:

- A statement will be incorporated in the Company's policies and procedures documentation indicating a preference for staff to consider alternative modes of transport/travel to the site other than by car.
- The Travel Plan will, however, accept that for some journeys there is no alternative to using the car and will seek to promote ways in which this can be achieved in a sustainable manner such as car-sharing. West Sussex council can provide information on car sharing at <https://www.westsussex.gov.uk/roads-and-travel/travel-and-public-transport/travelwise-sustainable-transport/join-a-car-sharing-scheme/> which can help introduce car sharing opportunities will be included within their packs for members of staff to consider.
- All staff will have a travel planning session as part of their induction. They will be presented with a travel pack providing information on alternative modes of transport to the site and identifying the facilities provided for staff on-site that render walking and cycling viable travel options.
- A notice board will be provided and information on bus timetables displayed in the staff room to raise awareness of bus travel options to the site and to provide up-to-date accurate information at all times. The Co-ordinator will make staff aware that timetables can be downloaded from <http://www.compass-travel.co.uk/> obtained by ringing Compass Travel on 01903 690025. Staff will also be given the option to access the real time information from the internet at reception so they can find out the location of their bus before leaving the premises.

- A free phone will be made available for use by staff in the foyer/reception area of the home with phone numbers of local taxi firms displayed alongside.
- Staff shower and changing facilities will be provided on-site, which will be available for those who choose to cycle to work.
- Secure cycle parking will also be provided on-site in order to raise awareness and facilitate cycling as a viable travel option.
- The opportunity to car share/taxi share for journeys to and from the site will be available for those staff for who a car is not essential to carry out their daily work.
- As the current climate impacts on the way we travel, measures will be implemented to provide safer car sharing. Government guidance on safer travel guidance for commuters will be displayed and incorporated into the scheme where feasible.
- The potential for a scheme enabling staff to purchase bus season tickets at a more advantageous cost i.e. a subsidised purchase of season ticket or for purchase of a suitable cycle will be examined.

6.0 TIMESCALES AND TARGETS

- 6.1 Following the initial distribution of the Travel Packs and Travel Plans, it will be the TPC's responsibility to initiate a Travel Plan Survey (TP Survey) to determine how visitors and staff travel to the home and from where. The TPC will undertake and analyse the TP's first survey within six months of first occupation of the new facility.
- 6.2 The TP Survey will be a comprehensive data collection exercise to determine precise travel patterns which can be assessed against future changes in travel. Using the results of the staff and visitor travel surveys, it will be possible to assess the modal split and travel behaviour of employees and visitors at the outset of operation and thereafter.
- 6.3 The TP survey will provide information on staff and visitors place of residence; current travel mode; car ownership etc and once analysed and targets set; these figures will form the basis of an annual review.

The review will include the following headline updates: -

- Undertake new travel survey;
 - Monitor staff travel patterns through new surveys;
 - Undertake a Travel Plan Audit and modify where appropriate;
 - Liaise with the Council's Travel Plan contact and other groups where appropriate; and
 - Update Travel Plan targets and issue progress update to all staff.
- 6.4 The staff travel survey will be particularly important to assist in evaluating options to achieve a staff modal shift. Following each survey, an Action Plan will be prepared to agree on specific measures to be implemented to assist in reducing overall travel and minimise car use.
- 6.5 The TPC will prepare and distribute the questionnaire to each member of staff to collect the following details:-
- Staff profile, including age, gender, etc
 - Normal working hours
 - Mode of travel to work
 - Car ownership/usage

- Reasons for not using public transport and other modes
- The anticipated take-up of a car sharing scheme for work journeys as well as use of public transport or other non car modes of travel to work
- Information relating to potential areas for sustainable travel improvement, upon which the TPC could act and draw up measures to improve the TP

6.6 All data collected from the travel survey in connection with the TP will be subject to the provisions of the Data Protection Act. In the interest of confidentiality, the TPC alone will hold the database and be responsible for the release of information, with all data being held solely for the purpose of the TP.

Modal Targets

6.7 The aim of the Travel Plan is to achieve an overall shift of 15% away from the use of private cars by staff and visitors, to use of public transport and other means of travel to the site within the first two years of operation. The annual monitoring and review process will gauge the effectiveness of the Travel Plan.

6.8 According to the 2011 census, 65% of the workforce in the Arun District travelled to work by means of a single occupancy car journey. It can therefore be assumed that an average of 65% of the staff would travel by this means (prior to the implementation of the Travel Plan) and the aim is to reduce that by 15% to 25% over the life of the plan.

6.9 With regard to specific modal targets, it is important to emphasise that the main objectives of the Travel Plan is to achieve a *shift away from single occupancy vehicles* and consequently the share between alternative modes of transport is less critical so long as the overall shift is achieved.

6.10 Given the site's good accessibility in terms of walking, cycling and public transport the opportunity exists for all these modes to contribute to the proposed reduction in singular occupancy vehicular trips.

6.11 Examining the processes outlined above, the initial stages and timetable for the implementation of the Travel Plan may be summarised as follows:

One month prior to occupation

- Confirm TPC appointment and exchange contact details with relevant officers
- Set up TP working file
- Research travel information
- Obtain up to date public transport timetables and literature
- Review walking and cycling routes within the area
- Prepare welcome packs for all new staff and residents

Within 3 months of occupation

- Distribute TP survey to all staff
- Collect TP surveys and analyse results

Within 6 months of occupation

- Set-up travel database
- Log survey results
- Analyse against year 1 target (ward modal split)

Annually

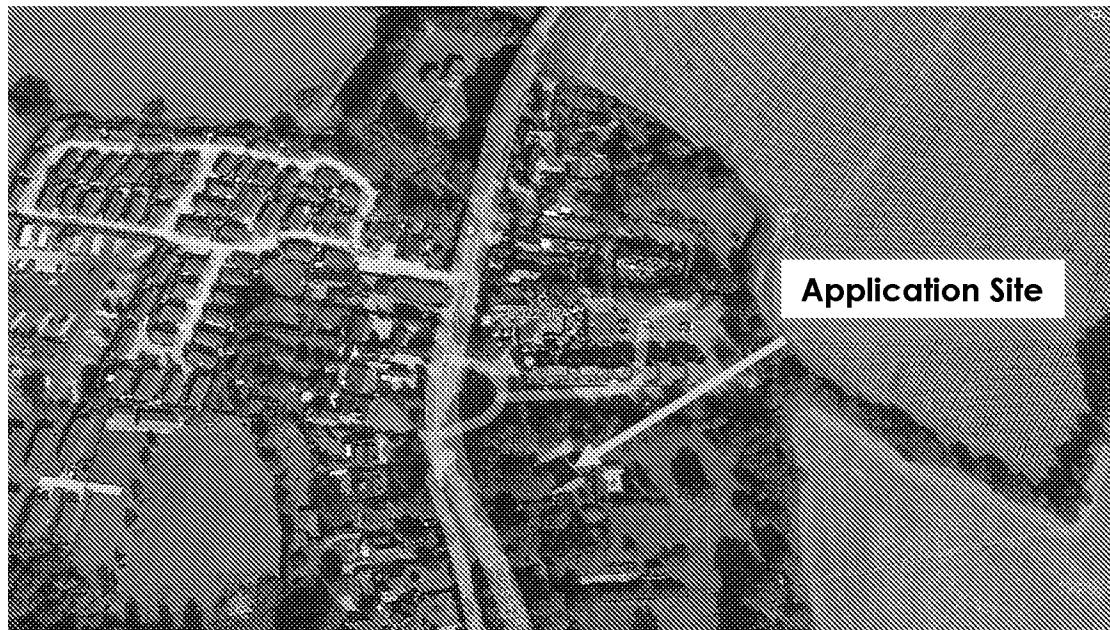
- Undertake new travel survey
- Monitor staff travel patterns through new surveys

- Undertake TP audit and modify where appropriate
- Liaise with Travel Plan Officer and other groups where appropriate
- Update TP targets and issue progress update to all staff

7.0 SUMMARY

- 7.1 The main aim of this Travel Plan is to minimise total travel distance through the reduction of journey lengths and frequency – particularly single occupancy car trips.
- 7.2 It is promoted to assist in reducing the reliance upon the private car and improve awareness and usage of alternative modes of travel, including: walking, cycling, public transport and car sharing.
- 7.3 The aim of implementation of this Travel Plan will be to achieve a 15% shift away from the use of private cars by staff and visitors to use public transport and other means of travel to the site.
- 7.4 The effectiveness of the Travel Plan will be monitored as part of the bi-annual review and discussed with the Council to enable any future reviews / targets to be considered.
- 7.5 LNT Care Developments in the presentation of this Travel Plan is making a clear commitment to the promotion of sustainable transport options for staff and visitors to the proposed care facility.

APPENDIX 1 – AERIAL VIEW OF THE SITE



APPENDIX TWO - CAR PARKING SURVEY

Cantley Care Home, Doncaster - Number of Parking Spaces 10

	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00
FRIDAY 19/09/2008	4	4	5	5	4	4	3	4	7	5	7	4	5	1	1
SATURDAY 20/09/2008	7	4	5	5	5	5	8	6	5	4	6	4	1	1	1
SUNDAY 21/09/2008	4	4	4	5	5	5	5	6	8	4	5	3	1	1	1
MONDAY 22/09/2008	2	2	3	4	5	4	7	8	3	7	7	7	9	2	2

Sycamores Care Home, Wakefield - Number of Parking Spaces 12

	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00
FRIDAY 19/09/2008	2	1	Fire training session attended by all staff			2	2	3	1	1	2	2	3	1	0
SATURDAY 20/09/2008	3	2	2	3	3	4	7	3	3	3	5	3	2	0	0
SUNDAY 21/09/2008	2	2	2	5	4	2	2	2	5	2	2	3	1	1	1
MONDAY 22/09/2008	4	2	3	3	5	3	4	5	4	4	4	4	3	1	1

Two car parking surveys completed by two care home managers at 40 bed care homes at Wakefield and Doncaster. The figures show the total number of cars in the car park, on the hour every hour, between 08:00 and 22:00. This demonstrates the amount of parking spaces that are taken up between Friday and Monday, the busiest visitor period for care homes.