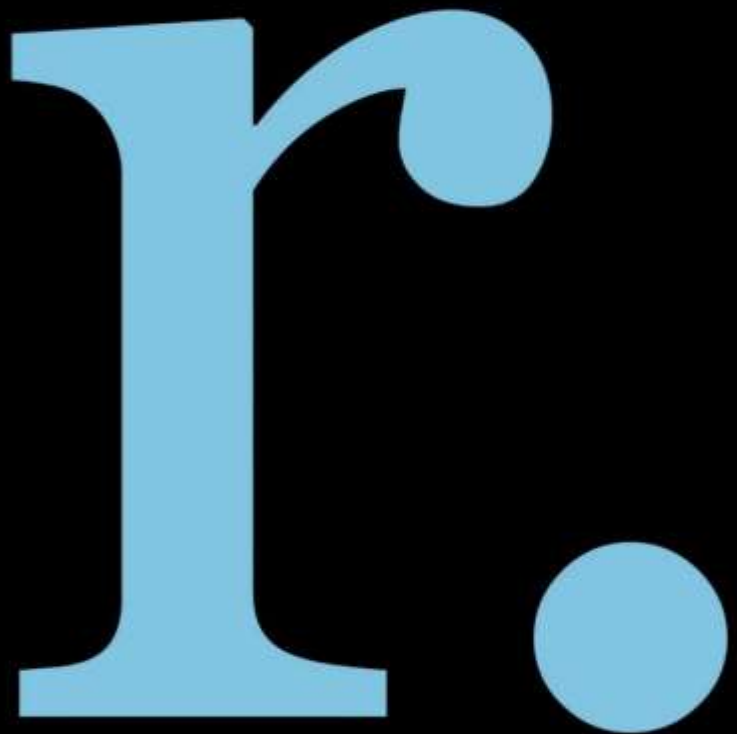


reside.

Land west of Fontwell Avenue, Eastergate

Travel Plan





LAND AT NORTHFIELDS COTTAGES, FONTWELL AVENUE, FONTWELL

TRAVEL PLAN

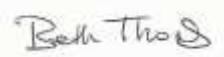
April 2020

Reside Developments

RESIDENTIAL DEVELOPMENT
LAND AT NORTHFIELDS COTTAGES
FONTWELL AVENUE
FONTWELL

TRAVEL PLAN

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RESIDENTIAL DEVELOPMENT
LAND AT NORTHFIELDS COTTAGES
FONTWELL AVENUE
FONTWELL

TRAVEL PLAN

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1. INTRODUCTION

- 1.1 This Travel Plan (TP) has been prepared by Paul Basham Associates on behalf of Reside Developments to support a full planning application for 42 residential dwellings located on land at Northfields Cottages, Fontwell Avenue, Fontwell. The site location is shown in **Figure 1**.

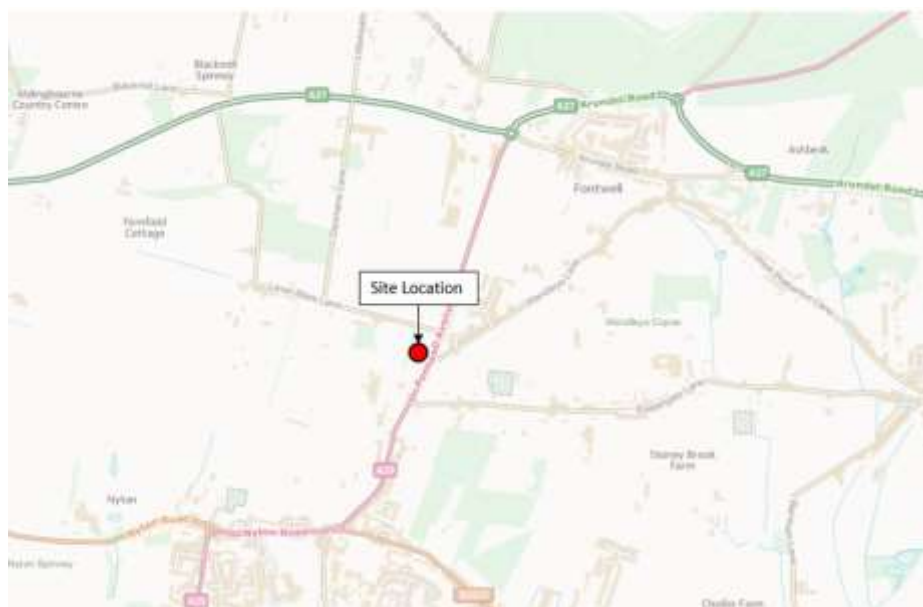


Figure 1: Site location

- 1.2 Alongside this TP Paul Basham Associates have also prepared a Transport Statement (TS) which provides further detail on the proposals and should be read in conjunction with this document.
- 1.3 Whilst the quantum of development proposed does not meet West Sussex County Council's (WSCC) TP threshold, the proposed development would provide a 10% reduction in parking when compared to Arun District Council's (ADC) Parking Standards (January 2020). ADC's Parking SPD states that a 10% reduction to the standards can be provided where TPs or other sustainable incentives are provided. This TP has therefore been developed to encourage a sustainable development and reduce resident reliance on car usage.

Purpose of the Travel Plan

- 1.4 A TP is a strategy for managing travel demand to a development site by addressing the travel needs of its future users, reducing the impact of car travel by promoting and facilitating the use of sustainable modes of transport, encouraging a reduced need to travel and increasing sustainable practices where appropriate. This TP supports access to a full range of local facilities and activities for future site users, whilst encouraging good design principles and working with the local community.

- 1.5 A TP is an evolving process initiated through site visits and discussions between key stakeholders, ADC and WSCC. The TP will develop over time from feedback received from monitoring exercises, local developments in sustainable transport and other external factors.

Travel Plan Principles

- 1.6 A TP must be Transparent, Realistic, Achievable, Committed, Enforceable and Sustainable (TRACES). This TP therefore aims to document sustainable travel measures and practices within the vicinity of the development site, encapsulating these within a wider strategy of measures, along with the implementation and monitoring strategy.
- 1.7 This TP is likely to benefit users of the development, the local community and environment as identified below:
- Development users -
 - An attractive pedestrian environment with reduced car use
 - Opportunity to try new travel methods given the location
 - Local community (including environment) -
 - Reduced pollution on the local road network
 - Reduced congestion on local road networks if fewer vehicles are on the road due to sustainable travel habits
 - The ability for residents of the development to inform other residents of positive sustainable travel experiences

Travel Plan Aim and Objectives

- 1.8 The TP strategy supports access to a wide range of local facilities and services for future site-users, whilst working alongside the local council and the local community to encourage a sustainable development. The TP follows an overarching aim to reduce the reliance on the private car whilst increasing the use of sustainable transport modes. The objectives that support this aim are outlined in

Table 1:

Objective number	Objectives
1	To encourage walking and cycling to local amenities in Fontwell, Eastergate and Westergate
2	To promote the use of local bus/rail services
3	To minimise private vehicle dependence through the promotion of car sharing and understanding the typical journeys of residents at the proposed development

Table 1: TP objectives

- 1.9 Meeting these objectives will help to create a sustainable development with good travel practices and will therefore help to encourage a decrease in the reliance on the use of private vehicles. The continuous development and evaluation of this TP is necessary to make sure that objectives are realistic and achievable. A Travel Plan Coordinator (TPC) would be responsible for promoting the practices of the TP and reviewing its objectives. Promoting the TP process will better residents understanding of the TPC's work, which in turn should increase resident engagement with the TP.

Travel Plan Structure and Approach

- 1.10 The remainder of this TP will be broken down into the following sections:

Chapter 2: Travel Plan Policy

Chapter 3: Existing Local Conditions and Site Accessibility

Chapter 4: Proposed Development

Chapter 5: Indicative Baseline and Target Travel Patterns

Chapter 6: Travel Plan Strategy

Chapter 7: Travel Plan Implementation, Monitoring and Enforcement

Chapter 8: Summary and Conclusions

2. TRAVEL PLAN POLICY

- 2.1 The objectives of this TP as outlined in **Table 1** are designed to work alongside those set at national, regional and local levels. In particular the objectives relate to the National Planning Policy Framework (NPPF), the West Sussex Transport Plan (LTP3) (2011-2026) and the Arun Local Plan 2011-2031 (July 2018).

National Planning Policy Framework (NPPF)

- 2.2 The NPPF acts as the central guidance for development planning and replaces national planning policy guidance including Planning Policy Guidance 13 (PPG13): Transport. As defined in the NPPF's Annex 2: Glossary, a TP is 'a long term management strategy for an organisation or site that seeks to deliver sustainable transport objectives and is regularly reviewed' and is a requirement for developments which generate a significant amount of movement. The following NPPF paragraphs are relevant to the TP:

Transport issues should be considered from the earliest stages of plan-making and development proposals, so that:

- a. *The potential impacts of development on transport networks can be addressed;*
- b. *Opportunities from existing or proposed transport infrastructure, and changing transport technology and usage, are realised – for example in relation to the scale, location or density of development that can be accommodated;*
- c. *Opportunities to promote walking, cycling and public transport use are identified and pursued;*
- d. *The environmental impacts of traffic and transport infrastructure can be identified, assessed and taken into account – including appropriate opportunities for avoiding and mitigating any adverse effects, and for net environmental gains; and*
- e. *Patterns of movement, streets, parking and other transport considerations are integral to the design of schemes and contribute to making high quality places.*

(NPPF Para.102)

The planning system should actively manage patterns of growth in support these objectives. Significant development should be focused on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes. This can help to reduce congestions and emissions, and improve air quality and public health. However, opportunities to maximise sustainable transport solutions will vary between urban and rural areas, and this should be taken into account in both plan-making and decision-making.

(NPPF Para.103)

All development that will generate significant amounts of movement should be required to provide a travel plan, and the application should be supported by a transport statement or transport assessment so that the likely impacts of the proposal can be assessed.

(NPPF Para. 111)

Planning policies and decisions should sustain and contribute towards compliance with relevant limit values or national

objectives for pollutants, taking into account the presence of Air Quality Management Areas and Clean Air Zones, and the cumulative impacts from individual sites in local areas.

(NPPF Para.181)

Regional and Local Policy

2.3 The West Sussex Transport Plan (2011 – 2026) (LTP3) sets out West Sussex’s transport strategy and identifies a range of policy objectives, which are:

1. Promoting economic growth;
2. Tackling climate change;
3. Providing access to services, employment and housing; and
4. Improving safety, security and health.

2.4 Some examples of how the aims of the LTP3 relate to this TP are:

- Maintaining roads and public rights of way to a good standard;
- All new developments should provide enough secure cycle parking to meet the needs of the development and be within close proximity to public transport;
- Encouraging sustainable travel by improving the existing cycle and pedestrian network through improved signing, connecting routes where appropriate and repairing and maintaining surfaces;
- Improving pedestrian accessibility throughout the District by enhancing existing pedestrian crossings, and providing new pedestrian crossing facilities at identified key locations;
- Promoting sustainable transport choices through projects such as Safer Routes to School.

Local Policies and Initiatives

2.5 The Arun Local Plan 2011-2031 (July 2018) is a long-term plan that seeks to set out detailed policies which will be used to guide and shape new developments for the years up to 2031. This plan sets out the vision, objectives and strategy for the district. The key extracts related to transport and this TP are identified below.

Policy T SP1 – Transport and Development

The Council will support transport and development which:

- a. Is designed to reduce the need to travel by car by identifying opportunities to improve access to public transport services and passenger transport services whilst making provision for safe access to the highway network through improvements to the existing road network and the promotion of vehicles which use low-carbon energy;
- b. Is incorporated into the District's green infrastructure network and gives priority to pedestrian and cycle movements;
- c. Protects committed and indicative lines of major road schemes from development and, where applicable, contributes

towards new road schemes which improve north-south links between Bognor Regis and Littlehampton and the A27, to ensure that they are delivered in line with strategic growth in the District;

d. Incorporates appropriate levels of parking in line with West Sussex County Council guidance on parking provision and the forthcoming Arun Design Guide taking into consideration the impact of development upon on-street parking and;

e. Is supported by an effective and deliverable Transport Assessment which demonstrates that the transport effects of development on the local and strategic road network can be satisfactorily mitigated and a Travel Plan, which is effective and deliverable.

15.2 Sustainable travel & Public Rights of Way

Improving choice and access to sustainable modes of transport is key to reducing congestion, promoting healthy lifestyles and reducing social isolation. This can be achieved by locating new development within easy reach of public transport services, making provision for community transport and giving all residents and visitors to the District the choice to cycle or walk to destinations such as town centres, visitor attractions, places of work, learning, leisure facilities and other local services.

Policy T DM1 – Sustainable Travel and Public Rights of Way

New development must ensure ease of movement, prioritising safe pedestrian and cycle access to the green infrastructure network and access to public transport and community transport services where a need has been identified. Access to alternative modes of transport including public transport services, the public right of way and cycle networks, must be available and accessible to all members of the community.

2.6 This TP has been written in accordance with these policies to meet the sustainable requirements for new developments in West Sussex and increase the share of alternative transport options for the proposed development and wider community.

2.7 Seeking to maximise and build upon opportunities presented at all of the above scales, the primary aim of this TP is to reduce the reliance on the private vehicle whilst increasing the use of sustainable transport modes.

3. EXISTING CONDITIONS AND SITE ACCESSIBILITY

- 3.1 The site is located approximately 450m south of Fontwell. The site is currently agricultural land with horse stables and is bordered by Level Mare Lane to the north and Fontwell Avenue to the east. Existing conditions of the surrounding area are identified within **Figure 2**.



Figure 2: Existing site conditions (Source: Google Maps)

- 3.2 The site is located within approximately 1km of some local facilities in Fontwell, and 1.6km from a larger array of facilities in Westergate which includes a nursery, secondary school, sports centre and convenience store. Further facilities will also become available in Barnham, Eastergate and Westergate in due course as part of the strategic BEW allocation in Arun's Local Plan. The development is therefore presented with a good opportunity to support sustainable development with its close proximity to local amenities. The routes to local services to the north of south of the site benefit from a gentle topography as well as continuous footways which are supported by dropped kerbs, tactile paving and pedestrian refuge islands to allow for the safe crossing of pedestrians and is therefore an attractive route on the pedestrian desire line.
- 3.3 The distance to local amenities is outlined in **Table 2**, with a site accessibility map provided in **Appendix B**.

Service	Distance from site (m/km)	Travel time (minutes)	
		Walking	Cycling
Bus Stop	280m	3.5	1
Public House (The Old Stables)	855m	11	4
Post Office	855m	11	4
Convenience Store (Central Convenience Store)	855m	11	4
Medical Centre (The Croft Surgery)	1.2km	15	5
Secondary School & Sixth Form (Ormiston Six Villages Academy)	1.3km	16	5
Nursery (Bright Starts Day Nursery)	1.3km	16	5
Sports Centre (Six Villages Sports Centre)	1.5km	19	6
Church (Westergate Christian Fellowship)	1.6km	20	7
Primary School (Aldingbourne Primary School)	2.3km	29	10
Train Station (Barnham)	2.7km	34	11

Table 2: Distance to local amenities

3.4 The Chartered Institution of Highways and Transportation's (CIHT) 'Planning for Walking' (April 2015) document identifies that the average length of pedestrian journeys is now 1.37km (page 6). Reviewing the amenities demonstrated within **Table 2** it is evident that there are several key amenities within this distance. This therefore helps to ensure the development can operate sustainably by allowing future residents to travel sustainably.

Pedestrian and Road Network

3.5 Level Mere Lane lies to the north of the site and is a rural route which is bordered by vegetation on both sides of the carriageway. As is typical of rural routes Level Mere Lane has a width of circa 4.5m wide and is subject to a derestricted speed limit. Level Mere Lane facilitate access to residential dwellings to the west and provides a convoluted route to the A27 to the north-west. At present the carriageway acts as an informal shared surface, with pedestrians required to walk along the edge of the carriageway. To the east Level Mere Lane forms a bellmouth arrangement onto Fontwell Avenue.

3.6 Fontwell Avenue measures circa 8m wide and runs north to south. Fontwell Avenue is a strategic route which provides access to the A27 to the north and the A259 to the south which in turn facilitate access onto the wider strategic network and local centres such as Chichester, Southampton, Portsmouth and Bognor Regis. The site is therefore considered to be well placed to the strategic network. Fontwell Avenue is subject to a 40mph speed limit across the site frontage (albeit decreasing to a 30mph limit to the south of the site, with solid white lining in place to prevent vehicles from overtaking/turning right. The site is currently accessed via a gate on Fontwell Avenue and a gate on Level Mere Lane.

- 3.7 Fontwell Avenue is supported by a continuous footway on the eastern side of the carriageway which connects to Arundel Road to the north and Barnham Road and Nyton Road to the south and also provides access to local facilities in Eastergate and Westergate. The footway on Fontwell Avenue is facilitated by dropped kerbs and tactile paving to support the safe crossing of pedestrians.

Cycle Network

- 3.8 Although there are no dedicated cycle lanes on Fontwell Avenue or within the vicinity of the site, the flat topography of the road network promotes an attractive environment for cycling. As the local area is within a village environment, it is also naturally conducive to on-road cycling with the carriageway of Fontwell Avenue sufficient to allow vehicles to pass a cyclist safely.
- 3.9 In addition, the site is located circa 1km south of the Barham to Walberton cycle path. This is accessible on Arundel Road and provides connection to Lake Lane in Barnham which provides a short cycle to the train station and amenities within Barnham Village. Cycling to the train station and amenities in Barnham using this route has a journey time of circa 21 minutes (from the centre of the site) and provides an alternative route to that using the A29 and Barnham Road. The location of this route in regard to the site is shown in **Figure 4**.

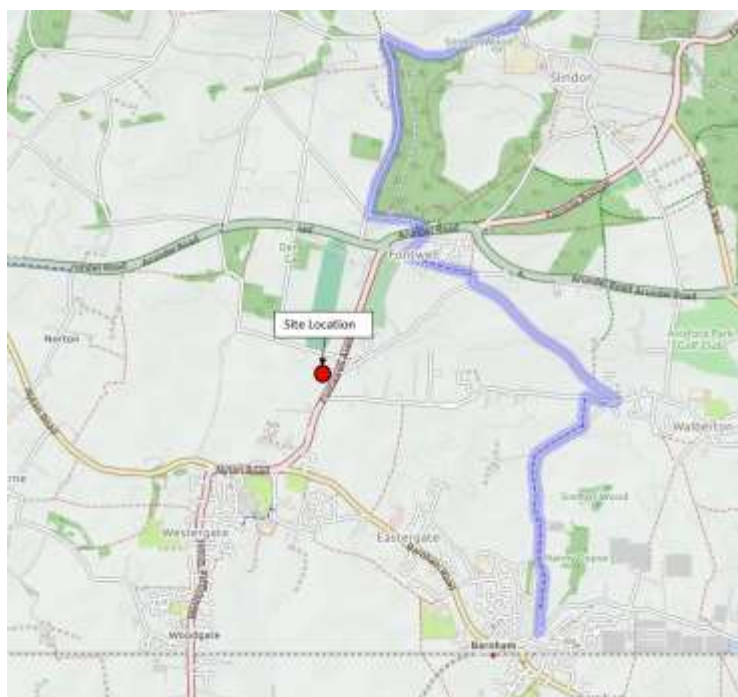


Figure 4: Walberton to Barnham Cycle Path

A29 Realignment Scheme

- 3.10 Within the West Sussex Transport Plan a scheme to redesign the A29 to accommodate for development allocated within ADC Local Plan is provided. A feasibility study was commissioned by WSCC to refine the design of the proposed A29 Realignment Scheme, with The Transport Business Case for this scheme submitted in October 2019 where subsequent funding was awarded for the delivery of Phase 1. The associated planning application for Phase 1 is anticipated to be submitted later this year (Summer 2020).
- 3.11 The A29 Realignment scheme will provide a new road to the east of Eastergate, Westergate and Woodgate Villages, with Phase 1 of the scheme accessible via a new roundabout on Fontwell Avenue (A29) circa 150m south of the application site boundary. Phase 2 of the scheme is located further South connecting onto Lidsey Road (A29).
- 3.12 The improvements made as part of the A29 Realignment Scheme will not only improve capacity on the wider highway network to support future growth, but the scheme will also improve existing pedestrian and cycle infrastructure. Along the new road it is proposed that a continuous footway/cycleway would be provided. The proposed footway/cycleway along the A29 Realignment Scheme would provide connections over the West Coastway Rail Line for cyclists and pedestrians and would also provide connection to existing infrastructure and PROW routes.
- 3.13 The A29 Realignment scheme will also provide improved pedestrian and cycle connection into Barnham through the connection proposed onto Barnham Road (B2233) as part of the scheme.
- 3.14 The proposed development would therefore significantly benefit from the A29 Realignment Scheme, with walking and cycling becoming even more attractive when accessing local amenities and services.
- 3.15 While it is noted that the site is located C.150m of the infrastructure proposed as part of the A29 Realignment scheme and thus there would be a 'gap' between the proposed development and the proposed footway/cycleway, the development is required to pay a contribution towards the A29 realignment works and therefore where possible this monies could be used toward investigating the potential of extending this cycle route further North into Fontwell. Reside are willing to work with WSCC to provide this route and help where possible, however, it should be noted that the existing provision for cyclists and pedestrians on Fontwell Avenue would provide connection to this link within a 2 minute walk or less than a minute cycle.

Bus Services

- 3.16 The nearest bus stops to the site are located on Fontwell Avenue, travelling in an east and west direction. The bus stops (Level Mere Lane stops) are located approximately 160m to the northeast of the site access and are accessible within a short walk of the site (a 3.5 minute walk from the centre of the development). The bus stop travelling in an easterly direction is characterised by a flagpole. There is also a bus stop located approximately 805m (10 minute walk) to the southwest of the site that is serviced on a more frequent basis by the 66A and 66C Compass Travel bus services. **Table 3** shows the details of services available from local bus stops.

Service	Provider	Route	Timetable		
			Monday – Friday	Saturday	Sunday
85	Compass Travel	Arundel – Fontwell – Chichester	07:13, 12:13, 16:13 (towards Chichester) and 09:24, 11:12, 15:19 (towards Arundel)	N/A	N/A
66A	Compass Travel	Bognor Regis – Yapton – Bognor Regis	07:24, 10:34, 14:57, 17:56 (East bound) and 07:52, 11:03, 15:29 (West bound)	10:34, 14:57, 17:56	N/A
66C	Compass Travel	Bognor Regis – Yapton – Bognor Regis	08:34, 12:53, 16:51	08:34, 12:53, 16:51	N/A

Table 3: Local bus service details

- 3.17 **Table 3** demonstrates that the site benefits from a regular bus service which provides access to key local destinations. Journey times on the 85 bus service to Chichester are approximately 15 minutes including a stop at St Richards Hospital. Journey times on the 66A bus service to Yapton is c. 5 minutes, to Walberton c.17 minutes and to Bognor Regis c.15 minutes.

Rail Services

- 3.18 Barnham Railway Station is located approximately 2.7km from the site and is a c.11 minute cycle journey using the A29 and Barnham Road. Station facilities include bicycle parking with 62 spaces, ticket office and machines, toilets, refreshment facilities and waiting rooms. Direct destinations from Barnham Railway Station include Southampton Central (1h), London Victoria (1h 30m), Brighton (45m), Portsmouth & Southsea (35m), Bognor Regis (7m) and Littlehampton (10m).

Key Travel Resources

3.19 Sustainable travel opportunities are supported locally. **Table 4** provides a summary of key travel resources.

Resource	Description	Details
Sustrans	The national sustainable transport charity	www.sustrans.org.uk
Traveline	Online travel journey planner	www.traveline.info
Cycle Street	Online cycling journey planner	www.cyclestreets.co.uk
Living Streets	National organisation for supporting pedestrians	www.livingstreets.org.uk
West Sussex Car share (LiftShare)	Car sharing platform	www.westsussexcarshare.com

Table 4: Key travel resources

4. PROPOSED DEVELOPMENT

- 4.1 The site proposes the development of 42 residential units with access onto Fontwell Avenue. The site would provide a mixture of affordable and open market housing. The proposed accommodation schedule is summarised in **Table 5**, with the site layout attached as **Appendix A**.

Number of bedrooms	Quantity
1	4
2	12
3	22
4	4
Total	42

Table 5: Accommodation schedule

Access Arrangements

- 4.2 The proposed development will be accessed via a right turn lane junction on Fontwell Avenue. To accommodate the right turn lane it is proposed that the carriageway of Fontwell Avenue would be widened into the site by c.2.3m. The through lanes on Fontwell Avenue would then tie into the existing lanes which have a width of c.3.6m wide.
- 4.3 The development site would be served via a 6m wide road with radii of 9m. In line with MfS guidance the access is of sufficient width to allow a large vehicle and car to pass.
- 4.4 For further details on the site's proposed access arrangements, see **Section 4** of the TS.

Pedestrian Access

- 4.5 It is proposed that a 2m wide footway would be provided on the southern side of the access. The footway would connect pedestrians to a formal crossing point which would be facilitated by a pedestrian refuge island, dropped kerbs and tactile paving.

Car Parking Provision

- 4.6 The proposed development will provide 87 allocated parking spaces and 9 visitor spaces. The on-plot parking provision of a number of the proposed two-bedroom flats above garages (Plots 12 and 23) are in excess of the standard by one space with the proposed 1-bedroom units falling short of ADC's parking standard by one space each. On this basis the site falls 4 parking spaces short of the allocated standard.

- 4.7 However, ADC's parking standards (paragraph 3.2) allows for a 10% variation below the target parking demand in the standards where appropriate travel option provision is provided including a Travel Plan or other sustainable travel incentives. This TP has therefore been prepared to encourage the uptake of sustainable travel modes in favour of single car occupancy trips.

Cycle Parking Provision

- 4.8 The proposed development will provide each unit with cycle parking in line with ADC's recommended levels of cycle provision in their 'Parking Standards Supplementary Planning Document' (January 2020). Cycle parking would be provided within garages or rear gardens.

5. INDICATIVE BASELINE AND TARGET TRAVEL PATTERNS

- 5.1 In order to establish the modal split of trips generated by the site 2011 Census 'Journey to Work' data has been used. The 'Arun 003' Mid Super Output Area (MSOA) is considered to be the most representative of the proposed development. This includes the proposed site and its immediate surroundings. The modal split estimated to be generated by the site is outlined in **Table 6**.

Mode of travel	Percentage
Single occupancy vehicle	70%
Passenger in vehicle	4%
On foot	6%
Bicycle	2%
Public transport	8%
Motorcycle, scooter or moped	1%
Work mainly at or from home	8%
Other (inc. taxi)	1%
Total	100%

Table 6: 2011 Census data 'Journey to Work'

- 5.2 **Table 6** indicates that 70% of all commuter trips are undertaken through private vehicle without passengers, whilst only 4% of trips are undertaken as a passenger in a vehicle. The data indicates that the most favourable sustainable modes for the development are likely to be walking and using public transport, with around 6% anticipated to walk and 8% anticipated to use public transport.
- 5.3 The 'Journey to Work' Census data output is attached as **Appendix C**.

Targets

- 5.4 As part of this TP SMART (Specific, Measurable, Achievable, Realistic and Time-Bound) targets are proposed to be met over a five-year period (following 100% occupation). These targets inform the measures and monitoring strategy as well as the TP Action Plan. Overall, a 10% modal shift in travel choice away from single occupancy car trips is sought through the implementation of the TP. The indicative modal split targets are shown in **Table 7**.

Target	Objective	Baseline modal share	Target	End of Year 5 Modal share target
TP1	Decrease single occupancy vehicle trips	70%	-10%	60%
TP2	Increase the number of residents travelling by public transport	8%	+4%	12%
TP3	Increase the number of residents walking and cycling to and from the site	8%	+2%	10%
TP4	Increase the number of vehicle trips with passengers	4%	+4%	8%

Table 7: Interim modal share targets based on Census data

- 5.5 The targets in **Table 7** are based on current baseline modal splits and the availability of other services to promote alternative modal uses. Given that the site's location doesn't have any formalised cycle routes in its vicinity, it is considered realistic and achievable to predict a 2% increase in the number of residents at the proposed development walking to work instead. However, where possible residents would still be encouraged to cycle to work, given the flat topography of the carriageways in the surrounding area. Cycling as part of a multi-modal trip to Barnham Station may also be popular with future residents, supported by the proposed cycle route along the northern section of the A29 realignment (the first section of the BEW allocation).
- 5.6 A 4% target increase has also been allocated to public transport and car sharing. The proposed site is accessible to a frequent bus service and given that the percentage modal split for public transport is currently at 8%, then it is realistic to achieve a target of a 4% increase with the integration of a TP. It is also considered achievable for a 4% increase in vehicle trips made with passengers as it is likely that most of the dwellings will have one or two cars on site.
- 5.7 The baseline modal split and targets of this TP would be confirmed through a residential travel survey at 100% occupation. The survey would help to establish accurate site-specific baseline travel patterns for the development, which are anticipated to be similar to those outlined in **Table 7**. Details of the sites monitoring strategy are outlined in **Section 7**.

6. TRAVEL PLAN STRATEGY

- 6.1 The following section proposes a package of measures to be adopted and refined by the TPC throughout the lifetime of the TP. The measures proposed are strongly influenced by the site location, the TP objectives and targets and local and national policy. The measures chosen could also be continued by local residents beyond the monitoring period.

Key Stages: Preliminary

- 6.2 In order to meet the aims and objectives of this TP a number of measures are essential to be completed at an early stage. Completing these tasks would help to embed the TP within the development and the local community. Prior to first occupation the TPC should complete all preliminary tasks identified in the Action Plan.
- 6.3 The developer would be required to appoint a TPC at least three months prior to first occupation, whose details would be given to WSCC's Travel Plan Officer (TPO) alongside a finalised Action Plan. The TPC would then prepare a database for holding important contact details (residents, TPO, forums etc.) alongside liaison with other local TPC's. Through this stage there should be ongoing dialogue between the TPC, the developer and WSCC's TPO.
- 6.4 It is proposed that a residential travel survey would be completed at 100% occupation to ensure baseline travel patterns are captured. Recording survey responses at this point allows TP targets to be revised if necessary.

Key Stages: 5 Years Following 100% occupation

- 6.5 The TP would become fully active following 100% occupation and would remain active for a period of five years from this date. The ultimate aim of the TP is for residents to take over the day to day implementation of the TP and for it to become firmly embedded within the local community once the official monitoring period is finished.
- 6.6 After 100% occupation, residents would be supported to travel sustainably through regular newsletters, leaflet drops and the Travel Plan website to encourage travel behaviour changes.
- 6.7 During the lifetime of the TP the Action Plan agreed with WSCC at the preliminary stage would be expanded upon through the implementation of a variety of measures. These measures would be determined through liaison with the residents, the developer, TPO, local TPC's and other key players.

Financial Incentive: Travel Gift

- 6.8 To further encourage a sustainable development, it is proposed that travel vouchers worth £150 will be provided to the first occupants of each unit. Residents would be able to choose from a cycle, bus or WSCC cycle training voucher. The terms of the voucher would be negotiated by the TPC through liaison with local bus companies, WSCC's cycle training team and cycle shops. The voucher would be valid for a period of 6 months to encourage cycle/bus use from the outset, with terms and conditions clearly stated on the voucher. Provision of this incentive would be entitled by the completion of a resident's travel survey in the form of a questionnaire.

Modal Measures: Walking and Cycling

- 6.9 The site is in close proximity to facilities within Fontwell, Westergate, Eastergate and Barnham which suggests that walking and cycling are likely to be attractive modes of transport for residents for short journeys. The proposed footway on the southern side of the access will connect pedestrians to a formal crossing point which would be facilitated by a pedestrian refuge island, dropped kerbs and tactile paving. The provision of this crossing point and footway will further connect residents to local amenities within Fontwell, Westergate and Eastergate.
- 6.10 Although there are no cycle routes within the vicinity of the site, the local area is within a village environment and is therefore naturally conducive to on-road cycling with the carriageway of Fontwell Avenue sufficient to allow vehicles to pass a cyclist safely. Further pedestrian and cycle lane improvements are proposed as part of the BEW allocation. As the site will be in close proximity to a good pedestrian network this would help to encourage shorter journeys to be undertaken by foot or cycle.
- 6.11 The TPC would encourage the use of local walking and cycling amenities through promoting national cycling and walking campaigns and events e.g. Walk to Work Day. To further encourage walking and cycling the TPC would seek to secure discounts at local stores, with information on local walking routes provided as part of the resident TP Welcome Pack. Particular emphasis would be given to walking routes/public footpaths within the vicinity of the site to highlight opportunities available other than private vehicle travel.

Modal Measures: Public Transport

- 6.12 The site benefits from regular bus services travelling to local facilities as well as further afield. The nearest bus stops are accessible within a 3.5 minute walk (from the centre of the development). There is also another bus stop located approximately 805m to the southwest of the site (accessible in a 10 minute walk). Local bus services provide an opportunity to connect residents to Chichester, Arundel and Bognor Regis, where a wider array of services and amenities are accessible.
- 6.13 In addition, Barnham Railway Station is located approximately 2.7km from the site and is a c.11 minute cycle journey. The station incorporates a number of departures to destinations on a local and regional scale, presenting another opportunity for residents to travel sustainably.
- 6.14 The TPC would seek to raise awareness of the local bus and rail services by providing information on bus times and services. The TPC would also maintain a dialogue with local public transport operators, seeking development discounts and promotions where appropriate.

Modal Measures: Car Sharing

- 6.15 On occasions where car use is unavoidable the TPC would seek to promote car sharing through the use of websites such as www.westsussexcarshare.com. Promoting sustainable driving practices such as car sharing helps to reduce pollution and congestion. The Lift Share website provides information about car sharing and helps members to find potential car sharing partners.
- 6.16 The TPC would also provide residents with information of fuel efficient practices and the benefits of car sharing. Through the TP, the TPC would explore opportunities of setting up a development based car sharing network if the demand exists, given that the starting destination would be the same for residents.

Local Area and Other Site Users

- 6.17 The TP should not develop in isolation from the local community and therefore the TPC would seek to maximise liaison and communication between local resident groups and community groups. The TPC would also promote local facilities and encourage the promotion of sustainable travel options to visitors and work alongside other local TPCs.

Visitors

- 6.18 TPs should also encourage and extend sustainable travel opportunities to any visitors travelling to and from the site. Residents' own positive sustainable travel experiences should have a knock-on effect to visitors. Visitors would also have access to the TP website, similarly to local residents and will be able to make an informed decision on how they travel to and from the site area.

Communication and Marketing

- 6.19 The TPC would provide residents with a site-specific website, for example Paul Basham Associates Travel Planning Website (www.tpc-paulbashamassociates.com), which would provide information on site accessibility and sustainable travel options. It could also provide information on and promote the following, which could be maintained by local residents in the long term:

- Introduction to the TP;
- Accessibility map;
- Walking, cycling and public transport links and journey planners;
- Key travel links such as journey planners;
- TP newsletters (annual);
- TP Welcome Pack;
- TP survey results; and
- Local news/advertisement/discounts.

- 6.20 The website would also provide residents with the opportunity to voice any concerns through an online form, which is also where residents can request journey planning help.

- 6.21 The creation of a recognisable and identifiable TP logo would be completed by the TPC. This would be used on all the TP material and used within the coordinated marketing campaign meetings and communication forms listed below:

- TP Welcome Pack;
- Newsletter (annual);
- Posters; and
- Social media pages.

Action Plan

- 6.22 To accompany this TP a proposed Action Plan has been developed which sets out the measures to be implemented by the TPC. The measures have been split into modes of travel and include the preliminary measures that would need to be undertaken by the TPC. Before the start of the TP the TPC would seek to approve the Action Plan with WSCC's TPO, reviewing and revising measures as appropriate. The proposed Action Plan is demonstrated in **Appendix D**.

7. TRAVEL PLAN IMPLEMENTATION, MONITORING AND ENFORCEMENT

The Travel Plan Coordinator (TPC)

7.1 The role of the TPC would be part-time over the course of the TP, with mutual support from the developer. The TPC would be operated by an external consultant on a part time basis and would be responsible for implementing and monitoring the TP through the collaboration with residents and the local community ensuring that they are included at every stage.

7.2 More specifically, the role of the TPC requires:

- Overseeing the development of the TP;
- Implementing an effective marketing strategy and raising awareness;
- Staying informed on local, regional and national campaigns and promotions;
- Acting as the point of call for all TP related queries;
- Liaising with WSCC, residents and the applicant; and
- Coordinating the monitoring and evaluation of the TP including the organisation of surveys.

Surveys and Feedback

7.3 The TPC would undertake a consistent monitoring approach for the implementation of the TP, with the following aims in mind:

- Ensuring that surveys are undertaken at defined intervals;
- Ensuring that all are informed of the TP's aims and objectives including the WSCC TPO, residents and the applicant;
- That the TP is being adopted, at least in part by residents beyond the life of the monitoring period; and
- Resident fatigue is avoided by securing time-efficient, user friendly and incentivised methods of data collection which benefits and supports subsequent TP implementation.

7.4 With the above in mind the proposed monitoring approach of this TP is outlined in **Table 8**.

Preliminary	End of year 1	End of year 2	End of year 3	End of year 4	End of year 5
Baseline resident survey at 100% occupation	Resident survey	Resident survey	Resident survey	Resident survey	Resident survey

Table 8: TP monitoring strategy

- 7.5 At 100% occupation a baseline resident survey would be conducted to identify site-specific travel patterns. This provides an opportunity to review the TP targets and to update these if applicable and in agreement with the WSCC TPO. Following one year after 100% occupation resident surveys would be undertaken annually until the end of year five, to confirm the development's modal shares on an annual basis. By undertaking these surveys, it would allow the TPC to ensure that the measures proposed by the TP remain relevant and achievable. An example of a resident's survey is attached as **Appendix E**.
- 7.6 WSCC typically suggest that TRICS SAM/ATC surveys are undertaken to monitor development sites, given the quantum of development, it is considered that providing annual questionnaire surveys would be a more appropriate method of data collection in this instance.
- 7.7 The results of the surveys would be made available to residents on the site's dedicated TP website (set up by the TPC) and would also be included within TP newsletters.
- 7.8 After each survey has been completed a monitoring/progress report would be produced and submitted to WSCC within 3 months of the survey taking place. A suitable response rate for the surveys would be agreed with WSCC's TPO for each year. The report would include information on the following:
- Survey results;
 - Review of targets and position to achieve targets;
 - Summary of measures implemented during the year; and
 - Evidence of communication and marketing.

Overcoming Barriers to Success

- 7.9 Should the annual progress review identify shortfalls in the TP's progress (with consideration to any unforeseen circumstances beyond the control of the TPC) the TPC would work with the TPO to identify possible areas for improvement, new measures to try and the period in which such remedial actions should be completed. The evolution of the TP would highlight any aspects that were successful as well as those having little impact and this would guide the choice in any remedial measures.

- 7.10 Whilst specific remedial measures have not been identified within the TP, such remedial measures would be identified through discussions with WSCC's TPO. The budget for implementing the Travel Plan Coordination works would be sufficient to ensure that remedial measures could be implemented. Such as if one measure is not working in year one, there would be budget in year two to rectify this and change to new measures if needed.

Community Handover

- 7.11 Following the completion of the TP, the site should be operating in a sustainable manner with the promotion of sustainable travel methods embedded in the community's practices. The handover strategy should form a key subject in annual liaison with WSCC's TPO as the TP draws to an end. As normal, and through the liaison with WSCC's TPO, it is expected that the TP would last for five years. Through the implementation of newsletters, social media updates and a welcome pack, local residents should have the necessary tools and experience to continue the TP on a voluntary basis.

Plan Costs and Fees

- 7.12 In line with WSCC's Travel Plan Policy SPD an auditing fee would be payable to WSCC to monitor the site over a period of five years.

8. SUMMARY AND CONCLUSIONS

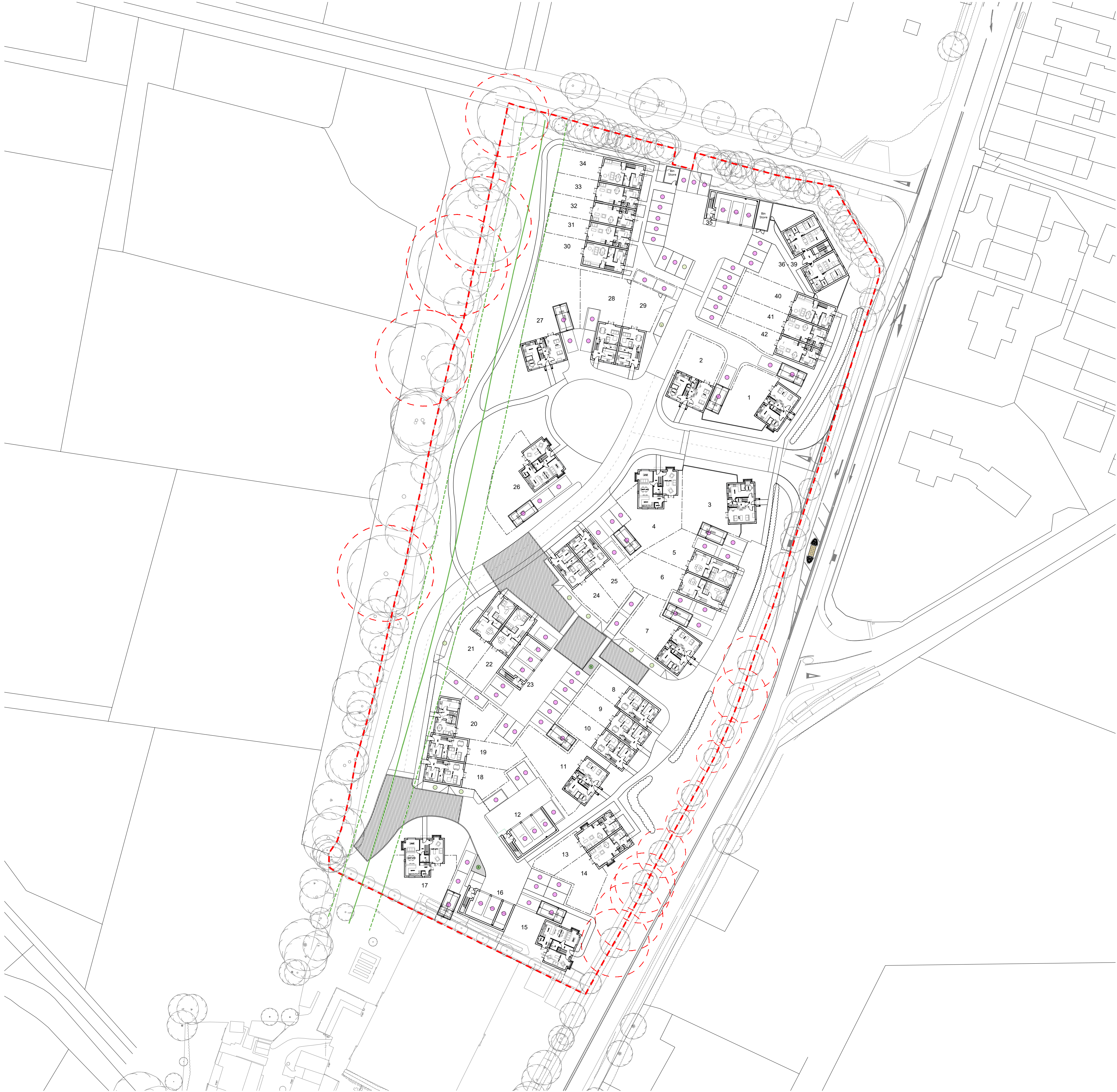
- 8.1 This Travel Plan has been prepared by Paul Basham Associates to support a full planning application for 42 residential dwellings located on land at Northfields Cottages, Fontwell Avenue, Fontwell. The site is currently agricultural land with horse stables and is bordered by Level Mare Lane to the north and Fontwell Avenue to the east.
- 8.2 A Travel Plan is a strategy that supports national and local policies by supporting an increase in sustainable travel modes and the accessibility of developments. A Travel Plan is an evolving process which requires monitoring and input from the Travel Plan Coordinator, residents, the developer and West Sussex County Council to ensure that targets remain relevant and achievable.
- 8.3 The Travel Plan's primary aim is to encourage sustainable development by promoting more sustainable travel practices and decreasing the number of single occupancy vehicle trips.
- 8.4 This Travel Plan has proposed indicative Travel Plan targets and measures that have been based on modal splits calculated from 2011 Census data. These targets and measures would be reviewed, revised and agreed with West Sussex County Council's Travel Plan Officer before the start of the Travel Plan. A baseline resident survey would be undertaken at 100% occupation to establish baseline modal splits. Following this, resident surveys would be completed on an annual basis in order to monitor the progress of the Travel Plan. The overall aim of the Travel Plan would be to secure a more sustainable travel choice of 10% modal shift over the course of five years.
- 8.5 In order to meet the key objectives of the Travel Plan a number of measures would be implemented by the Travel Plan Coordinator at an early stage. These measures primarily focus on the establishment of the Travel Plan within the community, and their establishment at an early stage should also help achieve Travel Plan targets in the long term.
- 8.6 To encourage the uptake of sustainable travel modes, each unit would be able to claim a £150 travel voucher towards a cycle/cyclic equipment, cycle training sessions or a bus pass. The voucher would be offered one per household and would be coordinated by the TPC.

- 8.7 The Travel Plan Coordinator would oversee the implementation of all aspects of the Travel Plan and would work alongside West Sussex County Council, residents and the applicant to ensure that accurate and achievable targets are proposed. Survey results would be used to guide the Travel Plan, to ensure that targets and measures remain relevant and that the Travel Plan becomes increasingly integrated into the local community.

Appendix A

Land at Northfields Cottages, Fontwell Avenue, Fontwell
Travel Plan

Paul Basham Associates Ltd
Report No 020.0360/TP/3



NOTES:

Do Not Scale.

Report all discrepancies, errors and omissions.

Verify all dimensions on site before commencing any work on site or preparing shop drawings.

All materials, components and workmanship are to comply with the relevant British Standards, Codes of Practice, and appropriate manufacturers recommendations that from time to time shall apply.

For all specialist work, see relevant drawings.

This drawing and design are copyright of Clague LLP
Registration number OC335948.

Rev	Date	Description
-----	------	-------------

- B Bin Collection Point
- Root Protection Zones
- 5m Water main easement
- Parking space
- Visitors Parking space
- Site Boundary

Project Title

Proposed Residential Development
Fontwell Avenue
West Sussex

Drawing Description

Site Block Plan

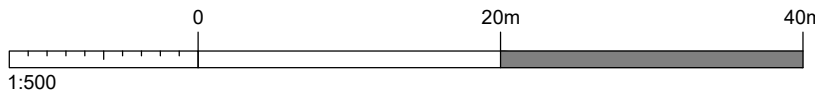
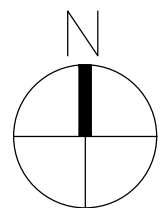
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1:500 @ A1	AS
Date	Checked by
March 2020	CSS

CLAGUE ARCHITECTS

62 Burgate, Canterbury Kent CT1 2BH	01227 762060
1 Kinsbourne Court, Luton Road, Harpenden, Hertfordshire AL5 3BL	01582 765102
8, Disney Street London SE1 1JF	0203 597 6112

CANTERBURY LONDON HARPENDEN

Drawing Number	Revision
29662A_100	T

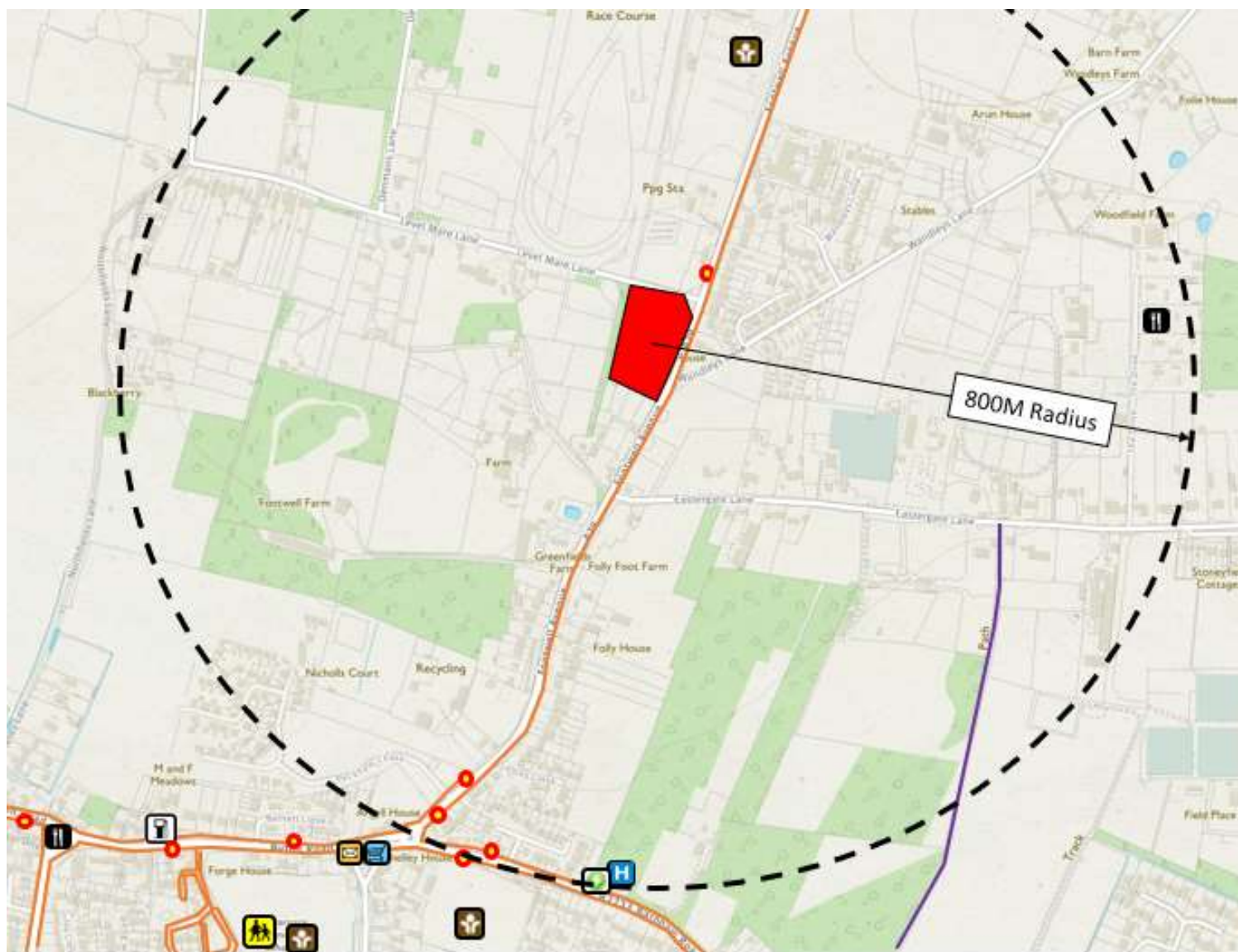


Appendix B

Land at Northfields Cottages, Fontwell Avenue, Fontwell
Travel Plan

Paul Basham Associates Ltd
Report No 020.0360/TP/3





KEY

-  Bus Stop
-  School/ College
-  Pharmacy
-  Doctor's Surgery
-  Pub/Restaurant
-  Post Office
-  Convenience Store
-  Petrol Station
-  Leisure
-  Footway
-  Public Right of Way

Project Number: 020.0360	Title:		Checked By: MS	Checked Date: 20.04.20	Scale: N/A
Project Name: Northfields Cottage, Fontwell Avenue, Fontwell	Accessibility Map		Drawn By: SN	Drawn Date: 16.04.20	Drawing No: N/A

Appendix C

Land at Northfields Cottages, Fontwell Avenue, Fontwell
Travel Plan

Paul Basham Associates Ltd
Report No 020.0360/TP/3

QS701EW - Method of travel to work

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population	All usual residents aged 16 to 74
units	Persons
area type	2011 super output areas - middle layer
area name	E02006544 : Arun 003
rural urban	Total

Method of Travel to Work	2011	Total (excluding unemployed)
All categories: Method of travel to work	7,188	5,012
Work mainly at or from home	426	8%
Underground, metro, light rail	4	0%
Train	396	8%
Bus, minibuss or coach	26	0%
Taxi	5	0%
Motorcycle, scooter or moped	37	1%
Driving a car or van	3,487	70%
Passenger in a car or van	206	4%
Bicycle	111	2%
On foot	282	6%
Other method of travel to work	32	1%
Not in employment	2,176	

In order to protect against disclosure of personal information, records have been swapped between differ

Appendix D

Land at Northfields Cottages, Fontwell Avenue, Fontwell
Travel Plan

Paul Basham Associates Ltd
Report No 020.0360/TP/3

Northfields Cottages, Fontwell Avenue, Fontwell
Action Plan



Actions	Responsibility	Timescale	Notes
TPC to contact WSCC and agree targets, monitoring and confirm Action Plan	Developer/TPC	Prior to first occupation	
Site Visit	TPC	Prior to first occupation	
Establish contact with local service providers including cycle stores and local bus services to allow redemption of travel voucher	TPC	Prior to first occupation	
Develop webpage	TPC	Prior to first occupation	
Prepare and distribute a Travel Welcome Pack and baseline survey	TPC	Prior to first occupation	
Determine communication strategy inc. resident meetings, newsletters	TPC	Prior to first occupation	
Travel Plan 'logo' and branding to be established	TPC	Prior to first occupation	
Prepare TP action database for logging/recording: Action Plans, Household details, Household Personal Travel Planning, Assistance/Communication, Local Key Players Contact Details, Survey Responses	TPC	Prior to first occupation	
Liaison with Sales Representatives to introduce TP and incentives available	TPC	Prior to first occupation	
Monitoring Stages - Surveys and Feedback			
End of Preliminary Phase Report and revise targets where necessary	TPC/WSCC	End of Preliminary Phase	
Preliminary Resident Travel Surveys	TPC	100% occupation	
	Preliminary Costs	£2,800	

Actions	Responsibility	Timescale	Year 1	Year 2	Year 3	Year 4	Year 5	Total	Note
Personal Travel Planning (General TPC Activities)									
Liaison with residents and distribution of travel vouchers	TPC	Ongoing	£ 500.0	£ 500.00	£ 400.00	£500	£ 620.00	£ 2,520.00	
Work within local community groups, attend meetings, share communciations	TPC	Ongoing							
Maintain dialogue with local public transport service operators for service changes and promotions including bus and train services	TPC	Ongoing							
Maintenance of local area walking / cycling route map and public transport information via online methods and bi-annual newsletters	TPC	Ongoing							
Provide information on safe walking and cycle routes to the school	TPC	Ongoing							
Keep up to date on local walking, cycling, public transport and car-sharing initiatives	TPC	Ongoing							
Promote local area key facilities, including walking and cycling	TPC	Ongoing							
Promote Walk to Work Week	TPC	Ongoing							
Promote Sustrans Big Cycle and Walk Challenge	TPC	Ongoing							
Promote local cycle events and local cycle shops	TPC	Ongoing							
Promote Bike Week	TPC	Ongoing							
Provision of information on local road network routes, fuel efficiency practices and fuel efficient vehicles and local electric vehicle charger provision	TPC	Ongoing							
Investigate and promote new and existing health walks	TPC	Ongoing							
Prepare cost comparison table for public transport against single car travel	TPC	Ongoing							
Promote and explore opportunities to co-ordinate deliveries	TPC	Ongoing							
Promotion of car sharing website such as West Sussex Car Share and electric charging locations	TPC	Ongoing							
Encourage residents promotion of sustianble travel options to visitors	TPC	Ongoing							
Marketing and Communications									
Newsletters	TPC	Annual Event	£ 300	£ 300	£ 300	£ 300	£ 300	£ 1,500	Does not include printing
Website/ Social Media Marketing	TPC	Annual Update	£ 200	£ 200	£ 200	£ 200	£ 200	£ 1,000	
Monitoring Stages - Surveys and Feedback									
Annual Progress Review	TPC	End of Each Year	£ 550	£ 500	£ 500	£ 500	£ 1,000	£ 3,050	
Liaison with WSCC	TPC	End of Each Year	£ 300	£ 250	£ 250	£ 250	£ 330	£ 1,380	
Annual Resident Travel Survey	TPC	End of Each Year	£ 350	£ 350	£ 350	£ 350	£ 350	£ 1,750	Does not include printing
Handover	TPC	End of Year 5					£ 500	£ 500	
Year Estimates			£ 2,200	£ 2,100	£ 2,000	£ 2,100	£ 3,300	£ 11,700	
Preliminary Stage + Year Estimates								£ 14,500	

Disbursements		Cost	Estimated Quantity Required	Total	Note
Vouchers	TPC	£150 per dwelling	42	£6,300	
Mileage/ Printing Costs	TPC	Costs to be agreed with developer on an Ad-hoc basis			
Disbursement 5 year total				£6,300.00	

Project Details	
Scheme	Northfields Cottages, Fontwell
No. of Units	42
Personal Travel Planning Budget per unit	
Total Personal Travel Planning Budget	£ 70
1st Unit Occupation Target	TBC
Full Occupation Target	TBC
Applicant	Reside
Local Authority	West Sussex County Council
LA Travel Plan Officer	Andy Moulard
Travel Plan Author	Beth Thomas
Travel Plan Co-ordinator	TBC

Version	Date	PBA Author	Comment
1	Mar-20	BT	

Appendix E

Land at Northfields Cottages, Fontwell Avenue, Fontwell
Travel Plan

Paul Basham Associates Ltd
Report No 020.0360/TP/3

Thank you for taking the time to complete our annual travel survey. This will help us understand your travel needs.

Don't forget to fill out your details at the end!

You can send your completed survey via:

- ☐ Post using the pre-paid envelope: Paul Basham Associates, Lancaster Court, 8 Barnes Wallis Rd, Fareham, PO15 5TU
- ☐ Or you can fill this out via Survey Monkey on <https://www.surveymonkey.com/s/xxxxxxx>
- ☐ Email: travelplan@paulbashamassociates.com



SITE NAME

Hello **SITE NAME** resident! This survey will only take a few minutes and will help us understand a little more about your journeys and your local travel. Thank you for your time!

1. What is your main mode of travel? (Please choose 1)

- ☐ Car Alone
- ☐ Car Share
- ☐ Walk
- ☐ Cycle
- ☐ Public Transport
- ☐ Other (please specify _____)

2. How often do you use another form of transport?

- ☐ Never
- ☐ Very rarely/sometimes
- ☐ Once a month
- ☐ Once a fortnight
- ☐ Once a week

3. If you were to change your mode of travel what mode would it most likely be:

- ☐ Cycle
- ☐ Walk
- ☐ Train
- ☐ Bus
- ☐ Car Share
- ☐ Other please specify _____

4. What is your most frequent journey for?

- ☐ Work/Education
- ☐ Leisure/Retail
- ☐ Health (doctors/hospital)
- ☐ Visiting friends/family
- ☐ Other

5. How far do you usually travel for your most frequent journey?

- ☐ 0-10 Miles
- ☐ 11-20 Miles
- ☐ 21-30 Miles
- ☐ 31-40 Miles
- ☐ 41 Miles Plus

6. How long does your most frequent journey usually take?

- ☐ 0-10 Minutes
- ☐ 11-20 Minutes
- ☐ 21-30 Minutes
- ☐ 31-45 Minutes
- ☐ 46-60 Minutes
- ☐ Over 1 hour

7. To which location do you travel the most regularly?

- ☐ XXX
- ☐ XXX
- ☐ XXX
- ☐ XXX
- ☐ XXX
- ☐ Other please specify _____

8. Have you claimed your FREE travel gift? (£XX bus pass or £XX Cycle voucher)

- ☐ Yes (Please go to question 10)
- ☐ No (Please complete next question)

9. I would like to claim:

- ☐ £XX Bus Pass
- ☐ £XX Cycle voucher

10. If you answered 'YES' to question 8, did this voucher change your travel habits, if so how?:

11. Is there anything else you would like to tell us about travel in your local area?:

In order for us to process your voucher request, we require the following information. Please note that this information can be deleted at any time.

Name: _____

House/Flat number: _____

Street Name: _____

Postcode: _____

Email Address: _____

**INSERT DEVELOPER
LOGO**

Report presented by



Reside Developments Ltd
The Dutch House
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Dorking RH4 1BG

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