Day Care Children's Nursery
48 Buckingham Road,
Shoreham-by-Sea, West Sussex

Travel Plan

for

Tinysaurus Nursery

motion

Document Control Sheet

Travel Plan

48 Buckingham Road, Shoreham-by-Sea, West Sussex

Tinysaurus Nursery

This document has been issued and amended as follows:

Date	Issue	Prepared by	Approved by
30/11/2016	1st Draft	ES	PB
01/12/2016	Final	ES	PB
16/08/2018	Final Rev.1	AM	PB

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A West Sussex County Council Car Share Promotional Leaflet

1.0 Introduction

1.1 This Travel Plan has been prepared on behalf of Tinysaurus Nursery to discharge condition 3 from Appeal Decision ref. APP/Y3805/W/17/3189128 relating to 48 Buckingham Road, Shoreham-by-Sea, West Sussex. The approved development comprises change of use from a residential dwelling (use class C3) to a day care children's nursery (use class D1).

1.2 This Plan has also been prepared to accord with conditions 6 and 7 in that Appeal Decision, which respectively require that:

- the on-site car parking spaces be reserved solely for use by parent/carer pick-up/drop-off, i.e. not for use by staff or other parking purposes; and
- deliveries to and from the development hereby permitted shall not take place between the hours of 07:45 – 09:15 and 16:45 – 18:15 Monday to Friday.

1.3 It is intended that the nursery will cater for up to 75 children between the ages of 6 months and 5 years and will operate between 08:00 and 18:00 from Monday to Friday. Up to 18 members of staff will be employed at the nursery and there will be 5 car parking spaces, 2 cycle parking spaces and a buggy store on-site.

Policy

1.4 A Travel Plan is a management tool for delivering a co-ordinated strategy bringing together daily travel issues to reduce reliance on use of the private car. A successfully implemented Travel Plan can deliver safer, more active and sustainable travel with a reduction in the number of trips being made by single occupancy car.

1.5 The National Planning Policy Framework (NPPF) published in July 2018 is predicated on a presumption in favour of sustainable development, requiring that social, environmental and economic matters be considered in concert.

1.6 The 2018 NPPF promotes incorporation of sustainable transport in development proposals (par. 102) and states that the planning system should actively manage patterns of growth such that a genuine choice of transport modes is offered (par. 103).

1.7 With regard to the delivery of sustainable transport the NPPF states at paragraph 111 that:

"*All development that will generate significant amounts of movement should be required to provide a travel plan, and the application should be supported by a transport statement or transport assessment so that the likely impacts of the proposal can be assessed*."

1.8 The NPPF describes a Travel Plan as: "*A long-term management strategy for an organisation or site that seeks to deliver sustainable transport objectives and is regularly reviewed*." (NPPF pg. 73)

1.9 Guidance prepared by West Sussex County Council (WSCC) entitled 'Transport Assessment Methodology' (June 2007) states: "*All transport assessments in West Sussex must be accompanied by a travel plan*."

1.10 It is generally accepted that walking and cycling provide important alternatives to the private car, and should be encouraged to form part of longer journeys via public transport. Indeed, it is noteworthy that the Chartered Institution of Highways and Transportation (CIHT) has prepared several guidance documents that provide advice with respect to the provision of sustainable travel in conjunction with new developments. Within these documents it is suggested that:

- most people will walk to a destination that is less than one mile (Planning for Walking, 2015);
- the bicycle is a potential mode of transport for all journeys under five miles (Planning for Cycling, 2015); and
- walking distances to bus stops should not exceed 400 metres, whilst people are prepared to walk twice as far to rail stations (Planning for Walking, 2015).

1.11 This Travel Plan has been prepared pursuant to this local and national policy background, including the two pre-determined targets set in WSCC's Travel Plan guidance:

- achieving a 12-hour weekday vehicle trip rate for coastal towns that is 15% lower than that predicted in the Transport Statement; and
- to reduce the peak hour trip rate of a development to ensure there is no 'material impact' on the surrounding network.

1.12 This Travel Plan concentrates on sustainability issues and outlines a package of initiatives that are designed to encourage use of active and/or sustainable modes of transport to and from the site and reduce reliance on the private car.

Aims

1.13 The primary aim of this Travel Plan is to reduce reliance on single occupancy car trips. This is to be achieved by improving and promoting other modes of transport. Cars constitute the largest share of traffic in Great Britain by vehicle type; and trips made by car with just the driver on-board are the least efficient of all car trips.

1.14 Thus, by reducing single-occupancy car trips, along with increasing trips made by sustainable and active modes of transport, gains can be achieved in the following ways:

- emission of fewer vehicular pollutants that contribute to poor local air quality and increased global climate instability;
- reduced congestion on the highway network due to usage by fewer vehicles;
- a more pleasant, safer environment for pedestrians and cyclists;
- increased uptake of active travel, resulting from better conditions for these modes, and leading to increased health, wellbeing and productivity, along with reduced burden on health services to treat the negative health impact of a sedentary lifestyle; and
- increased levels of (i) shared trips: driver plus passenger(s) in car and via public transport, e.g. bus and rail, and (ii) greater proportion of linked trips: combining functional and leisure activities with other reasons to travel, such as commuting.

Overview

1.15 Throughout this document, reference to "parents" encompasses reference to parents, carers and guardians.

1.16 Following this introductory section, the Travel Plan is structured as follows:

- Section 2 describes the accessibility of the proposed nursery and the anticipated travel patterns of staff and parents/carers;
- Section 3 describes the objectives, targets and measures of the Travel Plan;
- Section 4 outlines the programme for monitoring and review of the Travel Plan; and
- Section 5 summarises the Travel Plan in an Action Plan.

2.0 Site Accessibility

2.1 The site is located on the eastern side of Buckingham Road approximately 550 metres north of Shoreham-by-Sea town centre and is located within a predominantly residential area. The site is also adjoined to the east by Buckingham Park Primary School. A plan showing the location in relation to the local highway network and existing built-up areas of Shoreham-by-Sea is provided below.

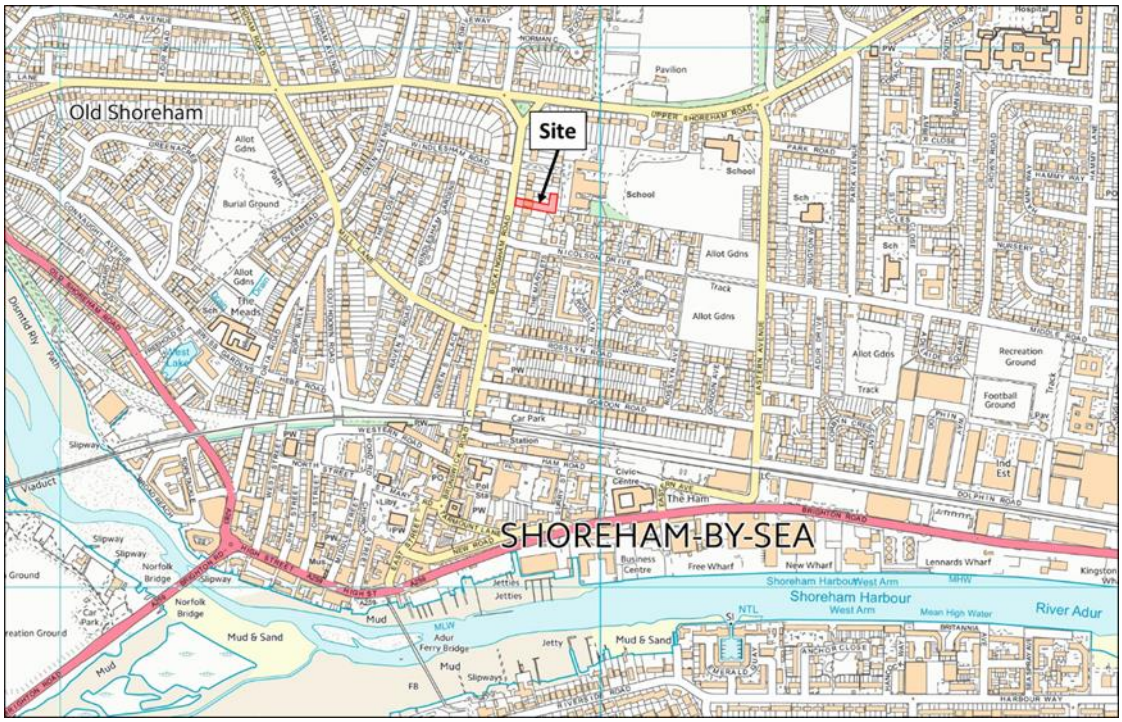


Figure 2.1 - Site Location

Highway Network

2.2 The local highway network is focused around Buckingham Road, which is a circa 6 metre wide two-way single carriageway subject to a speed limit of 30 miles per hour. However, directly adjacent to the site, the speed limit reduces to 20 miles per hour due to the close proximity of Buckingham Park Primary School to the north of the site.

2.3 To the south of the site, Buckingham Road provides access to Shoreham-by-Sea railway station and to a range of local amenities within Shoreham-by-Sea town centre. To the north of the site, Buckingham Road provides access to Upper Shoreham Road, which provides an onward connection to the A27.

Parking

2.4 There is a single yellow line along the western side of Buckingham Road from the junction with Nicolson Drive to the junction with Upper Shoreham Road to the north of the site. This single yellow line restricts vehicles from parking there between 08:00 and 18:00 on Mondays to Saturdays. Along the eastern side of Buckingham Road, the parking is unrestricted, however, there are white lines adjacent to the dropped kerbs to prevent vehicles from parking in front of driveways.

2.5 Further to the south of the junction with Nicolson Road, there is unrestricted parking along the western side of the road with occasional white lines preventing vehicles parking in front of the driveways. From the junction with Nicolson Road to approximately 40 metres to the north of Mill Lane, the eastern side of Buckingham Road is subject to a single yellow line.

2.6 The other roads within proximity of the site, including Windlesham Road, Nicolson Drive, Mill Lane and Rosslyn Road are subject to unrestricted on-street parking.

2.7 On-site parking provision will comprise:

- 5 car parking spaces;
- 2 cycle parking spaces, sufficient to accommodate larger bicycles such as cargo bikes, tag-alongs, and bicycles with childrens' seats; and
- a buggy store with capacity for at least 20 buggies.

2.8 The limited provision of on-site car parking will provide an incentive for the site to be accessed by means other than the car and will be used solely for pick-up/drop-off by parents.

2.9 The tailored provision of on-site cycle parking will incentivise staff, parents and their children

On-street parking controls

2.10 Changes to parking controls are proposed on Buckingham Road within 2-minutes' walk of the site, which are expected to further benefit the amenity of local residents and road safety but also reduce the amount of on-street parking.

2.11 The Appeal Statement prepared for this development established that appropriate levels of car and cycle parking were considered in the planning application Transport Statement, having regard to West Sussex County Council guidance and taking into consideration the impact of development upon on-street parking in accordance with Policy 29 of the submission Adur Local Plan. As no objection was received from County Highways (WSCC) to the car parking and pick-up/drop-off arrangements designed for the development, those arrangements are deemed to be meeting the requirements of County Highways' guidance concerning appropriate levels of car parking having regard to the impact of the proposed development on on-street parking.

2.12 Furthermore, additional information on car park occupancy levels obtained from a similar nursery was presented during the Appeal process that reinforced the Appellant's and County Highways' conclusion that there is adequate room on the surrounding road network for drop-off/pick-up parking provision for parents' vehicles.

2.13 The potential impact of a proposed amendment to the Traffic Regulation Order defining on-street parking controls on Buckingham Road and Old Shoreham Road was also assessed in the Appeal process. That assessment concluded that there would continue to be adequate room on the surrounding road network for drop-off/pick-up parking provision for parents' vehicles should the amendment to the Order be implemented.

Sustainable Transport Networks

Accessibility by Foot

2.14 There are circa 2 metre-wide footways along both sides of Buckingham Road, which in some places, are separated from the carriageway by a grass verge. These footways provide access to the nearby bus stops also located along Buckingham Road as well as to Shoreham-by-Sea railway station, located approximately 420 metres to the south of the site.

2.15 The nearby surrounding roads within proximity of the site also benefit from footways providing a continuous link to the local amenities located within Shoreham-by-Sea town centre making the site accessible by foot.

Accessibility by Cycle

2.16 With regard to cycling, the southern section of Buckingham Road forms part of the National Cycle Network Route number 2, which provides access to a range of destinations along the south coast including Brighton, Worthing and Newhaven. In addition, much of the surrounding road network is relatively flat in nature and as such considered suitable for cyclists.

Accessibility by Bus

2.17 The location of the site in relation to the nearby bus stops and local railway station is shown overleaf.



Figure 2.2 - Location of bus stops and railway station in relation to the site

2.18 All the bus stops displayed in the plan above are within 400 metres of the site and are therefore located within the recommended walk distance established by the CIHT, with the nearest bus stop located along Buckingham Road approximately 30 metres to the south of the site. The bus stops located along Buckingham Road are served by routes 3, 9 and 19. In addition, further bus stops located near the railway station and along Upper Shoreham Road are also served by route 2. The table below summarises the bus services and destinations available from these bus stops.

Service Number and Route		Approximate Frequency		
		Monday - Friday	Saturdays	Sundays
3	Horsham – Southwater – Henfield – Steyning – Shoreham	**Thursdays only**: Every 2 hours between 11:14 and 17:22		
9	Shoreham-by-Sea – Lancing – Worthing – Angmering - Littlehampton	Every hour		No service
19	Shoreham Beach – Shoreham – Holmbush Centre	Every hour		No service
2	Steyning – Bramber – Shoreham – Southwick – Portslade – Hove – Brighton – Woodingdean - Rottingdean	Every 20 minutes		Every 30 minutes

Table 2.1 – Bus Services

Accessibility by Rail

2.19 The location of the site in relation to Shoreham-by-Sea railway station is illustrated in Figure 2.2. The station is located approximately 420 metres to the south of the site, well within the recommended 800 metres walking distance set out by the CIHT. The station also benefits from approximately 40 sheltered cycle parking spaces.

2.20 Shoreham-by-Sea railway station is operated by Southern and provides access to a number of local and regional destinations including Brighton, Worthing, Portsmouth Harbour, Littlehampton and London Victoria. A summary of the destinations and frequencies of services from Shoreham-by-Sea railway station is provided in Table 2.2.

Service	Destinations	Approximate frequency in both directions	
		Mon-Sat	Sun
Littlehampton to London Victoria	Littlehampton, Angmering, Goring-by-Sea, Durrington-on-Sea, West Worthing, Worthing, Lancing, **Shoreham-by-Sea**, Hove, Burgess Hill, Haywards Heath, Gatwick Airport, East Croydon, Clapham Junction, London Victoria	Every 30 minutes	Hourly
Brighton to Portsmouth Harbour	Brighton, Hove, Portslade, Southwick, **Shoreham-by-Sea**, Lancing, Worthing, Angmering, Barnham, Chichester, Southbourne, Emsworth, Havant, Fratton, Portsmouth and Southsea, Portsmouth Harbour	Hourly	
Brighton to Southampton Central	Brighton, Hove, Portslade, Southwick, **Shoreham-by-Sea**, Lancing, Worthing, West Worthing, Durrington-on-Sea, Goring-by-Sea, Angmering, Ford, Barnham, Chichester, Emsworth, Havant, Cosham, Fareham, Eastleigh, Southampton Central	Hourly	

Table 2.2 – Summary of Rail Services from Shoreham-by-Sea Railway Station

Deliveries

2.21 Deliveries to and from the nursery will take place outside the hours of 07:45 – 09:15 and 16:45 – 18:15 on weekdays.

Baseline Travel Patterns

2.22 In order to establish a typical baseline for travel patterns to and from the proposed nursery, reference has been made to staff and parent travel surveys undertaken at a similar site operated by Tinysaurus Nursery in Hove. The results of these surveys, combined with experience from other nurseries of the likely attendance level, indicate the modal splits for staff and parents travelling to and from the nursery.

Mode	To Nursery		From Nursery	
	Percentage Modal Split (%)	Anticipated Trips	Percentage Modal Split (%)	Anticipated Trips
Walk	45	8	42	7
Cycle	3	<1	5	1
Bus	21	4	21	4
Train	5	1	5	1
Driving (on own)	8	1	8	1
Driving (with passengers)	3	<1	3	<1
By car (as passenger)	16	3	16	3
TOTAL	**101 ***	**18**	**100**	**18**

Table 2.3 - Staff Travel Modal Split (* due to rounding)

2.23 Notwithstanding the above, it is expected that the majority of staff trips will be made by foot, by bicycle or on public transport.

Mode	To Nursery		From Nursery	
	Percentage Modal Split (%)	Anticipated Trips	Percentage Modal Split (%)	Anticipated Trips
Walk	27	15	30	16
Cycle	0	0	0	0
Bus	2	1	3	2
Train	0	0	0	0
By car	70	38	67	36
TOTAL	**99 ***	**54**	**100**	**54**

Table 2.4 - Parent Travel Modal Split (* due to rounding)

2.24 While the above results are included to give an indication of the anticipated modal split for staff and parents, full travel surveys will be undertaken 6 months following occupation of the development to establish actual travel patterns.

3.0 Objectives, Targets, Measures and Action Plan

Objectives

3.1 The objectives set out here, and their related outcomes, relate to the priority aim of this Travel Plan. They dictate the overall direction of the Plan and have been used to determine the targets specified in this Plan. These objectives have been carefully considered in order to assure the short-, medium-, and long-term success of the Plan.

3.2 The proposed development and locality are directly reflected in these objectives, as the most important local outcomes have been understood and selected. Similar to the evolution of this Plan, as baseline data are collected and the results used to update the Plan, the objectives shall evolve in accordance with local priorities.

3.3 The objectives of this Travel Plan are to:

- reduce the number of single occupancy car trips to and from the site;
- increase the proportion of trips via active and/or sustainable modes;
- raise awareness of the benefits of active and/or sustainable travel; and
- make active and/or sustainable travel more convenient for staff and nursery users.

Targets

3.4 Leading from the objectives articulated above, targets have been derived that are designed to achieve those objectives over the first five-year period of this Plan. These targets have been selected on the basis that they are specific, measurable, achievable, realistic and time-based (SMART).

3.5 As the development to which this Travel Plan relates is not yet occupied, these targets and timescales are indicative and shall be reviewed over the lifetime of the Plan, the first instance being when the results of the site-specific travel survey are available.

3.6 Site-specific targets will be set in order to:

- promote awareness of transport issues and the impact of traffic on the local environment;
- influence the level of private car journeys to and from the site in order to reduce air pollution and the consumption of fossil fuels;
- reduce the number of single occupancy car journeys to and from the site;
- increase the proportion of journeys to and from the site by sustainable modes of transport such as walking, cycling, public transport and car sharing; and,
- promote walking and cycling as a health benefit.

3.7 For the purpose of presenting indicative targets the following modal splits are proposed, which replicate the travel survey data collected at the Hove nursery (see Tables 3.1 and 3.2 overleaf).

Mode	Baseline		Year 5	
	To	From	To	From
Walk	To be determined from site-specific travel survey following occupation		45	42
Cycle			3	5
Bus			21	21
Train			5	5
Driver (alone)			8	8
Driver (with passenger/s)			3	3
Car (as passenger)			16	16
Total	100	100	101 *	100

Table 3.1 – Staff Travel Modal Split Data – Indicative Targets (* due to rounding)

Mode	Baseline		Year 5	
	To	From	To	From
Walk	To be determined from site-specific travel survey following occupation		27	30
Cycle			0	0
Bus			2	3
Train			0	0
By car			70	67
Total	100	100	99 *	100

Table 3.2 - Parent Travel Modal Split Data – Indicative Targets (* due to rounding)

Measures

3.8 In order to achieve the targets a number of measures have been identified. The following is not an exhaustive list and other measures may be identified over time as the Travel Plan develops.

Travel Plan Co-ordinator

3.9 A Travel Plan Co-ordinator (TPC) has been appointed who will have responsibility for implementing the Travel Plan. The success of the Plan will rely not only on the TPC but also on the support of staff, senior management and parents.

3.10 Contact details for the TPC are: Ray Kerler, accounts@supersaurusnursery.co.uk, tel. 01273 730017.

3.11 The TPC will be responsible for:

- overseeing development and implementation of the Travel Plan;
- obtaining and maintaining commitment and support from staff and parents/carers;
- designing and implementing effective marketing and awareness raising campaigns to promote the Travel Plan;
- coordinating the necessary data collection exercise required to develop the Travel Plan;
- acting as a point of contact for all staff and parents/carers requiring information;
- liaising with stakeholders, e.g. Local Authorities, transport operators, cycle retailers, etc.;
- coordinating the monitoring programme for the Travel Plan, including setting targets; and
- providing a budget for Travel Plan development and implementation.

Walking

3.12 Given that a significant number of children attending the nursery are expected to live in close proximity to the nursery it is considered that walking can provide a realistic, healthy and economical alternative to the car for the nursery run. In order to encourage the take up of this option the following actions will be employed:

- provide a buggy store on-site with capacity for up to 20 buggies;
- promote the health benefits of walking;

3.13 For staff:

- provide advice and support regarding pedestrian safety;
- promote and support 'Walking Buddies' involving parents/carers who walk the same/similar route to walk together; and
- participate in the 'Walk to Work Week'.

3.14 In addition, 'Park and Stride' could be promoted for those who have no option but to drive to the nursery. 'Park and Stride' involves driving some of the way to the nursery, parking at the allocated meeting point, approximately a 10-minute walk away from the nursery, and walking the rest of the way. This particularly benefits families who live a long way from the nursery and cannot walk the whole way. It also reduces congestion around the nursery entrance, making it safer for the children to enter/exit the nursery.

Cycling

3.15 The site benefits from good access to a number of routes suitable for cyclists and as such it is considered that this offers a real alternative to driving, especially for members of staff.

3.16 In order to encourage staff to cycle, on-site cycle parking will be provided, along with space within the building the storage of cycling equipment, e.g. lockers or storage cupboard.

3.17 On-site cycle parking will also be provided for use by parents, e.g. to accommodate bicycles with trailers/tag-alongs/rear child seats and/or cargo bikes.

3.18 Tinysaurus Nursery will offer staff at the nursery monetary help towards the purchase of bicycles as they already offer to existing staff at their other premises. This could be through the 'Cycle to Work' salary sacrifice scheme. (https://www.westsussex.gov.uk/roads-and-travel/travel-and-public-transport/travelwise-sustainable-transport/cycle-to-work-scheme/)

3.19 The cycle journey planner available on the West Sussex County Council website will be promoted staff and parents in order to encourage cycling. (https://www.westsussex.gov.uk/leisure-recreation-and-community/walking-horse-riding-and-cycling/cycle-journey-planner/)

3.20 Cycling skills training, including on balance bicycles for very young children, can be organised through West Sussex County Council. There is a fee for adult training, however, on-to-one training for a child is usually provided free of charge. Full details will be promoted to staff and parents as per the information online at https://www.westsussex.gov.uk/roads-and-travel/road-safety/one-to-one-cycle-training/.

Lift Sharing

3.21 A number of responses to the travel survey undertaken at the comparable nursery indicated that the nursery drop off was being done by car en route to another destination. It may be possible to reduce the number of these journeys that are diverted to the nursery by grouping journeys. In order to establish the feasibility of this, the following actions will be taken:

- ask parents/carers if they would be willing to participate; and

- promote use of the County-wide lift-share scheme to staff, for instance through display of the promotional leaflet provided by WSCC as at **Appendix A**, and by directing staff to the information available online at: www.westsussex.gov.uk/roads-and-travel/travel-and-public-transport/travelwise-sustainable-transport/join-a-car-sharing-scheme/.

Public Transport

3.22 In order to increase awareness of the potential for public transport to replace car journeys information about local bus and rail services, along with network map(s), will be provided to staff and parents/carers.

3.23 Journey planners will be promoted to staff and parents, such as www.nationalrail.co.uk and www.travelinesoutheast.org.uk.

3.24 The ratio of staff to on-site car parking spaces is approximately 4 to 1. This limited on-site car parking in conjunction with the parking controls on the surrounding roads, will encourage staff to travel to work by means other than the car.

3.25 It may be deemed necessary at a later date to consider funding an offer to provide Personalised Travel Planning (PTP) to staff and parents/carers.

On-site Noticeboards

3.26 On-site noticeboards will be provided and will display public transport, walking and cycling information, including maps and details of the Travel Plan Coordinator, and other relevant information. A leaflet holder will be provided in order to display copies of up-to-date bus timetables and will be replenished by the Travel Plan Coordinator as necessary.

Mitigation Measures

3.27 Should it be identified that the implementation of the measures listed above is not achieving the targets set out in this Plan, mitigation measures will be considered and implemented as appropriate.

3.28 Mitigation measures that could be considered are, for instance:

4.0 Monitoring and Review

4.1 In order to ascertain the effectiveness of the Travel Plan in achieving the objectives set out in Section 3, the Travel Plan will be subject to an ongoing monitoring and review programme.

4.2 This programme is designed to ensure the Travel Plan targets are met within a five-year period of the Plan first being implemented.

Monitoring

4.3 The main method of monitoring will be an annual travel survey that will be carried out to ascertain the modal split of journeys to and from the school. The survey will also include questions on how the measures included in the Travel Plan have been received and whether or not alternative measures should be considered. Accordingly, the monitoring surveys will collect both 'hard' and 'soft' data. The first travel survey will be carried out 6 months after first occupation and repeated on the 1st, 3rd and 5th anniversaries of this initial survey.

Review

4.4 The Travel Plan Coordinator will use the data collected through the monitoring process to undertake a comprehensive review of the Travel Plan. The review will assess the success of the Travel Plan and identify the potential for future refinements.

4.5 A monitoring report will be prepared and submitted to West Sussex County Council within 3 months of each survey.

4.6 Following that, any further requirement for monitoring will be agreed in discussion with West Sussex County Council.

5.0 Action Plan

5.1 The measures described in this Plan are summarised at Table 5.1 with timescales and responsibilities for implementation.

Action	Timescale	Responsibility
Appoint a Travel Plan Coordinator (TPC)	Done – details provided in this Plan	Tinysaurus Nursery
Provide public transport information	Ongoing	Tinysaurus Nursery
Include Travel Plan information on nursery website	Prior to occupation	Tinysaurus Nursery
Display travel information on on-site noticeboard	Upon occupation	TPC
Offer staff monetary help to purchase bicycles	Ongoing	Tinysaurus Nursery
Carry out initial travel surveys: staff, and parents/carers	6 months following initial opening of nursery	TPC
Organise annual sustainable travel events	Annually	TPC
Promote the health benefits of walking and cycling	Ongoing from first occupation	TPC
Monitor the use of on-site cycle parking	Ongoing from 6 months following first occupation	TPC
Monitor the use of on-site car parking	Ongoing from 6 months following first occupation	TPC
Review the Travel Plan	Following surveys	TPC
Repeat travel surveys	Anniversary of first survey in years 1, 3 and 5	TPC
Offer Personalised Travel Planning (PTP) to all staff, if necessary	Upon occupation	TPC

Table 5.1 - Travel Plan Action Plan

6.0 Summary and Conclusions

6.1 In accordance with the requirements of national and local planning policy, this Travel Plan has been prepared in support of the proposed nursery at 48 Buckingham Road, Shoreham-by-Sea. It is designed to encourage staff and parents/carers to have a genuine choice of transport mode, in order to increase the use of active and sustainable travel.

6.2 Ray Kerler of Tinysaurus Nursery will act as Travel Plan Coordinator and will take on responsibility for development and implementation of the Travel Plan.

6.3 The site is accessible by the more sustainable and active modes of travel including foot, cycle and public transport. The proposals include a number of measures including providing a buggy store on-site and offering staff at the nursery monetary help towards the purchase of bicycles.

6.4 Once the site is occupied, travel surveys will be undertaken to illustrate existing travel patterns and people's propensity to alter these patterns. The targets in this Travel Plan will then be reviewed and refined accordingly, in consultation with West Sussex County Council.

Appendix A

West Sussex Car Share Leaflet

Save an average of £700 a year

Help reduce CO_2 emissions

Meet new work colleagues



west sussex carshare

www.westsussexcarshare.com

west sussex county council

TRAVELWISE®

Reduce your travel costs • Cut traffic conges



Hundreds of people have joined the West Sussex car scheme. It is part of the Liftshare.org network, which is the largest car sharing scheme in the UK.

www.westsussexcarshare.com aims to encourage car users to be more sustainable by helping them to share journeys and save money where they can. On average, regular car sharers matched through the website save around £700 a year in fuel costs alone.

When your account has been activated you can log in and start using the service. By performing a quick search you can find other people who make the same journey as you at the same time.

The scheme is free to use and you can change your journey or personal details at any time. When you have found someone who closely matches your journey and travel habits you can contact them through the website and start car sharing!

www.**WestSussexCarShare**.com

tion • Reduce carbon dioxide



The scheme has been set up by West Sussex County Council to enable people who live or work in the county to car share for commuting and other journeys.

Signing up to the scheme is easy to do. All you need to do is go to www.westsussexcarshare.com, click on 'Register' and complete the short registration form. You can join the main public group or one of the sub-groups that have been set up for industrial estates and business parks. Some employers have private groups, so check to see if your employer has one of these.

Once you are registered, you will need to fill out your journey details and some driving habits such as where you want to get to and the times you need to travel. This will help you to find a suitable or close match and allow other people using the site to shortlist you too.

You will be sent a confirmation email, which will ask you to activate your account. Other users cannot view your personal details and all emails are sent through the website so even your email address will remain undisclosed until such time as you agree to car share.

Frequently asked questions

Q. **Can the system be used for one-off or regular journeys as well as commuting?**
A. Yes! If you have to travel to a meeting or event by car then why not enter your journey details to see if you can car share?

Q. **I can't car share because I work odd hours.**
A. Perhaps you can share just once or twice a week, making a firm commitment to arriving and leaving work at set times on car share days? Alternatively, your car share partner may be flexible and be able to work the same hours as you.

Q. **What if I need to return home from work in an emergency?**
A. Employers that run car sharing schemes will often reimburse taxi or public transport costs if you need to get home in an emergency.

Q. **Do I have to accept car sharing offers I receive through the scheme?**
A. No. The scheme is just designed to match potential car shares and there is no obligation for you to accept any offers you receive. You may, for example, prefer to share with someone of the same sex, or you may have already found a regular car share partner. If you do find a regular partner(s), we suggest you set up a Budi Team (full details about this are on the site).

Q. **I could not find a match on the website.**
A. The chances of finding a match are good and will increase as more people join the scheme. Check back regularly to search for more matches.

Q. **Do I need special insurance?**
A. The Association of British Insurers, which covers 94% of the UK's insurance companies, states that so long as no profit is made then your policy will not usually be affected. Please contact your car insurance provider if you have any concerns.

Q. **How should we share our travel costs?**
A. The costs involved will depend upon the number of people sharing the journey, the car's fuel economy, and the current cost of fuel, parking charges, and other running costs. We suggest that each passenger pays 10p per mile towards the journey costs. Alternatively, drivers and passengers can split the journey costs between them, or simply share the driving on a daily or weekly rotation. As making a profit is likely to affect your car insurance, we suggest that drivers receive no more than 40p per mile from passengers.

Q. **I don't drive/I don't have a car, can I still car share?**
A. Yes! You can use the scheme to find someone to give you a lift, or another passenger who may wish to share the cost of a taxi.

WS926 August 2011