

F/6/20/DOC – Discharge of Conditions

2nd April 2020

To: Anita Gardner – Principal Planning officer – Arun District Council

To: West Sussex County Highways Officer

Ref: Berry Farming, Wicks Farm, Ford Lane, Ford, Arundel, BN18 0DF

Travel Plan – Condition 17

Following on from the detailed Transport Assessment produced by the Civil Engineering Practice (CEP) for the planned new Nursery at Wicks Farm, Ford, I am pleased to provide further information as set out below:

Travel Plan Statement

1. Background Information

- The site is currently a cultivated field, situated immediately to the North of the farm buildings at Wicks Farm, Ford Lane, Ford, Arundel.
- The plan is to construct high-tech greenhouses covering on the site to grow strawberries using vertical farming technologies.
- It is anticipated that the maximum number of staff working on the site at any one time at peak season will be 115.
- The key points of the Travel Plan Statement are to work towards a more sustainable traffic plan and to help to reduce congestion and pollution.

2. The Nominated Travel Plan Co-ordinator

The nominated Travel Plan Co-ordinator is: David Moore – Managing Director.

3. Transport Timetables and Route Maps

Local Public Transport Timetables and Route Maps will be displayed on site.

Fortunately, the site is less than 1 kilometre from the main railway station at Ford and trains from Bognor Regis, Littlehampton, Arundel and Barnham are very frequent from early in the morning until late at night.

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The number 700 Stagecoach bus service runs between Bognor Regis and Littlehampton every 20 minutes within 1.6 kilometres of Wicks Farm.

Minibus services will be organised to reduce the number of staff travelling to work in cars.

4. Plans of Local Cycle Routes & Paths

Cycle maps and guides will be displayed on the notice boards along with the following links:

www.westsussex.gov.uk/cycling

<https://www.westsussex.gov.uk/leisure-recreation-and-community/walking-horse-riding-and-cycling-routes/cycle-journey-planner/>

The Pindar Creative's Travel Plan Mapping Solution produces site-specific multi-modal travel maps, notice boards, and interactive PDFs. The service will be used to produce local travel information for employee induction packs, notice boards and websites.

[https://www.westsussex.gov.uk/roads-and-travel/travel-and-public-transport/travelwise-sustainable-transport/travel-plan-resources/#additional-support tab](https://www.westsussex.gov.uk/roads-and-travel/travel-and-public-transport/travelwise-sustainable-transport/travel-plan-resources/#additional-support-tab)

5. Benefits of Sustainable Travel

The Company is committed to promoting the health, financial, and environmental benefits of sustainable travel, and to displaying posters that encourage sustainable travel. The link to the Travel Wise site below will be used to promote awareness events, such as Bike Week, Catch the Bus Week, European Mobility Week (inc. Car Free Day) and Lift-Share Week.

[http://www.westsussex.gov.uk/leisure/getting_around_west_sussex/travelwise/supporting material.aspxNational](http://www.westsussex.gov.uk/leisure/getting_around_west_sussex/travelwise/supporting_material.aspxNational)

6. Car Sharing

The Company is committed to promoting car sharing and will take advantage of the County Council's car sharing web site www.westsussexcarshare.com.

We will also download the promotional video and leaflets promoting car sharing from the WSCC website link below:

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

7. Travel Audit

Once staff have been recruited, the Company will conduct a Travel Audit to find out:

- How staff currently travel to and from the site.

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- How shift patterns effect Travel Plans.
- How many people live in the same postcode area to assess the potential for car sharing.
- What further facilities are required e.g. bike racks, showers, lockers, motorcycle parking.
- What further arrangements are required to encourage more sustainable travel.

8. Working Together

The Company will cooperate with neighbouring businesses to examine the potential to work together to encourage car sharing and walking and cycling buddy schemes.

9. Deliveries to and from Site

Deliveries to and from site will be optimised to reduce the movement of vehicles.

10. Cycle Shop Discounts

The Company will promote bike shop discounts to staff and share cycling information from the WSCC website at:

<https://www.westsussex.gov.uk/roads-and-travel/travel-and-public-transport/travelwise-sustainable-transport/cycle-to-work-scheme/>

11. Reducing Business Mileage

- The Company will actively promote telephone and video conference calling to help to reduce the need for physical meetings and business travel.
- Company vehicles that are due for replacement will be replaced by hybrid or electric vehicles.
- We will encourage staff to take advantage of the government's Cycle to Work scheme, enabling employees to take advantages of tax and National Insurance breaks when purchasing a new bicycle. We are also aware that employers that sign up to the scheme also make savings through reduced NI contributions.
- The Company will promote the WSCC's adult cycle training scheme below:

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

12. Transport Assessment – Civil Engineering Practice (CEP)

- Please see the attached Appendix showing the detailed assessment of all expected travel arrangements.

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