



Tim Speed Consulting

Travel Plan
Walberton Place Care Home
Yapton Lane, Walberton

The Prestige Group

Document Validation

Project: Walberton Place Care Home, Yapton Lane, Walberton, Travel Plan

Project number: TSC466

File reference: TSC466-01

Issue/Revision	Draft	Issue 1	Issue 2	Issue 3	Issue 4
Issue Date		19 th July 2018			
Prepared by		<i>Tim Speed</i>			
Checked by		<i>Linda Richardson</i>			
Authorised by		<i>Tim Speed</i>			



Tim Speed Consulting

29 Werstacres Crescent
Newcastle upon Tyne
NE15 7NY



Tim Speed Consulting

Contents

1. Introduction.....	4
2. National and Local Policies.....	5
3. Site Audit.....	8
4. Travel Plan Aims and Objectives.....	11
5. Travel Mode Targets.....	13
6. Proposed Measures.....	15
7. Travel Surveys and Monitoring.....	19

Appendix A – Site Layout



1. Introduction

1.1. A Travel Plan is a package of measures designed to reduce car use by supporting alternative and sustainable forms of transport alongside reducing the need to travel in the first place. Travel plans should help developments overcome problems of accessibility and ensure they perform better in terms of walking, cycling and public transport access.

1.2. This Travel Plan has been prepared to discharge Condition 10 of The Prestige Group's planning permission for an 80-bedroom care home at Yapton Lane, Walberton. The site layout is shown in Appendix A.



2. National and Local Policies

2.1. Travel Plans are management tools that bring about coordinated transport strategies to sites. National and local Government policies have been reviewed as these put in place a framework that is believed capable of delivering Government Transport Policies.

2.2. This Planning Travel Plan has been prepared in accordance with the following local and national guidance which include:

- DfT publication 'The Essential Guide to Travel Planning' (2008)
- DfT publication 'Making Travel Plans Work: Lessons from UK Case Studies'
- DfT publication 'Smarter Choices – Changing the Way We Travel'

2.3. The Government's ten year Transport Plan (Transport 2010) creates the following vision of a transport system that includes:

- Modern, high quality public transport, both locally and nationally, people will have more choice about how they travel, and more will use public transport;
- Easier access to jobs and services through improved transport links to regeneration areas and better land use planning;
- A modern train fleet, with reliable and more frequent services, and faster trains cutting inter-city journey times;
- A well-maintained road network with real-time driver information for strategic routes and reduced congestion;
- Fully integrated public transport information, booking and ticketing systems, with a single ticket or card covering the whole journey;
- Safer and more secure transport accessible to all;
- A transport system that makes less impact on the environment.

2.4. In an update, the Department for Transport (DfT) raised the objective of identifying 2144 travel management plans being implemented as a result of current policies.



2.5. National Planning Policy Guidance

- 2.5.1. The National Planning Policy Framework discusses sustainable transport in Section 4 advising that planning plans and decisions should take account of whether opportunities for sustainable transport modes have been taken up depending on the nature and location of the site, to reduce the need for major transport infrastructure.

2.6. Arun Local Plan 2011-2031

- 2.6.1. Policy T SP1 of the Arun Local Plan states:

"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 developments which

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".

2.7. West Sussex Transport Plan 2011-2026

- 2.7.1. Part 1 – Long Term Strategy of the West Sussex Travel Plan includes

"Reduce unnecessary trips by motorised vehicles and encourage use of more sustainable modes of transport. Many short distance trips which are particularly polluting are made by private car, especially in our urban areas where suitable alternatives are often available. We will encourage walking, cycling and using public transport where these are viable alternatives by:

- continuing to secure travel plans for new residential and employment developments".*

- 2.7.2. It also includes

"Encourage and enable physically active travel through behaviour change initiatives. Where transport infrastructure is in place, there are



a range of behaviour change activities and initiatives which have been shown to increase its use. We will continue to do this by:

- *promoting walking and cycling through school and workplace travel plans and through promotion of national events such as walk to school events, walking buses, bike week and Travelwise week".*



3. Site Audit

3.1. Walking

3.1.1. Walking is the most important mode of travel at the local level and offers the potential to replace short car trips, particularly those less than two kilometres.

3.1.2. To the north of the site access, Yapton Lane has a maximum speed limit of 30mph, has a footway on its western side and has street lighting.

3.2. Public Transport

3.2.1. The nearest bus stops are located on Yapton Lane to the south of The Street. The northbound bus stop is a 272 metre/3½ minute walk from the building entrance and has timetable information. The southbound bus stop is a 283 metre/3½ minute walk from the building entrance.

3.2.2. Bus services 66A, 66C, 665 and 668 are served from these bus stops. Summaries of these bus services, correct at the time of preparation of this section of the Travel Plan in July 2018, are shown in Table 3.1.

Table 3.1. Timetables of Bus Services on Yapton Lane (south).

Service No.	Route	Times
66A/66C	Bognor Regis High Street, Bognor Regis train station, South Bersted, Shripney, Westergate, Barnham train station, Walberton, Yapton Lane, Yapton, Walberton, Barnham train station, Westergate, Shripney, South Bersted, Bognor Regis train station, Bognor Regis High Street.	Southbound: Monday – Saturday: 0841, 1301, 1701. Northbound: Monday – Saturday: 0748, 1049, 1514, 1814.



665	Westergate, Barnham train station, Walberton, Yapton Lane, Yapton, Littlehampton.	Southbound: Schooldays: 1459. Northbound: Schooldays: 0741.
668	Westergate, Barnham train station, Walberton, Yapton Lane, Yapton, Ford, Arundel, Slindon, Fontwell, Tangmere.	Southbound: Schooldays: 1557 (sets down only).

3.2.3. Further bus stops are located on Yapton Lane to the north of The Street. The northbound bus stop is a 395 metre/5 minute walk and the southbound bus stop is a 441 metre/5½ minute walk from the building entrance.

3.2.4. Bus services 85 and 85A are served from these bus stops. Summaries of these bus services, correct at the time of preparation of this section of the Travel Plan in July 2018, are shown in Table 3.2.

Table 3.2. Timetables of Bus Services on Yapton Lane (north).

Service No.	Route	Times
85	Arundel, Binsted, Fontwell, Walberton, Yapton Lane, Fontwell, Nyton, Oving, Chichester.	Southbound: Monday – Friday: 0712 (Schooldays), 0812 (School holidays), 1212. Saturday: 0812, 1212. Northbound: Monday – Friday: 0930, 1114, 1519. Saturday: 0930, 1114, 1519.



85A	Arundel, Binsted, Walberton, Yapton Lane, Fontwell, Nyton, Oving, Chichester.	Southbound: Monday – Saturday: 1012, 1412. Northbound: Monday – Saturday: 1314, 1659.
-----	--	--

3.3. Car parking

3.3.1. There are 20 car parking spaces on the site, three of which are marked for the disabled. Car parking will be free of charge for staff and for visitors.



4. Travel Plan Aims and Objectives

4.1. The Commitment

- 4.1.1. The management of the Care Home commits to minimising single occupancy car use and maximising the use of more sustainable alternatives.

4.2. Aims and Objectives

- 4.2.1. The employees at and visitors to the Care Home will be encouraged to adopt sustainable modes of transport. The responsibility for the Travel Plan strategy, its implementation and progress, and for encouraging sustainable travel will rest with the Managing Director of The Prestige Group, Mr Sukhraj Singh.
- 4.2.2. The travel management objectives for the Care Home will fully support the principles proposed by Government to promote best practice.
- 4.2.3. Broadly stated these support sustainable development through comprehensive design that removes the barriers to the use of public transport, cycling and walking as the primary mode of choice for developments and promotes safety for all.
- 4.2.4. Broadly the travel management objectives are:
- To promote through design and location a reduced reliance on the car as the primary mode of travel;
 - To encourage a greater proportion of journeys to be made possible by alternative modes in comparison to those possible by car;
 - To engage the employees in sustainable transport initiatives and to promote a greater sense of ownership for the local transport network.

4.3. The Recruitment Process

- 4.3.1. The targets and aspirations of the Travel Plan will be integrated into the recruitment process for staff so that prospective employees can form a clear view on the importance of changing travel behaviour in favour of walking, cycling, car-sharing and public transport.



4.4. Travel Plan Coordinator

4.4.1. It is critical to the success of the Travel Plan that someone is identified to oversee, run and keep the Travel Plan up to date. The responsibility for this will rest with the Travel Plan Coordinator (TPC) who will be appointed by the Managing Director of The Prestige Group, Mr Sukraj Singh. The TPC will be appointed before the Care Home commences operation.

4.4.2. The Plan must be a proactive live document in order to be effective. The key tasks of the TPC will be to:

- Develop, implement and promote the Travel Plan;
- Maintain the support and commitment of the employees;
- Undertake or commission travel surveys to monitor the effectiveness of the Travel Plan measures;
- Act as a point of contact and reference for any employees with transport-related queries;
- Act as a point of contact for external agencies such as bus operators and West Sussex County Council Council;
- Coordinate the monitoring process and establish and review targets with West Sussex County Council's Travel Plan Officer.



5. Travel Mode Targets

- 5.1. The number of people working at the Care Home when fully occupied is approximately 57 in total, approximately 37 nursing staff, half working 0800-200 and half working 2000-0800 shifts and approximately 20 kitchen, laundry, cleaning and maintenance staff working 0900-1700. The maximum number of people working there at any one time is approximately 49.
- 5.2. It is proposed that the first employee travel survey will be undertaken soon after full occupation of the Care Home in order that travel mode targets can be put forward and agreed with West Sussex County Council's Travel Plan Officer as soon as practicable.
- 5.3. As an indication of travel modes to employment in the locality, Table 5.1 provides data from the 2011 Census on travel modes of those employed in the Arun 003 Census ward (the ward in which the Care Home is located) who do not work from home, together with potential Travel Plan targets.

Table 5.1. Travel Modes.

Travel Mode	2011 Census %age	Potential Target %age
Car driver	70.7	67
On foot	8.1	10
Train	7.3	7
Car passenger	6.4	7
Cycle	4.6	5
Motorcycle	1.1	1
Bus	0.9	2
Taxi	0.4	1
Light rail	0.2	0
Other	0.3	0



- 5.4. Actual mode share targets will be based on the findings of travel surveys. Once site specific travel data has been identified, indicative modal split targets can be set in agreement with West Sussex County Council's Travel Plan Officer. These targets will be reviewed after each travel survey by the Travel Plan Coordinator and that officer so that they, and any associated measures, could be adjusted. The targets will recognise the situation and travel patterns that exist at the times of the surveys, and will be SMART (Specific, Measurable, Achievable, Realistic and Timebound).



6. Proposed Measures

6.1. Walking

6.1.1. The TPC will:

- Promote to employees the benefits of walking;
- Provide information on the walking route planning website, www.walkit.com;
- Liaise with West Sussex County Council regarding maintaining the adopted footway network in the local vicinity to good standards. For example, the TPC will advise the Council of any required works such as footway and street lighting repairs, and checking that repairs are carried out within a reasonable timeframe.

6.2. Cycling

6.2.1. Covered and secure parking for four cycles is provided.

6.2.2. A Sheffield stand for two visitors' cycles is provided.

6.2.3. The Care Home operator will register with the Government's Tax-Free Cycle Purchase scheme.

6.2.4. The TPC will:

- Promote the health benefits of cycling to employees;
- Provide information on the cycle route planning website, www.cyclestreets.net;
- Provide local cycle route information;
- Obtain a discount for employees at a local cycle shop.

6.2.5. A Bicycle User Group will be set up to convey to the TPC, the opinions and needs of employees in relation to cycling. The group will provide a forum for discussion and feedback. It will be chaired by one of its members who would feed back any comments to the TPC. The TPC would be invited to the group's meetings.

6.3. Public Transport

6.3.1. Bus timetable information will be included in the Employee Induction pack.



6.4. Car Sharing

6.4.1. The Care Home's management and the TPC will encourage members of staff to car share if at all possible. All staff will be asked if they would consider car-sharing and those interested and who are on similar travel routes will be put in touch with each other.

6.4.2. In addition, the TPC will make members of staff aware of www.goCarShare.com.

6.5. Guaranteed Ride Home

6.5.1. The management will guarantee free lifts home for walkers, cyclists, bus users and car sharers in cases of emergency.

6.6. Employee Induction Pack

6.6.1. New employees will receive an Employee Induction pack. This will include information about travel options to and from the site.

6.6.2. The pack will include the following:

- information on:
 - i. locations of and walking times to bus stops;
 - ii. bus timetable information;
 - iii. information about partnerships with and discounts offered by local cycle shops;
 - iv. information on local taxi operators;
 - v. contact details of the Travel Plan Coordinator.
- an offer to allow employees to book an appointment with the TPC to obtain personalised information on their travel options from their homes to the site;
- an invitation to join the Bicycle User Group;
- details of the www.walkit.com walking route planner;
- 



- how to access the Travel Plan for the site.

6.7. Visitors

- 6.7.1. Visitors will be given information on accessing the site by means other than the private car.

6.8. Reception

- 6.8.1. Copies of bus timetables will be kept in a prominent location in the building's reception for staff and visitors to take away.

6.9. Monitoring, Reporting and Review

- 6.9.1. A review mechanism is required in order to assess the effectiveness of the Travel Plan.
- 6.9.2. The initial review process will be undertaken immediately after the initial travel survey. The effectiveness of the plan against the targets will be evaluated in the review reports, so that remedial measures can be identified or new targets set. This will be undertaken by the TPC in conjunction with West Sussex County Council's Travel Plan Officer.
- 6.9.3. The effectiveness of the implemented measures against the targets will be evaluated in the biennial reports. This will be undertaken by the TPC. Should the biennial review indicate that the Travel Plan is not meeting its targets, the management and the Travel Plan Coordinator will identify and implement appropriate measures that would be necessary to achieve the stated targets. The biennial report will describe such measures, the implementation process and the how the outcomes will be monitored.
- 6.9.4. The biennial reports will be submitted within one month of completion of the biennial surveys, to the management and to West Sussex County Council's Travel Plan Officer for his/her comments.

6.10. Marketing and Communication Strategy

- 6.10.1. The Travel Plan will be promoted to employees of and visitors to the Care Home. A marketing and communication strategy is necessary to ensure its objectives are met.



6.10.2. The TPC will use different means of communication to ensure accessibility to the information. The key to successful travel management is keeping the information regularly updated and relevant, and reporting progress on the plan. As part of the communications strategy, the TPC will:

- Have regular communication to keep Travel Plan matters in the minds of employees and visitors, ie. send an email every three months to and have face-to-face meetings every six months with each employee;
- Ensure information provided to employees is always up to date;
- Provide easily contactable assistance to solve any problems employees have in changing travel mode;
- Ensure that measures implemented do work, to maintain confidence in the Travel Plan;
- Have a successful feedback mechanism.



7. Travel Surveys and Monitoring

7.1. Travel Surveys

7.1.1. Travel surveys are an essential component of the Travel Plan process.

7.1.2. Biennial questionnaire travel surveys which will be agreed in advance with West Sussex County Council's Travel Plan Officer will be undertaken by the TPC. The travel survey is the key factor in distinguishing the evidence-based information on what measures may be needed, from what is initially thought to be needed to reach the stated objectives and targets. The surveys would identify certain elements such as how employees travel to and from the site and why, and would determine the attitudes and opinions of the employees.

7.1.3. The results of these will be included in a biennial report and used to ascertain the success of the Travel Plan targets for the mode share proportions. The effectiveness of the plan against the targets would be evaluated in the biennial reports, so that remedial measures can be identified or new targets set. This will be undertaken by the TPC in conjunction with West Sussex County Council's Travel Plan Officer.

7.1.4. The first employee travel survey will be undertaken soon after full occupation of the Care Home. Subsequent surveys will be undertaken on a biennial basis for as long as the Care Home exists at this location.



Appendix A
Site Layout



Tim Speed Consulting

