







7-9 AND 11-27 ALBION STREET, SOUTHWICK

TRAVEL PLAN STATEMENT

19 January 2023

EVOKE

7-9 AND 11-27 ALBION STREET, SOUTHWICK

TRAVEL PLAN STATEMENT

PROJECT DETAILS	
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1. Introduction

1.1. Context

1.1.1. Evoke Transport Planning Consultants Ltd (Evoke) has been commissioned by Adur and Worthing Councils (AWC) to produce a Travel Plan Statement to discharge a planning condition associated with a planning application for the approved refurbishment and redevelopment of 7-9 and 11-27 Albion Street, Southwick, BN42 4DN. The local planning authority are Adur and Worthing Council (AWC) and the local highway authority are West Sussex County Council (WSCC).

1.1.2. The site received planning permission (Ref: AWDM/0954/18) in May 2020 for the demolition and redevelopment of 11-27 Albion Street to provide 49 affordable flats, with 31 car parking spaces and the refurbishment of 7-9 Albion Street to convert the building into six residential units. The consented layout plans are attached at **Appendix A**. Condition 20 of the Decision Notice dated 5th May 2020 stated:

- "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 thereafter be implemented as specified within the approved document. The Travel Plan 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.
- Reason: To encourage and promote sustainable transport having regard to policy 28 of the Adur Local Plan".

1.1.3. Following liaison with the Travel Plan Officer at WSCC, it was agreed that a Travel Plan Statement (TPS) is sufficient to discharge planning condition 20, due to the scale of the development and the reduced on-site car parking provision, as well as the provision of an onsite car club vehicle. The email correspondence with WSCC is attached at **Appendix B**.

1.1.4. The site is located to the north of Shoreham Harbour on the northern side of the A259 Albion Street in Southwick and previously comprised two residential units and vacant lant, which was formerly in use as residential housing. The site is bound by the railway line to the north, a car maintenance workshop to the east, Albion Street to the south and an existing residential building to the west. The location of the site is outlined in Figure 1 below.

Figure 1 – Site Location Plan



Source: Google Maps

1.2. Scope of Travel Plan Statement

1.2.1. This TPS has been produced for residents and visitors to 7-9 and 11-25 Albion Street, Southwick. The approach and measures set out in this TP will accord with national, regional and local Government objectives such as Policy 28 of the Adur Local Plan, which seek to:

- Minimise the need to travel;
- Provide a sustainable transport choice with priority for buses, rail, pedestrians and cyclists;
- Reduce road congestion (particularly at peak times);
- Reduce the safety risk to motor vehicles, non-motorised, and vulnerable users;
- Provide cycle parking / storage;
- Ensure the quality of the local environment is not compromised;
- Cost savings on travel and reduced costs and demands on car parking;
- Promote equal opportunities to residents by offering wider travel choices;
- Reduce the need to travel, especially by single occupancy car journeys;
- Improve personal and wider community health; and
- Reduce air and noise pollution.

1.2.2. This report outlines the aims of the site Travel Plan Statement and the measures that will be introduced to help make sure that these aims are realised.

1.2.3. Given the reduced on-site car parking provision coupled with the scale of the development (55 units) the Travel Plan Statement will focus on the provision of travel information to residents from the offset with limited on-going monitoring of travel patterns.

1.2.4. The Travel Plan follows WSCC's principles of the TRACES evaluation criteria, as summarised in Table 1.

Table 1 – WSCC TRACES Evaluation

TRACES	Criteria
T – Transparent	Plans should clearly identify who is responsible for each element of the plan, how it is to be financed and how targets have been developed
R – Realistic	Plans should set realistic but stretching targets which reflect Local Development Framework and Local Transport Plan policies. Targets should take account of best practice and the likely make up of occupants.
A – Achievable	Plans should only include measures which developers and partners are capable of delivering and which are likely to have a positive impact on travel behaviour.
C- Committed	Plans need clear commitment from the developer and occupier. This can be demonstrated by, for example, the appointment of a Travel Plan coordinator and the identification of funding to take the plan forward.
E - Enforceable	The commitments established in the Plan need to be enforceable by the local authorities under the accompanying S106 agreement. This demands precision and clarity in the way measures are set out in the Travel Plan.
S - Sustainable	Plans need to demonstrate how they will be managed in the longer term. This includes specifying arrangements for the transition of responsibility from the developer to the occupiers, residents or other organisations and the continuing sources of funding for the plan.

Source: WSCC Development TP Policy

1.3. Report Structure

1.3.1. Following this introductory section, the remainder of this TPS is structured as follows:

- **Section 2: Policy Context** – outlines the policy context behind the TPS;
- **Section 3: Existing Conditions** – describing the baseline conditions of the site;
- **Section 4: Consented Development** – outlines the consented development and access strategy for all modes of travel;
- **Section 5: Aims, Objectives and Targets** – describes the aims and objectives of the TPS;
- **Section 6: Travel Plan Measures** – outlines the site-wide measures that will be put in place;
- **Section 7: Action Plan** – sets out the action plan;
- **Section 8: Summary and Conclusions** – Summarises the key aims, measures and objectives outlined within this TPS.

2. Policy Context

2.1. Introduction

2.1.1. This section of the TP reviews and analyses the relevant current transport planning policy and guidance in relation to the site.

2.1.2. The policies outlined below demonstrate the ways in which this TP is consistent with the policy objectives at National, Regional and Local levels. The relevant policies include:

National Policy

- Government's National Planning Policy Framework (NPPF) (2021);
- Planning Practice Guidance (PPG) – Travel Plans, Transport Assessments and Statements (2014);
- Department for Transport (DfT) The Future of Mobility (2019).

Regional Policy

- West Sussex Transport Plan 2022-2036;
- West Sussex County Council Development Travel Plan Policy.

Local Policy

- Adur Local Plan 2017;
- Shoreham Harbour Joint Area Action Plan (2019);
- Shoreham Harbour Joint Area Action Plan Transport Strategy (2016).

2.2. National Policy and Guidance

National Planning Policy Framework (NPPF) (July 2021)

2.2.1. The NPPF was revised in July 2021 and sets out the government's planning policies for England and how these are expected to be applied. The NPPF recognises that transport policies have an important role to play in wider sustainability and health objectives as well as their direct influence on development. It seeks to ensure that the transport system is balanced in favour of sustainable transport modes giving people a real choice about how they travel.

2.2.2. Paragraph 111 states that all developments that generate significant amounts of movement should be required to provide a Travel Plan, and applications should be supported by Transport Statements or Transport Assessments. It also mentions that when 'assessing sites that may be allocated for development in plans or specific applications for development, it should be ensured that:

- Appropriate opportunities to promote sustainable transport modes can be – or have been – taken up, given the type of development and its location;
- Safe and suitable access to the site can be achieved for all users; and
- Any significant impacts from the development on the transport network (in terms of capacity and congestion), or on highway safety, can be cost effectively mitigated to an acceptable degree.'

Planning Practice Guidance (PPG) – Travel Plans, Transport Assessments and Statements (March 2014)

2.2.3. The Guidance states that Transport Assessments, Transport Statements and Travel Plans can positively contribute to encouraging sustainable travel, lessening traffic generation and its detrimental impacts and reducing carbon emissions and climate impact. In doing so they can create accessible, connected, inclusive communities with improved road safety, health and quality of life.

2.2.4. The Guidance states that Transport Assessments, Transport Statements and Travel Plans should be proportionate to the size and scope of the proposed development, be tailored to particular local circumstances and be established at the earliest practicable possible stage of a development proposal.

2.2.5. Additionally, the Guidance states that Travel Plans should be considered in parallel to the development proposals and integrated into the design of the occupation of a site rather than retrofitted after occupation wherever possible.

DfT's Future of Mobility: Urban Strategy (2019)

2.2.6. The strategy looks to make the UK a world leader in mobility innovation by embracing technology. The strategy outlines how new technology and business models could deliver substantial benefits for society, the environment and the economy;

- Social Benefits: Safer streets.
  - A more inclusive transport system;
  - Smoother journeys; and
  - Boosting active travel and public transport.
- Environment Benefits:
  - Reduce emissions;
  - Tackling noise pollution;
  - Unlocking spatial opportunities; and
  - Tackling congestion.
- Economic Benefits:
  - Improve productivity;
  - Attracting investment and creating jobs; and
  - Boosting UK exports.

2.2.7. In facilitating innovation in urban mobility for freight, passengers and services, the Government's approach will be underpinned as far as possible by the following Principles:

- New modes of transport and new mobility services must be safe and secure by design.
- The benefits of innovation in mobility must be available to all parts of the UK and all segments of society.
- Walking, cycling and active travel must remain the best options for short urban journeys.
- Mass transit must remain fundamental to an efficient transport system.
- New mobility services must lead the transition to zero emissions.
- Mobility innovation must help to reduce congestion through more efficient use of limited road space, for example through sharing rides, increasing occupancy or consolidating freight.
- The marketplace for mobility must be open to stimulate innovation and give the best deal to consumers.
- New mobility services must be designed to operate as part of an integrated transport system combining public, private and multiple modes for transport users.
- Data from new mobility services must be shared where appropriate to improve choice and the operation of the transport system.

2.3. Regional Policy and Guidance

West Sussex Transport Plan (LTP3) 2011-2026 (February 2011)

2.3.1. The West Sussex Local Transport Plan (LTP3) was published in February 2011 and sets out the strategy for guiding future investment in the county's highways and transport infrastructure. The plan is underpinned by four strategies that guide the approach to maintaining, managing and investing in transport and to meet the main objective of improving the quality of life for the county. These four strategies are as follows:

- Promoting economic growth;
- Tackling climate change;
- Providing access to services, employment and housing; and
- Improving safety, security and health.

2.3.2. The overarching vision of the LTP3 is:

2.3.3. "To achieve efficient, safe and less congested transport networks, which contribute towards:

- A more competitive and thriving economy;
- Reductions in emissions;
- Improved access to services;
- Jobs and housing, especially for those in need; and
- Improved quality of life for all those who live and work within our beautiful and unique County".

2.3.4. The main objective of the Plan is to *"improve quality of life for the people of West Sussex by helping to provide:*

- A high quality transport network that promotes a competitive and prosperous economy in all parts of the County;
- A resilient transport network that complements the built and natural environment whilst reducing carbon emissions over time;
- Access to services, employment and housing; and
- A transport network that feels, and is, safer and healthier to use".

2.3.5. A number of measures to help meet these objectives are outlined within Section 1.2 of the LTP. These include but are not limited to:

- Promoting sustainable modes of travel, particularly for journeys to work and education;
- Ensure that new developments are accessible by all modes of transport including cleaner vehicles;
- Delivering new walking, cycling, public transport motorcycling and freight infrastructure where these are prioritised;
- Reduce the need to travel at all by encouraging the provision of local services;
- Promoting the use of cleaner fuelled vehicles through promotional activities and using cleaner fuelled vehicles in County Council fleet as a best practice example to others;
- Continuing to support travel behavioural change programmes which can encourage use of existing facilities in partnership with local communities;
- Continuing to secure travel plans for new residential and employment developments;
- Requiring that transport assessments assess accessibility to key services and have clear links with travel plans.

2.3.6. Within the LTP, WSCC set out an implementation plan for Adur with a strategy that aims to tackle the identified transport issues within the area, including:

- Facilitate the introduction of on-street electric charging areas;
- Increase space of active travel through infrastructure improvements on priority routes such as A259;
- Use traffic signal technology to give priority to shared transport where services operate frequently;
- Strategic Transport Investment Programme active travel infrastructure including Adur cycling corridors, in particular A259 Shoreham – Brighton;
- Identify priority locations for new and improved active travel crossings of railways, for example in Shoreham/Southwick; and
- Air Quality Action Plan measures in Shoreham and Southwick.

West Sussex County Council Development Travel Plan Policy

2.3.7. The guidance is adopted by WSCC to aid the preparation and implementation of Travel Plans associated with new development. The guidance defines a Travel Plan as 'a long-term management strategy for an organisation or site that establishes a structured strategy with clear objectives, supported by suitable policies, which ensures that sustainable transport objectives are delivered through action'.

2.3.8. The document states that TPS will include a commitment to delivering a range of measures to promote sustainable modes of transport, raising the awareness of the benefits for both the individual and the environment of using these modes. Suitable Conditions or Planning Obligations will be secured to ensure that the measures identified within TPS are delivered but will not include requirements for formal monitoring or enforcement.

2.3.9. The guidance clearly states that Travel Plans are living documents 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. By influencing travel behaviour and contributing to a reduction in trips made by car, Travel Plans can help to reduce emissions and air pollutants, climate change gases and noise to the benefit of people who live or work in West Sussex and visitors to our county.

2.4. Local Policy and Guidance

Adur Local Plan 2017

2.4.1. The Adur Local Plan provides a comprehensive vision and strategy for Adur until 2032. The Local Plan was intended to address a number of key issues, including the need to address road congestion and related pollution – air and noise – whilst improving the existing transport network and facilitating the development of sustainable transport measures.

2.4.2. Vision 8 states that by 2023 'working with Highways England and WSCC measures will have been introduced to address congestion, resulting in fewer delays on the road network and contributing to easier and more sustainable travel patterns. Railway stations at Lancing, Shoreham-by-Sea, Southwick and Fishersgate will continue to form an important part of Adur's public transport network. Improvements will encourage more people to use public transport rather than the private car and help to improve air quality in Adur. More sustainable travel patterns will have been established which utilise public transport, walking and cycling'.

2.4.3. Objective 9 seeks 'to improve connectivity within and to Adur's communities as well as to Brighton and Worthing, achieve more sustainable travel patterns and reduce the need to use the private car through public transport services and infrastructure, demand management measures, and new and enhanced cycle and footpaths. These actions will contribute to an improvement in air quality. Innovative sustainable transport measures will be encouraged'.

2.4.4. The site is situated within Shoreham Regeneration Area (within the Harbour Mouth character area), which is identified within Policy 8 as a 'broad location for change'. The Harbour Mouth area priorities include enhancing the connections between Shoreham town centre, Shoreham Beach and Shoreham Fort.

2.4.5. Policy 28: Transport and Connectivity outlines that to secure significant improvements to transport and mobility in Adur, new development should:

- Ensure that new development is located and designed to minimise the need for travel, facilitates and promotes the use of sustainable alternatives to the private car, and provides or contributes to the necessary infrastructure to serve the development and to mitigate against any adverse impacts to an acceptable level. Travel plans and Transport Assessments will be required for certain developments in line with West Sussex County Council guidance and the National Planning Policy Framework; and
- Incorporate appropriate levels of car and cycle parking having regard to West Sussex County Council guidance, taking into consideration the impact of development upon on-street parking.

Shoreham Harbour Joint Area Action Plan (2019)

2.4.6. The Shoreham Harbour Joint Area Action Plan (JAAP) is a strategy for the regeneration of Shoreham Harbour and surrounding areas produced by the Shoreham Harbour Regeneration Partnership (SHRP). Objective 5 of the JAAP is to improve connection and promote sustainable transport choices through ensuring that new developments are well served by high quality, integrated and interconnected networks, improved pedestrian, cycling and public transport routes and seeking to reduce demand for travel by private car in innovative ways'.

2.4.7. Policy SH5: Sustainable travel outlines:

- Development will be required to contribute towards implementation of the area-wide travel behaviour change and travel choice programme set out in the Shoreham Harbour Transport Strategy.

Shoreham Harbour Joint Area Action Plan Transport Strategy (2016)

2.4.8. The aim of the Transport Strategy is to support the JAAP by identifying a programme of transport infrastructure improvements, services and travel behaviour initiatives; to minimise the impact of the new development on the existing transport network and communities, while connecting the Harbour with its surroundings.

2.4.9. The Transport Strategy seeks to achieve five desired outcomes. The outcomes are set out below with the accompanying criteria, which provides a framework to enable the assessment of potential interventions:

- OC1 Reduced levels of congestion
  - Reduction in congestion to benefit all modes of transport
  - Less dependence on car trips for short journeys within urban areas
- OC2 Strengthened sustainable transport mode share
  - Attractive alternatives to the private car
  - Minimising the need to travel by car for short trips (when appropriate)
- OC3 Improved connectivity
- OC4 A safe and attractive environment

- Ensuring transport improvements enhance the public realm

- OC5 Adequate parking provision and controls
  - Suitable provision of car and cycle parking
  - Managing the impact of car parking to improve network safety and efficiency

2.4.10. As part of the Transport Strategy, an area-wide travel behaviour change and travel choice programme (referred to as the TBC programme) will be implemented. It will use marketing and promotional activities, particularly where there is new or improved infrastructure to encourage new and existing communities to walk, cycle or use public transport. The package of measures in the TBC programme will cover the entire Shoreham Harbour area and focus on promoting sustainable travel options and their benefits through a range of initiatives.

2.4.11. Rather than restrict car use, the aim of the TBC programme is to make people aware of the options available and encourage them to make use of them. This will facilitate the shift in travel behaviour which supports the outcomes of reducing congestion for all modes of transport, strengthening the sustainable transport mode share and creating a safer and attractive environment.

2.4.12. Measures in the TBC programme will be tailored to suit existing travel patterns at peak times and will be targeted towards particular groups which have the propensity to use sustainable modes of transport, such as:

- Residents moving into new developments who are more likely to adopt sustainable modes of transport before travel habits become established. The TBC programme will therefore provide tailored information on sustainable modes of transport at a personal level, supported by campaigns to highlight the variety of transport provision particularly for those moving into the area.

2.5. Summary

2.5.1. This TPS has been prepared to support the consented use of the site, however, considers the above planning policy and TPS guidance to ensure that the site and its' sustainability goals adequately align with local and national government agendas; specifically with regards to travel accessibility, sustainability and climate change.

3. Existing Conditions

3.1. Introduction

3.1.1. This section of the TPS describes the existing transport and highway conditions at the site and in the immediate surrounding areas, with a particular focus on the availability of sustainable transport opportunities.

3.2. Site Location

3.2.1. The site is located to the north of Shoreham Harbour on the northern side of the A259 Albion Street in Southwick and previously comprised two residential units and vacant lant, which was formerly in use as residential housing. The site is bound by the railway line to the north, a car maintenance workshop to the east, Albion Street to the south and an existing residential building to the west

3.3. Walking and Cycling Network

3.3.1. To enable an assessment of the viability of walking and cycling as realistic modes for trips to and from the site as an alternative to the private car, it is appropriate to establish the maximum distance that people are generally prepared to walk and cycle and the destinations that exist within these distances.

3.3.2. The Institute of Highways and Transportation's (IHT) guidance, 'Guidelines for Providing for Journeys on Foot' (2000) states in paragraph 3.32 that the preferred maximum walking distance to facilities and local services is two kilometres. The guidelines for distances for various land uses are summarised in Table 2.

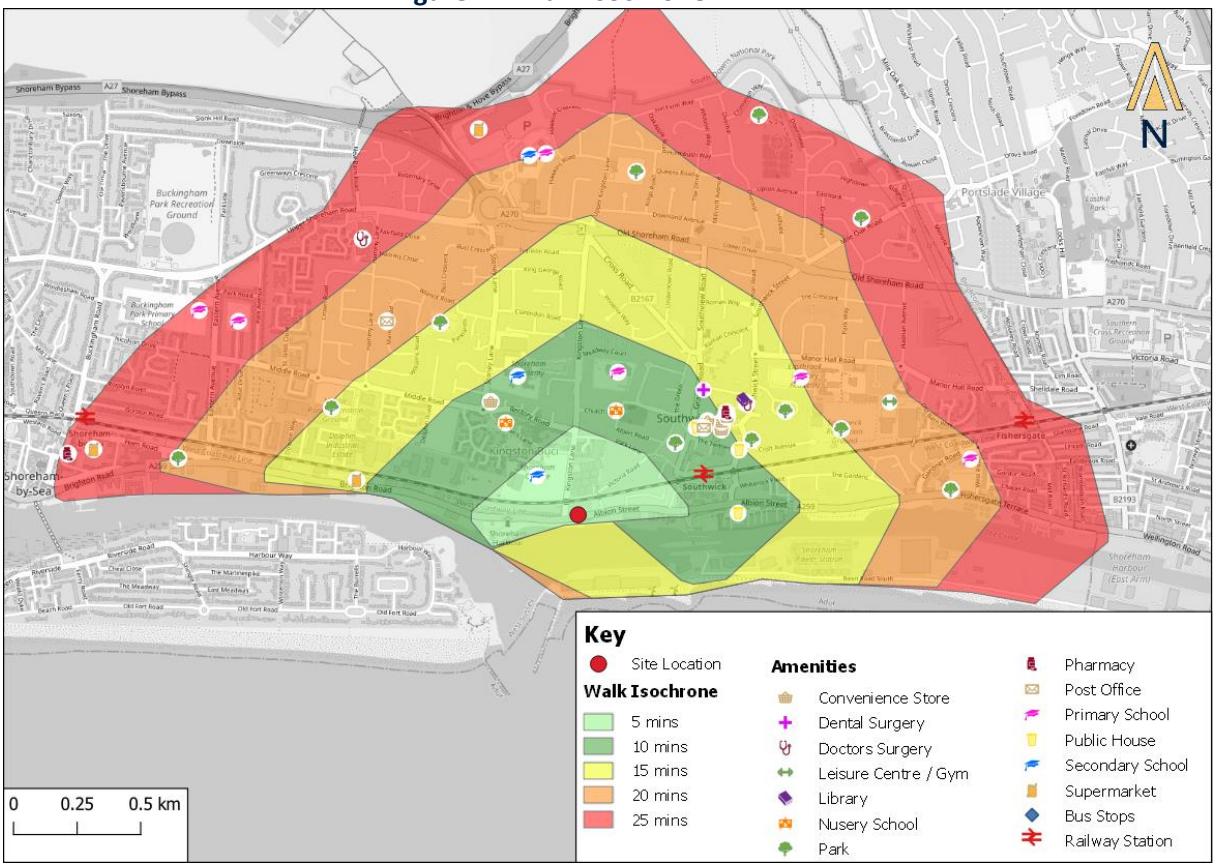
Table 2 – IHT Walking Distance Guidance

Definition	Town Centre	Commuting/School	Elsewhere
Desirable	200m	500m	400m
Acceptable	400m	1000m	800m
Preferred Maximum	800m	2000m	1200m

3.3.3. Footways of good standard measuring approximately 1.7m are provided outside the site along both sides of Albion Street. Directly to the west of the site at the junction with Kingston Lane, signalised pedestrian crossings, equipped with dropped kerbs and tactile paving, are provided across all arms of the junction to assist with pedestrian movement.

3.3.4. Figure 2 shows a walk isochrone which demonstrates the areas than can be reached within a 25-minute walk distance of the site (at 5-minute intervals).

Figure 2 – Walk Isochrone



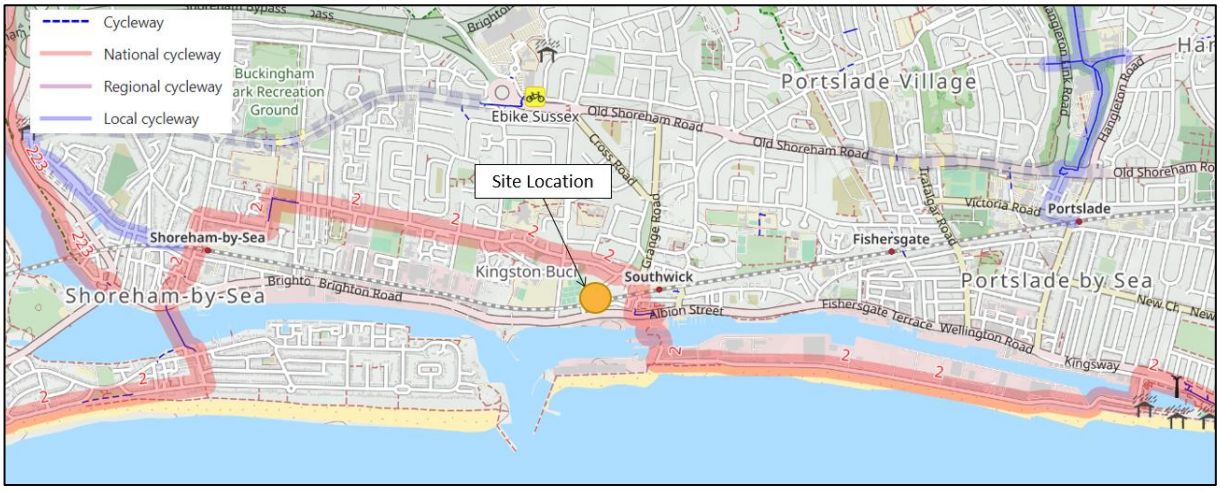
Source: Openroute Service and QGIS (Walk Speed 5kph)

3.3.5. The isochrone demonstrates that Southwick Town Centre and Railway Station are within a 10-minute walk of the site. In addition numerous amenities, including shops, schools, leisure and health facilities are all located within walking distance of the site, in accordance with the IHT guidance outlined above.

3.3.6. Cycling is an important mode of sustainable travel and is generally considered suitable for distances of up to 3 miles (4.8km) for regular journeys in urban areas, and 5 miles (8.0km) for commuting journeys (source: LTN 2/08, Cycle Infrastructure Design).

3.3.7. There are various formal cycle routes in close proximity to the site, including National Cycle Network (NCN) Route 2 to the east and north of the site, providing safe and continuous cycle routes to the east towards Brighton and to the west to Shoreham, as shown in Figure 3.

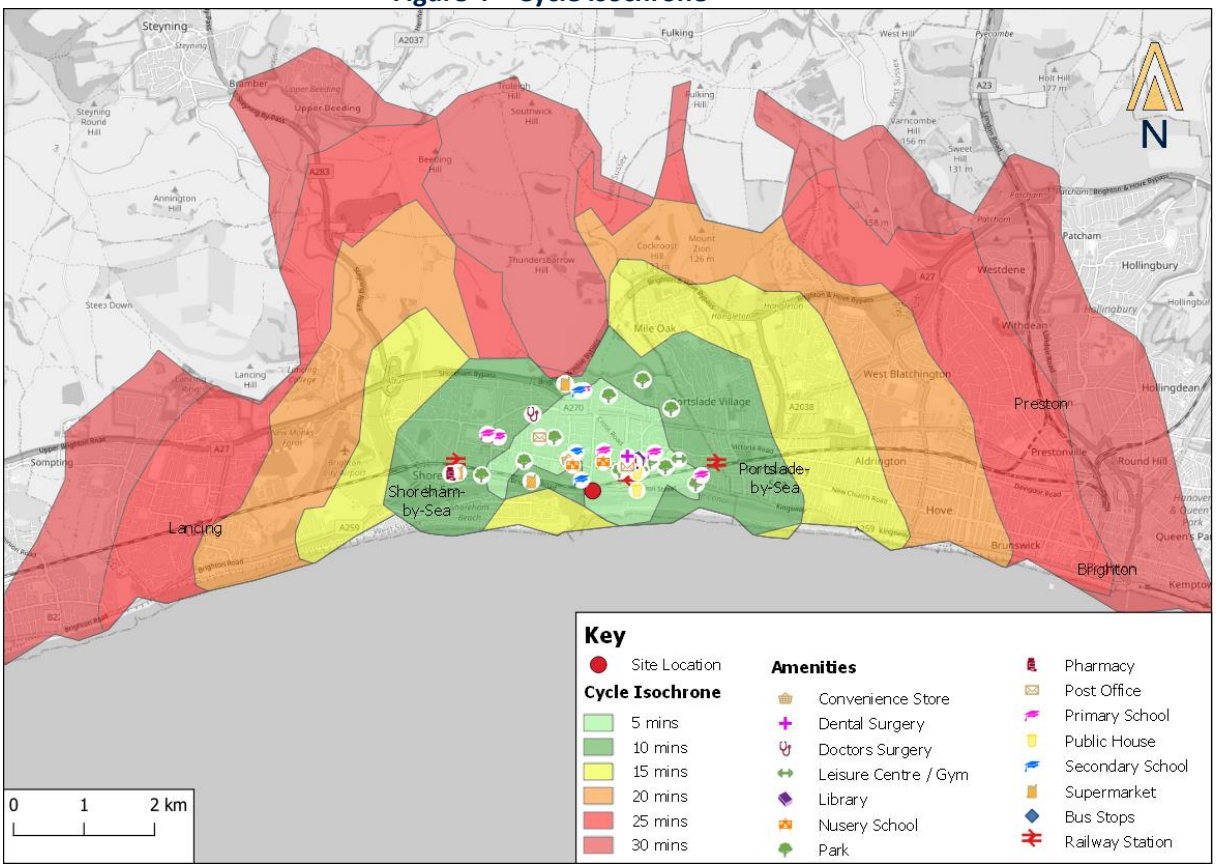
Figure 3 – Local Cycle Routes



Source: OpenStreetMap

3.3.8. Figure 4 shows a cycle isochrone which demonstrates the areas that can be reached within a 30-minute cycle (at five-minute intervals). The isochrones are generated based on speeds dependent on the surface and highway type. The majority (if not all) of the routes used would be paved and as such would be subject to an 18kph cycle speed based on the parameters in the software. A five-minute isochrone would therefore cover a distance of c. 1.5km, with a 30 minute isochrone covering a distance of c. 10.5km.

Figure 4 – Cycle Isochrone



Source: Openroute Service and QGIS (Average Cycle speed 18kph)

3.3.9. The isochrone demonstrates that Southwick, Shoreham-by-Sea, Portslade by Sea, Hove and Brighton are all accessible by cycle from the site.

3.3.10. In summary the walk and cycle network are considered high quality and extensive providing good quality connections with nearby amenities and facilities.

Accessibility to Local Amenities

3.3.11. A wide range of facilities and amenities are located well within the 'preferred maximum' walking distance recommended by IHT. These include (but are not limited to); restaurants, pubs, recreation facilities, libraries and offices. A summary of nearby local amenities, their distances and associated walking and cycling times is included in Table 3.

Table 3 – Accessibility to Local Facilities

Amenity	Location	Distance (m)	Journey Times (minutes)	
			Walk	Cycle
EDUCATION / EMPLOYMENT				
Nursery :	Early Explorers Nursery	600	8	2
	Church Lane Nursery	700	9	3
Primary :	Glebe Primary School	900	11	3
Secondary :	Shoreham Academy	900	11	3
College :	Shoreham College	450	6	2
	Shoreham Academy Sixth Form	900	11	3
Business :	Grange Road Industrial Estate	280	4	1
	Lady Bee Enterprise Centre	650	8	2
	The Malthouse Estate	1,000	13	4
HEALTH & COMMUNITY				
Hospital :	Southlands Hospital	1,800	23	7
Doctors :	The Manor Practice	1,000	13	4
Dentist :	Southwick Green Dental & Implant Clinic	850	11	3
Pharmacy :	Kamsons Pharmacy	900	11	3
Library :	Southwick Library	1,000	13	4
SHOPPING/RETAIL				
Post Office :	Southwick Post Office	750	9	3
Convenience Store :	Great Food and Wine	800	10	3
Supermarket :	Lidl	1,000	13	4
	Tesco Extra	1,900	24	7
Shopping Centre :	Holmbush Shopping Centre	1,900	24	7
Town Centre :	Southwick	950	12	4
LEISURE				
Town Hall :	The Old Town Hall Southwick	650	8	2
Leisure Centre :	Southwick Leisure Centre	1,700	21	6
Green Space :	Southwick Green	600	8	2
Community Use :	Southwick Community Centre	1,000	13	4
Public House :	The New Port Arms	650	8	2
TRANSPORT				
Bus Stop :	Kingston Lane	160	2	1
Railway Station :	Southwick	600	8	2
Car Club :	Enterprise Car Club - Pond Road Car Park	2,300	29	9
	Enterprise Car Club - Vale Road	2,300	29	9
Electric Vehicle Charging :	PodPoint Charging Station Lady Bee Marina	550	7	2

3.3.12. It is evident from Table 3 that there are a wide range of facilities, such as education, employment, retail, health and leisure uses close to the site, the majority of which are within a reasonable two kilometre walking or five kilometre cycling distance. Notably the car club bays are the only locations that exceed a two kilometre distance, but the Pond Road car club space is located within a five minute walk of bus stops served directly by the site (700 Coastliner) and the Vale Road car club space is located within an 8 minute walk of bus stops served directly by the site (700 Coastliner). In addition, the consented site includes the provision of a new car club bay within the car park and therefore a nearer car clubs will be accessible for future residents.

3.3.13. On that basis, it is clear that the location of the site is exceptionally well placed to maximise the number of shorter distance trips that can be undertaken by alternative methods of travel to the car.

3.4. Public Transport Accessibility

Bus Services

3.4.1. The nearest bus stops to the site are located on Albion Street, with the eastbound stop located directly outside the site and the westbound stop approximately 160m west of the site. The westbound bus stop is provided with sheltered, seating waiting areas and timetable information. Additional bus stops are located along Rectory Road approximately 400m to the north of the site. A summary of the bus services, their routes and approximate timetables are detailed in Table 4.

Table 4 – Bus Service Summary

Service No.	Route Summary	Frequency per hour		
		Monday-Friday	Saturday	Sunday
19	Shoreham – Holmbush Centre	1	No service	No service
46	Southwick – Hollingbury	3	3	1
60	Steyning – Brighton	1-2 daily	No service	No service
700 Coastliner	Brighton – Hove – Worthing – Goring – Littlehampton – Wick	5	5	3

3.4.2. As is demonstrated above, routes include regular services to Brighton, Littlehampton, Hollingbury and Steyning, ensuring that buses provide a viable mode of transport for a range of employment, education, retail and leisure purposes.

Rail Services

3.4.3. Southwick Railway Station is located 600m (an eight-minute walk) to the north-east of the site. The route between the site and the station is along Albion Street / Station Road, which has continuous footways of good standard and width and are well-lit, ensuring the pedestrian route from the site to the station is convenient and safe.

3.4.4. Southwick Station is managed by Southern Railway and is on the railway line between Littlehampton, Angmering and Brighton operating on a frequency of 3 services per hour in each direction during the peak periods.

3.4.5. In terms of accessibility, step-free level access is available to all platforms. Ramps for train access are available as are induction loops, with staff assistance available between 06:40-13:15 Monday to Saturday and between 08:10-15:45 on Sundays. A total of 20 cycle parking spaces are provided at the station.

3.5. Car Clubs

3.5.1. Car clubs provide a cost-effective and flexible alternative to owning a car and can help tackle the challenges of climate change and congestion. Car clubs provide the convenience of owning a car without the hassle or costs of repairs, servicing or parking. Members can book cars locally for just an hour or longer periods. They reduce the need for people to own their own cars by providing access to conveniently located high-quality vehicles on an affordable 'pay-as-you drive' basis.

3.5.2. Car clubs present a cost-efficient way for residents to have the benefits of a car without the need for always travelling by one. Not only does this provide a mode of transport for residents to travel to and from work but car clubs provide a viable option for short trips whereby residents can use a car club for leisure trips or to transport heavy items for example.

3.5.3. The site is located 2.3km (a 29-minute walk or 9-minute cycle) from two car clubs, operated by Enterprise Car Club. One is located to the west of the site at Pond Road Car Park in Shoreham-by-Sea and the other is located at Vale Road in Portslade. As aforementioned, both car club bays are located within a short walk of bus stops served directly by the 700 Coastliner bus service.

3.5.4. Whilst it is anticipated that the majority of trips to and from the site can be catered for by sustainable modes, including public transport and active travel, the proximity of the site to a number of existing car club vehicles ensures that viable alternatives to the private car are available for those essential trips.

3.6. Public Car Parks

3.6.1. Public car parking is available within close vicinity of the site. Table 5 outlines these car parks, their capacity and walking distance from the site.

Table 5 – Public Car Parks within 350m

Car Park	Capacity	Maximum Stay	Distance from Site	Walking Time	Season Ticket
Albion Street Car Park	43	No maximum	150m	2 minutes	N/A
Kingston Beach	23	N/S	350m	4 minutes	N/A

3.6.2. Table 5 demonstrates that there are 66 car parking spaces within public car parks that are accessible within 350m of the site, providing opportunity to accommodate visitor parking.

3.7. Census Data

3.7.1. An analysis of Census 2011 data has been undertaken to investigate the journey to work modal split for the existing resident population. The site is located within Adur 004 mid-level super output area (MSOA). The data is contained within Table 6.

Table 6 – Census 2011 Journey to Work Data (Adur 004 MSOA)

Mode	Resident Population
Train / Underground	8%
Bus	9%
Taxi	1%
Motorcycle	2%
Car Driver	58%
Car Passenger	6%
Bicycle	4%
On foot	12%
Other	0%
TOTAL	**100%**

3.7.2. Table 6 shows that 58% of journeys from the existing (2011) resident population are undertaken by private car, with an additional 6% as car passengers. A total of 33% of journeys are undertaken by sustainable modes of transport, with 12% undertaken on-foot, 9% by bus, 8% undertaken by train and 4% by cycle.

3.7.3. It is worth noting that the most recently available Census data is over 11-years old and therefore it is likely that mode shares have changed in recent years. For example, recent changes in travel habits as a result of the COVID-19 pandemic (including an increase in working from home and greater emphasis on active travel) are also likely to result in a shift away from the private car.

3.7.4. In addition to the journey to work data, car ownership data has also been analysed at MSOA level to determine the likelihood of future residents having to own a car. The data for flats, maisonettes or apartments (again using Census 2011 data) is summarised in

Table 7 – Census 2011 Car Ownership Data (Adur 004 MSOA)

No. of cars	Flat, Maisonette or Apartment	Percentage	Potential Parking Demand
No cars or vans in household	632	50%	0
1 car or van in household	534	42%	632
2 or more cars or vans in household*	106	8%	1,335
TOTAL	1,272	100%	1,967
Parking Demand per Dwelling			**0.63**
Parking Demand (55 units)			**35**

** Applying a 2.5 cars per household to the 2 or more cars in household category*

3.7.5. As demonstrated in Table 7, 50% of households within the MSOA in which the site is located do not own a car, with only 8% of residents owning two or more cars. 42% of residents own one car. Relating this to the consented development of 55 units would equate to a total of 35 potential cars being owned by prospective residents.

3.8. Summary

3.8.1. It is evident that the site is in a highly accessible location with a range of sustainable modes of transport on offer which would cater for future resident and visitor journeys to and from the site.

4. Consented Development

4.1. Context

4.1.1. This chapter of the report outlines the consented development and details the access and car and cycle parking for the site.

4.2. Consented Development

4.2.1. The development involves the construction of 49 new residential dwellings in two blocks at 11-27 Albion Street to provide 25 x 1-bedroom units and 24 x 2-bedroom units. The existing residential building at 7-9 Albion Street is to be maintained and converted into six residential units. As such a total of 55 dwellings will be provided at the site.

4.2.2. The consented layout plans are provided at **Appendix A**.

4.3. Access

4.3.1. The two new residential blocks will be accessed via a new vehicular crossover onto the northern side of Albion Street, which will also provide access to the shared bike stores for each block. Three dedicated pedestrian accesses will be provided off the northern side of Albion Street into the residential blocks. Pedestrian access to 7-9 Albion Street will be retained to the front of the properties with a path either side providing access to a rear cycle store.

4.4. Car and Cycle Parking

4.4.1. The consented development involves the provision of 31 car parking spaces in a private car park to the rear of the site, providing parking at a ratio of 0.6 spaces per unit, which is in line with the car ownership census data. One of the spaces will be marked as a car club bay and two of the spaces will be marked as disabled parking bays with a 1.2m clear access zone provided to the side and rear of the bays. A total of seven bays (22%) will be provided with electric vehicle charging infrastructure.

4.4.2. Cycle parking is provided at ground floor level with a total of 76 cycle parking spaces across the site in the form of two-tier stackers.

5. Objectives and Targets

5.1. Introduction

5.1.1. This chapter details the objectives that the Travel Plan Statement aims to achieve, and the anticipated results of achieving these objectives. Objectives are the high-level aims of the TP, giving it direction and providing a focus.

5.2. Aims

5.2.1. The aim of this TPS is to support the essential travel needs of residents, whilst reducing the overall need to travel and to encourage all site users to adopt healthy, sustainable travel choices in order to increase levels of active travel usage at the site.

5.3. Objectives

5.3.1. The objectives that focus the TPS are:

- Providing the required information and incentives to residents and visitors to encourage travel to the site via sustainable methods of transport;
- Reduce the transport related environmental impacts associated with resident and visitor trips and servicing at the site;
- Enhance the developer's social responsibility credentials to a wider audience;
- To increase the attractiveness of walking and cycling and encourage residents travelling to and from the site to do so using sustainable modes; and
- To raise awareness of sustainable 'Smarter Travel' modes available to residents.

5.3.2. These objectives will be met by:

- Raising travel awareness amongst residents;
- Exploring measures to promote the use of alternative modes of travel to single occupancy car travel such as walking, cycling, passenger transport and car sharing;
- Ensuring the site transport network and parking is safe to all users;
- Implementing a site transport network and access strategy that discourages the use of single occupancy car travel; and
- Continually evaluating the transport needs of residents and visitors.

5.3.3. By achieving the objectives, the Travel Plan will:

- Reduce the impact of traffic on surrounding roads and local communities;
- Promote equal opportunities to residents by offering wider travel choices;
- Improve personal and wider community health;
- Reduce air and noise pollution; and
- Accord with national, regional and local Government objectives.

5.4. Travel Plan Potential

5.4.1. The benefits of a TPS will extend beyond the site users and contribute to improvements to local air quality, noise and vibration reduction, congestion and journey times. A reduction in single occupancy vehicle journeys and overall car usage has a role in the wider health agenda to reduce public obesity levels and other associated illnesses caused by sedentary lifestyles. Therefore, the objectives that have been set relate to all of these benefits associated with the development of a Travel Plan.

5.4.2. These benefits include:

- **Personal Health Benefits** – The measures implemented to achieve the objectives within the TPS will raise awareness of and support residents to live a healthy, active lifestyle by encouraging physical activity as part of their day-to-day travel behaviour. This is particularly relevant and important in relation to the health and obesity concerns for the population as a result of sedentary lifestyles;
- **Personal Financial Benefits** – Walking and cycling are cheaper modes of transport when compared to the cost of running a car;
- **Local Environmental Benefits** – By encouraging residents to choose sustainable modes of transport, the volume of traffic produced by the development during peak hours and their associated emissions and wider impacts can be reduced;
- **Local Economic Benefits** – Encouraging residents to travel by sustainable modes encourages them to explore local facilities and services that they can access by foot or by bicycle. This can encourage residents to shop and use the services that are available to them locally and positively contribute to the local economy; and
- **Local Community Benefits** – The measures implemented can enhance social inclusion, reduce inequalities that may exist between car / non-car owners, result in a more attractive community with a less polluted environment and improved road safety.

5.4.3. These objectives generally accord with the policy objectives at a national, regional and local level.

5.5. Targets

5.5.1. Due to the scale of the development, a TPS has been produced for the site, which focuses on promoting sustainable travel options and does not require modal shift targets to be set or independently monitored, in accordance with WSCC guidance. Therefore no modal shift targets have been set for the consented site.

6. Travel Plan Measures

6.1. Introduction

6.1.1. This TPS sets the context for providing opportunities to widen travel choice and changes in travel behaviour. In the initial stage of the Travel Planning process this will be achieved by:

- Improving information and awareness; and
- Promoting active travel through design.

6.2. Travel Plan Co-ordinator (TPC)

6.2.1. Olivia Hennessy of Evoke Transport has been appointed as the Travel Plan Co-ordinator (TPC) for the development. The TPC will have ultimate responsibility for implementing the Travel Plan measures. The TPC's details are provided below:

- Olivia Hennessy
- Email: O.hennessy@evoketransport.co.uk
- Phone: 0118 380 0163

6.2.2. The TPC will be the first point of contact for all residents regarding travel to and from site. They will establish and maintain a database containing all correspondence to and from and relating to the Travel Plan so far as may be practicable or Data Protection permits. Any changes to the TPC throughout the course of the TPS will be provided to WSCC and the SHRP TBC programme organiser.

6.2.3. Details of the Travel Plan and TPC contact details will be provided within the Resident Travel Information Pack. Essentially, the TPC will where necessary:

- Provide the main Travel Plan / Transportation contact for all residents;
- Provide a principal point of contact for the Local Authority;
- Liaise with management team and residents;
- Set up and implement an action plan; and
- Keep up-to-date information on transport choices for display in communal areas e.g. public transport timetables, cycle plans / parking, car sharing information.

6.3. Travel Plan Measures

Resident Welcome Pack

6.3.1. A Welcome Pack has been developed which will be issued to all new residents. The pack is attached at **Appendix C**. These packs provide residents with relevant walking and cycle maps, public transport information, information about local car clubs, contact details of local taxi operators and car sharing organisations. The Welcome Pack will be provided in an electronic format to all residents as part of their move in.

Notice board

6.3.2. A notice board publicising and promoting travel initiatives will be displayed within the main reception area. The notice boards will be updated by the TPC at intervals no more than every six months.

6.3.3. The notice boards will also be used to advertise any long or short term changes to bus routes, any road closures or significant roadworks taking place in the vicinity of the site.

Walking Measures

6.3.4. The opportunities for residents to walk to the site are high with a network of footways providing connections to employment and retail destinations. Walking is free and it doesn't require any special training or equipment. It's also known to help improve mental health and well-being and reduce anxiety, fatigue and stress. Benefits include:

- increases your energy levels;
- lowers your risk of heart disease, stroke, high blood pressure and diabetes;
- strengthens your immune system;
- helps with weight management;
- strengthens your bones and muscles and improves your balance;
- helps you to sleep better;
- improves your mood and self-esteem; and
- helps you to save money.

6.3.5. Residents will be provided with details of walking journey planners such as Google Maps and Wego Here to suggest a route between their home address, work and other leisure destinations. Safety advice when walking will also be promoted, including the www.ramblers.org.uk/advice/safety.aspx advice.

6.3.6. The www.walkit.com walking route planner is an extremely useful tool and can plot a journey from postcode to postcode using a 'direct' or 'less busy' option. Route maps also include journey time, calorie burn, step count and carbon saving. Information on this service will be included within the Welcome Packs and on the noticeboard.

6.3.7. The TPC will promote local walking groups such as:

- South West Sussex Rambling Club https://www.ramblers.org.uk/south-west-sussex
- Arun-Adur Ramblers https://www.arun-adur-ramblers.org.uk/

6.3.8. Other measures to encourage walking will include:

- Local area maps of walking routes;
- Raising awareness of the health benefits of walking; and
- The promotion of public health campaigns encouraging walking.

Cycling Measures

6.3.9. Cycling is an efficient, cheap, healthy and non-polluting mode of transport. Cycling can reduce traffic congestion as well as helping to improve mobility and health.

6.3.10. Cycling for residents will be encouraged on site via the following measures:

- The provision of 76 secure and sheltered cycle parking spaces;
- Advertising free cycle training courses provided by Avanti Cycling;
- Providing information on local cycle shops;
- The presentation of information relating to onsite cycle parking facilities, local cycle route maps and cycle repair shops within the Resident Travel Information Pack; and
- Advertising West Sussex's Cycle Journey Planner.

6.3.11. A key issue for cyclists is the safe and convenient storage of bicycles at home and these measures aim to meet this and encourage greater use of cycling by residents.

6.3.12. Avanti Cycling offers free cycling training to all through Bikeability providing sessions which cater for complete beginners through to regular cyclists looking to learn advanced skills. Further information can be obtained from https://avanticycling.co.uk/ and will be promoted in Travel Information Packs.

6.3.13. Details of local cycling clubs and useful websites will be provided to all residents within the Travel Information Packs, including:

- West Sussex Cycle Journey Planner https://cyclejourneyplanner.westsussex.gov.uk/
- We are Cycling UK Arun and Adur https://www.cyclinguk.org/local-groups/arun-adur
- Arun-Adur Cycling Club https://arun-adurcyclingclub.org.uk/
- West Sussex Cycle Forum https://www.westsussexcycleforum.org.uk/

6.3.14. The cycle map is provided within the Resident Travel Information Pack and displayed on notice boards throughout the site.

Public Transport

6.3.15. The benefits of travelling by public transport will be advertised to all residents. The TPC will ensure that residents are aware of the routes and timetables of the public transport services on offer within the vicinity of the site through the Travel Information Packs. Details of the services available will also be advertised on the internet site.

6.3.16. Maps identifying the location of and suitable routes to nearby bus stops and rail stations will be displayed on the notice board and within the Resident Travel Information Pack.

6.3.17. Traveline's Journey Planner will also be advertised and promoted to encourage residents to pre-plan their journeys and encourage them to utilise the excellent public transport services on offer within the vicinity of the site. Information on ticket purchasing will be included within the Resident Travel Information Pack.

6.3.18. The TPC will ensure any information on public transport provided on the noticeboards is kept up to date. Details to relevant websites and local time information on public transport services is mentioned within the Resident Travel Information Pack and on noticeboards.

6.3.19. The TPC will investigate obtaining free taster tickets or discounted tickets for public transport from the operators to provide each dwelling with an incentive to utilise public transport.

Car Sharing

6.3.20. The TPC will raise awareness of the cost and environmental benefits of car sharing and providing residents with the details of West Sussex Car Share (https://liftshare.com/uk/community/westsussexcarshare), a lift sharing platform, within the Travel Information Packs and on noticeboards. WSCC have also developed a promotional leaflet for West Sussex Car Share which can be distributed to residents as part of the information pack. The TPC will also identify common journeys through the analysis of the travel survey and initiate potential car sharing matches.

Car Clubs

6.3.21. Car clubs provide a cost-effective and flexible alternative to owning a car and can help tackle the challenges of population growth, congestion and the environment. Car clubs provide the convenience of owning a car without the hassle or costs of repairs, servicing or parking. Members can book cars locally for just an hour, up to a whole weekend, or longer. They reduce the need for people to own their own cars by providing access to conveniently located high-quality vehicles on an affordable 'pay-as-you-drive' basis.

6.3.22. The location of existing Enterprise Car Club locations (situated 2.3km from the site to the east and west) will be promoted to all residents on noticeboards and within the Resident Travel Information Pack. As

further car clubs become available in close proximity to the site, these will also be promoted to residents.

6.3.23. The consented scheme involves the provision of a designated car club bay on site within the car park. All residents will receive one year's free membership of Enterprise Car Club and £50 drive time, with the offer provided to multiple residents at the same address and throughout the contracted period. All residents joining would be able to get discounts with Enterprise Rent-A-Car.

6.3.24. Information on the car club will be promoted and circulated within the Travel Information Packs and on noticeboards. In addition, a leaflet produced by Enterprise outlining the offers will be circulated to all residents via digital/social media marketing and events.

Promoting Sustainable and Healthy Travel

6.3.25. The TPC should make residents aware of contact telephone numbers and websites which provide information on access to the site by non-car modes of transport. The main relevant websites are listed below:

- **www.networkrail.co.uk**: provides the full mainline rail timetable and will provide journey times and will plan your mainline rail journey from origin to destination;
- **www.thetrainline.com**: permits rail tickets to be purchased over the internet;
- **www.liftshare.com**: free car-sharing and transport information service. The online matching service to find travel companions;
- **www.travelwise.org.uk**: background information on the content and operation of Travel Plans;
- **www.zap-map.com/live**: outlines the location of electric vehicle charging points across the UK;
- **www.traveline.org.uk**: national travel helpline to provide up to date public transport information. Tele. No. 0870 608 2 608; and
- **www.bikeridemaps.co.uk**: this site hosts a cycle map database which will enable you to find cycle maps available for your area.

Home Deliveries

6.3.26. Information on delivery services available from large supermarket stores in close proximity to the site is provided within the Resident Travel Information Pack to encourage residents to utilise the services available and reduce the need to travel to and from the site.

Working from Home

6.3.27. All residential units will be provided with the necessary infrastructure for high-speed fibre broadband. This infrastructure will enable all residents to work from home, where possible and order online services to reduce the need to travel to and from the site.

Other Initiatives

6.3.28. The measures identified above are not exhaustive and the TPC will be able to implement other travel initiatives if it is considered that alternative suggestions would maximise the number of journeys made by non-car modes.

6.4. Summary

6.4.1. This Chapter has provided an overview of the initiatives that could be implemented as part of the TPS for the site. These initiatives work to achieve the overarching objective of the TP which is to restrict the use of the private car.

7. Action Plan

7.1. Introduction

7.1.1. The TP Implementation Action Plan outlined in Table 8, provides details of the initiatives that form part of this TP. It outlines the actions of each responsible party and the date it is due to be implemented.

Table 8 – Action Plan

Specific (S)			Measurable (M)	Achievable (A)	Realistic (R)	Timebound (T)
All Modes	TPC		Appoint a Travel Plan Co-ordinator	Developer	✓	Completed
Enabling wider travel choices	Cycling	On-site cycle parking	76 cycle spaces to be designed and built	Developer	✓	Pre-occupation with on-going monitoring
		Cycle Buddy Scheme	On the TP page add an electronic message board where resident can either offer or request a cycle buddy for a specific route.	TPC & IT	✓	On occupation
		Cycling routes and maps	Display these in easily accessible areas for residents (e.g. reception and communal areas).	TPC	✓	On occupation
		Monitor the use of the cycle parking	Monitor the use of the cycle parking and obtain continuous feedback from users on improvements to cycle parking/facilities	TPC	✓	Ongoing / Formal checks made and recorded every 6 months
	Walking and Cycling	Walking and cycling events	Promote walking and cycling events such as Walk and Cycle to Work Day	TPC	✓	On occupation
	Public Transport	Encourage public transport use	The TPC will explore opportunities to provide taster tickets or vouchers to residents for use on local buses or trains	TPC	✓	On occupation
	Car Club	Car club vehicle	Provide Enterprise car club vehicle on site	Developer	✓	Pre-occupation
		Car club use	Promote use of car club vehicle on site through providing all residents with vouchers for use of the car club	TPC	✓	On going
Improvements	Deliveries	Arrange deliveries outside peak commuting hours	Arrange for deliveries to occur outside the peak commuting times to minimise conflict and Site congestion.	TPC & Facilities	✓	On going
General information and raising awareness	All	Sustainable transport awareness raising	Develop the TP brand and use on all future material.	TPC & internal communication department	✓	On occupation
	All	Resident welcome packs	Collate all relevant Site travel information into an accessible, user friendly pack. Distribute to all residents.	TPC & internal communication department	✓	Sent to residents on occupation

Specific (S)			Measurable (M)	Achievable (A)	Realistic (R)	Timebound (T)
	All	TP Notice Boards	Set up Notice Boards devoted to the TP. Include TP information, good news stories, upcoming events and external links (cycle organisations, health statistics etc)	TPC	✓	On occupation
Monitoring	Monitor the use of the cycle parking		Monitor the use of the cycle parking and obtain continuous feedback from users on improvements to cycle parking/facilities	TPC	✓	Ongoing / Informal checks
	Issue questionnaire to all residents		Issue informal questionnaire survey to all residents within 3 months of occupation to demonstrate residents are using non-car modes, with results submitted to WSCC in the form of an updated TPS	TPC	✓	Within 3 months of occupation

8. Summary and Conclusions

8.1.1. This Travel Plan Statement has been prepared to discharge Condition 3 of the approved refurbishment and redevelopment of 7-9 and 11-27 Albion Street, Southwick, BN42 4DN.

8.1.2. The overarching objectives that focus the TPS are the following:

- Provide the required information and incentives to residents and visitors to encourage travel to the site via sustainable methods of transport;
- Reduce the transport related environmental impacts associated with resident and visitor trips and servicing at the site;
- Enhance the developer's social responsibility credentials to a wider audience;
- To increase the attractiveness of walking and cycling and encourage residents travelling to and from the site to do so using sustainable modes; and
- To raise awareness of sustainable 'Smarter Travel' modes available to residents.

8.1.3. This TP includes a series of measures to promote sustainable modes of transport with a particular focus on active travel.

8.1.4. All residents will be made aware of the existence of the TP prior to occupation and upon occupation. This will include an explanation of the details of the plan, its objectives and the roles of individuals in achieving its aims. Copies of the TP will be made available to all residents and they will be made aware of the existence and role of their TPC. Essentially, the TPC will where necessary:

- Deliver TP initiatives across the site;
- Encourage new residents to comply with the TP;
- Review data such as use of cycle facilities;
- Arrange for the submission of the TP reviews in Years 1, 3 and 5 and sending results to WSCC.

Appendix A – Consented Layout Plans

PROPOSED



+00 - GROUND FLOOR

1 : 250

Only figured dimensions are to be used. All dimensions to be checked on site.

Please note: Refer to 'type' of drawing below; planning drawings should only be treated as such.

N

- BOUNDARY LINE
- BUILDING OVERHEAD
- CAR PARK DIRECTIONS
- TREES TO BE REMOVED
- SITE ENTRANCE
- TURNING POINT

Rev	Description	Date	Drwn by	Chckd by
C	Add note for Car Club bay	24/01/22	MJ	Planning
B	Add 4no. additional car charging points	20/01/22	MJ	Planning
A	Omit note for Car Club. Add electric car charging points to 3 no. bays	06/01/22	MJ	Planning

APPLICATION FOR DETAILED

PLANNING CONSENT

Liam Russell Architects
architecture and development

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JOB Albion Street	CHECKED LRA
	DRAWN JL/LGR
CLIENT Adur Homes	DATE 25/11/19
	SCALE @ A1 1 : 250
DRAWING PROPOSED GROUND FLOOR SITE PLAN	REVISION C
	NUMBER 1538_PA_010

DO NOT SCALE FROM THIS DRAWING. THIS DRAWING IS COPYRIGHT ©

Appendix B – Email Correspondence with WSCC

WSCC Guidance on Travel Plan Statements
(Travel Plans for Smaller Businesses and Residential Developments)

Travel Plans are a package of measures and initiatives that encourage more sustainable alternatives to travelling alone by car. Full Travel Plans contain targets to reduce car use and increase the use of sustainable modes by staff, residents, and visitors (modal shift). Travel Plan Statements, for smaller developments, focus on promoting sustainable travel options and, due to the limited number of staff/residents involved, do not require modal shift targets to be set or independently monitored. It is, however, good practice to set modal shift targets and include these in your Travel Plan Statement. Targets should be set according to existing travel patterns and the potential to increase the use of sustainable modes and reduce car use. Conducting a simple travel survey is usually the best way to gather the information you need. An example of a workplace travel survey can be found in our Business Travel Plans Info Pack, and can be easily adapted for residential developments.

As a ***minimum***, a Travel Plan Statements should include the following:

1. Background information about the site (e.g. location, number of employees/dwellings), and the reasons for developing the Travel Plan Statement (e.g. due to parking pressures, access problems, reducing traffic congestion and pollution, compliance with planning condition etc etc).

2. Details of a nominated Travel Plan Co-ordinator, who will be responsible for implementing and promoting the Travel Plan.

3. A commitment to display local public transport timetables and route maps. Further information can be found at www.westsussex.gov.uk/publictransport and on the bus operators own websites. Journey planning websites such as Traveline South East and nextbuses.mobi should also be promoted via information/welcome packs and company websites. We would also advise developers/employers to contact their local bus operators as they may be able to provide tailored travel information and offer discounted travel. Bus operators may also provide a quantity of 'taster' tickets, which to enable residents/employees to try using local bus services free of charge.

4. A commitment to display plans of local cycle routes/paths. A number of maps and guides can be found at www.westsussex.gov.uk/cycling. The County Council also has a cycle journey planning facility on its web site, which provides turn-by-turn information for the fastest, quietest, and balanced routes: https://www.westsussex.gov.uk/leisure-recreation-and-community/walking-horse-riding-and-cycling-routes/cycle-journey-planner/

   In addition, Pindar Creative's Travel Plan Mapping Solution is available to West Sussex organisations. The service enables developers, employers, and other organisations to purchase site-specific multi-modal travel maps, notice boards, and interactive PDFs. This service can be used to produce the local travel information for employee induction packs, notice boards, and websites etc. Further details are on our website:

https://www.westsussex.gov.uk/roads-and-travel/travel-and-public-transport/travelwise-sustainable-transport/travel-plan-resources/#additional-support_tab

5. A commitment to promoting the health, financial, and environmental benefits of sustainable travel, and to displaying posters that encourage sustainable travel. Posters may be obtained free of charge from the WSCC Travelwise Officer or downloaded at:
http://www.westsussex.gov.uk/leisure/getting_around_west_sussex/travelwise/supporting_material.aspx
National awareness events, such as Bike Week, Catch the Bus Week, European Mobility Week (inc. Car Free Day), Liftshare Week, Walk to School Week etc should be promoted by the TPC.

6. A commitment to promoting car sharing, and the County Council's car sharing web site www.westsussexcarshare.com. A leaflet explaining how the scheme works can be downloaded from the County Council's website and a promotional video is also available:
http://www.westsussex.gov.uk/leisure/getting_around_west_sussex/travelwise/west_sussex_car_sharing_scheme.aspx

7. A commitment to conducting a simple Travel Audit to find out:
- how staff/residents/visitors currently travel to and from the site
- staff shift patterns
- how many people live/work in the same postcode area (to assess the potential for car sharing)
- what facilities already exist on site or will be provided as part of the new development (e.g. showers, bike racks, lockers, motorcycle parking)
- what facilities are lacking/are needed to encourage more sustainable travel
N.B. For new developments where staff have not yet been employed the Travel Plan Statement should include a commitment to conducting travel surveys within 3 months of occupation. The results of these surveys should be submitted to the Travel Plan Officer at West Sussex County Council in the form of an updated Travel Plan Statement.

8. A commitment to approaching any neighbouring businesses to inform them of your activities and examine the potential to work together to encourage car sharing and walking/cycling buddy schemes. Residential sites should also create links with local school(s), which will almost certainly have a Travel Plan in operation.

9. Consideration of ways in which deliveries to the site may be reduced (e.g. by placing larger less frequent orders, or in the case of residential sites promoting supermarket home delivery services, on-line banking etc).

10. A commitment to promoting any discounts offered by local bike shops to employment/residential sites where a Travel Plan is in place.

11. For employment sites:

- Consideration of ways in which business mileage might be reduced
- Consideration of purchasing or leasing cleaner vehicles when company vehicles are due for replacement (e.g. LPG/bio-diesel/electric).
- Consideration of the government's Cycle to Work scheme, which enables

employees to take advantages of tax and National Insurance breaks when purchasing a new bicycle. Employers that sign up to the scheme also make savings though reduced NI contributions.
- A commitment to promoting WSCC's adult cycle training, and ideally funding places on the course for employees. The training is delivered on a one-to-one basis at a convenient time and location. Course costs are as follows:

Level 1 (beginner – playground/car park based) – 1 hour = £31
Level 2 (road riding) – 1.5 hours = £36
Level 3 (advanced) – 2 hours = £41

Further information is available on our website and courses can be booked online:

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

12. For residential sites:

We would expect to see some sort of travel voucher offering to the initial occupants of the residential units. Vouchers should be worth at least £150 per dwelling and could be exchanged for one of the following:
a. a season ticket for the local bus service
b. a rail season ticket or network card
c. a contribution towards the purchase of a new bicycle and/or equipment
d. Bikeability training up to 4 members of the household (further details and course costs are available at www.westsussex.gov.uk/roadsafety)
e. 12 months free membership to any local Car Club (including joining fee)

The provision of one or more public access electric vehicle charging points for visitors should be considered. There are a number of charge points in West Sussex that are part of the Energise Network, and this should also be promoted through the TPS. Further information is available on our web site:

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

Wherever possible, dwellings with garages should be equipped with domestic electrical sockets so as to facilitate the charging of electric vehicles.

13. Where a Travel Plan Statement is required the applicant is required to pay a Travel Plan monitoring fee of £1,500 at the application stage.

Aug 2021

west sussex county council

Appendix C – Travel Information Pack

Travel Information Pack

ALBION STREET, SOUTHWICK







EVOKE TRANSPORT PLANNING CONSULTANTS

in association with

ADUR & WORTHING COUNCILS

Introduction

Welcome to your new home. As you settle in, we would like to assist you to make the move as easy as possible. This Travel Information pack sets out the various transport options available to you from your new home and provides information to assist you in making sustainable travel choices.

The location of your home means that many day-to-day journeys can be undertaken by sustainable modes of travel such as walking, cycling or public transport. There is also an on-site car club vehicle which is available for your use for those journeys which require use of a car.

This pack contains:

- ✓ Walking & Cycling information;
- ✓ Bus Information and Route Maps;
- ✓ Rail Information and Route Maps;
- ✓ Details of the car club vehicle;
- ✓ Details of your Travel Plan Co-Ordinator;
- ✓ Useful Sustainable Travel Websites.



Your Travel Plan Co-Ordinator is:

Name: Olivia Hennessy, Evoke Transport
Tel: 0118 380 0163
E-mail: o.hennessy@evoketransport.co.uk

Get in contact for any travel-related questions



This Travel Information Pack has been produced as part of a Travel Plan Statement which has been prepared for the site.

The main objectives of the Travel Plan are to encourage residents and visitors to travel by sustainable modes of transport and reduce trips to and from the area by less sustainable modes such as private cars.

Local Amenities

Being located within the built-up area of Southwick, there are many local amenities and services within an accessible walking or cycling distance. Some examples of key local services are shown in the table below. This list is not exhaustive.

Amenity	Location	Distance (m)	Journey Times (minutes)	
			Walk	Cycle
EDUCATION / EMPLOYMENT				
Nursery :	Early Explorers Nursery	600	8	2
	Church Lane Nursery	700	9	3
Primary :	Glebe Primary School	900	11	3
Secondary :	Shoreham Academy	900	11	3
College :	Shoreham College	450	6	2
	Shoreham Academy Sixth Form	900	11	3
Business :	Grange Road Industrial Estate	280	4	1
	Lady Bee Enterprise Centre	650	8	2
	The Malthouse Estate	1,000	13	4
HEALTH & COMMUNITY				
Hospital :	Southlands Hospital	1,800	23	7
Doctors :	The Manor Practice	1,000	13	4
Dentist :	Southwick Green Dental & Implant Clinic	850	11	3
Pharmacy :	Kamsons Pharmacy	900	11	3
Library :	Southwick Library	1,000	13	4
SHOPPING/RETAIL				
Post Office :	Southwick Post Office	750	9	3
Convenience Store :	Great Food and Wine	800	10	3
Supermarket :	Lidl	1,000	13	4
	Tesco Extra	1,900	24	7
Shopping Centre :	Holmbush Shopping Centre	1,900	24	7
Town Centre :	Southwick	950	12	4
LEISURE				
Town Hall :	The Old Town Hall Southwick	650	8	2
Leisure Centre :	Southwick Leisure Centre	1,700	21	6
Green Space :	Southwick Green	600	8	2
Community Use :	Southwick Community Centre	1,000	13	4
Public House :	The New Port Arms	650	8	2
TRANSPORT				
Bus Stop :	Kingston Lane	160	2	1
Railway Station :	Southwick	600	8	2
Car Club :	Enterprise Car Club - Pond Road Car Park	2,300	29	9
	Enterprise Car Club - Vale Road	2,300	29	9
Electric Vehicle Charging :	PodPoint Charging Station Lady Bee Marina	550	7	2

Walking and Cycling

Some of the benefits of Walking and Cycling include:

Walking and cycling strengthens your **bones** and **muscles** and helps to improve **balance**



Active travel is good for **physical** and **mental** health

2.5

Recommended hours of **moderate activity** per week for adults

A **20-minute** bike ride could burn the same amount of calories as a cappuccino or a **bar of chocolate**



CO_2 Emissions

Per passenger km:

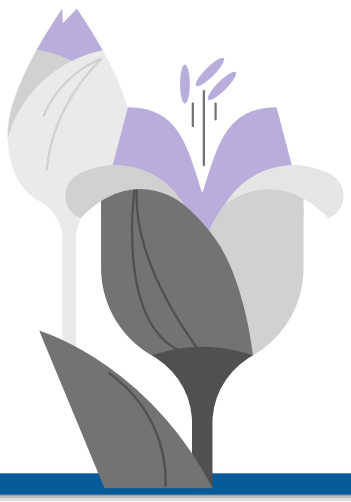
Car = 160g

Bus = 120g

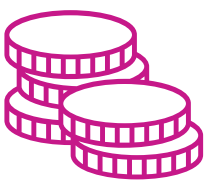
Rail = 68g

Walking and cycling = **0g**

Switching to walking or cycling for more of our shorter journeys helps to **protect biodiversity**.



It creates less noise, less air pollution, and results in fewer emissions that are warming the atmosphere.



Walking and Cycling **saves money**, with no car, tax or parking costs

Walking regularly can reduce the risk of heart disease by

35%

while active travel helps manage stress and weight.

Walking and Cycling

Google Maps

Get walking or cycling directions on Google maps. Click on 'Get Directions', then select the walking or cycling icon, put in your start and finish points, and select 'Get Directions' and your walking or cycling route will appear. You can also use this for public transport and driving directions.

www.google.com/maps



Walkit Route Planner

This route planner is an extremely useful tool and can plot a journey from postcode to postcode using a 'direct' or 'less busy' option. Route maps also include journey time, calorie burn, step count and carbon saving.

https://walkit.com/

Cycle Route Planning

To plan cycling journeys, visit West Sussex's Cycle Route Planner. This planner lets users choose the fastest, quickest or most balanced route, including elevations to see how flat (or hilly) routes are.

https://cyclejourneyplanner.westsussex.gov.uk/

Cycle Training

Avanti Cycling offers free cycling training to all through Bikeability providing sessions which cater for complete beginners through to regular cyclists looking to learn advanced skills.

https://avanticycling.co.uk/

Cycling Club

Arun and Adur Cycling Club, part of Cycling UK, is a friendly club organising cycle rides across the area. Any resident can request to join using the link below.

www.meetup.com/arun-adur-cycling-club/

Walking and Cycling

Safety Advice

Great Safety Advice for walking and cycling can be found at www.ramblers.org.uk/advice/safety.aspx, including details of the Highway Code for walkers, advice for walking in all seasons and advice on personal safety. Check out the Ramblers website for the most up to date safety advice.

Other Useful Information

Local Cycle Shops	• Halfords, Shoreham-by-Sea. 1.6km; a 20-minute walk or 5-minute cycle: www.halfords.com/locations/shoreham-by-sea-store • Jay's Cycles (bike repair, bike workshop and accessories) 1.8km; a 23-minute walk or 6-minute cycle: www.jayscycles.co.uk
Walking and Cycling Groups & Useful Websites	• West Sussex Cycle Forum www.westsussexcycleforum.org.uk • We are Cycling UK Arun and Adur www.cyclinguk.org/local-groups/arun-adur • Cycle Route Planning www.cyclestreets.net • Bikeability Training sessions https://bikeability.org.uk • South West Sussex Rambling Club www.ramblers.org.uk/south-west-sussex • Arun-Adur Ramblers www.arun-adur-ramblers.org.uk/

Cycle Parking

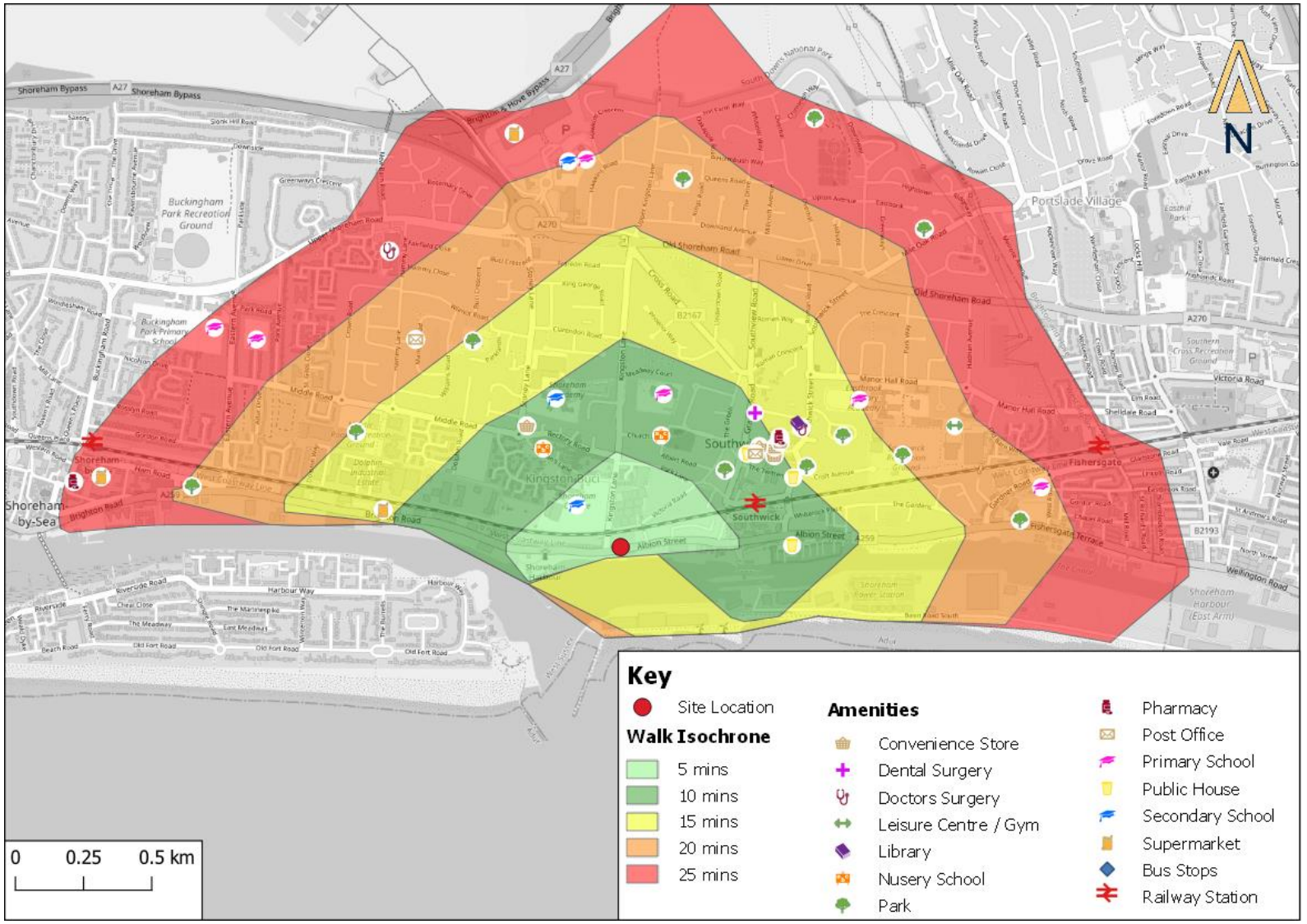
Secure cycle stores are provided across the site, which provide 76 spaces for residents to safely store bikes.



Walking

Southwick Rail Station is located just 600m (an approximate 8-minute walk) to the east. Local pubs and restaurants, a post office, convenience stores and other local facilities are all available within Southwick and can be easily accessed on foot.

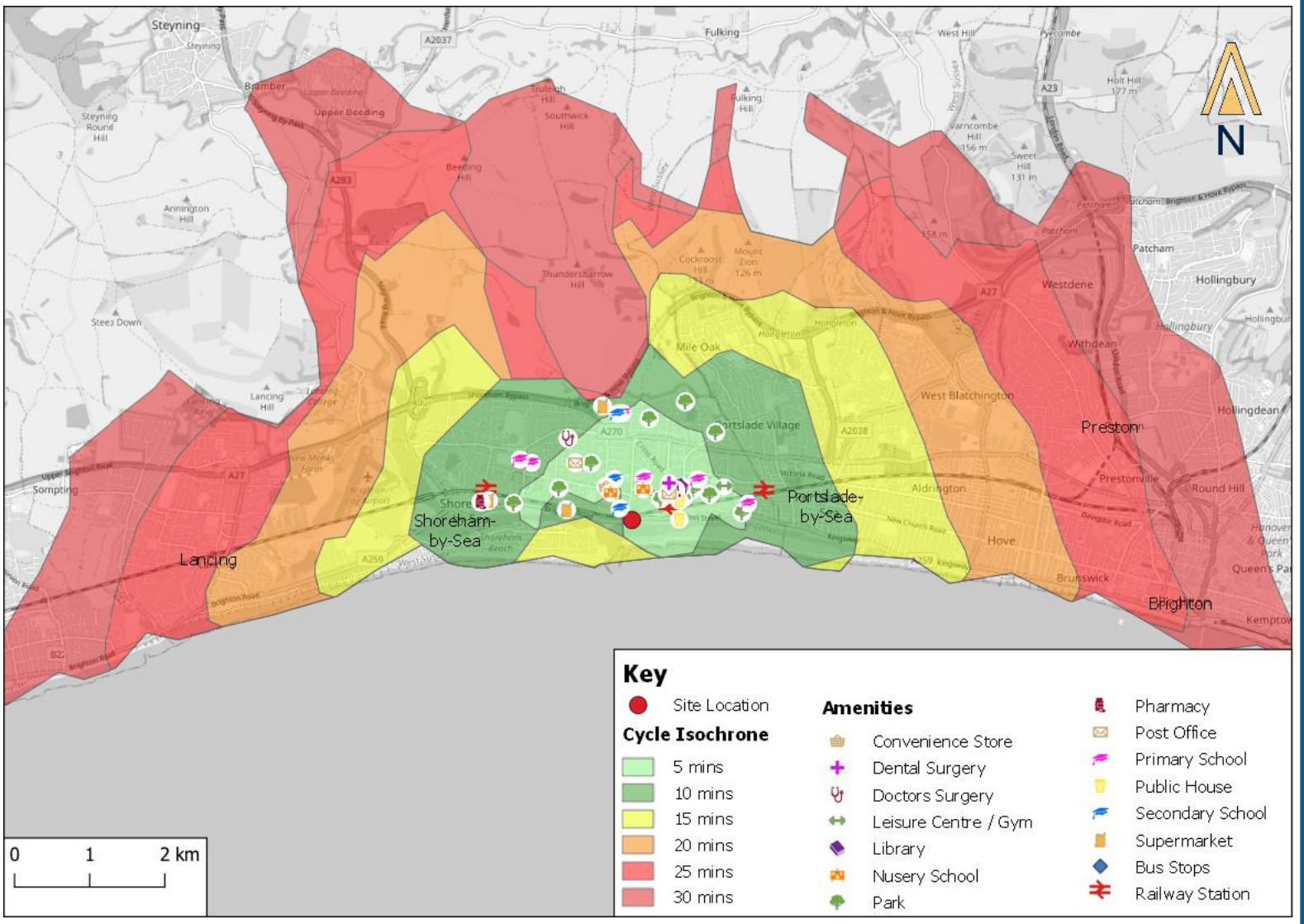
This isochrone shows the facilities available within an average 25-minute walk.



Cycling

This cycle isochrone shows the locations available within an average cycle time, at intervals up to 30 minutes.

A 30-minute journey would provide access to a wider range of destinations, but the majority of daily needs including workplaces, rail stations, schools and other shops and services are easily accessible within just a 5-10 minute ride.



Public Transport

Public Transport can be more convenient, quicker and cheaper than traveling by car or taxi. It provides environmental benefits too, particularly when compared to car journeys, which contribute significantly towards our overall carbon footprint. You also get the benefit of relaxing with a newspaper or using a portable media device.

Bus Services

The closest bus stops are located on located on Albion Street, with the eastbound stop located directly outside the site and the westbound stop approximately 160m (a 2-minute walk) to the west. Additional bus stops are located along Rectory Road approximately 400m to the north of the site.
The closet bus stops are served by the following services:

Service No.	Route Summary	Frequency per hour		
		Monday-Friday	Saturday	Sunday
46	Southwick – Hollingbury	3	3	1
60	Steyning – Brighton	1-2 daily	No service	No service
700 Coastliner	Brighton – Hove – Worthing – Goring – Littlehampton – Wick	5	5	3

These bus routes include regular services to Brighton, Littlehampton, Hollingbury and Steyning.

Rail Services

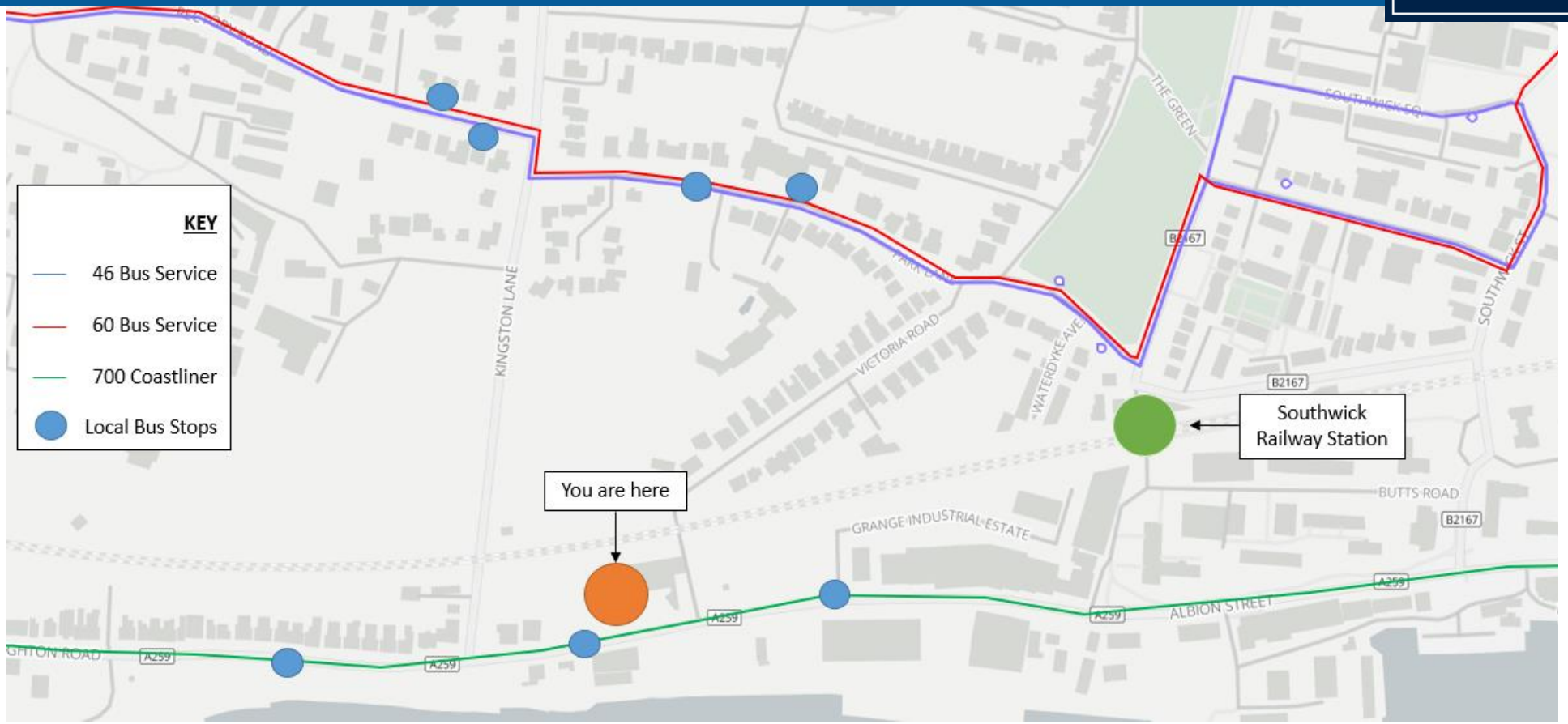
Southwick Railway Station is located 600m (an eight-minute walk) to the north-east of the site. The route between the site and the station is along Albion Street / Station Road, which has continuous. lit footways.

From Southwick Station, journeys are available to Littlehampton, Anmering and Brighton at a frequency of three services per hour in each direction during peak periods.

The station is supported by 20 cycle parking spaces.

Step-free access is available to all platforms. Ramps are available as are induction loops, with staff assistance between 06:40 and 13:15 Monday-Saturday and between 08:10 and 15:45 on Sundays

Public Transport



Traveline Journey Planner

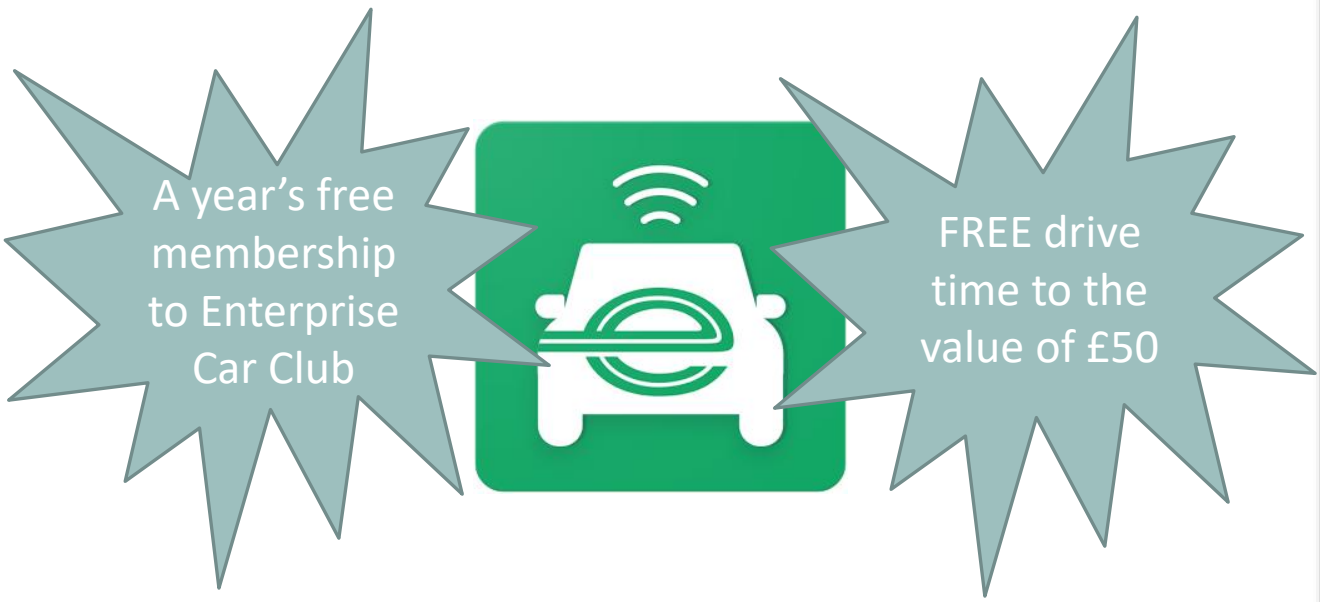
The Traveline Journey Planner is a free online tool which allows users to plan their journey by bus, rail, coach and ferry. The tool provides live bus times, as well as journey planning tips and regular updates/latest news. www.traveline.info

Car Clubs

Car clubs provide a cost-effective and flexible alternative to owning a car and can help tackle the challenges of climate change and congestion. Car clubs provide the convenience of owning a car without the hassle or costs of repairs, servicing or parking.

Not only does this provide a mode of transport for residents to travel to and from work but car clubs provide a viable option for short trips whereby residents can use a car club for leisure trips or to transport heavy items for example.

The site benefits from an on-site car club bay which can be used by all residents. The car club is operated by Enterprise Car Club. All new residents receive:



Two further car clubs are located 2.3km (a 29-minute walk or 9-minute cycle) away, operated by Enterprise Car Club. One is located to the west of the site at Pond Road Car Park in Shoreham-by-Sea and the other is located at Vale Road in Portslade. Both car club bays are served directly by the 700 Coastliner bus service.

For more details or help with how to access this exclusive benefit, contact your Travel Plan Co-Ordinator



Walking and Cycling

Car Sharing

Car-sharing allows individuals to benefit from the convenience of the car, whilst reducing costs and helping to alleviate congestion and pollution.

West Sussex Liftshare provides a matching service for those who live, work and travel in and around West Sussex. It matches you with potential partners as a driver or passenger. Once matched, you can choose to journey share as little or as often as you like, with whoever you like.

Find out more at https://liftshare.com/uk/community/westsussexcarshare and check out West Sussex's Car Share promotional video here: www.youtube.com/watch?v=CNar_TvDcTs

Recommended safety measures to follow when considering a new car sharing partner:

- Avoid exchanging home addresses before you meet;
- Arrange to meet for the first time in a public place;
- Give details of your car sharing companion to a friend or family member;
- Check each other's IDs – passports or driving licenses;
- You are under no obligation to go ahead with any car-share arrangement. If you have any doubts about your travelling companion, for any reason, then you don't have to travel with them.

Disabled Parking

There are two disabled parking bays provided at the site for disabled residents. Additional blue badge bays are provided across the district. A Blue Badge on your car lets you park closer to shops, stations and other facilities.

To apply for a blue badge please visit West Sussex's website for details:

www.westsussex.gov.uk/roads-and-travel/parking/the-blue-badge-scheme/apply-for-or-renew-a-blue-badge/



Home Deliveries

Co-Op, 8-16 Southwick Square, Southwick BN42 4FJ

Co-Op offer delivery within two hours, from 99p (£15 minimum spend) through Uber Eats and Deliveroo Details at:
www.coop.co.uk/store-finder/BN42-4FJ/8-16-southwick

Tesco Superstore, 18-20 Station Road, Portslade, Brighton BN41 1GB

Tesco offer a 'Delivery Saver', where customers can pay a £7.99 fee per month fee for 'anytime delivery' or a one off payment of £47.94. Minimum order of £40. Details at: www.tesco.com/deliverysaver/

Iceland, 73-74a Boundary Road, Portslade, Hove BN3 5TD

Iceland offer free, next day delivery on orders over £40. Details at:
www.iceland.co.uk

Local Taxi Companies

Taxilink Southwick	01273 595959 www.taxilinkbrighton.co.uk/contact.html
Adur Taxis	01273 468217 www.adur-taxis.com
Brighton & Hove Cab Express	01273 730730

Useful Websites

NetworkRail	Rail timetables and journey times to plan your journey from origin to destination	www.networkrail.co.uk
trainline	permits rail tickets to be purchased over the internet or via their App	www.thetrainline.com
MyTrainTicket	finds the cheapest train ticket for you;	www.mytrainticket.co.uk
liftshare travel happy	free car-sharing and transport information service. The online matching service to find travel companions;	www.liftshare.com
traveline	national travel helpline to provide up to date public transport information. Tele. No. 0870 608 2 608;	www.traveline.org.uk
ZAP MAP	outlines the location of electric vehicle charging points across the UK;	www.zap-map.com/live:
BIKE RIDE MAPS	this site hosts a cycle map database which will enable you to find cycle maps available for your area;	www.bikeridemaps.co.uk
TRAVELWISE	background information on the content and operation of Travel Plans	www.travelwise.org.uk
Walkit	Useful Walking routes and tips	www.walkit.com