



Cole Easdon

TRAVEL PLAN

Proposed Care Home, Land adjoining Helmsley House,
Bartons Road, Havant, Hampshire on Behalf of Brackley
Investments Limited

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CONTENTS

SECTION	HEADING	PAGE NO.
1.0	INTRODUCTION	1
2.0	CONTEXT	4
3.0	PUBLIC TRANSPORT ACCESSIBILITY INDEX	9
4.0	BASELINE TRAVEL INFORMATION	10
5.0	PROXIMITY TO AMENITIES	14
6.0	TRAVEL PLAN OBJECTIVES	16
7.0	TRAVEL PLAN TARGETS	17
8.0	PACKAGE OF MEASURES	19
9.0	MANAGEMENT	25
10.0	MONITORING AND REVIEW	26
11.0	ACTIONS AND PROGRAMME FOR IMPLEMENTATION	28

CONTENTS

(CONTD.)

List of Photographs

- Photograph 2.1 Bartons Road looking east at the junction with Normandy Way
- Photograph 2.2 Normandy Way looking south from Bartons Road towards the proposed site access
- Photograph 2.3 Helmsley House
- Photograph 2.4 The Laurels, located to the north of the proposed development

List of Tables

- Table 4.1 Summary of Staff Shift Patterns and Job Roles
- Table 4.2 Person Trip Generation Rates for Proposed Care Home (trips / resident)
- Table 4.3 Person Trip Generation for Proposed Care Home (78 residents)
- Table 4.4 Trip Generation Rates for Proposed Care Home by Mode (Weekday)
- Table 4.5 Trip Generation Rates for Proposed Care Home by Mode (Weekend)
- Table 5.1 Local Amenities located in close proximity of the Proposed Development
- Table 7.1 Guideline Staff Modal Split Targets
- Table 7.2 Development Vehicle Trip Generation Target
- Table 11.1 Travel Plan Actions and Programme

APPENDICES

Appendix 1 – CE Plans

CE Plan 8743/201	Site Location Plan
CE Plan 8743/202	Accessibility Plan

Appendix 2 – Drawings by Others

Drawing No. M9437-APL003(A)	Proposed Site Plan (by Hunters)
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Appendix 3 – Miscellaneous

BREEAM 2018 Tra01/02 Accessibility Index Calculator
Example Staff Travel Survey

1.0 INTRODUCTION

1.1 Cole Easdon Consultants Limited (CE) has been instructed by Brackley Investments Limited to prepare a *Travel Plan (TP)* to support a BREEAM assessment for a full planning application seeking permission for the erection of a 78-bedroom Residential Care Home on land adjoining Helmsley House, Bartons Road, Havant, Hampshire. Refer to CE Plan 8743/201 [*Site Location Plan*], included within Appendix 1 of this Report.

1.2 This *TP* has been produced to meet the requirements of BREEAM 2018, and has been prepared in accordance with the *BREEAM New Construction 2018, Non-Domestic Buildings (United Kingdom) Technical Manual*.

Background

1.3 In March 2021, Havant Borough Council granted planning permission for 64-bed older persons care home facility (class C2), landscaped grounds, parking and circulation space and an access road on a 0.65-hectare site immediately south east of the existing Helmsley House (Planning Reference: APP/20/00761). A *Transport Assessment (TA)* was prepared at the planning application stage.

1.4 As part of Condition 20 of the planning approval for this extant permission on the site, mentioned above, the development was required to achieve 'Very Good' accreditation by BREEAM, with the certification submitted to the Local Planning Authority within six months of occupation.

1.5 This *Travel Statement* has been prepared due to operator interest to meet 'Excellent' accreditation for this forthcoming 78-bedroom application (which exceeds the planning requirement of the extant permission on the site). This means achieving an overall score of 75 or more.

1.6 In order to achieve the two credits required to meet the requirements of BREEAM Tra01 a *Travel Statement* and *Travel Plan* need to be submitted, which recognise '*developments in proximity to good public transport networks, thereby helping to reduce transport-related pollution and congestion*'. Further credits can then be obtained by meeting the requirements of BREEAM Tra02. The total percentage of credits awarded for transport (up to 12 credits) is then calculated, and for fully fitted buildings weighted by 10%. This provides the total score that can be achieved for transport towards the BREEAM score. The higher the score the less dependent the development is on requiring other BREEAM sections to achieve the required accreditation.

What is a *Travel Plan*?

- 1.7 A *TP* is a package of measures designed to reduce car usage originating from new development, by means of promoting alternative forms of transport to the car, together with the introduction of measures to reduce the need to travel by car in the first place. *TPs* are an important tool to help deliver accessible, sustainable communities and offer clear benefits to all the parties involved – public, private and the community.
- 1.8 The *TP* pyramid below helps demonstrate how successful plans are built on the firm foundations of a good location and site design. A *TP* should also combine hard measures; such as on-site cycle parking, as well as soft measures; such as travel advice in the form of Travel Information Packs.

The travel plan pyramid



- 1.9 All of the associated measures within the *TP* should be integrated into the design, marketing and occupation of the site.

Travel Plan Target Audience

- 1.10 This *TP* will apply to anyone who is employed at or visits the Care Home. In the first instance, the *TP* is to be read by Technical Officers of the Local Planning and Highway Authorities. More user-friendly literature will be produced for staff and visitors, and included in welcome packs and literature for the Care Home.

Structure of the Report

1.11 This *TP* is structured into the following Sections:

- Section 2.0 discusses the context of the development;
- Section 3.0 provides details of the BREEAM Accessibility Index;
- Section 4.0 provides details of trip generation and modal splits;
- Section 5.0 covers the proximity to amenities;
- Section 6.0 sets out the *TP* objectives;
- Section 7.0 proposes the targets for the *TP*;
- Section 8.0 identifies the *TP* measures;
- Section 9.0 discusses how the *TP* will be managed;
- Section 10.0 discusses the Monitoring and Review programme for the *TP*; and
- Section 11.0 outlines the actions and programme for the *TP*.

2.0 CONTEXT

Site Location

- 2.1 The site consists of approximately 0.65 hectares of vacant greenfield land, and is located along the eastern perimeter of Havant, Hampshire, approximately 4km to the north-east of the town centre. In the site's immediate vicinity, the site is bordered to the north by an existing detached dwelling called The Laurels, by Bartons Road and then the 72-dwelling Redrow / Harbour Views development (Planning Ref: APP/19/00007), respectively, to the south by a recently constructed 175-dwelling Bellway / Brookvale development (Planning Refs: APP/15/01435 & APP/18/00453) and to the east by Normandy Way, an access road constructed to serve the Bellway development.
- 2.2 The Care Home will be accessed off Normandy Way, a new road constructed to serve the Brookvale residential development located immediately to the south of the Care Home development (see Photographs 2.1 and 2.2). The proposed site access will be located approximately 95m to the south of the priority junction onto Bartons Road.



Photograph 2.1: Bartons Road looking east at the junction with Normandy Way



Photograph 2.2: Normandy Way looking south from Bartons Road towards the proposed site access

- 2.3 The remainder of the Helmsley House site to the north and north west of the Care Home will be retained, with the actual buildings already converted into apartments. Refer to Photographs 2.3 and 2.4.



Photograph 2.3: Helmsley House



Photograph 2.4: The Laurels, located to the north of the proposed development

- 2.4 On the northern side of Bartons Road immediately to the north of Helmsley House, a new housing development is currently under construction featuring 72 units and known as Harbour Views, which will share its access with The Oaks Crematorium which is situated close to the junction for Normandy Way. To the immediate east and south east of Normandy Way is undeveloped land.
- 2.5 All vehicular movements to and from Normandy Way are made from Bartons Road to the north. In addition to the access from Bartons Road, pedestrians can also access the development from the south. A pedestrian only access between the Brookvale development and Japonica Way enables pedestrians travelling from Southleigh Road to travel via Rowan Road and Snowberry Crescent onto Gold Street and Normandy Way. This avoids pedestrians using Eastleigh Road (which does not feature footways), when travelling from the south.

Proposed Development

- 2.6 This full planning application proposes the re-development of a greenfield site on land adjoining Helmsley House, Bartons Road, Havant, Hampshire to provide a 78-bedroom Residential Care Home. Refer to CE Plan 8743/202 [*Accessibility Plan*] included within Appendix 1 of this Report, as well as Drawing No. M9437-APL003(A) [*Proposed Site Plan*] (by Hunters) included within Appendix 2 of this Report.
- 2.7 The Care Home will be occupied by Anavo who specialise in dementia care.

- 2.8 The Care Home has been specifically designed so that it is similar to a domestic scale through use of a household model of care rather than a care home. The Care Home will be spread over two storeys, providing 78 self-contained bedrooms, together with a hair salon, café, library and cinema with various lounge and dining areas, balconies and terraces all within landscaped grounds, and a treatment room for use by visiting health professionals (GP's, podiatry etc).

Access

- 2.9 A simple priority T-junction will be constructed off Normandy Way approximately 95m south of the junction with Bartons Road to serve the proposed development. This junction will lead to access road constructed to serve both this development, as well as an adjacent residential development. A short spur will lead from this road into the Care Home site. This arrangement will form the access for both vehicular traffic as well as those travelling on foot or by bicycle. Footways will be constructed on both sides of the main access road, connecting to Normandy Way, as well as along the short spur road serving the development. Refer to Drawing No. M9437-APL003(A) [*Proposed Site Plan*] (by Hunters) included within Appendix 2 of this Report.
- 2.10 The proposed new vehicular access arrangement and associated road have been designed to ensure that it is suitable in specification and capacity to serve the proposed care home. To this end, the proposed new access road will be subject to a Section 38 agreement, which has received technical approval from HCC (subject to the signing of a legal agreement). This junction includes an uncontrolled pedestrian crossing with tactile paving at its junction with Normandy Way. It has also been exemplified that Visibility Splays of 2.4m x 25m can be achieved at the junction, along Normandy Way, in accordance with *Manual for Streets* Guidance for a 20mph Road. It is important to note that this proposed arrangement mirrors the proposals agreed within the permitted 2020 application on the site, and therefore is considered appropriate.
- 2.11 Access into the Care Home itself is via the ground floor entrance located adjacent to the spur road and car parking area, which leads into a reception area.

Car Parking

- 2.12 A total 33 No. car parking spaces are provided to serve the development, of which 3 No. are provided as Blue Badge Parking Bays. A total of four bays will benefit from 'Active' Electric Vehicle Charging provision. The proposed quantum of car parking has been informed by the clients' expertise of operating Care Home developments of a similar stature across the UK. The accessible spaces will be located immediately to the east of the entrance located on the ground floor.

- 2.13 Two of the car parking spaces will be allocated for those participating in the car share scheme proposed for the Care Home.

Cycle Parking

- 2.14 A total of 18 No. secure and sheltered cycle parking spaces are proposed to serve the development, which will be located within a dedicated store within the landscaping along the southern edge of the proposed access spur road, off Normandy Way. These will be provided in the form of Sheffield Stands, and will be made accessible to both staff and visitors of the proposed development. This quantum of cycle parking is considered appropriate to cater for the forecasted demand for cycle parking from a development of this nature, and therefore no further consideration is necessary. Refer to Drawing No. M9437-APL003(A) [*Proposed Site Plan*] (by Hunters) included within Appendix 3 of this Report.
- 2.15 The *Travel Statement* that accompanies this *TP* provides details of:
- access by sustainable modes of transport;
 - current facilities for cyclists;
 - access for people with disabilities; and
 - predicted travel patterns and traffic impacts.

3.0 PUBLIC TRANSPORT ACCESSIBILITY INDEX

- 3.1 The BREEAM accessibility index calculator is used to determine the developments accessibility to local bus and rail services. It provides a score, which will also be used to help shape the *Travel Plan*. A higher score will result in fewer points required to meet the requirements of BREEAM Tra02, which covers sustainable transport measures.
- 3.2 The process involved in calculating a score should involve locating individual bus stops within 650m of the development and railway stations within 1km. These are recorded as nodes. Only services operating in one direction need to be recorded from each node, and if a service operates from more than one node, these only need to be recorded on the node located closest to the development.
- 3.3 Unfortunately, there are no bus stops located within 650m of the development, nor are there any railway stations located within 1km. The accessibility index calculator does however enable a score to be calculated for nodes located beyond the preferred distance (albeit at a reduced score).
- 3.4 For the purposes of this Report, a score will be calculated based on the distance to the nearest bus stops and to Havant and Warblington railway stations.
- 3.5 An accessibility index score of 3.01 was achieved following this. A copy of this can be found in Appendix 3. As the accessibility index score is less than 25, it is not high enough to obtain any of the ten credits that can be awarded for BREEAM Tra02.

4.0 BASELINE TRAVEL INFORMATION

Staff Travel

- 4.1 It has been estimated that approximately 75 members of staff will be employed on site, once the Care Home has reached full occupancy. The nature of the proposed development requires staff to work various shift patterns. Table 4.1 outlines the estimated staffing requirement at full occupancy.

Table 4.1: Summary of Staff Shift Patterns and Job Roles

Shift Pattern		Days of the week shift applies	Job Role	No. of staff on Site
Start time	Finish time			
09:00	17:00	Mon – Fri	Administration	1
09:00	17:00	Mon – Fri	Receptionist	1
10:00	15:00	Sat – Sun	Receptionist	1
09:00	16:00	Mon – Fri	PRA/Marketing	1
09:00	17:00	Mon – Fri	Home Manger	1
09:00	17:00	Mon – Fri	Clinical Lead	1
07:30	13:30	Mon – Sun	Day Care staff	19
13:30	19:30	Mon – Sun	Day Care Staff	18
19:30	07:30	Mon – Sun	Night Care Staff	14
07:30	15:00	Mon – Fri	Housekeeping Supervisor	1
07:30	15:00	Mon – Sun	Housekeepers	2
07:30	15:00	Mon – Sun	Laundry	2
07:00	19:00	Mon – Sun	Kitchen	2
09:00	17:00	Mon – Fri	Maintenance	2
07:30	19:30	Mon – Sun	Home Maker	3
10:00	14:30	Mon – Sun	Activities Early	3
10:00	14:30	Mon – Sun	Activities staff	3

- 4.2 The information presented in Table 4.1 will need to be taken into account when considering measures for the Care Home, although as can be seen shift patterns have been designed so that all members of staff have the opportunity to travel to and from work using sustainable methods of transport where possible. In certain circumstances staff may be required to work additional or alternative work patterns, and measures may need to be designed to fit with these work patterns.
- 4.3 The above table suggests that the peak travel patterns for staff will be 07:00 – 08:00, 13:00 – 14:00 and 19:00 – 20:00, largely coinciding with care staff shift patterns.

- 4.4 It has been estimated that it will take between 18 to 24 months for the Care Home to reach full occupancy. Staff numbers will build up gradually from first occupation to full occupation.. Certain measures may not be suitable until full occupation is achieved, whilst other measures may only be required until full occupation. Additionally, *Travel Plan* targets will need to reflect the staffing levels of the Care Home.

Visitor Travel

- 4.5 Approximately 21 to 28 visitors are expected to see residents at the Care Home on a typical weekday, with between 37 to 50 visitors on a typical weekend. These visitor estimates have been proportionately adjusted according to estimates associated with the extant 64-bedroom permission on the site.
- 4.6 Care Homes of this nature generally adopt an open visiting policy, although most visiting is expected to take place between 10:00 and 20:00. In certain circumstances arrangements can be made for later visiting. The peak time for visitors is estimated to be between 10:00 and 12:00 on a weekday and between 15:00 and 19:00 during weekends.
- 4.7 Approximately half of all visitors are expected to live within three miles of the site (of which 10% are expected to live within one mile). The remaining 50% are expected to live further afield.

Predicted Trip Generation

- 4.8 To estimate the vehicular trips predicted to be generated by the Care Home development, the TRICS database (version 7.9.2) has been accessed. Section 7.0 of the *Travel Statement* provides details of the methodology used in the assessment.
- 4.9 The TRICS analysis resulted in predicted vehicle trip generation rates in terms of number of trips per resident. The predicted person trip generation rates are presented within Table 4.2, whilst the resulting predicted trip generation, based on a fully occupied 78-bed Care Home, is displayed within Table 4.3. These cover the peak times for staff and visitor movements as mentioned in the above paragraphs.

Table 4.2: Person Trip Generation Rates for Proposed Care Home (trips / resident)

Mode	Weekday (07:00-21:00)		Weekday Peak (10:00-12:00)		Weekday Peak (07:00-08:00)		Weekday Peak (19:00-20:00)	
	Arr	Dep	Arr	Dep	Arr	Dep	Arr	Dep
Trip Rate	2.347	2.411	0.290	0.274	0.058	0.029	0.048	0.106

Mode	Weekend (07:00-21:00)		Weekend Peak (15:00-19:00)		Weekend Peak (07:00-08:00)		Weekend Peak (19:00-20:00)	
	Arr	Dep	Arr	Dep	Arr	Dep	Arr	Dep
Trip Rate	0.954	1.024	0.321	0.187	0.000	0.021	0.040	0.015

Table 4.3: Person Trip Generation for Proposed Care Home (78 residents)

Mode	Weekday (07:00-21:00)		Weekday Peak (10:00-12:00)		Weekday Peak (07:00-08:00)		Weekday Peak (19:00-20:00)	
	Arr	Dep	Arr	Dep	Arr	Dep	Arr	Dep
Person Trips	183 tpd	188 tpd	41 tph	42 tph	5 tph	2 tph	4 tph	8 tph
Mode	Weekend (07:00-21:00)		Weekend Peak (15:00-19:00)		Weekend Peak (07:00-08:00)		Weekend Peak (19:00-20:00)	
	Arr	Dep	Arr	Dep	Arr	Dep	Arr	Dep
Person Trips	74 tpd	80 tpd	25 tph	15 tph	0 tph	2 tph	3 tph	1 tph

tpd = Vehicles per day tph = Vehicles per hour

- 4.10 The person trip generation figures shown in Table 4.3 have been broken down by mode, using the modal split shown in Table 3.2 of the *Travel Statement* to determine the number of trips by each mode that the development is predicted to generate. The modal split and predicted trip generation rates are shown in Tables 4.4 and 4.5.

Table 4.4: Trip Generation Rates for Proposed Care Home by Mode (Weekday)

Mode	Modal Split	Weekday (07:00-21:00)		Weekday Peak (10:00-12:00)		Weekday Peak (07:00-08:00)		Weekday Peak (19:00-20:00)	
		Arr	Dep	Arr	Dep	Arr	Dep	Arr	Dep
All Person Trips	100%	183 tpd	188 tpd	41 tph	42 tph	5 tph	2 tph	4 tph	8 tph
Train	4.1%	8 tpd	8 tpd	2 tph	2 tph	0 tph	0 tph	0 tph	0 tph
Bus	4.7%	9 tpd	9 tpd	2 tph	2 tph	0 tph	0 tph	0 tph	0 tph
Taxi	0.5%	1 tpd	1 tpd	0 tph	0 tph	0 tph	0 tph	0 tph	0 tph
Motorcycling	1.5%	3 tpd	3 tpd	1 tph	0 tph	0 tph	0 tph	0 tph	0 tph
Driving a Car or Van	69.5%	127 tpd	131 tpd	28 tph	29 tph	3 tph	2 tph	3 tph	6 tph
Passenger in a Car or Van	7.9%	15 tpd	15 tpd	3 tph	4 tph	1 tph	0 tph	1 tph	1 tph
Bicycle	4.9%	8 tpd	9 tpd	2 tph	2 tph	0 tph	0 tph	0 tph	0 tph
On Foot	6.7%	12 tpd	12 tpd	3 tph	3 tph	1 tph	0 tph	0 tph	1 tph
Other	0.2%	0 tpd	0 tpd	0 tph	0 tph	0 tph	0 tph	0 tph	0 tph

Table 4.5: Trip Generation Rates for Proposed Care Home by Mode (Weekend)

Mode	Modal Split	Weekend (07:00-21:00)		Weekend Peak (15:00-19:00)		Weekend Peak (07:00-08:00)		Weekend Peak (19:00-20:00)	
		Arr	Dep	Arr	Dep	Arr	Dep	Arr	Dep
All Person Trips	100%	74 tpd	80 tpd	25 tph	15 tph	0 tph	2 tph	3 tph	1 tph
Train	4.1%	3 tpd	3 tpd	1 tph	1 tph	0 tph	0 tph	0 tph	0 tph
Bus	4.7%	3 tpd	4 tpd	1 tph	1 tph	0 tph	0 tph	0 tph	0 tph
Taxi	0.5%	0 tph	0 tph	0 tph	0 tph	0 tph	0 tph	0 tph	0 tph
Motorcycling	1.5%	1 tpd	1 tpd	0 tph	0 tph	0 tph	0 tph	0 tph	0 tph
Driving a Car or Van	69.5%	52 tpd	56 tpd	18 tph	10 tph	0 tph	2 tph	3 tph	1 tph
Passenger in a Car or Van	7.9%	6 tpd	6 tpd	2 tph	1 tph	0 tph	0 tph	0 tph	0 tph
Bicycle	4.9%	4 tpd	4 tpd	1 tph	1 tph	0 tph	0 tph	0 tph	0 tph
On Foot	6.7%	5 tpd	6 tpd	2 tph	1 tph	0 tph	0 tph	0 tph	0 tph
Other	0.2%	0 tph	0 tph	0 tph	0 tph	0 tph	0 tph	0 tph	0 tph

- 4.11 As can be seen from Tables 4.4 and 4.5, a total of 258 and 108 two-way vehicle trips are predicted to be generated by the Care Home between 07:00 and 21:00 each weekday and weekend respectively. The information presented in the above tables will be used to determine guideline targets for the *TP*. At approximately twelve months after the opening of the Care Home, travel surveys will be undertaken. This will allow time for the Care Home to reach a suitable level of occupancy and provide enough time for more solid travel patterns to emerge.

5.0 PROXIMITY TO AMENITIES

- 5.1 The development falls into Building Group (BG) 5 in the BREEAM New Construction 2018, Non-Domestic Buildings (United Kingdom) Technical Manual. BG5 covers multi-residential buildings (which includes care homes).
- 5.2 A requirement of BREEAM Tra01 is to provide details of all suitable amenities within 500m of the proposed development. For multi-residential facilities, the following suitable amenities need to be considered:
- appropriate food outlet;
 - access to cash;
 - access to an outdoor space (public or private, suitably sized and accessible to building users);
 - access to a recreation or leisure facility for fitness or sports;
 - a publicly available postal facility;
 - a community facility;
 - a public sector GP surgery or general medical centre;
 - over the counter services associated with a pharmacy; and
 - a child care facility or school.
- 5.3 Following a visit to the site and the surrounding area, it was found that only one of the above facilities was located within 500m of the site. Three separate outdoor spaces have been provided as part of the Brookvale development. Two are located on Normandy Way, while a larger space is located 430m to the south east of the site off of Gold Street (close to the pedestrian only link to Japonica Way).
- 5.4 The majority of the above facilities are located within 2.0km of the site, and all are located within 5km of the proposed development, and thus provides facilities that are within reasonable walking and cycling distance for staff and visitors to use. Table 5.1 provides details of all the suitable amenities that are located in close proximity to the site. These are shown in CE Plan 8743/202 [*Accessibility Plan*] located within Appendix 1.

Table 5.1: Local Amenities located in close proximity of the Proposed Development

Description	Approx. Distance from Site for walking/cycling	Local Service
Convenience Store	600m	Sainsbury's Within Dobbies Garden Centre Havant, Bartons Rd, Havant PO9 5NA
	900m	Welcome, 40 Snowberry Cres, Denvilles, Havant PO9 2FE
	1.5km	Baybridge Convenience Store, 7 Baybridge Rd, Havant PO9 5PB
Appropriate Food Outlet	600m	Dobbies Garden Centre Havant, Bartons Rd, Havant PO9 5NA
Access to Cash	900m	Welcome, 40 Snowberry Cres, Denvilles, Havant PO9 2FE
	1.5km	Baybridge Convenience Store, 7 Baybridge Rd, Havant PO9 5PB
Gym / Leisure Facilities	1.6km	Warrior's Gym, 2 Downley Rd, Havant PO9 2NJ
Postal Facility	1.1km	Ashe Road Post Box
	2.3km	Park Parade Post Office, 37A Park Parade, Leigh Park, Havant PO9 5AA
Pharmacy	2.3km	Park Parade Pharmacy, 35 Park Parade, Leigh Park, Havant PO9 5AA
Library	2.3km	Leigh Park Library, 50 Park Parade, Leigh Park, Havant PO9 5AB
Outdoor Open Space	430m	Gold Street Green Space
	680m	Bartons Green, Bartons Road, Havant PO9 5NA
GP Surgery	2.5km	The Homewell Practice, Health Centre, Civic Centre Rd, Havant PO9 2AY
Dentist	2.3km	Practice In The Park, 2-4 Basing Rd, Leigh Park, Havant PO9 5AG
Nursery / Child Care Facility	900m	Bright Beginnings Nursery, 41 Snowberry Cres, Havant PO9 2FE
	1.2km	Little Bugs Daycare - Childminding, 54 Rowan Rd, Havant PO9 2UX
Primary School	1.6km	Sharps Copse Primary School, Prospect Ln, Havant PO9 5PE
Secondary School	2.2km	Havant Academy, Wakefords Way, Havant PO9 5JD

- 5.5 The majority of the above facilities can also be accessed easily by people with disabilities, excepting Baybridge Convenience Store and the facilities at Park Parade (the post office, library and pharmacy). However there is a convenience store located in Snowberry Crescent that is accessible and located more conveniently to the proposed development. Additionally, those facilities located at Park Parade are all served by bus services 20 and 21, which can be accessed from Wakefords Way.

6.0 TRAVEL PLAN OBJECTIVES

- 6.1 This Section identifies the proposed objectives for the *TP*.
- 6.2 The headline objective of this *TP* shall be as follows:
'To reduce the number of new car borne trips, particularly single occupancy trips, on the local highway network resulting from the development to a significantly lower level than predicted within the *Travel Statement* , and to encourage employees and visitors to travel by sustainable modes of transport'.
- 6.3 Beneath this headline objective, it is possible to identify a number of other sub-objectives as follows:
- A. establish a management regime for the *TP*;
 - B. to reduce the proportion of single occupancy car trips;
 - C. to increase the proportion of car sharing trips;
 - D. to encourage employees to walk or cycle;
 - E. to encourage employees and visitors to use public transport; and
 - F. to increase awareness of the *TP* and sustainable travel issues generally.
- 6.4 Delivery of this *TP* will not only benefit employees and visitors, but also contribute towards enhancing the environment of the wider community. This will be achieved through increased numbers of employees and visitors walking, cycling and making use of local public transport (which will ensure the viability of the existing bus services) as well as by reducing congestion and journey times and improving local air quality through reduced emissions.

7.0 TRAVEL PLAN TARGETS

7.1 Targets are measurable goals which need to be set in order to assess whether the objectives of the *TP* have been achieved.

7.2 The DfT's document '*The essential guide to Travel Planning*' identifies that *Travel Plan* targets should be SMART:

- specific;
- measurable;
- attainable;
- realistic; and
- time Bound.

7.3 The following indicative targets related to the objectives identified in the previous Section are proposed for the *TP*:

1. reduce the modal share proportion of car trips by five percentage points by year three and by ten percentage points by year five;
2. increase the total proportion of daily trips made by public transport by two percentage points by year three and by four percentage points by year five;
3. increase the total proportion of daily trips made by walking and cycling by two percentage points by year three and by four percentage points by year five;
4. increase the total proportion of daily trips made by car sharing by one percentage point by year three and two percentage points by year five; and
5. reduce the overall total number of car trips generated by the Care Home by 10% by year five.

7.4 Table 7.1 presents guideline staff modal shift targets, which are based on the modal split shown in Table 3.2 of the *Travel Statement* (and repeated in Tables 4.4 and 4.5 of the *TP*). This is based on the Travel to Work Modal Split for Havant MSOA¹ 014.

Table 7.1: Guideline Staff Modal Split Targets

Method of Travel	Modal Share		
	Baseline	Year 3	Year 5
Walking & Cycling	11.6%	13.6%	15.6%
Single Driver in Car	69.5%	64.5%	59.5%
Car Share / Car Passenger	7.9%	9.9%	11.9%
Public Transport (Bus & Train)	8.8%	9.8%	10.8%
Motorcycling	1.5%	1.5%	1.5%
Other (including Taxi)	0.7%	0.7%	0.7%
TOTAL	100%	100%	100%

¹ Medium Super Output Area

- 7.5 The above targets are shown as a guide. If the total increase in sustainable modes of ten percentage points is achieved by year five, the target will have been met for the *TP*, irrespective of whether this is achieved through one of these modes only, or by all modes (public transport, walking, cycling, car sharing).
- 7.6 Definitive staff mode share targets will be set following the completion of the first staff travel surveys. A clearer picture of travel patterns is expected to emerge after twelve months following first occupation.
- 7.7 The modal split targets may be refined in light of the results of the staff surveys. A number of staff may be restricted on their choice of travel. Although the planned shift patterns as shown in Table 4.1, do allow for most staff to travel by sustainable modes to and from the Care Home, those staff that do start or finish in the evening or early morning, may be less willing to walk or cycle.
- 7.8 The trip generation targets will apply at all times of the week, and will initially be based on the trip generation forecasts identified in Tables 4.4 and 4.5. Applying the 10% target reduction in vehicle trips would yield the following reduced development vehicle trips as summarised within Table 7.2.

Table 7.2: Development Vehicle Trip Generation Target

	Time Period	Arrivals		Departures		Total	
		Present	Target	Present	Target	Present	Target
Weekday	07:00-21:00	127 vpd	114 vpd	131 vpd	118 vpd	258 vpd	232 vpd
Weekend	07:00-21:00	52 vpd	47 vpd	56 vpd	50 vpd	108 vpd	97 vpd

vpd = Vehicles per day

- 7.9 Based on the information presented in Table 7.2, weekday two-way vehicular trips to the site would be reduced by 26 trips per day, and weekend trips by 11 trips per day. Given the low trip numbers concerned, it is not considered necessary by CE to propose interim targets for years one and three, and instead it is therefore suggested that the target to reduce the number of vehicle trips generated by the site is based on a five year timeframe.

8.0 PACKAGE OF MEASURES

8.1 This Section identifies the range of *TP* measures that will be implemented to help achieve the identified objectives and targets from the previous Sections. It may be necessary to refine or modify some of the measures following discussions and negotiations with the relevant Planning and Highway Authorities.

8.2 Where possible the measures will be designed to help the Care Home achieve the maximum credits available for BREEAM Tra02 (ten credits).

Layout / Design of the Development

8.3 A safe and convenient pedestrian and cycle route is provided through the development, from the main entrance to the site access. This will connect onto the existing footway along Normandy Way, which provides pedestrian access through the Brookvale development towards Japonica Way and Warblington railway station to the south and towards Bartons Road in the north, where access can be made onto dedicated cycling lanes towards Havant town centre and railway station.

Travel Plan Co-ordinator

8.4 A Travel Plan Co-ordinator (TPC) will be appointed by the developer to oversee and implement the *TP* on a day-to-day basis, where this will be undertaken on a part-time basis. The responsibilities of the TPC would include (but not be restricted to) the following:

- acting as the main point of contact for the *TP* for both staff and visitors that have travel queries;
- overseeing the implementation of the approved *TP*;
- promoting the *TP* to staff and visitors;
- liaising with the Local Planning and Highway Authorities as appropriate;
- monitoring the use of on-site facilities i.e., parking availability, and use of the cycle parking, as appropriate;
- liaising with other external organisations such as public transport operators; and
- ensuring the Care Home meets the *TP*'s objectives.

8.5 The TPC will be appointed prior to first occupation of the Care Home. As monitoring is not expected to commence until twelve months after the Care Home opens (to allow for occupancy and staffing levels to increase), the TPC role is expected to cover a period of six years. The developer will confirm the appointment of the TPC prior to completion of the Care Home.

- 8.6 The TPC will work together with the Local Highway Authority (Hampshire County Council) and the Local Planning Authority (Havant Borough Council) in order to promote the *TP*.

Staff Welcome Pack

- 8.7 A Staff Welcome Pack (electronic or hard copy) will be issued to all staff, and will contain a variety of travel and transport related information specific to the site. Issuing the packs could provide up to three credits for BREEAM Tra02. The *Welcome Packs* would include:
- site-specific public transport information – explaining which bus services operate in close proximity to the site. Public transport route maps and timetables of the local bus services will be included, together with an explanation of ticketing arrangements where available. The Welcome Pack content will be regularly reviewed to ensure it is up-to-date;
 - details of train services from Havant and Warblington railway stations;
 - details of real-time public transport information available;
 - details of mobile phone applications provided by Stagecoach (the local bus operator);
 - information about the *TP* and any other services available to support sustainable travel such as personalised travel planning;
 - leaflets and promotional material from local bus operators and the local authority promoting cycling and car sharing;
 - promotion of car sharing websites such as Liftshare;
 - details of the on-site facilities available for those walking and cycling;
 - details of the cycle-to-work scheme to encourage employees to purchase a new bicycle; and
 - useful websites, addresses and telephone numbers.

Staff Recruitment

- 8.8 Employees at the Care Home offer the greatest potential for increasing trips to the site by walking and cycling. Public transport can also play an important role in staff travel. The Care Home benefits from being located close to a regular bus route serving a large part of the Havant borough area (including Leigh Park, Crookhorn and Farlington), as well as into Portsmouth. A number of residential areas are also located within an easy walking or cycling distance such as Warblington and Denvilles to the south and West Leigh and Leigh Park to the west. The Care Home is also situated within easy cycling distance from the town of Emsworth, located to the east and south east.
- 8.9 Where possible the occupier will be encouraged to employ staff that live in close proximity to the Care Home, where travel by sustainable modes can be maximised. This will be beneficial to employees, as the cost of travel is likely to be less than for staff living further afield. It is also

beneficial to the Care Home, as staff are less likely to be delayed if they live in closer proximity and more likely to be relied upon when additional staff are required at short notice.

- 8.10 All potential interview candidates for employment positions will be sent information detailing options for accessing the site by sustainable modes of transport. The *TP* will be introduced to all new staff as part of their induction process in order to establish sustainable travel habits from the outset.

Car Sharing

- 8.11 Details of local car sharing schemes (such as Liftshare.com) will be provided as part of the *Welcome Packs* issued to each employee. A car share database will also be investigated to help find car share partners. This is most likely to be after the Care Home reaches full occupancy, when the numbers of staff based on site is much higher than immediately after first opening. The scheme will be promoted to employees through their intranet and also within *Welcome Packs*.
- 8.12 Two of the spaces within the car parking area will be allocated for those participating in the car share scheme. These will be located close to the development's entrance, so that car sharers have priority over single occupant car users. This is above the minimum requirement of at least 5% of car parking spaces being reserved for car sharers². The above car sharing measures will help to achieve one credit for BREEAM Tra02.
- 8.13 Using a taxi avoids the need to use or own a private car, it can be shared with other employees and can be accessed at times and to locations when public transport is not an option (such as late at night and on Sundays, and to destinations such as Emsworth or Warblington which don't have a direct bus service). Details of local taxi operators will be provided within the *Welcome Packs*.

Public Transport

- 8.14 Comprehensive details of local bus and rail services, including route details, frequencies and links to public transport operators' website and mobile phone apps, where up to date timetable and ticket information can be found, will be included within the *Welcome Packs*.
- 8.15 A sustainable transport noticeboard will be provided in a prominent location within the building, where staff and visitors can obtain details of local bus and train services, information about

² BREEAM New Construction 2018, Non-Domestic Buildings (United Kingdom) Technical Manual

ticket prices and how to obtain tickets, any changes to bus services and fares and any potential suspension of rail services. This will be regularly updated by the TPC.

8.16 Real-time bus travel information will be promoted to employees. This is available through the mobile phone applications provided by Stagecoach online through their website (www.stagecoachbus.com). The 'real-time' facility allows users to find out exactly when their bus is due to arrive at their nearest stop avoiding the need to wait at bus stops for excessive amounts of time. Passengers can select their bus stop on their mobile phone or computer and leave within reasonable time for their next bus. All buses operated by Stagecoach are fitted with GPS tracking, which provides up to date timetable information. Both measures will help the Care Home to achieve one credit available for BREEAM Tra02.

8.17 The operator will look into the possibility of offering discounts on bus season tickets. Stagecoach (who operate the local bus service) offer a corporate travel scheme (Stagecoach Solutions), which offers employers the chance to sell bus season tickets directly to their employees. These tickets can also be used outside of work as well. If a scheme is arranged, this will be promoted within the *Welcome Packs* and on the sustainable transport noticeboard.

Walking and Cycling

8.18 A number of facilities and incentives will be provided to encourage employees and visitors to walk and cycle including:

- a secure, covered cycle store (accommodating up to 18 bicycles in the form of Sheffield Stands) located within the landscaping in the north-east of the site, for both staff and visitors to use;
- a dedicated area will be provided within the Care Home, which will include staff showers, WC's, changing facilities and secure lockers to store bicycle equipment and clothing;
- the *Welcome Packs* will provide maps and details of walking and cycling routes to and from the Care Home, together with information on the benefits of walking and cycling to work (such as health-related, cost saving and environmental); and
- introduce a cycle and walking buddy scheme, for those that start and finish during antisocial hours, to increase personal security.

8.19 The use of cycle parking spaces will be monitored, so that the occupant can consider additional cycle parking if required.

8.20 The occupant will participate in the governments 'cycle-to-work' scheme. This enables employees to purchase a bicycle and bicycle equipment on a gradual basis over a 12 to 18

month period. Employees save money, as the value is taken out of their wage before tax is deducted. This will be promoted within the *Welcome Packs* and on the sustainable transport noticeboard.

- 8.21 The cycling measures listed above will help the Care Home to achieve two of the credits available for BREEAM Tra02.

Personalised Travel Planning

- 8.22 Personalised travel planning will be offered to each employee, and will be promoted within the *Welcome Packs* and on the sustainable transport noticeboard. Employees can make contact through the TPC, who can direct them to sustainable travel information that suits their requirements. This may be information on specific bus or train journeys and fare information, through to information about relevant car sharing schemes.

Visitor Travel

- 8.23 Measures aimed at visitor travel include:
- providing walking, cycling and public transport information within company literature;
 - sustainable travel directions to the Care Home provided on 'How to Find Us' direction documents and on the occupant's website;
 - sustainable travel information will be provided on a noticeboard to be positioned in a prominent position inside the main entrance and within leaflets available at reception;
 - Promotion of the bus services available from Wakefords Way into Havant, Leigh Park and Portsmouth, and the direct train services available from Warblington and Havant railway stations.
- 8.24 As many of the visitors will be travelling at multiple times through the year, the Care Home will also promote railcards to visitors. Any visitor travelling within the South East is entitled to up to a 1/3 off rail fares with the railcard, which often pays for itself after only a few journeys and can be used for travel elsewhere within the South East. Other railcards are available for those travelling as a pair, as a larger group or for those aged 60 and above (which may include spouses of those living at the care home) which are valid across the UK. This will help to encourage visitors to travel by rail and also save money.

Other Measures

- 8.25 The Care Home is considering purchasing a minibus, to be used to take residents out on trips to local shopping centres, pubs, parks, and for other daytime activities as part of the weekly activity programme. This is likely to be used during the daytime only, and when not in use for

this purpose could be made available to transport employees to locations where direct public transport is not available such as Warblington railway station or Emsworth or to transport employees after normal bus services have finished. This will enable the Care Home to obtain three points available for BREEAM Tra02.

- 8.26 Additionally the minibus could be used to transport visitors from Havant railway station to the Care Home, encouraging use of nearby train services and reducing demand on the car park. Trips to and from Havant railway station could be arranged either before or after activity trips are made, or arranged at times when activities are not in operation. In either instance visitors would need to contact the Care Home in advance to book a seat.
- 8.27 Although the aim of the *TP* is to encourage a reduction in single occupancy car trips, encouraging the use of electric vehicles will help to make the development more sustainable and environmentally friendly, by reducing the levels of CO₂ emissions and other particulates.
- 8.28 In order to encourage a greater number of these vehicles, four car parking spaces within the development will be fitted with an active electric vehicle charging point. This will achieve one of the credits available for BREEAM Tra02.
- 8.29 Three credits are available for BREEAM Tra02 if the development proposes more than one new accessible amenity. The care home will include a library and cinema both in dedicated rooms on the first floor, and these are available for staff to use as well as employees. The care home will also include a tea shop / café that is open to all staff providing an appropriate food outlet for staff.
- 8.30 A treatment room is also proposed for visiting health professionals to make use of (such as GP's, podiatrists, orthopaedics etc), and these facilities can also be made available to staff.
- 8.31 When taking all the proposed measures into account the development should be able to obtain the maximum number of credits available for BREEAM Tra02.

9.0 MANAGEMENT

- 9.1 As identified within Section 8.0, a TPC will be appointed to implement, manage, monitor and promote the *TP*. The TPC will be appointed by the developer prior to first occupation of the Care Home. The role will most likely be performed by an existing staff member(s) slotted into their existing roles and responsibilities. The scope of the TPC role is outlined within Section 8.0 of the *TP*.
- 9.2 The TPC will be fully aware of the nature, scale and layout of the site, and will take on the responsibility for the *TP* as soon as they are appointed.

10.0 MONITORING AND REVIEW

- 10.1 An essential element of the *TP* is to monitor its success and progress over time. As such, monitoring will be carried out on a regular basis to assess employee travel patterns, and to determine whether the *TP* targets are being met. It will also enable individual measures and combinations of measures to be evaluated, and will contribute to the review and amendment of the *TP*. The following monitoring procedures will be implemented.

Travel Survey Timetable

- 10.2 In order to establish the travel patterns from the development, and how travel compares to the targets identified in this document, employee travel surveys will be undertaken. As mentioned in Paragraph 4.4 of this Report, the Care Home is not expected to reach full occupancy until between 18 and 24 months after opening.
- 10.3 A full staff travel survey would be carried out 12 months after opening, as it is expected that the level of staff will be sufficient to make monitoring worthwhile. The results of this survey will establish baseline modal splits and allow modal split targets to be confirmed. The results will be factored up to simulate the level of staff expected at full occupancy.
- 10.4 The full survey would ask a range of questions relating to usual travel mode choice, and factors which may influence a staff member to choose to travel by sustainable modes rather than by car. An example staff travel survey is included within Appendix 3 of this Report.
- 10.5 The full survey will be repeated approximately 12 months (Year 1), 36 months (Year 3) and 60 months (Year 5) after the baseline survey.
- 10.6 Snapshot surveys will be carried out approximately 24 months (Year 2) and 48 months (Year 4) after the baseline survey, and will simply record the mode of travel of staff on the day of the survey and a modal share derived.
- 10.7 In order to determine whether the trip generation targets are being achieved, a 7-day ATC (Automatic Traffic Count) will be carried out around the same time as the baseline staff survey and repeated during Years 1, 3 and 5. It will be able to be established from the ATC surveys, whether the site is generating more or less vehicle trips than previous years. If the development has not reached full occupancy when any of the surveys have been carried out, the data will be factored up to present a 'full-occupancy' scenario, so that the information presented is consistent.

Monitoring Report

- 10.8 Upon completion of the full staff travel surveys and ATC, the TPC will be required to formulate a monitoring report within three months of receipt of the travel survey results. The monitoring report will be submitted to Havant Borough Council for their review and comment and to agree the targets prior to the next full surveys.
- 10.9 The monitoring report will provide details of the objectives and targets of the *TP* and comment on the progress of the development since previous reports including the implementation of any measures, the results of the travel survey and the progress the development is making towards meeting its *TP* targets.
- 10.10 Further actions and corrective measures will be identified if the targets are not being achieved, together with proposed new measures or refinement of existing measures. If necessary, more appropriate revised targets will be suggested for the subsequent *TP* period. Additionally changes to the way the monitoring is carried out may be suggested to improve the response.
- 10.11 The operator will be responsible for the implementation of any new or revised measures. Any changes to the *TP* or its targets will need to be approved by the Travel Plan team at Havant Borough Council before they are implemented.

Feedback

- 10.12 The findings of the travel surveys will be communicated to staff and visitors in order to maintain awareness of the *TP*, for example, via notice boards, website, newsletters, email communications etc. Feedback from staff and visitors will also be encouraged to increase the opportunity for further improvement.

11.0 ACTIONS AND PROGRAMME FOR IMPLEMENTATION

11.1 Major milestones for the *TP* are summarised below but do not represent a comprehensive list of every action or output required.

11.2 The objectives identified within Section 6.0 of the *TP* are:

- A. establish a management regime for the *TP*;
- B. to reduce the proportion of single occupancy car trips;
- C. to increase the proportion of car sharing trips;
- D. to encourage employees to walk or cycle;
- E. to encourage employees and visitors to use public transport; and
- F. to increase awareness of the *TP* and sustainable travel issues generally.

11.3 Table 11.1 below provides a summary of the measures to be delivered as part of the *TP* together with the relevant objectives that each action supports.

Table 11.1: Travel Plan Actions and Programme

Objective	Action	Target Date	Lead
A – F	<i>TP</i> submitted to and approved by Havant Borough Council and Hampshire County Council	Prior to first use	Operator
A	Confirm appointment of TPC to Havant Borough Council and Hampshire County Council	Prior to first use	Operator
D	Provide secure and covered cycle parking facilities	Prior to first use	Operator
D	Provide on-site shower and changing facilities for staff.	Prior to first use	Operator
F	Provide on-site facilities (café, cinema, library, treatment room)	Prior to first use	Operator
B – F	Prepare and collate material for Travel Information Packs	Prior to first use	TPC
B – F	Provide walking, cycling and public transport information within company literature for visitors	Following first use	TPC
A – F	Prepare public transport and sustainable travel notice board	Following first use	TPC
B – F	Issue Travel Information Packs to employees, informing them of the Travel Plan content, aims and measures	Ongoing	TPC
B - C	Encourage employees travelling as a single occupant in a car to sign up to existing car sharing services	Through Travel Information Pack	TPC
D	Set up an promote a Cycle to Work scheme.	Following first use	Operator / TPC
D	Set up a walking and cycling buddy scheme for staff that work anti-social hours	Following first use	TPC

Objective	Action	Target Date	Lead
B – C	Set up a car share database for employees	Following first use	TPC
B – E	Promotion of public transport services including mobile phone applications and real-time bus facilities	Through Travel Information Pack and Public Transport Information on noticeboard	TPC
B, E	look into the possibility of offering season ticket discounts on bus tickets	Ongoing	Operator / TPC
B - F	Provide personal travel planning to employees	Ongoing	TPC
B, E	Investigate the possibility of using the Care Home minibus to transport staff and visitors when not required by the Care Home	Ongoing	Operator / TPC
A - F	Organise baseline full staff travel surveys and ATC surveys	Twelve months following first use	TPC
A - F	Organise full surveys and ATC surveys on the first, third and fifth anniversary of the baseline surveys.	On first, third and fifth anniversary of baseline survey	TPC
A - F	Prepare Monitoring Report of surveys, identifying progress towards targets. Review targets and measures as necessary. Submit to Havant Borough Council	Within three months of full surveys	TPC
A - F	Organise snapshot staff travel surveys	On second and fourth anniversary of baseline survey	TPC
A - F	Publicise the results of the surveys to staff, through email communications, the noticeboard and by newsletter	Within three months following completion of each Monitoring Report	TPC

TPC = Travel Plan Co-ordinator

Cole Easdon Consultants Limited
July 2023

Appendix 1

Scale: 1:50,000

Waterlooville

SITE LOCATION

Havant

Scale 1:50,000

Scale: 1:10,000

West
Leigh

SITE LOCATION

Contains OS Data © Crown
Copyright and Database right (2018)

Scale 1:10,000



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Job Title:

Proposed Care Home,
Land adjoining Helmsley House,
Bartons Road,
Havant, Hampshire

Drawing Title:

Site Location Plan

Client:

Brackley Investments
Limited

Drawn By

CGC

Checked By

DH

Date Drawn

August 2022

Drawing No.

Plan 8743/201

Drawing Status:

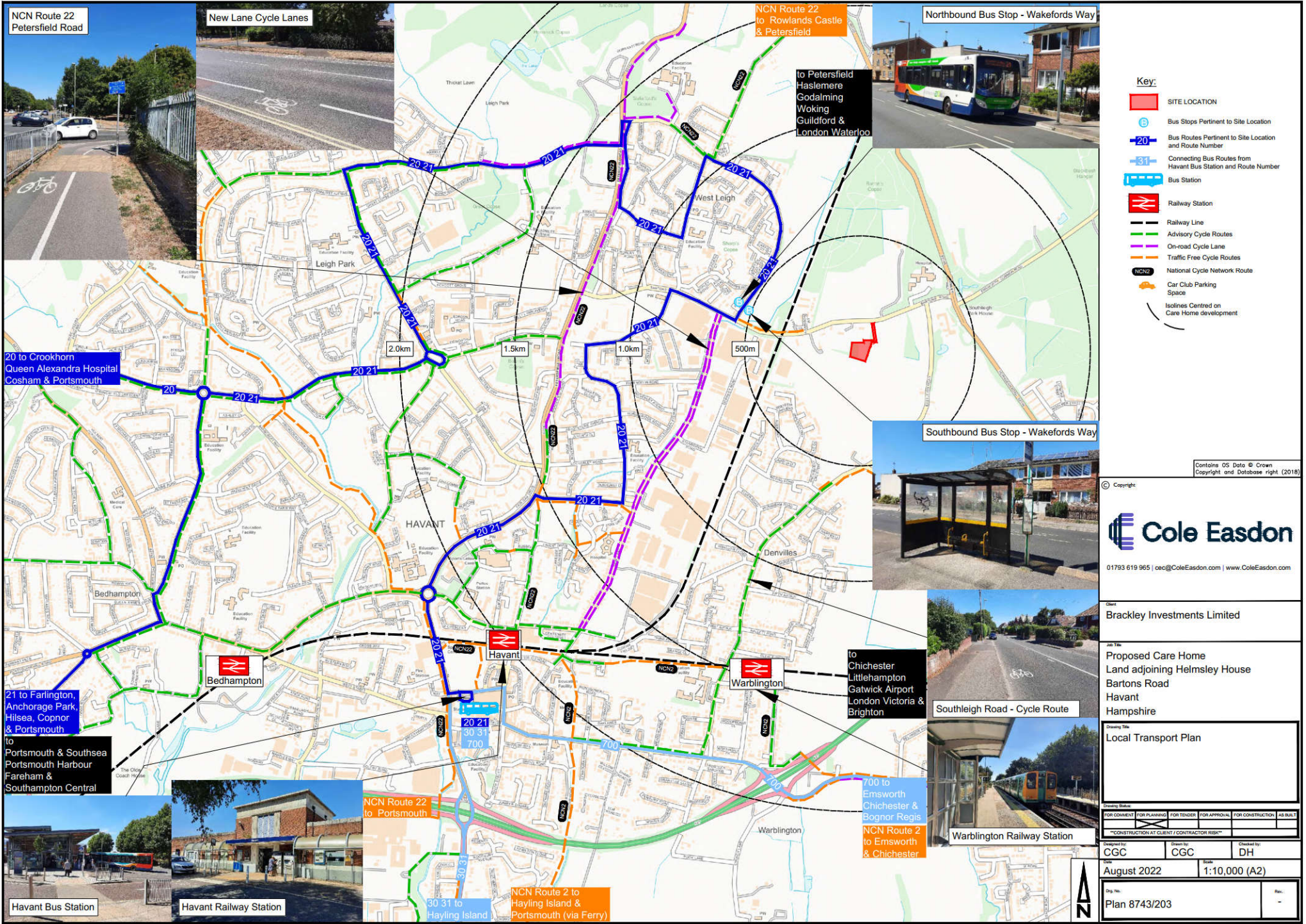
CONSTRUCTION AT CLIENT AND/OR CONTRACTOR RISK	FOR COMMENT	FOR PLANNING	FOR TENDER	FOR APPROVAL	FOR CONSTRUCTION	AS BUILT

Scale

As Shown (A4)

Revision

-



Appendix 2



Appendix 3

BREEAM 2018 Tra01/02 Accessibility Index calculator



Using the drop down boxes make the relevant selections and press the 'Select' button

Building type Healthcare Hospitals(Acute, Specialist, Teaching, Mental health)

No. nodes required 3

Select

Exton Road

Public transport type	Bus										
Distance to node (m)	850										
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10	
	2	2									

Warblington Station

Public transport type	Rail										
Distance to node (m)	1800										
	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10	
Average frequency per hour	1.1										

Havant Station

Public transport type	Rail										
Distance to node (m)	2700										
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10	
	5.3	2.9									

Accessibility Index

3.01

Example Staff Travel Survey

This questionnaire is to be completed by all staff at

Name: Date:

Role/Position:

Normal hours of work (i.e. 9am-5pm):

1. Please indicate the distance you travel to work: (please tick accordingly)

Less than a mile	☐	Between 1 – 2 miles	☐
Between 2 – 5 miles	☐	More than 5 miles	☐

2. How do you usually get to and from work? (please tick accordingly)

Walk	☐	Car Driver (on own)	☐	Rail Transport	☐
Cycle	☐	Car share (with other Staff)	☐	Public Bus	☐
Motorcycle	☐	Other (Please specify)	☐		

3. What other modes of transport would you realistically consider using to get to work? (please tick accordingly)

Walk	☐	Car Driver (on own)	☐	Rail Transport	☐
Cycle	☐	Car share (with other Staff)	☐	Public Bus	☐
Motorcycle	☐	Other (Please specify)	☐		

4. If you usually travel as a car driver (on your own), would you consider car sharing with another member of staff?

Yes	☐
No	☐

5. If you usually travel as a car driver (on your own), what could be done to encourage you to travel by bus? Please include any incentives that your employer could potentially offer.

.....

.....

.....

6. If you usually travel as a car driver (on your own), what could be done to encourage you to walk and cycle to work? Please include any incentives that your employer could potentially offer.

.....

.....

.....

7. Are you aware of the existing bus services that pass close to the site?

Yes	
No	

8. Do any bus services run between the area that you live in and the site? Please list the bus service nos. if known

.....

9. The government's cycle to work scheme enables employees to purchase a bicycle through their employer via salary sacrifice in a tax efficient way. Is this something you would be interested in?

Yes	
No	

10. If your employer was to offer an interest-free loan specifically for the purchase of a public transport season ticket for commuting purposes, would this be of interest to you?

Yes	
No	

11. Please indicate what you consider to be a realistic distance to walk to work from home
(please tick accordingly)

Up to 1 mile		Between 1 – 2 miles	
Between 2 – 3 miles		More than 3 miles	

12. Please indicate what you consider to be a realistic distance to cycle to work from home
(please tick accordingly)

Up to 2 miles		Between 2 – 4 miles	
Between 4 – 6 miles		More than 6 miles	

Thank you for completing this questionnaire