



Dandara Ltd

**Land to the East of Fontwell Avenue, West
Sussex**

Travel Plan - Phase I

July 2019

Project Code: 03545

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Version Control and Approval

Version	Date	Main Contributor	Issued by	Approved by
A	01 July 2019	LS	MF	MF

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Land to the East of Fontwell Avenue, West Sussex



Contents

Section	Page
I Executive Summary	1
2 Context	2
2.1 Introduction	2
2.2 Travel Plan Benefits	3
2.3 Site Conditions	3
2.4 Development Description	3
2.5 Policy Context	4
2.6 West Sussex Local Transport Plan 2011-2026	4
2.7 Arun Local Plan 2011-2031	5
3 Existing Travel Situation	6
3.1 Local Highway Network	6
3.2 Existing Traffic Flows	6
3.3 Highway Safety	7
4 Accessibility	9
4.1 Bus Services	9
4.2 Rail Services	9
4.3 Pedestrian and Cycle Provision	9
4.4 Local Amenities	10
4.5 Improvements to Accessibility	12
5 Base Data and Prediction	14
5.1 Trip Generation	14
6 Objectives	15
6.1 Introduction	15
6.2 Objectives	15
7 Targets	16
8 Measures	17
8.1 Introduction	17
8.2 Reducing the need to travel	17
8.3 Reducing the impact of cars	17

8.4	Increasing the use of sustainable modes	18
9	Implementation.....	21
9.2	Funding	21
9.3	Action Plan	21
10	Management.....	23
10.1	Residential Travel Plan Coordinator	23
10.2	Travel Plan Liaison	23
11	Monitoring	25
11.1	TRICS Surveys	25
11.2	Additional Informal Surveys	25
12	Review	26
12.1	Monitoring Report	26
12.2	Meetings	26
13	Enforcement.....	27



Appendices

Appendix A	TRICS Output	28
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I Executive Summary

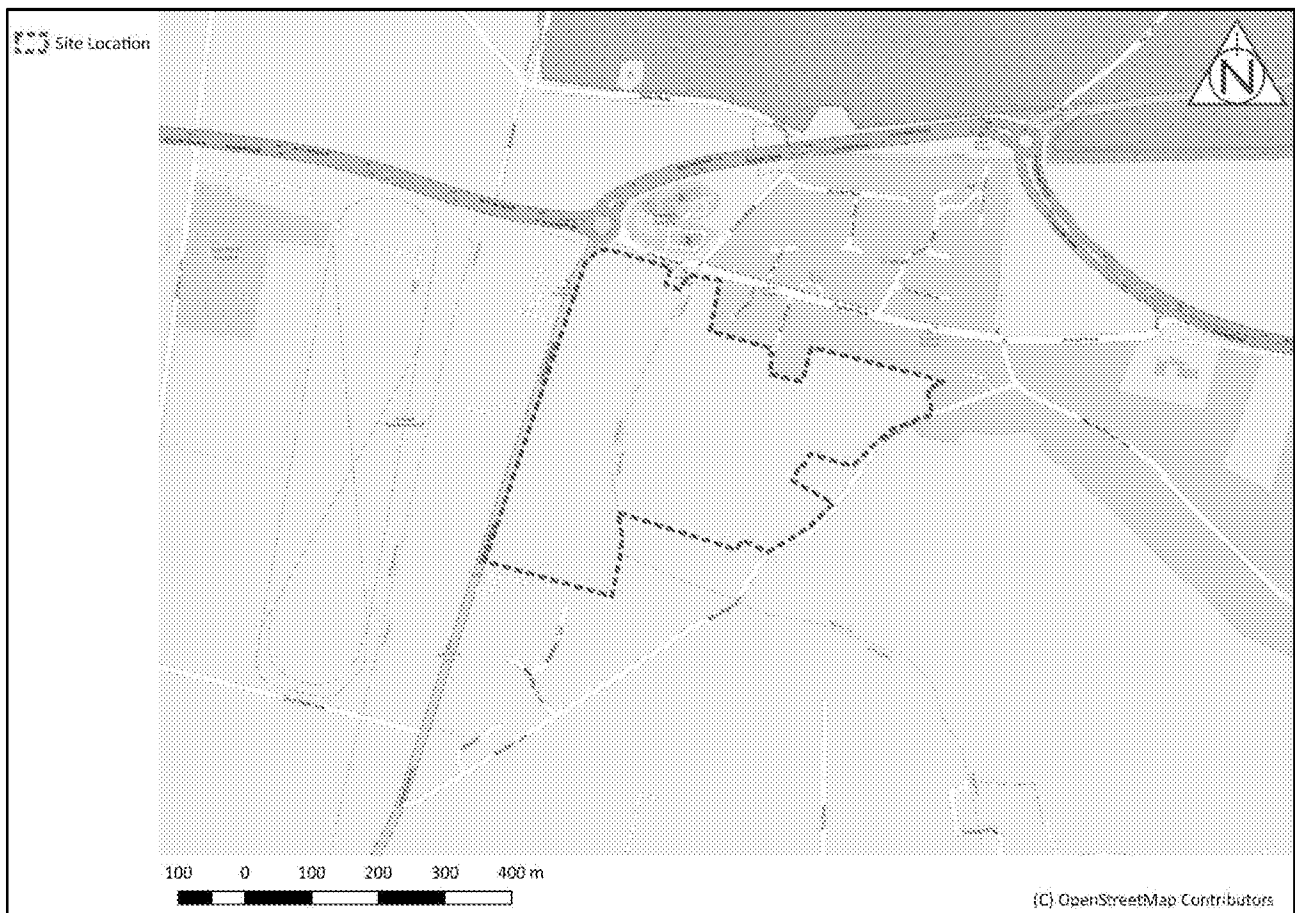
- 1.1.1 This Full Travel Plan has been prepared by PJA for Dandara Ltd in relation to the consented development on Land East of Fontwell Avenue, Fontwell.
- 1.1.2 The overarching aim of this Travel Plan is to encourage residents of the Fontwell Phase 1 development to travel using sustainable modes, reducing single occupancy private car use. To achieve this, the following objectives have been identified:
- Address residents' needs for access to a full range of facilities for work, education, health, leisure, recreation and shopping;
 - Reduce traffic generated by the development to significantly lower levels of car trips;
 - Promote healthy lifestyles and sustainable, vibrant local communities; and
 - Encourage good urban design principles that open up the permeability of the development for walking and cycling.
- 1.1.3 Alongside these objectives, and in accordance with the Framework Travel Plan submitted for the outline planning application, this Travel Plan will target a 10% reduction in vehicle trips over a 12 hour (weekday 7am to 7pm) period within the five year lifespan of the Travel Plan.
- 1.1.4 The measures set out within this Travel Plan will enable this target and objectives to be met. Measures include promotion and marketing strategies; means to reduce the need to travel; means to reduce the impact of cars; and means to increase the use of sustainable modes of travel.
- 1.1.5 The Travel Plan will be monitored and reviewed for a period of five years from first occupation or until the sales office on site closes, whichever is later. This should be sufficient time to ensure that the principles of sustainable travel are embedded in the community. If the targets have not been met, the developer will fund the Travel Plan for a further year, with additional mitigation measures implemented as appropriate.

2 Context

2.1 Introduction

2.1.1 PJA has been commissioned by Dandara Ltd to prepare this Full Travel Plan (TP) for phase 1A of the consented development on Land East of Fontwell Avenue, Fontwell (Figure 2-1).

Figure 2-1: Site Location



2.1.2 This TP is required to satisfy condition 25 of the outline planning consent (application WA/22/15/OUT), which states that:

“Prior to the commencement of construction works on each phase of the development a Travel Plan shall be submitted to and approved in writing by the local planning authority and implemented. The Travel Plan shall include arrangements for monitoring and effective enforcement.”

2.1.3 This TP has been prepared in accordance with the West Sussex County Council (WSCC) Development Travel Plan Policy, which defines a TP as *“a living document involving the identification of an appropriate package of measures aimed at promoting sustainable travel, with an emphasis on reducing reliance on single occupancy car journeys”*.



- 2.1.4 This TP also makes reference to the TP submitted as part of the outline planning consent. The previous TP was also prepared by PJA, dated August 2015.

2.2 Travel Plan Benefits

- 2.2.1 The benefits associated with the successful implementation of a Travel Plan can be realised as follows:

- A more attractive environment for development;
- Reduced traffic, congestion and collisions;
- Reduced carbon footprint;
- Reduced air and noise pollution;
- Increased scope for child-friendly housing layouts with fewer roads, vehicle movements and parking areas;
- Potential cost savings for residents – sustainable alternatives for many people will be much cheaper than the 'true' cost of a car;
- Improved health and fitness levels for residents;
- Improved accessibility and travel choice for reaching local facilities;
- Improved public transport provision for residents due to the increased economies of scale.

2.3 Site Conditions

- 2.3.1 The development site is located immediately south of Fontwell, a village in the Arun District of West Sussex. The site is bordered by the A29 Fontwell Avenue to the west, beyond which is the Fontwell Park Racecourse. Residential units accessed from Wandleys Lane border the site to the south and east. To the north of the site there are existing residential properties within Fontwell which take access from Arundel Road.

2.4 Development Description

- 2.4.1 Outline planning consent was granted in 2017, for the development of 400 new residential dwellings (70% private, 30% affordable); 500sqm non-residential floorspace for a range of social, community, leisure and retail uses (land use classes A1, A2, A3, D1 and / or D2); and 5,000sqm light industrial floorspace (B1b or B1c).
- 2.4.2 Phase 1 of the development, to which this TP relates, is for 155 dwellings, to comprise:
- 28 no. 1 bed flats
 - 42 no. 2 bed flats
 - 37 no. 2 bed houses

- 38 no. 3 bed houses
- 8 no. 4 bed houses
- 2 no. 2 bed maisonettes

2.4.3 These dwellings will take access from a single point on Fontwell Avenue. The access will take the form of a ghost island priority junction with the site access as the minor arm.

2.5 Policy Context

National Planning Policy Framework

2.5.1 The revised National Planning Policy Framework (NPPF) was published in February 2019 and sets out the government's planning policies for England and how these are expected to be applied.

2.5.2 Paragraph 111 notes 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"*.

2.5.3 Paragraph 109 states:

"Developments should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe."

2.5.4 As set out in Paragraph 110, within this context, applications for development should:

- a *"Give priority first to pedestrian and cycle movements, both within the scheme and with neighbouring areas; and second – so far as possible – to facilitating access to high quality public transport, with layouts that maximise the catchment area for bus or other public transport services, and appropriate facilities that encourage public transport use;*
- b *address the needs of people with disabilities and reduced mobility in relation to all modes of transport;*
- c *create places that are safe, secure and attractive;*
- d *allow for the efficient delivery of goods, and access by service and emergency vehicles; and*
- e *be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations."*

2.6 West Sussex Local Transport Plan 2011-2026

2.6.1 The West Sussex Transport Plan sets out WSCC's strategy to maintain, manage and invest in local transport. The four principal strategies of the plan are:



- To promote economic growth;
- To tackle climate change;
- To provide access to services, employment and housing; and
- To improve safety, security and health.

2.6.2 These key strategies cover a number of other themes that are relevant to the proposed scheme including:

- Maintain or improve the reliability of journey times on key routes;
- Deliver transport improvements to support and facilitate sustainable growth;
- Reduce unnecessary trips by motorised vehicles and encourage the use of more sustainable modes of transport;
- Reduce the need to travel at all by encouraging the provision of local services;

2.6.3 This TP will specifically be aimed at facilitating sustainable growth by encouraging the use of more sustainable modes of transport.

2.7 Arun Local Plan 2011-2031

2.7.1 The Arun Local Plan 2011-2031 was adopted in July 2018, guiding development in the region to achieve the desired future for the Arun district. The vision of the plan is that:

"By 2031 Arun will be a safer, more inclusive, vibrant and attractive place to live, work and visit. Arun's residents will be healthier and better educated, with reduced inequalities between the most and least affluent."

2.7.2 Chapter 15 of the Arun Local Plan relates to transport. This includes objectives, one of which is to *"reduce the need to travel and promote sustainable forms of transport"*. This TP aims to achieve this objective within the Fontwell development.

3 Existing Travel Situation

3.1 Local Highway Network

- 3.1.1 The site is bounded to the west by the A29 - Fontwell Avenue, to the east by Wandleys Lane and to the north by residential properties on Arundel Road. The A29 provides a connection to the south of the site towards Bognor Regis and to the north of the site towards Pulborough, Billingshurst and London, via the A24. In the vicinity of the site the A29 is a two-way single carriageway that is subject to the national speed limit. Immediately to the south of the site the speed limit on the A29 reduces to 40mph.
- 3.1.2 To the north of the site the A29 intersects with the A27 and Arundel Road at a four arm roundabout junction. The A27 is a dual-carriageway route that forms part of the strategic highway network providing connections to the east of the site towards Worthing and Brighton and to the west towards Chichester and Portsmouth. Approximately 650 metres to the northeast there is a further roundabout junction on the A27 where the A29 continues northeast towards Billingshurst and London. To the south of the site the A29 continues to Eastergate where it intersects with the B2233 Barnham Road at a three arm roundabout known as the War Memorial Roundabout. To the west of this junction the A29 intersects with Nyton Road at a priority junction before continuing south towards Bognor.
- 3.1.3 Wandleys Lane is a two-way single carriageway that is subject to a 30mph speed limit. Wandleys Lane has the character of a rural lane with no footways and a carriageway width of less than 5 metres in places. To the south of the site Wandleys Lane intersects with the A29 as the minor arm of a priority junction and to the north intersects with West Walberton Lane.
- 3.1.4 Arundel Road, which is routed to the north of the site, is the former route of the A27 although has now been downgraded and provides access to the existing residential properties within Fontwell. Arundel Road is subject to a 30 mph speed limit and also has traffic calming measures to slow the speed of vehicles. At its eastern extent, Arundel Road intersects with the A27 although access is restricted to a left in/left out arrangement from the westbound carriageway of the A27.

3.2 Existing Traffic Flows

- 3.2.1 To identify the existing patterns of traffic on the surrounding highway network classified turning count surveys were undertaken at a number of junctions on 16th October 2014 and automatic traffic and speed counts were undertaken on Fontwell Avenue, Arundel Road and Wandleys Lane for a seven day period from 16th to 22nd October 2014. The results of the ATC surveys are summarised in Table 3-1, whilst the full results can be found in the Transport Assessment associated with the full planning application, also prepared by PJA.

Table 3-1: Summarised ATC results

Location	AM Weekday Peak Hour Vehicles			PM Weekday Peak Hour Vehicles			85 th Percentile Speed	
	North / East	South / West	Two-way	North / East	South / West	Two-way	North / East	South / West
Fontwell Ave	520	345	865	402	707	1109	44mph	47mph
Arundel Rd	215	247	462	409	161	570	29mph	28mph
Wandleys Ln	52	9	61	29	9	38	33mph	34mph

3.3 Highway Safety

3.3.1 Highway safety in the vicinity of the site has been assessed based on personal injury collision (PIC) data from www.crashmap.co.uk, which graphically displays data from the Stats19 database. The PICs recorded in the vicinity of the site from 2013 to 2017 are shown in Figure 3-1.

Figure 3-1: PICs in the vicinity of the site (www.crashmap.co.uk)

3.3.2 Figure 3-1 shows that a number of collisions were recorded at the A27 / A29 junction, for which improvements will be provided as part of the Fontwell development. No other clusters of collisions were recorded. Furthermore, no fatal collisions were recorded.



- 3.3.3 It is therefore concluded, as was concluded within the Transport Assessment for the outline planning application, that there are no existing highway safety issues which would be exacerbated by the consented development at Fontwell.



4 Accessibility

4.1 Bus Services

- 4.1.1 The nearest bus stops to the site are located along Fontwell Avenue and Arundel Road, all within 250m of the site boundary. The stops are served by the 85 service, which runs from Arundel to Chichester on weekdays. Details of this service are provided in Table 4-1.

Table 4-1: Details of existing bus services

Direction	Days of Operation	Number of Services	Departure Times
Towards Chichester	Monday – Friday	3	07:12 / 08:12, 12:12, 16:08
Towards Arundel	Monday – Friday	4	09:26, 11:14, 15:21, 17:08

- 4.1.2 The journey time from Fontwell to Chichester is approximately 30 minutes, and the service calls at some intermediate destinations including a Sainsbury's superstore and St Richards Hospital.

4.2 Rail Services

- 4.2.1 The nearest rail station to the proposed development is Barnham, approximately two miles to the southeast of the proposed development. Barnham station provides the following peak hour services:

- Six services an hour towards Chichester, Portsmouth and Southampton;
- Four services per hour to Bognor Regis;
- Four services an hour to London Victoria;
- Two services an hour to Brighton; and
- Three services per hour to Littlehampton.

- 4.2.2 Barnham Station is approximately a 15-20 minute cycle distance from the proposed development. There is an existing station car park at Barnham which was observed to be highly utilised during a site visit. Alternative car parks within Barnham are available and were observed to have spare capacity at the time of the site visit. A large number of vehicles, likely associated with the station, were observed to be parked on-street as the majority of roads surrounding the station are unrestricted.

4.3 Pedestrian and Cycle Provision

- 4.3.1 Walking is the most sustainable mode of transport and accounts for a significant proportion of all journeys. In terms of benefits, walking requires no external energy and causes no congestion or pollution. It improves personal health and encourages social interaction, helping to strengthen local communities. It is highly inclusive, being available to most people regardless of age or income.



- 4.3.2 The A29 Fontwell Avenue has a footpath on the eastern side of the carriageway along the entire length of the development site. This footway continues south providing a connection to Eastergate and Westergate. There is also a footway on the western side of the carriageway between the entrance to the racecourse and the roundabout with the A27 which then continues to the west adjacent to the southern carriageway of the A27. This footpath will be used by residents wishing to access the Old Stables Public House or other destinations such as the existing employment on Denmans Lane to the west of the racecourse.
- 4.3.3 There is also a continuous footway along the southern carriageway of Arundel Road from the roundabout with the A27 to the junction with Wandleys Lane. Within the existing residential area of Fontwell there is also a footway adjacent to the northern carriageway of Arundel Road and there is a bridleway that is routed north from Arundel Road along London Road which connects to an underpass under the A27. This route provides a connection from the site into the South Downs National Park.

4.4 Local Amenities

- 4.4.1 Fontwell benefits from a Waitrose convenience store, located within the petrol station to the north of Arundel Road. Adjacent to this is a fast food restaurant and a Travelodge. There is also an existing public house located to the west of the A29 and employment opportunities to the west of the racecourse on Denmans Lane.
- 4.4.2 The closest schools to the development site are Slindon Primary School, Eastergate Primary School and Ormiston Six Villages Academy. Slindon Primary School is approximately 1.3 miles to the north of the proposed development whilst Ormiston Six Villages Academy is approximately 1 mile to the south of the development site. There is also a GP surgery located on Barnham Road in Eastergate. Further primary education and healthcare facilities are also located in Walberton.
- 4.4.3 The schools in Eastergate and Westergate are accessible by foot and cycle on Fontwell Avenue, with footpaths on the eastern side of the carriageway from the development site into the settlements.
- 4.4.4 Figures 4-1 and 4-2 provide an illustration of indicative 5/10/15/20 minute walk and cycle catchment areas and also illustrate some of the key local facilities within those areas. The figures show that the education and health facilities in Westergate/Eastergate are just over a 20 minute walk from the development whilst Barnham Station, Slindon and Walberton are within a 15-20 minute cycle from the site.

Figure 4-1: Indicative Walk Times from the Proposed Development (5/10/15/20 minute isochrones)

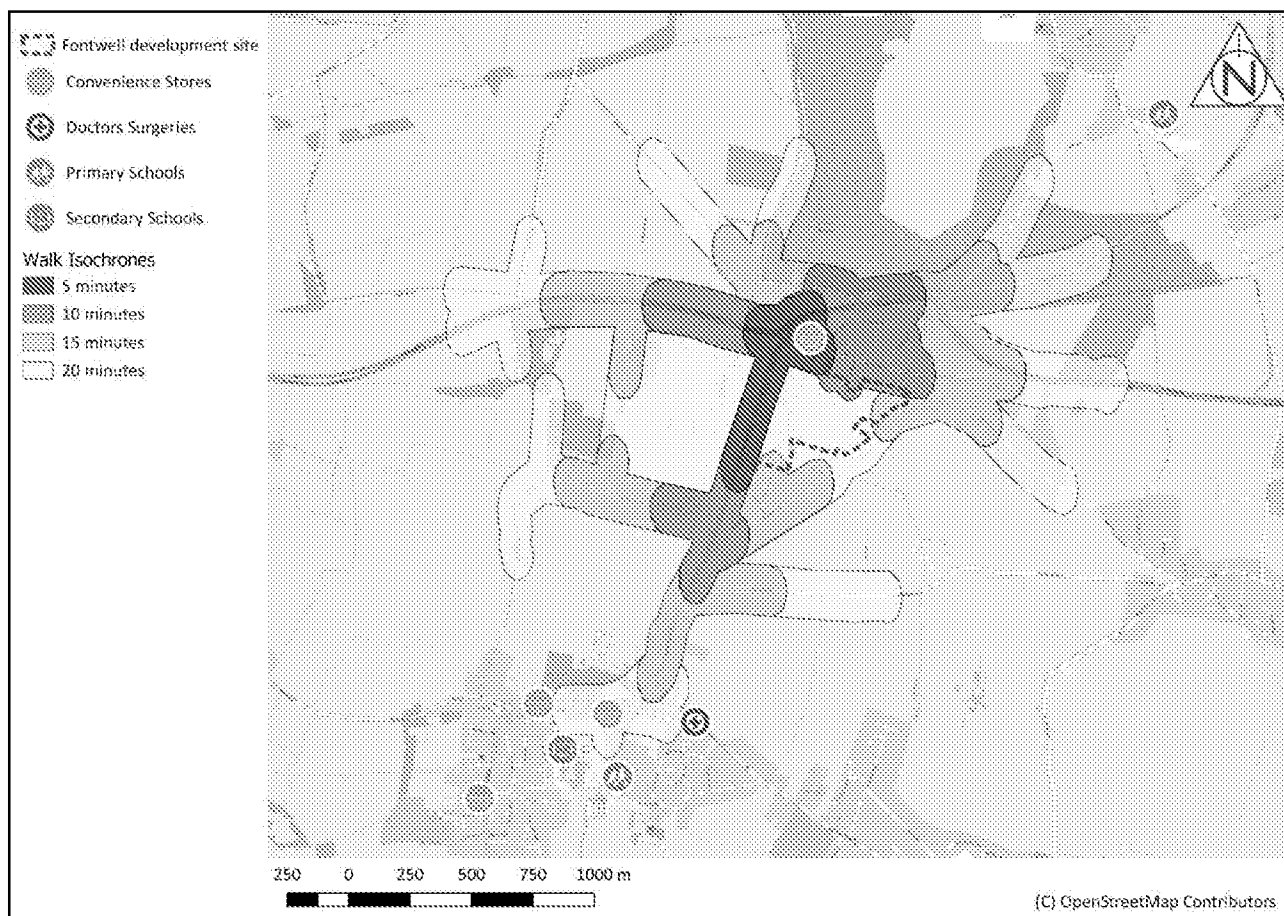
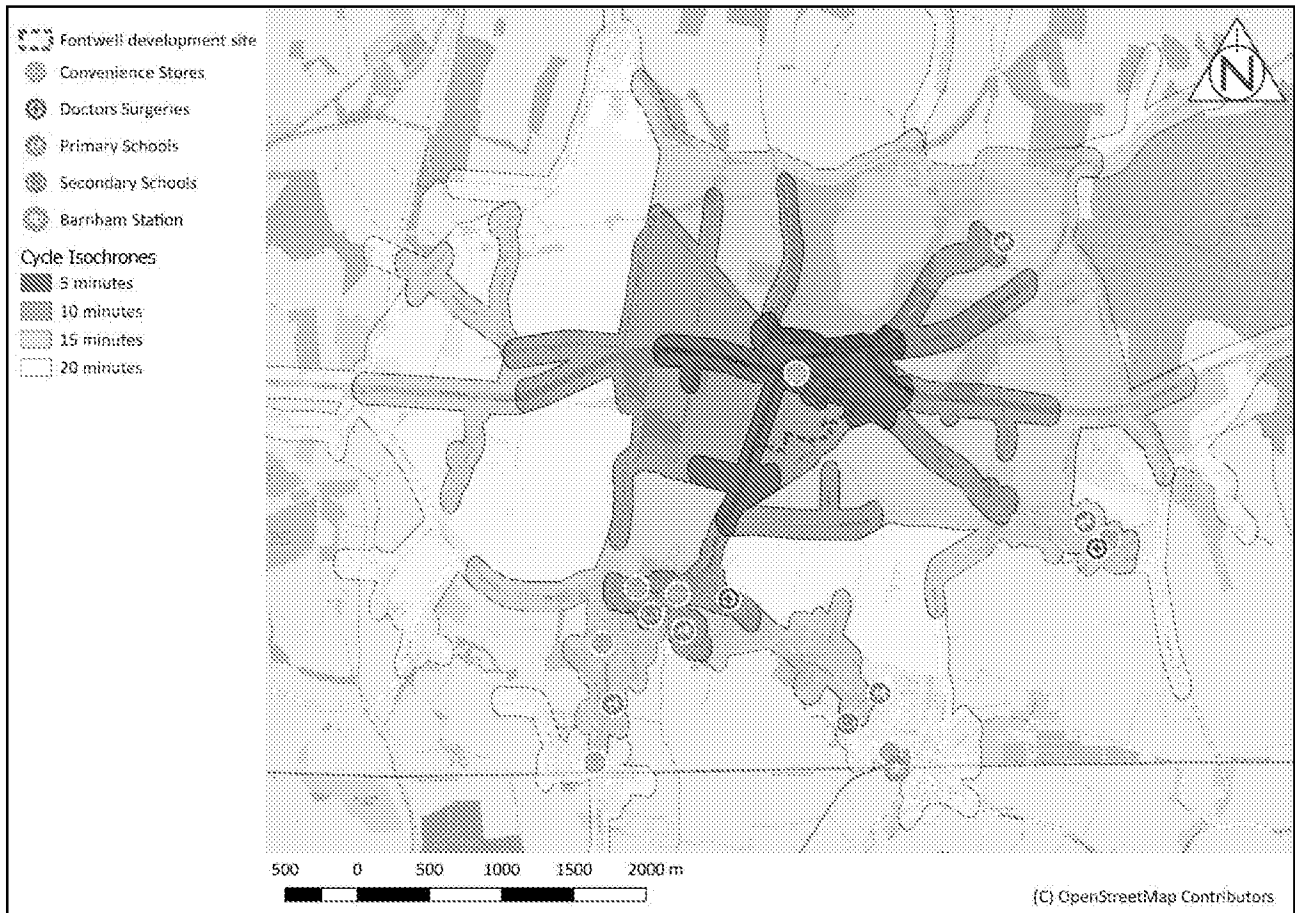


Figure 4-2: Indicative Cycle Times from the Proposed Development (5/10/15/20 minute isochrones)



4.5 Improvements to Accessibility

Pedestrian and Cycle Infrastructure

- 4.5.1 Throughout the site pedestrians will be provided with a high level of service through the provision of footways along all conventional carriageways. In addition, shared surface streets will be provided for roads carrying low volumes of traffic and pedestrian crossing facilities will be provided at major junctions on key desire lines. Pedestrian connections will be made to Fontwell Avenue, Arundel Road and Wandleys Lane.
- 4.5.2 The need to encourage cycling was central to the design of the layout. Clear and legible routes through the development will be provided which will connect with Wandleys Lane, Fontwell Avenue and Arundel Road. The proposed development is well located to encourage cycle trips to and from Barnham Station, with the centre of the development being within a 2.5 mile or 15-20 minute cycle distance of Barnham Station either via Fontwell Avenue and Eastergate, or via Walberton.



- 4.5.3 An off-road cycle path between Barnham and Walberton has recently opened. WSCC has also identified a route between Walberton and Fontwell via West Walberton Lane which would link the development to the local facilities in Walberton and on to Barnham.

On Site Amenities

- 4.5.4 500sqm of non-residential floorspace for a range of social, community, leisure and retail uses is proposed as part of the development. This will include a convenience store, which will be within walking distance of all residents. Furthermore, light industrial employment space will also be provided on site, which may provide employment for a number of the residents, who could travel to work on foot.

Contributions

- 4.5.5 The Section 106 Agreement requires the development to pay Walberton Parish Council a Walberton Cycle Path Contribution and a Walberton Playing Field Path Contribution prior to the occupation of the 50th dwelling.

5 Base Data and Prediction

5.1 Trip Generation

5.1.1 The proposed development trip generation has been estimated based on the TRICS database, accounting for the proposed mix of private and affordable flats and houses. The results are summarised in Table 5-1, whilst the full TRICS output is included as **Appendix A**.

Table 5-1: Phase 1A Trip Generation

Period		Vehicular Trip Rates			Vehicle Trips		
		Arrivals	Departures	Two-way	Arrivals	Departures	Two-way
AM Peak	Private Houses (80)	0.164	0.404	0.568	13	32	45
	Private Flats (19)	0.066	0.278	0.344	1	5	7
	Affordable Houses (3)	0.156	0.3	0.456	0	1	1
	Affordable Flats (53)	0.072	0.103	0.175	4	5	9
	Phase 1 Total (155)				19	44	63
PM Peak	Private Houses (80)	0.361	0.155	0.516	29	12	41
	Private Flats (19)	0.264	0.106	0.37	5	2	7
	Affordable Houses (3)	0.267	0.192	0.459	1	1	1
	Affordable Flats (53)	0.129	0.134	0.263	7	7	14
	Phase 1 Total (155)				42	22	64
12 hour (07:00 - 19:00)	Private Houses (80)	2.410	2.422	4.832	193	194	387
	Private Flats (19)	1.950	1.827	3.777	37	35	72
	Affordable Houses (3)	2.239	2.238	4.477	7	7	13
	Affordable Flats (53)	1.228	1.211	2.439	65	64	129
	Phase 1 Total (155)				302	299	601



6 Objectives

6.1 Introduction

- 6.1.1 Identifying and setting objectives for the TP will give it focus and help to identify the measures to be implemented as part of the development.

6.2 Objectives

- 6.2.1 The purpose of this TP is to manage the journeys generated by the new development, with the overarching aim to encourage residents of the Fontwell Phase 1A development to travel using sustainable modes, reducing single occupancy private car use.
- 6.2.2 Objectives provide the focus for the identification and development of measures and actions within a Travel Plan. The main objectives of this TP are to:
- Address residents' needs for access to a full range of facilities for work, education, health, leisure, recreation and shopping;
 - Reduce traffic generated by the development to significantly lower levels of car trips;
 - Promote healthy lifestyles and sustainable, vibrant local communities; and
 - Encourage good urban design principles that open up the permeability of the development for walking and cycling.



7 Targets

7.1.1 The WSCC Development Travel Plan Policy notes that targets should be 'SMART', which means that they should be:

- Site-specific;
- Measurable;
- Achievable;
- Realistic; and
- Time-specific.

7.1.2 The target for this Full Travel Plan is as follows:

TARGET: In accordance with the Framework Travel Plan submitted for the outline planning application, this Travel Plan will target a **10% reduction in vehicle trips over a 12 hour (weekday 7am to 7pm) period** within the five year lifespan of the Travel Plan.

7.1.3 It is predicted that the site will generate 601 two-way vehicle trips over a 12 hour (weekday 7am to 7pm) period. Therefore, the target is for a reduction to 541 two-way vehicle trips over this time period.

7.1.4 This target will be achieved by promoting the use of other sustainable modes of travel as well as reducing the overall need for residents to travel from the site. The target will be reviewed upon completion of the baseline residents travel survey, which will better inform what is achievable. The target will subsequently be measured against the results of the subsequent residents' travel surveys.



8 Measures

8.1 Introduction

- 8.1.1 This chapter details the initiatives that will be implemented in order to encourage the future residents of Phase 1A of the Fontwell development to travel by more sustainable modes.

8.2 Reducing the need to travel

Home working/shopping

- 8.2.1 To reduce the need to travel, the developer will facilitate home-working and shopping, by ensuring each household has the ability to connect to broadband services and ensuring that the layout of the development can accommodate delivery vans.

8.3 Reducing the impact of cars

Travel Information

Welcome Pack

- 8.3.1 Each household will receive a Welcome Pack detailing sustainable travel options. The pack will contain the following:
- Walking and cycling maps illustrating local routes
 - Map showing the location of local amenities including schools, local convenience stores and GP surgeries
 - Site specific public transport information, including location of bus stops and railway stations and details of the shuttle bus service
 - Travel Plan Coordinator contact details
 - Useful websites/contacts/Smartphone applications for public transport, walking, cycling, car-sharing schemes
 - Information about rail season ticket purchase schemes
- 8.3.2 The TPC will provide the occupiers with revisions of the Welcome Pack (e.g. updated timetable information, contact details), as appropriate. Up-to-date timetables and sustainable travel information will also be located within the sales/marketing suite whilst this is on site. The Welcome Pack will be provided to all households upon occupation.



Information for Prospective Buyers

- 8.3.3 The marketing suite established for the sale of residential dwellings shall contain information regarding sustainable transport options and contact details for potential residents to access the TPC. Additionally, sales staff will be informed of the local sustainable transport options, so that they can disseminate this information to potential residents.

Personalised Travel Planning

- 8.3.4 Personalised travel planning is a process where individualised travel marketing and tailor-made information on sustainable travel in their local area is provided, enabling people to walk, cycle, car share and use public transport more often. It is envisaged that personalised travel planning will be delivered in a web-based format and administered by the TPC.

Car Sharing

- 8.3.5 Residents will be encouraged to car share using the West Sussex car share website <https://liftshare.com/uk/community/westsussexcarshare> (or www.westsussexcarshare.com). By registering with the website, individuals can search for other car sharers who live within the vicinity and wish to car share. Car sharing relationships formed over internet sites will allow residents to take advantage of a wider group of people with who to car share, by enabling them to car share with people from different areas. The use of the service will also be promoted to existing residents within the surrounding area to maximise the chances of identifying suitable partners.
- 8.3.6 In addition to promoting car sharing for journeys to work the TPC will also promote car sharing amongst parents who drive their children to school so as to minimise the number of parents undertaking drop off trips at the local schools.

8.4 Increasing the use of sustainable modes

- 8.4.1 Upon occupation, each household will be offered a £150 sustainable travel voucher as a behavioural change incentive.

Walking

- 8.4.2 Maps showing local walking routes will be included within the Welcome Pack. The Welcome Pack will also include details of relevant Smartphone applications which can help plan / map out journeys on foot in the local area.
- 8.4.3 Additionally, high quality footways will be provided within the site to encourage residents to walk, with a new pedestrian link through the site reducing walk distances for existing residents.



Cycling

- 8.4.4 Secure cycle storage will be provided for all residential dwellings within the site. Cycling information (e.g. local cycle shops) and maps will be included within the Welcome Pack. The Welcome Pack will also include details of relevant Smartphone applications which can help plan / map out journeys by cycle in the local area.
- 8.4.5 Additionally, the West Sussex Cycle Journey Planner, cycle training and the Cycle to Work salary sacrifice scheme will be promoted within the Welcome Pack, as well as WSCC bike shop discounts. Further to this, the TPC will contact other local retailers to try and obtain similar discounts.

Public Transport

- 8.4.6 Information including details on routes, services, timetables and fares will be provided and easily accessible to all residents through the materials contained within the Welcome Pack. Public transport journey planning tools and Smartphone applications will also be promoted within the Welcome Pack. This includes the National Rail Enquiries website, Traveline South East and Nextbuses.mobi.
- 8.4.7 Additionally, rail season ticket purchase schemes such as Commuter Club will be promoted within the Welcome Pack. These schemes can help commuters purchase annual season tickets by allowing them to spread the cost over the whole year. The additional cost as a result of the interest paid is less than the cost of buying a travelcard each month, so a commuter can make an overall saving on their travel costs.
- 8.4.8 Furthermore, the TPC will approach bus operators to discuss the potential for discounts and taster tickets.

Shuttle Bus

- 8.4.9 As discussed in Section 4, there is potential for journeys to be made to and from the development by bus to Worthing and Chichester. The development will also provide a dedicated shuttle bus service for residents and employees between the site and Barnham Station during the AM and PM peak periods to facilitate public transport journeys to a wide range of local and regional destinations. The shuttle bus will also provide a service to and from the Primary School serving the development to reduce the need for parents to drive children to the school.
- 8.4.10 Details of the shuttle bus service timetable will be provided to WSCC prior to the occupation of the first dwelling on site, whilst the service itself will be implemented prior to the occupation of the 50th dwelling. Residents will be informed about the shuttle bus within the Welcome Pack, with further marketing of this service undertaken as required.



8.4.11 This is enforced through schedule four of the Section 106, which states:

"Not to allow Occupation of the Development to occur until the Bus Service Schedule has been submitted to and approved in writing by the County Council.

Once the County Council has approved a Bus Service Schedule (the ' Approved Bus Service Schedule') to provide at their cost the Bus Service in accordance with the timescales and specification set out in the Approved Bus Service Schedule.

Not without the consent of the County Council to allow Occupation of fifty (50) Dwellings within the Development to occur until such Approved Bus Service Schedule has been provided to the satisfaction of the County Council."

9 Implementation

- 9.1.1 This TP has been prepared to satisfy condition 25 of the outline planning consent (application WA/22/15/OUT), which states that:

“Prior to the commencement of construction works on each phase of the development a Travel Plan shall be submitted to and approved in writing by the local planning authority and implemented. The Travel Plan shall include arrangements for monitoring and effective enforcement.”

- 9.1.2 A Travel Plan Coordinator (TPC) will be nominated three months before first occupation, who will be responsible for implementing the measures, including promotion and marketing measures, set out above and undertaking the agreed monitoring and review of the TP. Further details of the TPC are provided in chapter 10.

9.2 Funding

- 9.2.1 The initiatives contained within the Travel Plan will be funded by the developer for a five year period from first occupation of the development or until the sales office on the site is closed, whichever is the latest. This will give the initiatives sufficient time to embed the ethics of ‘greener travel’ in resident’s and should promote greater awareness of travel choice.

9.3 Action Plan

- 9.3.1 The action plan setting out the measures and the method of implementation and monitoring is provided as Table 9-1.

Table 9-1: Action Plan

Measure	Timescale	Responsibility	Costs
Nomination of a TPC	Three months before first occupation	Developer	TPC staff costs
Information for prospective buyers	Provided within the marketing suite	Developer / TPC	TPC staff costs, production of promotional material
Travel welcome pack	Provided to new residents upon occupation	TPC	TPC staff costs, Welcome Pack production and distribution costs
Internet connectivity	Implemented during design / construction	Developer	Included in design and construction budget
Suitability for delivery vehicles	Implemented during design / construction	Developer	Included in design and construction budget
Provision of cycle storage	Implemented during design / construction	Developer	Included in design and construction budget
Pedestrian and cycle accesses	Implemented during design / construction	Developer	Included in design and construction budget
Provision of walking and cycling maps	Within Welcome Pack and ongoing through life of TP	TPC	TPC staff costs, Welcome Pack production and distribution costs

Measure	Timescale	Responsibility	Costs
Promotion of Smartphone applications	Within Welcome Pack and ongoing through life of TP	TPC	TPC staff costs, Welcome Pack production and distribution costs
Provision of public transport schedules	Within Welcome Pack and ongoing through life of TP	TPC	TPC staff costs, Welcome Pack production and distribution costs
Promotion of shuttle bus	Within Welcome Pack and ongoing through life of TP	TPC	TPC staff costs, Welcome Pack production and distribution costs
Promotion of car sharing	Within Welcome Pack and ongoing through life of TP	TPC	TPC staff costs, Welcome Pack production and distribution costs
Provision of a shuttle bus	Implemented prior to occupation of 50 th dwelling	Developer	Cost of providing shuttle bus
Personalised travel planning	Throughout life of TP	TPC	TPC staff costs
Sustainable travel voucher for each household	Upon occupation	TPC	£150 per household

10 Management

10.1 Residential Travel Plan Coordinator

- 10.1.1 It will be fundamental to the success of the TP that sufficient resources are allocated to develop and implement the measures in the plan and this will be the responsibility of the Travel Plan Coordinator (TPC). It is anticipated that the TPC role will be undertaken by a management company, although the overall responsibility for the delivery of the TP will remain with the developer. Sales staff will also be trained to offer sustainable travel advice to prospective residents at the site.
- 10.1.2 The TPC will be appointed by the developer three months prior to the occupation of the first dwelling to ensure that the TP is established and engrained into the development from the beginning and will remain in that role until the last home is sold or a period of five years from the first occupation, whichever is longer. The key roles of the Residential TPC are set out in Table 10-1.
- 10.1.3 WSCC will be provided with contact details for the TPC on appointment.

Table 10-1: Residential TPC Roles and Responsibilities

Role	Tasks
Overall Plan Management	Managing implementation of the FTP specifically in relation to the residential development; Acting as point contact for residents with queries relating to sustainable travel; Acting as point of contact with WSCC to inform on progress of the Travel Plan.
Site Wide Travel Initiatives	Liaising with the developer regarding funding and delivery of travel initiatives; Initiating measures contained within the Travel Plan (Measures discussed in greater detail in following sections); Liaising with public transport operators and other local stakeholders; Promoting the plan to the outside community through public meetings.
Engagement and Consultation	Engaging with all prospective occupiers via promotional material and training of sales staff to explain the existence and purpose of the travel plan. Ongoing consultation with residents through a number of means including meetings, notice boards, events, door to door calls etc.
Monitoring and Review	Undertake initial travel survey of residents; Monitor the effectiveness of Travel Plan measures in accordance with the strategy set out in a later section of this report; Prepare annual monitoring report for submission to the local authority.
Implementing Additional measures	Liaising with local authorities and other stakeholders to identify additional sustainable travel measures should they be required.

10.2 Travel Plan Liaison

- 10.2.1 The TPC for the residential development will liaise with the TPC for the employment development (once appointed) on a regular basis to maximise the potential for sustainable travel across the site as a whole.
- 10.2.2 In addition the TPC will liaise regularly with WSCC and also contact the coordinators of Travel Plans relating to other residential developments in the surrounding area with the aim of adopting a



complementary approach. Elements of the TP will also be promoted to existing residents within the area surrounding the site.



11 Monitoring

11.1 TRICS Surveys

11.1.1 Monitoring will be required to establish progress in meeting the objectives of the plan. The TPC will be responsible for collecting and collating all travel data relating to the proposed development, to include:

- Baseline survey, undertaken within six months of the first occupation of the site
- Biennial monitoring surveys, undertaken for a minimum of five years or until the sales office closes, whichever is later

11.1.2 These surveys will be undertaken in accordance with the national TRICS UK Standard Assessment Methodology for Travel Plans (TRICS SAM). These surveys will be undertaken by an accredited data collection company.

11.1.3 The results of the initial surveys will be used to inform any updates required to the targets, objectives and measures in the Travel Plan.

11.2 Additional Informal Surveys

11.2.1 If it is identified that the targets are not being met, additional surveys may be required to obtain further information regarding the reason for mode choices. The type of survey will be confirmed if this is required, and agreed with WSCC through the monitoring report and meeting.



12 Review

12.1 Monitoring Report

12.1.1 The TPC will be responsible for the preparation of annual monitoring reports which will set out the findings of the data collection process and the implications in terms of the ongoing operation of the Travel Plan and potential amendments to the measures. The monitoring report will be prepared and submitted to WSCC within two months of the TRICS SAM survey results becoming available for a minimum of five years or until the sales office on site closes, whichever is later.

12.1.2 The report will include the following, as required by WSCC:

- Executive Summary
- Development Overview
- Summary of Agreed Travel Plan
- Targets
- Implementation Timetable
- Monitoring Timetable
- TRICS Validation Report
- Analysis of Monitoring Results
- Issues, Constraints and Reasons for Progress
- Corrective Measures
- Conclusions

12.2 Meetings

12.2.1 The TPC will meet with WSCC for an annual audit meeting following the submission of the annual monitoring report. The meetings will be used to review the progress of the TP and the timetable for the following year.



13 Enforcement

- 13.1.1 If the Travel Plan target is not met after the initial five year period, the developer or Management Company will commit to supporting the Travel Plan for a further year and will undertake further personalised travel planning with all households to understand how and where residents are travelling and identify opportunities for journeys to be undertaken by sustainable modes. Additionally, all households will be offered a second £150 sustainable travel voucher at the end of the five years if the target is not achieved.



Appendix A TRICS Output