LAND SOUTH OF HENFIELD ROAD, ALBOURNE

TRAVEL PLAN

July 2022

Croudace Homes Ltd

RESIDENTIAL DEVELOPMENT
LAND SOUTH OF HENFIELD ROAD
ALBOURNE

TRAVEL PLAN

CONTROLLED DOCUMENT

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LAND SOUTH OF HENFIELD ROAD
ALBOURNE

TRAVEL PLAN

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1. INTRODUCTION

1.1 This Travel Plan (TP) has been prepared by Paul Basham Associates on behalf of Croudace Homes to support an outline planning application for a residential development comprising up to 120 dwellings, a community shop and a formal pick up/drop off parking area for Albourne Church of England School at land to the south of Henfield Road, Albourne. The site location is identified in **Figure 1**, with the site layout included in **Appendix A**.

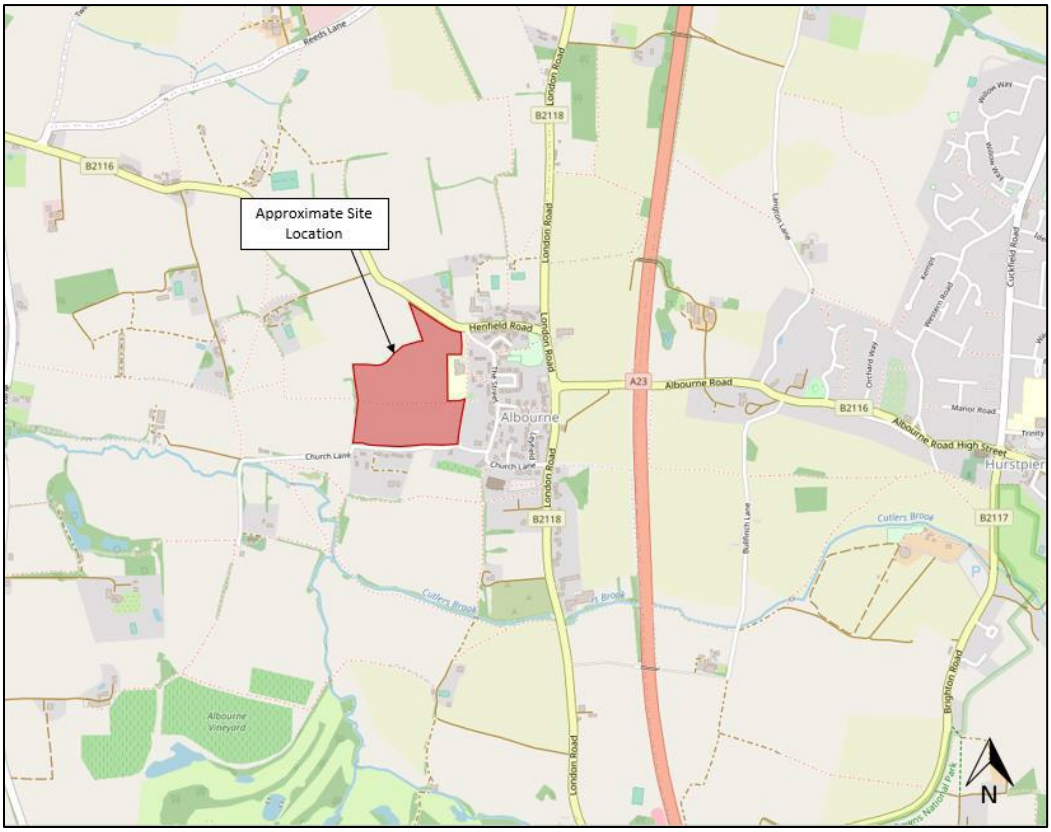

Figure 1: Approximate Site Location

1.2 A Transport Assessment (TA) has also been prepared by Paul Basham Associates in support of the application.

1.3 During August 2019, Paul Basham Associates attended an on-site meeting with West Sussex County Council as part of the pre-application discussions for a residential development of circa. 40 dwellings on a smaller portion of the site. A Land Promotion Transport Report (LPTR) was produced and informed the pre-application discussions and provided additional details required to support the larger quantum of development proposed. A copy of the formal highway's pre-application response (Ref: PRE-72-19) is attached within **Appendix B**. The principles of the pre-application discussions have been applied to this larger site.

Travel Plan Principles

1.4 A TP is a strategy for managing travel demands to a development site by meeting the travel needs of its users, reducing the impacts of car travel, supporting a reduced need to travel and increase in sustainable travel where appropriate and possible.

1.5 This TP supports access to a full range of local facilities and activities for future site users, whilst encouraging good design principles and working with the local community. The TP contains both physical and behavioural measures to increase travel choices and reduce reliance on single-occupancy car travel.

Travel Plan Objectives

1.6 In pursuit of reducing the impact of car travel, the need to travel by car and increase sustainable travel practises, this Travel Plan will be supported by several objectives, as set out in **Table 1**.

Objective Number	Objective
1	To support the development as part of a sustainable community
2	To facilitate and encourage the use of sustainable travel modes in preference to the use of the private car
3	Continually develop, implement, evaluate and review the progress of the Travel Plan
4	To promote and improve awareness of the Travel Plan process to residents, sales staff and visitors

Table 1: Travel Plan Objectives

Travel Plan Benefits

1.7 The preparation and delivery of a successful TP, combined with a package of suitable infrastructure measures, will deliver a number of benefits to the future residents and the existing local community and surrounding environment. For residents, these benefits include:

- Improved health and fitness through increased levels of walking and cycling;
- Increased travel flexibility offered through wider travel choices;
- The social aspects of sharing transport with others; and
- A better environment within the site and surrounding area, as a result of reduced vehicular movements and parking pressures.

1.8 The implementation of the TP will lessen the impact of the development on the environment in terms of reducing congestion, noise and atmospheric pollution created by vehicle trips to and from the site. This will contribute to both local air quality management and national climate change reduction targets.

Travel Plan Structure

1.9 The remainder of this TP adheres to the following structure:

- Chapter 2: Travel Plan Policy
- Chapter 3: Existing Conditions and Site Accessibility
- Chapter 4: Proposed Development
- Chapter 5: Indicative Baseline and Target Travel Patterns
- Chapter 6: Travel Plan Strategy
- Chapter 7: Marketing and Communications
- Chapter 8: Implementation and Monitoring
- Chapter 9: Summary and Conclusions

2. TRAVEL PLAN POLICY

2.1 The objectives of this TP have been designed to work alongside those set at national, regional and local levels. For reference these objectives particularly relate to:

- National Planning Policy Framework (NPPF);
- Planning Practice Guidance (PPG);
- West Sussex County Council Local Transport Plan (LTP) (2022-2036);
- Mid Sussex District Plan 2014-2031 (Adopted March 2018); and
- Albourne Parish Neighbourhood Plan (2014-2031)

National Planning Policy Framework (NPPF)

2.2 The NPPF (July 2021) acts as the central guidance for development planning. As defined in the NPPF's Annex 2: Glossary, a Travel Plan is 'a long term management strategy for an organisation or site that seeks to deliver sustainable transport objectives and is regularly reviewed' and is a requirement for developments which generate a significant amount of movement. The following NPPF paragraphs are relevant to the Travel Plan:

Transport issues should be considered from the earliest stages of plan-making and development proposals, so that:

a) The potential impacts of development on transport networks can be addressed;
b) Opportunities from existing or proposed transport infrastructure, and changing transport technology and useage, are realised – for example in relation to the scale, location or density of development that can be accommodated;
c) Opportunities to promote walking, cycling and public transport use are identified and pursued;
d) The environmental impacts of traffic and transport infrastructure can be identified, assessed and taken into account – including appropriate opportunities for avoiding and mitigating any adverse effects, and for net environmental gains; and
e) Patterns of movement, streets, parking and other transport considerations are integral to the design of schemes, and contribute to making high quality places.

(NPPF Para.104)

The planning system should actively manage patterns of growth in support these objectives. Significant development should be focused on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes. This can help to reduce congestion and emissions, and improve air quality and public health. However, opportunities to maximise sustainable transport solutions will vary between urban and rural areas, and this should be taken into account in both plan-making and decision-making.

(NPPF Para.105)

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

(NPPF Para. 113)

Planning policies and decisions should sustain and contribute towards compliance with relevant limit values or

national objectives for pollutants, taking into account the presence of Air Quality Management Areas and Clean Air Zones, and the cumulative impacts from individual sites in local areas. Opportunities to improve air quality or mitigate impacts should be identified, such as through traffic and travel management, and green infrastructure provision and enhancement. So far as possible these opportunities should be considered at the plan-making stage, to ensure a strategic approach and limit the need for issues to be reconsidered when determining individual applications. Planning decisions should ensure that any new development in Air Quality Management Areas and Clean Air Zones is consistent with the local air quality action plan.

(NPPF Para.186)

Planning Practice Guidance (PPG)

2.3 The PPG (2014) is due to be updated to reflect the revised NPPF, however, the existing PPG document still contains relevant planning principles which relate to the NPPF and therefore has been retained until an updated document has been published.

2.4 The PPG (2014) provides an overarching framework within which the transport implications of development should be considered. It provides advice on the preparation of Transport Assessments, Transport Statements and Travel Plans.

Travel Plans, Transport Assessments and Statements are all ways of assessing and mitigating the negative transport impacts of development in order to promote sustainable development. They are required for all developments which generate significant amounts of movements.

(PPG Para. 3)

2.5 The key principles within which Travel Plans, Transport Assessments and Statements should be undertaken are detailed as follows:

- Proportionate to the size and scope of the proposed development to which they relate and build on existing information wherever possible;
- Established at the earliest possible stage of a development proposal;
- Be tailored to particular local circumstances;
- Be brought forward through collaborative ongoing working between the Local Planning Authority, Transport Authority, transport operators and other relevant bodies.

2.6 The guidance emphasises the importance of consulting the relevant local authority at the outset in order to scope the Transport Assessment work on the basis of the principles highlighted above.

West Sussex County Council Transport Plan (LTP) (2022-2036)

2.7 The West Sussex Council Local Transport Plan covers the period up to 2036 and provides details of how the Council intends to improve transport and accessibility over the next 14/15 years. The vision

for the Local Transport Plan (LTP) is: "for a West Sussex transport network in 2036 that works for communities in the Coastal West Sussex, Gatwick Diamond and Rural West Sussex economic areas by helping to address the spatial economic challenges of the County, level up the coastal economy and provide access to employment and services countywide."

2.8 The WSCC LTP is based around five transport goals:

Active Travel Strategy Extending and improving the network of active travel facilities
Share Transport Strategy Facilitate a more efficient and customer focused bus network, using community transport and new mobility solutions where possible.
Rail Strategy Identifying priorities that will help rail networks to perform a strategic role in the transport network, providing connectivity between towns in West Sussex.
Access to Gatwick Airport Strategy Supporting initiatives that will increase sustainable transport mode share for passengers and employees and ensure community needs are taken into account.
Road Network Strategy Improve efficiency of the most strategically important local roads and provide facilities for active travel and shared transport services, supported by use of using demand management techniques.

2.9 The LTP sets out area strategies whereby Mid Sussex has area specific transport strategies which include, roadway improvements, increased and improved charging infrastructures, improve cycle routes, improvement to bus and rail services, and interchange facilities.

Mid Sussex Local Plan

2.10 The Mid Sussex Local Plan provides a long-term strategy that seeks to shape and guide new developments in the Mid Sussex area. The Vision states:

"A thriving and attractive district, a desirable place to live, work and visit. Our aim to maintain, and where possible, improve the social, economic and environmental well-being of our District and the quality of life for all, now and in the future".

2.11 The Vision is supported by four priority themes that promote the development of sustainable communities:

- Protecting and enhancing the environment;

- Promoting economic vitality;
- Ensuring cohesive and safe communities; and
- Supporting healthy lifestyles.

Albourne Parish Neighbourhood Plan (2014-2031)

2.12 Albourne Parish Council Neighbourhood plan is a report that 'covers the whole parish area for the period up to 2031. It sets out the development principles and allocation of areas for future building and land use'. Policies and objectives have been derived and improved based upon public surveys and feedback. The following objects are therefore as follows:

- Keeping the 'village-feel' and sense of place
- Protecting and enhancing the environment
- Promoting economic vitality and diversity
- Ensuring cohesive and safe communities
- Supporting healthy lifestyles

2.13 Albourne Parish Neighbourhood Plan sets out policies and aims, whereby the policies and aims in relation to transport and the proposed site have been summarised below:

Country, Landscape and Conservation **Policy ALC3:** Development will be supported in the countryside provided that it does not individually or cumulatively result in coalescence and loss of separate identity of neighbouring settlements or perception thereof; and provided that it does not conflict with other policies in this Plan. Development for essential utility infrastructure will be acceptable in exceptional circumstances where it can be demonstrated that there are no alternative sites suitable and available, and that the benefit outweighs any harm or loss. Local gaps between the following settlements define those areas covered by this policy: Albourne and Sayers Common, and Albourne and Hurstpierpoint.
Housing **Policy ALH1:** Development will generally be supported within or immediately adjoining the Built-Up Area Boundary provided that: The development is appropriate to a village setting in terms of scale, height and massing, The development is demonstrated to be sustainable, having regard to the settlement hierarchy, The development makes an appropriate use of a brownfield site or the development is infill and surrounded by existing development.
Employment **Policy ALE1:** Development (within the built-up areas of the sites shown on map 9.2 within the report) which maintains and enhances employment in these locations, will be supported, subject to the requirements of any relevant policies elsewhere in this plan.

Transport **Aim ALTA1:** A specific scheme will be developed aimed at improving the safety of road users and pedestrians utilising the Albourne stretches of the B2118 and B2116 roads **Aim ALTA2:** A specific scheme will be developed aimed at improving the safety of road users and pedestrians using The Street, Church Lane, Truslers Hill Lane, Shaveswood Lane and Reeds Lane. **Aim ALTA3:** A scheme to manage traffic congestion and parking arrangements in this area will be developed. It is intended that the scheme will include specific measures (in conjunction with the School) to seek to address the issues apparent at school drop off and pick up times. **Aim ALTA4:** A proposal will be developed in conjunction with the highways department at WSCC to downscale and streamline all road signage on the B2118 and its feeder roads. The proposal will also seek to remove all unnecessary and inappropriate roadside clutter. **Aim ALTA5:** The Council will lobby the appropriate bodies to ensure the earliest delivery of an up to date 'quiet tarmac' road surface for the length this trunk road (A23) as it passes through this and adjoining parishes.
Amenities **Aim ALAA3:** The council will support and assist efforts by the school to increase capacity and improve facilities for teachers and pupils

3. EXISTING CONDITIONS AND SITE ACCESSIBILITY

Existing Site Conditions

3.1 The site is situated towards the western edge of Albourne Village, approximately 580m west of the A23 and 1.4km south of Sayers Common. Hurstpierpoint is located approximately 1.7km east of the site offering a wider variety of amenities and services including several shops and restaurants, places of worship, a pharmacy, dentist, health centre and library.

3.2 The site comprises undeveloped agricultural land bordered by Henfield Road to the north and Church Lane to the south. To the east the site is bordered by Albourne CoE Primary School and existing residential dwellings whilst to the west the site is bordered by neighbouring agricultural fields.

3.3 There are currently two existing points of vehicular access to the site. The triangular parcel of land which extends across the site frontage, comprises an orchard and is accessed via a gated entrance approximately 90m west of The Street/Henfield Road junction.

3.4 The remainder of the site, also used for agricultural purposes, is served by a different gated access towards the north-east corner of the site on Henfield Road. This access is situated approximately 10m west of The Street/Henfield Road junction and is shown in **Photograph 1**. The existing site conditions are demonstrated in **Photograph 2-4**.

Photograph 1: Existing Access Arrangement

Photograph 2: Existing Site Conditions

Photograph 3: Existing Site Conditions

Photograph 4: Existing Site conditions

Local Road Network

Henfield Road

3.5 Henfield Road (B2116) is a single carriageway road with an east-west alignment and measures approximately 6.5m in width. Within the vicinity of the existing site accesses Henfield road is subject to a 30mph speed limit however approximately 20m west of The Orchard access and halfway along the site frontage with Henfield Road, the speed limit changes to national speed limit. The existing conditions along Henfield Road within the vicinity of the site are demonstrated in **Photographs 5-8.**

Photograph 5: Conditions on Henfield Road (Eastbound)

Photograph 6: Conditions on Henfield Road (Westbound)

Photograph 7: Speed signposts along Henfield Road (Eastbound)

Photograph 8: Speed signposts along Henfield Road (Westbound)

3.6 Approximately 300m east of the site, Henfield Road joins with the B2118 via a priority junction. The B2218 provides good connections with the strategic road network including the A23 and the A272. The A23 is accessible via a 3-minute drive (2.5km) north of the site and provides connections with Crawley to the north (18 minutes) and Brighton to the south (23 minutes). The existing conditions along and adjacent the B2118 junction are shown in **Photographs 9** and **10.**

Photograph 9: Conditions at the B2118/Henfield Road Junction

Photograph 10: Conditions along the B2118 (southbound)

The Street

3.7 The Street is a single carriageway road with a north-south alignment, measuring 6m in width. The Street is subject to a 20mph speed limit and connects with Henfield Road to the north and Church Lane to the south, with connections to Barn Close approximately 90m south of the junction with Henfield Road. Albourne CoE Primary School's access is also located along this road, approximately 26m south of the junction. The existing conditions along The Street are shown in **Photographs 11** and **12.**

Photograph 11: The Street conditions (school keep clear markings) (southbound)

Photograph 12: The Street conditions (northbound)

Pedestrian Network

Henfield Road

3.8 Pedestrian footways in the immediate vicinity are currently provided along Henfield Road between The Street/Henfield Road junction, this area is known as the Millennium Trail. The existing pedestrian conditions are shown in **Photographs 13** and **14**.

Photograph 13: Pedestrian footpath access to the Millennium Trail

Photograph 14: Pedestrian footpath in the Millennium Trail

3.9 Pedestrian footways measuring approximately 1.5m width flank the southern side of the carriageway for approximately 105m swapping to the northern side for approximately 55m before alternating to the southern side for approximately 60m. These footways connect to the B2118 /Henfield Road junction and with The Street pedestrian routes (both to the east of the site). At the Henfield Road/B2118 junction, dropped kerbs and a pedestrian refuge island are present to facilitate the safe movement of pedestrians. Due to the nature of the Henfield Road and distance to alternative amenities on the western side of the site, no pedestrian footways are provided here. The existing pedestrian conditions are shown in **Photographs 15-18**.

Photograph 15: Pedestrian footway on Henfield Road (eastbound)

Photograph 16: Pedestrian dropped kerbs on Henfield Road (eastbound)

Photograph 17: Pedestrian footway on Henfield Road (eastbound)

Photograph 18: Informal pedestrian footway to Henfield Road/B2118 junction

The Street

3.10 The Street provides pedestrian footways that flank both sides of the carriageway at varying widths (approximately 1.5m on the eastern side and approximately 1.8m on the western side). The eastern pedestrian footway heads towards the Albourne Parish Council building, and a public footpath continues east through a recreation ground connecting to the B2118. The western flanking pedestrian footway continues for 140m from the Parish Council connecting to The Twitten road; providing further connections to the B2118 via a public footpath in the form of an alleyway that stretches approximately 70m east. These pedestrian footways feature dropped kerbs and tactile paving. The existing pedestrian conditions along The Street and Barn Close are shown within **Photographs 19-22** below.

Photograph 19: Pedestrian footway adjacent Barn Close looking to the Parish Council

Photograph 20: Pedestrian Public Footpath Signage

Photograph 21: Pedestrian footway along the Twitten

Photograph 22: The Street School Tactile Paving Crossing (northbound)

B2118

3.11 Footways continue along the B2118 in both directions towards Sayers Common to the north and Albourne Road (towards Hurstpierpoint) to the south. These footways measure approximately 2m in width providing connections to the 'Traffic Lights' Bus Stop and other amenities in Sayers Common. Existing pedestrian footways along the B2118 are demonstrated in **Photographs 23.**

Photograph 23: Pedestrian footway along the B2118 (southbound)

3.12 Approximately 25m north of the Henfield Road / B2118 junction a dropped kerb is featured flanking the southbound carraigeway (east) opposite a vehicle crossover on the northbound (west) side, provided to facilitate pedestrian movements across the B2118. The crossing point is supported by dropped kerbs, and the straight alignment of the road allows for good visibility along the carriageway. Approximately 15m south of the aforementioned junction a pedestrian crossing point is also provided, supported by a pedestrian refuge island in the centre of the carriageway and tactile paving.

3.13 Approximately 175m south of the Henfield Road/B2118 junction, signalised pedestrian crossings are provided at the B2118 / Albourne Road (B2116) junction providing a safe route for pedestrians travelling towards Hurstpierpoint.

3.14 In addition to the footways along Henfield Road, The Street and the B2118, the site is situated within the vicinity of a number of Public Right of Ways (PROWs) which provide pedestrian routes towards the neighbouring village of Hurstpierpoint as well as local facilities including the Singing Hills Golf Course and the Albourne Equestrian Centre.

3.15 An overview of the Public Rights of way within the vicinity of the site is provided in **Figure 2**.

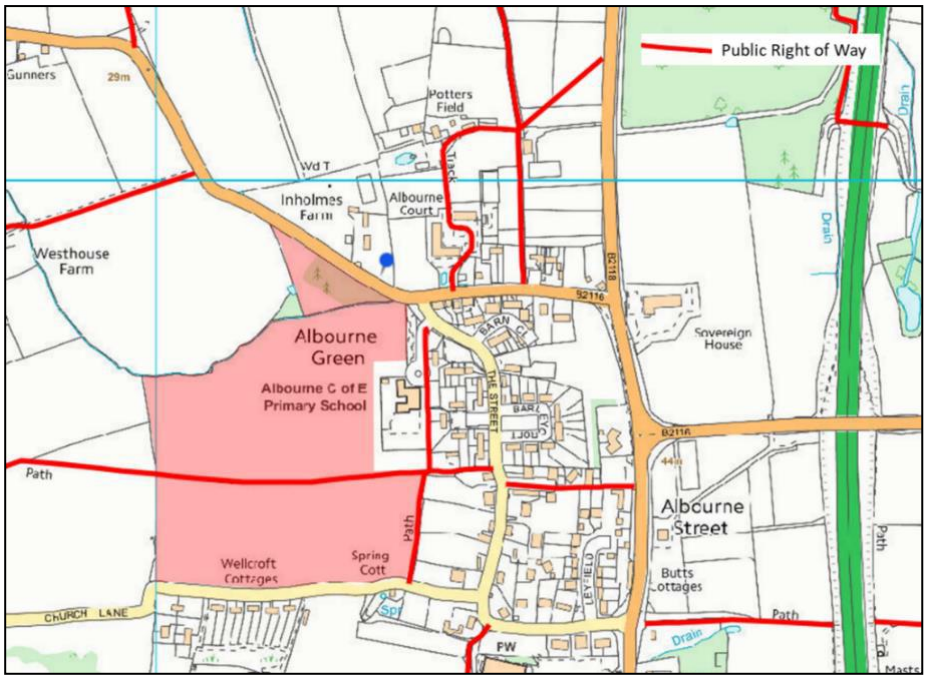

Figure 2: Local Public Rights of Way

3.16 PROW No.15_1Al runs through the centre of the site to the south of the proposed residential dwellings. The route connects the site with The Street to the east of the site and provides a continuous pedestrian route towards the B2118 via The Twitten. Furthermore, pedestrian infrastructure and routes have been demonstrated in **Figure 3.**

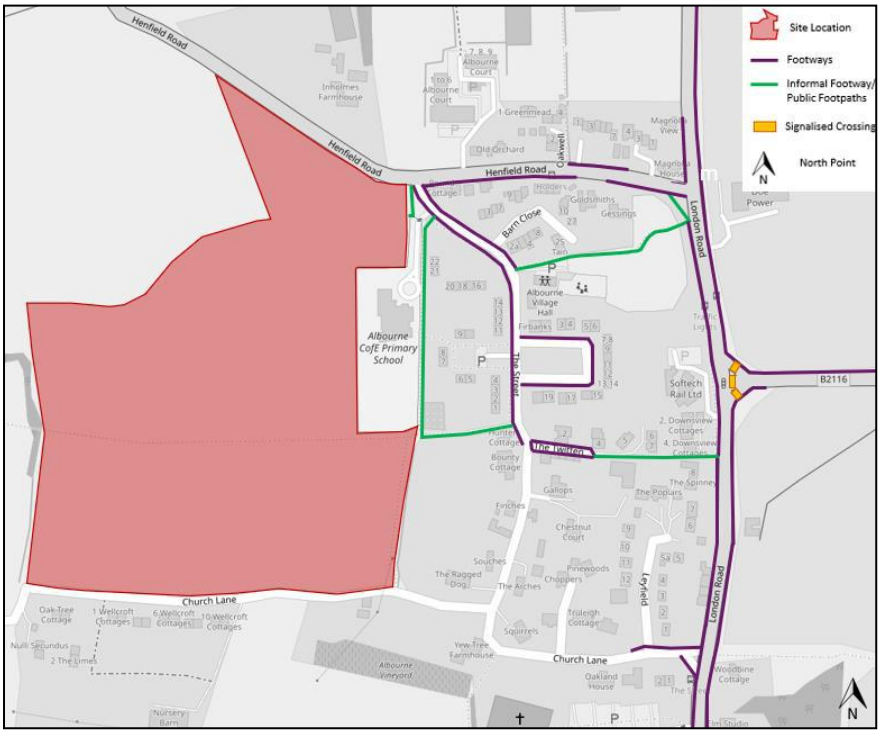

Figure 3: Local Walking Infrastructure and Routes

Cycle Network

3.17 Due to the nature of the Albourne topography, cycling is an attractive mode of travel. The site is situated approximately 300m west of National Cycle Route (NCR) 20 which follows the route of the B2118 within the vicinity of the site (**Figure 4**). The route connects the site with Crawley to the north via Sayers Common, Hickstead, Bolney, Staplefield, Handcross and Pease Pottage. To the south, the route connects the site with Brighton via Pyecombe, Withdean and Preston.

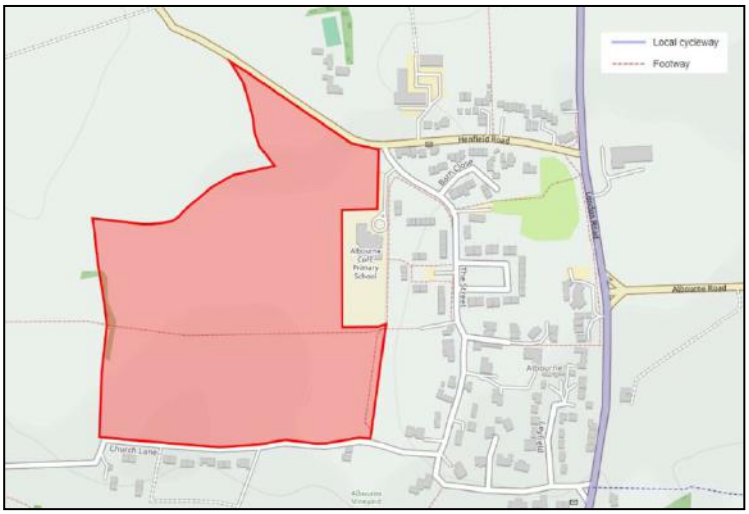

Figure 4: Local Cycleway and Walking Routes

Facilities

3.18 The site is located within Albourne and is situated approximately 1.4km south of Sayers Common (a 6-minute cycle and 21-minute walk) and 1.7km west of Hurstpierpoint (a 6-minute cycle and 23-minute walk). Sayers Common provides a public house and Community Shop and Hurstpierpoint is facilitated by an abundance of facilities including, restaurants, cafés, schools, supermarkets, post office, theatre, pharmacy and health clinic.

3.19 The CIHT document, 'Providing for journeys on foot' (2000), identifies the 'desirable', 'acceptable' and 'preferred maximum' walking distances to locations within town centres and elsewhere. The distances are outlined within **Table 2** below.

	Town Centre (m)	Elsewhere (m)
Desirable	200	400
Acceptable	400	800
Preferred Maximum	800	1200

Table 2: CIHT Guidance for 'Providing for journeys on foot' (2000)

3.20 The proximity of the site to the local amenities as well as the existing pedestrian infrastructure presents an good opportunity to promote the use of sustainable travel and create a sustainable development. A summary outlining the proximity to a select number of local amenities is provided within **Table 3**, using the average walking speed of 1.4m/s as defined by CIHT's 'Providing for journeys on foot' (2000).

Amenity	Distance	Walking Time	Cycle Time
Primary School (Albourne CE Primary School)	55m	1 min	1 min
Park (Albourne Recreation Ground)	200m	2 min	1 min
Public House (Duke of York – Sayers Common)	1600m	21 min	6 min
Restaurant (Crossways Fish and Chips Hurstpointpier)	1850m	22 min	6 min
Convenience Store (Sayers Common Community Shop)	1900m	25 min	6 min
Supermarket (Co-Op Hurstpointpier)	2000m	25 min	6 min
Post Office (Hurstpierpoint Post Office)	2100m	26 min	6 min
Pharmacy (Lloyds Pharmacy Hurstpierpoint)	2200m	27 min	7 min
Health (Hurstpierpoint Health Clinic)	2200m	27 min	7 min
Leisure (Hurstpointpier Village Theatre/Cinema)	2300m	28 min	7 min

Table 3: Proximity to Local Amenities

Public Transport

3.21 The closest bus stops to the site are the 'Holders' bus stop, located within 150m of the site (a two-minute walking distance). Both stops are served by the 590 bus service which departs at 08:25 during the week and serves Sayers Common, Muddleswood, Hurstpierpoint, and Clayton.

3.22 A better served bus stop includes the 'Traffic Lights' bus stops, located along the B2118, approximately 300m east of the site (5-minute walking distance). The northbound stop comprises a layby and sheltered seating, whilst the southbound stop comprises a flag and pole style stop with printed timetables. Bus stop infrastructure is shown in **Photographs 24** & **25**.

Photograph 24: The Traffic Lights bus stop infrastructure (northbound side)

Photograph 25: The Traffic Lights bus stop infrastructure (southbound side)

3.23 A summary of the bus services provided within the vicinity of the site are outlined within **Table 4** and a summary of the local bus routes are demonstrated in **Figure 5.**

Service	Stops At: (Closest Stop)	Route	Operator	Frequency		
				M-F	Sat	Sun
590	Traffic Lights & Holders	Sayers Common – Hurstpierpoint – Keymer - Albourne	The Sussex Bus	Once a day: 08:25	No Service	
100	Traffic Lights	Burgess Hill – Henfield – Steyning – Storrington – Pulborough - Horsham	Compass Travel	Hourly	Hourly	No Service
273	Traffic Lights	Crawley – Hurstpierpoint – Brighton	Metrobus	Every 2 hours approx.		No Service
331	Traffic Lights	Keymer – Hurstpierpoint – Sayers Common	The Sussex Bus	Once a day: 15:31	No Service	

Table 4: Summary of Local Bus Services

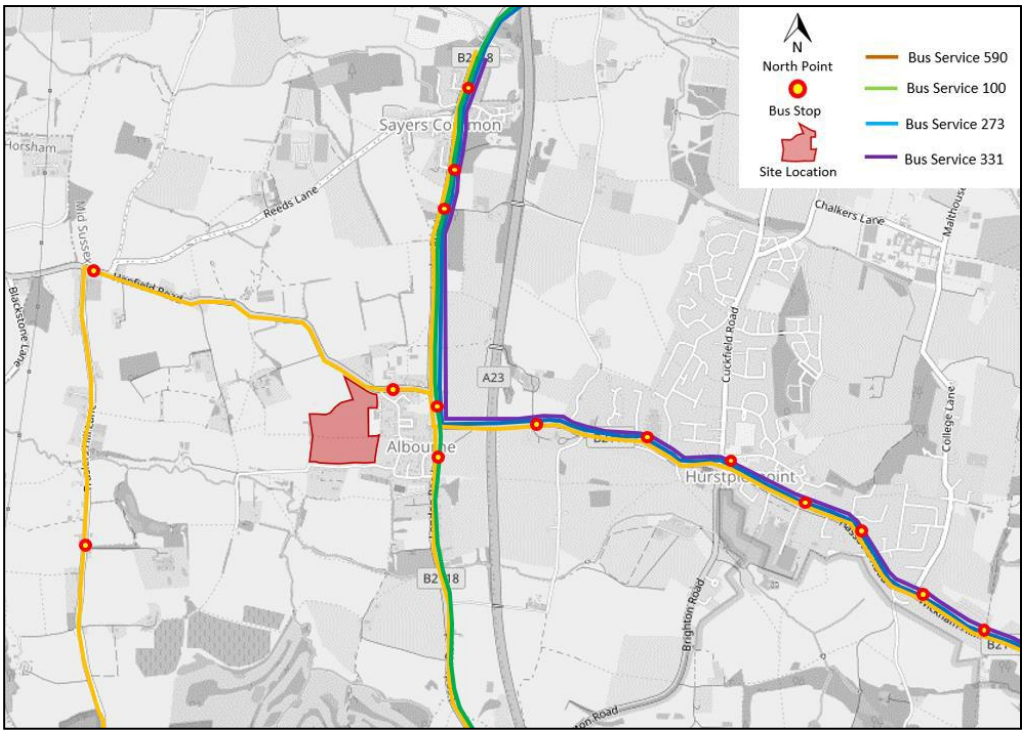

Figure 5: Summary of Local Bus Routes

Rail Services

3.24 The closest railway station to the site is Hassocks Station, situated approximately 4.5km east of the site. The station can be accessed from the site via a 15-minute (approx.) cycle or 25 minute journey (approx.) via the 273 bus service from the 'Traffic Lights' bus stop.

3.25 Frequent train services are available from Hassocks Station to destinations including Burgess Hill (4 minutes), Haywards Heath (10 mins), Brighton (11 mins), London Victoria via Gatwick Airport (54 mins), and Cambridge (2 hours 20 mins). The station benefits from ticket machines, sheltered cycle storage spaces, step free access and ramps for train access.

3.26 Overall, the site is considered to have reasonable access to public transport and some local facilities, and as such is considered to be sustainably located. Furthermore, a recent application was granted permission at an appeal in 2017 which proposed the construction of '120 dwellings, community facility, office space, care home and retail units' (Application Reference: DM/19/1148). This development will provide extra facilities located only 1.4km north of the proposed site.

Summary

3.27 The proposed development site is located approximately 580m west of the A23, 1.4km south of Sayers Common, and 1.7km west of Hurstpierpoint. The site is well connected to the local public transport network which gives access to wider areas like Hurstpierpoint, Burgess Hill, Haywards Heath and

Brighton. The site benefits from good pedestrian and cycle routes. Therefore, this proposed development presents an opportunity to promote sustainable travel to future site users and operate as a sustainable development.

Key Travel Resources

3.28 A number of key travel resources are available to help guide residents and visitors in making the best choice when it comes to sustainable travel. A handful of these resources are provided in **Table 5** below.

Resource	Description	Details
Sustrans	The national sustainable transport charity	www.sustrans.org.uk
Traveline	Online travel journey planner	www.traveline.info
Cycle Street	Online cycling journey planner	www.cyclestreets.co.uk
Living Streets	National organisation for supporting pedestrians	www.livingstreets.org.uk
Liftshare	Car sharing platform	www.liftshare.com

Table 5: Key Travel Resources

4. PROPOSED DEVELOPMENT

4.1 The subsequent section utilises information from the 'Development Proposal' section of the Transport Assessment that supports the planning application. The proposed development comprises of a residential scheme providing up to 135 dwellings accessed of Henfield Road (B2116), Albourne, indicative vehicle parking area for the neighbouring Albourne CE Primary School, and commercial space for a local village shop. An indicative site layout is attached as **Appendix A.**

Access Arrangements

Residential Development Site

4.2 The current access points to the existing sites will be stopped-up (with the hedgerow reinstated), and a new formalised access is proposed to be provided 45m east of the existing orchard access and 50m west of the Henfield Road/The Street junction in the form of a bellmouth junction measuring 5.5m with 6m radii.

4.3 The development proposals also include a segregated pedestrian footway that measures 2m in width and connects the internal area of the site to the frontage along Henfield Road. This then continues west connecting the site to existing footways and pedestrian routes along The Street, with additional tactile paving provided to facilitate pedestrian crossing at this point. The proposed footway would adjoin Henfield Road in the approximate location of the existing agricultural access and would avoid the internal ditch within the site. The ditch would need to be culverted, and it is anticipated that this would be dealt with at the detail design stage.

4.4 Pedestrian connections are also proposed in the centre of the site, to the south of the proposed dwellings, which would connect to the existing PROW No.15_1Al that runs through the site and connects to The Street to the east.

Albourne CoE Primary School Parking Area

4.5 A vehicle parking area for Albourne CoE Primary School comprising 30 parking spaces is also proposed as part of the planning application. This has been provided to alleviate congestion and parking issues faced in near vicinity to the school site and along 'The Street' and 'The Barn'. Access to the proposed vehicle parking area is to be via the internal carriageway within the development; serving a one-way working arrangement whereby cars can enter to via the access to the north (adjacent to the site access), park up, drop children at school, and then leave to the south whereby they would re-join the main spine road of the development. This arrangement is deemed to improve queue and traffic flow within the proposed site.

Community Shop

4.6 The development proposals include the indicative provision of a community shop, anticipated to run with reduced opening hours and to be primarily for the benefit of residents of the development and existing Albourne residents. The community shop is to be accessed internally from the development.

Parking Provision

Residential Development Site

4.7 As this application is outline in nature, parking will be considered as part of a subsequent Reserved Matters application. Parking will be provided for the residential dwellings in accordance with West Sussex County Council's 'Guidance on Parking at New Developments' (September 2020), in accordance to Parking Behaviour Zone (PBZ) 1. Cycle parking will be provided within the curtilage of each plot and will be within accordance of the local specific standards.

Albourne CoE Primary School Parking Area

4.8 The Albourne CoE Primary School proposed parking area seeks to be comprised of 30 parking spaces, this will alleviate the existing congestion featured along The Street and Barn Close. This is primarily aimed at parent pick up and drop off, with staff parking remaining on site utilising the existing parking provided. The parking will be in accordance with West Sussex County Council's parking standards.

Community Shop

4.9 The community shop is not anticipated to provide any parking, as the majority of trips are anticipated to be via sustainable modes from residents of the proposed development. Visitor parking on street can be used on an ad hoc basis to accommodate any modest vehicular trips as well as the pick up/drop off area for the school outside of peak times.

5. BASELINE TRAVEL PATTERNS

5.1 Travel data is important for setting objectives and targets. It provides a baseline from which progress can be measured. It also provides information on current travel habits within the local areas and a good indication of what sustainable modes of transport might become popular with future residents. The village shop and Albourne CoE School parking have not been assessed due to the size and nature of the proposed land-uses; therefore, this section of the TP outlines an indicative baseline split and associated multi-modal targets for future residents.

Modal Splits

5.2 To establish an indicative modal split for the residential development, the TRICS database has been consulted to obtain multi-modal trip surveys conducted at comparable sites. The TRICS dataset (V7.9.2) has been interrogated as follows:

- Land-Use Class 'Residential', Sub Land-Use Class 'Houses Privately Owned';
- Sites in England and Wales (excluding Greater London);
- Sites in 'Edge of Town' locations;
- Weekday Surveys only; and
- Parameter of 6-250 dwellings

5.3 The results of this assessment are outlined in **Figure 7**. The baseline modal splits include all trips including resident and visitor trips. Certain areas were deselected in order to provide robust assessment whereby comparable, rural sites were favoured and centralised/urban sites and too low of dwelling quantity were deselected. The full outputs of this assessment are attached in **Appendix C.**

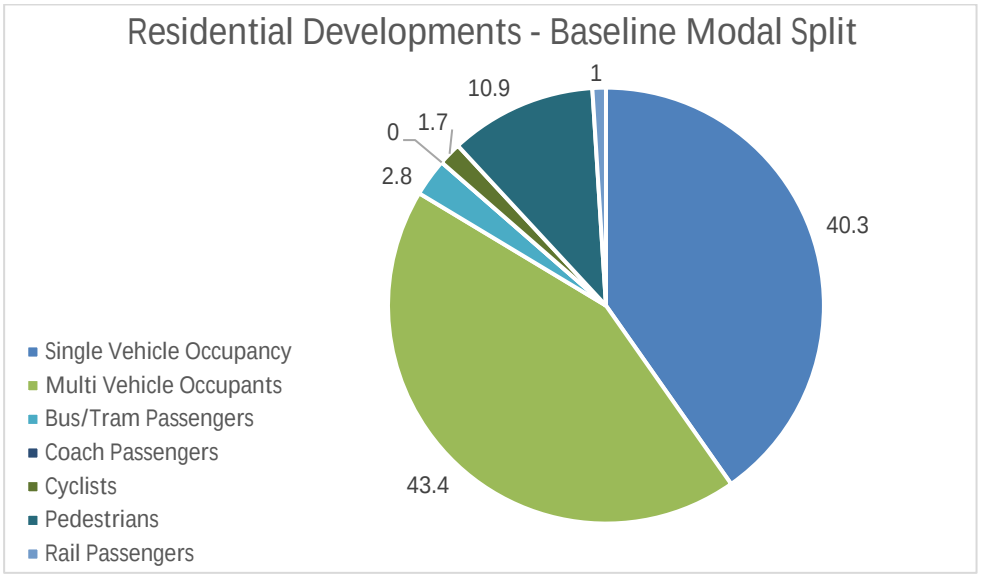

Figure 7: Residential Baseline Multi-Modal Split

5.4 The data indicates that single vehicle occupancy vehicular trips is only anticipated to account for around 40.3% of trips to/from the site, 43.4% of vehicular trips are expected to comprise multiple occupants, 10.9% of trips are estimated to be made on foot, 3.8% of trips via public transport and 1.7% cycle.

5.5 To assess whether these modal splits are representative of the actual site, a baseline survey would be undertaken 3 months after 1st occupation, to establish site-specific modal shares. Conducting baseline surveys at this time would allow the Travel Plan Co-Ordinator (TPC) to better understand the needs and abilities of the site-users and upon completion of this survey modal split targets can be developed. These surveys and targets will be agreed with Mid-Sussex Council's (MS) Travel Plan Officer (TPO).

Travel Plan Targets

5.6 In the meantime, indicative SMART (Specific, Measurable, Achievable, Realistic and Time-Bound) modal share targets will be measured over a 5-year period, with monitoring to begin 3 months after first occupation of the site. Progress against these targets will be monitored to help inform the measures set out in the Action Plan. Overall, a 10% target modal shift away from Single Occupancy Vehicle trips is sought through the implementation of a Travel Plan.

5.7 **Table 7** demonstrates the interim modal share targets, whereby 'indicative baseline modal share' data is based of the TRICS dataset (V7.9.1) summarised in **Figure 7**, and the 'Indicative Trips' targets are taken from the TRICS Multimodal outputs and Transport Assessment proposed 12-hour trip rate (whereby 'Public Transport', 'Walking' and 'Cycling' are taken from TRICS Multimodal Outputs and 'Vehicle Trips' are taken from the Transport Assessment proposed trips).

Targets	Mode	Indicative Baseline Modal Share	Indicative Trips	Interim Target (End of Year 1)			Interim Target (End of Year 3)			Interim Target (End of Year 5)		
TP1	Total Vehicle Trips	83.7%	653	79.7%	619	**-4%**	76.7%	600	**-7%**	73.7%	580	**-10%**
TP2	Public Transport	3.8%	42	4.8%	38	**+1%**	5.8%	39	**+2%**	5.8%	39	**+2%**
TP3	Walking	10.9%	120	12.9%	134	**+2%**	13.9%	135	**+3%**	15.9%	138	**+5%**
TP4	Cycling	1.7%	19	2.7%	19	**+1%**	3.7%	19	**+2%**	4.7%	20	**+3%**

Table 7: Interim Modal Share Targets

5.8 A baseline travel survey will be undertaken 3 months after first occupation and a TRICS SAM survey will be undertaken also at 3 months after first occupation or 50% occupation, which will be repeated in Year 3 and 5. This will present the opportunity to establish site specific baseline modal shares which will allow the targets to be revised where necessary should the results differ from the figures in **Table 7.**

5.9 Surveys will subsequently be completed annually, for a period of 5 years, with monitoring reports produced and submitted to West Sussex County Council summarising the progress made each year towards the targets. Further detail on the monitoring strategy is provided later in this report.

6. TRAVEL PLAN STRATEGY

6.1 The following section outlines the proposed Travel Plan strategy moving forward. The idea is for strategy to evolve over the lifetime of TP through the responsibility of the Travel Plan coordinator (TPC). The strategy suggested is influenced by the site's location, the aims of the TP and any local/national policy. It is expected that these measures will be carried on by the residents and staff of the village shop beyond the five-year lifespan of the TP.

Key Stages: Prior to Occupation

6.2 In order to meet the main aims of this TP, it is vital that several measures are applied at the earliest possible stage. The targets set out within this TP should be assessed annually by the TPC to verify that they remain appropriate and attainable. Before occupation of the first unit, the TPC should complete all preliminary tasks identified in the Action Plan as outlined in **Table 8.**

6.3 The TPC should carry out the preliminary tasks determined within the agreed TP Action Plan and organise a database to hold any important contact details including the Travel Plan Officer, residents, forums etc plus liaise with any local TPCs.

Key Stages: 3 Months Post First Occupation

6.4 The TP would become fully operational 3 months after first occupation and remain active for a period of 5 years following on from that date. The eventual idea of the TP is that the residents and relevant village shop staff would take over the day-today application of the TP, implying that it has become fully embedded within the local community.

6.5 The Action Plan below is expected to evolve throughout the lifespan of the TP through the application of a range of procedures. These procedures would be defined through liaising with the local TPO, residents and any other stakeholders in the development. These procedures are discussed in further detail throughout the remainder of this section and are included within the Action Plan in **Table 8**.

Modal Measures: Walking and Cycling

6.6 The local pedestrian and cyclist network/infrastructure have previously been reviewed within this TP, as well as the local amenities that are within an acceptable walking distance of the development. Any local pedestrian and cycle routes would be promoted to the residents. The details of the quickest and most direct routes will be provided through resident welcome packs and annual newsletters.

6.7 The village shop staff (employed locally) would also be informed of the various pedestrian and cycle routes in the local area and would be expected to promote these at the point of sale and on noticeboards, along with any physical infrastructure such as the cycle storage, in order to encourage sustainable travel from the earliest stage. In addition, the TPC may liaise with local cycle shops in an attempt to secure discounts for the residents of the development.

Modal Measures: Public Transport

6.8 The public transport links have previously been discussed within the TP and are a benefit to the area, with various bus services and routes, connecting to alternative public transportation links and a variety of nearby settlements, such as Hurstpierpoint, Hassocks and Brighton.

6.9 To maximise the use of local services, a summary of the timetables would be made available to residents on all forms of travel marketing such as the welcome pack and annual newsletters.

6.10 As per the walking and cycling segment, village shop staff should also promote all opportunities to travel sustainably via public transport or pedestrian/cycle routes in the local area to prospective residents and be kept up to date with any timetable or service changes. The TPC should also seek to obtain travel vouchers from local bus/rail/cycle services in the form of discounts or free tasters to further encourage the use of public transport.

Modal Measures: Sustainable Car Sharing

6.11 Car Sharing is a simple yet efficient way to help reduce the number of single occupancy vehicle trips generated by a development whilst also benefitting from a reduction in transport costs, traffic congestion and air pollution.

Modal Measures: Sustainable Private Vehicle Use

6.12 On occasions when single occupancy vehicle use is unavoidable or where alternative travel options are significantly limited in comparison, opportunities to promote sustainable driving practices would be promoted. Specifically, West Sussex Car Share (www.westsussexcarshare.com) will be promoted to residents through the webpage, newsletters and welcome packs.

6.13 As more areas of the UK are being required by the government to implement Clean Air Zones, the industry is aiming to provide a greater network of electric charging points, encouraging the greater uptake of electric and hybrid vehicles. Altering resident's perceptions on hybrid, but in particular electric vehicles, is fundamental for creating a more sustainable development.

6.14 Electric vehicles now have significant ranges, with some vehicles achieving at least 300 miles before needing to be recharged. In addition, manufacturers are confident in the batteries that they are now offering 8 year warranties on some models.

6.15 Hybrid vehicles combine both electric motors with a standard combustion engine providing a normal driving scenario with the addition of an electric provision. Promotion of both electric and hybrid vehicles is becoming a key aspect of sustainable travel, and with Government grants available, this would be promoted as part of the TPC.

Home and Remote Working

6.16 Options for home and remote working are becoming popular practises for many companies, especially following the Covid-19 pandemic where a hybrid form of working has become increasingly common. Although this TP has limited scope to adjust workplace practises, it can ensure that residents are aware of smarter working practises and options to work from home.

Local Area and Visitors

6.17 This TP should not evolve in isolation from the local community and subsequently the TPC would be expected to extend their liaison and communication beyond just the residents of the site to the local community. This could be achieved by attending local resident and community groups. As part of the TP, the TPC will also promote sustainable travel opportunities to any visitors travelling to and from the site. It is hoped that the residents own positive experiences with sustainable travel methods will result in a knock-on effect to site visitors.

Action Plan

6.18 To support this TP, an Action Plan has been drafted as displayed in **Table 8**. The various measures have been split into modes of travel along with the preliminary measures that would require completion by the TPC prior to the first occupation.

	Action	Responsibility	Timescale
Preliminary	Travel Plan Co-ordinator (TPC) to be appointed		Prior to occupation
	TPC to confirm Action Plan with West Sussex County Council	TPC	Prior to occupation
	TPC to establish point of contact with West Sussex County Council's TPO	TPC	
	TPC to prepare a Travel Welcome Pack to include: Travel Plan Leaflets; Information on local area; details of on-site cycle storage; pedestrian routes; bus information.	TPC	
	TPC to decide on communication strategy for use with residents and village shop staff	TPC	
	TPC to prepare TP action database for logging/recording the following details: Actions. Resident details, queries, and advice	TPC	
Walking/Cycling	Maintenance of local area walking/cycling route/duration map with residents, focusing on journey times/routes within Albourne, Sayers Common and Hurstpierpoint	TPC	Ongoing
	Promote use of local walking facilities and on-site cycle storage		
	Co-operation and co-ordination with local, regional or national campaigns and events such as: -Bike Week (www.bikeweek.org.uk) -Sustrans Big Cycle and Walk Challenge (www.getmeactive.org.uk)		
	Co-operate with local Walking Groups for local events/groups		
Car Sharing	Promote the benefits of Car Sharing	TPC	Ongoing
Public Transport	Maintenance of maps/journey times/routes of public transport	TPC	Ongoing
	Maintain dialogue with local public transport service operators for service changes and promotions		
Communication and Marketing	Prepare leaflets outlining the sustainable modes of travel available in the local area	TPC	Ongoing
	Provide social media updates on a regular basis		
	Promotional material to be provided on social media, the webpage and newsletters		
	Dedicated webpage/website for local updates and for residents to communicate and share ideas		

Table 8: Action Plan

7. IMPLEMENTATION AND MONITORING

The Travel Plan Coordinator (TPC)

7.1 The role of the TPC would be part-time and will be commenced by a resident or external consultant. The TPC is responsible for fulfilling and monitoring the TP through cooperation with residents and staff to ensure a collective approach at every stage.

7.2 The TPC would be accountable for the day-to-day enactment of the Travel Plan. The initial stages of a Travel Plan are comparatively time intensive, and the budget should be 'front-loaded' to take into account the work that is necessary to determine the Travel Plan. It is estimated that the role of the TPC will, at first, equate to circa one day per week, which will lessen to circa 3 hours per week thereafter. However, the TPC should always be on hand to answer any resident or visitor queries, or any queries from the WSCC Travel Plan Officer.

7.3 To summarise, the role of the TPC involves:

- Supervising the development and execution of the TP;
- Acquiring and retaining commitment and support of the TP;
- Planning and applying an efficient marketing strategy and raising awareness;
- Staying updated on policy changes, campaigns, promotions, services, facilities and information/promotional material;
- Acting as the point of call for all TP enquiries;
- Co-ordinating the monitoring programme for the TP including organisation of surveys; and
- Liaison with residents, staff, WSCC and local travel operators.

7.4 Upon appointment (3 months before the first occupation) contact details of the TPC would be supplied to WSCC's TPO, to guarantee that transparent communication occurs from the first point of introducing the TP.

Travel Plan Monitoring Strategy

7.5 West Sussex County Council requires developers to commit to a long-term monitoring strategy for their Travel Plan in order to achieve sustainable and lasting results. The developer is responsible for monitoring all Travel Plan activity and travel behaviour and reporting this to the county council. Monitoring should be in accordance with an agreed methodology, and the developer should make adequate resources available to the Travel Plan Co-Ordinator to do so.

7.6 Residential Travel Plans should be in place from first occupation until a minimum of five years following full site occupation. This TP's method recognises the above and the intended monitoring method is presented in **Table 9** and summarised within the ensuing paragraphs.

Preliminary Period	End of Year 1	End of Year 2	End of Year 3	End of Year 4	End of Year 5
TRICS SAM survey 3 months after first occupation or 50% occupation	Resident Travel Survey and Monitoring Report	Resident Travel Surveys and Monitoring Report	Resident Travel Surveys and TRICS SAM Survey and Monitoring Report	Resident Travel Surveys and Monitoring Report	Resident Travel Surveys and TRICS SAM Survey and Monitoring Report

Table 9: Travel Plan Monitoring Strategy

7.7 Upon reaching 3 months after 1st occupation or 50% occupation, a TRICS SAM survey would be performed to detect precise site-specific travel patterns for residents and to set revised targets for the TP. This would be repeated at the end of Year 3 and Year 5. The Resident Travel Surveys will also be repeated at the end of each of the following years. An example resident travel survey is attached within **Appendix D**.

7.8 The TPC would look to achieve an acceptable response rate from residents, however, over the course of the TP the response rate is expected to drop off. Therefore, the TPC is expected to work alongside West Sussex County Council's TPO to ensure that response rates are adequate.

7.9 The outcomes of the surveys would be made accessible for all staff, residents, and visitors to view on the developments dedicated TP website and should also be incorporated in all newsletters and on any community notice boards.

7.10 After each survey has been completed a monitoring/progress report would be produced and submitted to WSCC within 3 months of the survey taking place. The report would include information on the following:

- Survey Results;
- Review of targets and position to achieve targets;
- Summary of measures applied during the year; and
- Evidence of communication and marketing.

Travel Forums

7.11 The TPC would be obliged to attend any local Travel Forums and resident association meetings. These will be used as a procedure to make sure that the TP is well managed and remains appropriate and understood by residents, staff, and local networks.

Marketing and Communication

7.12 It is crucial that a clear, identifiable and site-specific Travel Plan identity is launched which all site users can swiftly correlate with its aim, intentions and advantages. This would be accomplished through a co-ordinated marketing and communications strategy, with use of applicable existing and new communication platforms, including the site notice board and travel information packs for new residents.

7.13 The residential development sales staff would be instructed on what a Travel Plan is, its use and benefits to future residents, details of the document and where more information can be found (that is, the Residents' Travel Information Packs and contact with the TPC). This would then allow each new resident to obtain a brief description of the Travel Plan and increase knowledge of the Travel Plan as they settle into their new homes and become familiar with the local area and its travel opportunities.

7.14 The creation of a recognisable and identifiable TP logo would be completed by the TPC. This would be used on all TP material and used within the coordinated marking campaign meeting and communication forms listed below:

- Travel Plan Welcome Pack;
- Newsletter (annually);
- Posters; and
- Social media platforms.

Community Handover

7.15 After the conclusion of the TP, the site should be functioning in a sustainable fashion with the promotion of sustainable travel methods implanted in the community's practices. The handover approach should form a vital topic in annual liaison with WSCC's TPO and the developments residential association as the TP draws to an end.

Overcoming Barriers to Success

7.16 Should the yearly progress appraisal find shortfalls in the TP's progress (with deliberation to any unforeseen circumstances beyond the control of the TPC) the TPC would work with the WSCC TPO to identify conceivable areas for improvement, new measures to try and the period in which such remedial actions should be completed. The progression of the TP would highlight aspects that were successful and those having little impact, and this would guide the choice in any remedial measures.

7.17 Possible barriers may be generated by mismanagement of the TP. To avoid these barriers from being established the TPC should have ongoing coordination with WSCC.

7.18 Whilst specific corrective procedures have not been identified within the Travel Plan, such methods would be identified through consultations with WSCC Travel Plan Officers.

7.19 In the instance that the 5 year trip rate target is not achieved, a second round of vouchers would be offered to residents.

Travel Incentives

7.20 In order to encourage and promote any sustainable travel the TPC will administer a Travel incentive in the form of a bus or cycle voucher. The TPC will secure a £150 Travel Voucher which will be available to the development for the first year following occupation, for each household on the development to use towards cycling equipment from either Halfords or a local cycle shop, a bus ticket or WSCC cycle training sessions. Vouchers will be made available once requested by a resident although the vouchers will also be promoted in the TP website/information and Welcome Pack.

7.21 In the instance that the 5 year target is not achieved, a list of the remedial measures that will be implemented are outlined below in **Table 10**.

Action	Description
2nd round of vouchers	Offer residents who have not claimed a voucher yet the opportunity to do so with a further survey
Email Blast	Email residents to remind them of the voucher and how they can claim
West Sussex Car Share	Promote Car sharing (COVID-19 dependent) as an effective method of travelling for residents
Newsletter and survey Drop	We would undertake an additional newsletter drop to the site in order to engage with additional residents.

Table 10: Remedial Measures for the Travel Plan

8. SUMMARY AND CONCLUSION

8.1 This Travel Plan (TP) has been prepared by Paul Basham Associates on behalf of Croudace Homes Ltd to support a residential development comprising up to 120 dwellings at Henfield Road, Albourne.

8.2 A Travel Plan is an approach for handling travel demand to a development site by addressing the travel needs of the present and future site users, reducing the effect of car travel by promoting and facilitating the use of sustainable modes of transport, encouraging and reducing the need to travel and increasing sustainable travel practises where appropriate. It is an evolving process which requires monitoring and input from all key stakeholders, including the residents, the developer, West Sussex County Council's TPO and the TPC to ensure that it is implemented successfully.

8.3 The overarching aim of the TP is to create a sustainable development by reducing private single occupancy travel and instead encouraging sustainable modes of transport such as walking, cycling and public transport use.

8.4 An indicative baseline travel modal split and targets have been recognised for the development site. These baseline targets would be evaluated, amended and approved by West Sussex County Council where required. A baseline survey would be undertaken 3 months after first occupation and every subsequent year for the 5-year duration of the travel plan, with supplementary travel newsletters. A TRICS SAM survey will also be undertaken 3 months after first occupation or at 50% occupation and will be repeated in Year 3 and 5.

8.5 In order to help meet the fundamental objective of the TP, numerous measures would be applied by the TPC at the earliest stage. These measures principally focus on the establishment of the TP within the community, with the idea being to introduce these measures before single occupancy vehicle travel becomes habitual.

8.6 The TPC would overlook the application of all aspects of the TP and would work alongside West Sussex County Council, residents and Croudace Homes Ltd to ensure that accurate and attainable targets are proposed. Survey results would be utilised to guide the TP, to guarantee that targets and measures remain suitable and that the TP becomes increasingly integrated within the local community.

Appendix A

N

0m 10m 20m 30m 40m 50m 100m

Scale

Croudace
HOMES.CO.UK

Client: CROUDACE HOMES	Drawing Title: SITE SKETCH LAYOUT - FULL SITE					
Project: HENFIELD ROAD, ALBOURNE	Scale: 1:1000 @ A1	Revision: A	Drawn: OT	Check: JH	Date: 10/06/22	

Omega Architects
The Front Barn, 124 Manor Road North,
Thames Ditton Surrey, KT7 0BH
T: 01372 470 313 W: www.omega-architects.co.uk

Project No:	Class	Dwg No:	Status	Rev
3117	C	1006	SK	L

CLASS: C - COLOURED, A - BLACK & WHITE
STATUS: SK - SKETCH, PR - PRELIMINARY, PL - PLANNING, WD - WORKING DRAWING

N

0 m 10 m 20 m 30 m 40 m 50 m

Scale

Croudace HOMES.CO.UK

Client: CROUDACE HOMES	Drawing Title: ILLUSTRATIVE LAYOUT INCLUDING ADDITIONAL LAND				
Project: HENFIELD ROAD, ALBOURNE	Scale: 1:500 @ A1	Revision	Drawn	Check	Date 14/06/21

Omega Architects
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Project No'	Class	Dwg No'	Status	Rev
3117	C	1005	SK	K

CLASS: C - COLOURED, A - BLACK & WHITE
STATUS: SK - SKETCH, PR - PRELIMINARY, PL - PLANNING, WD - WORKING DRAWING

Appendix B

WEST SUSSEX COUNTY COUNCIL
PRE APPLICATION CONSULTATION

TO:	Paul Basham Associates FAO: Harry Cross
FROM:	WSCC - Highways Authority
DATE:	21 August 2019
LOCATION:	Residential Development of Circa 40 dwellings, Henfield Road, Albourne, Hassocks, BN6 9DH
SUBJECT:	Internal Reference: PRE-72-19 Residential Development of circa. 40 dwellings with access taken via Henfield Road.
DATE OF SITE VISIT:	22 August 2019
RECOMMENDATION:	Advice

Site Context
The land parcel in question is located on southern side of Henfield Road (B2116), west of the junction with The Street. Albourne Primary School and residential dwellings exist to the east/ south-east of site and open agricultural land is present to the west. The land is currently open field/ agricultural use and thus existing vehicle movements are anticipated to be negligible and have not been included within trip generation assessments.

Albourne is a small village with the nearest village store located at Sayers Common, approximately 1.2 miles north of the site. The unconnected footway network begins at junction with The Street and leads east toward the B2118. Main bus stops are located on east and west side of B2118 near traffic lights.

A number of Public Rights of Way (PROW) exist in the vicinity and provide off road link to The Street.

The larger settlement of Hurstpierpoint lies to the east with the A23 providing a vehicular link to Brighton at the south and Crawley to north.

Access Arrangements and Vehicle Visibility
The indicative access location plan details the 2 x existing field accesses which will be closed off and the approximate location for new bellmouth access with 6m radii. The currently indicated access position is at the point where 30mph speed restriction changes to National Speed Limit (NSL).

A seven day speed survey was carried out and location of speed counter confirmed to be within vicinity of extent of western splay for eastbound traffic and eastern splay for westbound traffic. Depending on the final proposed location for access the LHA may need to reassess the suitability of speed counter location. 85th percentile speeds of 35.79mph westbound (eastern splay) and 42.67mph eastbound (western splay) were recorded. Splays of 2.4m by 120m have been demonstrated which are suitable to recorded speeds following Manual for Streets (MfS) and Design Manual for Roads & Bridges (DMRB) coefficients, respectively.

On site the proposals to extend 30mph speed restriction further west along Henfield Road was discussed. This was proposed in order for the site access to be located further east toward village and designed wholly to MfS guidance by being inside the 30mph limit. WSCC Speed Limit Policy stipulates that mean average speed should be used to determine whether

a 30mph speed restriction is appropriate. Mean average speeds should be 33mph or lower. Whilst the mean speeds were 30.9mph westbound they were 36.9mph eastbound (although this is considered to be as a result of location of speed counter further west). Furthermore, the Road Safety Group Manager has advised that change in speed limit to 30mph would not meet WSCC policy due to the level of frontage/direct accesses not being predominant. This could therefore not be an officer decision and any proposal to change speed limit may require cabinet member decision. Additionally, it is advised that change of speed limit would require Traffic Regulation Order (TRO) a process separate to the planning process without guarantee of approval. Speeds may not reduce even if scheme was approved and thus the applicant may wish to consider additional measures to promote speed reduction in the vicinity such as vehicle activated signs (VAS).

On site it was observed that access on the slight outside bend and closer to junction with The Street could afford greater visibility and it is advised that maximum achievable visibility from the decided access location be demonstrated at full planning application stage and to ensure that splays are in accordance with 85th percentile speeds regardless of location inside or outside of the 30mph limit.

Swept path tracking has been provided at the site access. Whilst a refuse collection vehicle would cross the opposing carriageway the LHA consider this would be an infrequent manoeuvre and that forward visibility is sufficient in this location. Full tracking within the site would also be expected and demonstration that two cars can pass.

Road Network Capacity

On site the requirement for junction modelling was discussed and considering scale of proposals and predictions from TRICs that less than 30 vehicle movements would be expected in the peak hour, junction modelling was not considered necessary.

The LHA broadly accept the resultant trip generation figures from TRICs which set out 19 trips in AM and 20 in PM peak hour. It is expected that parameters will be refined further when housing tenure mix is known. Considering the level of traffic supported by the district distributor road the LHA does not raise an objection in principle in capacity terms, on the basis that safe and suitable access and all other matters are addressed.

Trip distribution data from 'Travel to Work' census data suggests that 1% of commuter travel will be westbound on Henfield Road then southbound to A24 with 99% of trips travelling east of site and onwards. Considering proximity of A23 to east this is broadly expected to be the case although in reality some further trips westbound may take place. Whilst the applicant could undertake a more robust survey of trip distribution the LHA do not raise an immediate concern with respect to additional vehicle trips across the road network in this location.

Accessibility & Local Infrastructure Improvements

If a footway link is proposed within the confines of the public highway then these works should be included within the Road Safety Audit of the access works. It is understood that there is preference to keep pedestrian/cycle links within the site and off the carriageway edge. Any links toward The Street and/ or PROW network should be detailed. Whether the road will be shared surface/ planned for adoption/ separate footways proposed should also be clarified at planning stage. It is also advised that any lighting within the site is sympathetic to dark skies and planning pre-app with the Local Planning Authority can provide more advice in this respect.

The nearest train station is at Hassocks and is anticipated to be reached by car or cycle for the more confident cyclist. It is advised that as part of the planning application the Transport Statement (TS) refer to walking/cycling distances as set out in national guidance. Other matters such as road traffic collision data and Travel Plan Statement which could

provide a residents welcome pack including information on walking/cycling routes should be addressed.

There are limited facilities within the village with the exception of the adjacent primary school. Commuting and retail trips are anticipated to be further afield and whilst may be by private car the LHA acknowledge that main bus stops on B2118 are approximately 5 minute walk distant. It is noted that to stay on footway from The Street eastwards it is necessary to cross the carriageway a couple of times. Whilst some dropped kerb is present the applicant may wish to consider providing tactile paving crossing points for pedestrians at key locations on the local footway network. These proposals should also be safety audited. The applicant should also liaise with local bus companies to scope out any improvements that could be made to local bus stops such as whether a bus shelter could be provided on east side of B2118.

Albourne Neighbourhood Plan

It is advised that the applicant consider the Neighbourhood Plan in relation to transport and parking topics. It is noted that para. 4.2 of plan states that any new housing development shall take account of a number of matters including lack of transport connections and distance from rail, congestion in village centre exacerbated by road layouts and limited parking. Para. 6.4 goes on to state that parking in and around The Street at pick up/ drop off times for school can be significant. It is therefore advised that sufficient parking provision in line with WSCC revised standards be provided for the development. It is understood that dedicated parking for the school may also be provided as part of the development and it is advised that the Parish Council is consulted regards these proposals.

Para. 6.2 also refers to an Aim of the plan to create specific scheme aimed at improving safety of road users and pedestrians on B2118 and B2116. Any proposals such as VAS, gateway features etc would be advised to be consulted with the parish council. and should be safety audited if submitted alongside a planning application.

The Highway Authority would require the following documents to be submitted as part of any future application:

- A site location plan scale (1:1250) with site boundary indicated
- Schedule of existing uses including planning history with reference numbers
- Description, including site layout plans, of the proposed development and schedule of uses
- Summary of reasons supporting the site access/highways works proposals, including plan (scale 1:250 or similar) with achievable visibility splays indicated
- Final Stage 1 Road Safety Audit of site access and any proposed highway works, with designers response and including amended plans.
- A Transport Statement, including location plan of key services, availability of sustainable modes of transport and existing/future vehicular generation
- Reference to supporting national, regional, and local planning documents and policies
- Parking strategy, including provision of parking for all modes of transport
- Relevant data collected to date
- Proposed trip rates supported with TRICS outputs and site selection methodology

The 'Additional Information' section of the WSCC Pre-application advice for roads and transport webpage provides a range of additional advice and guidance which you may find useful in preparing your application. Please click the link below and navigate to the 'Additional Information' section.

https://www.westsussex.gov.uk/roads-and-travel/information-for-developers/pre-application-advice-for-roads-and-transport

Here you will be able to access our Local Design Guide which provides further advice on how MfS is to be interpreted and applied within West Sussex.

The page also includes a link to our latest parking standards which we adopted in August 2019 as Supplementary Planning Guidance (SPG) that sets out parking standards for development in West Sussex. Within you will find recommended levels for cycle parking and also guidance on levels of Electric Vehicle charging points for new developments.

Manual for Streets:

http://www2.dft.gov.uk/pgr/sustainable/manforstreets/pdfmanforstreets.pdf

DMRB supplementary documents TD/93:

http://www.dft.gov.uk/ha/standards/dmrb/vol6/section1/td993.pdf

I trust you appreciate that any advice given by council officers for pre-application enquiries does not constitute a formal response or decision of the council with regard to the granting of planning permission in the future. Any views or opinions expressed are given in good faith, and to the best of ability, without prejudice to the formal consideration of any application, which will be the subject of public consultation and ultimately decided by the Local Planning Authority.

Katie Kurek
Planning Services

Appendix C

Calculation Reference: AUDIT-247601-220714-0755

TRIP RATE CALCULATION SELECTION PARAMETERS:

Land Use : 03 - RESIDENTIAL
Category : A - HOUSES PRIVATELY OWNED
MULTI-MODAL TOTAL VEHICLES

Selected regions and areas:

02	SOUTH EAST		
	ES	EAST SUSSEX	4 days
	EX	ESSEX	1 days
	HC	HAMPSHIRE	6 days
	HF	HERTFORDSHIRE	2 days
	KC	KENT	2 days
	SC	SURREY	2 days
	WS	WEST SUSSEX	5 days
03	SOUTH WEST		
	DC	DORSET	2 days
	SM	SOMERSET	1 days
04	EAST ANGLIA		
	NF	NORFOLK	4 days
	SF	SUFFOLK	2 days
05	EAST MIDLANDS		
	NT	NOTTINGHAMSHIRE	1 days
06	WEST MIDLANDS		
	SH	SHROPSHIRE	1 days
	ST	STAFFORDSHIRE	1 days
	WK	WARWICKSHIRE	1 days
08	NORTH WEST		
	CH	CHESHIRE	2 days
09	NORTH		
	DH	DURHAM	1 days
10	WALES		
	VG	VALE OF GLAMORGAN	1 days

This section displays the number of survey days per TRICS® sub-region in the selected set

Primary Filtering selection:

This data displays the chosen trip rate parameter and its selected range. Only sites that fall within the parameter range are included in the trip rate calculation.

Parameter: No of Dwellings
Actual Range: 8 to 250 (units:)
Range Selected by User: 6 to 250 (units:)

Parking Spaces Range: All Surveys Included

Parking Spaces per Dwelling Range: All Surveys Included

Bedrooms per Dwelling Range: All Surveys Included

Percentage of dwellings privately owned: All Surveys Included

Public Transport Provision:
Selection by: Include all surveys

Date Range: 01/01/14 to 19/11/21

This data displays the range of survey dates selected. Only surveys that were conducted within this date range are included in the trip rate calculation.

Selected survey days:

Monday	9 days
Tuesday	7 days
Wednesday	11 days
Thursday	7 days
Friday	5 days

This data displays the number of selected surveys by day of the week.

Selected survey types:

Manual count	39 days
Directional ATC Count	0 days

This data displays the number of manual classified surveys and the number of unclassified ATC surveys, the total adding up to the overall number of surveys in the selected set. Manual surveys are undertaken using staff, whilst ATC surveys are undertaking using machines.

Selected Locations:

Edge of Town	39

This data displays the number of surveys per main location category within the selected set. The main location categories consist of Free Standing, Edge of Town, Suburban Area, Neighbourhood Centre, Edge of Town Centre, Town Centre and Not Known.

Selected Location Sub Categories:

Residential Zone	36
Village	1
Out of Town	1
No Sub Category	1

This data displays the number of surveys per location sub-category within the selected set. The location sub-categories consist of Commercial Zone, Industrial Zone, Development Zone, Residential Zone, Retail Zone, Built-Up Zone, Village, Out of Town, High Street and No Sub Category.

Secondary Filtering selection:

Use Class:

C3	39 days

This data displays the number of surveys per Use Class classification within the selected set. The Use Classes Order 2005 has been used for this purpose, which can be found within the Library module of TRICS®.

Population within 500m Range:

All Surveys Included

Population within 1 mile:

1,000 or Less	1 days
1,001 to 5,000	1 days
5,001 to 10,000	8 days
10,001 to 15,000	14 days
15,001 to 20,000	7 days
20,001 to 25,000	7 days
25,001 to 50,000	1 days

This data displays the number of selected surveys within stated 1-mile radii of population.

Population within 5 miles:

5,001 to 25,000	3 days
25,001 to 50,000	4 days
50,001 to 75,000	5 days
75,001 to 100,000	7 days
100,001 to 125,000	1 days
125,001 to 250,000	14 days
250,001 to 500,000	5 days

This data displays the number of selected surveys within stated 5-mile radii of population.

Car ownership within 5 miles:

0.6 to 1.0	8 days
1.1 to 1.5	28 days
1.6 to 2.0	3 days

This data displays the number of selected surveys within stated ranges of average cars owned per residential dwelling, within a radius of 5-miles of selected survey sites.

Travel Plan:

Yes	20 days
No	19 days

This data displays the number of surveys within the selected set that were undertaken at sites with Travel Plans in place, and the number of surveys that were undertaken at sites without Travel Plans.

PTAL Rating:

No PTAL Present	39 days

This data displays the number of selected surveys with PTAL Ratings.

Covid-19 Restrictions	Yes	At least one survey within the selected data set

LIST OF SITES relevant to selection parameters

1 CH-03-A-09 TERRACED HOUSES CHESHIRE
GREYSTOKE ROAD
MACCLESFIELD
HURDSFIELD
Edge of Town
Residential Zone
Total No of Dwellings: 24
Survey date: MONDAY *24/11/14* *Survey Type: MANUAL*

2 CH-03-A-10 SEMI-DETACHED & TERRACED CHESHIRE
MEADOW DRIVE
NORTHWICH
BARNTON
Edge of Town
Residential Zone
Total No of Dwellings: 40
Survey date: TUESDAY *04/06/19* *Survey Type: MANUAL*

3 DC-03-A-08 BUNGALOWS DORSET
HURSTDENE ROAD
BOURNEMOUTH
CASTLE LANE WEST
Edge of Town
Residential Zone
Total No of Dwellings: 28
Survey date: MONDAY *24/03/14* *Survey Type: MANUAL*

4 DC-03-A-09 MIXED HOUSES DORSET
A350
SHAFTESBURY

Edge of Town
No Sub Category
Total No of Dwellings: 50
Survey date: FRIDAY *19/11/21* *Survey Type: MANUAL*

5 DH-03-A-03 SEMI-DETACHED & TERRACED DURHAM
PILGRIMS WAY
DURHAM

Edge of Town
Residential Zone
Total No of Dwellings: 57
Survey date: FRIDAY *19/10/18* *Survey Type: MANUAL*

6 ES-03-A-03 MIXED HOUSES & FLATS EAST SUSSEX
SHEPHAM LANE
POLEGATE

Edge of Town
Residential Zone
Total No of Dwellings: 212
Survey date: MONDAY *11/07/16* *Survey Type: MANUAL*

7 ES-03-A-04 MIXED HOUSES & FLATS EAST SUSSEX
NEW LYDD ROAD
CAMBER

Edge of Town
Residential Zone
Total No of Dwellings: 134
Survey date: FRIDAY *15/07/16* *Survey Type: MANUAL*

LIST OF SITES relevant to selection parameters (Cont.)

8	ES-03-A-05	MIXED HOUSES & FLATS	EAST SUSSEX
	RATTLE ROAD		
	NEAR EASTBOURNE		
	STONE CROSS		
	Edge of Town		
	Residential Zone		
	Total No of Dwellings:	99	
	Survey date: WEDNESDAY	*05/06/19*	*Survey Type: MANUAL*
9	ES-03-A-07	MIXED HOUSES & FLATS	EAST SUSSEX
	NEW ROAD		
	HAILSHAM		
	HELLINGLY		
	Edge of Town		
	Residential Zone		
	Total No of Dwellings:	91	
	Survey date: THURSDAY	*07/11/19*	*Survey Type: MANUAL*
10	EX-03-A-03	MIXED HOUSES	ESSEX
	KESTREL GROVE		
	RAYLEIGH		
	Edge of Town		
	Residential Zone		
	Total No of Dwellings:	123	
	Survey date: MONDAY	*27/09/21*	*Survey Type: MANUAL*
11	HC-03-A-21	TERRACED & SEMI-DETACHED	HAMPSHIRE
	PRIESTLEY ROAD		
	BASINGSTOKE		
	HOUNDMILLS		
	Edge of Town		
	Residential Zone		
	Total No of Dwellings:	39	
	Survey date: TUESDAY	*13/11/18*	*Survey Type: MANUAL*
12	HC-03-A-22	MIXED HOUSES	HAMPSHIRE
	BOW LAKE GARDENS		
	NEAR EASTLEIGH		
	BISHOPSTOKE		
	Edge of Town		
	Residential Zone		
	Total No of Dwellings:	40	
	Survey date: WEDNESDAY	*31/10/18*	*Survey Type: MANUAL*
13	HC-03-A-24	MIXED HOUSES & FLATS	HAMPSHIRE
	STONEHAM LANE		
	EASTLEIGH		
	Edge of Town		
	Residential Zone		
	Total No of Dwellings:	243	
	Survey date: WEDNESDAY	*10/11/21*	*Survey Type: MANUAL*
14	HC-03-A-25	MIXED HOUSES & FLATS	HAMPSHIRE
	BARNFIELD WAY		
	NEAR SOUTHAMPTON		
	HEDGE END		
	Edge of Town		
	Out of Town		
	Total No of Dwellings:	250	
	Survey date: TUESDAY	*12/10/21*	*Survey Type: MANUAL*

LIST OF SITES relevant to selection parameters (Cont.)

15 HC-03-A-27 MIXED HOUSES HAMPSHIRE
DAIRY ROAD
ANDOVER

Edge of Town
Residential Zone
Total No of Dwellings: 73
Survey date: TUESDAY 16/11/21 Survey Type: MANUAL

16 HC-03-A-28 MIXED HOUSES & FLATS HAMPSHIRE
EAGLE AVENUE
WATERLOOVILLE
LOVEDEAN
Edge of Town
Residential Zone
Total No of Dwellings: 125
Survey date: MONDAY 08/11/21 Survey Type: MANUAL

17 HF-03-A-03 MIXED HOUSES HERTFORDSHIRE
HARE STREET ROAD
BUNTINGFORD

Edge of Town
Residential Zone
Total No of Dwellings: 160
Survey date: MONDAY 08/07/19 Survey Type: MANUAL

18 HF-03-A-04 TERRACED HOUSES HERTFORDSHIRE
HOLMSIDE RISE
WATFORD
SOUTH OXHEY
Edge of Town
Residential Zone
Total No of Dwellings: 8
Survey date: TUESDAY 08/06/21 Survey Type: MANUAL

19 KC-03-A-04 SEMI-DETACHED & TERRACED KENT
KILN BARN ROAD
AYLESFORD
DITTON
Edge of Town
Residential Zone
Total No of Dwellings: 110
Survey date: FRIDAY 22/09/17 Survey Type: MANUAL

20 KC-03-A-09 MIXED HOUSES & FLATS KENT
WESTERN LINK
FAVERSHAM
DAVINGTON
Edge of Town
Residential Zone
Total No of Dwellings: 14
Survey date: WEDNESDAY 09/06/21 Survey Type: MANUAL

21 NF-03-A-03 DETACHED HOUSES NORFOLK
HALING WAY
THETFORD

Edge of Town
Residential Zone
Total No of Dwellings: 10
Survey date: WEDNESDAY 16/09/15 Survey Type: MANUAL

LIST OF SITES relevant to selection parameters (Cont.)

22 NF-03-A-04 MIXED HOUSES NORFOLK
NORTH WALSHAM ROAD
NORTH WALSHAM

Edge of Town
Residential Zone
Total No of Dwellings: 70
Survey date: WEDNESDAY *18/09/19* *Survey Type: MANUAL*

23 NF-03-A-05 MIXED HOUSES NORFOLK
HEATH DRIVE
HOLT

Edge of Town
Residential Zone
Total No of Dwellings: 40
Survey date: THURSDAY *19/09/19* *Survey Type: MANUAL*

24 NF-03-A-25 MIXED HOUSES & FLATS NORFOLK
WOODFARM LANE
GORLESTON-ON-SEA

Edge of Town
Residential Zone
Total No of Dwellings: 55
Survey date: TUESDAY *21/09/21* *Survey Type: MANUAL*

25 NT-03-A-08 DETACHED HOUSES NOTTINGHAMSHIRE
WIGHAY ROAD
HUCKNALL

Edge of Town
Residential Zone
Total No of Dwellings: 36
Survey date: MONDAY *18/10/21* *Survey Type: MANUAL*

26 SC-03-A-04 DETACHED & TERRACED SURREY
HIGH ROAD
BYFLEET

Edge of Town
Residential Zone
Total No of Dwellings: 71
Survey date: THURSDAY *23/01/14* *Survey Type: MANUAL*

27 SC-03-A-05 MIXED HOUSES SURREY
REIGATE ROAD
HORLEY

Edge of Town
Residential Zone
Total No of Dwellings: 207
Survey date: MONDAY *01/04/19* *Survey Type: MANUAL*

28 SF-03-A-05 DETACHED HOUSES SUFFOLK
VALE LANE
BURY ST EDMUNDS

Edge of Town
Residential Zone
Total No of Dwellings: 18
Survey date: WEDNESDAY *09/09/15* *Survey Type: MANUAL*

LIST OF SITES relevant to selection parameters (Cont.)

29	SF-03-A-10	TERRACED & SEMI-DETACHED	SUFFOLK
	LOVETOFTS DRIVE		
	IPSWICH		
	WHITEHOUSE		
	Edge of Town		
	Residential Zone		
	Total No of Dwellings:	149	
	Survey date: TUESDAY	*22/06/21*	*Survey Type: MANUAL*
30	SH-03-A-06	BUNGALOWS	SHROPSHIRE
	ELLESMERE ROAD		
	SHREWSBURY		
	Edge of Town		
	Residential Zone		
	Total No of Dwellings:	16	
	Survey date: THURSDAY	*22/05/14*	*Survey Type: MANUAL*
31	SM-03-A-01	DETACHED & SEMI	SOMERSET
	WEMBDON ROAD		
	BRIDGWATER		
	NORTHFIELD		
	Edge of Town		
	Residential Zone		
	Total No of Dwellings:	33	
	Survey date: THURSDAY	*24/09/15*	*Survey Type: MANUAL*
32	ST-03-A-07	DETACHED & SEMI-DETACHED	STAFFORDSHIRE
	BEACONSIDE		
	STAFFORD		
	MARSTON GATE		
	Edge of Town		
	Residential Zone		
	Total No of Dwellings:	248	
	Survey date: WEDNESDAY	*22/11/17*	*Survey Type: MANUAL*
33	VG-03-A-01	SEMI-DETACHED & TERRACED	VALE OF GLAMORGAN
	ARTHUR STREET		
	BARRY		
	Edge of Town		
	Residential Zone		
	Total No of Dwellings:	12	
	Survey date: MONDAY	*08/05/17*	*Survey Type: MANUAL*
34	WK-03-A-04	DETACHED HOUSES	WARWICKSHIRE
	DALEHOUSE LANE		
	KENILWORTH		
	Edge of Town		
	Residential Zone		
	Total No of Dwellings:	49	
	Survey date: FRIDAY	*27/09/19*	*Survey Type: MANUAL*
35	WS-03-A-04	MIXED HOUSES	WEST SUSSEX
	HILLS FARM LANE		
	HORSHAM		
	BROADBRIDGE HEATH		
	Edge of Town		
	Residential Zone		
	Total No of Dwellings:	151	
	Survey date: THURSDAY	*11/12/14*	*Survey Type: MANUAL*

LIST OF SITES relevant to selection parameters (Cont.)

36 WS-03-A-08 MIXED HOUSES WEST SUSSEX
ROUNDSTONE LANE
ANGMERING

Edge of Town
Residential Zone
Total No of Dwellings: 180
Survey date: THURSDAY *19/04/18* *Survey Type: MANUAL*

37 WS-03-A-12 MIXED HOUSES WEST SUSSEX
MADGWICK LANE
CHICHESTER
WESTHAMPNETT
Edge of Town
Village
Total No of Dwellings: 152
Survey date: WEDNESDAY *16/06/21* *Survey Type: MANUAL*

38 WS-03-A-13 MIXED HOUSES & FLATS WEST SUSSEX
LITTLEHAMPTON ROAD
WORTHING
WEST DURRINGTON
Edge of Town
Residential Zone
Total No of Dwellings: 197
Survey date: WEDNESDAY *23/06/21* *Survey Type: MANUAL*

39 WS-03-A-14 MIXED HOUSES WEST SUSSEX
TODDINGTON LANE
LITTLEHAMPTON
WICK
Edge of Town
Residential Zone
Total No of Dwellings: 117
Survey date: WEDNESDAY *20/10/21* *Survey Type: MANUAL*

This section provides a list of all survey sites and days in the selected set. For each individual survey site, it displays a unique site reference code and site address, the selected trip rate calculation parameter and its value, the day of the week and date of each survey, and whether the survey was a manual classified count or an ATC count.

TRIP RATE for Land Use 03 - RESIDENTIAL/A - HOUSES PRIVATELY OWNED
MULTI-MODAL TOTAL VEHICLES
Calculation factor: 1 DWELLS
BOLD print indicates peak (busiest) period
Total People to Total Vehicles ratio (all time periods and directions): 1.72

	ARRIVALS			DEPARTURES			TOTALS		
Time Range	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate
00:00 - 01:00									
01:00 - 02:00									
02:00 - 03:00									
03:00 - 04:00									
04:00 - 05:00									
05:00 - 06:00									
06:00 - 07:00									
07:00 - 08:00	39	96	0.079	39	96	0.303	39	96	0.382
08:00 - 09:00	39	96	0.132	39	96	0.365	39	96	0.497
09:00 - 10:00	39	96	0.133	39	96	0.179	39	96	0.312
10:00 - 11:00	39	96	0.138	39	96	0.164	39	96	0.302
11:00 - 12:00	39	96	0.143	39	96	0.166	39	96	0.309
12:00 - 13:00	39	96	0.153	39	96	0.163	39	96	0.316
13:00 - 14:00	39	96	0.171	39	96	0.152	39	96	0.323
14:00 - 15:00	39	96	0.175	39	96	0.193	39	96	0.368
15:00 - 16:00	39	96	0.261	39	96	0.176	39	96	0.437
16:00 - 17:00	39	96	0.269	39	96	0.161	39	96	0.430
17:00 - 18:00	39	96	0.329	39	96	0.150	39	96	0.479
18:00 - 19:00	39	96	0.265	39	96	0.136	39	96	0.401
19:00 - 20:00									
20:00 - 21:00									
21:00 - 22:00									
22:00 - 23:00									
23:00 - 24:00									
Total Rates:			2.248			2.308			4.556

This section displays the trip rate results based on the selected set of surveys and the selected count type (shown just above the table). It is split by three main columns, representing arrivals trips, departures trips, and total trips (arrivals plus departures). Within each of these main columns are three sub-columns. These display the number of survey days where count data is included (per time period), the average value of the selected trip rate calculation parameter (per time period), and the trip rate result (per time period). Total trip rates (the sum of the column) are also displayed at the foot of the table.

*To obtain a trip rate, the average (mean) trip rate parameter value (TRP) is first calculated for all selected survey days that have count data available for the stated time period. The average (mean) number of arrivals, departures or totals (whichever applies) is also calculated (COUNT) for all selected survey days that have count data available for the stated time period. Then, the average count is divided by the average trip rate parameter value, and multiplied by the stated calculation factor (shown just above the table and abbreviated here as FACT). So, the method is: COUNT/TRP*FACT. Trip rates are then rounded to 3 decimal places.*

Parameter summary

Trip rate parameter range selected:	8 - 250 (units:)
Survey date date range:	01/01/14 - 19/11/21
Number of weekdays (Monday-Friday):	39
Number of Saturdays:	0
Number of Sundays:	0
Surveys automatically removed from selection:	2
Surveys manually removed from selection:	0

This section displays a quick summary of some of the data filtering selections made by the TRICS® user. The trip rate calculation parameter range of all selected surveys is displayed first, followed by the range of minimum and maximum survey dates selected by the user. Then, the total number of selected weekdays and weekend days in the selected set of surveys are show. Finally, the number of survey days that have been manually removed from the selected set outside of the standard filtering procedure are displayed.

TRIP RATE for Land Use 03 - RESIDENTIAL/A - HOUSES PRIVATELY OWNED
MULTI-MODAL CYCLISTS
Calculation factor: 1 DWELLS
BOLD print indicates peak (busiest) period

	ARRIVALS			DEPARTURES			TOTALS		
Time Range	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate
00:00 - 01:00									
01:00 - 02:00									
02:00 - 03:00									
03:00 - 04:00									
04:00 - 05:00									
05:00 - 06:00									
06:00 - 07:00									
07:00 - 08:00	39	96	0.005	39	96	0.011	39	96	0.016
08:00 - 09:00	39	96	0.005	39	96	0.014	39	96	0.019
09:00 - 10:00	39	96	0.002	39	96	0.003	39	96	0.005
10:00 - 11:00	39	96	0.003	39	96	0.004	39	96	0.007
11:00 - 12:00	39	96	0.003	39	96	0.005	39	96	0.008
12:00 - 13:00	39	96	0.005	39	96	0.005	39	96	0.010
13:00 - 14:00	39	96	0.003	39	96	0.003	39	96	0.006
14:00 - 15:00	39	96	0.005	39	96	0.003	39	96	0.008
15:00 - 16:00	39	96	0.007	39	96	0.007	39	96	0.014
16:00 - 17:00	39	96	0.012	39	96	0.006	39	96	0.018
17:00 - 18:00	39	96	0.011	39	96	0.005	39	96	0.016
18:00 - 19:00	39	96	0.007	39	96	0.004	39	96	0.011
19:00 - 20:00									
20:00 - 21:00									
21:00 - 22:00									
22:00 - 23:00									
23:00 - 24:00									
Total Rates:			0.068			0.070			0.138

This section displays the trip rate results based on the selected set of surveys and the selected count type (shown just above the table). It is split by three main columns, representing arrivals trips, departures trips, and total trips (arrivals plus departures). Within each of these main columns are three sub-columns. These display the number of survey days where count data is included (per time period), the average value of the selected trip rate calculation parameter (per time period), and the trip rate result (per time period). Total trip rates (the sum of the column) are also displayed at the foot of the table.

*To obtain a trip rate, the average (mean) trip rate parameter value (TRP) is first calculated for all selected survey days that have count data available for the stated time period. The average (mean) number of arrivals, departures or totals (whichever applies) is also calculated (COUNT) for all selected survey days that have count data available for the stated time period. Then, the average count is divided by the average trip rate parameter value, and multiplied by the stated calculation factor (shown just above the table and abbreviated here as FACT). So, the method is: COUNT/TRP*FACT. Trip rates are then rounded to 3 decimal places.*

TRIP RATE for Land Use 03 - RESIDENTIAL/A - HOUSES PRIVATELY OWNED
MULTI-MODAL VEHICLE OCCUPANTS
Calculation factor: 1 DWELLS
BOLD print indicates peak (busiest) period

	ARRIVALS			DEPARTURES			TOTALS		
Time Range	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate
00:00 - 01:00									
01:00 - 02:00									
02:00 - 03:00									
03:00 - 04:00									
04:00 - 05:00									
05:00 - 06:00									
06:00 - 07:00									
07:00 - 08:00	39	96	0.088	39	96	0.430	39	96	0.518
08:00 - 09:00	39	96	0.156	39	96	0.608	39	96	0.764
09:00 - 10:00	39	96	0.166	39	96	0.254	39	96	0.420
10:00 - 11:00	39	96	0.175	39	96	0.228	39	96	0.403
11:00 - 12:00	39	96	0.191	39	96	0.225	39	96	0.416
12:00 - 13:00	39	96	0.204	39	96	0.220	39	96	0.424
13:00 - 14:00	39	96	0.235	39	96	0.206	39	96	0.441
14:00 - 15:00	39	96	0.240	39	96	0.257	39	96	0.497
15:00 - 16:00	39	96	0.425	39	96	0.248	39	96	0.673
16:00 - 17:00	39	96	0.426	39	96	0.232	39	96	0.658
17:00 - 18:00	39	96	0.474	39	96	0.205	39	96	0.679
18:00 - 19:00	39	96	0.387	39	96	0.189	39	96	0.576
19:00 - 20:00									
20:00 - 21:00									
21:00 - 22:00									
22:00 - 23:00									
23:00 - 24:00									
Total Rates:			3.167			3.302			6.469

This section displays the trip rate results based on the selected set of surveys and the selected count type (shown just above the table). It is split by three main columns, representing arrivals trips, departures trips, and total trips (arrivals plus departures). Within each of these main columns are three sub-columns. These display the number of survey days where count data is included (per time period), the average value of the selected trip rate calculation parameter (per time period), and the trip rate result (per time period). Total trip rates (the sum of the column) are also displayed at the foot of the table.

*To obtain a trip rate, the average (mean) trip rate parameter value (TRP) is first calculated for all selected survey days that have count data available for the stated time period. The average (mean) number of arrivals, departures or totals (whichever applies) is also calculated (COUNT) for all selected survey days that have count data available for the stated time period. Then, the average count is divided by the average trip rate parameter value, and multiplied by the stated calculation factor (shown just above the table and abbreviated here as FACT). So, the method is: COUNT/TRP*FACT. Trip rates are then rounded to 3 decimal places.*

TRIP RATE for Land Use 03 - RESIDENTIAL/A - HOUSES PRIVATELY OWNED
MULTI-MODAL PEDESTRIANS
Calculation factor: 1 DWELLS
BOLD print indicates peak (busiest) period

	ARRIVALS			DEPARTURES			TOTALS		
Time Range	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate
00:00 - 01:00									
01:00 - 02:00									
02:00 - 03:00									
03:00 - 04:00									
04:00 - 05:00									
05:00 - 06:00									
06:00 - 07:00									
07:00 - 08:00	39	96	0.018	39	96	0.034	39	96	0.052
08:00 - 09:00	39	96	0.039	39	96	0.087	39	96	0.126
09:00 - 10:00	39	96	0.039	39	96	0.037	39	96	0.076
10:00 - 11:00	39	96	0.029	39	96	0.040	39	96	0.069
11:00 - 12:00	39	96	0.029	39	96	0.033	39	96	0.062
12:00 - 13:00	39	96	0.027	39	96	0.030	39	96	0.057
13:00 - 14:00	39	96	0.031	39	96	0.020	39	96	0.051
14:00 - 15:00	39	96	0.032	39	96	0.038	39	96	0.070
15:00 - 16:00	39	96	0.080	39	96	0.049	39	96	0.129
16:00 - 17:00	39	96	0.057	39	96	0.034	39	96	0.091
17:00 - 18:00	39	96	0.047	39	96	0.033	39	96	0.080
18:00 - 19:00	39	96	0.038	39	96	0.035	39	96	0.073
19:00 - 20:00									
20:00 - 21:00									
21:00 - 22:00									
22:00 - 23:00									
23:00 - 24:00									
Total Rates:			0.466			0.470			0.936

This section displays the trip rate results based on the selected set of surveys and the selected count type (shown just above the table). It is split by three main columns, representing arrivals trips, departures trips, and total trips (arrivals plus departures). Within each of these main columns are three sub-columns. These display the number of survey days where count data is included (per time period), the average value of the selected trip rate calculation parameter (per time period), and the trip rate result (per time period). Total trip rates (the sum of the column) are also displayed at the foot of the table.

*To obtain a trip rate, the average (mean) trip rate parameter value (TRP) is first calculated for all selected survey days that have count data available for the stated time period. The average (mean) number of arrivals, departures or totals (whichever applies) is also calculated (COUNT) for all selected survey days that have count data available for the stated time period. Then, the average count is divided by the average trip rate parameter value, and multiplied by the stated calculation factor (shown just above the table and abbreviated here as FACT). So, the method is: COUNT/TRP*FACT. Trip rates are then rounded to 3 decimal places.*

TRIP RATE for Land Use 03 - RESIDENTIAL/A - HOUSES PRIVATELY OWNED
MULTI-MODAL PUBLIC TRANSPORT USERS
Calculation factor: 1 DWELLS
BOLD print indicates peak (busiest) period

	ARRIVALS			DEPARTURES			TOTALS		
Time Range	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate
00:00 - 01:00									
01:00 - 02:00									
02:00 - 03:00									
03:00 - 04:00									
04:00 - 05:00									
05:00 - 06:00									
06:00 - 07:00									
07:00 - 08:00	39	96	0.002	39	96	0.030	39	96	0.032
08:00 - 09:00	39	96	0.002	39	96	0.044	39	96	0.046
09:00 - 10:00	39	96	0.002	39	96	0.011	39	96	0.013
10:00 - 11:00	39	96	0.005	39	96	0.009	39	96	0.014
11:00 - 12:00	39	96	0.005	39	96	0.008	39	96	0.013
12:00 - 13:00	39	96	0.006	39	96	0.007	39	96	0.013
13:00 - 14:00	39	96	0.006	39	96	0.006	39	96	0.012
14:00 - 15:00	39	96	0.008	39	96	0.005	39	96	0.013
15:00 - 16:00	39	96	0.029	39	96	0.007	39	96	0.036
16:00 - 17:00	39	96	0.024	39	96	0.004	39	96	0.028
17:00 - 18:00	39	96	0.025	39	96	0.003	39	96	0.028
18:00 - 19:00	39	96	0.020	39	96	0.003	39	96	0.023
19:00 - 20:00									
20:00 - 21:00									
21:00 - 22:00									
22:00 - 23:00									
23:00 - 24:00									
Total Rates:			0.134			0.137			0.271

This section displays the trip rate results based on the selected set of surveys and the selected count type (shown just above the table). It is split by three main columns, representing arrivals trips, departures trips, and total trips (arrivals plus departures). Within each of these main columns are three sub-columns. These display the number of survey days where count data is included (per time period), the average value of the selected trip rate calculation parameter (per time period), and the trip rate result (per time period). Total trip rates (the sum of the column) are also displayed at the foot of the table.

*To obtain a trip rate, the average (mean) trip rate parameter value (TRP) is first calculated for all selected survey days that have count data available for the stated time period. The average (mean) number of arrivals, departures or totals (whichever applies) is also calculated (COUNT) for all selected survey days that have count data available for the stated time period. Then, the average count is divided by the average trip rate parameter value, and multiplied by the stated calculation factor (shown just above the table and abbreviated here as FACT). So, the method is: COUNT/TRP*FACT. Trip rates are then rounded to 3 decimal places.*

TRIP RATE for Land Use 03 - RESIDENTIAL/A - HOUSES PRIVATELY OWNED
MULTI-MODAL TOTAL PEOPLE
Calculation factor: 1 DWELLS
BOLD print indicates peak (busiest) period
Total People to Total Vehicles ratio (all time periods and directions): 1.72

	ARRIVALS			DEPARTURES			TOTALS		
Time Range	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate
00:00 - 01:00									
01:00 - 02:00									
02:00 - 03:00									
03:00 - 04:00									
04:00 - 05:00									
05:00 - 06:00									
06:00 - 07:00									
07:00 - 08:00	39	96	0.113	39	96	0.506	39	96	0.619
08:00 - 09:00	39	96	0.203	39	96	0.753	39	96	0.956
09:00 - 10:00	39	96	0.209	39	96	0.305	39	96	0.514
10:00 - 11:00	39	96	0.212	39	96	0.282	39	96	0.494
11:00 - 12:00	39	96	0.228	39	96	0.271	39	96	0.499
12:00 - 13:00	39	96	0.241	39	96	0.261	39	96	0.502
13:00 - 14:00	39	96	0.275	39	96	0.235	39	96	0.510
14:00 - 15:00	39	96	0.286	39	96	0.303	39	96	0.589
15:00 - 16:00	39	96	0.541	39	96	0.310	39	96	0.851
16:00 - 17:00	39	96	0.519	39	96	0.276	39	96	0.795
17:00 - 18:00	39	96	0.557	39	96	0.246	39	96	0.803
18:00 - 19:00	39	96	0.453	39	96	0.231	39	96	0.684
19:00 - 20:00									
20:00 - 21:00									
21:00 - 22:00									
22:00 - 23:00									
23:00 - 24:00									
Total Rates:			3.837			3.979			7.816

This section displays the trip rate results based on the selected set of surveys and the selected count type (shown just above the table). It is split by three main columns, representing arrivals trips, departures trips, and total trips (arrivals plus departures). Within each of these main columns are three sub-columns. These display the number of survey days where count data is included (per time period), the average value of the selected trip rate calculation parameter (per time period), and the trip rate result (per time period). Total trip rates (the sum of the column) are also displayed at the foot of the table.

*To obtain a trip rate, the average (mean) trip rate parameter value (TRP) is first calculated for all selected survey days that have count data available for the stated time period. The average (mean) number of arrivals, departures or totals (whichever applies) is also calculated (COUNT) for all selected survey days that have count data available for the stated time period. Then, the average count is divided by the average trip rate parameter value, and multiplied by the stated calculation factor (shown just above the table and abbreviated here as FACT). So, the method is: COUNT/TRP*FACT. Trip rates are then rounded to 3 decimal places.*

TRIP RATE for Land Use 03 - RESIDENTIAL/A - HOUSES PRIVATELY OWNED
MULTI-MODAL CARS
Calculation factor: 1 DWELLS
BOLD print indicates peak (busiest) period

	ARRIVALS			DEPARTURES			TOTALS		
Time Range	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate
00:00 - 01:00									
01:00 - 02:00									
02:00 - 03:00									
03:00 - 04:00									
04:00 - 05:00									
05:00 - 06:00									
06:00 - 07:00									
07:00 - 08:00	39	96	0.058	39	96	0.266	39	96	0.324
08:00 - 09:00	39	96	0.105	39	96	0.328	39	96	0.433
09:00 - 10:00	39	96	0.107	39	96	0.155	39	96	0.262
10:00 - 11:00	39	96	0.107	39	96	0.133	39	96	0.240
11:00 - 12:00	39	96	0.118	39	96	0.134	39	96	0.252
12:00 - 13:00	39	96	0.121	39	96	0.134	39	96	0.255
13:00 - 14:00	39	96	0.140	39	96	0.124	39	96	0.264
14:00 - 15:00	39	96	0.149	39	96	0.163	39	96	0.312
15:00 - 16:00	39	96	0.227	39	96	0.142	39	96	0.369
16:00 - 17:00	39	96	0.241	39	96	0.136	39	96	0.377
17:00 - 18:00	39	96	0.286	39	96	0.131	39	96	0.417
18:00 - 19:00	39	96	0.245	39	96	0.124	39	96	0.369
19:00 - 20:00									
20:00 - 21:00									
21:00 - 22:00									
22:00 - 23:00									
23:00 - 24:00									
Total Rates:			1.904			1.970			3.874

This section displays the trip rate results based on the selected set of surveys and the selected count type (shown just above the table). It is split by three main columns, representing arrivals trips, departures trips, and total trips (arrivals plus departures). Within each of these main columns are three sub-columns. These display the number of survey days where count data is included (per time period), the average value of the selected trip rate calculation parameter (per time period), and the trip rate result (per time period). Total trip rates (the sum of the column) are also displayed at the foot of the table.

*To obtain a trip rate, the average (mean) trip rate parameter value (TRP) is first calculated for all selected survey days that have count data available for the stated time period. The average (mean) number of arrivals, departures or totals (whichever applies) is also calculated (COUNT) for all selected survey days that have count data available for the stated time period. Then, the average count is divided by the average trip rate parameter value, and multiplied by the stated calculation factor (shown just above the table and abbreviated here as FACT). So, the method is: COUNT/TRP*FACT. Trip rates are then rounded to 3 decimal places.*

Appendix D

Claim your FREE £10 Love2Shop Voucher by completing this

Hello HONEYSTONES resident! This survey will only take a few minutes to complete and will help us understand a little more about your journeys and your local travel. Thank you for your time!

House/Flat name/number: .....
Street Name: .....
Postcode: .....
Email Address (one per household): .....
Name (required if claiming a free travel voucher): .....

		Occupant 1	Occupant 2	Occupant 3	Occupant 4
Occupant's Age					
Postcode of Workplace (if applicable)					
What is your most frequent journey? (tick one)	Work/Education				
	Leisure/Retail				
	Health (Doctors/Hospital)				
	Visiting Family/Friends				
	Other (please specify)				
What is your current main mode of travel? (tick one)	Car Alone				
	Car Share				
	Walk				
	Cycle				
	Public Transport				
	Other (please specify				
If you were to change your mode of travel what mode would you be most likely to change to? (tick one)	Walk				
	Train				
	Cycle				
	Bus				
	Car Share				
	Not possible to change				
	Other (please specify)				
To which location do you travel to most regularly? (tick one)	Cheltenham				
	Burford/Witney				
	Stow-on-the-Wold				
	Gloucester				
	Moreton-in-Marsh				
	Cirencester				
	Other (please specify)				
Do you use local facilities in Bourton? (tick one)	Yes (please complete next **two** questions)				
	No (please skip next **two** questions)				

Travel Plan

		Occupant 1	Occupant 2	Occupant 3	Occupant 4
Which facilities do you generally utilise in Bourton?	Please specify				
What mode of travel do you use when you make this local journey? (tick one)	Cycle				
	Bus				
	Car Alone				
	Car Share				
	Other (please specify)				
Following the Covid-19 pandemic, has your preferred choice of transport changed? If so, please specify what your previous mode was.	Walk				
	Cycle				
	Bus				
	Car Alone				
	Car Share				
	Other (please specify)				
Have you been able to work at home as a result of Coronavirus?	Yes				
	No				
	N/A				
If yes, how often do you see yourself being able to work from home moving forward?	All of the week				
	Most of the week				
	1 or 2 days a week				
	I have to return to my workplace full time				
Have you claimed your FREE Love2Shop Voucher? (tick one)	Yes (please skip the next question)				
	No (please complete next question)				
I would like to claim (tick one):	£10 Love2Shop Voucher*				

THANK YOU

FOR COMPLETING THE SURVEY - PLEASE TURN OVER TO READ ABOUT OUR GDPR POLICY

Thank you for taking the time to complete our annual travel survey. This will help us understand your travel needs. Don't forget to fill out your details in at the top of this page. Please send your completed survey via:

- **Post:** Paul Basham Associates, Suite 4 Hitching Court, Blacklands Way, Abingdon Business Park, Abingdon OX14 1RG
- **Survey Monkey** on https://www.surveymonkey.co.uk/r/7Y36VQJ
- **Email**: travelplan@paulbashamassociates.com

*Note: We may need to pass on your details to the Cycle Store in order for your voucher request to be processed. We will not pass on your details to any other third-party company. We are also not responsible for any further marketing material that the cycle store will issue to you, so please contact them directly should you not wish to be included in their marketing.

PLEASE TURN OVER TO COMPLETE THE SURVEY

General Data Protection Regulation

Paul Basham Associates Ltd, Company Registration No. 7013956, registered at Suite 4, Hitching Court, Blacklands Way, Abingdon Business Park, Abingdon, OX14 1RG, are registered with the Information Commissioner's Office for the UK.

Why we collect personal data?

We have been contracted by Gloucestershire County Council, with funds secured from the developer, to provide Travel Plan Co-ordinator services for Honeystones residential development. We collect information about you and your household's current travel patterns to find ways to encourage use of sustainable travel modes to and from the residential development. In order to encourage you and your household to travel more sustainably, we may offer incentives such as free travel vouchers for a cycle store or bus company etc. The information we collect will only be that necessary to process your enquiry or provide you with our services. Your details may be shared with other parties such as other consultants, contractors, statutory authorities, third party companies responsible for processing travel vouchers or other third parties who we are required to notify when performing our services for you.

Information we may collect about you:

- Title, First Name and Surname
- Age
- Occupation
- Contact Address
- Email Address
- Telephone Numbers

How do we protect personal data?

The security of your personal data is taken very seriously. It is securely stored on a protected server. As far as reasonably practicable, we have controls in place to ensure your data is only accessed and used by our employees in order to complete our services.

Access to your information

As a data subject, you have the right to request and obtain a copy of your data.

Contact Details

If you have any queries or comments about the above, please email info@paulbashamassociates.com (do we want to change this to the travel plan email?) or write to us at Paul Basham Associates, Suite 4, Hitching Court, Blacklands Way, Abingdon Business Park, Abingdon, OX14 1RG