



Southern Housing

The Mannings, Shoreham-by-Sea

Travel Plan

December 2025

Project Code: 09666

Document Reference: 09666-TP-01

PJA
3rd Floor
TW12VE
12 Forbury Road
Reading
RG1 1SB
UK
pja.co.uk

Version Control and Approval

Version	Date	Main Contributor	Issued by	Approved by
A – Draft for Client’s Comments	20 November 2025	DG	CH	CH
B – For Submission	03 December 2025	CH	CH	CH

Prepared for

Tom Tanner

Planning Manager

Southern Housing

Mosaic East

Stephenson House

Croydon

London

CR0 6BA

Contents

Section	Page
I Introduction.....	2
1.1 Overview	2
1.2 Planning Context	3
1.3 Report Structure	3
2 Policy Context.....	5
2.1 National Planning Policy	5
2.2 Local Planning Policy	7
3 Development Context.....	9
3.1 Overview	9
3.2 Walking	9
3.3 Cycling	10
3.4 Public Transport	11
4 Base Data and Prediction	13
5 Objectives and Targets.....	14
5.2 Objectives	14
5.3 Targets	14
6 Travel Plan Management.....	16
6.2 Travel Plan Coordinator	16
7 Measures and Initiatives	18
7.2 Travel Welcome Pack	18
7.3 Newsletters	18
7.4 Walking	18
7.5 Cycling	19
7.6 Public Transport	19
7.7 Parking	19
7.8 Car Clubs	19
7.9 Potential Additional Measures	20
8 Monitoring and Review.....	21
9 Action Plan.....	22

10	Enforcement.....	24
----	------------------	----

List of Tables

Table 3-1: Bus Services	11
Table 3-2: Rail Services	12
Table 4-1: Total Person Trip Rates.....	13
Table 4-2: Modal Split by all People Modes	13
Table 5-1: Initial Travel Plan Targets	15
Table 6-1: TPC Roles and Responsibilities	16
Table 9-1: Action Plan.....	22

List of Figures

Figure 1-1: Site Location	2
Figure 3-1: Walking Accessibility	10
Figure 3-2: Cycling Accessibility	11

Appendices

Appendix A	Proposed Ground Floor Plan	25
------------	----------------------------------	----



Executive Summary

This Travel Plan (TP) has been prepared by Phil Jones Associates (PJA) on behalf of Southern Housing for the proposed residential development at The Mannings, Shoreham-by-Sea, comprising 74 units with associated parking and cycle storage. The TP satisfies Condition 10 of the planning consent (AWDM/1281/19), requiring submission and approval by West Sussex County Council prior to first occupation.

The TP aligns with national and local transport policies, including the National Planning Policy Framework (2024), West Sussex Local Transport Plan (2022–36), and Adur Local Plan (2017), promoting sustainable transport and reducing reliance on private vehicles.

The site benefits from strong accessibility via walking, cycling, and public transport. It is within walking distance of key amenities and Shoreham-by-Sea railway station, and is served by multiple bus routes. Cycle infrastructure includes proximity to National Cycle Network Route 2 and provision of 86 cycle parking spaces within the development.

Trip generation forecasts based on TRICS data estimate 46 AM peak and 45 PM peak overall person trips. Modal split analysis using 2011 Census data and the Middle Super Output Area (MSOA) for Adur 005 indicates 64% of trips are by car, with the TP targeting a five percentage point reduction over five years, offset by increased use of sustainable modes.

Key objectives include promoting active travel, raising awareness of sustainable options, and establishing a Car Club. Measures include providing residents with Welcome Packs, annual newsletters, cycle training promotion, public transport information, and broadband provision to support remote working.

The TP will be managed by a Travel Plan Coordinator (TPC), with monitoring at six months, and in years 1, 3, and 5. Enforcement measures have been outlined should targets not be met, including extended monitoring.

This TP provides a comprehensive framework to encourage sustainable travel behaviour and reduce single occupancy vehicle trips from the development.

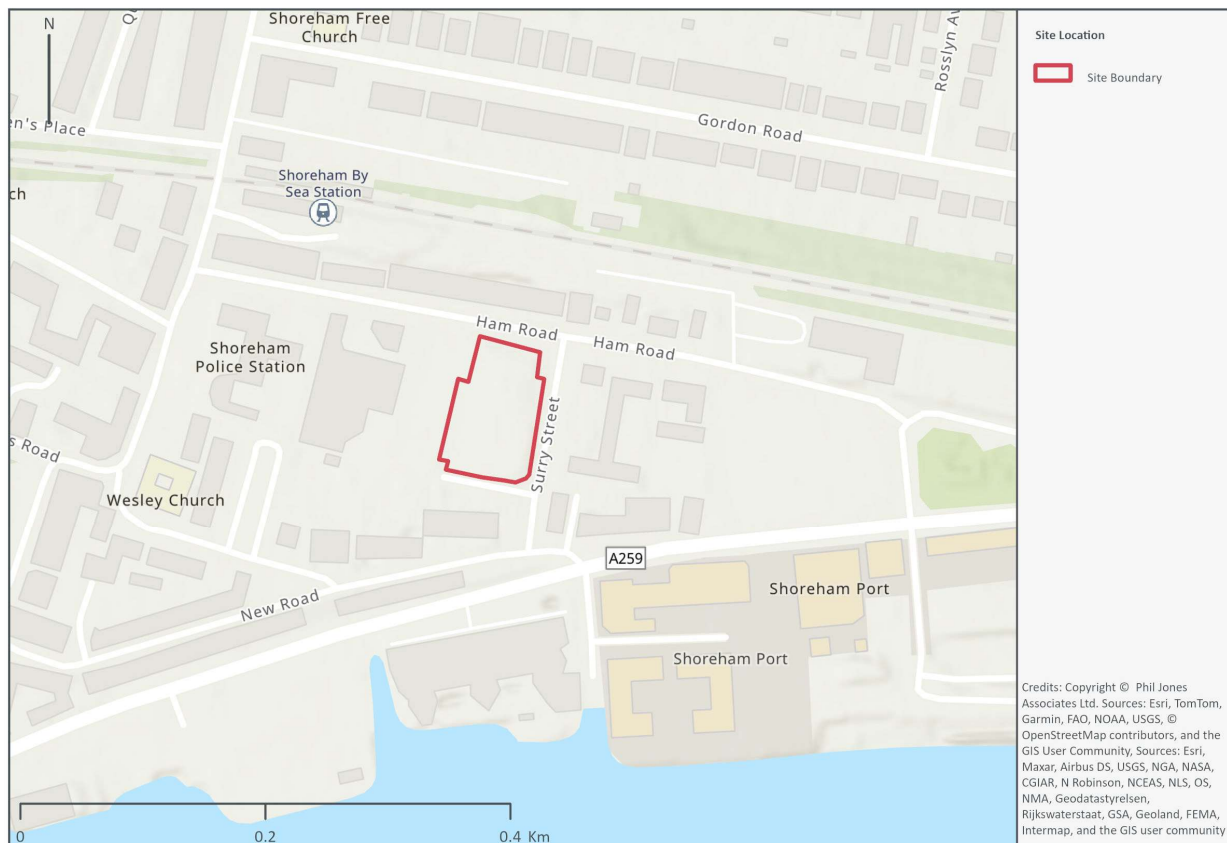


I Introduction

I.1 Overview

- 1.1.1 PJA has been commissioned by Southern Housing to prepare a Travel Plan (TP) for the proposed residential development at The Mannings, Shoreham-by-Sea, West Sussex. The site location is provided in Figure 1-1.

Figure 1-1: Site Location



- 1.1.2 The development will comprise of 74 residential units. A breakdown of the units provided are as follows:
- 28x one-bedroom units
 - 40x two-bedroom units
 - 6x three-bedroom units
- 1.1.3 In addition, the development will also provide 27 car parking spaces, three of which are wheelchair accessible, and 86 cycle parking spaces.
- 1.1.4 The proposed ground floor plan is provided in **Appendix A**.



I.2 Planning Context

- 1.2.1 The development received planning approval from Adur District Council (ADC) (planning application reference: (AWDM/1281/19)) for the *“demolition of existing building and structures and construction of building ranging in height from three to six storeys providing 74 residential units including 27 car parking spaces, 3 of which are wheelchair accessible, 86 cycle parking spaces, amenity space, soft and hard landscaping and associated ancillary facilities”*.
- 1.2.2 A Transport Statement was prepared by Vectos, dated July 2019, to support this planning application. Within this Transport Statement was a Residential Travel Plan also prepared by Vectos, dated July 2019.
- 1.2.3 Following planning consent, there is the requirement for a Travel Plan to be submitted to the Local Planning Authority, West Sussex County Council (WSCC), for approval prior to first occupation of the development under Condition 10. Condition 10 states the following:

“Condition 10: 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 and monitored 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 in accordance with Policy 28 of the Adur Local Plan 2017.”

- 1.2.4 This TP has therefore been prepared to discharge this condition.

I.3 Report Structure

- 1.3.1 The goal of a TP is to provide a long-term management plan for a site to encourage the use of sustainable modes of transport, such as walking, cycling and public transport.
- 1.3.2 Following this introduction, the TP is structured as follows:
- Section 2 outlines the national, regional and local policies and how the development conforms with those.
 - Section 3 assesses the existing accessibility to the development by foot, bicycle and public transport.
 - Section 4 provides a modal split assessment of the development.
 - Section 5 outlines the objectives and targets of the Travel Plan.
 - Section 6 sets out how the Travel Plan will be managed and implemented.



- Section 7 provides the package of measures expected to be provided as part of the Travel Plan for the development.
- Section 8 outlines how the Travel Plan will be monitored and reviewed.
- Section 9 provides an Action Plan for the Travel Plan.
- Finally, Section 10 outlines how the Travel Plan will be enforced.

2 Policy Context

2.1 National Planning Policy

National Planning Policy National Planning Policy Framework (2024)

- 2.1.1 The National Planning Policy Framework, which was published in December 2024 and updated in February 2025, outlines the government’s planning policy for England and how these are expected to be applied.
- 2.1.2 The NPPF sets out policies to achieve sustainable transport under 13 headings, one of which is Chapter 9: Promoting Sustainable Transport. In particular, paragraph 118 states that *“All developments that will generate significant amounts of movement should be required to provide a travel plan, and the application should be supported by a vision-led transport statement or transport assessment so that the likely impacts of the proposal can be assessed and monitored.”* Therefore, this TP has been prepared to satisfy this requirement.
- 2.1.3 In addition, paragraph 115 of the NPPF states that *“In assessing sites that may be allocated for development in plans, or specific applications for development, it should be ensured that:*
- *sustainable transport modes are prioritised taking account of the vision for the site, the type of development and its location;*
 - *safe and suitable access to the site can be achieved for all users;*
 - *the design of streets, parking areas, other transport elements and the content of associated standards reflects current national guidance, including the National Design Guide and the National Model Design Code⁴⁸; 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 through a vision-led approach.”*
- 2.1.4 Furthermore, paragraph 116 highlights that *“Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network, following mitigation, would be severe, taking into account all reasonable future scenarios.”*
- 2.1.5 As set out in paragraph 117, within this context, applications for development should:
- *“give priority first to pedestrian and cycle movements, both within the scheme and with neighbouring areas; and second – so far as possible – to facilitating access to high quality public transport, with layouts that maximise the catchment area for bus or other public transport services, and appropriate facilities that encourage public transport use;*



- *address the needs of people with disabilities and reduced mobility in relation to all modes of transport;*
- *create places that are safe, secure and attractive – which minimise the scope for conflicts between pedestrians, cyclists and vehicles, avoid unnecessary street clutter, and respond to local character and design standards;*
- *allow for the efficient delivery of goods, and access by service and emergency vehicles; and*
- *be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations.”*

National Planning Policy Guidance (NPPG)

2.1.6 The National Planning Policy Guidance (NPPG) stipulates the scope and level of detail that is needed in a Transport Assessment or Statement will vary from site to site, but the following should be considered when settling the scope of the proposed assessment:

- *“Information about the proposed development, site layout, (particularly proposed transport access and layout across all modes of transport);*
- *Data about existing public transport provision, including provision/frequency of services and proposed public transport changes;*
- *A qualitative and quantitative description of the travel characteristics of the proposed development, including movements across all modes of transport that would result from the development and in the vicinity of the site;*
- *An assessment of trips from all directly relevant committed development in the area (i.e., development that this is a reasonable degree of certainty will proceed within the next three years);*
- *Measures to improve the accessibility of the location (such as provision/enhancement of nearby footpath and cycle path linkages) where these are necessary to make the development acceptable in planning terms;*
- *A description of parking facilities in the area and the parking strategy of the development;*
- *Ways of encouraging environmental sustainability by reducing the need to travel; and*
- *Measures to mitigate the residual impacts of development (such as improvements to the public transport network, including walking and cycling facilities, physical improvements to existing roads).*
- *The primary purpose of a TP is to identify opportunities for the effective promotion and delivery on sustainable transport initiatives e.g., walking, cycling, public transport and telecommuting, in connection with both proposed and existing developments and through this to thereby reduce the demand for travel by less sustainable modes.”*



2.2 Local Planning Policy

West Sussex Local Transport Plan (2022-36)

- 2.2.1 The West Sussex Local Transport Plan (WSLTP) was adopted in April 2022, supporting the delivery of WSCC's plan and priorities which have informed development of visions and objectives.
- 2.2.2 The WSLTP *"sets out the County Council's vision and objectives for the transport network and how the County Council, working with its strategic partners, intends to address environmental, social, economic and transport challenges. This will guide decisions about how to improve, manage and maintain the transport network in the period to 2036."*
- 2.2.3 To achieve this, the WSLTP sets out a range of strategies which set out the high-level approach to transport in West Sussex over the period up to 2036.
- 2.2.4 Within the WSLTP are active travel strategies, with the relevant transport objectives to:
- *"Objective 11: Reduce the need to travel by car by enabling local living."*
 - *Objective 17: Extend and improve the network of active travel facilities so it is coherent and high quality enough to make active travel an attractive, safe option for short distance trips and to transport interchanges."*
- 2.2.5 The WSLTP also provides a series of road network strategies, with one objective to:
- "extend and improve the network of active travel facilities so it is coherent and high quality enough to make active travel an attractive, safe option for short distance trips and to transport interchanges."*

Adur Local Plan 2017

- 2.2.6 The Adur Local Plan (ALP) was adopted in December 2017 and sets out the strategic development and land-use priorities for Adur up to 2032, containing policies against which development management decisions within that area will be made.
- 2.2.7 Within the ALP is Policy 28: Transport and Connectivity, which notes that development should be *"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."*



West Sussex County Council Development Travel Plan Policy

- 2.2.8 This Travel Plan has been produced with reference to the WSCC's Development Travel Plan Policy document, which sets out how Travel Plans should be prepared and implemented for new developments in West Sussex.
- 2.2.9 The guidance sets out that Travel Plans should include the following:
- Executive Summary
 - Context
 - Existing Travel Situation
 - Accessibility
 - Base Data and Prediction
 - Objectives and Targets
 - Measures
 - Implementation and Management
 - Monitoring and Review
 - Enforcement
- 2.2.10 This TP has therefore been prepared in line with the guidance outlined above.



3 Development Context

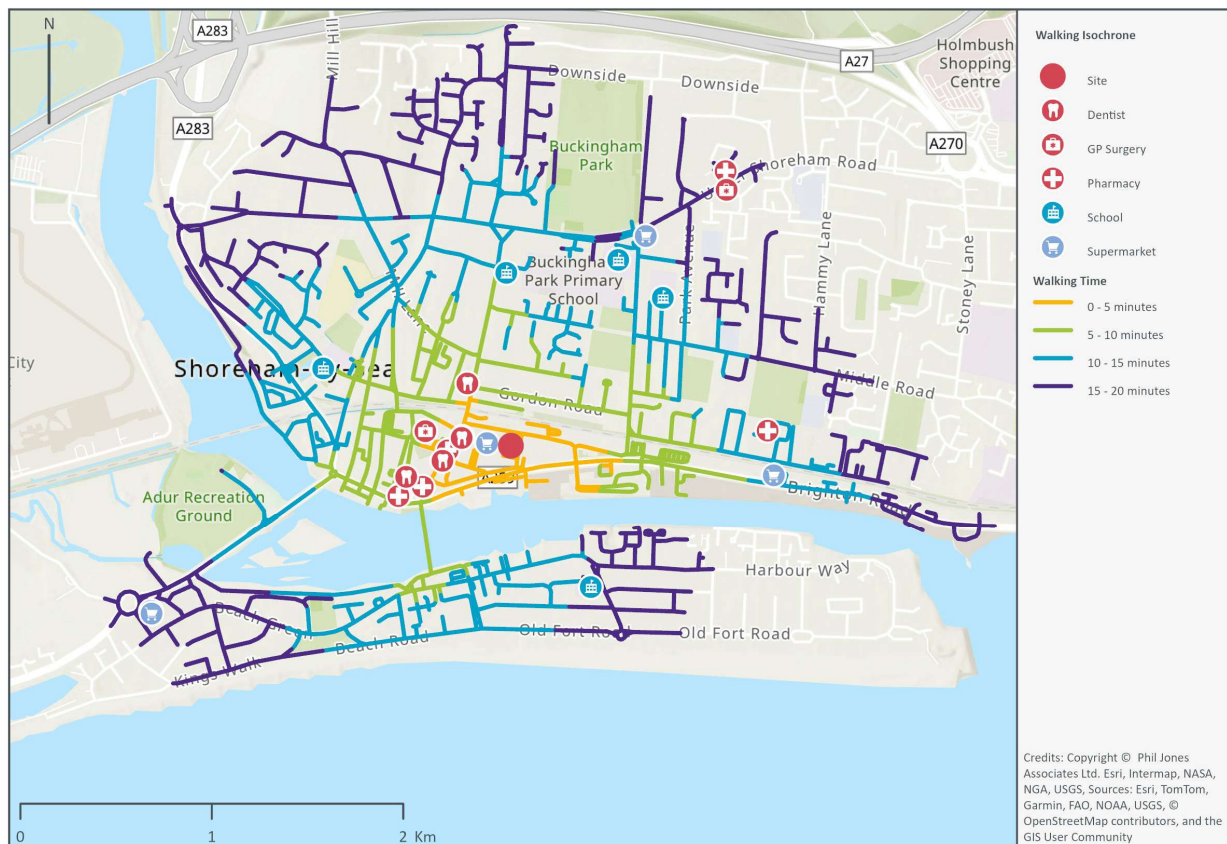
3.1 Overview

- 3.1.1 This section examines the sustainable transport context of the development, to identify potential opportunities and barriers to sustainable travel from the development and support the development of objectives and initiatives achievable within that context later in this Travel Plan.

3.2 Walking

- 3.2.1 The development benefits from good walking accessibility. Footways are provided north of the development along both sides of Ham Road, and to the east of the development along Surry Street on both sides of the carriageway. Sufficient lighting is also provided on both roads. As stated in the TS, residents on foot can enter the development via two main accesses on Surry Street.
- 3.2.2 The development also provides very good accessibility to nearby amenities such as supermarkets, dentists and pharmacies, all located within a 20-minute walk, as shown in Figure 3-1.

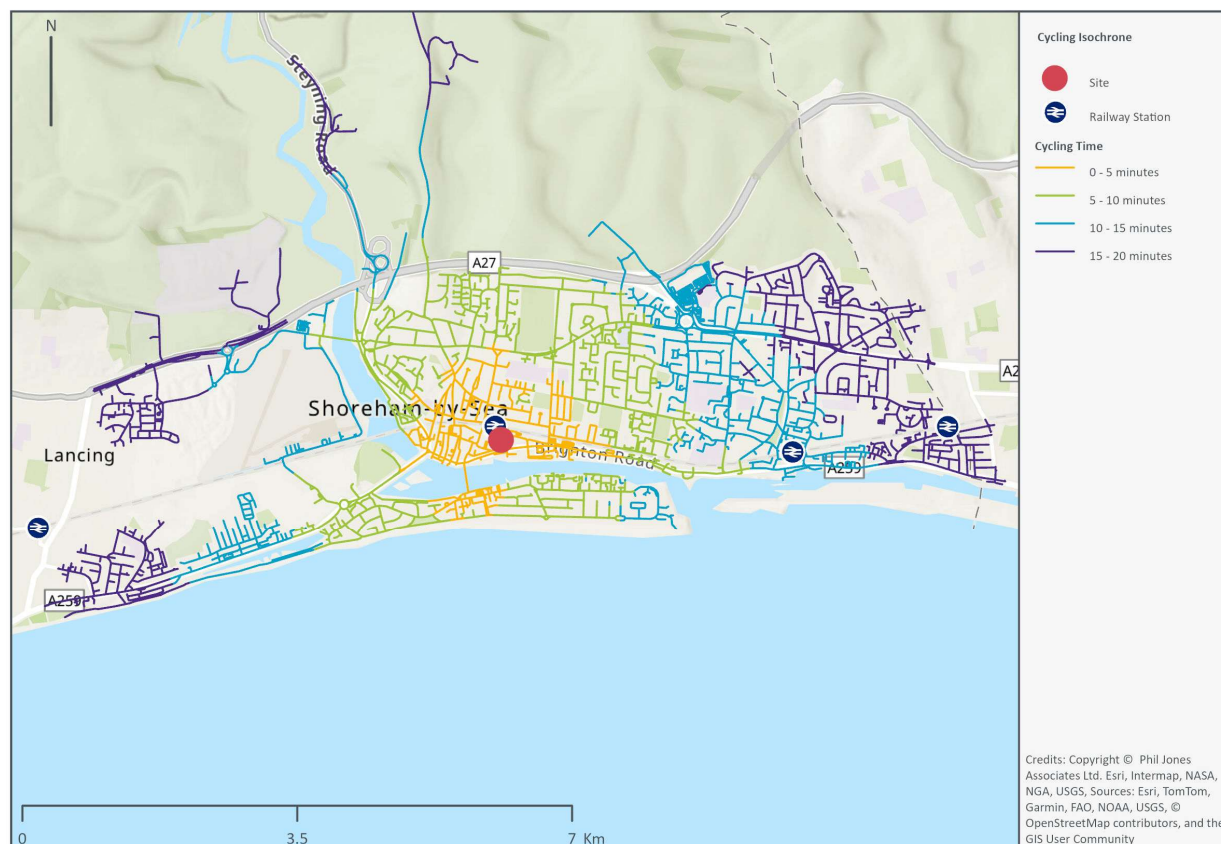
Figure 3-1: Walking Accessibility



3.3 Cycling

- 3.3.1 The development also benefits from good cycling accessibility. As stated in the TS, residents on foot can enter the development via Surry Street. As previously stated, the development will provide ample secure, covered cycle parking, which will encourage residents to use this mode when travelling to work and for leisure.
- 3.3.2 National Cycle Network (NCN) Route 2 passes to the north of the site along Rosslyn Road, providing a connection along the south coast to Worthing to the west, and Brighton to the east. The area accessible within a 20-minute cycle of the development is provided in Figure 3-2, showing the majority of Shoreham-by-Sea is reachable within this time.

Figure 3-2: Cycling Accessibility



3.4 Public Transport

Bus

- 3.4.1 The development benefits from excellent access to bus services. The closest bus stop is Surry Street bus stop, located adjacent to the development access on Surry Street. There are further bus stops located nearby on Ham Road and Brighton Road, both an approximate four-minute walk from the development. A summary of the bus services from these stops are provided in Table 3-1.

Table 3-1: Bus Services

Bus Stop	Bus No.	Bus Route	Frequency in Peak Hours	Number of Services per hour	Hours of Operation	Days of Operation
Surry Street (Northbound)	19	Shoreham Beach – Shoreham-by-Sea	None (08:00 – 09:00)	2 (per day)	07:38 – 17:23	Monday – Saturday
Surry Street (Southbound)	2	Rottingdean – Steyning	2 (08:00 – 09:00) 2 (17:00 – 18:00)	2	05:45 – 00:26 (nextday.)	Monday – Sunday
	19	Shoreham-by-Sea – Shoreham-by-Sea	None (08:00 – 09:00) 1 (17:00 – 18:00)	7 (per day)	09:10 – 17:51	Monday – Saturday



Bus Stop	Bus No.	Bus Route	Frequency in Peak Hours	Number of Services per hour	Hours of Operation	Days of Operation
Ham Road (Westbound)	2	Steyning – Rottingdean	2 (08:00 – 09:00) 2 (17:00 – 18:00)	2	05:30 – 00:41 (n.d.)	Monday – Sunday
	19	Shoreham Beach – Shoreham-by-Sea	None (08:00 – 09:00) 1 (17:00 – 18:00)	2 (per day)	07:38 – 17:23	Monday – Saturday
	60	Steyning – Brighton	None	1 (per day)	08:52 – 09:32	Monday – Friday
Ham Road (Eastbound)	19	Shoreham-by-Sea – Shoreham-by-Sea	None (08:00 – 09:00) 1 (17:00 – 18:00)	7 (per day)	09:10 – 17:51	Monday – Saturday
Duke of Wellington (Westbound)	700 Coastliner	Brighton – Durrington	5 (08:00 – 09:00)	5	05:05 – 00:22 (n.d.)	Monday – Sunday
	N700 Coastliner	Brighton – Durrington	None (08:00 – 09:00) None (17:00 – 18:00)	4	00:30 – 04:25	Monday – Sunday
Duke of Wellington (Eastbound)	2	Steyning – Rottingdean	2 (08:00 – 09:00) 2 (17:00 – 18:00)	2	05:30 – 00:41 (n.d.)	Monday – Sunday
	60	Steyning – Brighton	None	1 (per day)	08:52 – 09:32	Monday – Friday
	700 Coastliner	Durrington – Brighton	5 (08:00 – 09:00)	5	04:47 – 04:25 (n.d.)	Monday – Sunday
	N700 Coastliner	Durrington/West Worthing – Brighton	None (08:00 – 09:00) None (17:00 – 18:00)	3 (per day)	00:25 – 03:25	Monday – Sunday

Rail

3.4.2 Shoreham-by-Sea railway station is located 260m north-west of the development, an approximate three-minute walk. The station is served by Southern Railway, and a summary of the key destinations from this railway station are provided in Table 3-2.

Table 3-2: Rail Services

Destination	Approximate Time to Destination	Peak Hour Frequency (weekdays)
Brighton	16 minutes	4
Chichester	40 minutes	3
Portsmouth & Southsea	1 hour 7 minutes	1
London Victoria	1 hour 16 minutes	2

4 Base Data and Prediction

4.1.1 Prior to construction of the development, it was agreed within the Transport Statement to provide the total person trip rates for establishing the number of trips likely to be generated by the development. The total trips have been calculated based on the proposed 74 dwellings.

4.1.2 The total person trip rates were determined based on similar sites identified within the TRICS database, and results are summarised in Table 4-1.

Table 4-1: Total Person Trip Rates

	Trip Rate			Total Trips		
	Arrivals	Departures	Two-Way	Arrivals	Departures	Two-Way
AM Peak (08:00-09:00)	0.116	0.503	0.619	9	37	46
PM Peak (17:00-18:00)	0.384	0.219	0.603	28	16	45

Source: Consented trip rates and total trips obtained from The Mannings, Transport Statement prepared by Vectos dated July 2019, Table 5-1 p.22 and Table 5-3 p.23.

4.1.3 The Transport Statement included a modal split assessment. This was calculated to determine total person trips from the development by mode. This was based on 2011 Census data and Middle Super Output Area (MSOA) for Adur 005, in which the site is located, was selected to extract the data. This is summarised in Table 4-2.

Table 4-2: Modal Split by all People Modes

Mode	% Mode Share	AM Peak			PM Peak		
		Arrivals	Departs	Two-Way	Arrivals	Departs	Two-Way
Underground, metro, light rail, tram	0%	0	0	0	0	0	0
Train	12%	1	4	6	3	2	5
Bus, minibus or coach	6%	0	2	3	2	1	3
Taxi	0%	0	0	0	0	0	0
Motorcycle, scooter or moped	1%	0	0	0	0	0	0
Driving a car or van	64%	6	24	29	18	10	29
Passenger in a car or van	4%	0	2	2	1	1	2
Bicycle	4%	0	2	2	1	1	2
On foot	8%	1	3	4	2	1	4
Total	100%	9	37	46	28	16	45

Source: Consented mode share obtained from The Mannings, Transport Statement prepared by Vectos dated July 2019, Table 5-4 p.24. Note: there may be discrepancies in the total trips due to rounding errors.



5 Objectives and Targets

5.1.1 This section sets out details of the objectives and targets for the Travel Plan for the residential development. These are high level aims which give the Travel Plan direction and provide a clear focus.

5.2 Objectives

5.2.1 As outlined in the Residential Travel Plan (RTP) within the TS, the objectives of the Travel Plan are to:

- *“Increase awareness of the advantages and availability of sustainable modes, particularly active modes (i.e. walking and cycling);*
- *Actively promote sustainable transport options for travel to and from the proposed development, to enable informed decisions to be made about how to travel;*
- *Increase the use of active and sustainable travel modes (particularly for shorter trips i.e. within 2km for walking and 5km for cycling), and to encourage people to build active travel into their everyday routines to support and contribute to wider health benefits;*
- *Establish and promote a Car Club within the vicinity of the proposed development; and*
- *Raise awareness of the impacts of travel choices on health and the local environment.”*

5.3 Targets

5.3.1 Travel Plan targets should be ‘**SMART**’, which means they must be:

- Site-specific
- Measurable
- Achievable
- Realistic
- Time-specific

5.3.2 The targets set are numerical and based on local area data, which makes them *site-specific*. This approach to target-setting also keeps the targets *measurable*, as progress against them can be measured using a regular monitoring programme that produces directly comparable results to the TS. They are based on a reduction from existing mode shares to ensure they are *achievable* and *realistic*, and they are set over a five-year period with two interim target points, which keep them *time-specific*. The targets will align with what was prepared in the TS, which is to reduce single occupancy car trips by five percentage points over the five-year period of the Travel Plan.



- 5.3.3 As mentioned, the target is to achieve a five percentage point reduction in single occupancy vehicle trips. The TS's projection is based on 2011 Census Data, outlined in Table 3.1 of the Residential Travel Plan within the TS and in Table 4-2 of this document.
- 5.3.4 To achieve this reduction, a five percentage-point increase in the use of sustainable modes of transport will need to be achieved. This could be accomplished in a variety of ways, and it is important that the Travel Plan targets remain flexible to keep the targets attainable; nonetheless, some illustrative mode-specific targets are set out below. The initial Travel Plan targets are outlined in Table 5-1.

Table 5-1: Initial Travel Plan Targets

Mode	TA Projection	Year 1	Year 3	Year 5
Car Driver	64%	63%	61%	59%
Car as a passenger	4%	4%	4%	4%
Train	12%	13%	13%	13%
Bus	6%	6%	7%	7%
Bicycle	4%	4%	5%	6%
On Foot	8%	8%	8%	9%
Other	1%	1%	1%	1%
Total	100%	100%	100%	100%

Source: Consented mode share obtained from The Mannings Residential Travel Plan within Transport Statement prepared by Vectos dated July 2019, Table 3-1, p.24. Note: Percentages may not add up to 100% due to rounding.



6 Travel Plan Management

6.1.1 The management and implementation of the TP will form an integral part of the development process.

6.2 Travel Plan Coordinator

6.2.1 It will be fundamental to the success of the TP that sufficient resources are allocated to develop and implement the measures in the plan, and this will be the responsibility of the Travel Plan Coordinator (TPC) in cooperation with the developer.

6.2.2 The Travel Plan is to be monitored at 6 months following first occupation, Year 1, Year 3 and Year 5. , following which a monitoring report will be prepared and submitted to WSCC. The TPC will liaise with the council at least biennially with regard to the progress of the Travel Plan.

6.2.3 PJA will act as the Travel Plan Coordinator for the development. The contact details are:

- Name: Claire Harrison
- Email: travelplanning@pja.co.uk
- Phone: 0118 359 2771

6.2.4 WSCC will be updated in the event of any personnel or responsibility changes.

6.2.5 The TPC role will be undertaken on a part time basis, with additional time dedicated to the role at survey times. The role of TPC will continue until the last home is sold or rented, or for a period of five years from the first occupation, whichever is longer. Funding for the operation of the Travel Plan, including funding of the TPC, will be provided by the Developer (Southern Housing) for five years from first occupation or until the last home is sold or rented, whichever is longer. This funding period will be extended in the event that the targets are not met. The roles and responsibilities of the TPC are provided in Table 6-1.

Table 6-1: TPC Roles and Responsibilities

Role	Tasks
Overall Plan Management	Managing implementation of the TP within the residential development; Acting as point of contact for residents with queries relating to sustainable travel; Acting as point of contact with WSCC to inform on progress of the Travel Plan
Site Wide Travel Initiatives	Liaising with the developer regarding funding and delivery of travel initiatives; Implementing measures contained within the Travel Plan.
Engagement and Consultation	Promotion of the Travel Plan among residents; Ongoing consultation with residents through newsletter



Role	Tasks
Monitoring and Review	Undertake initial travel survey of residents at 6 months following first occupation. Then at Year 1 , Year 3 and Year 5; Monitor the effectiveness of Travel Plan measures; Prepare Travel Plan updates for submission to the local authority
Implementing Additional Measures	Liaising with local authorities and other stakeholders to identify additional sustainable travel measures should they be required.



7 Measures and Initiatives

7.1.1 As previously stated, a Residential Travel Plan (RTP) was prepared by Vectos and was provided within the Transport Statement, dated July 2019. This outlined the measures and initiatives proposed for the development as part of the Travel Plan, and are provided below.

7.2 Travel Welcome Pack

7.2.1 The RTP noted that a Welcome Pack will be distributed to each household upon first occupation, and will provide:

- *“The name and contact details of the TPC;*
- *An explanation of the purpose and benefits of the RTP;*
- *Maps of walking and cycling routes to key destinations including information on discounted cycle schemes;*
- *Timetables, route maps and ticketing information for public transport including information on discounted tickets;*
- *Contact numbers and website details;*
- *Car Club information and locations, including the car club proposed under this development;*
- *Contact details for local taxi and private hire companies;*
- *Information about working from home;*
- *Promotion of the benefits of home delivery; and*
- *Location and contact details of nearby services.”*

7.3 Newsletters

7.3.1 In addition to the Welcome Pack, the TPC will also issue a regular newsletter. It is planned that these will be sent to residents electronically on an annual basis with information promoting the initiatives set out in this TP and a themed article relating to one of the targeted modes of transport. The newsletters will also contain relevant local and national sustainable transport initiatives such as ‘Cycle to Work Day’, ‘Walk to School Week’ and WSCC’s bike training/maintenance courses.

7.4 Walking

7.4.1 The RTP prepared by Vectos states the TPC and Site Management Team will ensure pedestrian routes at the development are maintained. Information on walking routes will be provided within the Welcome Pack to make residents aware of the footways and Public Rights of Way (PRoW) within the vicinity of the development.

7.5 Cycling

- 7.5.1 The RTP prepared by Vectos notes that cycle parking will be provided in a secure and sheltered cycle storage facility, with additional short stay spaces also provided within the residential car park. This is in accordance with local standards, and encourages residents to cycle to and from the site. The cycle parking spaces will be regularly maintained for residents and visitors to use.
- 7.5.2 Cycle routes in the area will be made available to residents via communal noticeboards, and through the Welcome Pack.
- 7.5.3 The TPC and site management will ensure surfaces throughout the site are maintained, and liaise with WSCC if a need for an off-site cycle route or additional provision is identified.
- 7.5.4 The TPC will encourage residents to sign up to cycle training such as the Bikeability proficiency scheme and WSCC's own one-to-one cycle training programme, and encourage residents to find out whether their respective workplaces offer incentives such as the Cycle to Work scheme, and take up the offer if available.

7.6 Public Transport

- 7.6.1 Details of public transport services, including route information and service frequencies, are to be displayed on communal noticeboards at the development, and details regarding Traveline and National Rail are to be provided within the Welcome Pack.
- 7.6.2 The TPC will also encourage residents to find out whether their respective workplaces offer public transport season ticket loans and to take these up if appropriate.

7.7 Parking

- 7.7.1 Car parking will be provided to meet the needs of expected car ownership without facilitating unnecessary car ownership.

7.8 Car Clubs

- 7.8.1 A Car Club is a short-term car rental service that allows members access to local cars. Car Clubs encourage more sustainable travel behaviour by reducing car ownership, improving air quality and reducing CO₂ emissions.
- 7.8.2 A Car Club will be explored, and engagement undertaken with neighbouring developments to understand the potential to create a Car Club in the area. It is assumed that the TPC will engage with a Car Club provider (potentially Co Wheels, which operates within West Sussex) to explore options for providing a car club parking space and vehicle within the vicinity of the site (potentially along Surry Street, although the exact location is to be confirmed by the Highways Authority).



- 7.8.3 Once established, the location of the Car Club vehicle space will be promoted to residents at The Mannings development within the Resident's Travel Information Pack, newsletters and through promotional material provided by the Car Club operator.

7.9 Potential Additional Measures

- 7.9.1 Details of local taxi and private hire firms will be displayed on communal noticeboards and in Welcome Packs.
- 7.9.2 The TPC will encourage residents to take up flexible working and working from home where possible. This will work towards reducing peak time travel and/or overall traffic levels across a day.
- 7.9.3 The TPC will encourage residents to use home delivery services to reduce the need to travel.
- 7.9.4 Homes will be provided with high quality broadband which will enable communication and connectivity outside the home without the need to travel.



8 Monitoring and Review

- 8.1.1 Condition 10 requires that the Travel Plan should be implemented and monitored once approved. Therefore, monitoring will be undertaken to understand the effectiveness of the Travel Plan against its targets.
- 8.1.2 The TPC shall organise for a travel questionnaire survey to be undertaken of the residents at the commencement of the Travel Plan (at six months of first occupation), and subsequently in Year 1, Year 3 and in Year 5 prior to the end of the Travel Plan period. The travel survey will also provide an opportunity for residents to communicate any barriers they face to using sustainable modes and for any transport issues relating to the development to be passed through to the managing agent.
- 8.1.3 The TPC will send a draft of the travel questionnaire survey and covering email for Year 1, Year 3 and Year 5 to ADC and WSCC for review and approval, prior to the survey being issued to residents.
- 8.1.4 After completion, the TPC shall provide the results of the travel survey to ADC and WSCC including details of current and future targets and details of any required remedial measures where targets have not been met, for review upon request.



9 Action Plan

9.1.1 A summary Action Plan is provided in Table 9-1.

Table 9-1: Action Plan

Measure	Description	Responsibility	Timescale	Notes
Kick-off	Approve this TP in writing to the TPC.	WSSC Nominated Contact	Prior to first occupation	
Travel Information Pack	Prepare in line with Section 5.2. This will be approved prior to distribution to residents.	Travel Plan Coordinator	Within one month of the approval of the Travel Plan by WSSC	To be reviewed alongside the Travel Plan for comment by WSSC Nominated Contact
Noticeboard	Install a communal noticeboard at the development	Southern Housing	Prior to occupation	
Newsletters	Prepare in line with Section 5.3	Travel Plan Coordinator	On an annual basis	
Walking	Ensure walking facilities surrounding the site remain in good condition for residents	Southern Housing	Ongoing	
	Promote information on walking routes on communal noticeboards and within the Welcome Pack	Travel Plan Coordinator	On distribution of the Welcome Pack and ongoing	
Cycling	Provide secure and sheltered cycle parking/storage	Southern Housing	Prior to occupation	
	Promote information on cycling routes on communal noticeboards and within Welcome Pack	Travel Plan Coordinator	On distribution of the Welcome Pack and ongoing	
	Ensure cycling facilities surrounding the site remain in good condition for residents	Southern Housing	Ongoing	
	Encourage residents to participate in cycle training schemes and Cycle to Work Schemes	Travel Plan Coordinator	Ongoing	
Public Transport	Promote information on public transport services, websites and apps e.g. Traveline, National Rail	Travel Plan Coordinator	On distribution of the Welcome Pack and ongoing	
	Encourage residents to take up public transport season ticket loans at their respective workplaces, if appropriate	Travel Plan Coordinator	Ongoing	
Parking	Provide car parking at the development	Southern Housing	Prior to occupation	
Car Clubs	To engage with Enterprise Car Club to explore options for providing a car club parking space and vehicle at the site	Travel Plan Coordinator	Ongoing	
	Promote location of Car Club vehicle within promotional material	Travel Plan Coordinator	Ongoing	

Measure	Description	Responsibility	Timescale	Notes
Other	Provide information on local taxi and private hire firms on communal noticeboards and/or in Welcome Pack	Southern Housing / Travel Plan Coordinator	Ongoing	
	Encourage residents to take up flexible working and/or working from home	Travel Plan Coordinator	Ongoing	
	Encourage residents to use home delivery services to reduce the need to travel	Travel Plan Coordinator	Ongoing	
	Provide new homes with broadband to enable communication and connectivity outside home	Southern Housing	Prior to occupation	
Monitoring	Arrange baseline questionnaire travel surveys	Travel Plan Coordinator	At six months of first occupation	Monitoring Report to be reviewed for comment by WSCC nominated contact
	Arrange Year 1 questionnaire travel survey	Travel Plan Coordinator	Approx. one year after baseline survey	Monitoring Report to be reviewed for comment by WSCC nominated contact
	Arrange Year 3 questionnaire travel surveys	Travel Plan Coordinator	Approx. two years after the Year 1 survey	Monitoring Report to be reviewed for comment by WSCC nominated contact
	Arrange Year 5 questionnaire travel survey	Travel Plan Coordinator	Approx. two years after the Year 3 survey, and prior to the end of the Travel Plan period	Monitoring Report to be reviewed for comment by WSCC nominated contact



10 Enforcement

- 10.1.1 WSCC Development TP Policy Guidance states that Travel Plans should be monitored on a biennial basis for five years from date of first occupation, and at the end of this period the overall success of the Travel Plan will be assessed against its final year targets. This will be assessed against the following criteria to determine success and whether mitigation is required:
- The % the Targets within the Travel Plan have been missed/exceeded;
 - The resulting effect on capacity of key junctions;
 - The resulting effect on road safety; and
 - The level of site occupancy
- 10.1.2 No enforcement action will be necessary if travel plan measures have been delivered, all targets have been achieved or exceeded, and that current travel modes can be maintained.
- 10.1.3 If final year targets have not been met or the Travel Plan has failed to mitigate the impact of the development, then enforcement action will be taken.
- 10.1.4 Should the Travel Plan not meet its final year targets, then additional remedial measures are to be agreed with WSCC. According to WSCC guidance, this could be in the following forms –
- Implementation of outstanding Travel Plan Measures
 - Implementation of additional on-site Travel Plan measures
 - Implementation of off-site Travel Plan measures in the wider local community
 - Improvements to infrastructure and services

Appendix A Proposed Ground Floor Plan



Number	Unit Sizes	Area
A.0.1	2B WCA	81 m ²
A.0.2	2B WCA	73 m ²
A.0.3	2B WCA	76 m ²
A.0.4	1B2P	56 m ²
A.0.5	2B WCA	76 m ²
A.0.6	1B2P	50 m ²
B.0.1	1B2P	52 m ²
B.0.2	2B WCA	73 m ²
B.0.3	2B WCA	74 m ²
B.0.4	1B2P	55 m ²
B.0.5	2B WCA	76 m ²
B.0.6	1B2P	50 m ²
Grand total: 12		

SURRY STREET (SIDE)

Car Parking
4 spaces

Co-op site

Car Parking
23 spaces
(inc. 3 WCA)

HAM ROAD

SURRY STREET

UNIT SIZES

- 1 Bed 2P
- 2 Bed 3P
- 2 Bed 4P
- 2 Bed WCA
- 3 Bed 5P

A	Design Freeze_RevA	16-07-2019		
Rev	Description	Date	Dr by	App by
original by	CB	date created 04-July-2019	approved by	Approver

AHR AHR London Ltd
5-8 Hardwick Street
London
EC1R 4RG
United Kingdom

T +44(0)20 78379789
E london@ahr-global.com
www.ahr-global.com

client name	Southern Housing Group		
project	The Mannings		
drawing	Proposed Ground Floor Plan		
computer file	plot date		
C:\Red\Projects\MAN\AHR-00-XX-M3-A-Mannings_cat.bcrvt	16 July 2019		
project number	scale		
2016.00729.001	As indicated @A2		
drawing number	rev	issue	
02-100	A	stat	DF1

This drawing is to be read in conjunction with all related drawings. All dimensions must be checked and verified on site before commencing any work or producing shop drawings. The originator should be notified immediately of any discrepancy. This drawing is copyright and remains the property of AHR.

SCALE 1 : 200

0 4 8 12