WEST SUSSEX COUNTY COUNCIL CONSULTATION

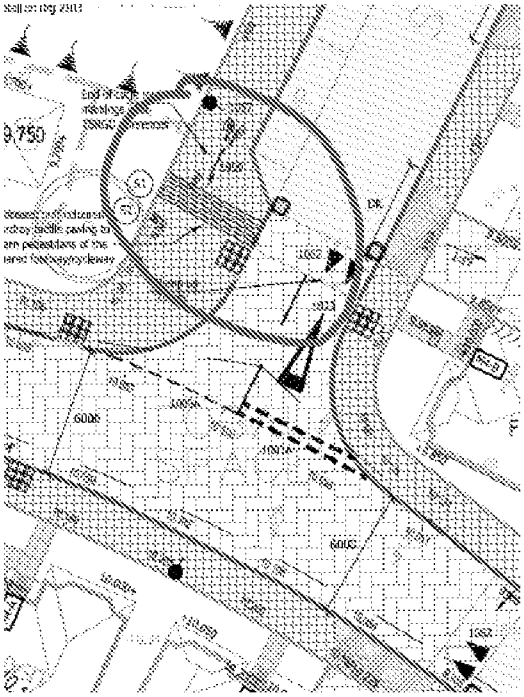
TO:	Arun District Council FAO: Michael Eastham
FROM:	WSCC - Highway Authority
DATE:	26 October 2021
LOCATION:	Land At Angels Nursery Yapton Road Barnham PO22 0AY
SUBJECT:	BN/119/21/DOC Approval of details reserved by condition imposed under ref BN/84/20/PL relating to Condition Nos 14 - access & associated off-site highway works, 15 - internal roads & associated infrastructure, 18 - disused crossovers and/or accesses no longer required and 21 - Travel Plan. More info received.
DATE OF SITE VISIT:	n/a (desktop study undertaken)
RECOMMENDATION:	Advice
S106 CONTRIBUTION TOTAL:	n/a (see outline consent)

This is the second WSCC Highways (CHA) response to the planning application for approval of details reserved by condition imposed under ref BN/84/20/PL relating to Condition Nos 14 - access & associated off-site highway works, 15 - internal roads & associated infrastructure, 18 - disused crossovers and/or accesses no longer required and 21 - Travel Plan.

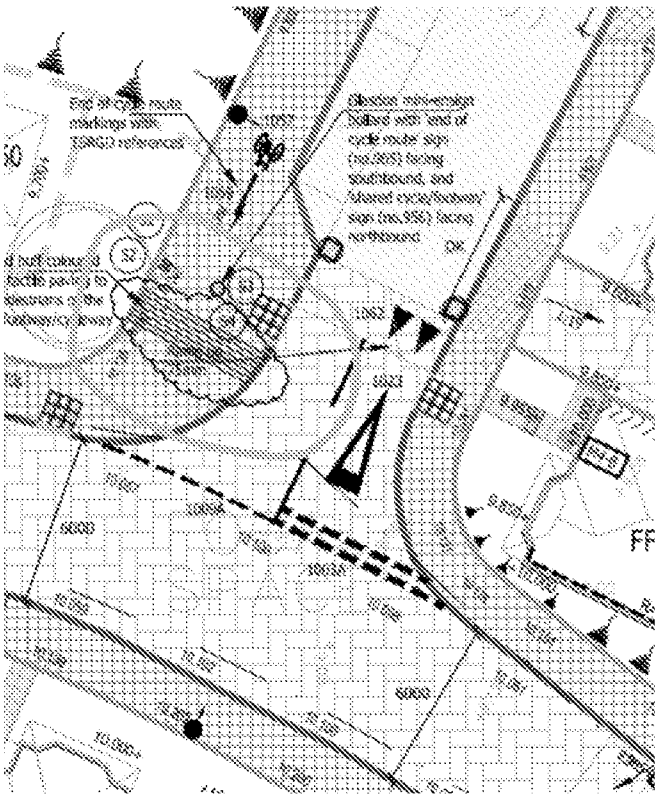
Response.
In its previous response, the CHA requested the following additional information be provided (comments in black original text with latest WSCC comments in *red italic* alongside):

1. Condition 14 (access and associated highways works) – Drawing 19812-Z1-XX-DR-C-1014 Rev. 'C' has been provided. However, at the time of writing the latest drawing that WSCC is aware of being used for S38/278 purposes is Rev. 'C1'. This (or any subsequent approved drawing) should be referenced in any planning permission granted for this DOC application. *This is now shown.*
2. Condition 15 (internal roads and associated infrastructure) – 'External Works' drawings sheets 1 and 2 – No.'s 19812-GS-Z1-ZZ-DR-C-2080 and 19812-GS-Z1-XX-DR-C-2081 show the internal road layout and associated surfacing materials for roads, private drives, footways and footpaths etc. With regard to the layout, some minor changes are required. They are as follows:

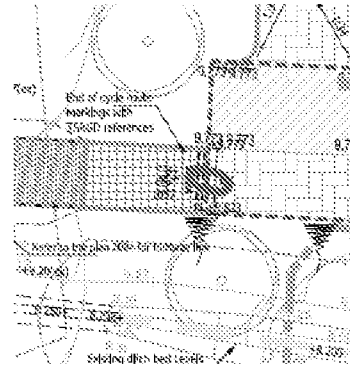
- Tie-in of cycle route to-and-from access road and shared-use path opposite Plot 6 to be better-defined. Location as follows (PTO):

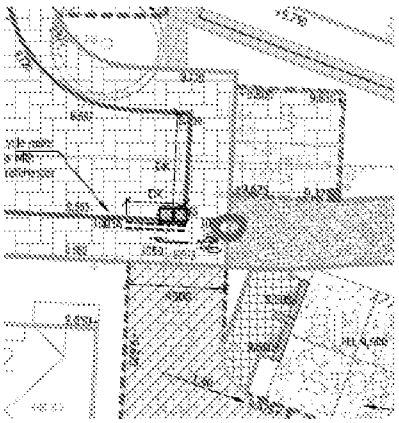


This is now shown on Drawing No. 19812-GS-Z1-XX-DR-C-2081 Rev. C11 produced by Gyoury Self Consulting Engineers on behalf of the applicant (see extract below from that drawing showing alteration circled in green):



- At the end of both shared-use foot and cycle connections leading to/from 'The Lillies' and 'Murrell's Field' a bollard should be located in the centre of said paths to give visible warning that both are to end (this is in addition to signage and lining). Locations as follows ('Murrell's Field' end first):





The centrally-located bollards are now shown on drawing 19812-GS-Z1-XS-DR-C-2080 produced by Gyoury Self Consulting Engineers.

Should the applicant offer the internal layout for adoption under S38 of the Highways Act 1980, WSCC would consider matters such as materials and construction depths etc. at that stage. Should the layout remain private, WSCC would not check these components.

3. Condition 18 (disused crossovers) – These will be removed as part of the off-site highways works covered by S38/278 Agreement. *No further comment.*
4. Condition 21 (Travel Plan) – Travel Plan Ref. DS/ITB16700-001 dated 12 April 2021 has been provided. It sets-out a number of measures including penalty measures should trip rate reduction targets are not met. Recently published WSCC guidance for residential Travel Plans provides further information and measures that the as-submitted Travel Plan would benefit from. As such, the applicant should consider and reply to the following information:

TRICS SAM Surveys - Consideration will need to be given as to when the first of the TRICS SAM surveys should be conducted. The final survey should be conducted following final occupation. Therefore 50% occupation may prove to be a reasonable trigger point for the initial survey.

We require the developer to pay an auditing fee of £500 per survey. If the results show the TP is on track then a meeting to discuss remedial actions will not be required, and hence we will be able to offer a 25% discount on the fee.

Travel Plan Co-ordinator.
It is noted that a Travel Plan Coordinator (TPC) is to be appointed to deliver the Travel Plan. The TPC should ensure that regular surveys are conducted in order to monitor progress towards targets. The TPC should also provide a basic personal journey planning service to residents.

The TPC should be appointed prior to occupation of the first dwelling (ideally before the first unit goes on sale) and should be in place at least until the results of the final surveys are known.

Contact details for the TPC should be provided to WSCC on appointment. If possible, a planning condition should be applied that prevents occupation of the first dwelling until contact details for the TPC have been provided to the County Council.

Travel Information and Resident's Travel Packs.
Resident's welcome packs should include the following:

- A map of the local area highlighting local schools, shops, any areas of major employment, hospitals, doctor's surgeries, dentists, bus and rail stations, bus stops, and leisure facilities etc.
- Information about how to access the above by bus, including approximate journey times, route numbers etc and a cost comparison with car travel + parking
- Information about how to access the above on foot or by bicycle, including approximate journey times, route information etc, and a cost comparison with car travel + parking
- Information about areas served by any local rail station, including approximate journey times and a cost comparison with car travel + parking
- Details about grocery home delivery services operated by local shops and supermarkets, including the benefits such services offer compared to private car travel, such as reduced CO2 and greater convenience.
- Information about local bike shops offering discounts to residents living on developments where a Travel Plan is operating.

It is noted that the TP includes a travel voucher offering to the initial occupants of the residential units. Vouchers should be worth at least £150 per dwelling and could be exchanged for the following:

a. A season ticket for the local bus service
b. A rail season ticket or network card
c. A contribution towards the purchase of a new bicycle and/or equipment
d. Cycle training up to 4 members of the household (further details and course costs are available at www.westsussex.gov.uk/cycletraining)
e. 12 months free membership to any local Car Club (including joining fee)

Developments served by Metrobus: For larger developments Metrobus may be able to supply welcome packs for people moving in, with bespoke travel info and a free trial smartcard. If the developer is able to make a financial contribution then Metrobus may also be able to offer significant discounts for residents over a longer period. For further details contact: [redacted]

Developments served by Stagecoach South: Stagecoach may be able to supply free 'taster' tickets for each resident and discounted Megarider tickets. Contact [redacted] for details.

For sites in Adur & Worthing, Chichester, Crawley, and Mid Sussex (East Grinstead & Haywards Heath): The easitNETWORK is a business-led network which provides sustainable travel solutions to local employers. Member employers can access a number of incentives including 15% on Southern rail services, discounted bus travel, and a car sharing scheme. Information about any local easitNETWORK should be included in welcome packs.

The County Council has commissioned Pindar Creative's Travel Plan Mapping Solution. The service enables developers, employers, and other organisations to purchase

site-specific multi-modal travel maps, notice boards, and interactive PDFs. The applicant may wish to consider using this service to produce the local travel information for the resident's welcome packs. Further details can be found on our website: http://www.westsussex.gov.uk/leisure/getting_around_west_sussex/travelwise/supporting_material.aspx

The County Council has produced a leaflet about our car sharing scheme, which is available on our web site and can be downloaded for inclusion in resident welcome packs and on any community web site that might be established. A video which explains how the scheme works is also available. The url is: www.westsussex.gov.uk/carsharing

The West Sussex Cycle Journey planner should be promoted in welcome packs and across the site, as should Traveline South East and National Rail Enquiries etc. The link to our cycle journey planner is http://cyclejourneyplanner.westsussex.gov.uk/ and can also be accessed via the WSCC website: https://www.westsussex.gov.uk/leisure-recreation-and-community/walking-horse-riding-and-cycling-routes/cycle-journey-planner/

Car club.
The site might benefit from the introduction of a car club. However, if it is found that commercial operators are not be interested in servicing the site, a not-for-profit operator, such as Co-Wheels, might be able to establish a car club although this would be determined through direct discussion between the applicant and Co-Wheels (or similar company). This would require an initial period of funding from the developer until 20-40 regular users per vehicle is established in order to make the club self-sustaining. WSCC would estimate that a budget of around £30k would enable a company such as Co-Wheels to provide 2 vehicles for 2 years (inc. maintenance) although the company itself would be able to confirm this. An alternative, and perhaps cheaper, option would be for the developer to provide vehicles and fund the installation on the relevant car club hardware. A maintenance charge would also apply in this case.

EV charging points.
It is understood that the site is to be supplied with electric vehicle charging points. Existing charge points in West Sussex are part of the Energise Network and any points installed at this site may well benefit from being part of the same scheme. Further information is available on our web site: http://www.westsussex.gov.uk/leisure/getting_around_west_sussex/travelwise/electric_vehicle_charging_netw.aspx

It is also acknowledged that the LPA has it's own criteria for EV parking requirements and this should also be included in any consideration of such parking arrangements.

Promotion and Publicity.
National awareness events, such as those listed below, should be promoted by the TPC:

Walk to School Week
National Bike Week
Cycle to Work Day
European Mobility Week / Travelwise Week
Cycle September
National Liftshare Week
International Walk to School Month
Road Safety Week

The County Council has developed a suite of posters, which can be used to promote sustainable and active modes of travel. The artwork may be used free of charge and can be downloaded from our web site:

http://www.westsussex.gov.uk/leisure/getting_around_west_sussex/travelwise/supporting_material.aspx

Enforcement.
It is observed that the Travel Plan includes provision for enforcement action that would be taken in the event that the 5-year target is not met. The option of a second round of travel vouchers to be offered to each dwelling should the 10% trip rate reduction target not be achieved by year 5 is acknowledged.

Monitoring Fees.
For new residential sites of between 80 and 500 units that do not already have planning permission, the applicant is required to pay a Travel Plan monitoring fee of £3,500 at the application stage. However, as the outline development was considered and approved prior to the policy change requiring the monitoring fee charge, on this occasion it will be waived.

The submitted Travel Plan – Reference DS/ITB16700-001 dated 20 April 2021 – is acceptable to the CHA.

Tim Townsend
West Sussex County Council – Planning Services