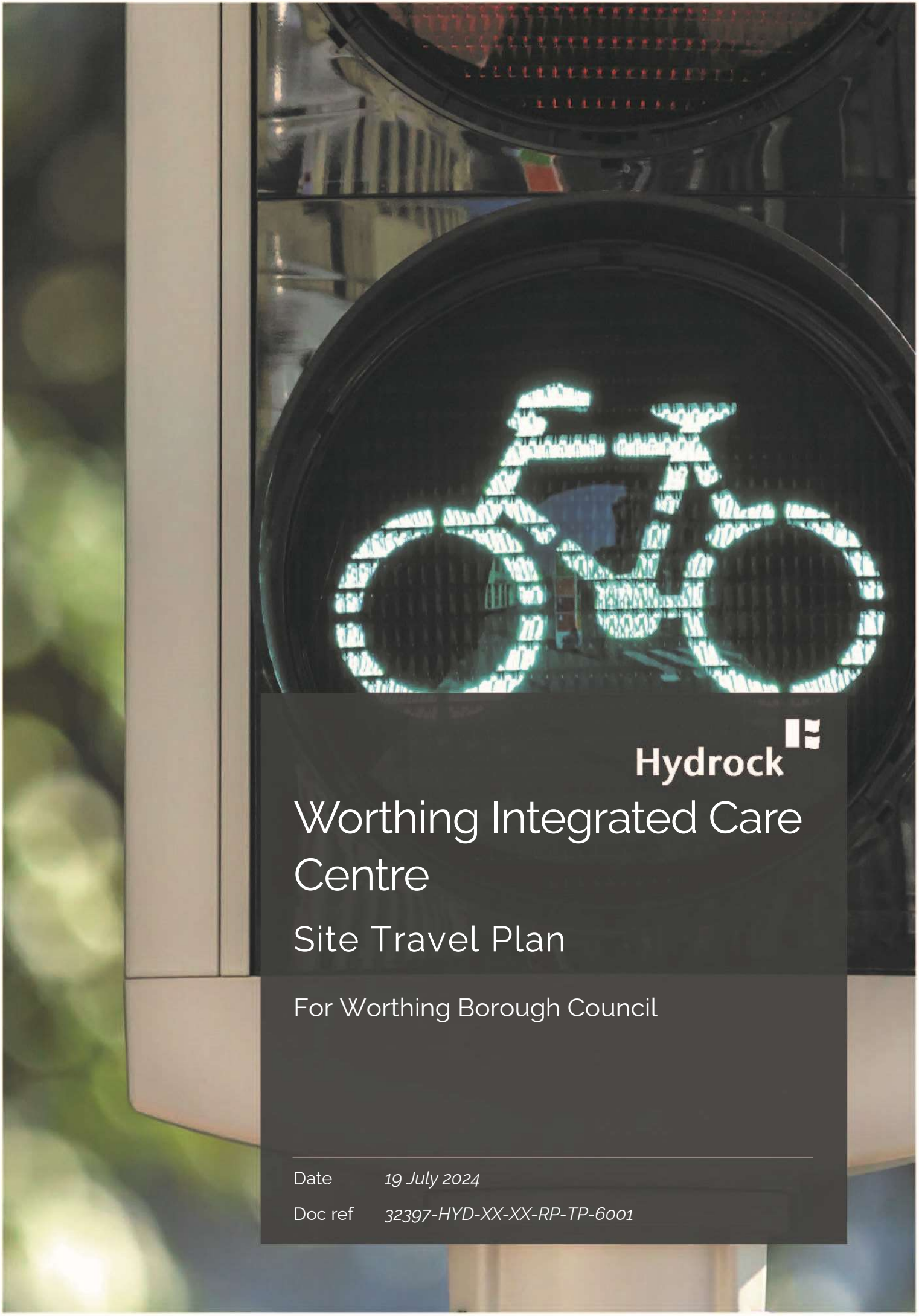

Hydrock

Worthing Integrated Care Centre

Site Travel Plan

For Worthing Borough Council

Date	*19 July 2024*
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1. Introduction

1.1 Overview

1.1.1 This Travel Plan (TP) has been prepared by Hydrock on behalf of the occupiers of the Worthing Integrated Care Centre (ICC):

- Sussex Community NHS FT;
- Sussex Partnership NHS FT;
- Worthing Medical Group; and
- Pharmacy Paydens

1.1.2 The centre provides primary care GP services, community services, mental health services and dentistry as well as an ancillary pharmacy and ancillary office accommodation. Staff working at the site are part of the NHS Sussex Integrated Car System.

1.1.3 This TP is intended to provide an update to the Interim Travel Plan (ITP) (Ref 13560-HYD-XX-XX-RP-TP-6001), as required by Condition 15 of the planning consent.

1.1.4 This TP is an overarching document covering the operation of the site, there is the flexibility for each operator to run their own TP is desired.

1.2 Scope

1.2.1 This TP provides a travel management strategy for the site. It includes a package of measures that will be used to promote sustainable travel choices and reduce reliance on the single occupancy car for travel to and from the site. The on-site healthcare uses will include the following groups of staff:

- Staff who remain on site during the working day. This includes both admin and clinical staff; and
- Staff based on site and working in the community. These staff travel during the working day to visit patients etc.

1.2.2 The TP will focus will be on staff commuter travel to and from their place of work, and particularly on those staff who remain in the building all day. Staff working in the community will also benefit from these measures but are more likely to require a car for work related travel. Measures for patients and visitors focus on information provision.

1.3 Aims and Objectives

1.3.1 The key aim of the TP is to reduce the number of single occupancy car commuter journeys to the site. Where single occupancy vehicle travel is necessary, the proposal includes provision of significant electric vehicle charging points to encourage the use of these vehicles, which will help to reduce vehicle emissions.

1.3.2 The main objectives of the TP are:

- To increase awareness of the advantages and potential for travel by more environmentally-friendly methods of travel;
- To reduce private car mileage in favour of more sustainable modes of travel, reflecting current Government policy objectives in respect of transport;
- To introduce measures that will encourage travel by other modes; and

- To reduce the number of single occupancy car commuter trips to and from the site.

1.4 Benefits

1.4.1 The measures outlined in this TP will assist employees in making an informed decision on how they travel to and from the site and encourage them to use sustainable transport modes where feasible. This will reduce reliance on single occupancy vehicle trips and encourage a reduction in car trips to the site. The benefits to the wider area include reduced congestion, increased road safety and environmental improvements as well as benefitting the personal health and fitness of staff.

1.5 Contents of the Travel Plan

1.5.1 The TP broadly follows the following structure:

- Chapter 2: Site description and existing conditions;
- Chapter 3: A description of the connectivity of the development by sustainable travel modes;
- Chapter 4: Description of the development proposal including access, site layout, pedestrian and cycle accessibility, parking provision and servicing arrangements;
- Chapter 5: Provides baseline mode share information and targets;
- Chapter 6: Provides a management and delivery structure for the TP including proposals for monitoring progress against targets;
- Chapter 7: Sets out a series of measures and incentives for staff to reduce the reliance of single car journeys; and
- Chapter 8: Action Plan: Provides a summary table of key measures and actions.

2. Site description and existing conditions

2.1 Site Location and Land Use

2.1.1 Worthing is a town in the county of West Sussex, located to the south of the A27, a strategic route connecting the M27 at Portsmouth with Brighton and the South East. Worthing Railway Station sits on the south coast line which provides connections to Shoreham-by-sea, Littlehampton and Chichester, as well as Portsmouth and Brighton.

2.1.2 The site is located in a sustainable location in Worthing Town Centre, adjacent to the Assembly Hall, Law Courts, registration office and Worthing Borough Council offices. The site is connected to the wider highway network by the A259 and the A24, with the A24 connecting the site to the A27 at Grove Lodge Roundabout.



Figure 2.1: Location of the Site in its Local Context

2.1.3 The northern extent of the site is bounded by Stoke Abbott Road which provides access to the existing car park and surrounding civic uses. Stoke Abbott Road also provides the primary access from the A259 Chapel Road. To the east of the site is Worthing Town Hall and the Worthing Library, with access to these amenities also provided from Stoke Abbott Road.

2.1.4 To the south of the site is the Sussex Partnership NHS Foundation Trust headquarter offices. The site includes the access road between buildings, providing access onto the A259 Richmond Road. Christchurch Road and the Law Courts provide the western site boundary.

2.2 Local Highway Network

2.2.1.1 Stoke Abbott Road

2.2.2 Stoke Abbott Road is a single carriageway road that lies directly north of the site. It is subject to a 30mph speed limit and has footways and street lighting provided on both sides of the carriageway.

2.2.3 There are double yellow lines present along the southern side of Stoke Abbott Road and parking bays on the northern side. The parking bays provide for short stay parking with a duration of two hours between 09:00 and 18:00 Monday to Saturday with no return within two hours.

2.2.4 Stoke Abbott Road forms a simple priority T-junction with Christchurch Road at its western extent. At its eastern extent it forms a junction with Chapel Road (A259) where a ghost island right turn lane is present. A left-turn out only is permitted at this junction.

Christchurch Road

2.2.5 Christchurch Road on the western site boundary connects Richmond Road to Stoke Abbott Road. Footways and restricted on-street parking bays are provided on both sides of the road.

Richmond Road (A259)

2.2.6 Richmond Road is a single carriageway that bounds the southern extent of the site. A footway is present on both sides of the carriageway with dropped kerbs and street lighting. A signalised pedestrian crossing is provided across Richmond Road between its junctions with Portland Road and Grafton Road. In addition, signalised pedestrian crossing points are present at the eastern extent of Richmond Road at its junction with Chapel Road (A259).

2.2.7 To the east of the site, Richmond Road forms a signalised junction with Chapel Road with left turn and right turn lanes present. To the west, beyond the two mini roundabouts, the A259 Richmond Road continues as A259 Wykeham Road.

Chapel Road

2.2.8 The A259 continues north of the Richmond Road/ Chapel Road signalised junction which is a two-way carriageway with one lane heading northbound and two lanes heading southbound from the A259/ A24 roundabout.

2.2.9 South of the signalised junction, Chapel Road is a two-way carriageway up until Liverpool Gardens junction. South of this the road provides for one-way traffic with vehicles heading southbound. Chapel Road bears left and continues as Chatsworth Road.

3. Connectivity by sustainable modes

3.1 Introduction

3.1.1 The accompanying TA demonstrates that the site is situated in a highly sustainable town centre location, which is likely to encourage journeys by non-car modes. This chapter describes the connectivity of the site to the surrounding area by sustainable modes of travel.

3.2 Walking

3.2.1 The site is located in the centre of Worthing and is surrounded by well-established residential areas. The surrounding streets are well lit and provide good quality footways with numerous safe crossing points, as follows:

- A 2m footway is present along the northern and southern side of Stoke Abbott Road which fronts the site. The footways continue to the east, connecting to footways on Chapel Road.
- A pedestrian subway is present just north of the A259/ A24 roundabout to accommodate west-east pedestrian crossing of the A24. In addition to this, a pedestrian signalised crossing is provided on the A24 just south of the A24/ Teville Road roundabout.
- There are well established good quality pedestrian routes north of the site which route towards numerous facilities and services such as bus stops, Worthing Station, food stores and leisure facilities.
- To the south of the site, Richmond Road has 2m wide footways on both sides, with a signalised pedestrian crossing located directly south of the law court. There is a further signalised pedestrian crossing provided at the Richmond Road/Chapel Road junction and Chapel Road and South Street provide safe pedestrian access to the promenade.

3.3 Cycling

3.3.1 The NCN routes within close proximity to the site are shown in Figure 3.1 and Figure 3.2 below.

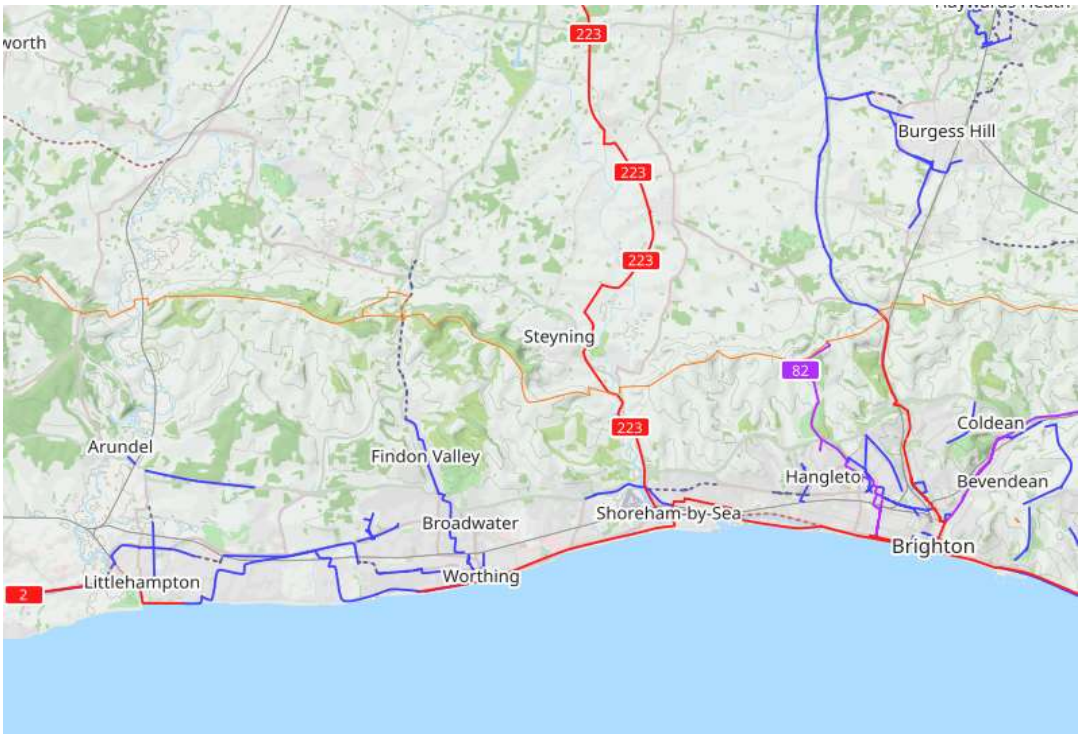

Figure 3.1: National Cycle Network

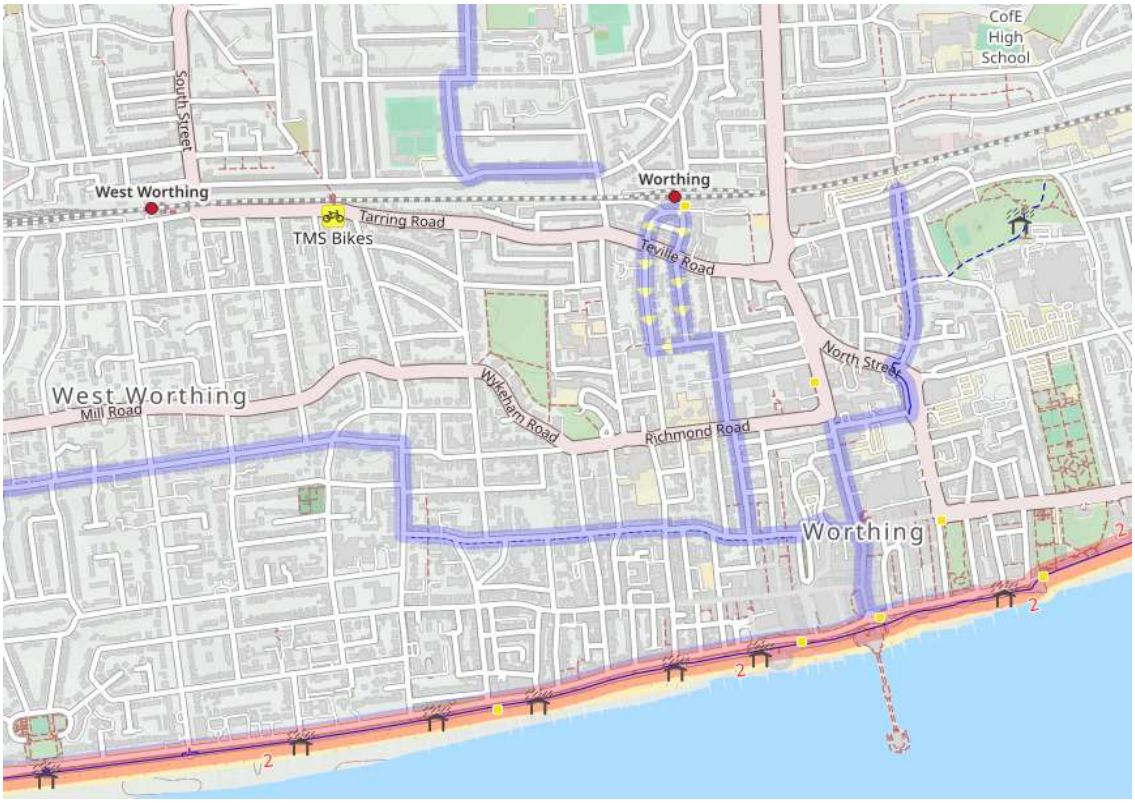

Figure 3.2: National Cycle Network Route 2 Within Close Proximity to Site

3.3.2 NCN Route 2 follows the seafront and can be accessed on-road via Chapel Road. Locally, NCN Route 2 provides access to Shoreham-by-Sea (9km) which is approximately a 28-minute cycle, and Brighton (19km) which is approximately an hour's cycle journey.

3.3.3 NCN Route 2 additionally links to NCN route 223, which runs northwards from Shoreham-by-Sea.

3.3.4 There is a further local cycleway connecting Teville Road just north of the site with north Worthing and the Findon Valley area.

3.3.5 The Draft Worthing and Adur Local Cycling and Walking Infrastructure Plan identifies Richmond Road as a 'secondary cycle route' and Chapel Road as a 'primary cycle route'.

3.4 Accessibility by Public Transport

Bus

3.4.1 The closest bus stops to the development (Town Hall and Library stops) are located approximately 160m or a 2-minute walk from the centre of the site. The bus stops within the vicinity of the site are served by a variety of high frequency bus services as summarised in Table 3.1

Table 3.1: Bus Service Provision

Service	Route	First / Last	Frequency			
			Mon – Fri		Saturday	Sunday
			AM Peak	PM Peak		
1	Worthing – Midhurst Midhurst – Worthing	0630/ 1915 0621/ 1948	Hourly	Every 30 mins Hourly	Hourly	Every 2 Hours
5	Worthing – Durrington	0620/ 2037	Every 30 mins	Every 20 Mins	Every 20 mins	Hourly
7	Lancing - High Salvington High Salvington - Lancing	0822/ 18:52 0820/ 1720	Every 90 mins	Every 90 mins	Every 90 mins	-
10	Durrington – Worthing	0614/ 1944	Every 30 mins	Every 20 mins	Every 20 mins	-

16	West Tarring - Lyons Farm Lyons Farm - West Tarring	0941/ 1701 0854/ 1724	Hourly	Hourly	Hourly	-
23	Crawley – Worthing Worthing – Crawley	0547/ 2045 0657/ 1916	Hourly	Every 30 mins	Every 30 mins	Every 2 Hours

3.4.2 Table 3.1 demonstrates that buses within a short walking distance of the site provide frequent services to key residential areas within and around Worthing. The bus offers a realistic mode of travel for potential employees, patients and visitors to the site.

Rail

3.4.3 The closest railway station to the site is Worthing Station, at a distance of approximately 640m which equates to an 8-minute walk or 2-minute cycle from the proposed development site. Worthing station is one of the main stops on the West Coastway Line. The station runs regular trains to Littlehampton, Brighton, West Worthing, London Victoria and Southampton Central.

3.4.4 Trains depart every 10 minutes during the peak times to Brighton and the fastest journey time for this route is 20 minutes.

3.4.5 The station benefits from a ticket office, good accessibility for disabled users and secure and sheltered cycle storage with 114 cycle spaces available at the station.

3.4.6 In addition, bus service 5 and 10 runs every 10 minutes two and from the station which can be accessed from Town Hall bus stops. This journey would take approximately 5 minutes via bus.

3.4.7 Travelling by train therefore provides an attractive choice of mode for employees and patients travelling to and from the site. In addition, a multi-modal trip such as train and cycle, walk or bus is realistic.

3.5 Summary

3.5.1 The site is located in the centre of Worthing and is surrounded by well-established residential areas. The surrounding streets are well lit and provide good quality footways with numerous safe crossing points. There are good opportunities for cycling journeys with NCN route 2 and a local cycle route to north Worthing located within a short distance of the site. There are also draft proposals to improve Richmond Road and Chapel Street to provide further cycle routes bounding the site.

3.5.2 The site is well positioned with respect to existing bus stops, which provide access to regular services across the town as well as for access to rail services from Worthing Station.

3.5.3 The site surrounds provide appropriate infrastructure to accommodate journeys to and from the site by sustainable travel modes in line with the requirements of paragraphs 110 and 111 of the National Planning Policy Framework (NPPF).

4. Development

4.1 Overview and Layout

4.1.1 The new building brings together existing health care providers around Worthing into premises that meet modern requirements. This will not only mean that the providers have up to date premises but will allow them to offer more effective patient care as a result of having the premises all on one site.

4.1.2 The uses include Primary Care (GP and nursing practice); Community Services; Dentistry; Mental Health services; an ancillary pharmacy; and ancillary offices floorspace for admin and clinical support.

4.2 Vehicle Access

4.2.1 Entry is from Richmond Road and exit using the site access to Stoke Abbott Road

4.3 Pedestrian and Cycle Access

4.3.1 The site is designed to be permeable to pedestrians. The building includes a number of pedestrian accesses, including from Stoke Abbot Road at the front of the building and directly from the car park.

4.4 Servicing

4.4.1 Refuse collection is from Stoke Abbot Road. Deliveries are also from Stoke Abbot Road. A further service bay is located adjacent to the multi-storey car park for servicing the boiler and generator.

4.4.2 Swept path analysis has been undertaken to demonstrate that service vehicles can enter and exit the site in a forward gear.

4.5 Parking

4.5.1 The site includes a new decked car park. The car park caters for parking for on-site uses as well as continuing to provide public car parking for the Civic Quarter area. In line with WSCC's Guidance on Parking at New Developments, 20% of bays have been provided with electric vehicle (EV) charging, and ducting has been provided to allow remaining bays to be upgraded and a further 5% of bays will be allocated for disabled car parking.

4.5.2 In addition, car parking for patient drop off services is provided. The patient drop off area can accommodate two ambulances, although it should be noted that ambulance access will be infrequent as the site will not provide for emergency healthcare.

4.5.3 Both long and short stay cycle parking will be provided on-site to cater for staff and visitor cycle trips. A long stay cycle store is located within the building, accommodating 32 bicycles. A total of 36 short stay cycle parking spaces are provided as follows:

- Four Sheffield cycle stands accommodating eight cycles adjacent to the main entrance
- Four Sheffield cycle stands accommodating eight cycles adjacent to the pharmacy entrance
- The balance of cycle parking (20 spaces) is provided in an external cycle store located on the western side of the site, adjacent to the surface car park.

5. Targets, monitoring and review

5.1 Baseline Travel Data

5.1.1 This TP focuses on staff journeys to work and therefore travel data from the 2011 Census for travel for employment purposes has been used as an initial baseline for target setting.

5.1.2 Reference has been made to the 2011 census Workplace Population 'Method of Travel to Work' data for Middle Super Output Area (MSOA) Worthing 011, to determine the method of travel to work to the area and establish the likely method of travel to work for the employees of the site. Figure 5.1 shows the extent of the MSOA – Worthing 011.

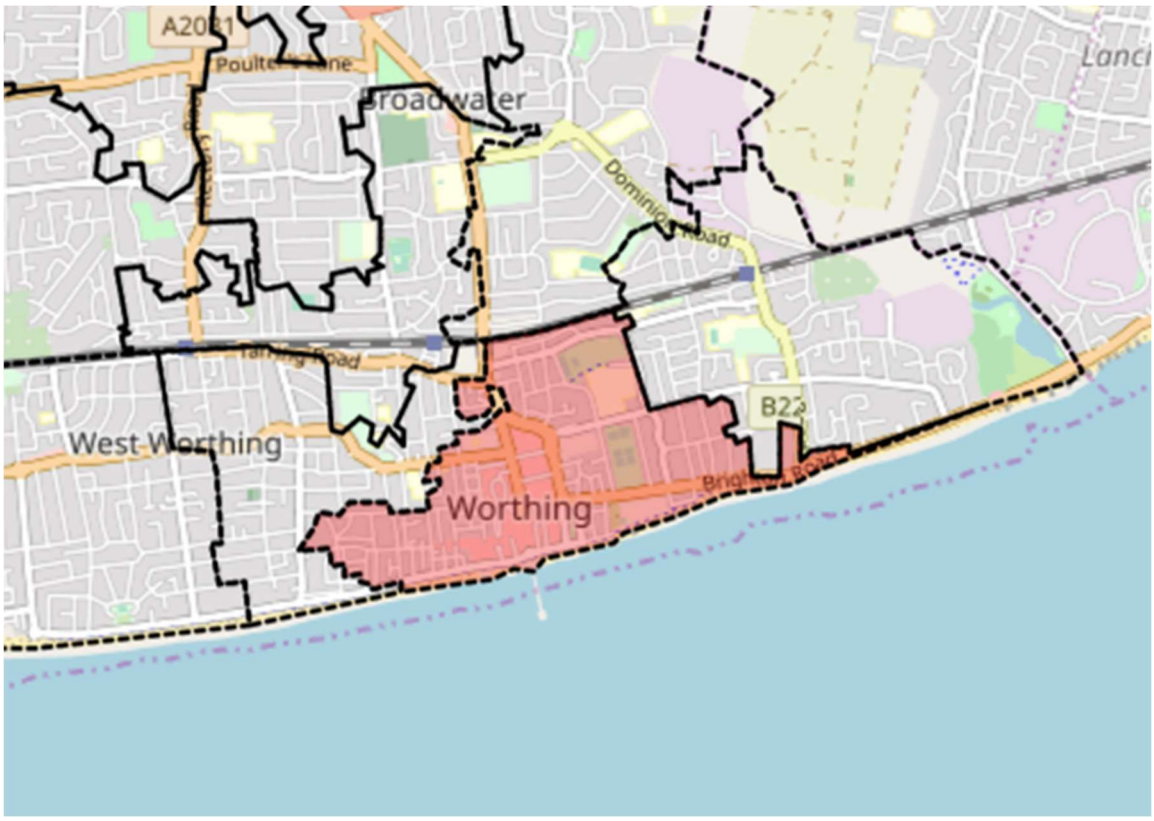

Figure 5.1: MSOA Worthing 011

Table 5.1 highlights the modal choice for employment trips to the Worthing 011.

Table 5.1: Travel to Work Modal Split

Method of Travel	MSOA – Worthing 011
Train	5.0%
Bus	7.4%
Taxi	0.2%
Motorcycle	0.9%
Driving a car or van	53.4%
Passenger in a car	6.4%

Bicycle	6.2%
On foot	20.4%
Total	100%

5.1.3 Table 5.1 shows that approximately 60% of journeys to work in central Worthing are made by car, of which 6.4% are journeys as a passenger in a car. Approximately 40% of journeys are made by sustainable travel modes with 20.4% of journeys to work being on foot, 12.4% by public transport and 6.2% by cycling.

5.2 Interim Target

5.2.1 The interim travel plan target is to reduce single occupancy vehicle use for staff travel to work by 15% over a five-year monitoring period from a baseline position determined using the trip generation in the Transport Assessment, as requested by West Sussex County Council.

5.2.2 The trip generation in the Transport Assessment was determined using TRICS vehicle rates for GP surgeries and clinics. The 12-hour (0700-1900) trip rates for the uses are presented in Table 5.2 below.

Table 5.2: Trip rates used in Transport Assessment

	Clinic (65% of site)			GP surgery (35% of site)		
	Arrivals	**Departures**	**Total**	**Arrivals**	**Departures**	**Total**
0700-0800	0.000	0.000	0.000	1.202	0.456	1.658
0800-0900	0.542	0.197	0.739	3.141	1.728	4.869
0900-1000	1.182	0.296	1.478	3.307	2.991	6.298
1000-1100	0.936	0.837	1.773	3.041	3.041	6.082
1100-1200	1.182	1.182	2.364	2.476	2.9087	5.384
1200-1300	0.443	0.788	1.231	2.094	2.243	4.337
1300-1400	0.591	0.433	1.034	1.844	1.977	3.821
1400-1500	0.640	0.591	1.231	2.243	2.060	4.303
1500-1600	0.690	0.887	1.577	2.808	2.742	5.550
1600-1700	0.690	0.837	1.527	2.493	2.808	5.301
1700-1800	0.542	0.887	1.429	1.479	1.994	3.473
1800-1900	0.197	0.542	0.739	0.295	1.139	1.434

5.2.3 The total floorspace of the site is 6,920 sqm, comprised of a 4,485 sqm clinic and a 2,435 sqm GP surgery.

5.2.4 Applying these floorspaces to the trip rates in Table 5.2 results in the following trip generation.

Table 5.3: Site trip generation

	Clinic			GP surgery			Total		
	Arr	Dep	Tot	Arr	Dep	Tot	Arr	Dep	Tot
0700-0800	0	0	0	29	11	40	29	11	40
0800-0900	24	9	33	76	42	119	101	51	152
0900-1000	53	13	66	81	73	153	134	86	220
1000-1100	42	38	80	74	74	148	116	112	228
1100-1200	53	53	106	60	71	131	113	124	237
1200-1300	20	35	55	51	55	106	71	90	161
1300-1400	27	20	46	45	48	93	71	68	139
1400-1500	29	27	55	55	50	105	83	77	160
1500-1600	31	40	71	68	67	135	99	107	206
1600-1700	31	38	68	61	68	129	92	106	198
1700-1800	24	40	64	36	49	85	60	88	149
1800-1900	9	24	33	7	28	35	16	52	68
Total	**342**	**336**	**678**	**643**	**635**	**1279**	**986**	**971**	**1957**

5.2.5 Table 5.3 shows that the total site trip generation across the 12-hours (0700-1900) is estimated to be 1957 two-way vehicles.

5.2.6 Applying a 15% reduction to the 12-hour generation of 1957 results in a total two-way vehicle generation of 1663 vehicles per day. West Sussex County Council request that this target is achievable within 5-years and maintained for a further 5-years.

5.3 First Travel Survey

5.3.1 An initial survey will be undertaken six months after occupation of the proposed building in order to establish a baseline from which the target for the TP can be confirmed. At this stage, the target will be adjusted if required.

5.4 Monitoring

5.4.1 Travel Plans are 'active' documents that must be reviewed on a regular basis so as to demonstrate that the measures implemented have, over time, met the agreed targets.

5.4.2 It is the responsibility of the Travel Plan Co-ordinator (TPC) (See Section 6), to ensure that monitoring takes place and that the outputs are reported to WSCC. A monitoring report is to be submitted biannually over a 5-year period to the Council.

5.4.3 It is proposed that following the initial baseline survey in year 1, monitoring surveys will be undertaken in years 3 and 5. The TPC will be responsible for the coordination of the survey work which is envisaged would take the form of a questionnaire to be completed by residents either in electronic or hard copy form.

5.5 Review

5.5.1 Following the completion of the survey work, the TPC will compile a report of the surveys for submission to WSCC. Where necessary, the target and measures will be reviewed.

5.5.2 Review - On a biennial basis (years one, three and five), the TPC will undertake a review of the TP. The objective will be to measure its success and to identify the potential for improvements to the travel initiatives.

5.5.3 Re-issue of Travel Survey - An element of the review will involve re-issuing the employee travel surveys in years one, three, and five. The TPC will review the results and adjust any measures if necessary.

5.5.4 Monitoring Report - The review will result in production of a monitoring report. The Monitoring Report will be submitted to WSCC for approval and retained for record. The report shall demonstrate to WSCC how the TP has been implemented during the previous years and include:

- Site information;
- Measures introduced and actions taken to promote the travel plan;
- A statistical summary of the modal split of employees disclosed by the monitoring surveys;
- The progress of the travel plan in achieving targets and identifying any amendments; and
- A plan for future actions to be implemented.

5.6 Enforcement

5.6.1 In the event that the 5-year Travel Plan targets are not met, the TPC will liaise with West Sussex County Council to discuss whether monitoring is required to continue past the initial 5-year period, and agree extended timescales and measures if appropriate.

6. Management

6.1 Travel Plan Coordinator

6.1.1 The successful introduction of the Travel Plan will be dependent upon buy-in from staff based at the site, and the processes put in place to support, implement and develop the measures outlined.

6.1.2 This process will be managed and supervised by a nominated Travel Plan Coordinator (TPC) for the agreed monitoring period. The TPC is responsible for the day-to-day management, co-ordination, promotion and implementation of the Travel Plan as well as being a point of contact for West Sussex County Council (WSCC), and for any staff who have queries about their travel. The main responsibilities of the TPC will be:

- Overseeing the development and implementation of the TP;
- Promoting and marketing the objectives and benefits of Travel Planning;
- Providing every employee with a Travel Information Pack (TIP) as well as up-to-date travel and transport information;
- Acting as point of contact for employees requiring information;
- Undertaking travel surveys to monitor the effectiveness of the Measures;
- Liaising with officers at WBC and WSCC to engage with local travel initiatives;
- Providing biennial reports giving updates on the Travel Plan, its measures and its effectiveness.

6.1.3 A key component of a successful TP is the requirement to raise awareness, which will be achieved via on site and online visual displays and marketing. The TPC will ensure that the TP and other information relating to sustainable travel are conveyed to employees through a variety of media.

6.2 Consultation

6.2.1 The success of the TP will rely on the support of the employees, and the TPC will retain close contact with representatives to ensure that the principles and initiatives within the TP are understood.

6.2.2 The TPC will also retain responsibility for liaison with outside bodies, including with officers for WSCC.

7. Measures and Initiatives

7.1 Introduction

7.1.1 A wide range of measures and actions will be implemented to encourage walking, cycling, public transport use and car sharing in accordance with national and local policies.

7.1.2 This TP demonstrates the commitment of the application site to sustainable travel. The design principle for this site is to provide a sustainable environment that promotes the ethos of sustainability through encouraging the use of walking, cycling and local public transport as an alternative to single occupancy vehicle trips.

7.1.3 Measures that will be introduced as part of this TP to achieve its aims and objectives are provided in this section. The list of measures is not exhaustive and if required, further potential measures and initiatives may be investigated by the TPC. The measures are

largely aimed at influencing regular journeys to work undertaken by staff working on site and remaining on the site throughout their working day. Measures are also put forward to assist staff working in the community and visitors to the site in making sustainable travel choices.

7.1.4 The measures outlined below are intended to be reviewed and monitored following completion of subsequent travel surveys.

7.2 Physical Measures to Promote Sustainable Transport and Travel

7.2.1 As set out in Section 4, the design incorporates good quality, safe and comfortable walking routes and the layout is intended to be 'permeable' to those on foot or bicycle. It includes the following physical features to encourage journeys by sustainable modes:

- A pedestrian access through the site, running alongside the decked car park, joining the existing footpath alongside the former Wheatsheaf pub and linking Stoke Abbott Road to Richmond Road;
- A footway connection alongside the access road into the site from Richmond Road;
- Direct access to the site from Stoke Abbott Road;
- Level access to the building from the car parking;
- Secure and covered cycle parking for staff and short stay Sheffield stand cycle parking for visitors;
- Provision of staff facilities within the bike store to allow storage of items such as trainers or cycle helmets;
- 20% of car parking spaces to provide EV charging with other spaces provided with ducting to allow their upgrade in the future;
- 6% accessible car parking spaces; and
- Dedicated space for patient transport drop off.

7.3 Staff Measures

7.3.1.1 Travel Information

7.3.2 Travel information will be provided to staff by the following means:

- Online on internal intranet site
- A travel information board will be provided in a staff only area;
- By occasional email update from the TPC; and
- Via a Travel Information pack to be prepared and issued to all employees prior to occupation of the new building and to new employees prior to joining. This is to influence travel patterns at the outset, when staff are considering how their journey to work will be made.

Travel Information Pack (TIP)

7.3.3 The TIP will contain information on the alternatives to single-occupancy car use available to employees and will include the following information:

- Cycling and walking maps for the local area and the contact details of local and national cycling organisations, such as SUSTRANS;
- Details of on-site cycle parking and facilities for storage of equipment;

- Timetables and route maps for public transport. This should include isochrone maps showing schedules, journey times and timetable information;
- Details of the NHS Trust's cycle purchase and season ticket purchase travel scheme (if available to the individual occupiers;
- Details of the West Sussex car share scheme https://liftshare.com/uk/community/westsussexcarshare
- Details for any community travel sites and community forum sites.

Travel Information Online, by email and on travel information boards

7.3.4 The online platform and travel information boards will promote travel by alternative modes of transport and display the following information:

- Details of pedestrian and cycle routes in the local area;
- Information regarding general pedestrian and cycle safety;
- Locations of bus stops, the station and bus and rail timetable information;
- Details of car sharing schemes; and
- Promotion of national travel events such as Cycle to Work Day (www.cycletoworkday.org) and 'Bike Week' (www.bikeweek.org.uk).

7.3.5 The travel information board will provide a point of reference for all staff members in all respects of the TP. The board will be used for information, relevant travel promotion and advertising.

Walking

7.3.6 Well documented evidence suggests that people who are physically active in their daily lives are more productive and take less time off sick. The C3 Collaborating for Health 'Choosing Health: Making healthy choices easier' (2012) document, recognised the health benefits of walking and / or cycling. Active travel enables people to enjoy these health benefits as part of their daily routine as well as reducing environmental impacts and saving money.

7.3.7 Walking advice and local pedestrian routes will be provided within the TIP and on the travel information board/online forum.

Cycling

7.3.8 Cycle information and guidance will be contained within the TIP and on the travel information board to support and encourage cycling.

7.3.9 Access to the Government's Cycle to Work scheme enabling the discounted purchase of bikes and equipment to facilitate cycle commuting will be considered if this is available to the individual occupiers.

7.3.10 The NHS SPOKES Bicycle User Group network will be promoted to staff. NHS SPOKES is an informal network of cyclists for staff within the NHS. The network can be utilised by staff seeking cycling advice, support or information.

7.3.11 National cycle events will be promoted through the travel information board.

7.3.12 The TPC will endeavour to negotiate discounts with local cycle shops (and outdoor clothing shops) which could benefit from the implementation of the TP. The locations of nearby outlets would be identified in the TIP.

Public Transport

7.3.13 The TIP and travel notice board will include up to date information on public transport services and the location and details of the closest bus stops to the site.

7.3.14 The most practical pedestrian and cycle routes to and from the application site to public transport stops will be identified within the TIP and on the travel information board.

7.3.15 The TPC will investigate joining the Adur and Worthing easit community to benefit from discounts on bus and rail tickets and their car share scheme.

7.3.16 A season ticket loan scheme to enable spreading of the cost of an annual season ticket purchase over the course of a year will be considered by each occupier and this scheme promoted to staff if appropriate/achievable.

Car-sharing

7.3.17 Car sharing is a key way in which to constrain single occupancy car travel to the site. By increasing the number of occupants for any given car trip, the sustainability of that trip can increase above that of public transport. Potential benefits to be gained from an effective car sharing scheme are considerable.

7.3.18 Employees will be made aware of the West Sussex Car Share website. It is hoped that a higher car share trip rate can be encouraged for employees, if not on a daily basis at least once or twice a week on a regular basis. The TPC will consider provision of a guaranteed ride home scheme for registered car sharers, in the event that their car share arrangement falls through during the working day.

Electric Vehicle Fleet

7.3.19 The Sussex Community NHS FT target is to increase the number of operational vehicles in the operational fleet. The 'Care without Carbon Delivery Plan' document states a historic target of 77% of fleet vehicles will be electric by the end of 2023, increasing to 100% by 2025. The TPC would review this with the occupiers.

Use of the On-Site Car Park

7.3.20 The proposal includes provision of a decked car park. It is envisaged that a number of car parking permits will be obtained for staff considered to be 'essential car users', for example staff undertaking roles requiring travel within the community during the working day. The availability and quantity of parking permit provision is still to be determined and may include access to other car parks within in the town. Similarly, permit parking for essential car users for the Civic Centre is being considered by Worthing Borough Council.

7.3.21 The remainder of the car park will be paid car parking, open to the public 24 hours a day.

Home Working and Video Conferencing

7.3.22 This TP has been produced following the Covid-19 conditions, where travel habits have shifted significantly and where home working has been introduced across all sectors, where this is feasible, including in NHS roles. The TPC will encourage managers to review home working practices where feasible, to retain these travel reduction benefits.

7.3.23 The Sussex Community NHS FT 'Care without Carbon Delivery Plan' document stated a historic target that 1 in 4 off site meetings and training sessions typically held face-to-face will take place virtually by 2021. The TPC would review this with the occupiers.

7.3.24 The Sussex Partnership NHS FT 'Care without Carbon Green Plan' document states that IT service roll out is a priority to ensure that business miles are reduced by the increased digitalisation of meetings.

7.3.25 Reducing unnecessary travel, such as the use of video conferencing for meetings and provision of training through online modules will be supported and promoted where this is feasible.

7.4 Patient/Visitor Measures

7.4.1 Measures for patients and visitors to the site will focus on information provision as follows:

- Details of travel to the site by sustainable means will be provided on the occupier's website;
- Provision of a travel noticeboard in a prominent public area, to be kept up to date by the TPC;
- The TPC will develop a travel information leaflet, focusing on sustainable modes that can be sent to patients and visitors with appointment reminders.

8. Action Plan

8.1.1 This section draws together the proposed measures, monitoring and review proposals into an Action Plan that identifies who will be responsible for the delivery of each element.

Table 8.1: Action Plan of Proposed Measures

Informational Measures			
Measures to be Implemented	**Implemented by Date**	**Person(s) Responsible**	**Duration / Period of Repetition**
Nominate TPC	3 months prior to first occupation	Developer	For duration of travel plan (5 year period)
Undertake Initial Travel Survey	Within 6 months of first occupation	TPC	After 1, 3, and 5 years
Prepare TIP	Prior to first occupation	TPC	For duration of occupation
Online Travel Page (intranet for staff)	Prior to first occupation	TPC	For duration of occupation
Online Travel Page (external for patients/visitors)	Prior to first occupation	TPC	For duration of occupation
Travel Information Boards (staff and visitor)	Prior to first occupation	TPC	For duration of occupation
Promotional Measures			
Measures to be implemented	**Implemented by date**	**Person(s) responsible**	**Duration / Period of Repetition**
Encourage Employees to Walk, Cycle, Use Public Transport or Car Share	First occupation	TPC	To be included in Travel Information Pack and on Travel Information Boards
Promotion of National Travel Awareness Days	No later than 4 weeks preceding each day	TPC	Annually for each event as long as the development is occupied
Encourage safer cycling	First occupation	TPC	For duration of occupation
Promotion of Liftsharing and develop guaranteed ride home	First occupation	TPC	To be included in Travel Information Pack and on Travel Information Boards
Investigate joining the easit community for Adur and Worthing	First occupation	TPC	For duration of occupation

Contact local retailers of cycle and outdoor equipment to enquire about discounts	Within 3 months of first occupation	TPC	N/A
Develop parking permit scheme for essential car users	First occupation	TPC	For duration of occupation
Identify where home working may be feasible	Within 6 months of first occupation	TPC	N/A
Availability of video conferencing and online training	Within 3 months of first occupation	TPC	For duration of occupation
Promotion of cycle to work and season ticket loan schemes	First occupation	TPC	For duration of occupation

Design Measures			
Measures to be Implemented	**Implemented by Date**	**Person(s) Responsible**	**Duration / Period of Repetition**
Secure Cycle Parking	Prior to first occupation	Developer	For duration of occupation
Employee Locker Facility Area	Prior to first occupation	Developer	For duration of occupation
Pedestrian improvements including new footway from Richmond Road	Prior to first occupation	Developer	For duration of occupation
Dedicated accessible and EV parking spaces	Prior to first occupation	Developer	For duration of occupation