Planning Application • part 1

A1. Applicant Details

PLAN No. A2d0761/07

DATE 20 DEC 2007

Organisation	Sunshine Day Care Limited		
	Title	**Forename**	**Surname**
Name	Mr	Steven	box

A1.1 Address Details

Name or flat number	
Property number or name	33
Street	Gordon Road
Locality	
Town	Shoreham-by-Sea
County	West Sussex
Postal Town	
Postcode	BN436WF

A1.2 Communication Details

	Nat Code	**Extn No.**
Telephone No.	[redacted]	
Daytime Telephone No.	[redacted]	
Fax No.		
Email Address	steven.cox@sunshine-nursery.com	
OX Number		

1. Site Address Details

1.1 Address Details

Name or flat number	
Property number or name	27
Street	Rosslyn Road
Locality	
Town	SHOREHAM-BY-SEA
County	West Sussex
Postal Town	
Postcode	BN43 6WL
UPRN	060015974
Location	

2. Description of the Proposed Development

Development Description

phange of use to Class D1 for use as a childrens full day care nursery

3. Type of Application

Type

- _ Outline
- _ Approval of Reserved Matters
- X **Full**
- _ Renewal of temporary permission
- _ Renewal of unexpired permission
- _ Removal of Condition
- _ Variation of Condition

Outline or Reserved Matters Applications.
Following recent legislation changes to outline permission please read the help-text for new requirements.

Layout (Previously Siting)	_ Yes	X No
Scale (Previously Design)	_ Yes	X No
External Appearance	_ Yes	X No
Means of Access	_ Yes	X No
Landscaping	_ Yes	X No

Reference Number of existing application

Date of previous decision **(yyyy-mm-dd)**

Condition Number

Proposal Type

New building(s) _ Yes X No

Alteration or Extension to building(s)	_ Yes	X No
Change of use	X Yes	_ No
Demolition	_ Yes	X No
Other operations	_ Yes	X No

4. Access

Is existing access affected?

Pedestrian	_ Yes	X No
Vehicular	_ Yes	X No

Is a new access type proposed?

Pedestrian	_ Yes	X No
Vehicular	_ Yes	X No

Disability Access

5. Other Information

A. Planting of trees, shrubs or hedges	_ Yes	X No
B. Lopping or topping of trees or the removal of trees shrubs or hedges	_ Yes	X No
C. Storage of waste	_ Yes	X No

6. Public Rights Of Way

Do you propose to alter or divert a Public Right of Way?	_ Yes	X No
Is the site adjacent to a Public Right Of Way?	_ Yes	X No

Describe the proposed alteration of the Public Right of Way

7. Materials

Walls

Roof

Site boundaries (fences, walls, etc.), driveways, paved areas and other hard surfaced areas

8. Site Area & Floor Space

Site Area
725

Units
X square metres
_ hectares

Width of site frontage
18
metres

Is the application for new building works?
_ Yes X No

Please state the existing floorspace of the building
0
sq.m

Please state the proposed new floorspace
0
sq.m

Is the proposal for a change of use?
X Yes _ No

Please state the floorspace related to the change of use
193.6
sq.m

Does the proposal involve the removal or demolition of any part of the existing building?
_ Yes X No

Description of removal/demolition

9. Existing Uses

Current use of land or building
Residential

If vacant what was the land or building last used for?

10. Residential Information

Select the type of land the development is on
_ Brown-field

_ Green-field
_ Part Greenfield, Part Brownfield
X Don't Know

Is the number of residential units changing? X Yes _ No

If Yes, fill out the table below:

	Existing	Proposed	Net Gain
Houses or Bungalows	1	ID	-1
Flats/Maisonettes/Apartments	0	0	0
Bedsits	0	P	P
Other	0	ID	P

11. Interest

State the applicant's interest in the land

_ Owner
_ Lessee
X Prospective purchaser
_ Other

If Other give details

Does the applicant own or control any adjoining land? _ Yes X No
Has any part of the site been in council ownership? _ Yes X No

12. Height

State the height of the new development

0 metres

13. Car Parking

Please fill out the car parking space details in the table below:

	Existing	Proposed	Net Gain
Car Spaces	B	3	0
Goods Vehicle Spaces	p	P	0
Cycle Spaces	P	0	No
Disability Spaces	P	P	NO

14. Drainage

State method of disposal for surface water

Mains

State method of disposal for foul sewage

Mains

If septic tanks are used, have the ground conditions been investigated? If "Yes" submit the details with the application _ Yes X No

15. Previous Applications

Any previous known applications for this proposal? _ Yes X No

Reference Number

Date of Application **(yyyy-mm-dd)**

16. Details

Has the proposal for works or development already been carried out? _ Yes X No

Is the application for any of the following purposes listed below?

Industry	_ Yes X No
Office	_ Yes X No
Warehousing	_ Yes X No
Storage	_ Yes X No
Shopping	_ Yes X No
Any commercial use involving staff/parking/operating hours	X Yes _ No

Planning Application - part 2

17. Industrial Or Commercial Processes and Machinery

Describe processes carried out and the end products

Full day care for children aged three months to five years

What type of machinery will be installed?

18. Related Development

Is the proposal related to any of the following:

An existing use on or nearby the site, or elsewhere _ Yes X No

If Yes give details

A larger scheme for which planning permission is not yet sought _ Yes X No

If Yes give details

19. Floorspace

Please complete the floorspace details in m2 in the table below:

	Existing	Lost or removed	Proposed	Total
Shop	p	0	0	0
Professional / Financial services (Bank, Estate Agent, etc)	P	0	0	0
Restaurant/Cafe	0	0	0	0
Offices	P	ID	0	0
Industrial	p	0	0	0
Warehouse	P	p	0	0
Hotel / Hostel / Nursing home	0	p	0	0
Other	194	0	0	194
Total	194	0	0	194

20. Employment

Please complete the employee details table below:

	Full Time	Part Time	Total
Existing Employees	p	p	0
Proposed Employees	11	P	11
Total	11	0	11

21. Traffic Flow

How many vehicles will visit the site during a normal working day. Please complete the Traffic flow details table below:

	Existing	New	Total
Employees	0	3	3
vehicles			
HGV's	P	P	0
Other vehicles	P	0	P

22. Servicing

What provisions will be made for loading, unloading and turning vehicles within the site?

No vehicles on site

23. Hours Of Working / Opening

23. 1 Working

Please specify the working hours (hh:mm) in the table below:

	Existing		Proposed	
	From	To	From	To
Monday			07:30	18:00
Tuesday			07:30	18:00
Wednesday			07:30	18:00
Thursday			07:30	18:00
Friday			07:30	18:00
Saturday				
Sunday				

23. 2 Opening

Please specify the opening hours (hh:mm) in the table below:

	Existing		Proposed	
	From	To	From	To
Monday			08:00	17:30
Tuesday			08:00	17:30
Wednesday			08:00	17:30
Thursday			08:00	17:30
Friday			08:00	17:30
Saturday				
Sunday				

24. Hazardous Substances

Please state the nature, volume and means of disposal of trade effluents or waste

[Nappy waste, up to 1000 litres/week, private contractor Domestic waste, up to 3000 litres/week, private contractor Recyclable waste, up to 1000 litres/week, private contractor

Does the proposal involve the storage of Hazardous Substances? **_ Yes X No**

If Yes, please specify the hazardous material and the quantity stored in tonnes.

Signature **Electronically submitted; no signature required.**

Certificate B

I certify that:
I **have/The** applicant has given the requisite notice (Notice **No.1)** to everyone else who, on the day 21 days before the date of the accompanying application, was the owner of any part of the building/land to which the application relates, as listed below. (Complete and print Notice No.1).

Owner Details

Organisation			
	Title	Forename	Surname
Owner's Name	Mr & Mrs	L	Lewis

Address at which notice was served

Name or flat number	
Property number or name	27
Street	Rosslyn Road
Locality	
Town	SHoreham-by-Sea
County	West Sussex
Postal Town	
Postcode	BN43 6WL
Date notice was **served** (yyyy-mm-dd)	2007-12-10

Signatory

	Title	Forename	Surname
Signatory	Mr	Steven	Cox
Signature	Electronically submitted; no signature required.		
Date (yyyy-mm-dd)	2007-12-11		

Under the provisions of the Planning Acts, if any person issues a certificate which purports to comply with the requirements of this Act and contains a statement which he knows to be false or misleading in a material particular, he shall be guilty of an offence. Please ensure that the information you have provided is accurate.

Town and Country Planning (General Permitted Development Procedure) Order 1995
NOTICE UNDER ARTICLE 6
APPLICATION FOR PLANNING PERMISSION

(Notice 1: This notice is to be printed and served on individuals if Certificate B or C is completed)

Proposed Development at:

Name or flat number	
Property number or name	27
Street	Rosslyn Road
Locality	
Town	SHOREHAM-BY-SEA
County	West Sussex
Postal Town	
Postcode	BN43 6WL

Take notice that application is being made by

Organisation	Sunshine Day Care Limited		
	Title	Forename	Surname
Name	Mr	Steven	OX

For planning permission to:

Description of Proposed Development

Change of use to Class D1 for use as a childrens full day care nursery

Local Planning Authority to whom the application is being submitted	Adur District Council
Any owner of the land or tenant who wishes to make representations about this application, should write to the Council within 21 days of the date of this notice:	2007-12-10

Signatory

	Title	Forename	Surname
Signatory	Mr	Steven	Cox
Signature	Electronically submitted; no signature required.		
Date (yyyy-mm-dd)	2007-12-11		

Statement of owners' rights: The grant of planning permission does not affect owners' rights to retain or dispose of their property, unless there is some provision to the contrary in an agreement or lease.

Statement of agricultural **tenants'** rights: The grant of planning permission for

non-agricultural development may affect agricultural tenants' security of tenure. Once completed this form needs to be served on the owner(s)

Agricultural Holdings Certificate

X None of the land to which the application relates is, or is part of, an agricultural holding. I have/the applicant has given the requisite notice to every person other than my/him/herself who, on the day 21 days before the date of this application was a tenant of an agricultural holding on all or part of the land to which the application relates as follows:

Signatory

	Title	Forename	Surname
Signatory	**Mr**	Steven	Cox
Signature	**Electronically submitted; no signature required.**		
Date (yyyy-mm-dd)	fe$_0$7-l2-11		

Under the provisions of the Planning Acts, if any person issues a certificate which purports to comply with the requirements of this Act and contains a statement which he knows to be false or misleading in a material particular, he shall be guilty of an offence. Please ensure that the information you have provided is accurate.

Design and Access Statement
Shoreham Children's Full Day Care Nursery

A/c/07/1161/07
2007

USE

Introduction

This document relates to the change of use of a residential property to Class D1 for use as a children's full day care nursery. The proposed development is of a five bedroom house with outdoor amenity areas in Rosslyn Road in central Shoreham. Rosslyn Road is unrestricted and provides a centrally accessible location near to the railway station. The building is detached with reasonable separation from the next buildings. The rear garden is of a good size enabling outside activities without pushing too close to the boundaries with play equipment.

This application is initially restricted to 36 children following pre-application comments from Highways. However the Nursery has been designed to accommodate 48 children and is expected to be registered at this number with Ofsted. This initial reduction to 36 for the planning application is made with a firm understanding that a further application will be made after one year's operation. The future application to increase to 48 should only be resisted in the event that monitoring of the operation by Highway Authority has demonstrated that such an increase could clearly not be satisfactorily accommodated by the road. It is requested that the principle for a 48 place nursery be accepted at this application.

The application has been developed with the West Sussex Early Childhood Services who have been consulted throughout the development of this application.

A pre-application survey has been conducted to demonstrate the need and demand for full day care childcare in the area, as requested by the West Sussex Early Childhood Services. A report of these findings [1] has been submitted to West Sussex Early Childhood Services for comment.

The pre-application survey was also used to provide data on nursery location and travel methods. This data has been used to inform a supporting Travel Plan [2].

It is proposed that the nursery will be a significant asset to the community both as a local employer and a provider of high quality childcare, and that these benefits outweigh the loss of a single residential dwelling.

This application has been prepared with regard to the Children's Act 2006 and Ofsted Regulations on Full Day Care.

Need and Demand

The development is required to deliver parental choice and to meet local demand for flexible and affordable high quality full day childcare, particularly for babies and under twos and those requiring full day car for 3 and 4 year olds [1]. There are two other established private full day care providers in Shoreham, Young Sussex and The Beach House. Neither of these settings provides care for under-ones and both are full with very long (one year) waiting lists. The only local full day care for babies used to be available for NHS staff only at the Southlands Hospital Nursery but this closed earlier in the year leaving no full day care availability for any children of NHS staff. The pre-application survey of need and demand in the area has identified a clear

requirement for choice for parents looking to return to work with provision of full day care a priority.

Provision of out of school wrap-around care will be a key consideration for schools in the area going forward, and the nursery will be well placed to assist in this area in the future. It is located centrally, and within walking distance, to three local schools and has ample space available for further expansion and development of services.

There is a need for additional quality childcare spaces to satisfy parental choice as required by the Children's Act 2006, and to meet the significant growth in Shoreham since the Census of 2001. This has been evidenced though a broad range of indicators in addition to the pre-application survey of need [1] presented to the Local Authority's Early Years team:

- 175% growth in housing developments over last three years compared to previous three years (see Figure 1)
- Over subscription at local schools (source West Sussex Schools Admission Office)
- Local estate agent commentary on market growth
- School governors request for nursery provision (St Nicholas and St Mary)
- Feedback from local health care professionals
- Future planned developments for the area

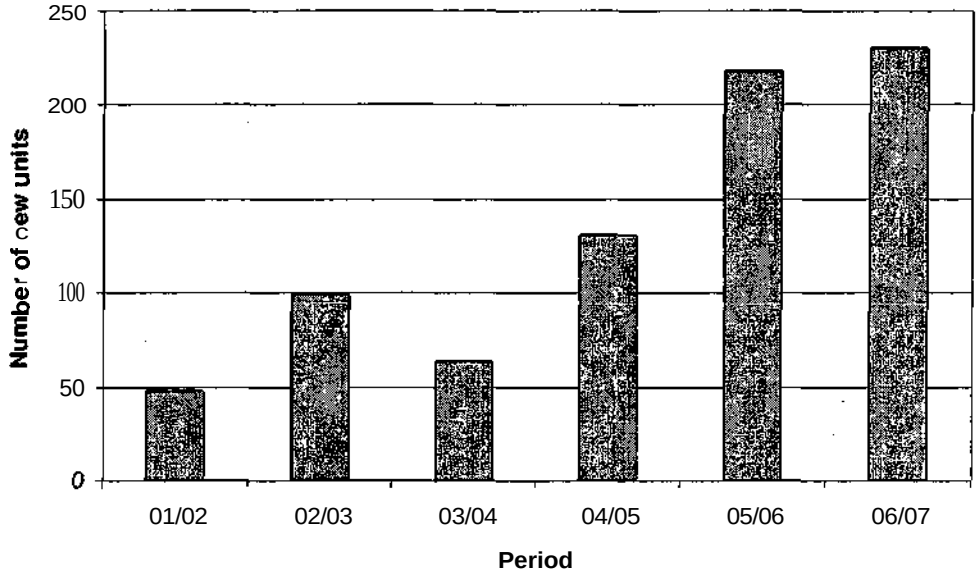

Figure 1 Graph showing growth in housing developments in Adur since 2001. The majority of the increases in Adur housing over the last three years have been due to developments in Shoreham at the Sussex Wharf and Ropetackle sites. Further developments are planned for Shoreham with increases at Ropetackle and a further 78 units at the Parcel Force site (source Adur District Council, Housing Need and Environmental Health).

The location of central Shoreham, close to the railway station is ideally suited to a typically local catchment area and the proposed development would readily serve the areas of North and Central Shoreham, the Beach and Widewater.

The Nursery

The nursery would be registered with Ofsted for 48 children from three months to five years providing year round full day care.

The nursery will fully comply with the National Standards for Full Day Care (to become EYFS Welfare Requirements from September 2008) and would be inspected and registered by Ofsted prior to start of operations.

The nursery will be operated by Sunshine Day Care Ltd, an established provider of high quality care and education for children at an existing 41 place nursery in Brighton Sunshine Day Nursery operates in a SureStart area in Kemptown where it serves a culturally, ethnically and socially diverse local client base from areas of both deprivation and wealth. Sunshine Day Nursery was rated "Good" in all aspects of care and education by Ofsted in February 07, improving from "Satisfactory" under previous ownership.

Sunshine Day Nursery works closely with all early year's professionals and agencies, local employers and support groups to provide highest quality care and best practice in all aspects of its operations. We support several children speaking English as an additional language and work closely with the City Council to provide specialist services as required to anyone accessing our setting.

The nursery employs a qualified teacher to lead the Nursery education and is in receipt of full Transformation Funding for her EYPS training. The Nursery provides language (French and Spanish) and dance lessons for the Foundation Stage children at no additional cost to parents.

We have worked with the local Environment Agency to develop new training for other settings in the City and was recently the only setting in Brighton and Hove to be awarded a 5 star Food Safety rating from the Food Standards Agency.

In 2006 Sunshine Day Nursery was the first children's day nursery to participate in the Brighton Festival Children's Parade. This provided an excellent opportunity for children, parents, carers and nursery staff to work in partnership with a local community arts group, Same Sky, on this milestone event at the heart of Brighton's arts and community culture.

The Company takes seriously its role as provider of early years experiences and outcomes into the local communities it serves. Inclusive participation in all aspects of local life and culture is actively encouraged and promoted. This ranges from visits to the Nursery by community nurses, policemen and zoos, to visits to the fire station and even just to the local shops to post letters and buy healthy snacks. Children at the Nursery get an opportunity to experience celebrations and festivals from a diverse range of religions and cultures and enjoy regular exposure to new experiences.

The Company has a strong commitment to serving the local community and delivers high quality affordable flexible care inclusively to all those accessing its services. Flexibility and affordability are key aspects to providing inclusive access and the current operational policies would be maintained in the Shoreham setting:

- No minimum session requirements
- Ad hoc sessions and flexible care provided
- Early starts and late finishes available for working parents

- Special arrangements for term time only care
- Supporting parents returning to education through close working with City College, Care to Learn, University or Brighton etc
- Allow reduced deposits for those in need
- Flexible payment schedules for those receiving assistance
- Accept childcare vouchers from many (currently 10) providers
- Liaise with HMRC for parents receiving Child Care Element of Tax Credits
- Concessions for local employers

The Company operates a set of Policies and Procedures which have been developed and tested to deliver best practice, and have been implemented at the existing setting in Brighton. These policies and procedures, allied with effective management and processes, ensure consistent delivery of high quality childcare and education, in a healthy and safe environment.

Site security and access will be controlled by a number of measures designed to ensure children's safety. Main entry access through the front door will be controlled manually and directly by nursery staff. A glazed porch provides good visibility to the front door area prior to opening. Parents are discouraged from opening the door for each other through signs, welcome pack information, newsletter, staff instruction. All external doors will be fitted with automatic door closers to minimise door-open times. A password system is used for collection as defined in the Collection of Children Policy. The external play area will have a robust and secure boundary fences and gates with anti-intruder measures.

The health and safety of children will be ensured through completion of a comprehensive risk assessment covering all aspects of the nursery operation. It is planned that the following actions will be required as a minimum:

- Installation of radiator guards to remove burn risks
- Installation of thermostatically controlled mixer valves to child accessible hot taps to remove scalding risk
- Use of anti-slip flooring materials in art and messy play areas
- Provision of safe areas for preparation of hot food and drinks
- Toys, equipment and resources will be suitable and safe

Fire safety will be addressed through completion of a site specific Fire Risk Assessment. It is planned that the following actions will be required as a minimum:

- Creation and/or specification of escape routes
- Installation of an external fire escape from the first floor
- Installation of fire information signage (Fire Exits, Fire Actions, Fire Extinguishers)
- Installation of a linked fire alarm system to BS 5839: Pt.6
- Provision of means of fighting fire
- Installation of internal and external non-maintained emergency lighting
- Control of sources of ignition and fuel
- Identification of an off-site evacuation and muster point
- Development and implementation of a Fire Safety Policy and Procedures

Electrical and gas fixed installations and portable appliances safety checks will be carried out as required by the Fire Risk Assessment to ensure safety of operations.

Noise

- There will be no noise at weekends or out of business hours
- The garden is large enough that sufficient space is available without pushing too close to the boundaries with play equipment

- Sufficient separation exists between the house and neighbours that propagation of any internal noise will be minimal
- A provision will be made for installation of acoustic double glazing to any identified 'problem' areas.
- Testimonials [4, 5] are supplied from neighbours at our Brighton setting showing that no loss of amenity has been suffered due to the operations of the nursery

Waste Management

- Three types of waste will be generated
  1. Recyclable waste - paper and card, plastics, glass
  2. Standard domestic (black bag) waste - collected 1-2 times a week
  3. Clinical nappy waste - collected once a week
- Specialist private contractors to be used

AMOUNT

The development is limited to existing buildings.

LAYOUT

The proposed nursery layout is structured to provide a safe environment suitable for implementation of best practice care and education. The nursery space is to be laid out as shown in the Nursery Floor Plans [3] and will include provision for the following:

- Children's areas suitable for general play and messy play
- Children's toilet facilities
- Storage areas
- Cloakroom areas
- Staff and parent/carer rest room,
- WCs for adult use
- Manager's Office
- Laundry
- Buggy storage for nursery and parent use
- Bicycle storage for staff and parent use
- Showering and changing facilities for walker and bicycle/motorcycle users

The detailed room plans for the child accessible areas will be developed jointly with the Local Authority Early Years Consultants prior to start of operations.

The table below shows the children's room areas, allocations and staff deployment strategy to be used. Note that typical 75% utilisation figures are shown in brackets.

Area	Age range	Area available (m^2)	Max no. of children	Max no. of practitioners	Area allowance per child (m^2)	Staff ratio
Baby room	0 – 18m	**44**	12 (9)	4 (3)	**3.7**	**3:1**
Tiddler room[1]	18m – 30m	**33**	12[2] (9)	4[1] (3)	3.0[1]	3.5:1[1]
Toddler room	**30m-5y**	**60**	24 (18)	4 (3)	**2.5**	6:1[3]
Totals		**137**	**48 (36)**	**12 (9)**		

Notes:

1. The Tiddler room parameters assume a 50/50 split of children over 18 months and under 30 months. Staffing ratios and area allowances are based on a mix of the two requirements relating to these ages, ie 3:1 & $3.5m^2$ for under 24 months, 4:1 & $2.5m^2$ for 24-36 months. While area allowance will remain fixed over fluctuations in ages, staff will always be deployed to meet the required staff ratio and numbers of children will be limited to respect the area allowance.
2. A maximum of 12 children is required to maintain the optimum 3:1 child:staff ratio for occasions when the majority of the children are above two years old. If all children were older than two then up to 13 children would be allowed based solely on room area but a maximum limit of 12 would be implemented.
3. The minimum requirement for over twos is 8:1 (13:1 with EYPS) but an increased ratio will be used for additional safety and management of front door security.

The Early Years Foundation Stage (statutory from Sept 08) places an emphasis on access to outdoor space. The outside play area available to children will be over 300m^2. The children located on the ground floor will have direct free access to the garden. Children on the first floor will be walked to the outdoor areas as a regular part of their activities as practised and well established at many settings. Babies will have direct access to a raised roof terrace and would be carried downstairs as required for more extensive outdoor play. The raised roof terrace will be screened at its western end. The outside play area will be developed to provide:

- Sensory areas
- Wildlife and nature areas
- Physical play including opportunities for climbing
- 'Hard' rubber surfacing for wheeled and ride-on equipment

SCALE

No physical changes to existing building envelope or boundaries

LANDSCAPING

There are no major changes proposed to the landscaping of the site.

A tree in the front garden may need to be removed due to dangerous displacement of the front boundary wall as shown if Figure 2. The tree is of good standing but is not subject to a TPO. Specialist advice will be sought and if removal is required, it will be replaced with another tree of similar good standing in a safe position.



Figure 2 showing tree to left of entrance gate which has significantly displaced the left hand brick pier and wall panel

APPEARANCE

There will be no major changes to the appearance of the property. Any proposed changes will be within the scope and character of existing buildings and modifications in the area.

The chimney stack will be removed to allow safe re-modelling of internal structure.

The boundary wall adjoining the crossover will be remodelled, and the vegetation lowered to aid visibility of the pavement and safety of pedestrians. The remaining frontage wall and vegetation will be retained.

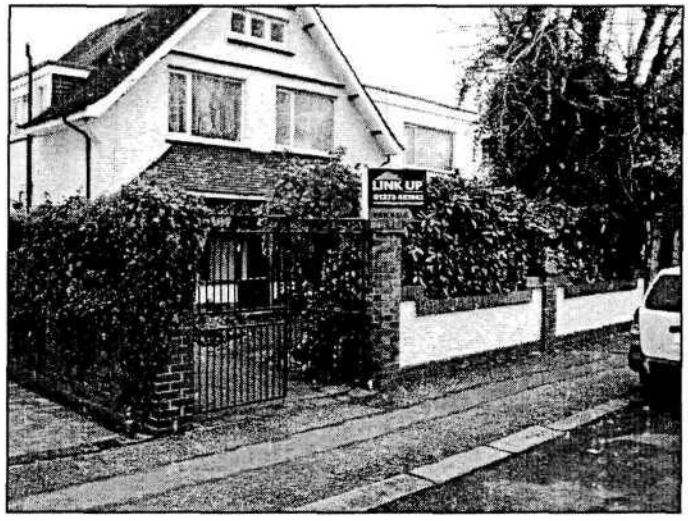

Figure 3 showing crossover on western boundary, wall to be re-modelled and vegetation to be lowered

A modest Class 2(C) sign showing nursery name will be displayed at the front of the property.

ACCESS

A comprehensive Travel Plan [2] has been developed which has been used to detail strategies related to travel. This minimises the travel impact of the nursery and provides solutions for safe and sustainable travel.

The site is well served by the local road network being sited off a main access link road into central Shoreham. The location benefits from significant sustainable travel options, ample parking provision and is safely accessible to pedestrians.

On-site parking is provided for up to four cars which will provide sufficient parking for staff.

Parking for parent's cars at drop off and pick up is provided on-street. At a predicted maximum of 15 cars per hour, the operation of the nursery will not present a congestion risk or safety hazard.

Parents and carer drop-offs are typically staggered over a one hour period. A pre-application survey has been conducted which indicates that typically 40% (15) parents would drive to the nursery.

The number of car users has been predicted by combining the planned nursery utilisation with the travel survey usage data. The planned nursery utilisation and associated numbers of children are shown in Figure 4. The predicted % car usage and number of car users as the nursery develops, is shown in Figure 5. It is assumed that early monitoring of car use and subsequent implementation of usage reduction measures can reduce overall car usage by 5% over the first two years to 35%. This analysis shows that the number of cars users at the nursery would probably not exceed 15 at 75% utilisation with a slow ramp to this figure.

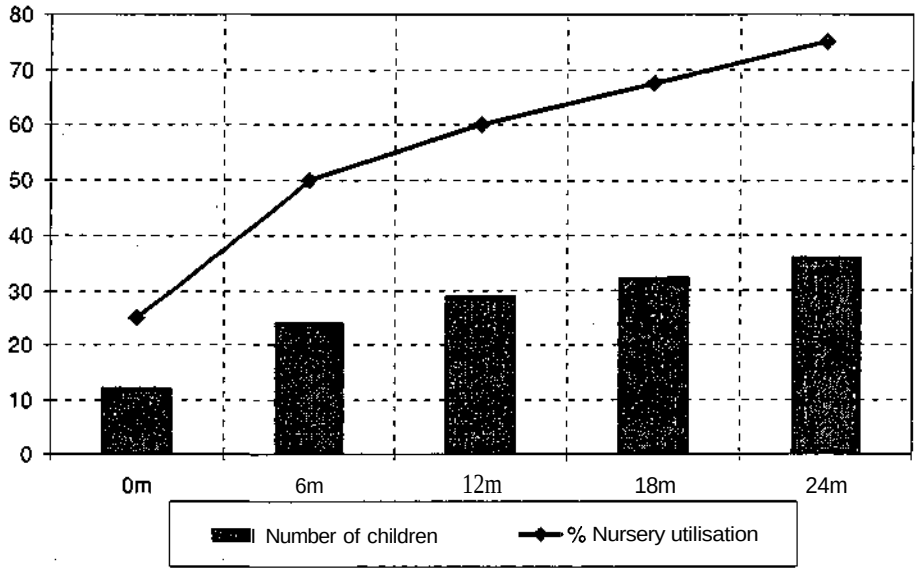

Figure 4 Graph showing planned utilisation (%) and number of children against time in operation

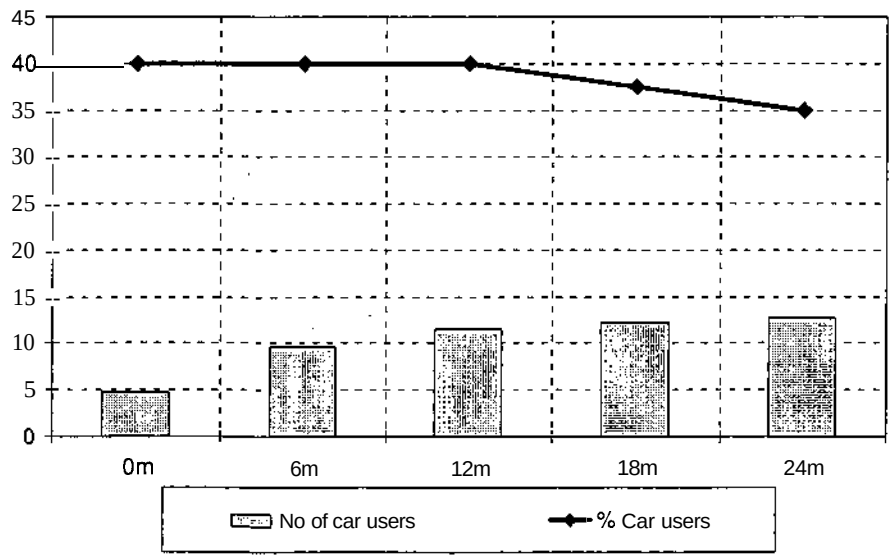

Figure 5 Graph showing car usage (%) and number of cars against time in operation.

References and Attachments

1. Report on Evidence of Need and Demand for a Full Day Care Nursery in Shoreham-by-Sea, November 2007
2. Shoreham Nursery Travel Plan November 2007
3. Nursery Floor Plans (attached)
4. Testimonial 1: existing neighbour at Sunshine Day Nursery
5. Testimonial 2: existing neighbour at Sunshine Day Nursery

Report on Evidence of Need and Demand for a Full Day Care Nursery in Shoreham-by-Sea

DEC 2007

Executive Summary

This report has been produced in support of a change of use planning application for a children's full day care nursery in Shoreham-by-Sea.

The report provides evidence on need and demand in the area, and comments on the two key issues relating to additional full day care in Shoreham:

- Parental choice and current availability
- Evidence of need and demand for a full day care nursery

Evidence of need is provided through a review of existing data which show significant development and demographic shift in the Shoreham area since the Census of 2001. Evidence of demand was obtained directly by a survey of parents in Shoreham.

The survey was delivered through a number of methods and resulted in 118 responses. The surveys were targeted at local parents of pre-school children in Shoreham. A standard questionnaire was used and comments invited.

The survey results are summarised as:

- 86% of people surveyed were parents intending to return to work
- 65% of parents who had attempted to arrange child care had experienced problems finding suitable child care arrangements
- 74% of all parents thought there was a need for a full day care nursery in Shoreham
- 96% of parents who had actually attempted to arrange child care thought there was a need for a full day care nursery in Shoreham

As part of the questionnaire and survey process, comments were gathered relating to parent's experiences of childcare in the Shoreham area. Parental concerns were many and varied and indicated a broad range of issues with availability and choice.

Several respondents commented that they would have returned to work if suitable child care could be found. A common theme among respondents had been a requirement to modify their working patterns to suit child care availability. Of 28 day nursery users surveyed, 16 travel outside of Shoreham for care. 24 parents expressed concern at the lack of choice available for young babies. Several wanted to return to work before their child reached the age of one but lack of childcare has limited their choice. 20 parents have registered with us for childcare in Shoreham.

There are few opportunities for working parents requiring full day care to access their Free Entitlement. The data and comments show a clear positive view for a full day care nursery as a key enabler for parents wishing to return to work.

Parental choice is compromised with the current mix of care in the area and the addition of a full day care nursery would provide a much needed option.

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Report on Evidence of Need and Demand for a Full Day Care Nursery in Shoreham-by-Sea

Introduction and Background

This report has been produced in support of a change of use planning application for a children's full day care nursery in Shoreham-by-Sea. The report reviews and provides evidence relating to the two key issues for additional day care in Shoreham:

- Parental choice for child care arrangements
- Need and demand for a full day care nursery

The report supplements other data showing significant growth in Shoreham since the Census of 2001. This has been evidenced though a broad range of indicators in addition to the report presented here:

- 175% growth in housing developments over last three years compared to previous three years (see Figure 1)
- Demographic shift as shown through over subscription at local schools (source West Sussex Schools Admission Office)
- Local estate agent commentary on market growth
- School governors request for nursery provision (St Nicholas and St Mary)
- Feedback from local health care professionals
- Future planned developments for the area

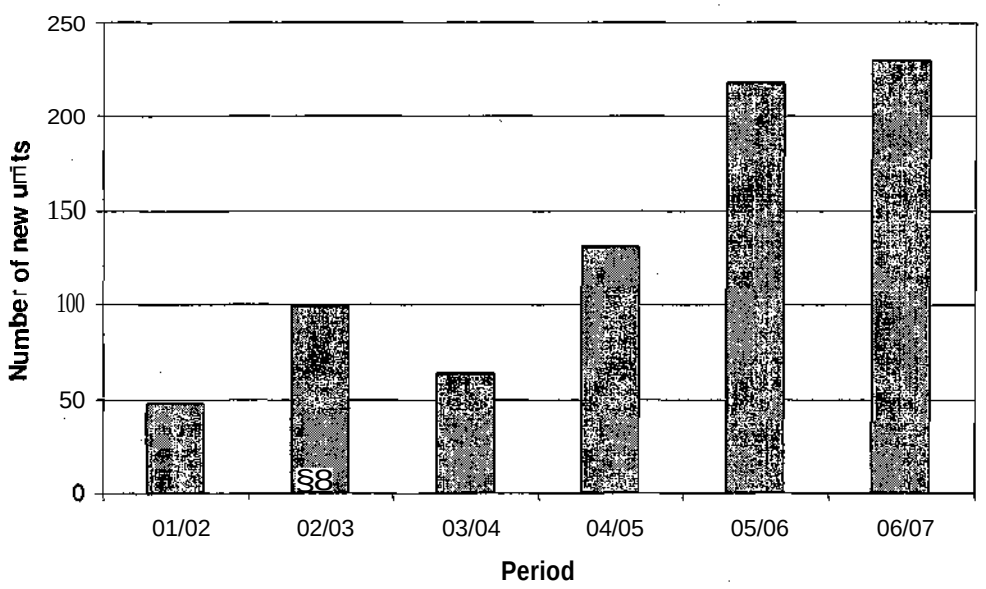

Figure 1 Graph showing growth in housing developments in Adur since 2001

The majority of the increase in Adur housing over the last three years have been due to developments in Shoreham at the Sussex Wharf and Ropetackle sites. Further developments are planned for Shoreham with increases at Ropetackle and a further 78 units at the Parcel Force site (source Adur District Council, Housing Need and Environmental Health).

Overview of Current Provisions and Parental Choice

This section provides an overview of child care available to satisfy the parental choice requirements of the Children's Act 2006.

Playgroups

- Sessional care only (usually around 3 hours in morning only)
- Term time only (38 weeks per year)
- Limited age ranges catered for, no babies
- Free Entitlement available
- Limited availability of places reported
- Seven available in Shoreham

Childminders

- Restricted to caring for a single child under the age of one
- Single carer setting - issues with periods of sickness and holiday
- Limited socialisation opportunities for children under the age of one
- Limited availability in the area
- Many provide part time care only
- Limited access to Foundation Stage and Free Entitlement
- Eighteen available in Shoreham

School Nurseries

- Open term time only (38 weeks per year)
- Limited opening hours (close at 17:00)
- Limited ages accepted
- Free Entitlement available
- Four available in Shoreham

Full Day Care Nurseries

- Two in area since closure of Acorns at Southlands
  - Beach House, Shoreham Beach, places for 15 children over the age of two
  - Young Sussex, Buckingham Park, places for 33 children over the age of one
- No provision for children under the age of one
- Open full days, all year
- Free Entitlement available
- Waiting list of over one year for places
- Two available in Shoreham

Methodology

The surveys were conducted on a standard questionnaire delivered through a variety of methods:

- Direct contact with parents at toddler groups, public library, health centre
- Link on existing nursery website, www.sunshine-nursery.com
- Email delivery to registered members of *shorehambysea.com* website
- Telephone responses to flyer insert in local free paper delivered to 9000 homes in BN43 5&6

The questionnaire was designed to be brief and easily understood to ensure a good return rate, whilst providing direct information on parent's arrangements and experiences of childcare in the area. The survey was also used to gather views on location for a nursery, and travel methods. This data will be used for travel planning and is presented here in summary for completeness.

The survey asked the following questions:

1. Are you a working parent or planning to return to work in the next year? Y / N
2. What arrangements do you have for childcare (childminder, playgroup etc)?
3. Have you experienced difficulty finding a suitable space for your child? Y / N
   Details if applicable: .....
4. Do you feel Shoreham has a need for a Full Day Care nursery? **Y / N / Don't know**
5. Contact details (optional)
6. How would you travel to a nursery (car, bike, walk, bus etc)?
7. Any other comments?

Results

The number of responses from the various methods is shown in Table 1.

Survey delivery method	Number of responses
Direct contact at toddler groups, public library, health centre	60
Link on existing nursery website	17
Email delivery to registered members of *shorehambysea.com*	10
Enquiries from flyer	31
Total	118

Table 1 Number of responses received from various delivery methods

The detailed responses to each question are given in Table 2. All comments received relating to individual questions are shown in Appendix 1.

No	Question	Responses received	
Q1	Are you a working parent or planning to return to work in the next year?	Yes: No:	101 17
Q2	What arrangements do you have for childcare?	Playgroup Childminder Day Nursery Relations / friends No arrangements made yet Other (please specify): Au pair Comments: see Appendix 1	6 11 23 20 47 1
Q3	Have you experienced difficulty finding a suitable space for your child?	Yes No na Comments: see Appendix 1	64 30 24
Q4	Do you feel Shoreham has a need for a Full Day Care nursery?	Yes: No: Don't know: Na:	89 3 24 2
Q5	Preferred location for nursery (if any)?	Details - see Appendix 2	
Q6	How would you travel to a nursery?	Walk Bicycle Bus/train Car Other Comments - see Appendix 2	28 4 0 20 0
Q7	Any other comments:	See Appendix 1	

Table 2 Summary of Results

Analysis of Results

This section reviews the numerical data provided from the surveys and provides an overview of comments made.

- 85% of people surveyed were parents intending to return to work
- 67% of parents who had attempted to arrange child care had experienced problems finding suitable child care arrangements
- 75%[1] of all parents thought there was a need for a full day care nursery in Shoreham
- 97% of parents who had attempted to arrange child care thought there was a need for a full day care nursery in Shoreham
- 77% of those who expressed a preference, suggested central Shoreham for a location
- Of users who expressed an opinion, 54% would walk to a nursery, 38% would drive.

Note:1 The majority of those who did not know if Shoreham needed a day care nursery (Q.4), had also not yet made any arrangements for child care (Q.2)

Childminders

A number of parents commented that they would not choose a childminder as they felt unhappy about leaving their child in the care of just one adult (child protection concerns) and would prefer day nursery.

A number expressed concern about lack of social interaction with children of the same age, particularly for under one's as childminders can only care for a single child under the age of one.

One respondent looking for full time care was unable to find a child minder willing to work five days per week. One respondent said she had to contact 40 childminders to find a space. Two respondents said that they had to contacts lots of childminders before they could find one who had suitable space for a child under one.

Parents of children ages three and four, who use childminders are unable to access their Free Entitlement

Of the 11 parents interviewed who are currently using a childminder, three expressed dis-satisfaction with their current arrangements. The issues highlighted were:

- Problems when the childminder or her children were sick
- Problems when the childminder took holidays
- Problems during school holidays when child minder also had her own children to care for
- Problems with days and hours childminders are prepared to work

Day Nursery

Of the 23 respondents currently using a day nursery, 11 have to travel to areas outside Shoreham (Lancing, Portslade, Hove, Steyning). These parents felt strongly that they wanted their children to be cared for in social environment but were unable to find a suitable space in Shoreham at their preferred option of a full day care nursery. Three respondents currently using day nursery care in Shoreham were unhappy with the setting but had no other options available for year round full day care.

Lack of suitable care for children under the ago of one

29 parents expressed concern at the lack of choice available for young babies. Several wanted to return to work before their child reached the age of one but lack of childcare has limited their choice.

Conclusions and Recommendations

The survey was successful and useful in collecting data relating to need and demand for additional childcare provision in the area.

Parental Choice

Parental choice is compromised with the current mix of provision in the area.

The child care arrangements available in the Shoreham area suffer from:
- limited spaces available at existing full day care nurseries
- lack of full day and full year care for under ones
- lack of opportunity for socialisation of under ones
- lack of provision of year round full day care

Parents are frequently having to negotiate hours/days of work with their employer to fit around the limited childcare available.

There are limited opportunities for working parents requiring full day care to access their Free Entitlement.

Need and demand for a full day care nursery

Several respondents commented that they would have returned to work if suitable child care could be found. A common theme among respondents had been a requirement to modify their working patterns to suit child care availability.

Eighteen parents have chosen to register with us for childcare in 2008.

The data and comments show a clear positive view for a full day care nursery as a key enabler for parents wishing to return to work.

Location and Travel

The proposed location in central Shoreham provides an optimum location for catchment area, parental preference and accessibility.

The likely means of travel to the nursery would be a mix of walking and car use with likely seasonal variations.

Appendix 1 Comments from child care questions

Question	Comments received
Q2. What arrangements do you have for childcare?	We use Young Sussex and my parents help whenever they can Day nursery - on waiting list for Aug 08 but this is in Lancing Day nursery - but more local would have been nice if we had the option Playgroup for 4 yr old. (Thurs am / Fri am) Started with playgroup when she was 3, Autumn 2006, because couldn't get day Nursery place (took from Jan 2006 to Sept 2007 to get Day nursery place that fitted in with my working hours). Can only take her to a playgroup when I am not working (Thurs/Fri) as the hours are thoroughly incompatible with working Childminder for 2 yr old (Mon -Weds) Day Nursery - for 4 year old (Mon -Weds) Day nursery in Hove No arrangements made yet as lack of choice in Shoreham. Was considering a nanny, but would rather my child have the opportunity to interact with other children his own age. The only care available is from a childminder who can only provide Mon to Thur but I need full time care. I've only recently found out that people book up nursery place when they are pregnant due to waiting lists. Not enough childminders, problems with after school care - only need an hour! Need care to free up my partner to work!
Q3. Have you experienced difficulty finding a suitable space for your child?	Difficulty arranging flexible times and days due to lack of spaces available. I run my own business and can only confirm my work schedule and childcare needs on a monthly basis - I find it difficult to find a childcare provider who can work on these terms No difficulty but no real local choice On a waiting list but no confirmed space yet Daughter was at Acorns but that closed down. Went to Young Sussex but limited days available. With second child had to move both children to Little Foxes (Steyning) as Young Sussex don't take under ones. Long waiting times (see above plus >12months to get into playgroup) also when spaces did become available (playgroup or nursery) often did not match with days I could support so limited my choice of provider. In order to guarantee a place for my 4 yr old in Sept 2007, I ended up placing her there for 1 afternoon a week

	just to get her at the top of the list. This necessitated spending every Tuesday lunchtime for 8 months driving between the childminder and the nursery. I was lucky I worked closely enough to be able to do this. No nurseries in area Only one nursery in Shoreham isn't there? Unable to get a nanny share, childminder or suitable nursery place. Our son would be in childcare for a few 1-2 days a week if we could find space Affordable childcare is hard to find so at the moment my partner doesn't work as he looks after the children whilst I work We have had problems finding days which suit family members and our nursery has been unable to accommodate us so far Times could be much better - would be willing to move for better times We want to find a nursery in Shoreham so that pick up and drop offs are easier, and would allow grandparents to become involved if required. More local choice would have been better if we had the option In terms of quality we are happy, but in terms of convenience not ideal . I want my eldest to experience nursery as a good warm-up to school next year and also to take advantage of the childcare vouchers but it currently takes me about a 50mins round trip in the car to the childminder then to nursery (beach) before I can even think about going to work (5 mins walk from my house...). More choice in childcare would have certainly reduced that burden. Too expensive and hours not ideal Difficulty with finding care for younger than one year Have friends who are unhappy with the nursery their child attends Shoreham needs another nursery knowing the waiting list at Beach House is so long! Waited 18months for a nursery place Could not find child care in Shoreham - waiting list up to one year Nearest nursery was Boundstone with long waiting list - I have twins. I use pre-school Pebbles but 3hrs only per morning (but very cheap!)

	I am currently sending my son to a day nursery in Hove. I am happy with the nursery but unhappy with the amount of travelling as it is not on my way to work. A day nursery in Central Shoreham would be ideal for me My childminder is returning to work! I was on a waiting list but no-one ever got back to me My current nursery is now full with a long waiting list
Q7. **Any other comments**	I would be very interested in core care of a few days a week plus flexible cover as required. The Government is very keen to get us all back to work. That's fine and I won't go into the finances here but several things are immediately apparent. I work part-time (3 full days), if I want to extend my hours I can't unless the kids are old enough to go back to school because it could take me 2 years to get another day of childcare. Also, when they do go to school what the heck am I supposed to do with them at 3pm? Had any thoughts about after school clubs? It is also completely unrealistic for anyone to assume a working parent can make use of playgroup facilities that only operate for 2.5 hours at a stretch which immediately removes a significant proportion of all pre-school care. I view playgroup as a good opportunity for kids to learn, it is not a childcare facility that supports a working parent. Regards finance, childcare costs money, with two kids it costs a lot of money. I therefore need to earn a lot of money to justify my bothering to go to work. In order to earn lots of money I need to make a commitment to my employer in terms of when I arrive, when I leave, how many hours I work. I have ended up using the flexibility of my working hours to accommodate my childcare, it should be the other way around. My views are simple: • too few in Shoreham « too expensive - competition ought to be good • Schedules/hours offered not ideal I would love to see a reasonably priced full day care nursery in Shoreham or the surrounding area We need a decent all age nursery in Shoreham which gives great childcare to all ages I would be really interested in a new nursery in Shoreham. I am hoping to start work again next year so will need a placement for my daughter - most nurseries don't cater for under 2.5 in Shoreham so I would struggle for the initial period as she is not 2.5 until Christmas next year. If your nursery is going to offer places for younger than 1 year olds

	I would like to book a place from 2008. Shoreham really needs another nursery for the working parents. As there are few nurseries in Shoreham there is a lack of choice for parents. I worry that I will have to send my son to a nursery that I am not 100% happy with because there is nowhere else for him to go. Early starts and late finishing times would be good. My daughter (aged 3) attended Acorns NHS nursery until it closed. We were only given 8 weeks notice of it's closure and myself and many other parents found it very difficult (not to mention stressful) to find alternative child care in Shoreham. Young Sussex were full and have a long waiting list, although I liked Footsteps in Portslade, I was unhappy about the amount of travelling that would be involved as I work in the other direction. In the end I used a childminder and local playgroup but this has been far from ideal as my daughter has a physical disability and the playgroup is up stairs (this was the only playgroup with spaces) which she finds difficult without support, and the childminder always has other children with her. I am now on maternity leave with my second child so no longer use the child minder but I would still much prefer my daughter to attend a local day nursery three days per week, as I feel she was doing well at Acorns and that a full day care environment suits her best. I feel strongly that Shoreham needs another day nursery, especially now that Acorns has closed. We need good after school care/clubs It would be useful if nursery could take children from 07:30 and provide after school care Planning on having more children soon. Would love a nursery closer to my job in Shoreham. Would love to use you for next child as my daughter is not very settled where she is. At last a nursery in Shoreham! I want my toddler to get socialisation opportunities When my next child is 2 - 2½ I would very much like the option of mornings or afternoons, an outside play area and child led learning and play Lots more people living here with young kids

Appendix 2 Detail and comments from location and travel questions

Q5. Preferred location for nursery (if any)?	Shoreham town centre Around the allotment area Central Central but reasonably close to parks etc Close to town centre as possible for buses etc Shoreham-by-Sea Town centre The airport Near Buckingham Park Central Shoreham Shoreham Shoreham town centre or beach Shoreham town centre Close to station NOT Shoreham Beach Central to Shoreham A day nursery in Central Shoreham would be ideal for me Railway station Upper Shoreham Road near to Southlands Close to Rope Tackle
Q6. How would you travel to a nursery?	Walk, then catch train to work Car or walk depending on distance Car usually but potentially walk and use bike if close Bus, walk maybe if nice and drive Walk and car Walk! Do you offer discounts for non-car use? Car (then off to work) Walk or car Walk - it's just round the corner Car, bike, walk - depending on how far it is

[redacted]

PLAN No. Add 074/07

DATE 10 DEC 2007

3rd December 2007

Dear Sir / Madam

I have lived in Belle Vue Gardens for eight years and my house backs onto Sunshine Nursery.

During this time the nursery has not infringed upon our quality of living, with it closing at six during the week, and being closed at weekends. It is therefore pleasantly quiet to the back of the house when we are at home. Also, the nursery garden and play area is tidy and well presented at all times so it adds to the neighbourhood gardens.

Occasionally I work from home during the week, and have been known to sit out in my garden to work in the summer, and there is no noise from the nursery when the children are inside. When they are outside it is for limited times, with organised activities, and the noise level is absolutely acceptable.

To underline this, my next-door neighbours work from home and hold client meetings in their garden during the summer and have no complaints about the presence of the nursery and its activities either.

I therefore say that Sunshine Nursery is a welcome presence in our community.

Kind regards

[redacted]

[redacted]

[redacted]

December 5, 2007

To whom it may concern

I Michael Osborne am the owner of 149 Eastern Road. I have lived with my family at this address for 7 years. This property is adjacent to Sunshine Nursery.

During our time here we have never had cause to complain about Sunshine Nursery. The staff have been very friendly and welcoming. The owners made us feel very comfortable about making a complaint if we had any; which I must say we never have.

I can assure anyone who has any dealings with Sunshine Nursery that the owners will show every consideration towards their needs.

I am happy to provide further information if required.

Yours [redacted]

Michael Osborne

Sunshine Day Nursery

PLAN No. A2d0761/07
DATE RECEIVED 24 DEC 2007

Shoreham Day Nursery Travel Plan

December 2007

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References

Appendix 1: The Sunshine Nursery Travel Policy

Appendix 2: Details of bus routes serving Shoreham

Appendix 3: Details of train services

Shoreham Day Nursery Travel Plan

Issue Number	Reason for Issue	Issued by	Date
1	Supporting Planning Application for Change of Use of premises.	S Cox	30-11-07

Summary of changes since last issue

- First issue

1 Introduction and Objectives

This Travel Plan relates to the operation of a children's full day care nursery in central Shoreham-by-Sea. This first issue has been produced in support of a Change of Use Planning Application for the proposed nursery premises.

The objective of the Travel Plan is to identify and suggest solutions for travel issues related to the operation of the nursery. Future updates of the Travel Plan will report on any development actions, e.g. parent and staff travel surveys, and will be used to inform and update the Travel Policy. The ongoing objective of the Plan will be to identify further opportunities to reduce travel impact, with particular reference to the private car, and to define actions and targets to meet this goal.

The proposed premises for the nursery is a detached residential property located at 27 Rosslyn Road, Shoreham-by-Sea. The location is shown in the figures below. The nursery is located on an unrestricted road, off a main signed access road (Buckingham Road) into Shoreham town centre. The location benefits from significant sustainable travel options, ample parking provision and is safely accessible to pedestrians.

The nursery has a capacity for 48 children and will be registered with Ofsted for this number. Initially however, following discussions with the Highways Agency, planning permission is sought for 36 children only, in order to mitigate and test traffic impact during the first year of operation. A further extension to the planning permission to allow 48 children will be sought after one year of operation assuming satisfactory traffic outcomes

Evidence of local need [1] has been obtained and presented to the County Council Early Childhood Services team who have also been consulted on the development. It is expected the nursery will serve a predominantly local client base as required by the demographics of the area. . The nursery will be open from 07:30 to 18:00 providing sessions from 08:00 to 17:30.

The nursery will provide a source of employment allowing people to work more locally and thus reducing the overall level of out-commuting and subsequent travel overheads.

The Travel Plan reviews the results of a pre-application survey of travel choices for users of the nursery and provides predictions of travel type and volume. Particular focus is given to the use of private cars and arrangements for parking relating to the change of use application.

Future measures for discouraging the use of the private car are presented and the supporting nursery policy reviewed. Targets are set for reduction in travel impact and monitoring methods proposed. The Travel Plan will be reviewed annually by the nursery senior management and submitted to the County Highways Office for approval.

The Travel Plan co-ordinator is Steven Cox, Director of Sunshine Day Care Limited. Tel: 01273 454032. Email: steven.cox@sunshine–nursery.com

2 Location

The proposed premises are at 27 Rosslyn Road. The road is un-restricted and runs east to west, north of the railway lines in Shoreham. The road consists mainly of residential housing but has a care home at the eastern end.

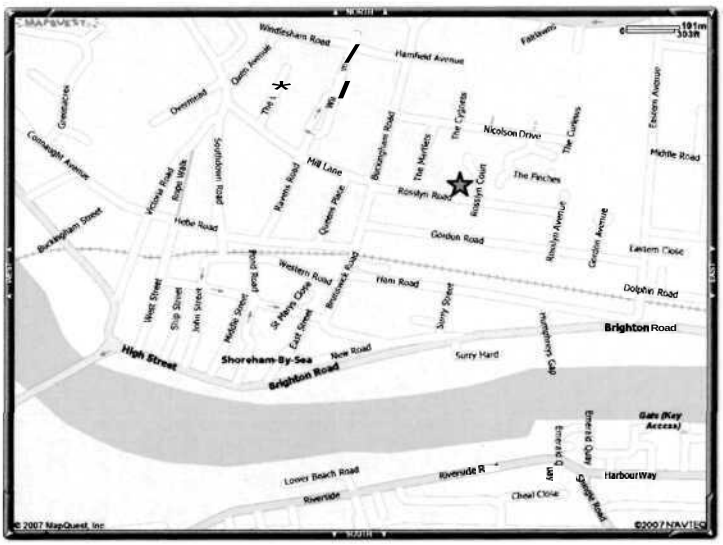


Figure 1 Map showing location of site



Figure 2 Aerial view of site showing proximity to Railway Station

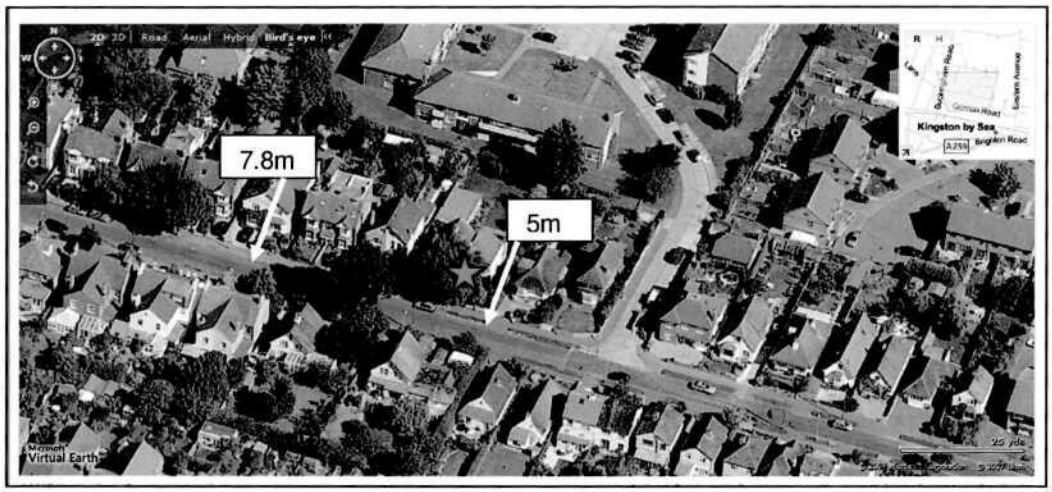


Figure 3 Aerial view of site showing road width detail.
Change of width occurs at number 27 Rosslyn Road

3 Nursery Users and Visitors

There are three main contributors to travel to and from the nursery:

- Staff
- Parents and Carers
- Suppliers, contractors and visitors

3.1 Staff Travel

At full capacity there would be up to 18 full time equivalent staff at the nursery. Staff travel is typically not restricted to the local nursery catchment area and staff travel choices are largely driven by distance travelled to and from work and personal financial considerations. The major consideration for staff travel is parking for car users and storage for bicycle users.

A survey of staff travel at a similar setting last year [2] indicated the travel usage pattern shown in Figure 4. Note that potential cycle usage is limited at the surveyed nursery due to limited storage and precipitous location. It is believed that a similar travel pattern will be found among staff at the Shoreham Nursery but with a higher instance of bicycle use due to storage provision and flat location.

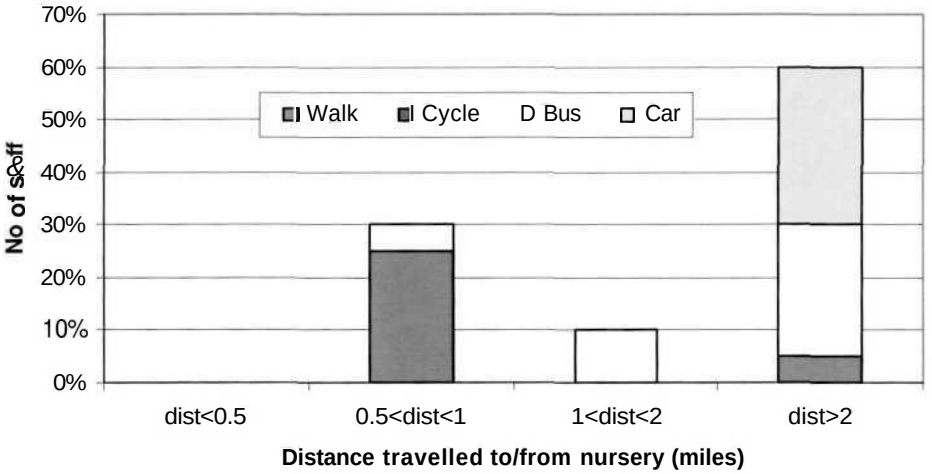


Figure 4 Journey distances and travel type for nursery staff

3.2 Parent and carer travel

At a registration of 48 children at a full day care nursery it would be expected for 80 - 100 children to be on roll attending at an average of 36 (75% utilisation) full time equivalent (FTE) children per day. On a daily basis, 50% of the 36 will attend full days and 50% to attend half days. These figures are approximate but may be considered typical for the market and reflect the pattern seen at other similar settings. Most children are accompanied by one parent or carer during their travel to and from the nursery.

The proposed nursery session times are 08:00 to 17:30 with a midday session break at 12:45. The main Nursery traffic will be generated at these times and typically lasts up to an hour at each part of the day as parents and carers

arrival and departure times are naturally staggered. The midday session is quietest due to reduced number of children to collect and drop off.

Nurseries typically serve a very local client base and distances travelled are usually short or make up part of a longer journey to work as shown in Figure 5 from a previous survey [2]. Note that the data reflects only the mode of travel used and is not normalised to reflect the number of sessions attended and journeys made.

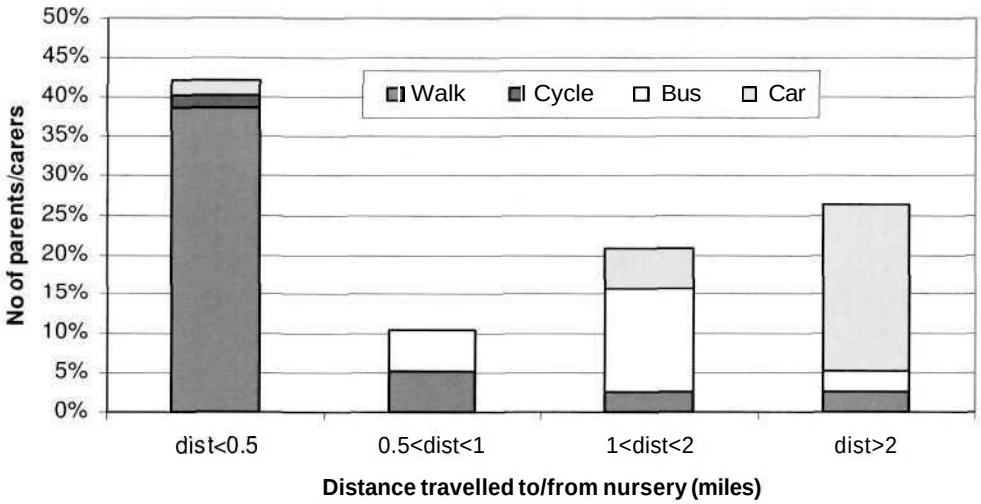


Figure 5 Journey distances and travel type for parents and carers

	Walk	Bus	Car	Bicycle
Travel plan questionnaire	55%	21%	24%	0%
Detailed travel survey	49%	15%	34%	2%
Typical value	50%	20%	30%	0

Table 1 Previous Travel usage data derived from two sources

The client base responsible for this pattern of travel is typical for users of a day nursery and broadly agrees with the results of the pre-application survey completed in Shoreham.

3.3 Suppliers, Contractors and Visitors

A day nursery has a fairly small number of suppliers, which limits the overall impact of travel issues. When sourcing goods and services the nursery will attempt to source locally wherever possible to decrease the environmental impact from transportation and travel.

Contractors will be limited to occasional use of agency nursery staff and building services contractors employed for statutory checks and inspections.

Visitors are limited to potential or new clients, and members of various Local Authority support services. Parent visitors attend occasionally for show around or settling in sessions, and their number is naturally limited by nursery capacity. A variety of support services visitors may be expected but their number is limited and frequency is low.

The expected suppliers, contractors and visitors, and travel methods are detailed in Table 2.

Service	Frequency	Travel details / Comment
Waste disposal (general and clinical)	Twice weekly	Waste collection truck. Local supplier
Window cleaning	Monthly	Light van, local service
Nursery cleaning	Daily	Walking, local operator
Mail	Daily	Walking
Snacks, drinks + nappies etc	Weekly	Vendor delivery (van)
Hot food	Daily	Light van
Fire safety	Annual	Car, local
Electrical engineer	Annual	Light van, local service
Gas engineer	Annual	Light van, local service
Food hygiene	Annual	Local Authority
Ofsted	Two - three years	Car. Local
Early Years Development Officer	Bi-monthly	Walk. Local
Early Years support services	Monthly	Walk or car. Local

Table 2 Non-parent/carer nursery visitors

4 Predicted Traffic Flows

Predictions for parent and carer traffic use are based on previous experience [2] and results of a pre-application survey [1]. In addition the business growth model is included to show the effect of the growing client base with time.

These traffic flow predictions focus on the use of the private car as this is the main concern for the change of use application.

The national average utilisation for established day nurseries is 75%. During the opening and early phase of the nursery it is expected that utilisation will be below this figure. The maximum utilisation for day nurseries offering half day care, is naturally limited to around 90% due to scheduling restrictions of mixed care requirements.

The key planned utilisation targets affecting travel are:
- Start up: 25%
- 6 months: 50%
- 12 months: 60%
- 24 months: 75%

These target utilisations and associated numbers of children are shown in Figure 6.

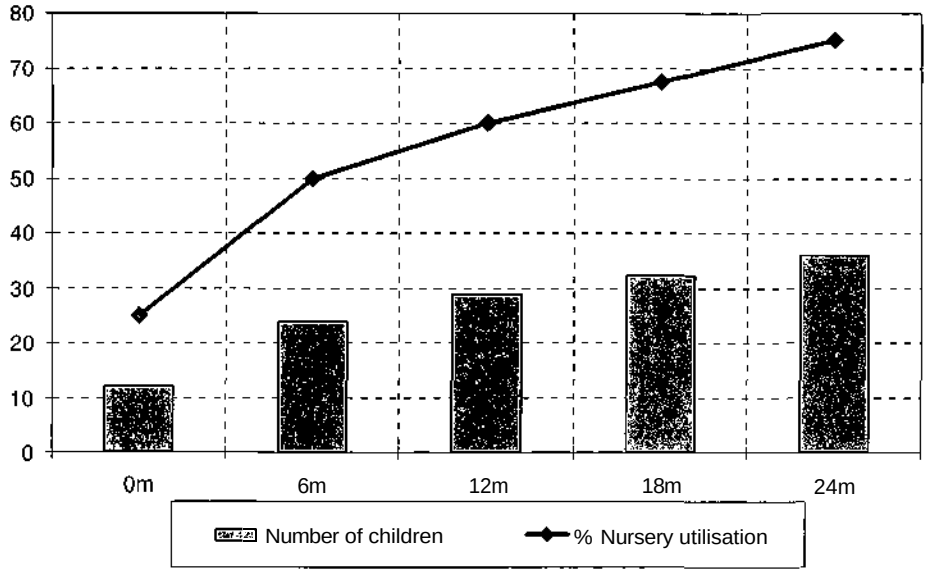


Figure 6 Graph showing planned utilisation (%) and number of children against time in operation

4.1 Staff

At 75% utilisation (typical for day nurseries in UK), 11 FTE staff would be employed. Applying results of previous surveys the following travel usage pattern may be expected:

- Number of car users 3
- Number of bikes users 1
- Number of bus/train users 4
- Number walking 3
-

Staff providing short period lunch covers are typically employed locally and unlikely to contribute to additional car use.

The schedule for typical staff attendance based on planned 75% utilisation is shown in Table 3.

	AM					PM					
	7-8	8-9	9-10	10-11	11-12	12-1	1-2	2-3	3-4	4-5	5-6
Arrive	6	4			3[1]						
Lunch out[2]					3	3	3				
Lunch in						3	3	3			
Depart								3			10

Notes
1. Arrival of up to three lunchtime cover staff
2. A staff room will be provided and staff will not necessarily leave the nursery at lunchtime

Table 3 showing predicted daily staff movements

The nursery will provide a source of employment allowing people to work more locally and thus reducing the overall level of out-commuting and subsequent travel overheads.

4.2 Parents and Carers

As part of a pre-application survey on need for a nursery in the Shoreham area [1], two questions were asked relating to nursery location and travel. The results of these questions are shown in Table 4.

Q5. Preferred location for nursery (if any)?	- Shoreham town centre - Around the allotment area - Central - Central but reasonably close to parks etc - Close to town centre as possible for buses etc - Shoreham-by-Sea - Town centre - The airport - Near Buckingham Park - Central Shoreham - Shoreham - Shoreham town centre or beach - Shoreham town centre - Close to station - NOT Shoreham Beach - Central to Shoreham - A day nursery in Central Shoreham would be ideal for me - Central		
Q6. How would you travel to a nursery?	Walk	28	54%
	Bicycle	4	8%
	Bus/train	0	0%
	Car	20	38%
	Other	0	0%
	Comments: - Walk, then catch train to work - Car or walk depending on distance - Car usually but potentially walk and use bike if close - Bus, walk maybe if nice and drive - Walk and car - Walk! Do you offer discounts for non-car use? - Car (then off to work) - Walk or car - Walk - it's just round the corner - Car, bike, walk - depending on how far it is		

Table 4 Pre-application responses to location and travel questions

It is possible to predict the likely number of car users by combining the utilisation data with the travel usage data. The predicted % usage and number of car users as the nursery develops, is shown in Figure 7. It is assumed that early monitoring of car use and subsequent implementation of usage reduction measures, can reduce overall car usage by 5% over the first two years.

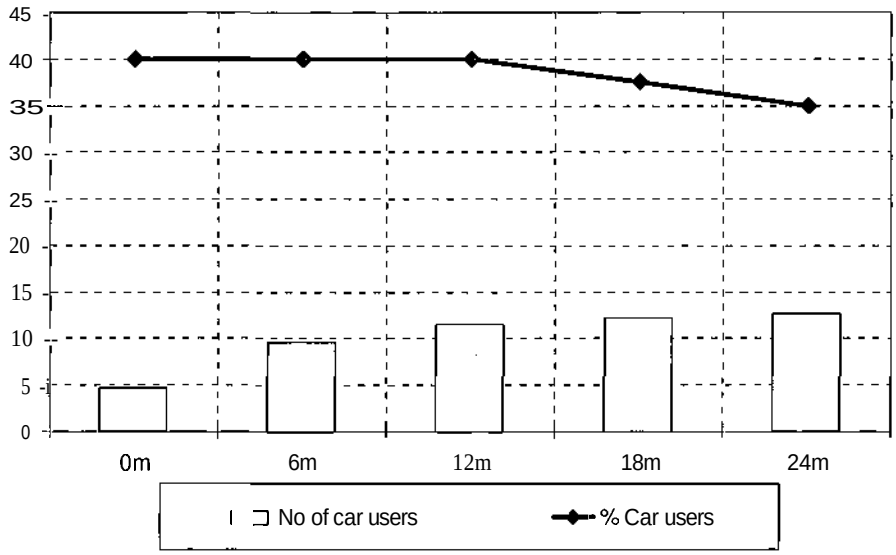


Figure 7 Graph showing car usage (%) and number of cars against time on operation

Figure 7 shows that the number of cars users at the nursery would probably not exceed 15 at 75% utilisation with a slow ramp to this figure.

If car usage was found to be 50% and only 3% reduction could be delivered through management actions, it is unlikely that more than 20 car users would access the nursery.

Note that the traffic would be staggered over an hour or more, for three periods daily as shown below. It should be noted that traffic during the midday period would be less than the other sessions due to a number of children attending full days.

- Start of morning session, 08:00 - 09:30
- Start of afternoon session, 12:15 – 13:15
- End of session, 17:00 – 18:00

5 Travel Management Plan

This section describes the plans for safe operation of the nursery and by, and the future plans for discouraging the use of the private car by travellers to the Nursery.

Targets for reduced travel impact are described and the review and monitoring process laid out.

The objective of the plan is to provide safe operation and to minimise the use of the private car for travel to and from the nursery, and to discourage their use during the day.

5.1 Policy

The Sunshine Nursery Travel Policy will be operated. All staff are made aware and briefed on its content. The Policy is provided to parents during settling

sessions, given as part of their Welcome Pack and displayed within the nursery. The policy is shown in Appendix 1.

5.2 Sustainable Travel

Sustainable travel is supported at the nursery by a number of methods:

- providing buggy storage for those walking
- provision of train and bus timetables for those using public transport (supplied in Welcome Packs)
- bicycle storage is provided for staff and parent use
- parent monthly lottery to raise travel awareness
- low cost loans made available to staff for purchase of season tickets
- tax efficient bicycle purchase scheme available

5.3 Staff car use

Staff are not offered any incentives for use of their private car and company cars are not offered as an incentive or reward. There are no requirements for any staff to drive as part of their job description.

5.4 Train and bus use

The Nursery is situated near to bus routes as shown in Figure 8 and is well serviced by buses in the area. Shoreham railway station is within 150m. The nursery management encourages the use of public transport to staff through availability of low cost loans for season tickets.

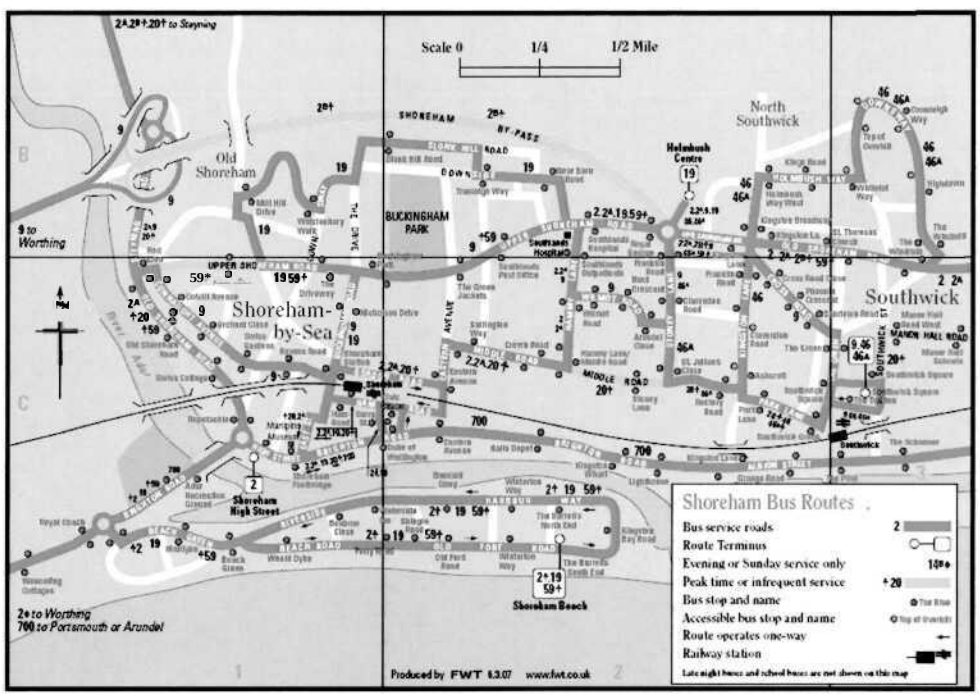


Figure 8 showing bus routes available in the area

Frequent local bus services are provided by routes, 2, 2A, 19, 20, 59. The timetable details are supplied as an attachment and indicate a good

availability of buses at key times for the nursery operation. These services will provide ample opportunity for staff and parents to access the Nursery by bus.

Shoreham benefits from frequent trains travelling both east and west at key times of the day. This is shown below in Table 5 where the typical frequency of trains from Brighton and Worthing to Shoreham are shown for the morning and evening periods.

Route	Depart	Arrive	Route	Depart	Arrive
Brighton to Shoreham-by-Sea	07:13	07:22	**Shoreham-by-Sea** to Brighton	16:01	16:14
	07:24	07:39		16:17	16:34
	07:39	07:51		16:28	16:40
	07:42	07:57		16:34	16:50
	07:50	08:00		16:50	17:07
	07:54	08:09		17:01	17:12
	08:05	08:20		17:17	17:34
	08:20	08:35		17:30	17:42
	08:30	08:41		17:34	17:50
	08:40	08:55		17:50	18:07
	08:57	09:07		18:03	18:15
Worthing to Shoreham-by-Sea	07:19	07:25	Shoreham-by-Sea to Worthing	16:15	16:25
	07:24	07:32		16:26	16:32
	07:28	07:37		16:35	16:44
	07:39	07:49		16:41	16:47
	07:53	08:01		16:55	17:04
	08:00	08:06		16:59	17:07
	08:04	08:13		17:07	17:14
	08:16	08:24		17:15	17:24
	08:22	08:32		17:27	17:35
	08:38	08:46		17:35	17:44
	08:48	08:58		17:41	17:49
	09:05	09:11		18:00	18:09

Table 5 Showing high frequency of trains available from Shoreham-by-Sea at key times

Details of all travel options in Adur are available at:
www.adur.gov.uk/travel/index.htm

5.5 Walking and Cycling

The nursery management encourages walking as a means of travel for the inherent benefits of exercise and time saving.

The major walkway routes to and from the nursery are generally well maintained, lit and signed, and provide an easy and safe means of travel.

Storage, showering, changing facilities and lockers will be available for staff walking or using bicycles or motorcycles. The nursery benefits from a quadruple garage facility and has ample storage available for bicycles and buggies as required. The sauna currently occupying a portion of one garage unit will be converted to a shower and changing room. The nursery

management encourages the use of the bicycle and will encourage further and continued use by participating in tax efficient Cycle to Work schemes.

5.6 Staff travel within work

There is limited reason or scope for travel within work for the majority of the staff. The manager may occasionally attend meetings at local council offices and public transport will generally be used for this travel.

5.7 Supplies

Snacks, drinks and occasional resources and supplies are generally purchased weekly. Larger volumes or non-local supplies are generally ordered online and delivered by the vendor. The nursery is well served by local suppliers and most materials and supplies will be sourced locally.

5.8 Training

When the nursery is operating at full capacity it may be expected that at least one member of staff is attending offsite training for half a day a week. The nursery is flexible in allowing staff to optimise their travel and timing arrangements to minimise unnecessary journeys. Most non-car users would use public transport to attend training. When a car user and others are attending a course, then car sharing will be used to minimise personal travel overheads. Training is also delivered in-house by the nursery manager and visiting specialists during two inset days. The nursery management will continue to support considerate choices for travel arrangements associated with training.

5.9 Suppliers, contractors and visitors

Supplier travel is minimised by reducing the number of suppliers engaged, and sourcing from local suppliers wherever possible. Increasing the volumes of consumable stock ordered at each purchase has reduced the numbers of deliveries required and hence travel and parking loading.

The minimum frequency of contractor visits is usually annual or occasional only as required. Light vans are generally used due to equipment transport requirements. Local contractors are engaged wherever possible in order to minimise travel requirements.

Visitors are always informed of the limited parking opportunities and are usually directed to the pay and display parking on the north side of Eastern Road, west of the bingo hall. One of the main sources of visitors are staff from the various agencies associated with the Local Authority who are aware of travel issues through their own policies.

5.10 Parents, Carers and Children

In order to influence parent and carer travel in the future, a survey will be conducted to first understand the factors affecting their current choice of travel method. This data will be used to develop future schemes to encourage sustainable travel choices.

The survey will be conducted annually to establish the factors influencing ongoing travel choices and to monitor the success of nursery implemented travel schemes.

Awareness and education of travel issues will be included in the nursery curriculum and a special travel based topic will be provided for the Foundation Stage children.

A copy of the Nursery Travel Policy is included in the Welcome Pack for new starters along with details of local parking provision and timetables for local bus and train services.

Travel issues and initiatives will be covered in open evenings, newsletters, parent's notice board, website and visits.

Travel sharing opportunities will be suggested to car users using the nursery database.

The nursery benefits from a quadruple garage building providing ample space for bicycle and buggy storage for use by parents.

Ongoing travel awareness will be promoted through a number of initiatives:

- Monthly travel lottery where the prizes are themed to reflect travel awareness. e.g. vouchers for use in bike shops, shoe repair vouchers, walking accessories etc.
- A Sustainable Travellers Diary and/or Parent Travel Champion
- Introduce Travel section on nursery website

It is planned to positively incentivise non-car use by offering financial rewards based on sustainable travel methods. This will take the form of a discount offered to non car users.

The pre-application survey of need revealed that 11 of the 23 parents currently using day nurseries out-commute from Shoreham (to Portslade, Hove, Lancing, Steyning) to access care. An additional local day care nursery would provide the needed local resource and reduce overall car use in the local and surrounding areas.

5.11 Car Parking

Staff parking for up to 3 cars will be provided on site on the existing driveway flanking the western side of the building as shown in Figure 9. The boundary wall adjoining the crossover will be remodelled, and the vegetation lowered to increase visibility of the pavement and safety of pedestrians. The remaining frontage wall and vegetation will be retained.

On street parking is available for parent's cars at drop off and pick up. At a predicted maximum of 15 cars per hour the operation of the nursery would not present a congestion risk or safety hazard.



Figure 9 showing existing crossover on western flank, boundary wall to be remodelled and vegetation to be removed

Short stay car parks (Schedule C) are available as shown in Figure 10:

- Tarmount Lane, Shoreham-by-Sea : Car park 11
- Pond Road (Community Centre) Shoreham-by-Sea : Car park 10
- Ship Street, Shoreham-by-Sea : Car park 6
- Middle Street, Shoreham-by-Sea : Car park 7

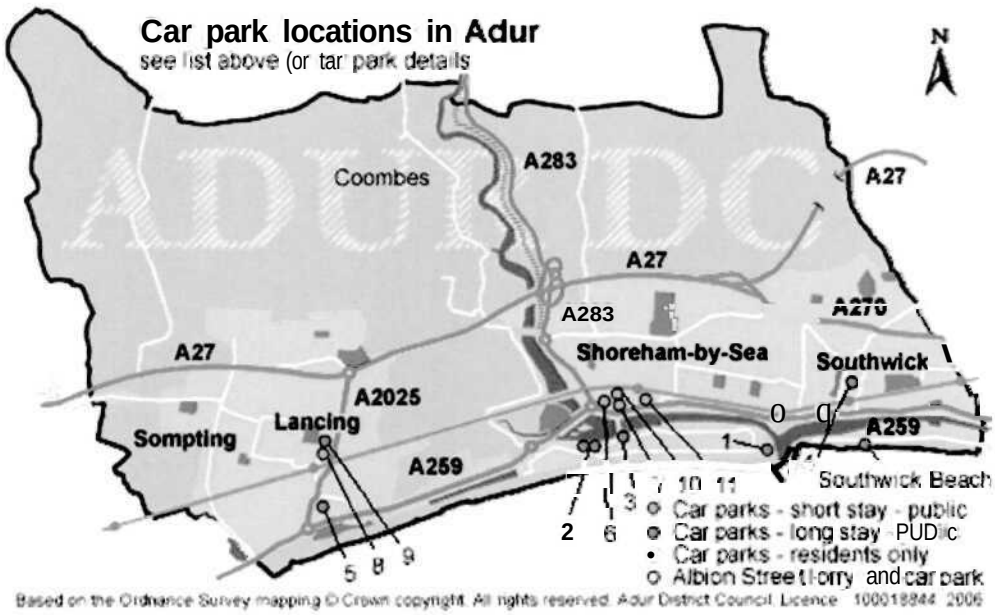


Figure 10 Map showing location of short stay public car parks

The effect of staggered pick up and drop off times is shown in Figure 11 where it is assumed that only three spaces are available on-street, and that parents spend five minutes in the nursery at drop off or pick up.

While this scheme is obviously based on a linear interpolation, it still demonstrates some redundancy would be available allowing some non-linear flexibility. In reality many parents take considerably less than 5 minutes to drop off - this being especially true of car users who are generally on their way to work. Walkers with buggies tend to take longer as they have to de-camp and sort out coats and buggy storage etc.

It is seen that up to 20 parents could easily be accommodated within a one hour period with no excessive parking requirements.

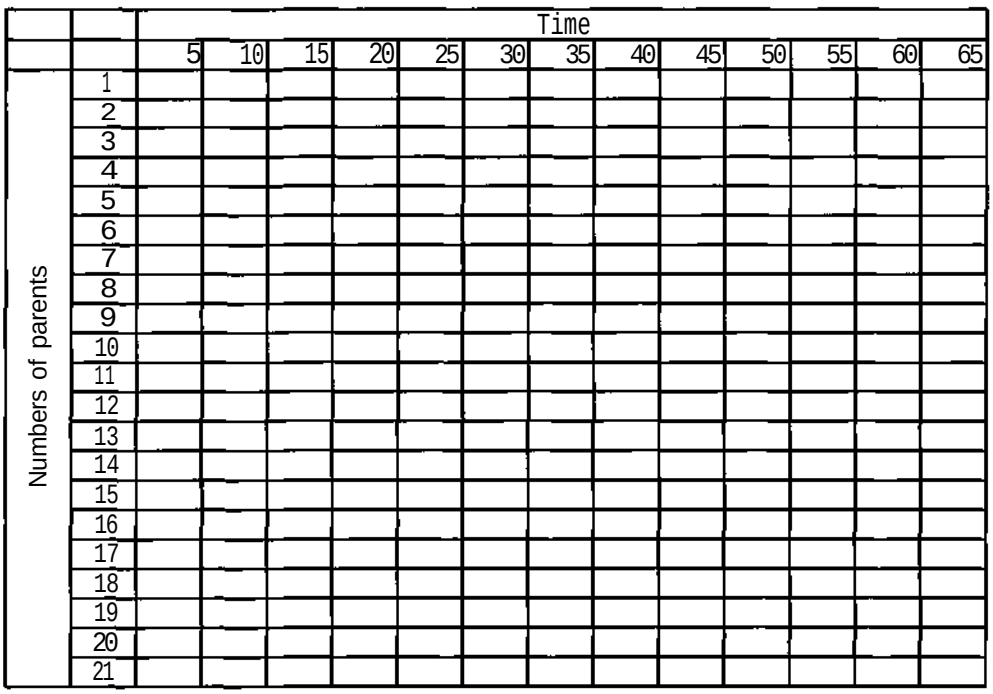


Figure 11 showing the suitability of three parking bays for providing drop-off parking for up to 20 parents over a one hour period.

6 Targets

The travel plan will target a 3% annual reduction in the number of journeys made in private cars

Due to the fluctuating number and locations of clients at the nursery it is impractical to measure overall distance travelled and meaningfully monitor any reduction. Thus it is intended that the total *number of journeys* is targeted and reduced.

Reduction of this criteria will achieve the desired result of reducing private car use and provides a target which can reasonably be influenced by nursery policy and actions.

Future performance against targets will be monitored by:

- Parent and staff testimonials
- Observations
- Future surveys

7 Recommendations and actions

Implement the policies and processes related to travel at the proposed nursery as suggested in this document.

Financial incentives for sustainable travel options will provide the clearest route to reduced car use and will be implemented at start of operations.

Over the first six months of operation, conduct detailed survey of travel methods and issues to identify potential hazards and inform any modifications required to practice and policy.

No	Description	Resp.	Target closure	Status
1	**Travel survey**	S Cox	**Dec 2008**	**Open**

References

1. Report on Evidence of Need and Demand for a Full Day Care Nursery in Shoreham-by-Sea, December 2007

2. Sunshine Nursery Travel Plan 2007, Sunshine Day Care Limited, 25 June 2007

APPENDIX 1 TRAVEL POLICY

Issue Number	Reason for Issue	Issued by	Date
1	New document required for Travel Plan actions.	S Cox	12-6-06
2	Update	S Cox	25-8-06
3	Annual review and update	S Cox	30-9-07

Summary of changes since last issue

Removal of site specific items to provide a Group travel policy

Introduction

The Nursery aims to operate with minimum impact to the environment and the adoption of considerate travel plans and arrangements form part of this goal. The nursery has a Travel Plan, which provides status, identifies issues and defines actions for each Nursery site. These are reviewed annually with the appropriate body within the Local Authority.

This document provides an overview of travel issues and identifies Group policy where appropriate.

Staff travel to and from work

Private cars

Staff are not offered any incentives for use of their private car and company cars are not offered as an incentive or reward.

There are no requirements for any staff to drive as part of their job description.

Trains and Buses

The nursery management encourages the use of public transport and will make available low cost loans for purchase of season tickets.

Walking and cycling

The nursery management encourages walking and cycling as a means of travel for the inherent benefits of exercise and time saving.

Changing and showering facilities will be made available where possible

Storage facilities will be made available where possible

Tax efficient cycle to work schemes will be provided

Staff travel within work

There is limited reason or scope for travel within work for the majority of the staff other than for training.

The nursery is flexible in allowing staff to optimise their travel and timing arrangements to minimise unnecessary journeys when attending training.

When a car user and others are attending a course, then car sharing is to be used to minimise personal travel overheads.

The nursery management will continue to support considerate choices for travel arrangements associated with training.

Purchase of supplies

Where possible supplies are to be sourced locally and staff encouraged to select suppliers to minimise the quantity and duration of car journeys required.

Suppliers, contractors and visitors

Supplier travel is minimised by reducing the number of suppliers engaged, and sourcing from local suppliers wherever possible. Increasing the volumes of consumable stock ordered at each purchase reduces the numbers of deliveries required and hence travel and parking loading.

Visitors are always informed of sustainable travel opportunities and directed appropriately.

One of the main sources of visitors will be staff from the various agencies associated with the Local Authority who are aware of travel issues through their own policies.

Parental Partnership and Education

The Nursery will promote considerate travel by parents and carers through consultation, practice, information and education. These will be provided though open evenings, travel lottery, newsletters and Welcome Packs, parental surveys and other opportunities as appropriate.

Parent and carer Welcome Packs will contain timetables for bus and trains, location map for off-street parking, directions for parking, and any material useful in minimising travel impacts.

Children will made aware of travel issues through learning and play activities.

Sustainable Travel

The nursery will provide room for storage of buggies and bicycles to promote walking and cycling.

Information to promote sustainable travel will be made available to parents.

Travel Management

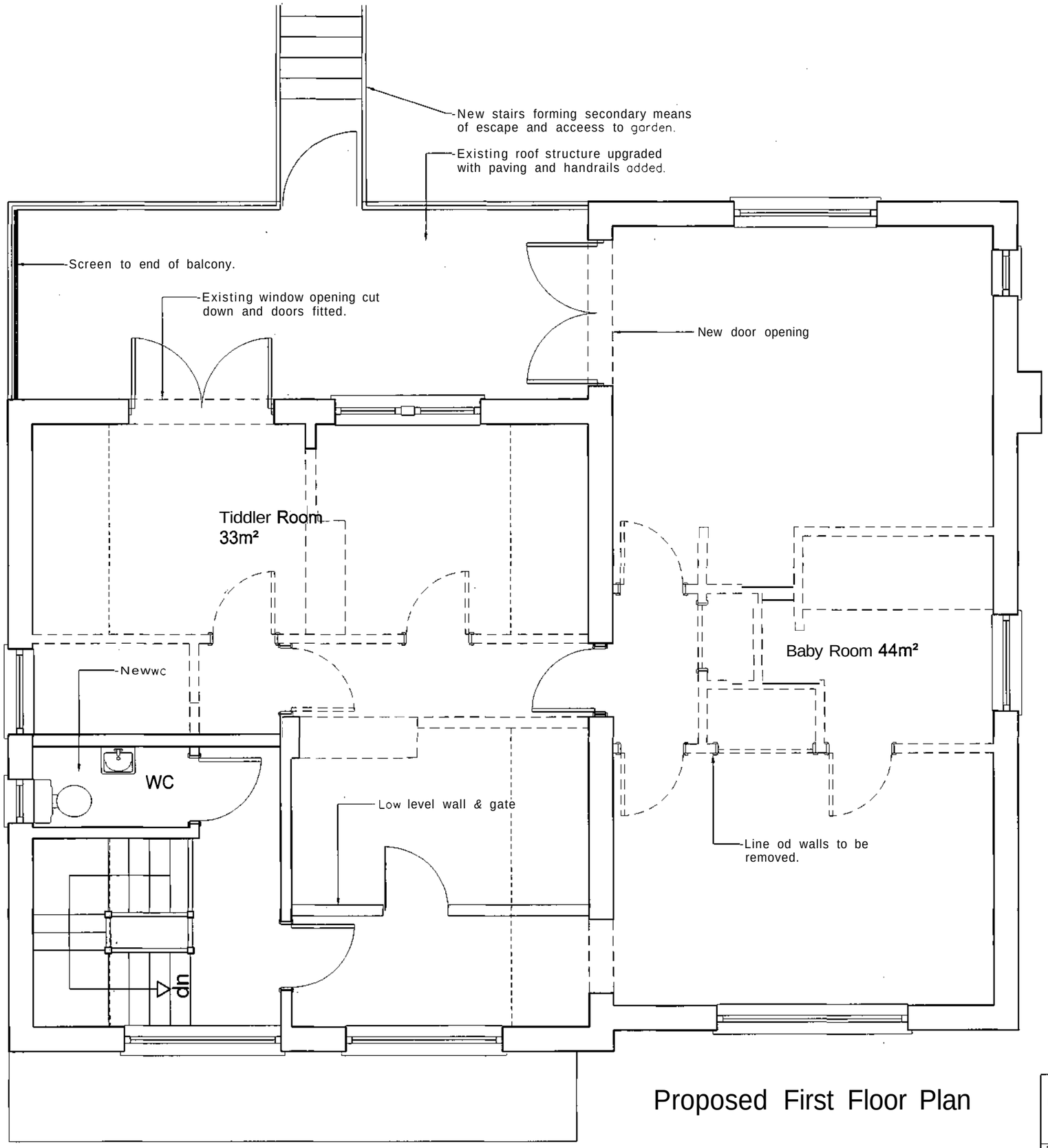
A Travel Plan relating to each setting will be produced to identify issues and solutions relevant to the specific location.

The ongoing objective of the Travel Plan will be to identify further opportunities to reduce travel impact, with particular reference to the private car, and to define actions and targets to meet this goal.

The Nursery will work closely with relevant Local Authority agencies to promote local travel policies and improve safety for all nursery users.

END

Note:
Do not scale this drawing.
All levels and dimensions are to be checked on site.
This drawing is to be read in conjunction with all relevant consultants' requirements, drawings and specifications.
Any discrepancies between consultants' drawings to be reported to the Contract Administrator before any relevant work commences.



Proposed First Floor Plan

Ad/07/167
20 DEC 2007

27 Rosslyn Road Shoreham-by-sea
Proposed Sunshine Day Nursery

Proposed First Floor Plan

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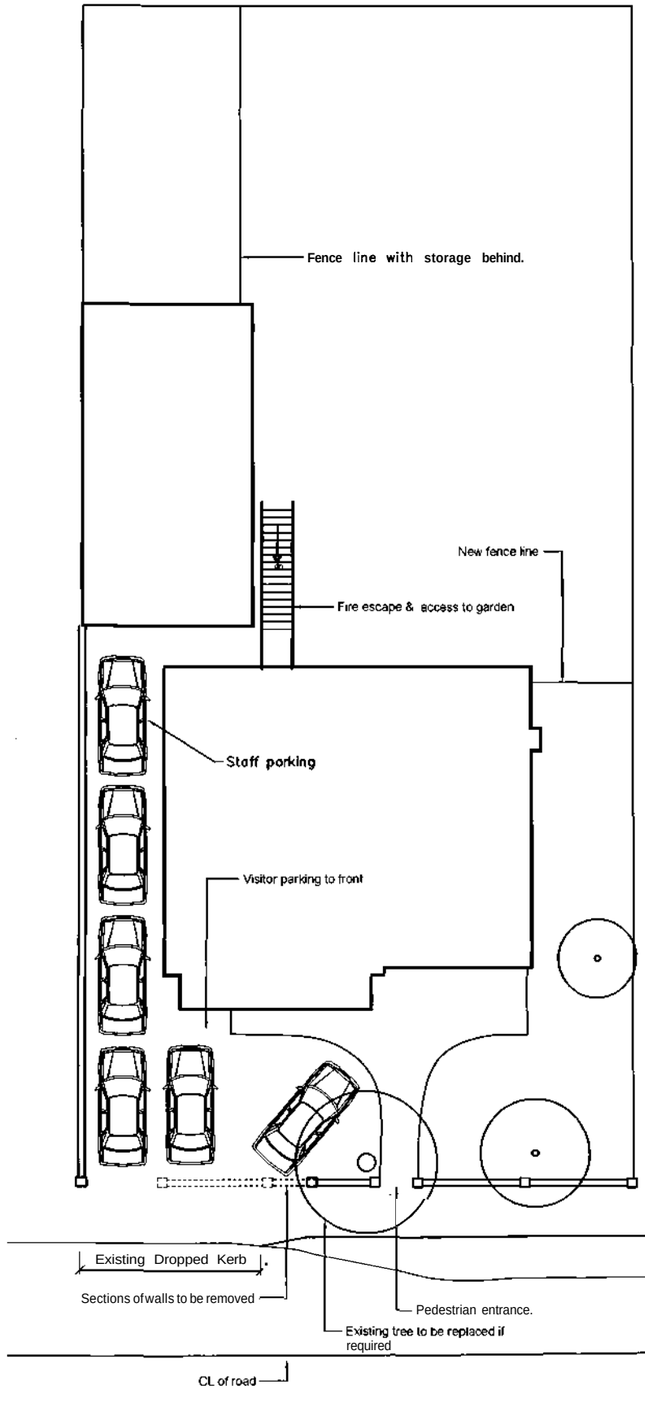
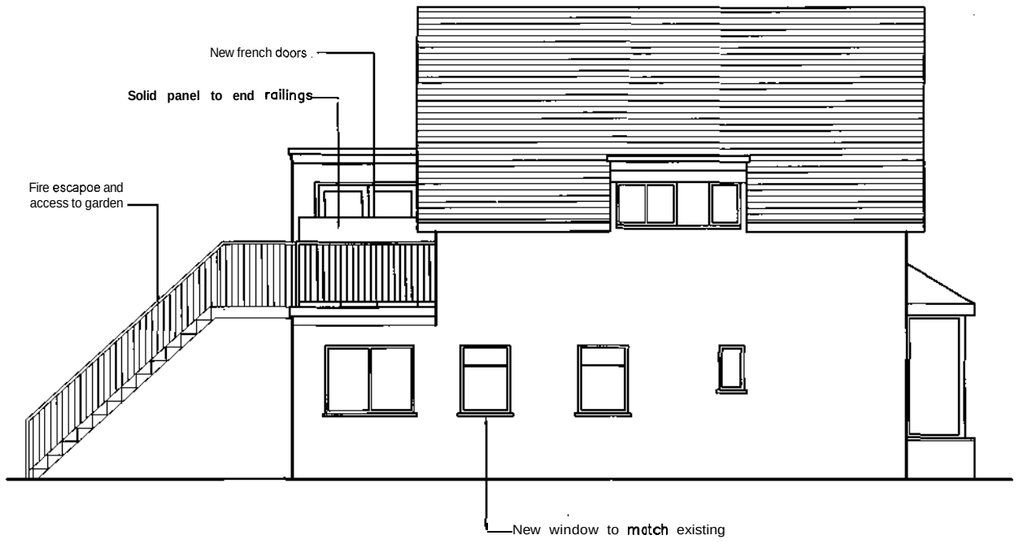


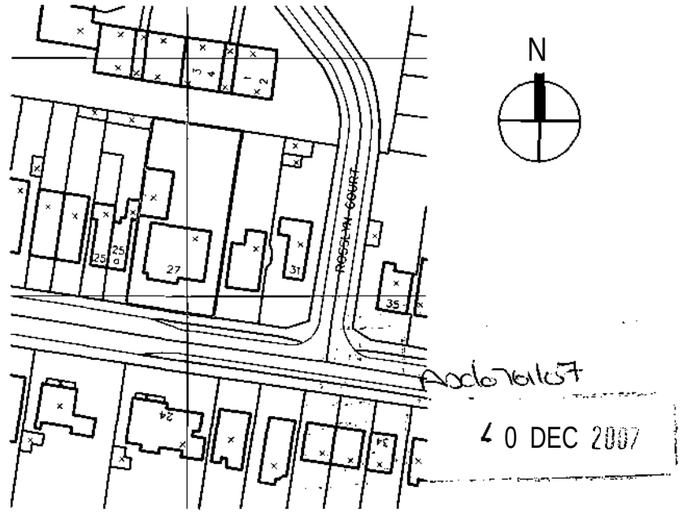
Site **Plan** 1:200



Alterations to Side (Western) Elevation



Alterations to Rear (Northern) Elevation



Location Plan 1:1250



Block Plan 1:500

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Notes:

27 Rosslyn **Road** Shoreham-by-sea
Proposed Sunshine Day Nursery

Site, Location & Block Plans, Elevations

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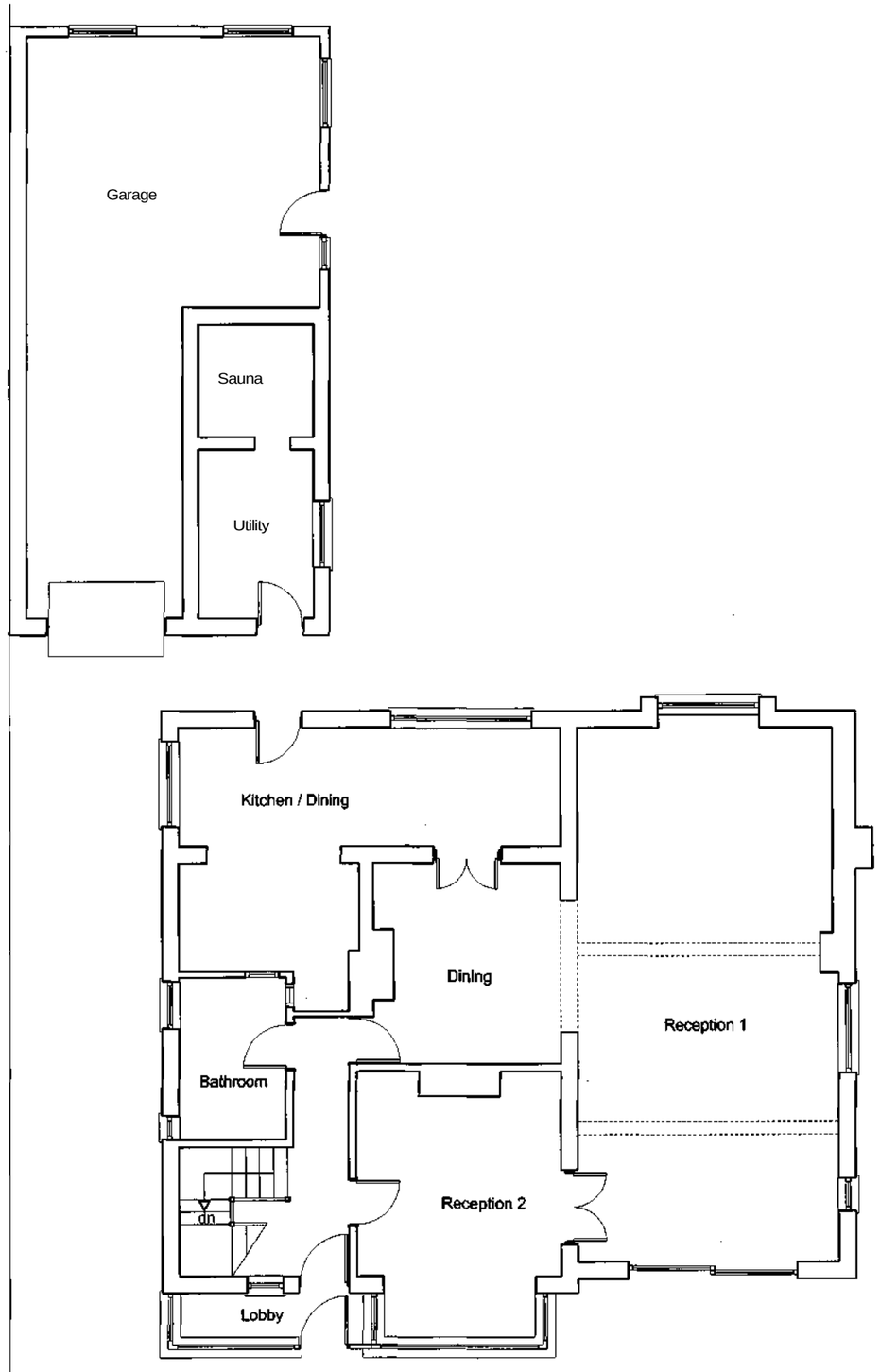

Ground Floor Plan

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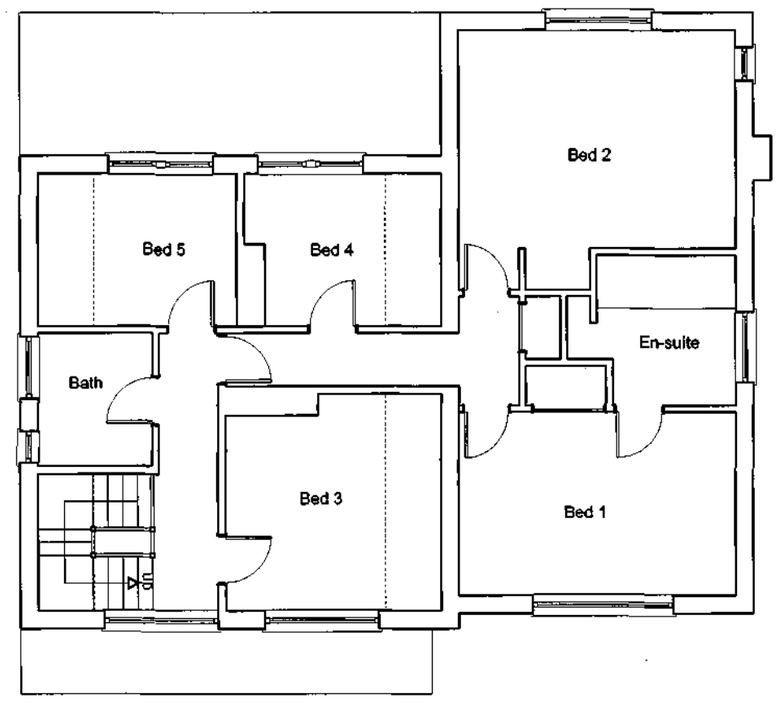

First Floor Plan

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Any discrepancies between consultants' drawings, to be reported to the Contract Administrator before any relevant work commences.

Notes

27 Rosslyn Road Shoreham-by-sea
Proposed Sunshine Day Nursery

Existing Floor Plans

Scale: 1:100@A3 | Job | Dwg: 03 | Rev

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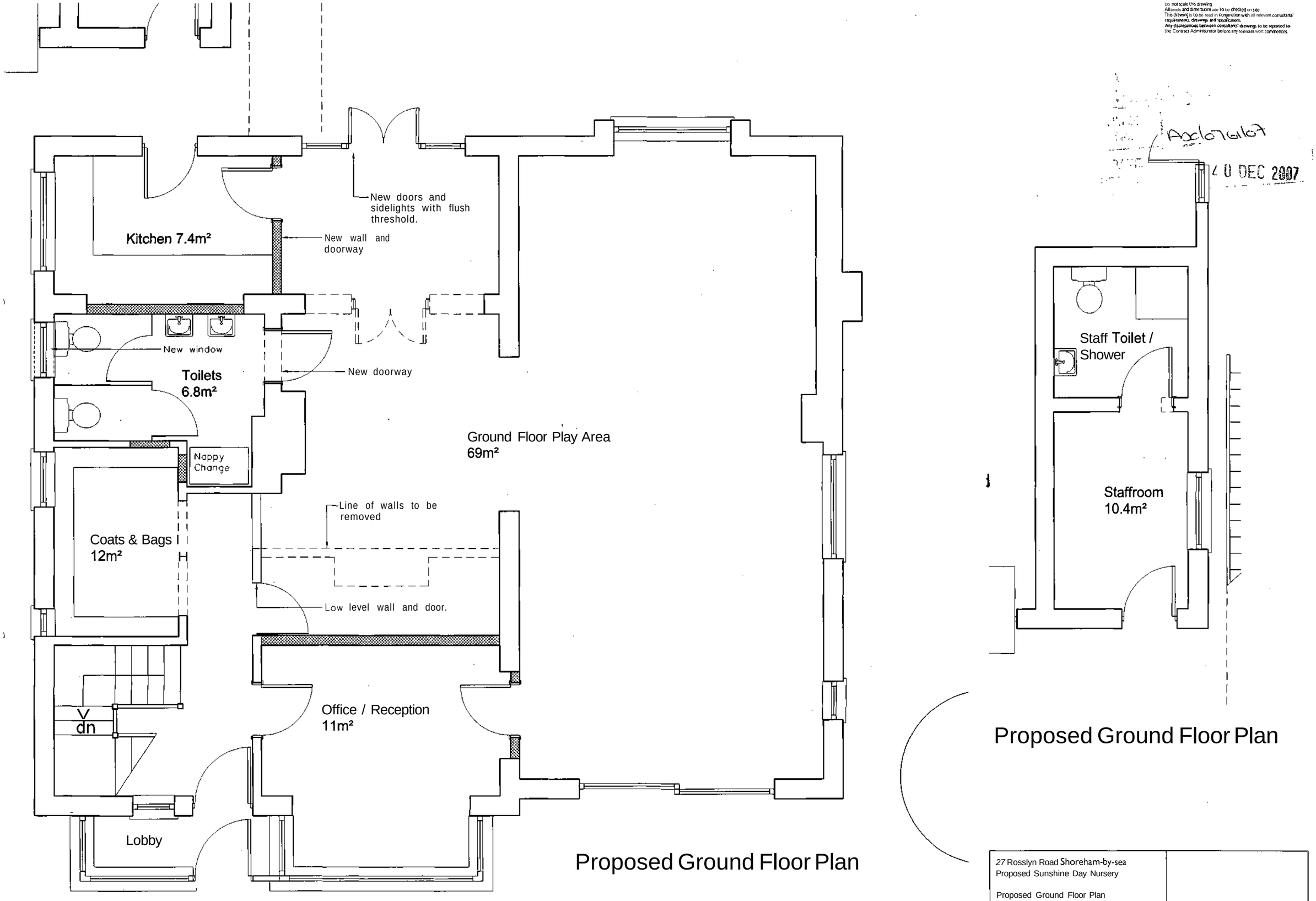

Proposed Ground Floor Plan

Proposed Ground Floor Plan

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20 DEC 2007

27 Rosslyn Road Shoreham-by-sea
Proposed Sunshine Day Nursery

Proposed Ground Floor Plan

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