

WEST SUSSEX COUNTY COUNCIL CONSULTATION

TO:	Arun District Council FAO: Maria Tomalova
FROM:	WSCC - Highways Authority
DATE:	27 October 2020
LOCATION:	53 High Street Bognor Regis PO21 1RX
SUBJECT:	BR/147/20/PL Conversion of first & second floor & rear extension to create 4 No. 1-bed self--contained flats including the demolition of existing rear extension & erection of two storey rear extension. This application may affect the setting of a listed building & may affect the character & appearance of The Steyne, Bognor Regis Conservation Area. This application is in C\il Zone 4 (Zero Rated) as flats. Further information received - Trave Plan
DATE OF SITE VISIT:	n/a
RECOMMENDATION:	Advice
S106 CONTRIBUTION TOTAL:	n/a

I refer to your consultation in respect of the above planning application and would provide the following comments.

West Sussex County Council was consulted previously on Highway Matters for this application BR/147/20/PL and provided comments dated 25th August 2020. No highways concerns were raised.

The Local Planning Authority has subsequently requested a Travel Plan be provided to support the application. This consultation response seeks to provide advice on the submitted Travel Plan.

A Travel Plan has been prepared by GTA Civils & Transport.

Given the scale of the scheme the Plan will be assessed using WSCC Guidance for Travel Plan Statements.

1. Background information about the site (e.g. location, number of employees/dwellings), and the reasons for developing the Travel Plan Statement (e.g. due to parking pressures, access problems, reducing traffic congestion and pollution, compliance with planning condition etc etc).

The details included in Travel Plan Statement would be considered acceptable.

2. Details of a nominated Travel Plan Co-ordinator, who will be responsible for implementing and promoting the Travel Plan.

No travel Plan Co-ordinator has been identified. This should be amended.

3. A commitment to display local public transport timetables and route maps. Further information can be found at www.westsussex.gov.uk/publictransport and on the bus operators own websites. Journey planning websites such as Traveline South East and nextbuses.mobi should also be promoted via information/welcome packs and company websites. We would also advise developers/employers to contact their local bus operators as they may be able to provide tailored travel information and offer discounted travel. Bus operators may also provide a quantity of 'taster' tickets, which to enable residents/employees to try using local bus services free of charge.

The details included in Travel Plan would be considered acceptable.

4. A commitment to display plans of local cycle routes/paths. A number of maps and guides can be found at www.westsussex.gov.uk/cycling. The County Council also has a cycle journey planning facility on its web site, which provides turn-by-turn information for the fastest, quietest, and balanced routes:
<https://www.westsussex.gov.uk/leisure-recreation-and-community/walking-horse-riding-and-cycling-routes/cycle-journey-planner/>

In addition, Pindar Creative's Travel Plan Mapping Solution is available to West Sussex organisations. The service enables developers, employers, and other organisations to purchase site-specific multi-modal travel maps, notice boards, and interactive PDFs. This service can be used to produce the local travel information for employee induction packs, notice boards, and websites etc. Further details are on our website:

https://www.westsussex.gov.uk/roads-and-travel/travel-and-public-transport/travelwise-sustainable-transport/travel-plan-resources/#additional-support_tab

Some details have been included but this could be made more implicit in paragraph 6.3 of the Travel Plan Statement.

5. A commitment to promoting the health, financial, and environmental benefits of sustainable travel, and to displaying posters that encourage sustainable travel. Posters may be obtained free of charge from the WSCC Travelwise Officer or downloaded at:
http://www.westsussex.gov.uk/leisure/getting_around_west_sussex/travelwise/supporting_material.aspx
National awareness events, such as Bike Week, Catch the Bus Week, European Mobility Week (inc. Car Free Day), Liftshare Week, Walk to School Week etc should be promoted by the TPC.

This should be included and made more implicit in paragraph 6.3 of the Travel Plan Statement.

6. A commitment to promoting car sharing, and the County Council's car sharing web site www.westsussexcarshare.com. A leaflet explaining how the scheme works can be downloaded from the County Council's website and a promotional video is also available:
http://www.westsussex.gov.uk/leisure/getting_around_west_sussex/travelwise/west_sussex_car_sharing_scheme.aspx

Some details have been included but could be made more implicit in paragraph 6.3 of the Travel Plan Statement.

7. A commitment to conducting a simple Travel Audit to find out:
 - how staff/residents/visitors currently travel to and from the site
 - staff shift patterns

- how many people live/work in the same postcode area (to assess the potential for car sharing)
- what facilities already exist on site or will be provided as part of the new development (e.g. showers, bike racks, lockers, motorcycle parking)
- what facilities are lacking/are needed to encourage more sustainable travel

N.B. For new developments where staff have not yet been employed the Travel Plan Statement should include a commitment to conducting travel surveys within 3 months of occupation. The results of these surveys should be submitted to the Travel Plan Officer at West Sussex County Council in the form of an updated Travel Plan Statement.

Some details have been included but could be made more implicit within the Travel Plan Statement.

8. A commitment to approaching any neighbouring businesses to inform them of your activities and examine the potential to work together to encourage car sharing and walking/cycling buddy schemes. Residential sites should also create links with local school(s), which will almost certainly have a Travel Plan in operation.

No such details have been included. If this is not practical for this scheme it should be stated.

9. Consideration of ways in which deliveries to the site may be reduced (e.g. by placing larger less frequent orders, or in the case of residential sites promoting supermarket home delivery services, on-line banking etc).

No such details have been included. This can be detailed in paragraph 6.3 of the Travel Plan Statement.

10. A commitment to promoting bike shop discounts negotiated by West Sussex County Council. Further information is available on our website at:
<https://www.westsussex.gov.uk/roads-and-travel/travel-and-public-transport/travelwise-sustainable-transport/cycle-to-work-scheme/>

The details included would be considered acceptable.

11. For employment sites:

- Consideration of ways in which business mileage might be reduced
- Consideration of purchasing or leasing cleaner vehicles when company vehicles are due for replacement (e.g. LPG/bio-diesel/electric).
- Consideration of the government's Cycle to Work scheme, which enables employees to take advantages of tax and National Insurance breaks when purchasing a new bicycle. Employers that sign up to the scheme also make savings through reduced NI contributions.
- A commitment to promoting WSCC's adult cycle training, and ideally funding places on the course for employees. The training is delivered on a one-to-one basis at a convenient time and location. Course costs are as follows:

Level 1 (beginner – playground/car park based) – 1 hour = £31

Level 2 (road riding) – 1.5 hours = £36

Level 3 (advanced) – 2 hours = £41

Further information is available on our website and courses can be booked online:

<http://www.westsussex.gov.uk/roadsafety>

N/A

12. For residential sites:

We would expect to see some sort of travel voucher offering to the initial occupants of the residential units. Vouchers should be worth at least £150 per dwelling and could be exchanged for one of the following:

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

The provision of one or more public access electric vehicle charging points for visitors should be considered. There are a number of charge points in West Sussex that are part of the Energise Network, and this should also be promoted through the TPS. Further information is available on our web site:

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

Wherever possible, dwellings with garages should be equipped with domestic electrical sockets so as to facilitate the charging of electric vehicles.

More information on this should be included in the Travel Plan Statement.

Conclusion

The scheme is smaller than typically a Travel Plan Statement would be required. Normally such a plan would only be required for residential schemes of 50 dwellings or more.

Above I have outlined areas in which the Travel Plan can be improved to fully accord with current WSCC Travel Plan Guidance.

If the Local Planning Authority are satisfied with the requirement for a travel plan it would be advised that the advised amendments are secured via planning condition.

Travel Plan

Travel Plan Statement (to be approved)

No part of the development shall be first occupied until such time as a Travel Plan Statement has been submitted to and approved in writing by the Local Planning Authority. The Travel Plan Statement shall be completed in accordance with the latest guidance and good practice documentation as published by the Department for Transport or as advised by the Highway Authority.

Reason: To encourage and promote sustainable transport.

Ian Hayward

West Sussex County Council – Planning Services