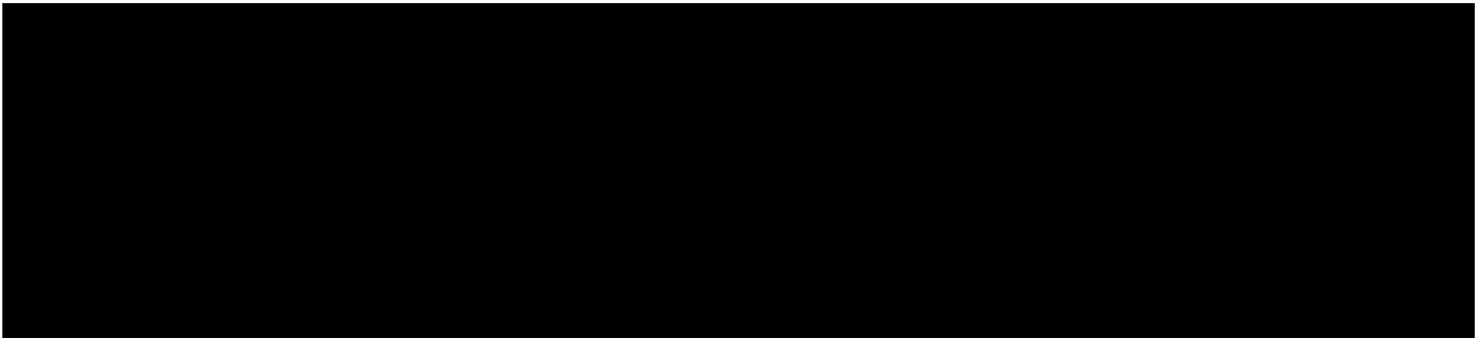




From: Steven Shaw 
Sent: 16 August 2018 16:58
To: Anita Gardner
Cc: Andy Marshall; 
Subject: CM/16/18/PL Dementia Care Centre, rear Bairds Farm Shop, Climping, Littlehampton

Anita,

Further to my comments on the above application I have now received the following documentation:

- **Travel Plan** - WSCC Travel Plan officer has submitted comments on the Travel Plan which are attached. Ideally the suggested amendments should be made prior to determination, however ultimately the need for a travel plan can be conditioned and these details secured via a suitably worded condition.
- **Road Safety Audit Designers Response** – The applicant's transport consultant has provided me with a Designers Response which I requested in my original comments; this is attached. I assume this will have to be submitted directly to you by the applicant. However, WSCC comments are below:
 - Problems 8.1 – 8.4 have been addressed by the designer.
 - Problem 8.5 states, Description: A new footway is detailed from the development out onto the A259. There is no central pedestrian refuge island on the A259 to enable pedestrians to cross the road only a central island. This island needs to be changed to a pedestrian refuge and appropriate dropped kerb /tactile paving crossing point provided

Type of conflict/collision: Pedestrians having to cross full height kerbs and stand on central hatching to cross road

Recommendation: Provide appropriate refuge island and crossing point at end of new footway

Therefore the Highway Authority would look for the applicant to address this issue by providing appropriate refuge island and footway to link into the proposed footway adjacent to the site access to provide a continuous footway. A revised drawing should be provided which incorporates these additional highway works and suitably addresses the concern raised by the RSA.

- **Shared Pedestrian/Cycle route** – WSCC Walking & Cycling Officer has requested that the proposed 1.5m pedestrian route to the south of the A259 is amended to be a 3m shared path instead. Given the recent improvements and implementation of cycleway on the northern side of the A259 this will help cyclists who are travelling to the site travel the majority of their route on bike. Therefore the route could be moved away from being directly adjacent to the A259 and be 3m wide and signed as a shared pedestrian/cycle route.

Once this improvement and the aforementioned pedestrian refuge works are drawn up onto a revised highway works plan it should be shared with the safety auditors for any additional comments.

I have copied in the applicant's so that they are aware of my comments and I am happy to discuss any of the above comments in more detail.

Regards

Steven Shaw BA (Hons) MSc MCIHT

County Highways (Development Management) Team Manager

Economy, Planning, and Place Directorate

West Sussex County Council, Ground Floor, Northleigh, County Hall, Chichester PO19 1RH

This email and any attachments are confidential and intended solely for the persons addressed. If it has come to you in error please reply to advise us but you should not read it, copy it, show it to anyone else nor make any other use of its content. West Sussex County Council takes steps to ensure emails and attachments are virus-free but you should carry out your own checks before opening any attachment.

[REDACTED]

From: Andy Mouland [REDACTED]
Sent: 27 July 2018 11:55
To: Steven Shaw
Subject: RE: 68 bed care home travel plan Climping
Attachments: Travel Plan Carehome Climping_AM comments 270718.pdf; WSCC Model Comments for Workplace Travel Plans.doc

Hi Steven,

Please find my comments as mark-up in the attached. The draft TP indicates that the applicant is aware of our Development TP Policy, although they do not appear to have followed it to the letter. I've therefore attached my 'model comments' which includes further information about our requirements and information about sustainable travel resources provided by WSCC.

Kind regards,
Andy

Andy Mouland
Senior Local Transport Improvements Officer
Economy, Infrastructure & Environment - Highways and Transport
West Sussex County Council

 CALL  IM  EMAIL

Location: Safe & Sustainable Transport, County Hall, West Street, Chichester, West Sussex, PO19 1RQ

[REDACTED]

[Report a problem with a road or pavement or raise a highways related enquiry](#)

 Did you know you can follow West Sussex Highways on Twitter? [@WSHighways](#)

www.westsussex.gov.uk

From: Steven Shaw
Sent: 24 July 2018 13:46
To: Andy Mouland
Subject: 68 bed care home travel plan Climping

Hi Andy,

We have received the attached travel plan for a 68 bed care home on land adjacent to the Bairds Farm Shop, Climping. Please could you provide me with any comments you may have.

Regards

Steven Shaw BA (Hons) MSc MCIHT
County Highways (Development Management) Team Manager
Economy, Planning, and Place Directorate
West Sussex County Council, Ground Floor, Northleigh, County Hall, Chichester PO19 1RH

[REDACTED]

Model Comments for Workplace Development Travel Plans (Full Travel Plans where a TA has been required)

Targets

The headline target for the Travel Plan should be to achieve a 12-hour weekday vehicle trip rate that is 15% (urban sites) /10% (rural sites) lower than that predicted for the site in the Transport Assessment assuming a Travel Plan were not implemented. This trip rate should be achieved within 5 years and sustained for the 5-year monitoring period. The Travel Plan should clearly state the number of trips expected between 7am and 7pm on a typical weekday (as should appear in the TA) and also the target number of trips (i.e. TA – 10%/15%).

Monitoring and Auditing

The Travel Plan should be monitored in accordance with the TRICS UK Standard Assessment Methodology (aka TRICS SAM). This involves 3 multi-modal surveys over a 5-year period whereupon the 15%/10% trip rate reduction target should be achieved or further TP measures implemented.

The developer/Travel Plan Coordinator should commission these directly with the TRICS organisation.

The initial TRICS SAM survey should be conducted within six months of occupation (year 1) with subsequent surveys in years three and five.

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

Travel Plan Co-ordinator

A Travel Plan Coordinator (TPC) should be appointed to deliver the Travel Plan. Wherever possible, the TPC should be appointed prior to occupation of the site. The role should be retained beyond the five-year monitoring period.

Contact details for the TPC should be provided to this office on appointment and in any event within 3 months of occupation of the site.

The TPC should ensure that regular surveys are conducted in order to monitor progress towards targets.

The TPC should also provide a basic personal journey planning service to employees.

Travel Information and Induction Packs

Travel information and an explanation of the reasons for the Travel Plan, and the objectives contained within it, should be distributed to all new employees.

Induction packs should include the following:

- A map of the local area highlighting walking, cycling, and public transport routes to the site.
- Information about how to access the site by public transport, including approximate journey times, route numbers etc from popular locations and a cost comparison with car travel + parking. The employer should also consider providing short-term 'taster' tickets to enable employees to try commuting via public transport. Public transport operators may be encourage to provide such tickets free of charge, although the employer should fund the tickets if this is not the case.
- The employer should also consider providing an interest-free loan facility to enable employees to purchase bus or rail annual season tickets through monthly deductions from their salaries.
- Information about how to access the above on foot or by bicycle, including approximate journey times, route information etc from popular locations and a cost comparison with car travel + parking.
- Information about bike shops offering discounts to employees working for companies that operate Travel Plans in West Sussex. The County Council has negotiated various discounts on new purchases and servicing on behalf of developers and further details can be found on our web site: <https://www.westsussex.gov.uk/roads-and-travel/travel-and-public-transport/travelwise-sustainable-transport/cycle-to-work-scheme/>
- Information about adult cycle training courses that can be provided by the County Council's Road Safety team. Further details and course costs are available at www.westsussex.gov.uk/cycletraining. The employer should consider funding, or part-funding cycle training for employees that wish to cycle to work.
- Information about the West Sussex car sharing scheme. The County Council has produced a leaflet about the scheme, which is available on our web site and can be downloaded for inclusion in employee induction packs and on company web sites and Intranets. The url is: http://www.westsussex.gov.uk/leisure/getting_around_west_sussex/travelwise/west_sussex_car_sharing_scheme.aspx
- Information about the West Sussex cycle journey planner which provides turn-by-turn route information for quiet, fast, and balanced routes, is <http://cyclejourneyplanner.westsussex.gov.uk/>.
- Information about public transport journey planning web sites such as: Traveline South East and National Rail Enquiries etc.

The County Council has commissioned Pindar Creative's Travel Plan Mapping Solution. The service enables developers, employers, and other organisations to purchase site-specific multi-modal travel maps, notice boards, and interactive PDFs. The applicant may wish to consider using this service to produce the local travel information for employee induction pack, noticeboards and websites etc. Further details can be found on our website:

http://www.westsussex.gov.uk/living/roads_and_transport/travelwise/travelwise_in_west_sussex_and/travel_plan_resources.aspx

EV charging points

The site would benefit from one or two publically available EV charging points for employees and/or visitors. There is a network of charging points in West Sussex, which is currently part of the Energise Network. Ideally any points installed at

this site would be part of the same scheme. Further information is available on our web site ...

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

Promotion and Publicity

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

[National Bike Week](#)
[Cycle to Work Day](#)
[European Mobility Week / Travelwise Week](#)
[Cycle September](#)
[National Liftshare Week](#)
[International Walk to School Month](#)
[Road Safety Week](#)

In addition, the County Council has developed a suite of posters, which can be displayed in staff and public areas in order to promote sustainable and active modes of travel. The artwork may be used free of charge and can be downloaded from our web site:

http://www.westsussex.gov.uk/living/roads_and_transport/travelwise/travelwise_in_west_sussex_and_travel_plan_resources.aspx

easitNETWORK

For sites in Crawley, East Grinstead, Haywards Heath and Chichester: The easitNETWORK is a business-led network which provides sustainable travel solutions to local employers. Member employers can access a number of incentives including 15% on Southern rail services, discounted bus travel, and a car sharing scheme.

Enforcement

The Travel Plan should include provision for enforcement action that would be taken in the event that the 5-year target is not met.

June 2018