



Approved Residential Development
Land at Drove Lane, Yapton, West Sussex

Travel Plan

for

Barratt David Wilson Homes

Document Control Sheet

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A Site Location and Layout Plan

1.0 Introduction

- 1.1 This Travel Plan has been prepared for discharge of condition 21 for the outline approval for up to 300 residential dwellings on land at Drove Lane, Yapton, West Sussex, BN18 0EB (planning ref.: Y/92/17/OUT), within the administrative boundaries of Arun District Council (ADC) and West Sussex County Council (WSCC). The development site comprises two land parcels, 'Bilsham Road' and 'Drove Lane'; this Travel Plan relates to the 'Drove Lane' parcel. The site layout and parking plan is at **Appendix A**.
- 1.2 Planning condition 21 of the outline planning approval reads:
- "No part of the development shall be first occupied until a Travel Plan has been submitted to and approved in writing by the Local Planning Authority. The Travel Plan once approved 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."*
- 1.3 The scheme has been designed to provide a range of options for site occupants to use for their travel to and from the site comprising active and/or sustainable modes.
- 1.4 This Travel Plan (TP) sets out implementation measures that the appointed Travel Plan Co-ordinator will deliver in support of site occupants' travel habits meeting the Plan targets for the use of active and/or sustainable modes. A monitoring and review programme will be an integral element of that delivery, involving the collection and reporting of travel survey data from site occupants. The data will be used to track progress towards achievement of the Plan targets.
- 1.5 This TP has been prepared to accord with WSCC's guidance on Travel Plans and local policy, and therefore comprises the following information:
- ▶ Section 2 reviews applicable national and local policy and guidance, and set out Travel Plan objectives as informed by that policy;
 - ▶ Section 3 describes the site location and its accessibility;
 - ▶ Section 4 details the approved development;
 - ▶ Section 5 explains how the Plan will be managed;
 - ▶ Section 6 sets out the measures that will be implemented to support use of active and/or sustainable travel modes for trips to and from the development;
 - ▶ Section 7 presents indicative baseline targets derived from data in the approved Transport Assessment;
 - ▶ Section 8 describes the monitoring, reviewing and reporting programme that will be implemented to track progress being made towards achievement of the Plan targets, necessarily involving rolling reports and modification, as necessary, of the Plan implementation measures; and
 - ▶ Section 9 provides an Action Plan summarising the scheme design elements relating to travel, the Plan management and implementation measures, the party/ies responsible in each instance, and an indicative timeline.

2.0 Policy & Guidance

2.1 The key policy documents that set the travel planning context for the proposed development are:

- ▶ National Planning Policy Framework, Ministry of Housing, Communities and Local Government, July 2021;
- ▶ National Design Guide, Ministry of Housing, Communities & Local Government, October 2019;
- ▶ Planning Practice Guidance, Ministry of Housing, Communities and & Local Government, June 2021;
- ▶ Working Together to Promote Active Travel - A Briefing for Local Authorities, Public Health England, May 2016;
- ▶ Gear Change: A bold vision for cycling and walking, Department for Transport, July 2020;
- ▶ Local Transport Note (LTN) 1/20 Cycle Infrastructure Design, Department for Transport, July 2020;
- ▶ Manual for Streets (MfS), Department for Transport, March 2007;
- ▶ National Travel Survey (NTS), Department for Transport, 2019;
- ▶ West Sussex County Council Development Travel Plan Policy, undated;
- ▶ Arun Local Plan 2011-2031, Arun District Council, July 2018; and
- ▶ Parking Standards Supplementary Planning Document (including Electric Vehicle Infrastructure Study, Nov. 2017), Arun District Council, January 2020, as amended August 2021.

2.2 The objectives in this Travel Plan have been derived from the above-referenced policy and guidance.

National Policy

National Planning Policy Framework (NPPF)

- 2.3 The NPPF sets a presumption in favour of sustainable development, requiring that social, environmental and economic matters be considered in concert.
- 2.4 The NPPF promotes incorporation of sustainable transport in development proposals (par. 104) and states that the planning system should actively manage patterns of growth such that a genuine choice of transport modes is offered (par. 105).
- 2.5 With regard to the delivery of sustainable transport the NPPF states at paragraph 113 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."*
- 2.6 The NPPF describes a Travel Plan as: "A long-term management strategy for an organisation or site that seeks to deliver sustainable transport objectives and is regularly reviewed." (NPPF pg. 73)

National Design Guide (NDG)

- 2.7 The National Design Guide (NDG) sets out the characteristics of well-designed places and demonstrates what good design means in practice. It forms part of the Government's collection of planning practice guidance and should be read alongside the separate planning practice guidance related to design process and tools.
- 2.8 With respect to consideration of 'movement' in the design of new development, the NDG promotes assessment of existing and delivery of new features that result in developments being accessible and easy to move around within and between by all applicable transport modes.
- 2.9 A well-designed movement network is one that:
- "... defines a clear pattern of streets that:*
- ▶ is safe and accessible for all;*
 - ▶ functions efficiently to get everyone around, takes account of the diverse needs of all its potential users and provides a genuine choice of sustainable transport modes;*
 - ▶ limits the impacts of car use by prioritising and encouraging walking, cycling and public transport, mitigating impacts and identifying opportunities to improve air quality;*
 - ▶ promotes activity and social interaction, contributing to health, well-being, accessibility and inclusion; and*
 - ▶ incorporates green infrastructure, including street trees to soften the impact of car parking, help improve air quality and contribute to biodiversity."*
- (par. 77)

Planning Practice Guidance (PPG)

- 2.10 Planning practice guidance (PPG) supports delivery of the principles set out in the National Planning Policy Framework (NPPF).
- 2.11 The guidance describes Travel Plans as *"... long-term management strategies for integrating proposals for sustainable travel into the planning process. They are based on evidence of the anticipated transport impacts of development and set measures to promote and encourage sustainable travel (such as promoting walking and cycling). They should not, however, be used as an excuse for unfairly penalising drivers and cutting provision for cars in a way that is unsustainable and could have negative impacts on the surrounding streets."* (PPG paragraph: 003; reference ID: 42-003-20140306)
- 2.12 Furthermore, the guidance indicates that *"... Travel Plans should where possible, be considered in parallel to development proposals and readily integrated into the design and occupation of the new site rather than retrofitted after occupation."* (PPG paragraph: 003; reference ID: 42-003-20140306)
- 2.13 It is stated that the primary purpose of a Travel Plan is:
- "... to identify opportunities for the effective promotion and delivery of sustainable transport initiatives e.g. walking, cycling, public transport and tele-commuting, in connection with both proposed and existing developments and through this to thereby reduce the demand for travel by less sustainable modes. ..., they should not be used as a way of unfairly penalising drivers."* (PPG paragraph 005; reference ID: 42-005-20140306)

Active travel – walking and cycling

Working Together to Promote Active Travel - A Briefing for Local Authorities

- 2.14 Public Health England has issued a briefing for Local Authorities containing their latest research findings relating to active travel:
- ▶ *“Physical inactivity directly contributes to 1 in 6 deaths in the UK and costs £7.4 billion a year to businesses and wider society*
 - ▶ *The growth in road transport has been a major factor in reducing levels of physical activity*
 - ▶ *Building walking and cycling into daily routines are the most effective ways to increase physical activity*
 - ▶ *Short car trips (under 5 miles) are a prime area for switching to active travel and to public transport*
 - ▶ *Health-promoting transport systems are pro-business and support economic prosperity. They enable optimal travel to work with less congestion, collisions and pollution, and they support a healthier workforce.”*

Planning for Walking and Cycling

- 2.15 Walking and cycling are active *and* sustainable forms of transport in their own right and as linking modes for accessing public transport, for example, when making longer journeys.
- ▶ The Chartered Institution of Highways and Transportation (CIHT) documents ‘Planning for Walking’ and ‘Planning for Cycling’ provide an insight into these modes of transport:
 - ▶ “Across Britain about 80% of journeys shorter than 1 mile are made wholly on foot...but beyond that distance cars are the dominant modes” (Planning for Walking, 2015, pg.6).
 - ▶ “Majority of cycling trips are used for short distances, with 80% being less than five miles and with 40% being less than two miles” (Planning for Cycling, 2014, pg.4).

Local Transport Note (LTN) 1/20 ‘Cycle Infrastructure Design’ & ‘Gear Change: A bold vision for cycling and walking’

- 2.16 The Department for Transport (DfT) updated their advice to Local Authorities in Local Transport Note (LTN) 1/20 ‘Cycle Infrastructure Design’, which was published in July 2020 alongside the DfT’s ‘Gear Change: A bold vision for cycling and walking’. LTN 1/20 promotes the inclusion of good quality cycling infrastructure in Local Authority planning, design and highway adoption policies and processes, with new developments, new highways and new highway improvement schemes contributing accordingly.

Manual for Streets and National Travel Survey

- 2.17 Manual for Streets (MfS) identifies ‘walkable neighbourhoods’ as “*having a range of facilities within 10 minutes’ (up to about 800m) walking distance of residential areas which residents may access comfortably on foot*”. Within MfS it is also noted that 800 metres is not considered the maximum walking distance for pedestrians, highlighting that walking can replace short car trips, particularly those under 2 kilometres.
- 2.18 The 2019 National Travel Survey (NTS) noted that “*74% of all trips under one mile are walks*”, making walking the most frequently used mode of travel for very short distances. (1 mile = 1.6 kilometres). This proportion includes trips made in non-motorised wheelchairs, prams or pushchairs; riding on toy bicycles, roller-skates, skateboards and non-motorised scooters; and jogging. For example, children on toy bicycles/tricycles accompanying others who are walking on a trip to the local shops are recorded as having walked that trip.

Local Policy and Guidance

West Sussex County Council Development Travel Plan Policy

- 2.19 West Sussex County Council (WSCC) has produced guidance to inform the production and implementation of development-related Travel Plans, against which such documents will be assessed. The development thresholds at which either a Travel Plan Statement or a Travel Plan is required are set out, alongside content to be covered in whichever of those reports is required, and the process for implementing full Travel Plans.

Arun Local Plan 2011-2031

- 2.20 The Arun Local Plan sets the strategic planning and development objectives for the District in the period to 2031.

- 2.21 Focussing on sustainable transport, Policy T DM 1 'Sustainable Travel and Public Rights of Way' states:

"New development must ensure ease of movement, prioritising safe pedestrian and cycle access to the green infrastructure network and access to public transport and community transport services where a need has been identified. Access to alternative modes of transport including public transport services, the public right of way [sic] and cycle networks, must be available and accessible to all members of the community."

- 2.22 With the ambition of creating connected places, Policy T SP1 'Transport & Development' states:

"To ensure that growth in the District strengthens Arun's economic base, reduces congestion, works to tackle climate change and promotes healthy lifestyles; [sic] 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."

- 2.23 The 'Arun Transport Study' is referenced in the 'Infrastructure Provision & Implementation' chapter of the Local Plan. The Study identified mitigation measures intended to reduce highway congestion related directly to strategic development locations and from the cumulative impact of growth. Improvement measures that could be funded and delivered through a mixture of Community Infrastructure Levy (CIL) receipts, planning obligations and other funding sources to mitigate the impacts of housing and economic growth in the District were listed as being: package of sustainable transport package measures to reduce congestion at key junctions; sustainable travel mitigation for all new development; and expansion and growth of community transport services.

Arun District Council Parking Standards Supplementary Planning Document

- 2.24 Arun District Council's (ADC) Supplementary Planning Document (SPD) details the District-wide requirements for development-related car and cycle parking provision. The minimum required provision of electric vehicle charging points is also set out in the SPD, namely that all houses with a driveway or garage must be provided with an electric vehicle charging point.
- 2.25 The 'Electric Vehicle Infrastructure Study' produced by ADC is an Appendix to the Parking Standards SPD, having been produced in response to central Government policy relating to vehicle technology. The Study refers to all types of development that generate road traffic, supports the Local Plan and Development Management policy and is therefore a material consideration in the design and approval of new development.

Objectives

2.26 The objectives for this Travel Plan have been derived from the policies set out above in order that this Travel Plan supports delivery of those policies.

- ▶ Promote the health benefits of active travel
i.e. walking, running and cycling, in order to increase the use of these active and sustainable modes.
- ▶ Promote more efficient and 'cleaner' forms of car travel
i.e. 'cleaner' fuel vehicles (electric and hybrid vehicles) and sharing resources through, for instance, carpools, car clubs and lift-sharing.
- ▶ Reduce the need to travel, where possible
i.e. working at or from home, linking trips, and shopping online for groceries.
- ▶ Support social cohesion and people's sense of community through promoting personal interaction for the purpose of functional and/or leisure travel
i.e. 'buddy groups' for walkers, runners and cyclists.
- ▶ Raise site occupants' awareness of opportunities to adopt active and/or sustainable travel
i.e. through provision of information.

3.0 Site Location and Accessibility

Site Location

- 3.1 The site is located south-west of the existing built environment in the village of Yapton, as indicated on the plan at Figure 3.1.

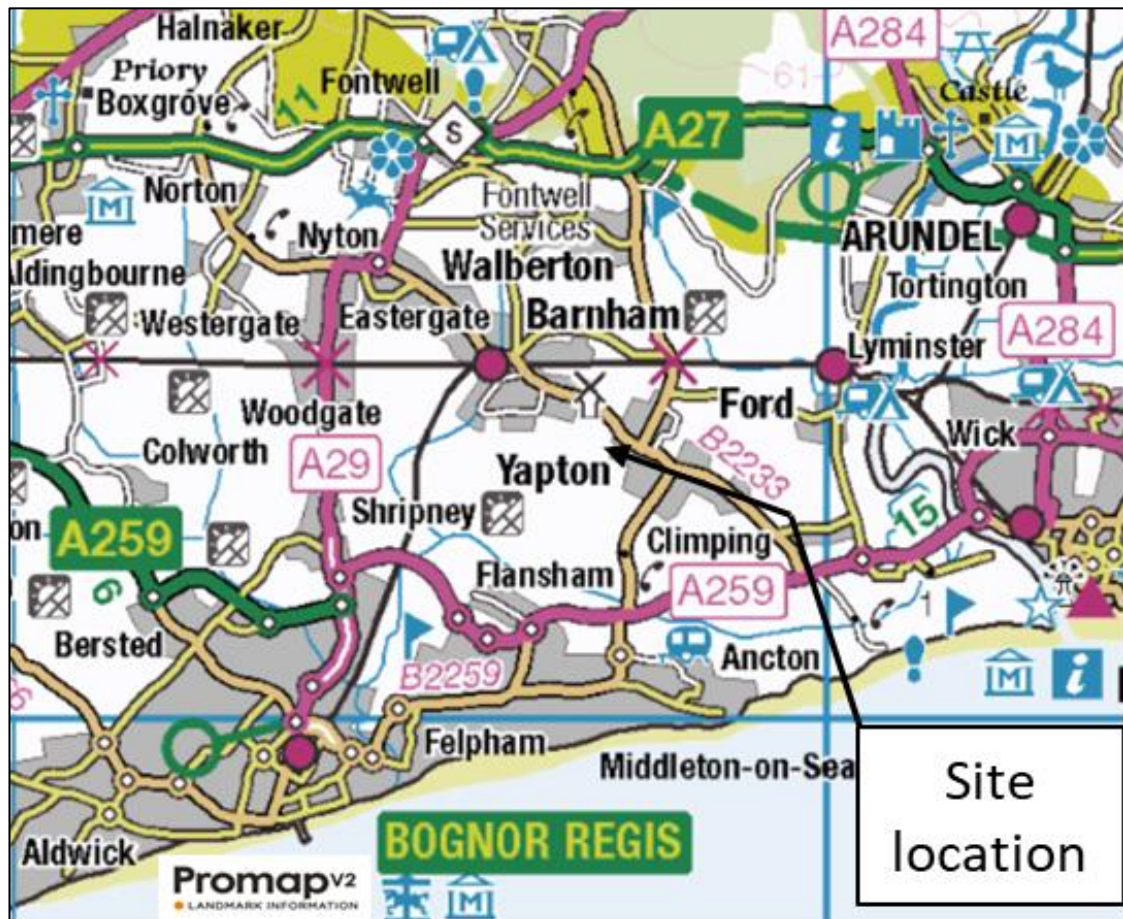


Figure 3.1: Site Location in Relation to the Local Highway Network

Site Accessibility

Highway Network

- 3.2 The site is located south of the B2233 Main Road, which passes through the centre of Yapton, and east of Drove Lane, which is a no-through road serving Yapton Scout Hut, Drove Lane Farm and Potter's House Preschool & Forest School.
- 3.3 Main Road is subject to a 30 miles per hour (mph) speed limit across the site frontage, having reduced from 40 mph approximately 200 metres west of the junction of Main Road with Drove Lane. This 30 mph speed limit continues eastwards from the junction of Main Road with Drove Lane in to Yapton village centre, which lies approximately 600 metres east of the junction between Main Road and Drove Lane.
- 3.4 The B2233 runs approximately south-east to north-west, connecting with the A259 to the east, and the A29 then the A27 to the west. The A259 is the coast road running eastwards through the towns of Bognor Regis, Littlehampton, Worthing, Lancing, Shoreham-by-Sea, Hove and Brighton, then onwards to Kent, terminating at its junction with the M20 at the Eurotunnel terminus.

- 3.5 Heading west from Bognor Regis on the A259 connects with the A27 Chichester Bypass, which, approximately 1.3 kilometres north of this point, extends eastwards from the Bypass to where the A27 connects with the B2233, as described above, at Crockerhill.
- 3.6 The site location in relation to the wider highway network is indicated on the plan at Figure 3.2.



Figure 3.2: Site Location in Relation to the Wider Highway Network

Walking

- 3.7 There is a continuous footway along the north side of the B2233 westwards from the site into Barnham, and in to Yapton village east of the site.
- 3.8 The network of Public Rights of Way in the vicinity of the site comprises:
- ▶ 155-5 - follows Drove Lane connecting Yapton to Flansham to the south-west;
 - ▶ 157-1 and 157-2 - form the south-western and south-eastern boundaries of the site, respectively, linking Drove Lane with Main Road, via the ends of the residential streets Tack Lee Road and The Pines to the south-east of the site; and
 - ▶ 200/1-8 - follows the alignment of the former Portsmouth to Arundel Canal and runs along the north-eastern boundary of the site.
- 3.9 The Public Rights of Way network around the site is illustrated at Figure 3.3.

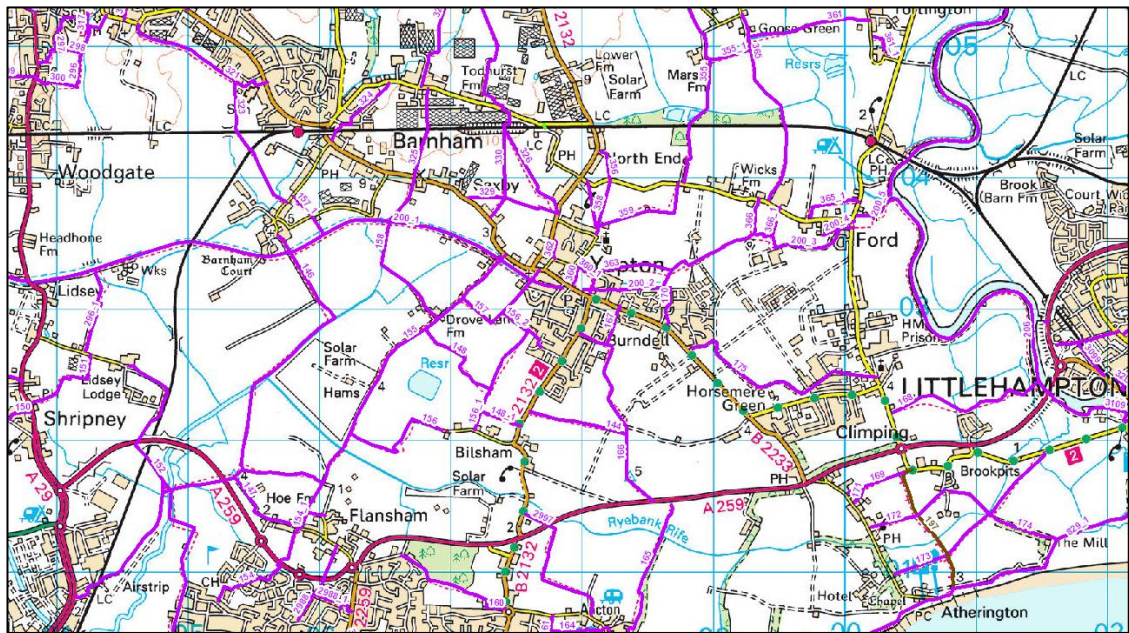


Figure 3.3: Local Public Rights of Way Network

Cycling

- 3.10 Cycling in the local area is largely on-street along routes that are flat and considered acceptable for cyclists.
- 3.11 The West Sussex cycle route journey planner shows a cycle route from Climping, east of Yapton, along Burndell Road in to Yapton, and along Bilsham Road where it links with National Cycle Network Route 2 (NCN 2). At this point NCN 2 runs along the northern side of the A259 between Littlehampton and Bognor Regis, the full NCN 2 route connecting Dover in Kent with St. Austell in Cornwall. The local cycle network is illustrated at Figure 3.4.

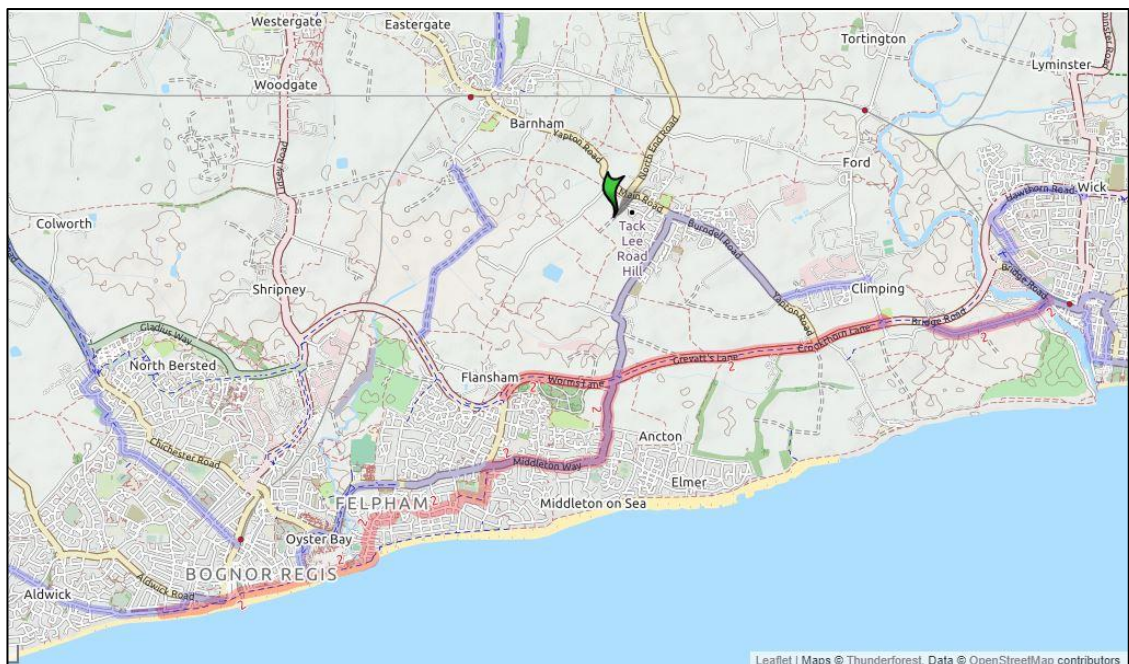


Figure 3.4: Local Cycle Network (map source: <https://www.westsussex.gov.uk/leisure-recreation-and-community/walking-horse-riding-and-cycling/cycle-journey-planner/>)

Bus

- 3.12 The bus stops nearest to the site are on Main Road, approximately 300 metres east of the junction between Drove Land and Main Road, and operate as 'request stops' for services 66A, 66C, and 665.
- 3.13 The eastbound stop on the north side of Main Road is indicated by a flag on the lamp column outside 'Berricourt' Georgian house, whilst the westbound stop on the south side of Main Road opposite 'Berricourt' has a flag and post with timetable information, seating, shelter and is street-lit.
- 3.14 A summary of these local bus services, indicating the destinations served and approximate service frequencies, is at Table 3.1.

Service Number	Route	Approximate Frequency		
		Weekdays	Saturday	Sunday
66A (anti-clockwise service)	Bognor Regis – South Bersted – Shripney – Westergate – Barnham – Yapton – Walberton – Barnham – Westergate – Shripney – South Bersted – Bognor Regis	Adj. Church Road: 07:30, 10:41, 15:07*, 18:05 Opp. Church Road: 07:35; 10:45; 15:12; 18:08	Adj. Church Road: 10:41, 15:07, 18:05 Adj. Church Road: 10:45; 15:12; 18:08	No service
66C (clockwise service)	Bognor Regis – South Bersted – Shripney – Westergate – Barnham – Yapton – Walberton – Barnham – Westergate – Shripney – South Bersted – Bognor Regis	Adj. Church Road: 08:49, 13:08, 17:06 Opp. Church Road: 08:54, 13:12, 17:09		No service
665 (school service)	Littlehampton – Yapton – Walberton – Barnham – Westergate	Adj. Church Road: 07:29* Opp. Church Road: 15:06*	No service	

Table 3.1: Local Bus Services (* schooldays only)

Rail

- 3.15 The nearest railway station to the site is Barnham, located approximately 2 kilometres north-west of the site. Barnham station offers Southern services to Bognor Regis, Brighton, Littlehampton, London Victoria, Portsmouth & Southsea and Southampton Central.
- 3.16 The station also benefits from:
- ▶ 62 covered cycle parking spaces, protected by CCTV;
 - ▶ a 124-space car park;
 - ▶ 3 accessible spaces; and
 - ▶ electric vehicle charging facilities.
- 3.17 The rail services available from Barnham station are summarised at Tables 3.2 (a) and (b).

Service	Destinations	Approximate Frequency		
		Morning Peak	Afternoon Peak	Saturday Daytime
Bognor Regis	Bognor Regis	4 trains per hour	4 trains per hour	4 trains per hour
Brighton	Barnham – Angmering – Worthing – Lancing – Shoreham-by-Sea – Southwick – Portslade – Hove – Brighton	Hourly	Hourly	Hourly
Brighton	Ford – Angmering – Goring-by-Sea – Durrington-on-Sea – West Worthing – Worthing – Lancing – Shoreham-by-Sea – Southwick – Portslade – Hove – Brighton	Hourly	Hourly	Hourly
Littlehampton	Ford – Littlehampton	3 trains per hour	Every 30 minutes	Every 30 minutes
London Victoria	Horsham – Crawley – Three Bridges – Gatwick Airport – East Croydon – Clapham Junction – London Victoria	Every 30 minutes	Every 30 minutes	No Service
London Victoria	Ford – Arundel – Pulborough – Billingshurst – Horsham – Crawley – Three Bridges – Gatwick Airport – East Croydon – Clapham Junction – London Victoria	Hourly	Hourly	Hourly
London Victoria	Ford – Arundel – Amberley – Pulborough – Billingshurst – Christ's Hospital – Horsham – Crawley – Three Bridges – Gatwick Airport – East Croydon – Clapham Junction – London Victoria	Hourly	Hourly	Hourly
Portsmouth Harbour	Chichester – Havant – Fratton – Portsmouth & Southsea – Portsmouth Harbour	No Service	No Service	Hourly
Portsmouth Harbour	Chichester – Southbourne – Emsworth – Havant – Fratton – Portsmouth & Southsea – Portsmouth Harbour	One Service	No Service	Hourly
Portsmouth & Southsea	Chichester – Fishbourne – Bosham – Nutbourne – Southbourne – Emsworth – Warblington – Havant – Bedhampton – Hilsea – Fratton – Portsmouth & Southsea	Hourly	Hourly	Hourly
Portsmouth & Southsea	Chichester – Havant – Fratton – Portsmouth & Southsea	One Service	One Service	Hourly
Portsmouth & Southsea	Chichester – Southbourne – Emsworth – Havant – Fratton – Portsmouth & Southsea	Hourly	One Service	Hourly

Table 3.2 (a): Summary of Local Rail Services

Service	Destinations	Approximate Frequency		
		Morning Peak	Afternoon Peak	Saturday Daytime
Southampton Central	Chichester – Emsworth – Havant – Cosham – Fareham – Swanwick – Southampton Central	Hourly	Hourly	Hourly
Southampton Central	Chichester – Southbourne – Emsworth – Havant – Cosham – Portchester – Fareham – Swanwick – Southampton Central	Every 2 hours	Hourly	Hourly
Southampton Central	Chichester – Southbourne – Emsworth – Warblington – Havant – Cosham – Portchester – Fareham – Swanwick – Bursledon – Hamble – Netley – Sholing – Woolston – Bitterne – St Denys – Southampton Central	One Service	One Service	No Service

Table 3.2 (b): Summary of Local Rail Services

4.0 Approved Development

4.1 The approved development comprises:

- ▶ construction of 300 residential dwellings;
- ▶ construction of a link road connecting to the adjacent 'Bilsham Road' parcel;
- ▶ new pedestrian access at the main site access from Main Road on to Drove Lane and in to the site;
- ▶ an uncontrolled pedestrian crossing, with dropped kerbs, across the eastern arm of the roundabout linking Main Road (B2233) with North End Road (B2132).
- ▶ a financial contribution towards delivery of a new shared foot-/cycleway between Yapton and Barnham, in accordance with the adopted cycling and walking strategy;
- ▶ surface drainage, open space, and landscaping;
- ▶ provision of broadband connectivity to all dwellings;
- ▶ electric vehicle charging provision (active charging points installed for 100% of dwellings with a driveway or a garage and 20% of other car parking spaces); and
- ▶ cycle parking in stores, garages or communal areas, as applicable to each dwelling design (i.e. communal stores for flats; stores in gardens for 2- or 3-bedroomed houses without a garage; in garages for 3- or -4-bedroomed houses).

4.2 A site layout and parking plan is at **Appendix A**.

5.0 Management

- 5.1 Prior to occupation a Travel Plan Co-ordinator (TPC) will be appointed and funded by the developer (and/or their successor in title) to oversee the management, development and implementation of the Travel Plan.
- 5.2 Contact details for the TPC will be provided to the Highway Authority and/or Planning Authority, as applicable, when the TPC is appointed and updated upon any subsequent transfer of the role.
- 5.3 The appointed TPC will carry out the following activities during the lifetime of the Travel Plan:
- ▶ administer documentation relating to the Travel Plan, including travel voucher claims;
 - ▶ be a point of contact for the incoming residents regarding travel-related matters;
 - ▶ contact Stagecoach (russel.byrne@stagecoachbus.com) and/or other local bus operators regarding the opportunity of them offering free 'taster' tickets and discounted Megarider tickets for residents;
 - ▶ manage the Plan monitoring and review programme by organising travel surveys, analysing the results, using the results to review the Travel Plan, and supplying this information to the Highway Authority in Monitoring Reports; and
 - ▶ liaise with the Highway Authority regarding approval of each Monitoring Report, and sign-off of the final Report thereby concluding the Travel Plan process.

6.0 Measures

- 6.1 The measures detailed here through which the Travel Plan will be implemented are appropriate for the target audience comprising future occupants of the proposed residential development.
- 6.2 In summary, the measures through which this Travel Plan will be implemented consist of physical infrastructure, management, information provision, monitoring, reviewing and reporting.

Physical infrastructure

Permeability for Active Travel Modes

- 6.3 The development has been designed to provide permeability for pedestrians and cyclists throughout the site, as well as connecting with local networks for walking and cycling.
- 6.4 An off carriageway, 3-metre-wide cycleway will be provided at the junction of Drove Lane and Main Road, continuing through the site and linking in to the neighbouring 'Bilsham Road' parcel of development land. A 2-metre-wide footway will be provided on the other side of the spine road.
- 6.5 Footway links extend from that spine route through the site, providing permeability through the new residential areas
- 6.6 A short section of 3-metre-wide cycleway links the western portion of the development in to Drove Lane, as does an informal path along the site's south-western boundary. Another informal path will be formed along the existing Public Right of Way along the site's south-eastern boundary, which continues and ties in with the existing residential streets of Tack Lee Road and The Pines.
- 6.7 Two stretches of shared cycle-/footway will provide links through the central southern portion of the development.
- 6.8 Off-site improvements to the local pedestrian network, as set out in the S106, will be made in the form of:
- ▶ dropped kerbs being provided at the entrance to Tack Lee Road, linking with the Old Canal Bridge Public Right of Way; and
 - ▶ an uncontrolled pedestrian crossing, with dropped kerbs, across the eastern arm of the roundabout linking Main Road (B2233) with North End Road (B2132).
- 6.9 A link road connecting with the adjacent Bilsham Road development parcel will be constructed.
- 6.10 A financial contribution will also be made towards delivery of a new shared foot-/cycleway between Yapton and Barnham, in accordance with the adopted cycling and walking strategy. That new infrastructure will improve pedestrian and cyclist safety and provide enhanced access to Barnham railway station.

Cycle and Car Parking

- 6.11 The on-site parking strategy provides:

Cycle parking

- ▶ Communal stores providing one space for each 1- and 2-bedroomed flat.
- ▶ Stores providing 2 spaces for each 2- or 3-bedroomed house without a garage.
- ▶ Garages providing 2 spaces for each 3- or -4-bedroomed house.

Car parking

- ▶ 1 surface car parking space per 1-bedroomed unit; 2 surface car parking spaces each for all other units (2-, 3- or 4-bedrooms).
- ▶ 92 visitor car parking spaces across the development.
- ▶ 100% of dwellings with a driveway or a garage fitted with an active Electric Vehicle Charging Point (EVCP).
- ▶ 20% of other car parking spaces fitted with an active EVCP.

Management

Travel Plan Co-ordinator

- 6.12 Prior to occupation a Travel Plan Co-ordinator (TPC) will be appointed to deliver the responsibilities set out in the 'Management' section of this Plan.

Information Provision

Travel Information Pack

- 6.13 The appointed TPC will produce a Travel Information Pack (TIP) for site residents supplying the following information:
- ▶ contact details for the appointed Travel Plan Co-ordinator;
 - ▶ promotion of residents' opportunities to get actively involved in the Travel Plan programme through participating in the travel surveys and engaging with their TPC;
 - ▶ details of the on-site parking provision for cycles, traditionally-fuelled vehicles and electric vehicles;
 - ▶ the health benefits of active travel;
 - ▶ the nature and location of local amenities;
 - ▶ opportunities to access local amenities using active and/or sustainable modes;
 - ▶ the locations and types of local public transport interchanges;
 - ▶ the operators of, services from, and facilities available at those public transport interchanges;
 - ▶ details of available community transport services;
 - ▶ the offer of a travel voucher to the value of £150 per household (first occupiers only, on a request basis and in line with claim validity period), to be redeemed against any of the following: a season ticket for the local bus service; a rail season ticket or network card; a new bicycle and/or cycling equipment; cycle training for up to 4 members of the household (full details and course costs are online at westsussex.gov.uk/cycletraining);
 - ▶ for those working at and/or with school-age children, encouragement to ascertain and adopt the active and/or sustainable travel measures in place at the school(s);
 - ▶ details of organisations working in the active and/or sustainable travel arena (e.g. Sustrans; Living Streets; CoMo; Healthy Air; etc.);
 - ▶ promotion of and encouragement to participate in local, regional and national events relating to active and/or sustainable travel;

- ▶ journey planning tools, such as Traveline (traveline.info/), National Rail (www.nationalrail.com), www.bustimes.org, details available on www.google.co.uk/maps, and the WSCC journey planners for cyclists, horse-riders and walkers (westsussex.gov.uk/leisure-recreation-and-community/walking-horse-riding-and-cycling-routes/cycle-journey-planner/ and cyclejourneyplanner.westsussex.gov.uk/);
 - ▶ ways in which to reduce the need to travel (i.e. home delivery; working from home; linking trips);
 - ▶ reference to the more efficient form of car use through lift-sharing as is available via the West Sussex scheme www.westsussexcarshare.com, which is accompanied by an explanatory video at westsussex.gov.uk/carsharing and a promotional leaflet suitable for inclusion in the Travel Information Pack (downloadable from westsussex.gov.uk/carsharing);
 - ▶ considerations involved in the purchase and use of electric vehicles and electric bicycles;
 - ▶ reference to local walking and cycling groups;
 - ▶ mapping of local walking and cycling routes; and
 - ▶ promotion of the following list of national awareness events relating to active and/or sustainable travel, utilising the promotional posters available online free of charge at: westsussex.gov.uk/leisure/getting_around_west_sussex/travelwise/supporting_material.aspx (Walk to School Week; 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)
- 6.14 The first household occupying each residential unit will be provided with a TIP. In line with the phased construction and occupation of the development, the TIP will be reviewed, updated as necessary and re-issued to each phase of occupying households. The TIP will also be made available on the development-specific sales website.
- 6.15 Sales Team personnel will be briefed so they can actively promote travel-related features of the proposed development to prospective residents:
- ▶ the fact that there is a Travel Plan programme in place;
 - ▶ the ways in which that benefits residents, including the offer of a £150 financial incentive ("Travel Voucher") to support and encourage use of active and/or sustainable transport modes;
 - ▶ residents' opportunities to get involved in the Travel Plan programme; and
 - ▶ the existence of a Travel Plan Co-ordinator (TPC) and how the TPC can support residents with their travel-related queries once they have moved in.

Monitoring, Reviewing and Reporting

- 6.16 A monitoring, reviewing and reporting programme will be operated by the Travel Plan Co-ordinator, that programme being detailed in full later in this Travel Plan.

Remedial Measures

- 6.17 The need for remedial measures will be considered throughout the monitoring programme, as indicated by progress being made towards achieving the targets. If it is determined that remedial measures are needed this will be discussed and agreed with WSCC at the time. It may be, for instance, that an extended period of monitoring is required, or a second round of travel vouchers is offered.

Action Plan

- 6.18 A summary of these measures is provided in the Action Plan at Section 9 of this Travel Plan.

7.0 Targets

- 7.1 West Sussex County Council's (WSCC) predetermined targets for the reduction of car use by future site occupants are presented here alongside discussion of how they relate to the 'Drove Lane' development.

Target 1

- 7.2 The WSCC Target 1 is to reduce the number of vehicle trips generated by site users during a 12-hour weekday period (07:00 to 19:00) by a minimum of 15% in urban areas and 10% in rural areas.
- 7.3 The approved development is in a rural area according to WSCC's definition that such areas are those outside the specified coastal and central towns across the County, and therefore Target 1 involves a 10%, not 15%, reduction.
- 7.4 The vehicular trip generation data set out in the Transport Assessment (TA) produced by Odyssey, dated December 2017 and approved with the outline planning permission, are reproduced at Table 7.1.

Time Period	Arrival	Departure	Two-Way
AM 08:00 – 09:00	42	110	153
PM 17:00 – 18:00	94	50	143
Daily	567	610	1,177

Table 7.1: Vehicular Trip Generation Data – Reproduced from Dec. 2017 Transport Assessment

- 7.5 Accordingly, the target trip generation data are 10% lower as set out at Table 7.2.

Time Period	Arrival	Departure	Two-Way
AM 08:00 – 09:00	38	99	138
PM 17:00 – 18:00	85	45	129
Daily	510	549	1,059

Table 7.2: Target Vehicular Trip Generation Data (based on Dec. 2017 Transport Assessment data)

Target 2

- 7.6 The WSCC Target 2 is to reduce the vehicular peak hour trip rate of a development to ensure there is no 'material impact' on the surrounding network.
- 7.7 WSCC defines 'material impact' as "an increase in congestion at any junction within the study area agreed at scoping stage after the effects of the Travel Plan, sustainable infrastructure/services and highway mitigation measures have been taken into account." (pg. 19, West Sussex County Council Development Travel Plan policy' (undated)).
- 7.8 The vehicular trip rate data set out in the December 2017 TA are reproduced at Table 7.2.

Time Period	Arrival	Departure	Two-Way
AM 08:00 – 09:00	0.141	0.368	0.509
PM 17:00 – 18:00	0.313	0.165	0.478
Daily	2.134	2.242	4.376

Table 7.2: Vehicular Trip Rate Data – Reproduced from Dec. 2017 Transport Assessment

8.0 Monitor, Review and Report Programme

Overview

- 8.1 In order to track implementation of the Plan measures, to collect travel survey data, and to undertake a review of progress towards achievement of the Plan targets, a monitor, review and report programme will be implemented.
- 8.2 This programme of collecting site-specific travel data will begin whilst the site is being occupied and conclude five years later.
- 8.3 The monitoring programme will be undertaken to ensure that:
- ▶ progress can be tracked towards achieving the targeted reduction in single-occupancy vehicle usage, with the commensurate increase in use of active and/or sustainable modes;
 - ▶ the Travel Plan implementation measures can be reviewed and tailored accordingly; and
 - ▶ use of the site-related facilities can be recorded and assessed.
- 8.4 The Travel Plan Co-ordinator will manage and administer the monitoring programme as funded by the developer, their appointed representative or their successor in title.

Monitor

- 8.5 Monitoring will be compliant with the Standard Assessment Methodology (SAM) devised by TRICS (Trip Rate Information Computer System) (http://www.trics.org/sam_process.aspx) as required in WSCC guidance.
- 8.6 Site-specific travel data will be collected at 75% occupancy, and then on the first, third and fifth anniversaries of that initial survey.

Review

- 8.7 After each round of monitoring, the data will be used to inform consideration of progress towards achieving the Plan targets.
- 8.8 A review of the Travel Plan measures will also be undertaken to retain and/or enhance those that are considered to be positively supporting active and/or sustainable travel, and to amend or abandon those that are not, with suitable measures being substituted as appropriate.
- 8.9 A site audit will be undertaken to inform description of the site in terms of its operation, layout, facilities, etc, as part of the review process.
- 8.10 The Travel Plan Action Plan will also be reviewed in light of the above information.

Report

- 8.11 The survey data, content of the Plan review, revised targets and an updated Action Plan will be set out in a Monitoring Report following each survey.
- 8.12 Monitoring Reports will be submitted to the Council within 6 weeks of receipt of each set of survey data, for approval by the Council within 6 weeks of receipt of each Report.

9.0 Action Plan

- 9.1 The Action Plan at Table 9.1 sets out the actions that will be taken to implement this Travel Plan, the party/ies responsible in each instance, and an indicative timeline.

Action	Party/ies Responsible	Indicative Timeline
Provide on-site travel facilities	BDW Homes	During construction
Appoint Travel Plan Co-ordinator		Prior to occupation
Provide off-site travel facilities		
Produce Travel Information Pack	Travel Plan Co-ordinator	Upon occupation
Issue Travel Information Pack	BDW Homes	
Administer travel voucher claims	Travel Plan Co-ordinator & BDW Homes	Within the claim validity period
Arrange initial travel survey	Travel Plan Co-ordinator	At 75% occupation
Use survey data to review Travel Plan		Within 6 weeks of receiving survey data
Produce & submit Monitoring Report		
Approve Monitoring Report	West Sussex County Council	Within 6 weeks of receiving Report
Arrange anniversary travel surveys	Travel Plan Co-ordinator	On 1 st , 3 rd & 5 th anniversaries of initial survey
Use survey data to review Travel Plan		Within 6 weeks of receiving each set of survey data
Produce & submit Monitoring Reports		
Approve Monitoring Reports	West Sussex County Council	Within 6 weeks of receiving each Report
Secure approval and final sign-off of Travel Plan process		
If Travel Plan not approved in Year 5, discuss mitigation with WSCC	Travel Plan Co-ordinator & West Sussex County Council	To be agreed (if mitigation measures are needed)

Table 9.1: Action Plan

Appendix A

Site Location and Layout Plan



