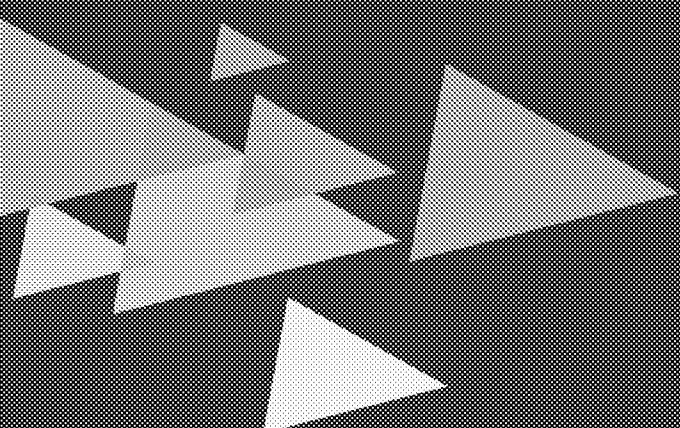




The Croft Surgery
Barnham Road, Eastergate, West Sussex

Travel Plan

for

PHP Primary Care Developments

Document Control Sheet

The Croft Surgery

Barnham Road, Eastergate, West Sussex

PHP Primary Care Developments

This document has been issued and amended as follows:

Date	Issue	Prepared by	Approved by
07/05/2021	1 st Draft	AM	DM
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Motion
84 North Street
Guildford
GU1 4AU



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1.0 Introduction

- 1.1 Motion has been commissioned to produce this Travel Plan by PHP Primary Care Developments to support a planning application for construction of a new medical centre on land north of Barnham Road, Eastergate, West Sussex, PO20 3RP. The site is within the administrative boundaries of Arun District Council and West Sussex County Council.
- 1.2 The site had consents for the following development, these permissions having now expired:
- ✧ EG/67/09/PL Outline application for new medical centre incorporating pharmacy retail unit (class A1) and other ancillary uses together with access from Barnham Road and associated car parking.
 - ✧ EG/75/12/PL Renewal of unimplemented outline planning permission (EG/67/09/PL) for new medical centre incorporating pharmacy retail unit (A1 Shops) and other ancillary uses together with access from Barnham Road and associated car parking.
 - ✧ EG/57/16/PL Medical centre with pharmacy retail unit and other ancillary uses together with access onto Barnham Road and associated car parking.
- 1.3 This application is a resubmission of the approved 2016 proposal (EG/57/16/PL), as detailed on the site location and layout plan at [Appendix A](#), to replace the existing Croft Surgery on land neighbouring the site. It is proposed that the new facility be accessed from Barnham Road via the access currently serving the staff car park for Croft Surgery. The proposals include appropriate levels of car and cycle parking spaces. Drop-off bays for taxis and ambulances will be provided near the main building entrance.
- 1.4 This Travel Plan sets out full details of the site location and accessibility of the application site by all applicable modes, how the Travel Plan process will be managed, and the measures through which the Plan will be implemented. Those measures include a monitoring, reviewing and reporting programme that will be implemented by the appointed Travel Plan Co-ordinator to track progress being towards achievement of the Plan targets.
- 1.5 This Travel Plan (TP) has been prepared in accordance with national and local policy and guidance. Accordingly, this TP comprises the following sections:
- ✧ Section 2: national and local planning policy and guidance & Travel Plan objectives;
 - ✧ Section 3: existing conditions;
 - ✧ Section 4: development details;
 - ✧ Section 5: targets;
 - ✧ Section 6: management;
 - ✧ Section 7: measures;
 - ✧ Section 8: monitor, review and report programme; and
 - ✧ Section 9: Action Plan.

2.0 Policy & Objectives

Overview

- 2.1 The planning and transport policy applicable to the proposed development has been reviewed and is summarised in this section, covering the following:
- ✧ National Planning Policy Framework, Ministry of Housing, Communities and Local Government, June 2019;
 - ✧ National Design Guide, Ministry of Housing, Communities & Local Government, October 2019;
 - ✧ Planning Practice Guidance, Ministry of Housing, Communities and & Local Government, March 2014;
 - ✧ Working Together to Promote Active Travel - A Briefing for Local Authorities, Public Health England, May 2016;
 - ✧ Planning for Walking and Planning for Cycling, Chartered Institution of Highways and Transportation, April 2015 and October 2014 respectively;
 - ✧ Local Transport Note (LTN) 1/20 Cycle Infrastructure Design, Department for Transport, July 2020;
 - ✧ Gear Change: A bold vision for cycling and walking, Department for Transport, July 2020;
 - ✧ Manual for Streets (MfS), Department for Transport, March 2007;
 - ✧ National Travel Survey (NTS), Department for Transport, 2015;
 - ✧ West Sussex Transport Plan 2011-2026, West Sussex County Council, February 2011;
 - ✧ Arun District Local Plan 2011-2031, Arun District Council, July 2018; and
 - ✧ Barnham and Eastergate Neighbourhood Plan 2014, Barnham & Eastergate Parish Councils, December 2013.

National Policy

National Planning Policy Framework (NPPF)

- 2.2 The NPPF sets a presumption in favour of sustainable development, requiring that social, environmental and economic matters be considered in concert.
- 2.3 The NPPF promotes incorporation of sustainable transport in development proposals (par. 102) and states that the planning system should actively manage patterns of growth such that a genuine choice of transport modes is offered (par. 103).
- 2.4 With regard to the delivery of sustainable transport the NPPF states at paragraph 111 that:
- "All developments 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."*
- 2.5 The NPPF goes on to describe a Travel Plan as: "A long-term management strategy for an organisation or site that seeks to deliver sustainable transport objectives and is regularly reviewed." (NPPF pg. 73)

National Design Guide (NDG)

- 2.6 The National Design Guide (NDG) sets out the characteristics of well-designed places and demonstrates what good design means in practice. It forms part of the Government's collection of planning practice guidance and should be read alongside the separate planning practice guidance related to design process and tools.
- 2.7 With respect to consideration of 'movement' in the design of new development, the NDG promotes assessment of existing and delivery of new features that result in developments being accessible and easy to move around within and between by all applicable transport modes, with priority being placed on active and/or sustainable modes.

Planning Practice Guidance (PPG)

- 2.8 Planning practice guidance (PPG) supports delivery of the principles set out in the National Planning Policy Framework (NPPF).
- 2.9 The guidance describes Travel Plans as "... long-term management strategies for integrating proposals for sustainable travel into the planning process. They are based on evidence of the anticipated transport impacts of development and set measures to promote and encourage sustainable travel (such as promoting walking and cycling). They should not, however, be used as an excuse for unfairly penalising drivers and cutting provision for cars in a way that is unsustainable and could have negative impacts on the surrounding streets." (PPG paragraph: 003; reference ID: 42-003-20140306)
- 2.10 Furthermore, the guidance indicates that "... Travel Plans should where possible, be considered in parallel to development proposals and readily integrated into the design and occupation of the new site rather than retrofitted after occupation." (PPG paragraph: 003; reference ID: 42-003-20140306)
- 2.11 It is stated that the primary purpose of a Travel Plan is:
- "... to identify opportunities for the effective promotion and delivery of sustainable transport initiatives e.g. walking, cycling, public transport and tele-commuting, in connection with both proposed and existing developments and through this to thereby reduce the demand for travel by less sustainable modes. ..., they should not be used as a way of unfairly penalising drivers."*
(PPG paragraph 005; reference ID: 42-005-20140306)

Active travel – walking and cycling

Working Together to Promote Active Travel - A Briefing for Local Authorities

- 2.12 Public Health England has issued a briefing for Local Authorities containing their latest research findings relating to active travel:
- ✧ *"Physical inactivity directly contributes to 1 in 6 deaths in the UK and costs £7.4 billion a year to businesses and wider society*
 - ✧ *The growth in road transport has been a major factor in reducing levels of physical activity*
 - ✧ *Building walking and cycling into daily routines are the most effective ways to increase physical activity*
 - ✧ *Short car trips (under 5 miles) are a prime area for switching to active travel and to public transport*
 - ✧ *Health-promoting transport systems are pro-business and support economic prosperity. They enable optimal travel to work with less congestion, collisions and pollution, and they support a healthier workforce."*

Planning for Walking and Cycling

- 2.13 Walking and cycling are active *and* sustainable forms of transport in their own right and as linking modes for accessing public transport, for example, when making longer journeys.
- ✧ The Chartered Institution of Highways and Transportation (CIHT) documents 'Planning for Walking' and 'Planning for Cycling' provide an insight into these modes of transport:
 - ✧ "Across Britain about 80% of journeys shorter than 1 mile are made wholly on foot...but beyond that distance cars are the dominant modes" (Planning for Walking, 2015, pg.6).
 - ✧ "Majority of cycling trips are used for short distances, with 80% being less than five miles and with 40% being less than two miles" (Planning for Cycling, 2014, pg.4).
- 2.14 The CIHT also published 'Guidelines for Providing for Journeys on Foot' (2000) to support implementation of the central Government publication 'Encouraging walking: advice to local authorities'. The CIHT Guidelines suggest acceptable, desirable and preferred maximum walking distances ('acceptable' walking distances would vary between individuals) for pedestrians without mobility impairment for some common trip purposes, which are set out at Table 2.1.

Description of Walking Distance	Distance to Destination (metres)		
	Town Centres	Commuting/Schools	Elsewhere
Desirable	200	500	400
Acceptable	400	1,000	800
Preferred maximum	800	2,000	1,200

Table 2.1: Suggested Walking Distances (CIHT, 2000, 'Guidelines for Providing for Journeys on Foot')

Local Transport Note (LTN) 1/20 'Cycle Infrastructure Design' & 'Gear Change: A bold vision for cycling and walking'

- 2.15 The Department for Transport (DfT) updated their advice to Local Authorities in Local Transport Note (LTN) 1/20 'Cycle Infrastructure Design', which was published in July 2020 alongside the DfT's 'Gear Change: A bold vision for cycling and walking'. LTN 1/20 promotes the inclusion of good quality cycling infrastructure in Local Authority planning, design and highway adoption policies and processes, with new developments, new highways and new highway improvement schemes contributing accordingly.

Manual for Streets and National Travel Survey

- 2.16 Manual for Streets (MfS) identifies 'walkable neighbourhoods' as "having a range of facilities within 10 minutes' (up to about 800m) walking distance of residential areas which residents may access comfortably on foot". Within MfS it is also noted that 800 metres is not considered the maximum walking distance for pedestrians, highlighting that walking can replace short car trips, particularly those under 2 kilometres.
- 2.17 The 2015 National Travel Survey (NTS) noted that "76% of all trips under one mile are walks", making it the most frequent mode of travel for very short distances. (1 mile = 1.6 kilometres)

Local Policy

West Sussex Transport Plan 2011-2026

- 2.18 The stated overarching objective of the West Sussex Transport Plan covering the period 2011 to 2026 is to "... improve quality of life for the people of West Sussex by: promoting economic growth; tackling climate change; providing access to services, employment and housing; [sic] improving safety, security and health."

- 2.19 Part 1 of the Plan describes the long-term strategy for the County, with Part 2 detailing the implementation strategy for delivering this strategy in each of the County's Boroughs and Districts.
- 2.20 Aims of the implementation strategy for Arun that are applicable to the proposed development are:
- designing new development to promote 'local living' such that shops, homes and jobs are within easy reach of each other;
 - providing sufficient secure cycle parking to meet the needs of development users;
 - new development should be within proximity of public transport; and
 - including measures to encourage sustainable travel behaviour so as to safeguard against development-related traffic generation resulting in exceedance of the highway network capacity.

Arun District Local Plan 2011-2031

- 2.21 The Arun District Local Plan provides the "... *spatial vision, objectives and a sustainable strategy for delivering the needed growth of the District over the period 2011-2031*".
- 2.22 Policy SD SP1 'Sustainable Development' sets out that the Council will take a favourable approach to development proposals in order to reflect the presumption in favour of development contained in the NPPF. The Council will "... *work proactively with applicants to jointly find solutions which [sic] mean that proposals can be approved wherever possible and to secure development that will contribute to the social, economic and environmental conditions ...*" of the District (outside the area of Arun DC within the South Downs National Park).

- 2.23 Policy T SP1 'Transport and Development' reads:

"To ensure that growth in the District strengthens Arun's economic base, reduces congestion, works to tackle climate change and promotes healthy lifestyles; the Council will ensure that development: provides safe access on to the highway network; contributes to highway improvements and promotes sustainable transport, including the use of low emission fuels, public transport improvements and the cycle, pedestrian and bridleway network.

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;

...

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, and;

f. Explains how development has been designed to:

i. accommodate the efficient delivery of goods and supplies;

- ii. give priority to pedestrian and cycle movements and have access to high quality public transport facilities;*
- iii. create safe and secure layouts for traffic, cyclists and pedestrians whilst avoiding street clutter;*
- iv. incorporate facilities for charging electric and plug-in hybrid vehicles (where charging facilities are to be omitted from the development, evidence of market demand and viability must be provided); and*
- v. consider the needs of people with disabilities by all modes of transport. ..."*

2.24 Policy T DM1 'Sustainable Travel and Public Rights of Way' reads:

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 [sic] and cycle networks, must be available and accessible to all members of the community.

Proposals for all new development must:

- a. Be located within easy access of established public transport service(s), existing pedestrian and cycle networks, the committed and aspirational cycle networks and the green infrastructure network which links the development with key destinations including places of work, education, leisure and town centres; ...*
- c. Make provision for cycling and pedestrian facilities to meet the County Council Parking standards, including cycle storage, convenient and secure cycle parking in association with retail and educational uses and sufficient secure parking and changing/showering facilities at places of work; ..."*

Barnham and Eastergate Neighbourhood Plan 2014

2.25 The Barnham and Eastergate Neighbourhood Plan 2014 "... provides a vision for the future of the two villages, and sets out clear policies and objectives to realise this vision. It will have effect from 2014 to 2029."

2.26 Policy GA1 'Connection to sustainable transport' delivers on the objective to "Improve transport infrastructure and efficiency", stating that "New developments should integrate with the current green infrastructure network and provide access to public and community transport, to connect with the social, community and retail facilities of the villages."

2.27 Policy GA4 'Parking and new development' states:

"Development proposals will be supported only if they include the maximum level of offstreet [sic] parking consistent with the current standards under the Local Plan. Developments that reduce the amount of off-street parking currently available will only be supported if they make enforceable provision for equivalent off-street parking nearby. Parking spaces provided in connection with such proposals will be required to be made available in perpetuity."

Objectives

2.28 The objectives of this Travel Plan have been derived from the above-stated policy and guidance, and are to:

- ✧ Promote the health benefits of active travel
i.e. walking, running and cycling, in order to increase the use of these active and sustainable modes.

- ✧ Promote more efficient and 'cleaner' forms of car travel
i.e. 'cleaner' fuel vehicles (electric and hybrid vehicles) and sharing resources through, for instance, carpools, car clubs and lift-sharing.
- ✧ Reduce the need to travel, where possible
i.e. working at or from home, linking trips, and shopping online for groceries.
- ✧ Support social cohesion and people's sense of community through promoting personal interaction for the purpose of functional and/or leisure travel
i.e. 'buddy groups' for walkers, runners and cyclists.
- ✧ Raise site occupants' awareness of opportunities to adopt active and/or sustainable travel
i.e. through provision of information.

3.0 Existing Conditions

Site Location and Context

- 3.1 The site is located approximately 450 metres east of the centre of Eastergate village, which is approximately 8 kilometres east of the city of Chichester and approximately 6 kilometres north of the town of Bognor Regis in West Sussex.
- 3.2 Residential properties are located west of the site, with undeveloped land to the north, and the existing Croft Surgery to the east. Between the site and the B2233 Barnham Road, south of the site, is the staff car park for the existing Surgery.
- 3.3 The site location is illustrated at Figure 3.1.

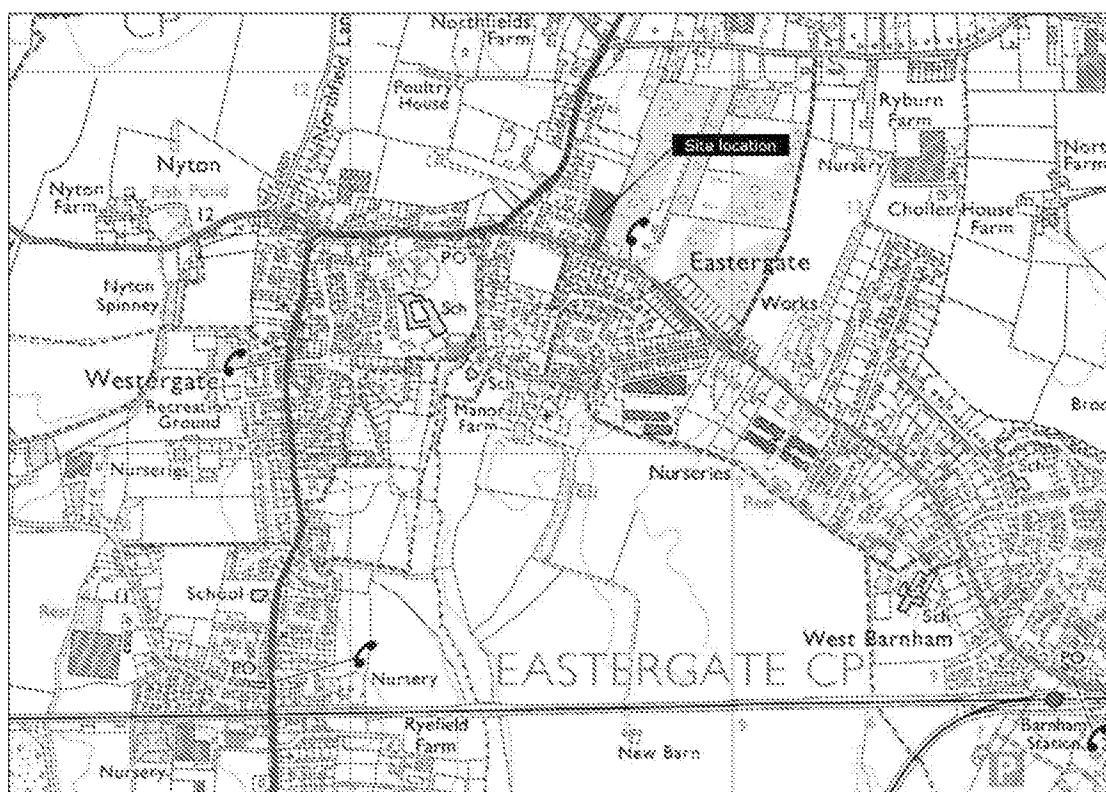


Figure 3.1: Site Location

Site History & Planning Allocation

- 3.4 The site had consents for the following development, these permissions having now expired:
 - EG/67/09/ Outline application for new medical centre incorporating pharmacy retail unit (class A1) and other ancillary uses together with access from Barnham Road and associated car parking. Approved with conditions.
 - EG/75/12/ Renewal of unimplemented outline planning permission (EG/67/09/ for new medical centre incorporating pharmacy retail unit (A1 Shops) and other ancillary uses together with access from Barnham Road and associated car parking. Approved with conditions.
 - EG/57/16/PL Medical centre with pharmacy retail unit and other ancillary uses together with access onto Barnham Road and associated car parking. Approved with conditions.

- 3.5 The site forms a small part of a larger site allocated in the Barnham and Eastergate Neighbourhood Plan for at least 60 homes, the allocated land having had planning permissions for the 60 dwellings (EG/71/14/OUT and EG/6/18/RES) and the medical centre (EG/57/16/PL).

Transport Accessibility

Site Access

- 3.6 There is no direct highway access to the site, as the land between the site and the B2233 Barnham Road is currently the staff car park for the existing Surgery.
- 3.7 The B2233 Barnham Road is a two-way single carriageway road subject to a 30 miles per hour speed limit and is street-lit in the vicinity of the site.

Car Club

- 3.8 There is an Enterprise car club vehicle located at the Enterprise Car & Van Hire site on the corner of Shripney Road and Brooks Lane West in Bognor Regis, a 10-minute drive from the site.

Cyclist Access

- 3.9 On-carriageway access for cyclists is along the B2233 Barnham Road, which connects with the local cycle network in Barnham, Fontwell and Crockerhill, as illustrated at Figure 3.2.

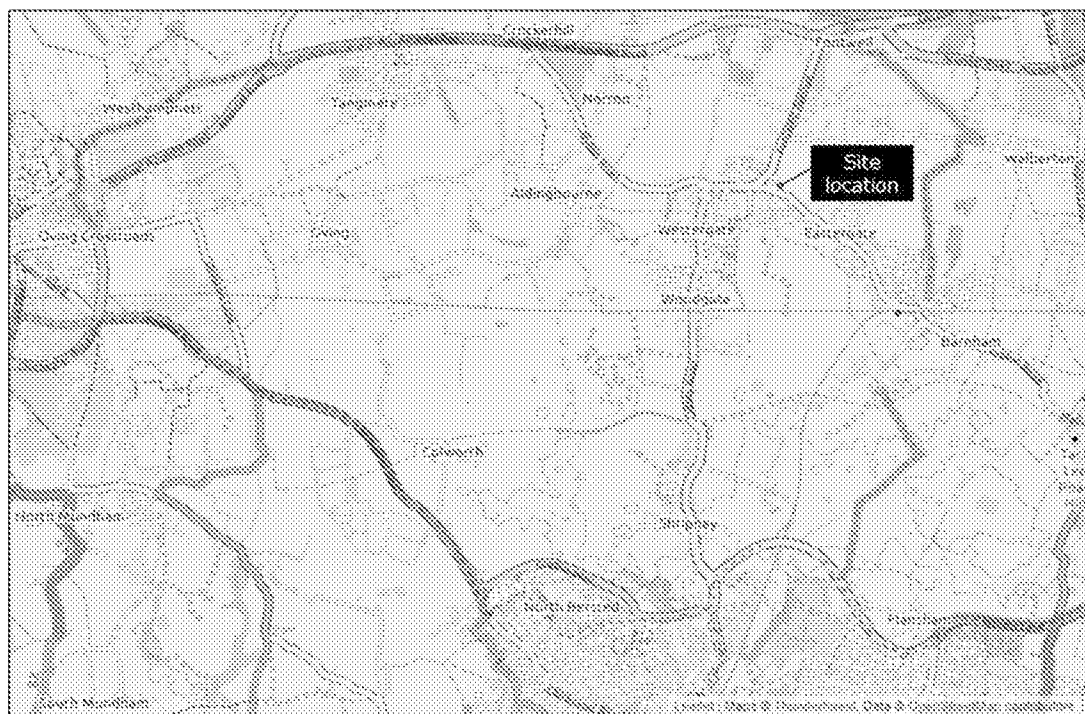


Figure 3.2: Local Cycle Network

- 3.10 Sections of the local cycle network are shown in lilac at Figure 3.2, with sections of National Cycle Network Routes 2 and 88 shown in pink.

Pedestrian Access

- 3.11 There are footways along both sides of Barnham Road, between Eastergate village west of the site and Church Lane, 380 metres east of the site, from where footway provision continues along the northern side of Barnham Road.

- 3.12 There are pedestrian refuges on the eastern and northern arms of the roundabout linking Barnham Road with Fontwell Avenue (leading northwards) and Nyton Road (leading westwards), approximately 240 metres west of the site, providing access to Eastergate village.

Bus Services

- 3.13 The bus stops nearest to the site are on Barnham Road, east of the site, approximately 150 metres from the site access for eastbound services, and approximately 185 metres for westbound services. Both stops comprise lighting with a post, flag and timetable information.
- 3.14 The services operated from these stops are summarised at Table 3.1.

Service	Route	Approximate Service Frequency		
		Mon. – Fri.	Sat.	Sun.
Operator: Compass				
66A	Bognor Regis – South Bersted – Shripney – Westergate – Eastergate – Barnham – Yapton – Walberton – Barnham – Westergate – Shripney – South Bersted – Bognor Regis	Eastbound: 07:24; 10:34; 14:57; 17:56 Westbound: 07:52; 11:03; 15:29	Eastbound: 10:34; 14:57; 17:56 Westbound: 11:03; 15:29	No service
66C	Bognor Regis – South Bersted – Shripney – Westergate – Eastergate – Barnham – Walberton – Yapton – Barnham – Eastergate – Westergate – Shripney – South Bersted – Bognor Regis	Eastbound: 08:34; 12:53; 16:51 Westbound: 09:03; 13:21; 17:18		No service
85A	Arundel – Binsted -Walberton – Barnham – Eastergate – Westergate – Nyton – Aldingbourne – Crockerhill – Oving – Drayton – Shopwyke - Chichester	Westbound: 10:14; 14:14	No service	
Operator: Stagecoach				
665	Littlehampton – Climping – Yapton – North End – Walberton – Barnham – Eastergate – Westergate	Schooldays only Westbound: 07:48	No service	

Table 3.1: Summary of Local Bus Services

- 3.15 The site location in relation to the local bus stops and railway station is shown at Figure 3.3.

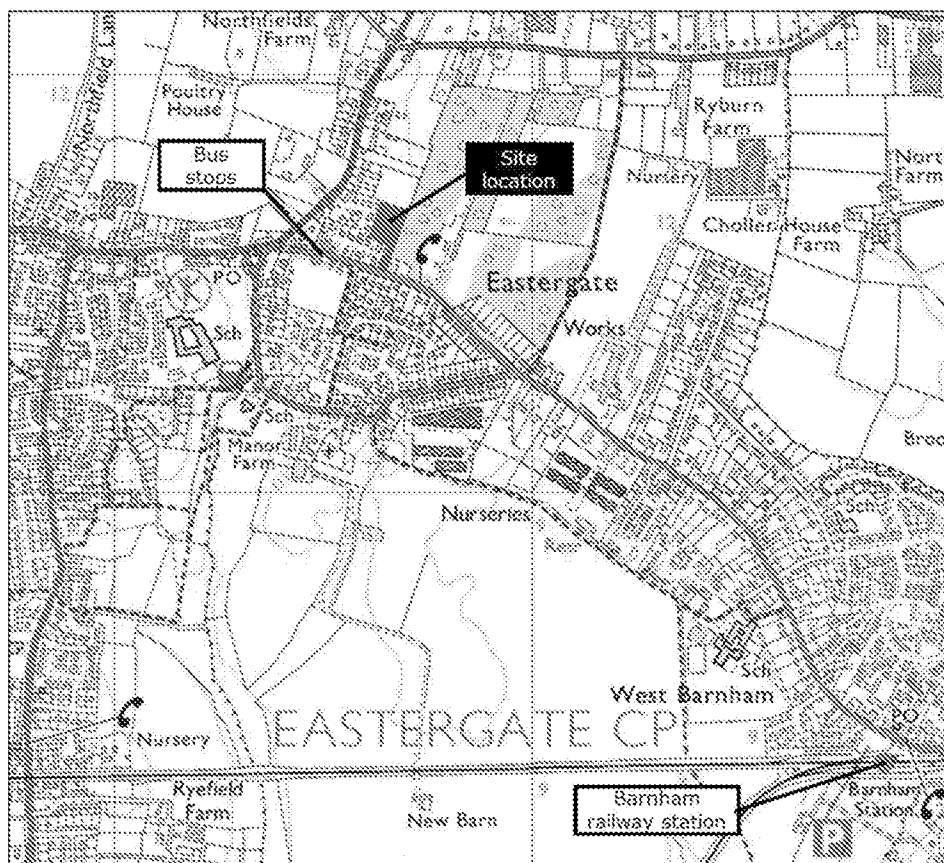


Figure 3.3: Site Location in Relation to Public Transport Interchanges

Rail Services

- 3.16 The railway station closest to the site is Barnham, approximately 1.6 kilometres east of the site. Services through the station are operated by GWR and Southern. The approximate daytime service frequencies for routes serving Barnham railway station are summarised at Table 3.2.

Route	Approximate Daytime Service Frequency		
	Mon. – Fri.	Sat.	Sun.
Brighton via Worthing	2 per hour	2 per hour	2 per hour
Bognor Regis	4 per hour	4 per hour	2 per hour
London Victoria via Horsham	4 per hour	4 per hour	2 per hour
Littlehampton	2 per hour	2 per hour	2 per hour
Portsmouth Harbour	4 per hour	2 per hour	2 per hour
Southampton Central	2 per hour	2 per hour	Hourly

Table 3.2: Summary of Local Rail Services

Local Amenities

3.17 The amenities within 500 metres of the application site are detailed at Table 3.3.

Amenity – Business Name	Amenity – Use Type	Distance and Time from Site on Foot (metres; minutes)
Eastergate Village Hall	Community facility	160; 2
Eastergate Cricket Club	Recreation	220; 3
~	Community noticeboard	290; 4
~	Postbox	
Central Convenience Store & Post Office	Retail – food, grocery, household, stationery Post Office	300; 4
DSG Sunglasses & Accessories	Retail – sunglasses and accessories	400; 5
SRC Recycling Ltd.	Vehicles spares and salvage	

Table 3.3: Local Amenities Within 500 Metres of the Site

4.0 Development Details

Proposed Use

- 4.1 The proposed development comprises replacement of the existing Croft Surgery located on land neighbouring the site, and construction of a new medical centre (Land Use Class D1) with a gross internal area (GIA) of 1,622 square metres, including the pharmacy. The proposed site location and layout plan is at Appendix A.
- 4.2 The new building is proposed to house an administration/reception area, a waiting room, GP consulting rooms, and a pharmacy.

Access Arrangements

- 4.3 Site access for vehicles, cyclists and pedestrians is proposed to be from the B2233 Barnham Road, by improving the access currently serving the existing Surgery staff car park.
- 4.4 The 2-metre-wide footway on the western side of the site access will connect with the existing footways along Barnham Road and lead in to the site. Pedestrians will need to cross the entrance to the patient car parking area via a raised table that will provide level access across to the hardstanding around the building. All building entrances will be ramped.
- 4.5 To assist mobility-impaired site users, car parking bays for 'Blue Badge' holders will be sited near the main building entrance and the pharmacy.

Parking Provision

- 4.6 It is proposed that on-site parking provision comprise 28 staff car parking spaces, and 44 patient car parking spaces (including 8 accessible spaces). Whilst neither Arun District Council nor West Sussex County Council have a specific car parking standard for GP surgeries, the above provision is consistent with car parking levels proposed via previous planning consents on this site.
- 4.7 Neither authority has a specific cycle parking standard for GP surgeries, although BREEAM criteria requires one space per 10 staff or one space per two consulting rooms. With 36 staff (12 Clinical and 24 Admin) and 15 consulting rooms proposed, the minimum requirement is eight spaces. A total of 20 cycle parking spaces will be provided on site, split both externally for patients and within a secure covered unit for staff. This ensures more than sufficient provision to encourage more sustainable trips to and from the site.
- 4.8 Two drop-off bays, one each for taxis and ambulances, will be provided near the main building entrance.

5.0 Targets

- 5.1 West Sussex County Council's (WSCC) predetermined targets for the reduction of car use by future site occupants are presented here alongside discussion of how they relate to this development.

Target 1

- 5.2 The WSCC Target 1 is to reduce the number of vehicle trips generated by site users during a 12-hour weekday period (07:00 to 19:00) by a minimum of 15% in urban areas and 10% in rural areas.
- 5.3 The development is in a rural area according to WSCC's definition that such areas are those outside the specified coastal and central towns across the County, and therefore Target 1 involves a 10%, not 15%, reduction.
- 5.4 Daily vehicular trip generation has been established using the TRICS data set out in Appendix B, which replicates those utilised within the accompanying Transport Statement. This is set out in Table 7.1.

Time Period	Arrivals	Departures	Two-Way
12-hour day (07:00-19:00)	405	400	805

Table 7.1: Vehicular Trip Generation Data – 12-hour Day (based on TRICS Data)

- 5.5 Accordingly, the target trip generation data are 10% lower as set out at Table 7.2.

Time Period	Arrivals	Departures	Two-Way
12-hour day (07:00-19:00)	365	360	725

Table 7.2: Target Vehicular Trip Generation Data – 12-hour Day (based on TRICS Data)

Target 2

- 5.6 The WSCC Target 2 is to reduce the vehicular peak hour trip rate of a development to ensure there is no 'material impact' on the surrounding network.
- 5.7 WSCC defines 'material impact' as "*an increase in congestion at any junction within the study area agreed at scoping stage after the effects of the Travel Plan, sustainable infrastructure/services and highway mitigation measures have been taken into account.*" (pg. 19, West Sussex County Council Development Travel Plan policy' (undated)).
- 5.8 The vehicular trip rate data set out in the Transport Statement (TS) that this Travel Plan accompanies are reproduced at Table 7.2.

Time Period	Arrival	Departure	Two-Way
AM 08:00 – 09:00	3.022	1.322	24.938
PM 17:00 – 18:00	1.249	1.947	24.684

Table 7.2: Vehicular Trip Rate Data – AM and PM Peaks (based on Transport Statement data)

6.9 Management and Funding

Management

- 6.1 Prior to occupation a Travel Plan Co-ordinator (TPC) will be appointed and funded by the developer(s) (and/or their successor(s) in title) to oversee the management, development, implementation, monitoring and review of the Travel Plan.
- 6.2 Contact details for the TPC will be provided to the relevant party/ies at the Council when the TPC is appointed and updated upon any subsequent transfer of the role.
- 6.3 The appointed TPC will carry out the following activities during the lifetime of the Travel Plan:
 - ✧ administer documentation relating to the Travel Plan;
 - ✧ be a point of contact for the site users regarding travel-related matters;
 - ✧ manage the Plan monitoring and review programme by organising travel surveys, analysing the results, using the results to the review the Travel Plan, and supplying this information to the Council in Monitoring Reports; and
 - ✧ liaise with the Council regarding approval of each Monitoring Report, and sign-off of the final report thereby concluding the Travel Plan process.

Funding

- 6.4 A reasonable implementation budget will be made available to fund the TPC activities detailed above, which are expected to be delivered as a part-time role. This budget is to be provided by the site owner/operator.

7.0 Measures

Overview

- 7.1 The measures detailed here through which the Travel Plan will be implemented are appropriate for the target audience comprising future staff members at the proposed development.
- 7.2 In summary, the measures through which this Travel Plan will be implemented consist of physical infrastructure, management, information provision, monitoring, reviewing and reporting.

Physical Infrastructure

Permeability for Active Travel Modes

- 7.3 The development has been designed to provide permeability for pedestrians and cyclists throughout the site, as well as connecting with local networks for walking and cycling.

Cycle and Car Parking

- 7.4 The on-site parking strategy provides:
- ✧ cycle parking spaces for staff (and patients); and
 - ✧ car parking spaces for staff (and patients).

Management

Travel Plan Co-ordinator

- 7.5 Prior to occupation a Travel Plan Co-ordinator (TPC) will be appointed to deliver the responsibilities set out in the 'Management' section of this Plan.

Information Provision

Travel Information

- 7.6 The appointed TPC will produce travel information that will be provided to staff members in electronic and/or hard copy. That information will detail the following:
- ✧ contact details for the appointed Travel Plan Co-ordinator;
 - ✧ the health benefits of active travel (walking, cycling, scooting, running);
 - ✧ safe and suitable walking routes to and from the health centre;
 - ✧ safe and suitable cycling routes to and from the health centre;
 - ✧ the national www.liftshare.com scheme, to promote shared car journeys;
 - ✧ the nature and location of local amenities, for the purpose of linking trips when visiting the site and adding to a sense of community through familiarity with the area;
 - ✧ the on-site cycle parking provision;
 - ✧ the benefits of and options for purchasing electric bicycles;
 - ✧ the Government-led 'Cycle to Work' scheme that will be made available to staff, through which staff can make a tax-free purchase of a cycle and/or cycling equipment that they will use for commuting;
 - ✧ the provision of season ticket loans from the occupier to staff for public transport journeys;

- ✧ bus and rail services available for those using the medical centre, including any facilities available for those with mobility needs;
- ✧ details of local taxi firm(s);
- ✧ the location(s) of nearby car club vehicle(s) within walking distance of the centre, the operators of those vehicles, and sources of further information such as how to obtain membership and the vehicle/hire options available at each location; and
- ✧ the on-site electric vehicle charging provision and the locations of additional charging points off-site within walking distance of the centre.

- 7.7 The information will be reviewed, and updated as necessary, on a 6-monthly basis by the occupier whilst the building is actively operating as a medical centre. Staff will be supplied with each update at the time it is produced.

Monitoring and Review

- 7.8 A monitoring, reviewing and reporting programme will be operated by the Travel Plan Co-ordinator, that programme being detailed in full later in this Travel Plan.

Remedial Measures

- 7.9 The need for remedial measures will be considered throughout the monitoring programme, as indicated by progress being made towards achieving the targets. If it is determined that remedial measures are needed this will be discussed and agreed with the Council at the time.

Action Plan

- 7.10 A summary of these measures is provided in the Action Plan at Section 9 of this Travel Plan.

8.9 Monitoring, Reviewing and Reporting

Overview

- 8.1 In order to track implementation of the Plan measures, to collect travel survey data, and to undertake a review of progress towards achievement of the Plan targets, a monitor, review and report programme will be implemented.
- 8.2 This programme of collecting site-specific travel data will begin whilst the site is being occupied and conclude five years later.
- 8.3 The monitoring programme will be undertaken to ensure that:
- ✧ progress can be tracked towards achieving the targeted reduction in single-occupancy vehicle usage, with the commensurate increase in use of active and/or sustainable modes;
 - ✧ the Travel Plan implementation measures can be reviewed and tailored accordingly; and
 - ✧ use of the site-related facilities can be recorded and assessed.
- 8.4 The Travel Plan Co-ordinator will manage and administer the monitoring programme as funded by the developer, their appointed representative or their successor in title.

Monitor

- 8.5 Monitoring will be compliant with the Standard Assessment Methodology (SAM) devised by TRICS (Trip Rate Information Computer System) (http://www.trics.org/sam_process.aspx) as required in WSCC guidance.
- 8.6 Site-specific travel data will be collected 6 months after first occupation and then on the first, third and fifth anniversaries of that initial survey.

Review

- 8.7 After each round of monitoring, the data will be used to inform consideration of progress towards achieving the Plan targets.
- 8.8 A review of the Travel Plan measures will also be undertaken to retain and/or enhance those that are considered to be positively supporting active and/or sustainable travel, and to amend or abandon those that are not, with suitable measures being substituted as appropriate.
- 8.9 A site audit will be undertaken to inform description of the site in terms of its operation, layout, facilities, etc, as part of the review process.
- 8.10 The Travel Plan Action Plan will also be reviewed in light of the above information.

Report

- 8.11 The survey data, content of the Plan review, revised targets and an updated Action Plan will be set out in a Monitoring Report following each survey.
- 8.12 Monitoring Reports will be submitted to the Council within 6 weeks of receipt of each set of survey data, for approval by the Council within 6 weeks of receipt of each Report.

9.0 Action Plan

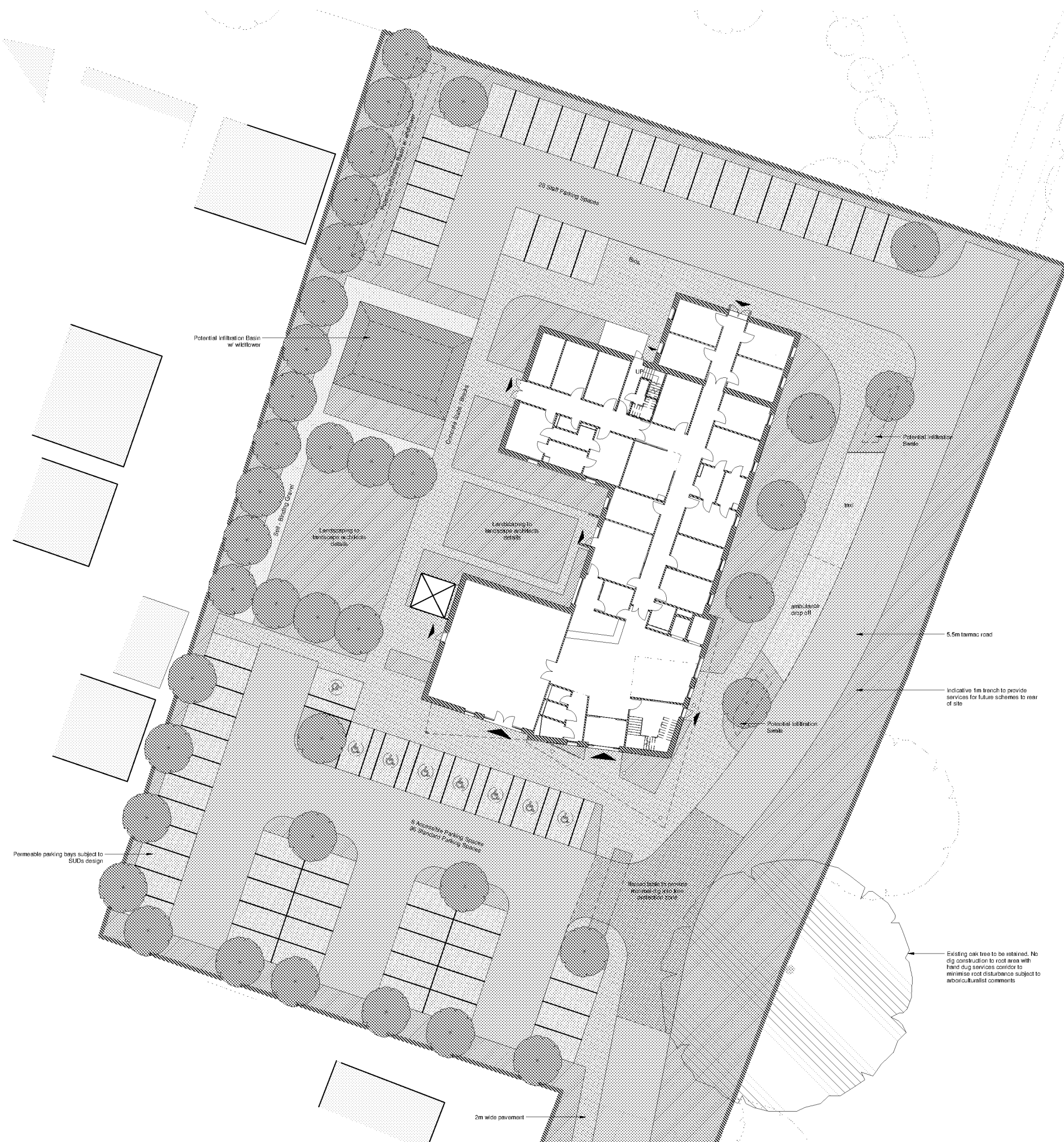
9.1 The Action Plan at Table 9.1 sets out the actions that will be taken to implement this Travel Plan, the party/ies responsible in each instance, and an indicative timeline.

Action	Indicative Timeline	Party/ies Responsible
Provide on-site travel facilities	During construction	Developer/owner
Appoint Travel Plan Co-ordinator	Prior to occupation	
Produce Travel Information Pack		Travel Plan Co-ordinator
Issue Travel Information Pack	Upon occupation	Building occupier
Arrange initial travel survey	6 months after first occupation	Travel Plan Co-ordinator (TPC)
Use survey data to review Travel Plan	Within 6 weeks of receiving survey data	
Produce & submit Monitoring Report		
Approve Monitoring Report	Within 6 weeks of receiving Report	West Sussex County Council (WSCC)
Arrange anniversary travel surveys	On 1 st , 3 rd & 5 th anniversaries of initial survey	Travel Plan Co-ordinator
Use survey data to review Travel Plan	Within 6 weeks of receiving each set of survey data	
Produce & submit Monitoring Reports		
Approve Monitoring Reports	Within 6 weeks of receiving each Report	West Sussex County Council
Secure approval and final sign-off for Travel Plan process		WSCC & TPC
If Travel Plan not approved in Year 5, discuss mitigation with WSCC	To be agreed (if mitigation measures are needed)	TPC, WSCC & building occupier

Table 9.1: Action Plan

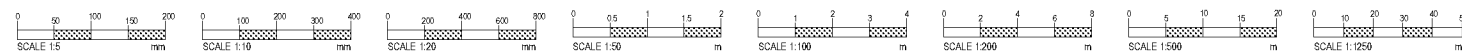
Appendix A

Site Location and Layout Plan



Proposed Site Plan

1:200



NOTES:

OTHER THAN FOR THE PURPOSES OF PLANNING, DO NOT SCALE THESE DRAWINGS.
USE WRITTEN DIMENSIONS ONLY. ALL DIMENSIONS TO BE CHECKED ON SITE PRIOR TO
COMMENCEMENT OF WORK.

THIS DRAWING IS THE COPYRIGHT OF SIMPSON HILDER ASSOCIATES LIMITED AND MAY
NOT BE REPRODUCED, COPIED OR ALTERED IN ANY WAY WITHOUT WRITTEN AUTHORITY.

ITEMS CLOUDED WITH A DASHED LINE ARE TO BE CONFIRMED, SUBJECT TO DETAIL DESIGN AND CAN BE EXPECTED TO CHANGE.

REVISION CLOUD

Parking:

08 Accessible spaces
36 Public spaces
28 Staff space
72 Total Parking Spaces

*Allowance for ambulance space

Notes:

Drawing is based on information on information by
others provided by Hampshire Land Survey Ltd Ref.
HLS 1142 08 04 01.

Boundary line is indicative and subject to confirmation.

This drawing is indicative with regards to site landscaping and is subject to design development. The proposals indicated are for planning purposes only & are subject to all relevant statutory approvals, including building regulations.

E	11/13/21	Canopy outline updated	CD	*
D	09/02/21	Design Updates	TW	*
C	24/02/21	Public Consultation Issue	TW	*
B	24/02/21	Updates to site plan with inclusion of landscaping details	TW	*
A	17/02/21	Updates to site plan	TW	*
Rev	Date	Description	By	Chk

Rev	Date
Drawing Status	

PRELIMINARY

Client

Principal contractor



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Project Title

THE CROFT MEDICAL CENTRE
BARNHAM ROAD
EASTERGATE
WEST SUSSEX PO20 3RP

Drawing Title

PROPOSED SITE PLAN

Scale (@ A1 SIZE)

1:200

Drawn

Drawn	Date
11/11/00	11/11/00

Drawing No.

9226-P004

Size:

Date _____
TIME 0800

JUNE 2020
Revision

E