WB/09/0794/FUL

Deposited T.11.09

SOUTHERN WATER

TRANSPORT STATEMENT & TRAVEL PLAN

FOR

REVISED PLAN

HEAD OFFICE

AT

SOUTHERN HOUSE, YEOMAN ROAD

DURRINGTON

WORTHING BOROUGH COUNCIL
17 NOV 2009
CONSENT GRANTED
SUBJECT TO CONDITIONS

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1 TRANSPORT STATEMENT

Background to Planning application and overview

1.1 Southern Water have occupied Southern House for a period of around 30 years. The office building and car park were constructed for their specific occupation and needs at that time. Other office premises currently occupied by Southern Water include those at Falmer, Chatham and Otterbourne. Since its construction, Southern Water's staffing structure and numbers have been changing as new services are provided from their premises to meet the requirements of the Company as it has evolved. The premises comprise their operational headquarters and now incorporate Southern Water's billing centre and call centre. Establishing these facilities at Southern House has seen a significant increase in staffing levels from the period when the premises were first occupied. In addition, establishing their Revenue and Customer Services departments has also seen a rise in staff numbers accordingly.

1.2 Southern Water now face a choice in terms of how best to utilise their present office sites. The options open to them will require one or more of the sites to be vacated and for staff from those premises to be re-accommodated elsewhere. Southern Water's preferred option is to maintain Southern House, Worthing as their Headquarters whilst bringing in key staff from the other premises. Other options would be to relocate to one of their other sites potentially with the transfer of their Worthing base elsewhere.

1.3 The site area of Southern House represented by the 'red-line' application site area is 2.6 hectares (6.4 acres). The total gross floorspace of Southern House is 6949 sq metres, the office floorspace comprising 4949 sq metres. The former figure includes outbuildings such as garages and stores and non-office areas within the main building.

1.4 Current staffing levels are in the order of 660 though this figure naturally fluctuates as any organisation of this size will see staff movement and changes in staffing patterns. However, this is seen as a reliable figure at the

present time. With the need to relocate staff from other premises within a period of 6 months, Southern Water are looking towards an increased staffing level and need to accommodate a figure in the order of 200 further staff to bring overall numbers of staff at Southern House to somewhere around 860 persons. The proposed increase in staffing levels is considered to further enhance Worthing's employment base and Southern Water as one of the key employers in the Borough.

Proposals

Car parking

1.5 The proposed arrangements to accommodate incoming relocated staff will be achieved without the need to physically extend the office building. Reorganising the present office accommodation to increase the staffing density within the building will accomplish this. This will be achieved by improving the efficiency in terms of how the office space is used.

1.6 The changing pattern of corporate office facilities has had, and will continue to have consequences in terms of the numbers of staff travelling to and from Southern House and how their pattern of travel can be accommodated and effectively managed. The need for upgraded car parking facilities both in terms of layout and numbers is instrumental in this, as too is the recognition for existing Company travel policies to be improved to encourage less use of the private car and more use of other modes of transport. Southern Water have an ongoing Travel Plan which is in the process of being upgraded to further these objectives. The draft accompanied the planning application. This has been discussed with Officers from West Sussex County Council Highways as part of a series of pre-application meetings that have been held with the Borough Council, the County Council and the Environment Agency. Further meetings and discussions with Officers from WSCC have taken place since the submission of the planning application, principally in respect of the Travel Plan.

1.7 Whilst it is likely to have a positive effect in reducing overall car usage for the journey to work, it is undeniable that the overall increase in staffing density will require the reorganisation of Southern House's present car parking with an increase in the number of spaces provided.

1.8 At the moment Southern House has 404 car parking spaces including 3 disabled spaces at the front of the building for visitors. These areas are principally to the north and west of the building and include an informal overspill parking area abutting the site's western boundary. The breakdown of spaces shown on the submitted existing layout details is as follows:

Main car park	310 spaces
Overspill parking area	94 spaces (these are not formally laid out as shown on the drawing and in practice offer between 75 and 83 spaces)
Total	404 spaces

Proposed parking area including rationalisation of existing parking areas and proposed additional spaces	101 spaces
Overall proposed total	505 spaces

1.9 The current overspill parking area is partly hard-surfaced in tarmac (where it abuts the main car park); the remainder is rolled and compressed type 1. The former section has been in use for over 10 years (ie the fourth 'row' from the western boundary), the remaining three 'rows' have been used for a period of 4-5 years when the area was surfaced to accommodate parking demands arising from staff increases at that time.

1.10 The proposal is to surface the western 3 rows of the overspill car park and the proposed parking along the Ferring Rife in a new Grassgrete surface that is porous and allows surface water to percolate through into the ground. It

allows grass to grow through as an amenity feature whilst at the same time providing a suitably robust surface. This is considered to be an appropriate form of surfacing treatment that in practice is expected to at least maintain a neutral position in terms of surface water run-off, though in practice it is expected that the proposals will result in a positive improvement. As the application does not involve any material development that would cause additional surface water runoff, nor would interrupt the flow of flood water, flood risk has not been seen as an issue to the application as there is no increase in flood risk. In practice it is expected that flood risk may decrease through these works.

1.11 In pre-application discussions with Officers, it was surmised that the unauthorised overspill parking area could be construed as being lawful based on it being operational development that has been carried out and used for a period in excess of 4 years. Notwithstanding the issues that might be construed from this, the application seeks to regularise the use of this area of the site as part of a comprehensive approach to the parking and access arrangements for Southern House.

Travel Plan

1.12 The combined Transport Statement and Travel Plan contains a detailed framework of the measures that Southern Water aims to introduce and areas where existing measures are to be reinforced and improved. The aim of the Travel Plan is to achieve an overall reduction in sole -driver car usage to and from the site and to encourage non-car forms of travel to work including walking and cycling and public transport. These and associated measures are set out in Sections 2 – 9 of this report. It is appropriate to point out that some 45% of staff will not have access to the upgraded and improved parking facilities, which in itself places a responsibility on staff to car share either by informal means or by more formal (organised) means. Because of this situation, the restriction on car usage to and from Southern House is self-regulating. However, the Travel Plan recognises that all reasonable effort needs to be made to reduce overall car journeys to the site. This area was

discussed in detail with Highway Officers from WSCC at the pre-application stage. During those meetings it was recognised that the structure and composition of the Southern House staff base did not fall into a simple category as there are billing and call centres operating from the premises that have much more concentrated staffing densities than ordinary office use (a point which subsequent discussions with a TRICS data consultant (Ian Coles) confirmed). To provide a properly representative set of baseline data, it is proposed that Southern Water produce staff movement surveys that incorporate an analysis of their methods of journey to work as the baseline data for the Travel Plan. This can be carried out if necessary through independent means. Following discussions with WSCC Officers, the Applicant's aim is for the submitted Travel Plan to be agreed at the application stage, with implementation and monitoring reserved by condition to accord with the basis that has been agreed.

Access

1.13 As part of the proposals to reorganise and improve its parking facilities, Southern Water have assessed the present access arrangements to and from the site. As a result, the scheme incorporates changes to the form of ingress and egress and seeks to utilise the present access from Yeoman Road along with two further existing site accesses off Yeoman Way. This arrangement will allow staff and visitor vehicles to be better separated and to relieve pressure on the current Yeoman Road access. Staff vehicle access will be barrier controlled with the potential for number plate recognition technology to be introduced in the future to add to the level of management of staff parking use.

1.14 The application does not alter access to the main building either for staff or visitors.

1.15 Existing disabled parking spaces for visitors will be retained at the front of the building. Provision for staff is made as and when required and is addressed as part of the wider management of the site and its resources.

1.16 The parking, access and circulation proposals are explained in more detail in later in this Statement.

1.17 Access to the proposed improved cycle store facilities are referred elsewhere this Statement.

1.18 Access gates will be re-installed in the boundary with Ferring Rife in order to provide access to the watercourse. In addition the porous car parking area along the Rife will be safeguarded to provide access for maintenance purpose when necessary.

Secure bicycle parking

1.19 As part of the pre-application discussions held with WBC and WSCC, the provision of improved secure cycle storage was discussed. At that stage, the possibilities of locating a Perspex tunnel-shaped structure at the front of the building had been explored and details were tabled. The structure was to accommodate up to 60 bicycles with a lockable entrance doorway. Since those meetings, further site investigations have indicated that the structure cannot in practice be accommodated in this location.

1.20 Alternative options have been assessed and the most practical solution is to provide an upgrade of the present cycle storage facility which is located as part of a cluster of outbuildings within the site, to the west of the Yeoman's Road entrance. At the moment the area can accommodate 24/25 bicycles and will be refurbished. There is also an existing area of open cycle storage that will be improved with the addition of a semi-open cycle store. The structure will have a perspex screen to offer some degree of protection from the prevailing weather. Both of the areas will be secured. The reorganisation of this area will take the level of provision to 60 cycles. However, the upgrading of secure bicycle parking features in Southern Water's Travel Plan as part of its commitment to encouraging non-car based means of travel to the premises.

Supporting comments

1.21 The driver for this application is the transfer of upwards of 200 additional staff from other Southern Water premises. Coupled with establishing the billing centre and call centre at Southern House, the net result has been a significant increase in staff numbers. The current staff relocation is being accommodated through a programme of internal space reorganisation. In more usual circumstances, (where companies plan for higher levels of additional employment), this will be done by extending their premises. In such cases an allowance for additional car parking can be made.

1.22 Southern Water's proposals are a-typical in that the additional staffing levels will be achieved through a more rational and efficient use of existing office floorspace rather than by providing an extension to an existing building (or a new building). However, there is a clear requirement to retain the present overspill parking area and to provide additional parking through the reorganisation of their current parking areas along with the provision of a new parking area, both elements being necessary to maintain the site as Southern Water's operational base.

1.23 In numerical terms, Southern House will accommodate in the order of 860 staff and including the proposed provision, 505 parking spaces in total will be available, (33 of these spaces will be at the front of the building and used for visitors parking). In practice 860 staff will have access to 472 parking spaces. This will clearly require some 45% of staff to either car share, cycle, walk or use public transport to their place of work. In terms of sustainable transport objectives, this situation effectively drives itself through unavoidable necessity. Although additional parking provision is proposed, nearly half of Southern Water's staff will not have access to it. Southern Water already actively encourage non-car means of travel to work, though this is being moved forward in the Travel Plan with a wider-reaching series of initiatives to further promote the active use of public transport, walking and cycling and car sharing. In terms of the latter, it is intended that a section of the car park will be designated for car sharing only as a further way of encouraging the more

efficient use of the car. Other initiatives to promote alternative means of transport other than the sole use of the car are set out in the Travel Plan Section of this Statement.

Street parking

1.24 The proposed reorganisation and additions to the car parking facilities will have an additional benefit in dissuading staff from parking in nearby residential streets and in other parts of the surrounding business estates. This is considered to be an important highway issue, particularly when the additional staff are accommodated at the application site. Coupled with the aims of the updated Travel Plan, a balance is sought between use of the car (and appropriate facilities for on-site parking), limitation of demands for off-site, street parking and the avoidance of car parking through car sharing, walking and cycling and the use of public transport.

Summary

1.25 The proposals described in this Statement will allow Southern House to continue to operate effectively as Southern Water's Headquarters building, providing a comprehensive range of services from a core office base. The increase in employment at the site is felt to be a positive issue in a time of recession and negative forecasts of national economic performance,. reinforcing the importance of the planned site reorganisation to Southern Water's future operation in Worthing.

2. INTRODUCTION OF TRAVEL PLAN

Southern Water (SW) is responsible for delivering clean, fresh water to about two million households in the South East of England. SW also treats and recycles dirty water from nearly four million households. SW employs 1500 people to keep these services running 24 hours every day.

SW operates in Kent, Sussex, Hampshire and the Isle of Wight (IoW). The main offices are in Durrington, Falmer, Otterbourne and Chatham. In addition to these office premises SW own around 6000 sites across these counties. These sites house sewage treatment works, water treatment plants and pumping stations.

SW has a large number of sites that require maintenance and in some cases emergency attention on a daily basis. Many of the smaller sites are visited as part of a maintenance rota, but the larger sites have a dedicated team in attendance each day.

It is proposed that the Head Office at Durrington will be the base for the Directors and Senior Management Teams across all functions of the business

SW seeks to adhere to ISO9001:2000 and ISO14001. SW is regulated by Ofwat and the Environment Agency (EA) and is monitored by the Drinking Water Inspectorate (DWI), and the Consumer Council for Water (CCW), who report to Defra.

SW is implementing a site specific Travel Plan for the office at Durrington as part of the proposed reorganisation and in support of the Carbon Reduction proposals in order to support staff in reducing emissions associated with travel. The main aim is to increase participation in schemes that seek to minimise single person vehicle travel.

This Travel Plan is aimed at those staff whose main day time base is Durrington rather than those staff who are required to travel to SW site's and installations as part of their job. Green initiatives are trialled periodically in relation to environmentally friendly fleet vehicles.

Cost savings:

- SW is currently undertaking an assessment of this aspect.

Time savings:

- Journey times can be more predictable for those using sustainable modes hence better punctuality.

Staff benefits:

- Corporate discounts with public transport companies are attractive for staff.
- Increased productivity.
- Improved health.

Reduction in carbon emissions:

- For every 1000 miles travelled by bicycle/on foot rather than by car, 0.31 tonnes less carbon is emitted.
- For every 1000 miles travelled by bus rather than by car, 0.21 tonnes less carbon is emitted.

3. TRAVEL PLAN ADMINISTRATION

The SW Travel Plan has been created to capture current SW initiatives relating to green travel and to detail future initiatives. In order to assess the success of initiatives it is expected that a monitoring programme will be updated on an annual basis. The scheme will be co-ordinated and promoted with the use of champions. The co-ordinator and champions will aim to fulfil the following:

- Provide a central focus for all green travel issues within Worthing Borough and West Sussex County Council
- Set up and implement an action plan to achieve target objectives
- To be responsible for its review and potential update on an annual basis.

- Proactively communicate with staff to champion travel initiatives and encourage use of public transport, car sharing, cycling and walking.
- Liaise with Worthing Borough Council and West Sussex County Council to both communicate the SW travel plan and understand the Local Councils' requirements.
- Work to actively engage Senior Management within SW, and to encourage them to sign up to, and implement the SW Travel Plan.

4. SITE SPECIFIC TRAVEL PATTERNS

For the purposes of this Travel Plan, please refer to Section 6.

5. SITE DETAILS

The building is leased and accommodates about 660 staff as at August 2009. The staff are mainly office based. As part of the ongoing reorganisation, staff numbers will increase by 200. There is a free car park, which caters for a proportion of staff. There are 404 spaces at present and a planning application for a further 101 spaces on site has been submitted to Worthing Borough Council. The site has cycle store for 24/25 bikes at present. The existing store will be refurbished and further semi covered store added to provide and total of 60 spaces. Both of the areas will be secured.

The total gross floor space of Southern House is 6949 sq metres, the office floor space comprising 4949 sq metres. The former figure includes outbuildings such as garages and stores and non-office areas within the main building.

There is a bus stop outside the front entrance, which is serviced by Stagecoach South's PULSE service.

The Goring-by-Sea train station is a ten minutes walk. The trains are mainly operated by the Southern Service.

There is a cycle path marked that runs along the front of the SW entrance.

Although Southern House works on the basis of a 24 hour/7 day a week operating pattern, the majority of staff access is from 07:00 until 21:00 hours. Reception opens at 08:00 hours and closes at 18:00. See Appendix A for site map and directions.

6. COMPANY TRAVEL PATTERNS

6.1 TRAVEL SURVEY

A Travel Survey was completed by SW employees in November 2007 on a regional basis and highlighted a number of areas of importance to staff and provided information on current transport patterns. It is proposed that a Travel Survey be carried out every year to capture changes in travel modes and patterns and to monitor the effectiveness of SW's Travel Initiatives.

Approximately 17% of Southern Water employees provided a response to the travel survey. The majority of the respondents were full time staff. 73% of the sample drove a car to work, without sharing. The most popular alternative was cycling (7%) with walking, public transport and car sharing well represented as a current mode of transport to work.

Over half of the sample travelled less than 10 miles to work and this was supported by the travel time being less than 30 minutes for 65% of respondents.

The key aspects that would encourage those that responded to the survey to cycle to work were:

- improved cycle paths on the journey to work
- safer, better lit worksite cycle paths.

The key aspects that would encourage those that responded to the survey to use public transport to get to work were:

- more direct bus routes
- discounted tickets and passes.

The key aspects that would encourage those that responded to the survey to walk to work included:

- secure storage for wet weather gear,
- being based on sites closer to home,

- better lit and safer work walkways
- local footpaths
- discounted clothing.

40% believed that driving to work was essential to their role and a significant number cited the reason for using a car to be a lack of any alternative, convenience and practicality.

Interestingly 71% showed an interest in car sharing. The main change that would encourage respondents to take the plunge was help in finding car share partners with similar work patterns. Another important consideration was the need to provide a guaranteed lift home in emergencies.

The most frequent comments for reducing the carbon emissions associated with travel were; working from home, flexible working hours, increased use of teleconferencing and videoconferencing for meetings between sites, further investigation of the benefits of using alternative fuel vehicles for fleet cars and company cars, basing staff closer to their current home.

6.2 ANALYSIS OF HOME TO BASE COMMUTING PATTERNS

In addition to the survey an exercise was carried out to identify the proximity of staff to their base office. Employees home postcodes were mapped against their base office, as listed in the staff database. This was carried out confidentially, without access to the employee's identity.

Four maps were generated for Durrington, Falmer, Otterbourne and Chatham.

The results showed that Durrington had the highest number of locally based employees, followed by Chatham, then Falmer and Otterbourne.

The results indicated that there were sufficient people within a ten mile radius that could use alternative modes of transport to reach their office base, if the options were made available, were convenient and practical.

7. MEASURES – TRAVEL IMPROVEMENTS

7.1 CYCLE

Create a secure and covered cycle park. Introduce 35 new bike stands.

Bike to work scheme is offered via Human Resources to all Southern Water staff under the Government backed scheme.

There are changing facilities for both ladies and gentleman based on the ground floor at Durrington. Shower facilities are available however changing cubicles are not available neither is there access to hair dryers, etc. The facilities are under review.

Initiatives will be aimed to help change staff's car-orientated travel patterns.

7.2 WALK

Introduce a "Use Your Legs Event" for walkers (free breakfast, group network). Health benefits would include increased fitness of staff that are able to participate. In addition initiatives will be considered such as 'leave the car at home' one day a week, to help encourage staff altering travel habits and walking to work.

7.3 BUS

There is a bus service that operates to Yeoman Road, Worthing with a stop outside the staff entrance. A leaflet has been produced by West Sussex County Council that details the bus routes in the local vicinity. Details can be found on their website (www.westsussex.gov.uk/publictransport)

A bus salary sacrifice scheme is being looked into by the Human Resources Department.

Examples of initiatives that may be considered include subsidised fares/no cost fares from operators for certain journeys eg local stations to Southern House. Initiatives will be aimed to help change staff's car-orientated travel patterns.

7.4 TRAIN

There are two train stations that are close to the offices at Yeoman Road, Worthing which are Durrington and Goring-by-Sea. Trains run on a regular basis and are mainly run by Southern network. Details can be found on West Sussex County Council website and also National Rail. (www.westsussex.gov.uk/publictransport and www.nationalrail.co.uk)

A train salary sacrifice scheme is being looked into by the Human Resources Department.

Initiatives will be aimed to help change staff's car-orientated travel patterns. SW will assess the possibility of the rail operator providing subsidised travel.

7.5 CAR SHARE SCHEME

Introduce a scheme where staff can communicate with others as to their daily travel to promote car sharing. This would decrease our carbon footprint as well as numbers of car spaces required. This could also assist staff on a financial level as petrol costs could be share with others.

Initiatives will be aimed to help change staff's car travel patterns to reduce sole use of the car.

7.6 GENERIC

Focus in improving on site safety for walkers and cyclists at Durrington.

Promote interest free loans for season tickets scheme.

Work with local councils to trial a discounted tickets scheme.

Introduce a safe driving at work policy.

7.7 PROPOSAL THAT ARE REVIEWED REGULARLY

SW regularly trial the use of more environmentally sustainable vehicles, such as LPG fuel and 'hybrid' vehicles. It is generally believed that LPG vehicles produce 20% less CO2 than petrol and 80% less oxides of nitrogen than diesel. There are cost savings relating to fuel purchase.

If SW could house a fuel tank, LPG would be around 34p per litre plus VAT compared with petrol which is currently around 100p per litre plus VAT. There are conversion costs of around £1500 for a 4 cylinder vehicle. Previous trials have not proven cost effective to the company.

Area	Measure
Initiatives to support walking	• Pedestrian training • Promotional events to encourage walking • Distribution of maps showing safe local walking routes • Orientation signs at appropriate locations for those arriving or leaving on foot
Initiatives to support cycling	• New, improved and safer crossing points • Orientation signs at appropriate locations for those arriving or leaving on bike • Provision of secure cycle storage that is covered, Secure, well-lit, conveniently and visibly located close to key destinations. • Cycle training and bike buddy scheme • Promotional events and literature to encourage safe cycling • Distribution of route maps showing safe local cycling routes • Provision of cycle to work scheme for the purchase of bikes and equipment • Formation of a bicycle users group (BUG) • Locker provision on site for storage of cycle clothes • Changing facilities on site
Public Transport and Infrastructure	• Orientation signs at appropriate locations for those arriving or leaving by public transport • Ticket discounts, special offers and assistance with public transport travel costs • Promotion of public transport with information and advice
Road Safety	• Site road safety improvements

	• Traffic calming and speed reduction schemes including physical features, changes in priority and reallocation of site road • Site speed limits • Restrictions on movements within the site • Site footpath improvements • Safe crossing points
Parking Management	• Introduction of on site parking management schemes such as parking restrictions or Controlled Parking Zones, as necessary • Delivery and promotion of Car sharing schemes
Promotion and Communications	• Provision of personal travel advice • Production and distribution of travel packs including package of incentives for sustainable travel • Free/ discounted use of car club, use of public transport, cycles and cycle equipment • Production and distribution of advertisements, newsletters, leaflets, posters, competitions, promotional literature, posters, websites, and fliers to promote sustainable travel options • Production and distribution of cycling/ walking/ public transport maps • Provide information about sustainable access to other services and facilities • Promotion of sustainable travel events such as bike to work week • Produce and maintain web sites, on-line forums and notice-boards to promote and inform • Prominently display information about bus and train times, promotional offers (such as admission discounts) and local taxis, in appropriate locations • Publication of travel plan and travel information • Launch Green Travel Website. • Provide online access to real time bus and train information.

	• Use Your Legs Event for cyclists and walkers (free breakfast, group network).
Reducing car use	• Car share matching service for travel to work and trips in the course of work • Car share promotion including launch event with opportunities for finding a match • Dedicate parking spaces for car sharers, if required • Establish Car club service with allocated parking bays • Discounted membership fee to join car club
Development of complementary travel plans	• Workplaces
Misc.	• Personalized journey planning service • Scheme design and implementation • Managing and implementing promotional campaigns, events, leaflets etc • Project management, review, design and implementation of travel plan measures

8. TARGETS

SW aim to ensure that sole use of the car is reduced and more staff embrace other forms of travel to and from work including car sharing. As the Travel Plan is advanced and more specific initiatives are introduced to help achieve this objective, so less reliance on sole use of the car is expected.

9. TRAVEL PLAN ADMINISTRATION MONITORING AND REVIEW

Agreement and subsequent progression of targets will be provided by the HR Director. Input to be sought from the Director of Regulation. Review to be provided by the nominated champions before the start of any project.

An annual survey is staff will be undertaken and reviewed against the benchmark and interim surveys to determine the effectiveness of the Travel Plan.

10. APPENDIX A – SITE LOCATION MAP

Southern Water – Southern House – Yeoman Road
Worthing – West Sussex BN13 3NX
Tel 01903 264444 – Fax 01903 262185

From the M25

- Leave the M25 at junction 9 (signposted to Leatherhead A243, Dorking (A24)) and follow signs towards Dorking and the A24.
- Continue on the A24 beyond Dorking for 32 miles to the roundabout junction with the A27.
- Take the second exit at this roundabout to join the A2031, Offington Lane.
- At the crossroads with the A2032 turn right onto Littlehampton Road.
- Turn right at the second roundabout and Southern Water is on the left hand side.

From the Westbound A27

- Remain on the A27 to the roundabout junction with the A24.
- Take the first exit at this roundabout to join the A2031, Offington Lane.
- At the crossroads with the A2032 turn right onto Littlehampton Road.
- Turn right at the second roundabout and Southern Water is on the left hand side.

From the Eastbound A27

- Remain on the A27 to the slip road exit for the A280 and at the roundabout take the third exit and pass over the A27 to another roundabout.
- Take the first exit at this roundabout to join the A2700, Titnore Lane.
- Turn left at the next roundabout onto the A2032, Littlehampton Road and left again at a further roundabout.
- Southern Water is on the left hand side.

By Train

- Goring-By-Sea Station is on the Brighton to Chichester line.
- Our offices are a ten minute walk from the station.
- For information on fares and train times, call the National Rail Enquiry Line on 0845 7 48 49 50.