

REPORT

Cowplain School, Waterloooville

Framework Travel Plan

Client: Frontier Estates Ltd

Reference: PC2284-ZZ-XX-RP-R-0002

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1 Introduction

1.1 Background

- 1.1.1 This Framework Travel Plan (TP) has been prepared by Royal HaskoningDHV (RHDHV), on behalf of Frontier Estates Ltd, in association with a planning application for a 64-bed care home (C2) development and six dwellings (C3), on land adjacent to Cowplain Community School, Hart Plain Avenue, Waterlooville PO8 8RY (the 'site').
- 1.1.2 This TP is a stand-alone document associated with the proposed care home only. This accords with guidance published by Hampshire County Council (HCC), which requires a Travel Plan for care home developments, where 50 or more bedrooms are to be provided. The HCC guidance states that a Residential Travel Plan is required for developments of 50 dwellings or more¹ and the proposed development is not, therefore, sufficient in size to require the preparation of a stand-alone Residential Travel Plan.
- 1.1.3 This TP sets out a comprehensive strategy for encouraging more sustainable methods of travel and promoting travel modes other than single-occupancy car trips for the workforce. This document should be read in combination with the Transport Statement which has been submitted as part of the planning application as a standalone document.
- 1.1.4 It is not proposed that the TP would seek to monitor care home resident and visitor travel as it is considered that residents of the proposed care home development would be unlikely to travel, however, many of the measures proposed by this Travel Plan could equally apply to these groups.
- 1.1.5 This TP is a management tool that facilitates a coordinated strategy to bring together transport, business and leisure travel to achieve a more sustainable travel choice. A successfully implemented Travel Plan can deliver substantial gains toward the sustainable transport objectives of central and local government, helping to provide:
- reductions in car usage, particularly influencing levels of single-occupancy car travel, with an increased number of journeys made by public transport, walking and cycling; and
 - improved road safety and personal security, particularly for pedestrians and cyclists.
- 1.1.6 It is intended that the TP would be an evolving document that would be reviewed and modified to achieve its primary objectives. The appointed Care Home provider, Barchester Healthcare, which operates a large number of Care Home facilities across the UK, is committed to providing robust travel plans as part of its sustainability policies.
- 1.1.7 The developer, Frontier Estates, has said *"Barchester Healthcare focus their care on independence, dignity and choice, with a person-centred approach. Staffing levels reflect the needs of residents, who are offered a range of activities to help preserve life skills, support interactions and retain a sense of purpose and selfhood. Barchester greatly value the contributions made by their staff, who often reside in the areas local to the care home in which they work. Barchester intend to operate their care homes in an environmentally friendly way and this includes encouraging staff, that are able to do so, to travel in a safe and sustainable way. Frontier Estates support the objectives of the Travel Plan and it is expected that the site operator will fulfil the*

¹ <https://www.hants.gov.uk/transport/developers/travelplans/travelplanrequired>

requirements of the approved document”.

1.2 Guidance

- 1.2.1 This Travel Plan has been prepared in accordance with the Planning Practice Guidance ‘*Travel plans, transport assessments and statements in decision-taking*². This document also takes into account best practice guidance, ‘A Guide to Development Related Travel Plans’ published by Hampshire County Council (HCC).

1.3 Scope of Report

- 1.3.1 Following this introduction, this Travel Plan is structured as follows:

- **Section 2** examines the relevant national and local transport policies;
- **Section 3** describes the existing situation of the site and its surroundings including the accessibility of the development by sustainable transport modes;
- **Section 4** sets out the development proposals;
- **Section 5** sets out the general aims and objectives of the Travel Plan;
- **Section 6** sets out the primary targets of the Travel Plan;
- **Section 7** describes the proposed measures that would be implemented to achieve the set targets;
- **Section 8** details how the Travel Plan would be managed, promoted, funded and secured;
- **Section 9** summarises how the Travel Plan would be monitored and reviewed over time;
- **Section 10** provides a summary and Travel Plan Action Plan; and
- **Section 11** concludes the Framework Travel Plan.

² *Travel plans, transport assessments and statements in decision-taking – published by Department for Communities and Local Government, March 2014*

2 Policy Framework

2.1 Overview

2.1.1 This section of the Travel Plan sets out the relevant national and local planning policy guidance.

2.2 National Policy and Guidance

National Planning Policy Framework (NPPF) – July 2021

2.2.1 The NPPF contains the Government's strategies for economic, environmental and social planning policies in England and is designed to be a single, tightly focused document setting out national planning priorities.

2.2.2 Paragraphs 35 and 36 of the NPPF state that *'developments should be located and designed where practical to:*

- *Accommodate the efficient delivery of goods and supplies;*
- *Give priority to pedestrian and cycle movements, and have access to high quality public transport facilities;*
- *Create safe and secure layouts which minimise conflicts between traffic and cyclists or pedestrians, avoiding street clutter and where appropriate creating home zones; and*
- *Consider the needs of people with disabilities by all modes of transport.*

2.2.3 Paragraph 113 of the NPPF states that all developments which generate significant amounts of movement should be required to provide a Travel Plan.

Planning Practice Guidance

2.2.4 The NPPF is accompanied by online Planning Practice Guidance (PPG), which defines Travel Plans as being:

"Long-term management strategies for integrating proposals for sustainable travel into the planning process. They are based on evidence of the anticipated transport impacts of development and set measures to promote and encourage sustainable travel (such as promoting walking and cycling). They should not, however, be used as an excuse for unfairly penalising drivers and cutting provision for cars in a way that is unsustainable and could have negative impacts on the surrounding streets."

2.2.5 The PPG states that Travel Plans can positively contribute to:

- *"encouraging sustainable travel;*
- *lessening traffic generation and its detrimental impacts;*
- *reducing carbon emissions and climate impacts;*
- *creating accessible, connected, inclusive communities;*
- *improving health outcomes and quality of life;*
- *improving road safety; and*
- *reducing the need for new development to increase existing road capacity or provide new roads."*

2.3 Local Transport and Planning Policy

Hampshire County Council – Local Transport Plan 2011-2031 (2013)

2.3.1 The Hampshire Local Transport Plan 2011 - 2031 (LTP) is a statutory document which considers the transport needs of Hampshire through short, medium and long-term policies. The Plan comprises the following:

- The 20-year Local Transport Strategy, with detailed supporting appendices;
- An Implementation Plan setting out how the Strategy will be delivered over three-year periods (to be updated for the full 15 years).

2.3.2 At the heart of the Local Transport Strategy are five themes, which provide the foundation for more detailed objectives and policies. The themes illustrate the enabling role of transport and the impact it can have on the quality of life in Hampshire. The five transport strategy themes with specific associated objectives that support sustainable travel are:

- *“Supporting the economy through resilient highways:*
 - *To support economic growth by ensuring the safety, soundness and efficiency of the transport network in Hampshire;*
- *Management of traffic:*
 - *Manage traffic to maximise the efficiency of existing network capacity, improving journey time reliability and reducing emissions, thereby supporting the efficient and sustainable movement of people and goods;*
 - *Promote, where they are stable and serve our other transport priorities, the installation of new transport technologies, including navigational aids, e-ticketing and smartcards, delivery of public transport information over the internet and on the move, and electric vehicle charging points.*
- *The role of public transport:*
 - *Work with bus and coach operators to grow bus travel, seek to remove barriers that prevent some people using buses where affordable and practical, and reduce dependence on the private car for journeys on inter- and intra-urban corridors;*
 - *Maintain a ‘safety net’ of basic accessibility to services and support for independent living in rural areas, with Community Transport services as the primary alternative to the private car, including car-based provision such as ‘Neighbourcare Scheme’, car clubs and shared taxis;*
 - *Work with rail industry partners and Community Rail Partnerships to deliver priorities for long-term rail investment; including improved parking and access facilities at railway stations, movement of more freight by rail, upgrades of existing routes and stations and (where viable) new or re-opened stations or rail links;*
 - *Ensure that travel from home to school affordably serves changing curriculum needs, underpins sustainable schools and maximises individual opportunities for education and training;*

- *Improve co-ordination and integration between transport modes through better local interchanges, for example at rail stations.*
- *Quality of life and place:*
 - *Introduce the 'shared space' philosophy, applying Manual for Streets design principles to support a better balance between traffic and community life in towns and residential areas;*
 - *Contribute to achieving local targets for improving air quality and national carbon targets through transport measures, where possible and affordable;*
 - *Reduce the need to travel through encouragement of a high-speed broadband network, supporting the local delivery of services and in urban areas the application of 'Smarter Choices' initiatives;*
- *Transport and growth areas:*
 - *Outline and implement a long-term transport strategy to enable sustainable development in major growth areas."*

Hampshire County Council – A Guide to Development Related Travel Plans (January 2009)

- 2.3.3 Hampshire's Guide to Development Related Travel Plans includes key objectives to ensure appropriate locations are chosen for developments and to minimise additional car travel demand by securing appropriate measures to maximise the opportunities for travel by other means.
- 2.3.4 Hampshire's document specifies that an effective travel plan will be:
- ***"Site-specific** – every site is unique and the measures will be determined by the opportunities and constraints of the site itself, the nature of uses and occupation, the location of other facilities and the existing transport provision.*
 - *A combination of **hard measures** – site design, improved infrastructure and new services and **soft measures** – marketing, promotion, use of technology and improved information provision.*
 - *A **holistic package** where individual measures are integrated into the new development as part of the design, marketing and occupation of the site.*
 - *One that includes measures to support and promote walking, cycling and the use of **public transport**.*
 - *One that addresses the issue of **parking provision**, its quantity, management and cost to the user."*
- 2.3.5 Within the guidance document, HCC provides a TRACES (Transparent, Realistic, Achievable, Enforceable and Sustainable) Evaluation checklist. This checklist sets out the elements that the Travel Plan must address. This Travel Plan has been produced in accordance with the checklist, which can be found in **Appendix A**.

Adopted Havant Borough Local Plan (2011)

2.3.6 The Adopted Havant Borough Council (HBC) Local Plan (Core Strategy) is the currently adopted local plan and sets out the planning policies for the borough up to 2026. This guidance document contains key transport strategy themes and their associated objectives.

2.3.7 Within DM11: Planning for More Sustainable Travel, it is stated:

“The council will seek to ensure that every opportunity is taken to increase integration of sustainable travel modes and availability of non-motorised modes by appropriate measures including:

- *Securing on-site and/or off-site interventions that promote integrated travel and access by non-motorised modes.*
- *Requiring safe and secure vehicular and cycle parking and turning facilities to adopted standards.*
- *Securing appropriate improvements to public and community transport (including infrastructure requirements) in accordance with the Hampshire Local Transport Plan and (where applicable) the relevant sub-regional transport strategy.*
- *Proposals for reducing opportunities for informal parking in the area surrounding the development where this would impact on the capacity, operation and safety of the local highway network and/or the amenity of the locality.*
- *Ensuring that new developments are located and designed at the outset to encourage lower vehicle speeds and safe, permeable, inclusive layouts that integrate with existing pedestrian, cycle and public transport routes. This will facilitate and encourage short distance trips by cycle and walking, including to public transport interchanges.”*

2.3.8 Within policy DM12: Mitigating the Impacts of Travel, it is stated:

“New developments will be required to mitigate their travel impact, including the environmental impacts of travel:

- *Adequate provision is made for integrated and improved transport infrastructure or appropriate mitigation measures, through direct improvements and S106 contributions in accordance with the Hampshire County Council Transport Contributions Policy.*
- *The submission of a transport assessment and travel plan alongside any planning application on proposals for major development or where a proposal is likely to have significant transport implications.*
- *A bond is provided which will be used to mitigate negative travel impacts of the development, should the travel plan fail to achieve its targets. This bond will be held by the relevant local transport authority.”*

Havant Borough Council ‘Parking’ – Supplementary Planning Document (SPD - 2016, partially updated in 2019)

- 2.3.9 The Havant Borough Council Parking SPD sets out the Borough’s off-street parking standards for new development. The standards were developed and adapted post the publication of the NPPF.
- 2.3.10 Table 4c of the SPD provides parking standards for care home developments. The standards state a minimum requirement of one space per four residents and one space per staff member. The supporting text states that *“the resulting level of parking would allow flexibility for visitors, visiting health care professionals, ambulances, etc. As staff are likely to operate over a 24 hour period the calculation based on the number of staff should be based on the number typically present on the site at any one time. Information to support this should be submitted with any planning application and should form the basis of pre-application discussions.”*
- 2.3.11 A standalone Transport Statement (TS) has been submitted with the planning application. Based on survey data for comparable care home development sites, the TS estimates that the maximum parking demand for the proposed care home is 13 cars. This level of parking demand would be accommodated within the site’s proposed 29-space car park and no parking on the highway is anticipated.
- 2.3.12 While HCC has commented that the development could result in some car parking taking place on-street, on Hart Plain Avenue, the evidence of comparable developments suggest that the development would be provided with sufficient parking capacity and this would not happen. This TP provides the appropriate mechanism to monitor future travel patterns, with the ability to introduce measures that prevent overspill car parking from occurring.

Neighbourhood Plan

- 2.3.13 There is no adopted neighbourhood plan for the area in which the site is located.

3 Site and Surroundings

3.1 Site Location

- 3.1.1 The development site occupies land that abuts Hart Plain Avenue to the north. To the west the adjoining site is occupied by Hart Plain Infant School, with Cowplain Community School to the south and east. The site can be accessed by road from Hart Plain Avenue, via either the A3 London Road to the east or Milton Road to the west.
- 3.1.2 The site is located on Hart Plain Avenue, which is an unclassified road that connects Milton Road to the west with the A3 London Road to the east. The sites are located within the grounds of the Cowplain Community School and are comprised of two distinct plots, both bordered to the north by Hart Plain Avenue and separated by a small cluster of residential dwellings.
- **Plot 1**, on which the care home development is proposed; is a triangular-shaped area of greenfield land (0.73ha). The plot currently forms part of the school's playing field, and adjoins Hart Plain Infant School to the west, while the playing field lies to the south; and
 - **Plot 2**, on which the residential units are proposed, is a rectangular hardstanding (0.21ha) immediately adjacent to the Cowplain School to the east and associated car park to the south.
- 3.1.3 There are currently no existing accesses to the proposed development sites, as the sites are within the grounds of the Cowplain Community School.
- 3.1.4 The site is located approximately 800 metres (m) west of Cowplain District Centre, within the Borough of Havant.
- 3.1.5 Bedhampton railway station is located approximately 6.2 km to the southeast of the site. Bus stops are located directly adjacent to Plot 2 along Hart Plain Avenue, within 50m of the site.
- 3.1.6 The location of the site is indicated in **Insert 3.1**.

3.2 Local Highway Network

Hart Plain Avenue

- 3.2.1 Hart Plain Avenue is a two-way, single-lane road which operates under a speed limit of 20 miles per hour (mph). Hart Plain Avenue is an east-west aligned road, which connects with the wider highway network via the A3 London Road to the east, or Milton Road to the west. Hart Plain Road continues to the northwest of Milton Road and becomes Eagle Avenue.
- 3.2.2 Pedestrian footways are present on both sides of Hart Plain Road. Streetlighting is present along the length of the carriageway and dropped kerbs are provided at side roads.
- 3.2.3 The nearest pedestrian crossings are located approximately 40 metres (m) west of the vehicular access to Cowplain School, as well as adjacent to the access to the Infant School to the west. The existing crossing points consist of dropped kerbs and tactile paving, as well as high-visibility bollards.

Insert 3.1: Site Location Plan

- 3.2.4 An Automatic Traffic Count (ATC) survey was undertaken along Hart Plain Avenue from Thursday 6th May 2021 to Wednesday 12th May 2021 during school term time. The surveyed vehicle speeds and volumes are presented within the associated Transport Statement (TS).

A3 London Road

- 3.2.5 London Road is a two-way, single-carriageway road which is a local distributor road providing a connection to a number of residential streets, as well as Waterlooville District Centre to the south and Cowplain District Centre to the north.
- 3.2.6 There are wide footways provided on both sides of London Road and streetlighting is present on both sides of the carriageway. A Toucan crossing is located approximately 10m to the south of the junction with Hart Plain Avenue.
- 3.2.7 Along the A3 London Road, there are both a shared footway/cycleway and sections of cycle infrastructure on-carriageway. This route provides direct connections to Cowplain District Centre to the north and the Wellington Retail Park (Waterlooville) to the south.
- 3.2.8 To the south of the site, a section of shared footway/cycleway exists on the western flank of the A3 until it reaches a Toucan (pedestrian/cycle) where the route switches to the eastern footway.
- 3.2.9 On-carriageway cycle infrastructure is also provided along the A3, north and south of Hart Plain Avenue. The A3 northbound is provided with a continuous shared bus/cycle lane and sections of dedicated cycle lanes. In the southbound direction, the A3 carriageway is marked with signage recommending cycling on-carriageway.

Milton Road

- 3.2.10 Milton Road is a north-south aligned, two-way single carriageway road which acts as a local distributor road. Milton Road connects to Hambledon Road to the south and Wecock Farm to the north. The junction of Milton Road/Hart Plain Avenue is restricted to a left-in and left-out arrangement.
- 3.2.11 There are wide footways provided on both sides of Milton Road and street lighting is present on both sides of the carriageway. A Toucan crossing is located approximately 10m to the south of the junction with Hart Plain Avenue.
- 3.2.12 There is an existing shared cycleway/footway on Milton Road to the west of the site, which provides an off-carriageway route southbound from Hart Plain Avenue. This route provides a connection to Jubilee Park and Waterlooville retail park to the south.

3.3 Walking

- 3.3.1 A walking distance of 2 kilometres (km) is the maximum desirable commuting distance, as stated by the Chartered Institute of Highways and Transportation (CIHT).
- 3.3.2 The Department for Transport's '*Walking and Cycling Statistics, England 2019*' publication indicates that the average walk distance within England for all journey purposes is 1.31 kilometres (km). Given this is an average, for some, it will be acceptable to walk more than 1.31km.
- 3.3.3 A summary of the local facilities within a walking distance of the site is provided in **Table 3-1**.

Table 3-1: Local Amenities

Amenity	Name	Distance
Town Centre	Waterlooville Town Centre	1.9km
GP Surgery	Cowplain Family Practice	850m
GP Surgery	Vine Medical Group	700m
Place of Worship	Cowplain Evangelical Church	950m
Pharmacy	Pharmacy	800m
Supermarket	Lidl Supermarket	600m
Supermarket	Co-Operative Food (Milton Road)	400m
Post Office	Horndean Post Office	500m

- 3.3.4 A walk catchment plan is presented within **Appendix B** which indicates areas that can be accessed within a 1km and 2km walking distance of the site.
- 3.3.5 A number of the amenities summarised within **Table 3.1** are located on London Road to the east of the site, towards Cowplain District Centre.
- 3.3.6 Waterlooville town centre is also located within walking distance of the site, approximately 1.9km to the south of Hart Plain Avenue.
- 3.3.7 The nearest pedestrian crossings are directly adjacent to Plot 2, approximately 40m west of the vehicular access to Cowplain School, as well as adjacent to the access to the Infant School to the

west. The existing crossing points consist of dropped kerbs and tactile paving, as well as high-visibility bollards.

- 3.3.8 Toucan crossings are also located directly adjacent to the junctions of Hart Plain Avenue with London Road to the east and Milton Road to the west.

3.4 Cycle

- 3.4.1 The National Travel Survey identifies that the average length of a cycle trip, as a main mode of travel, was 3.375 miles in 2019 (circa 5.4km), which means that cycle trips from the site are possible to local destinations, including all of the facilities identified in **Table 3-1**.
- 3.4.2 A cycle catchment plan is included in **Appendix C** which indicates areas that can be accessed within a 3km and 5km cycle distance of the site.
- 3.4.3 There is an existing shared cycleway/footway route along Milton Road to the east of the site, which provides an off-carriageway route southbound from Hart Plain Avenue. This route provides a connection to Jubilee Park and the Wellington Retail Park to the south. The route is part of the Havant Borough Cycle Network.
- 3.4.4 Along the A3 London Road, National Cycle Network (NCN) Route 222 is present. This route is provided in the form of both a shared footway/cycleway, as well as sections of cycle infrastructure on-carriageway. This route provides direct connections to Cowplain and Horndean District Centres to the north and Waterlooville retail park to the south.

3.5 Bus

- 3.5.1 The Chartered Institute of Highways and Transportation (CIHT) document “Planning for Walking” (March 2015) indicates that for bus stops in residential areas, a distance of 400m has traditionally been regarded as the desirable maximum walking distance.
- 3.5.2 The closest available bus stops are also located on Milton Road and A3 London Road, approximately 400m and 550m respectively. The 39, D2 and 7 The Star services can be accessed from Milton Road, while the 8 The Star can be accessed from London Road. **Table 3.2** provides a summary of the frequency of locally accessible bus services.
- 3.5.3 There are closer bus stops to the site, situated immediately adjacent to Cowplain Community School, along Hart Plain Avenue. However, these bus stops are served by bus route 654, which is a school bus operated by First, only accessible and available for school users.

Table 3-2: Summary of Local Bus Services

Bus Number	Route	First Bus	Last Bus	Weekday Peak Frequency	Saturday Frequency	Sunday Frequency
654	Purbrook Oaklands School – Cowplain Community School – Hambledon Lotts Stores - Hambledon	15:59	15:59	n/a	n/a	n/a
D2	Mead End – Cowplain The Rainbow – Waterlooville Precinct	07:03	17:03	1ph	1 every 2 hours	n/a

Bus Number	Route	First Bus	Last Bus	Weekday Peak Frequency	Saturday Frequency	Sunday Frequency
39	Wecock Blackbird Close – Cowplain The Rainbow – Bedhampton Asda – Havant Bus Station	05:37	09:18	3ph	3ph	1ph
7 The Star	Wecock Blackbird Close – Waterlooville The Rainbow – QA Hospital North – City Centre Shops South	05:10	22:43	3ph	3ph	3ph
8 The Star	Portsmouth The Hard Interchange – QA Hospital North – Cowplain Hart Plain Avenue – Clanfield	05:22	22:42	3ph	3ph	3ph

Source: bustimes.org, accessed 10/03/21

3.6 Rail

3.6.1 The nearest railway station is at Bedhampton, which is approximately 6.2km to the southeast of the site. The railway station could be accessed within an approximate 20-minute cycle journey. This station is served by the Southern and South Western Railway and provides direct connections to Littlehampton, London Waterloo, Portsmouth and Southsea and Portsmouth Harbour.

3.6.2 **Table 3.3** provides a summary of the rail services available from Bedhampton railway station.

Table 3-3: Summary of Rail Services

Operator	Destination	First Train	Last Train	Frequency			
				AM Peak	PM Peak	Sat	Sun
South Western Railway	London Waterloo	04:43	22:38	1ph	1ph	1ph	1ph
	Portsmouth and Southsea	04:43	23:33	3ph	3ph	2ph	2ph
	Portsmouth Harbour	04:43	23:34	1ph	1ph	1ph	1ph
Southern	Littlehampton	06:29	23:33	1ph	1ph	1ph	n/a
*Direct Services Only							

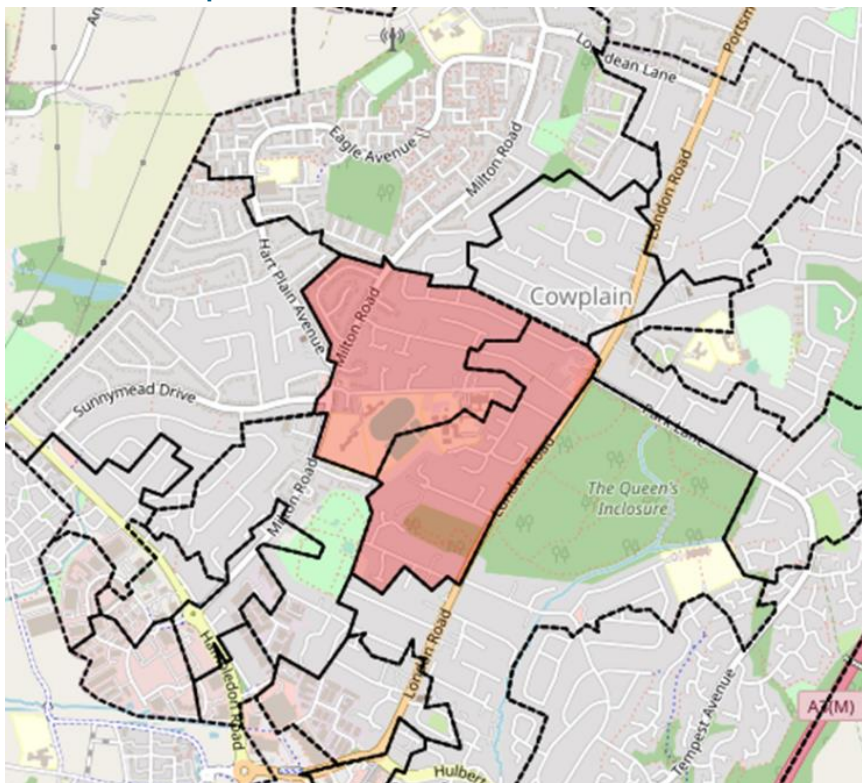
Source: live-departures.info, accessed 16/04/21

3.6.3 Bedhampton is a small railway station providing step-free access to the platforms via West Street along with covered waiting areas on the platforms and cycle parking provision for 20 cycles within a sheltered storage area. Car parking is not available at this station.

3.7 Development Travel Patterns

3.7.1 The 2011 census data (Method of travel to work, 2001 specification, Workplace population) for the workplace zones E33042292 and E33042293 provides an indication of the travel patterns that might be expected to and from the site by staff. The extent of the workplace zones is illustrated in **Insert 3.2**.

Insert 3.2: Workplace Zones E33042292 and E33042293



- 3.7.2 The 2011 Census Data modal split for workplace zones E33042292 and E33042293 is presented in **Table 3.4**.

Table 3-4: 2011 Census Data Modal Split (Workplace Population)

Method of Travel to Work	Modal Split
Train	0%
Bus, minibus or coach	3%
Taxi	0%
Motorcycle, scooter or moped	1%
Driving a car or van	75%
Passenger in a car or van	6%
Bicycle	1%
On foot	12%
Other method of travel to work	1%
Total	100.0%

- 3.7.3 The 2011 Census data indicates that the main mode of travel to the development by staff is likely to be by car, with car drivers representing 75% of all travel with car passengers representing 6%. Active travel (walking and cycling) and public transport modes represent a total of 16% of all journeys to work.

3.8 Summary

- 3.8.1 The local pedestrian network provides connections to multiple local amenities and residential streets, providing good opportunities for residents, staff and visitors in travelling to and from the site on foot. It is, however, noted that pedestrian movements to the site will largely be from staff and visitors.
- 3.8.2 There is good quality pedestrian infrastructure present along Hart Plain Avenue, including wide pedestrian footways, crossing points and dropped kerbs.
- 3.8.3 There is an existing shared cycleway/footway route along Milton Road to the east of the site, provided as part of the Havant Borough Cycle Network. Along the A3 London Road, National Cycle Network (NCN) Route 222 is present. This route provides direct connections to Cowplain and Horndean District Centres to the north and the Wellington Retail Park to the south.
- 3.8.4 The closest available bus stops are also located on Milton Road and A3 London Road, approximately 400m and 550m respectively.
- 3.8.5 The nearest railway station is at Bedhampton which is approximately 6.2 km to the southeast of the site. The railway station could be accessed within an approximate 20-minute cycle journey.
- 3.8.6 In summary, the site is accessible by a range of non-car modes of travel, with a number of public transport services, multi-modal opportunities and local amenities accessible on foot or by cycle.

4 Proposed Development

4.1 Development Overview

- 4.1.1 The proposal seeks to provide a 64-bed care home (Use Class C2) on Plot 1 and six dwellings (Use Class C3) on Plot 2, with associated parking and landscaping.
- 4.1.2 In addition to the care home, the proposal seeks to provide six dwellings on Plot 2 consisting of four semi-detached and two detached houses. Each dwelling will have its own private driveway and off-street parking space, accessed from Hart Plain Avenue. In addition to private driveways, garages are indicated within the curtilage of each dwelling plot. The commitments made within this Travel Plan are associated with the care home development only.
- 4.1.3 The proposed development layout is indicated within the architect's layout plan provided in **Appendix D**.

4.2 Staff Travel Patterns

- 4.2.1 It is anticipated that staff would work with two or three shift patterns a day. It is anticipated that a ratio of one staff member per three residents would be required at peak times of demand, which equates to a maximum of 22 members of staff per shift.

4.3 Care Home Vehicular Access

- 4.3.1 The proposed vehicular site access to the care home would be taken from Hart Plain Avenue and would provide access for staff, visitors and deliveries to the care home. Hart Plain Avenue is the only highway frontage afforded to the development site.
- 4.3.2 The proposed site access for the care home site would be located on the northeastern corner of the development site, approximately to the east of the junction with Harwood Gardens.
- 4.3.3 A turning head is proposed within the site to ensure that all vehicles enter and exit the site in forward gear.

4.4 Pedestrian Access

- 4.4.1 A pedestrian footpath would be located to the west of the development's vehicular access, which would connect Hart Plain Avenue to the care home's main entrance.

4.5 Car Parking Provision

- 4.5.1 The Havant Borough Council Parking Supplementary Planning Document (September 2019) and BREEAM guidance have been referred to in relation to car parking, cycle parking and provision towards electric vehicle charging points.
- 4.5.2 The SPD sets out that given the broad range of accommodation available in relation to Older Peoples Housing, the Council will consider car parking requirements on a case-by-case basis with a requirement for a full assessment to be presented.

- 4.5.3 The Transport Statement produced for the planning application includes a full assessment of the proposed level of car parking to serve this 64-bedroom care home. The assessment carried out supports the proposed total of 29 car parking spaces, inclusive of two blue badge holder car parking spaces, and one dedicated ambulance drop-off/ pick-up point, equating to a parking ratio of 0.45 spaces/ bedroom.
- 4.5.4 The full assessment carried out to inform the level of car parking proposed is considered adequate in meeting the anticipated parking demand associated with the operation of the care home development and alleviates any concerns of potential car parking overspill in the vicinity of the site.
- 4.5.5 Due to the nature of the development, the car park parking spaces are likely to be used by staff and visitors to the care home, and not residents.
- 4.5.6 Havant Borough Council's SPD 'Parking' refers to the provision of electric car charge points, where convenient. In accordance with part S4 of Building Regulation Part S 'Infrastructure for the charging of electric vehicles', it is proposed that one parking space is provided with an electric car charge point, to be located close to the care home's pedestrian access.

4.6 Cycle Parking Provision

- 4.6.1 Five Sheffield stands for parking 10 cycles would be located adjacent to the main entrance. The cycle store would be covered and would contain a communal pump for staff use. This provision would equate to approximately one space per three members of staff and is anticipated to exceed cycle parking demand requirements.

4.7 Proposed Bus Stop Improvement

- 4.7.1 It has been noted in the pre-application discussion with HCC that the bus stop facilities on Milton Road, which would be accessible from the proposed development, should be improved as part of the proposals. Post-planning response from HCC has updated this position and states that:

"During pre-application discussions, it was highlighted that the northbound bus stop consisted of a flagpole and timetable only. Potential upgrades to this stop have since been investigated further; however, the implementation of a bus shelter is not considered appropriate given the visibility obstruction which would be created for the dropped kerb accesses either side of the stop. Following a further review of the facilities, it has been identified that the existing shelter serving the southbound stop is old and in need of replacement. The Highway Authority therefore considers that upgrades to bus facilities on Milton Road would be better utilised on the southbound stop. The applicant should engage with the Highway Authority to agree the delivery mechanism for these works".

- 4.7.2 It is proposed that a commitment to the improvement of the southbound bus facility on Milton Road would be made within a Section 106 agreement.

4.8 Future Occupants

- 4.8.1 It is envisaged that the care home operator Barchester Healthcare would take control of the proposed development post-construction and would be responsible for the day-to-day activities of the proposed development. The development would provide care home facilities for the elderly

and as such, it is not considered that the residents of the development would produce a large travel demand.

4.8.2 The future site operator will be responsible for the implementation of this Travel Plan.

4.9 Anticipated Travel Demand

4.9.1 The accompanying Transport Statement presents an assessment of future travel demand to the care home development. The outcome of the assessment of development travel demand is replicated in **Table 4.1** below. The resulting residential care home vehicular trip generation during peak hours is presented in Error! Reference source not found.. The travel demand presented in **Table 4.1** would include all staff, visitors and delivery movements.

Table 4.1: Proposed Care Home, Multi-Modal Travel Demand – Daily Trips (07:00-19:00)

Mode of Travel	Trip Rate (trips per resident)			Total Trips		
	Arrivals	Depart's	Total	Arrivals	Depart's	Total
Vehicles	0.875	0.914	1.789	56	58	114
Vehicle Occupants	1.067	1.146	2.213	68	73	142
Public Transport Users	0.161	0.112	0.273	10	7	17
Pedestrians	0.269	0.28	0.566	17	18	36
Cyclists	0.028	0.028	0.056	2	2	4
Total Person Trips	1.546	1.553	3.099	99	99	198

4.10 Summary

4.10.1 The proposal seeks to provide a 64-bed care home (Use Class C2) on Plot 1 and six dwellings (Use Class C3) on Plot 2, with associated parking and landscaping.

4.10.2 The care home proposes a total of 29 car parking spaces, inclusive of two Blue Badge holder car parking spaces with one dedicated ambulance drop-off/ pick-up point, and one electric vehicle charge point.

4.10.3 In addition to the care home, the proposal seeks to provide six dwellings on Plot 2 consisting of four semi-detached and two detached houses. Each dwelling will have its own private driveway and off-street parking space, accessed from Hart Plain Avenue. In addition to private driveways, garages are indicated within the curtilage of each dwelling plot. The commitments made within this Travel Plan are associated with the care home development only.

4.10.4 The care home's main access would be located on the northeastern corner of the development site, approximately 43m west of the junction with Harwood Gardens, and would accommodate all of the site's vehicular traffic.

4.10.5 A total of 10 secure and weather-protected cycle parking spaces would be provided in the form of five Sheffield stands within the curtilage of the care home site. This equates to approximately one space per three staff is proposed to adequately meet cycle parking demand requirements.

- 4.10.6 It is anticipated that the proposed care home would typically operate across two or three different shift patterns over each 24-hour period, with a maximum total of 22 employees being present on-site at any one time.

5 Aims and Objectives

5.1 Aims

- 5.1.1 This Travel Plan is intended to be a transparent and documented strategy that aims to reduce the dependence on employees travelling to the site by private car, thereby reducing traffic and promoting cleaner and more sustainable travel choices.
- 5.1.2 The Travel Plan also aims to achieve associated benefits for both the organisation and their employees, such as improved health benefits for staff members and reduced travel costs.

5.2 Travel Plan Objectives

- 5.2.1 The specific objectives of this Travel Plan are as follows:
- To minimise car use, and in particular single occupancy car travel, to and from the development, particularly through providing scope for journeys to be made by other modes.
 - To identify measures which maximise the use of non-car modes of travel.
 - To lead a change in the travel behaviour of individuals to a sustainable mode of travel and maintain that change once it has occurred.
 - To initiate and promote a package of measures and management procedures that would encourage staff to travel by sustainable modes, resulting in a reduction in single occupancy car trips.
 - To maximise the use of non-car modes of transport to the site such as walking, cycling and public transport.
 - In promoting walking and cycling, publicising the health and environmental benefits associated with travel by foot and by bicycle.

6 Targets

6.1 Methodology

- 6.1.1 In accordance with best practice, the targets within this report adopt the ‘outcomes approach’ by focussing on mode shift.
- 6.1.2 Realistic and achievable targets should be selected for the site. The targets should be set to reflect the reductions in car use that are expected as a result of the Travel Plan measures.
- 6.1.3 To measure the effectiveness of the Travel Plan, as the intended key tool to deliver sustainability with regards to transport, SMART targets have been included to help achieve the primary target of this Travel Plan. These are as follows:
- **S**pecific;
 - **M**easurable;
 - **A**chievable;
 - **R**ealistic; and
 - **T**imed.

6.2 Preliminary Travel Plan ‘Action’ Targets

- 6.2.1 The following action targets are set to achieve the required reduction in the number of single occupancy trips to the development. The action targets have been given a time post-occupancy in which they must be achieved. The action targets are as follows:
- Undertake to deliver all ‘hard’ measures prior to first site occupation.
 - Appoint a Travel Plan Coordinator prior to site occupation (refer to **Section 8.1**).
 - Set up a Travel Plan steering group within three months of occupation.

6.3 Preliminary Travel Plan ‘Aim’ Targets

- 6.3.1 HCC’s Guide to Development Related Travel Plans document requires that targets should link to the objectives of the Travel Plan and in this case, a suitable parameter is considered to be the site’s anticipated vehicular travel demand.
- 6.3.2 Allowing for a 10% reduction in vehicular trips to and from the development over the five-year implementation of the TP, the TP targets are set on a biennial basis and are presented in **Table 6-1** below.

Table 6-1: Preliminary Travel Plan Targets – Vehicular Movements

Target Year	07:00-19:00			Reduction from Baseline
	Arrivals	Departure	Two-Way	
Baseline (refer to Table 4.1)	56	58	114	n/a
Year 1	55	57	112	2%
Year 3	53	55	107	6%
Year 5	50	52	103	10%

6.4 Target Reviews

- 6.4.1 The targets set out above are 'preliminary' and would be subject to review once an inaugural travel survey has been undertaken at the site. the travel survey would count the number of vehicular arrivals and departures over a 12-hour period and in parallel ask staff and site visitors how they travel.
- 6.4.2 The analysis of the survey results would then help guide future targets and initiatives, and measure the successes of the Travel Plan measures.
- 6.4.3 The success of the Travel Plan would primarily be measured against the percentage mode share of vehicle trips. The percentage of travel by other modes that influence this primary target would also be monitored.
- 6.4.4 After the baseline (inaugural) travel survey has been undertaken, further surveys would be undertaken in years 3 and 5 of site occupation.
- 6.4.5 The surveys would take the form of an arrival/departure count of cars (07:00-19:00) and an accompanying survey of staff and site visitors to establish how people travel.
- 6.4.6 A vehicular trip target would be set and agreed in consultation with HCC. The target would be agreed on the basis of the previous review exercise (see **Section 9**, Monitoring and Review) and would be recorded for reference in the following years' review.
- 6.4.7 Where targets are not being met at the end of the initial period of monitoring, the Travel Plan will be reviewed, new measures introduced, and the monitoring period extended for a further two review periods.

7 Measures and Maintenance

7.1 Increasing Travel Awareness

7.1.1 A Travel Plan should set out how employees can be encouraged to travel to the site by sustainable modes. Hard infrastructure measures should be proposed to facilitate access by sustainable modes, and 'softer' measures should be developed to encourage non-car use.

7.1.2 In this case, all new employees would, therefore, be made aware of the Travel Plan and the associated 'measures' through their company induction.

7.2 Proposed Hard Measures

7.2.1 To support the development project and this Framework Travel Plan, the following 'hard' measures are proposed.

- A pedestrian footpath would be located to the east of the development's vehicular access, which would connect Hart Plain Avenue to the main entrance of the care home.
- A total of 10 secure and weatherproof cycle storage spaces would be provided in the form of five Sheffield stands within the curtilage of the site. A communal cycle pump will be provided within the store.
- Bus stop facilities on Milton Road, which would be accessible from the proposed development, would be improved as part of the proposal, funded by the applicant (refer to **Section 4.7**).
- Showers, changing facilities and lockers for storing clothes will also be provided within the care home building.

7.3 Proposed Soft Measures

7.3.1 To encourage the take up of sustainable travel and reduce single-occupancy car trips the following measures (**Table 7-1**) are proposed. These measures are proposed with the intention that they support a change in travel behaviour, encouraging the use of sustainable transport modes over single-occupancy car trips.

Table 7-1: Proposed 'Soft' Travel Plan Measures

Measures	Comments
Appointment of TPC	A Travel Plan Co-ordinator (TPC) would be appointed a minimum of 3 months prior to site occupation. The TPC's contact details will be provided to HCC.
Provide a staff notice board	A Travel Plan notice board would be provided in a communal area for staff. The board would provide employees with useful information regarding travel choices and include information such as details of car share schemes, walking routes, up-to-date bus and train times. The noticeboard could include information about safe cycling, appropriate cycle clothing and local cycle routes.
Use of intranet/internet to disseminate information – and social media such as Twitter or Facebook.	The TPC would be able to use social media to disseminate information, complementing the information shared via the staff Travel Plan notice board.
Provide Travel Information Packs to employees	To be provided at the launch of the TP and during the induction of new employees. The packs would include information such as details of the car share scheme, walking routes, bus and train times. Information with regards to journey planning websites will also be provided including Traveline, National Rail Enquiries and the Hampshire 'My Journey' Planner. The pack could also include information that about safe cycling, appropriate clothing, and local cycle routes.
Establish a Travel Plan Steering Group	The TPC would establish the group to ensure that the Travel Plan is operating in the way anticipated and to ensure that focus is provided on achieving the Travel Plan's aims and objectives.
Interest-free loans for bus and rail tickets*	To remove the cash flow barrier to employees wishing to purchase season tickets for bus / rail which are significantly cheaper than daily tickets.
Promotion of national events	To link up with national events such as 'Bike Week' or 'Walk to Work' week.
Car share database	To encourage the take up of car sharing by allowing employees to find other employees who may live near them and be interested in car sharing.
Car share priority parking	The operator will consider the allocation of priority car parking on-site for staff that car share. If spaces are allocated for car share use, these would be spaces that are close to the care home entrance.
Guaranteed lift home for car-sharers and public transport users in emergencies	To ensure that employees who did not travel in their own car have the security of knowing they can get home in an emergency.
Set up Bicycle User Group	To enable like-minded employees to discuss common issues and encourage more people to cycle to the development. To include assistance on where to access information about safe cycling, clothing and local cycle routes.
Cycle / Walking 'buddy' scheme	To increase personal security during unsociable hours.
Collaboration with local public transport providers to	To provide further incentives for staff and visitors to travel to the site by bus.

Measures	Comments
improve services, negotiate discounts and trial initiatives	
Promotion of free health apps for walking	To promote and encourage walking by staff and visitors.
Cycle to Work Scheme*	To increase the uptake of cycling the operator of the care home could offer a cycle-to-work scheme. The scheme requires that at least 51% of the bike's use must be for commuting. The employer, rather than the employee, owns the bike. At the end of the hire period (usually 12 months) the employer may then choose to transfer ownership of the bike to the employee for the 'fair market value'.
Bike maintenance/Dr Bike Events	The TPC would organise a bike maintenance event for staff, at least once each year.
Promotion of HCC 'My Journey' Planner	The HCC 'My Journey' planner would be promoted to staff of the care home by the appointed Travel Plan Coordinator (TPC) within staff travel packs, on notice boards and within social media updates. The journey planner allows users to plan cycle and public transport routes.
Travel to interview	As part of any staff recruitment process, the TPC would provide potential candidates with information about opportunities to access the site by sustainable modes of travel.
*subject to the operator's working practice and policy	

7.3.2 A breakdown of the costs associated with the above measures is provided in **Appendix E**.

7.3.3 These proposed measures are identified in the Action Plan detailed in **Section 10**.

8 Travel Plan Management

8.1 Travel Plan Co-ordinator

- 8.1.1 A Travel Plan Co-ordinator (TPC) will be appointed by the site operator at least three months ahead of first site occupation. It is likely that the TPC role would be undertaken by a member of the care home facilities staff, with the TPC role forming part of a wider role within the care home.
- 8.1.2 Once up and running, it is envisaged that Travel Plan related activities would take around half a day each week. The effective cost for the TPC role can be based on the assumption of the annual salary of the TPC with one-tenth of the employee's time being allocated to TPC activities. Should the staff member allocated to the TPC be paid £25,000 per annum, then the effective cost for the role would be £2,500 per annum or £12,500 over a five-year period.
- 8.1.3 Based on the target years described in **Section 6.3** and the associated monitoring requirements, it is envisaged that the end date for TPC funding would be 5 years post site occupation.
- 8.1.4 The TPC would be trained and would be responsible for the implementation of the Travel Plan at the development as a whole. Funding of the TPC will be the responsibility of the care home occupier.
- 8.1.5 Following the appointment of the TPC, their contact details will be provided to HCC.
- 8.1.6 The overall administration of the Travel Plan would be the responsibility of the TPC who would be responsible for the development, implementation, monitoring and enforcement of the Travel Plan, and would spend around one and half hours per week on TPC responsibilities.
- 8.1.7 The primary duties of the TPC are:
- Being the first point of contact for all information and issues regarding travel planning on the site.
 - Raising awareness of the Travel Plan through organised local events and participation in national events relating to sustainable travel.
 - Work towards realising the objectives and targets of the Travel Plan.
 - Update the travel boards and website with the latest information and progress of the Travel Plan.
 - Ensure the measures in the Travel Plan are properly implemented.
 - Undertake the required monitoring and review of the Travel Plan, including reporting to the local authorities.
 - Collate, organise and distribute the employee travel packs.

8.2 Travel Plan Administration

- 8.2.1 The TPC would oversee the management of a filing system for all correspondence relating to the Travel Plan for the site and be a key link between the TPC and various stakeholders.

- 8.2.2 The TPC would ensure that new employees would be made aware of the existence of the Travel Plan and their travel details are added to the relevant car share database if appropriate. Employees leaving would have their details removed from the database.
- 8.2.3 The TPC would set up and maintain the employee travel dataset, following the initial travel survey.
- 8.2.4 The TPC would monitor the use and provision of cycle parking.
- 8.2.5 In the event that the occupier of the development changes the previous TPC will be required to produce a report outlining the progress of the Travel Plan. This report will provide details on the most recent travel measures that have been implemented, the current Travel Plan management arrangement, agreed funding streams and the relevant contacts at HCC.

8.3 Travel Plan Promotion

- 8.3.1 All employees would be made aware of the existence, objectives and potential benefits of the Travel Plan.
- 8.3.2 For new employees, the Travel Pack would be provided at their induction, so that staff can make an informed decision about how they travel to the site. Employees will also be offered the option of receiving their travel packs electronically prior to the commencement of their employment. This would assist employees in considering all travel options available before they commence their employment.
- 8.3.3 The Travel Pack would include the following:
- The objectives of the Travel Plan;
 - The environmental and economic benefits of travelling using sustainable travel modes;
 - Details of the Travel Plan Co-ordinator;
 - Details of the bus and train services;
 - Details of cycles routes;
 - Details of the cycle to work scheme (if adopted by the operator);
 - Information on the location of the cycle parking facilities; and
 - Information on the development's car-share scheme and details associated with the other external car share schemes, such as:
 - (<https://liftshare.com/uk/community/hants>).
- 8.3.4 Noticeboards would be provided in areas that are communal and highly frequented by staff. The noticeboards would allow the information provided within the Travel Packs to be visible and kept up to date. In addition, e-mail and e-shots could be utilised as appropriate.

8.4 Travel Plan Funding

- 8.4.1 The costs associated with the implementation of the site's 'hard' measures would be the responsibility of the applicant, Frontier Estates. All hard measures would be delivered as part of the development's build.

- 8.4.2 The cost of running the Travel Plan post site occupation would be the responsibility of the site's operator, Barchester Healthcare. The operator would be responsible for funding all elements of the Travel Plan including its day-to-day management, the funding of any 'measures' required, and all formal and informal surveys that are required to be undertaken as part of a monitoring process. An estimation of the required Travel Plan funding is provided in **Appendix E**.

9 Monitoring and Review

9.1 Travel Plan Monitoring

9.1.1 Monitoring of the Travel Plan would be undertaken after three months of full occupation of the building. This survey would be undertaken in the form of an informal staff and visitor survey, alongside a count of vehicle arrivals and departures over a 12-hour day (07:00-19:00).

9.1.2 **Table 9-1** sets out how the timeframe for undertaking surveys and reporting in relation to the Travel Plan.

Table 9-1: Travel Plan Monitoring Timetable

	Baseline (Year 1)	Year 2	Year 3	Year 4	Year 5
Level of Report	To be submitted one year after occupation. To include baseline survey results and updated in the monitoring report	Monitoring Report (questionnaire surveys only)	Full-surveys – Monitoring Report (questionnaire and traffic surveys)	Monitoring Report (questionnaire surveys only)	Full-surveys – Monitoring Report (questionnaire and traffic surveys)

9.1.3 **Table 9-1** sets out how the data would be collected and the likely method of collection.

Table 9-2: Travel Plan Monitoring

Monitoring data	Method of collection
Baseline conditions including the number of employees	Collected by the TPC from Human Resources records.
Demand for parking, including cycle parking	The TPC will survey the demand for parking, counting vehicular arrivals and departures throughout the day (07:00-19:00).
Traffic patterns to and from the development	Established through an employee/visitor Travel Survey to be organised by the TPC. The Travel Survey would most likely take the form of a questionnaire, to achieve a 35% response rate.
The level of uptake on car-sharing	Collected by the TPC
Informal comments made regarding the operation of the Travel Plan	
Formal comments from stakeholders regarding the Travel Plan	

9.1.4 An example questionnaire survey, to be used for informal monitoring of the Travel Plan, is provided in **Appendix F**. This or a similar questionnaire will be given to all staff members on an annual basis and will help to establish travel patterns at the development and will offer a chance for formal feedback on Travel Plan measures to be given. It is envisaged that the count of vehicle arrivals and departures would only be undertaken in years 1, 3 and 5 of site occupation.

- 9.1.5 A response rate above 35% will be sought. The TPC could use incentives to encourage participation in the Travel Plan survey, such as offering all participants entry to a free prize draw to win a voucher for a supermarket or online retailer.
- 9.1.6 The occupier would commit to achieving a 35% response rate to any Travel Plan survey. The extent of the staff 'incentive' would be reviewed should the required 35% response rate not be achieved, to ensure adequate participation in future Travel Plan surveys.
- 9.1.7 As part of the survey, site visitors would be asked, as a minimum, how they have travelled to the site. This part of the survey would be undertaken at the building's reception, as visitors arrive.

9.2 Reporting

- 9.2.1 Upon completion of the surveys, the TPC would be required to produce a Travel Plan Monitoring report and put forward any remedies, where appropriate, should the Travel Plan targets not be met. The TPC will be required to submit this report to HCC within two months of the travel survey being completed.
- 9.2.2 The report will include the following:
- **Development Overview** – A description of the site including the occupiers and opportunities to access the site by sustainable modes of transport.
 - **Summary of the Agreed Travel Plan**
 - **Targets** – An overview of the agreed targets and the relevant indicators.
 - **Implementation and Monitoring Timetable** – A summary of all of the activities that have been undertaken in association with the Travel Plan including surveys and implementation of measures.
 - **Analysis of the Monitoring Results** – This will include drawing conclusions on the success of the Travel Plan when compared to the set targets.
 - **Issues, Constraints and Reasons for Progress** – This section will outline the reasons for the success or failure of the Travel Plan.
 - **Corrective Measures (if required)** – details of any additional 'measures' that have been required in order to keep the Travel Plan on track.
 - **Conclusions** – An overall evaluation of the success in meeting the targets and the status of the Travel Plan.
- 9.2.3 A copy of this report will be made available to all members of staff to ensure they are aware of the Travel Plan and the impact it has had on travel to the site.

9.3 Securing the Travel Plan

- 9.3.1 The implementation of the Travel Plan would be secured through the proposed developments Section 106 agreement.

9.4 Delivery and Enforcement

- 9.4.1 The delivery of the TP will be secured within the planning application's Section 106 agreement.
- 9.4.2 The developer will also commit to paying HCC's monitoring and approval fees. It is understood that for a 'major' development, these fees amount to:
- Initial evaluation fee: £1,500
 - Annual Monitoring: £3,000 per annum (for a 5-year period)
- 9.4.3 In addition to the monitoring fee, the developer will provide a cash deposit to HCC which equates to the amount set out within **Appendix E**.

10 Summary and Action Plan

10.1 Summary

- 10.1.1 This Travel Plan (TP) has been prepared by Royal HaskoningDHV (RHDHV), on behalf of Frontier Estates Ltd, in association with a planning application for a 64-bed care home (C2) on land adjacent to Cowplain Community School, Hart Plain Avenue, Waterlooville PO8 8RY (the 'site'). This Travel Plan is a stand-alone document associated with the proposed care home only.
- 10.1.2 This document has sought to accord with guidance published by Hampshire County Council (HCC) which requires a Travel Plan for care home developments where 50 bedrooms or more are to be provided.

10.2 Action Plan

- 10.2.1 An Action Plan has been prepared that provides guidance to the TPC and Frontier Estates Limited, (or end occupier) on the key milestones for the implementation of the Travel Plan and the milestones for future maintenance and reporting. This Action Plan (**Table 10.1**) summarises the content of this report.

Table 10-1: Travel Plan Action Plan and Key Dates

Proposal	Action	Start Date	Responsibility	Mode Affected
Implement the Travel Plan	Appoint the Travel Plan Co-Ordinator	At least 3 months prior to site occupation	Frontier Estates Limited (or end user)	N/A
Increase employee awareness of all travel choices	Prepare welcome packs for new employees	Prior to occupation	TPC	All modes
Provide adequate facilities to encourage staff and visitors to cycle to the site	Implement covered and secure cycle parking, lockers and showers	Prior to occupation	End occupier and TPC	Cycle
Increase employee awareness of all travel choices	Identify an area for a staff notice board	Prior to occupation	TPC	All modes
Improve pedestrian connections to and from the site and the local pedestrian network	Provide pedestrian infrastructure for access from the highway	Prior to occupation	Frontier Estates Limited (or end user)	Pedestrian
Understand how employees plan to travel to and from the site	Undertake a staff/visitor travel survey	3 months after full site occupation	TPC	All modes
Develop a better understanding of employee journey making habits	Update the Travel Plan with survey details.	Within 2 months of the staff/visitor travel survey completion.	TPC	All modes

Project related

Proposal	Action	Start Date	Responsibility	Mode Affected
Reduce single occupancy vehicle trips	Initiate 'measures' and car-share database	Within 3 months after full site occupation	TPC	Car sharers (car drivers & passengers)
Monitor employee travel patterns to establish modal split and modal shift	Undertake a staff/visitor travel survey.	Annually	TPC	All modes
Ensure that employee travel information is up to date. Review when new staff members join and incumbent staff leave.	Update car-share database, as required.	On-going	TPC	All modes
Review change in mode share to determine mode shift	Report survey results to HCC.	Annually, following each travel survey.	TPC	All modes
Ensure that employee travel information is up to date. Reviewed when new staff members join and incumbent staff leave.	Update the car sharing database and staff notice board.	On-going	TPC	Car sharers (car drivers & passengers)
Determine how many staff travel by cycle	Review cycle parking provision.	On-going	TPC	Cycle

11 Conclusion

- 11.1.1 This Framework Travel Plan (TP) has been prepared by Royal HaskoningDHV (RHDHV), on behalf of Frontier Estates Ltd, in association with a planning application for a 64-bed care home (C2) development and six dwellings (C3), on land adjacent to Cowplain Community School, Hart Plain Avenue, Waterlooville PO8 8RY (the 'site').
- 11.1.2 This Framework Travel Plan is a stand-alone document associated with the proposed care home only. This accords with guidance published by Hampshire County Council (HCC) which requires a Travel Plan for care home developments where 50 bedrooms or more are to be provided. The HCC guidance states that a Residential Travel Plan is required for developments of 50 dwellings or more³ and the proposed development is not, therefore, sufficient in size to require the preparation of a stand-alone Residential Travel Plan. This version of the TP has been prepared to address comments received from HCC in its consultation response to the planning application, relating to the care home element of the application.
- 11.1.3 The primary aim of the TP is to influence the travel behaviours of users of the development by maximising opportunities for trips to be undertaken by sustainable modes. This aim is supported by a number of objectives to assist in achieving a reduction in single occupancy private car trips.
- 11.1.4 This TP supports a full planning application and, as such, the site layout is determined at this stage. The TP sets out the sustainable transport measures that have been incorporated. The infrastructure 'hard' measures include provisions for pedestrians / cyclists as part of the access strategy including secure and covered cycle parking provision, electric vehicle charging provision and off-site local bus improvements. The TP also sets out a range of non-infrastructure or 'soft' measures aimed at influencing modal choice for travel to the site. These include measures relating to marketing and communication, walking and cycling, public transport, car travel and business travel policy.
- 11.1.5 A TPC will be appointed to oversee the implementation and management of the TP. The TPC will be 'hands-on', actively implementing and monitoring the TP. The TPC will be appointed at least three months prior to opening / occupation of the care home and will be in post for the duration of the monitoring period. It will be the responsibility of the operator to appoint and fund the TPC. The TPC will seek to establish partnerships with appropriate and relevant external resources and maintain links and lines of communication to keep up-to-date on the information, initiatives and new technology in sustainable travel.
- 11.1.6 A programme of monitoring has been set out in line with HCC's consultation response to the planning application. This includes a baseline travel survey (to be undertaken within the first year of first site occupation) with subsequent annual monitoring surveys (set out as alternating between snapshot and full surveys) and associated monitoring reports. This will enable progress to be measured towards achieving mode share targets and areas for improvement, such as any observed overspill car parking, can be identified so that the TP remains relevant to the changing needs of the care home development.

³ <https://www.hants.gov.uk/transport/developers/travelplans/travelplanrequired>

Appendix A – HCC TRACES Evaluation Form

Appendix C TRACES evaluation template

T R A C E S Template

In order to complete this assessment you will need to state how your plan achieves the TRACES elements. The elements required at each stage are shown under the TRACES column.

Business / Development:

	Criteria	Brief assessment / cross reference to plan	TRACES*	Points	
				Score	Out of
	Background				
1	Name of business / occupier (or developer/agent/ speculative development status)		T		1
2	Staff numbers, working hours, shifts etc		T		1
3	customers, visitors and delivery movements		T		1
4	Is the scope of the plan clear and does the plan relate to the different needs of all users, occupiers, residents, visitors etc (business travel, commuting, visitors, customers, deliveries, fleet vehicles, disabled access)		T,R,A		2
5	Is there reference to the wider company ethos and business plan or previous experience with travel plans		T,R		1

Appendix C TRACES evaluation template

6	Physical description of the site and its location. To include on site infrastructure (e.g. car parking spaces) and off site infrastructure (e.g. public transport services)		T		2
7	Is the plan clear about who has responsibility to deliver the travel plan (the developer or responsibility passed to the occupier)		T,R,C		1
	Consultation and partnerships				
8	Does the plan demonstrate that staff, unions and HR have been (or will be) involved in the preparation of the plan. Have the opinions of those who will be affected (including the local community) been included in the action plan.		T,R		2
9	Is there agreement with the highway / transport authority on the measures relevant to them. Evidence of liaison with the local authority.		T,R,A		2
10	Is there agreement with the local public transport operators on measures relevant to them		T,R,A		2

Appendix C TRACES evaluation template

11	Are any other key partnerships identified (e.g. cycle retailers, train operators) or is there membership of a commuter forum		T,C,A		1
	Site and travel surveys				
12	Have site audits been undertaken		T,C		1
13	Have surveys been carried out of existing transport links and public parking stock (i.e. is there potential for displaced parking to take place)		T,C		1
14	Have travel surveys been undertaken / planned (staff, visitors, customers etc). If so, what is the response rate / data quality?		T,C		2
15	Has an appropriate survey methodology been proposed and agreed including timescales		T,A,C		1
16	Is a sample survey questionnaire provided		T,A,C		1
17	What level of data analysis has been used to inform the development of the action plan (reference to local or national data)		T,C		2
18	Are patterns of staff /visitor travel outlined		T		2
	Visions, Objectives and Targets				

Appendix C TRACES evaluation template

19	Does the plan have clear and appropriate overall aims and objectives.		T,R,A,C		1
20	does the plan have targets (related to the aims and objectives). Minimum of % SOV versus other modes				2
21	Are there 'aim' and 'action' type targets		T,R,A,C		1
22	Is the plan clear about how the targets have been developed (e.g. are they based on evidence like survey results)		T,R,A		2
23	Are the targets SMART		T,R,A		1
24	Are indicators of success proposed		T,R,A		1
25	Are the targets consistent with LDF and LTP objectives and policies		T,R		2
	Action Plan				
26	has an action plan been included?		T		1
27	Is it clear how initiatives and measures support the overall aims and objectives		T,R		3
28	Are measures related to survey results or in line with over all aims and objectives		T,R		3
29	Do actions have defined and realistic timescales		T,R,A		4

Appendix C TRACES evaluation template

30	Are initiatives and measures prioritised in the plan		R,A		3
31	Are there details of who is responsible for each action		T,R,A		2
32	Are all modes of travel to the site considered (walking, cycling, bus, train, taxi, motorbike, multimodal journeys, car, car share' deliveries)		T,C		4
33	Are measures identified to assist all users of the site and all journey types		T,C		3
34	Provision of marketing / information for each mode		R,A,C		2
35	Provision of incentives for each mode		R,A,C		2
36	Is there a strong car parking policy (e.g. to what extent is car parking managed to promote car sharing and reduce SOV trips)		R,A,C		3
37	Are non transport solutions considered (e.g. flexible working hours, working from home, teleconferencing)		R,A,C		3
	Evaluation and Monitoring				
38	Does the plan state when next survey will be undertaken		T,S		1
39	Are there mechanisms in place for reviewing and updating the plan in light of experience		T,S		1

Appendix C TRACES evaluation template

40	Are barriers to implementation discussed with amelioration measures proposed		T,R,A		2
41	Are proposals for long term monitoring included		T,S		1
42	Are the proposals for implementing and managing the plan in the longer term (5-15years) clear		T,S		2
	Roles and responsibilities				
43	Is there a steering group to over see the development of the plan with working groups to assist in delivering the plan (where appropriate)		T,C		1
44	Are staffing implications of delivering the plan made clear		T,A,C		1
45	Is there support and commitment from senior management		T,C		1
46	Is a Travel plan co-ordinator in place or is there agreement on when a co-ordinator will be in place		T,C		2
47	What is the level of seniority of the travel planner. Will it be a full or part time role.		T,C		2
	Awareness, promotion and marketing				

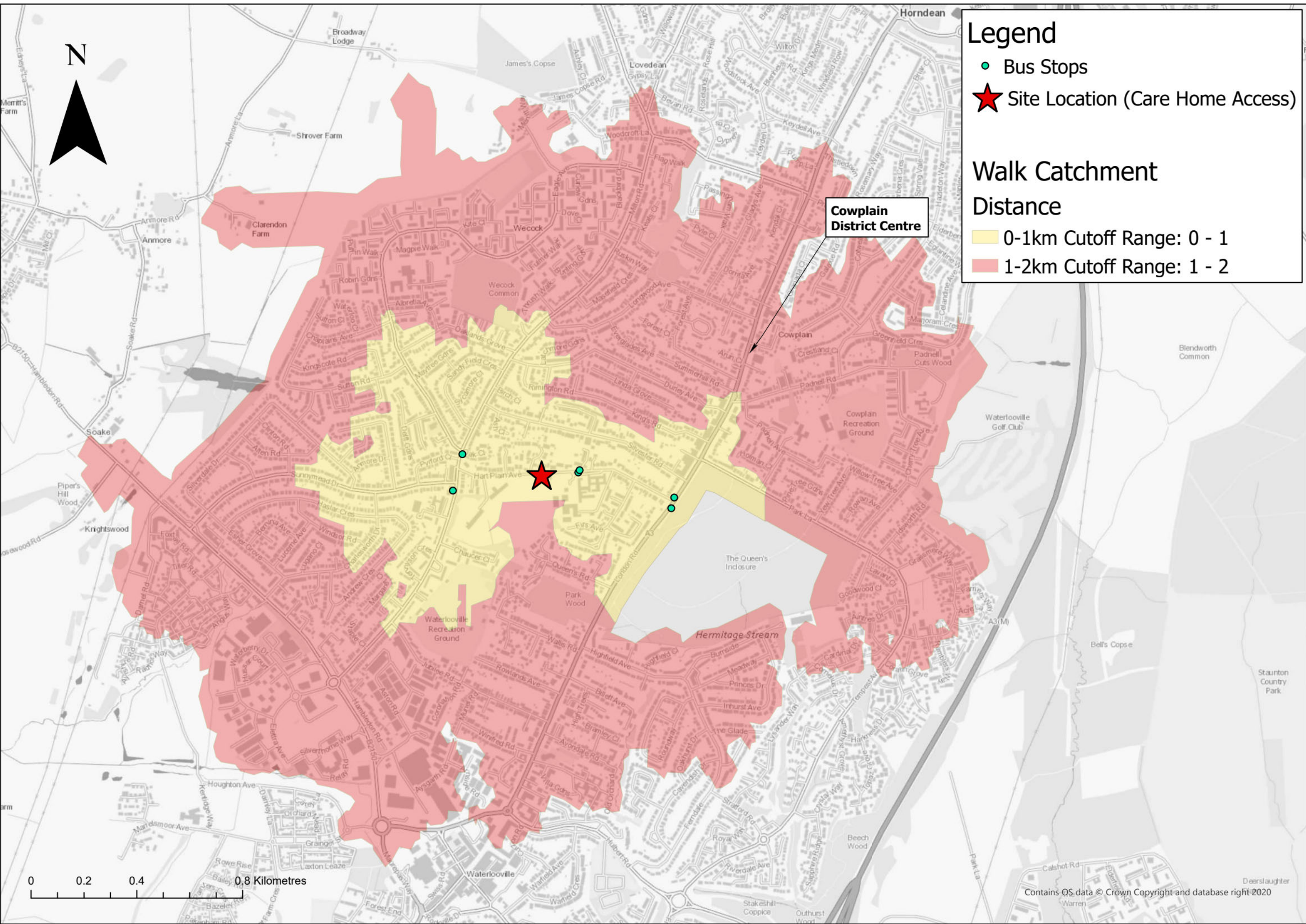
Appendix C TRACES evaluation template

48	What measures are in place to ensure that the travel plan is promoted over a sustained period of time (e.g. newsletters., events, websites).		A,C,S		3
49	Are promotional events coordinated with national and local events		R,A		2
50	Is there a mechanism for disseminating results of the survey		T		1
	Funding				
51	Are sources of funding (at an appropriate scale) identified for delivery of the action plan		T,R,C		2
52	Is the funding of the travel plan co-ordinator role clear		T,R,C		2
53	Is there funding allocated for promotional events and marketing		T,R,C		2
54	is funding allocated for the requirement of ongoing monitoring of the plan				1
	Deliverability / Enforceability				
55	Is a Section 106 agreement drafted which ensures delivery of the travel plan		T,E		2
56	Is there clarity on what needs to be done by when and appropriate incentives / sanctions in place to enforce the agreement		T,E		3

Appendix C TRACES evaluation template

57	Is the travel plan explicit in terms of objectives, management, monitoring and review?		T,E		4
58	Are there transition arrangements in place for changes in user / owner / occupier		T,E,S		1
	Total				106

Appendix B – Walk Catchment Plan



Legend

- Bus Stops
- ★ Site Location (Care Home Access)

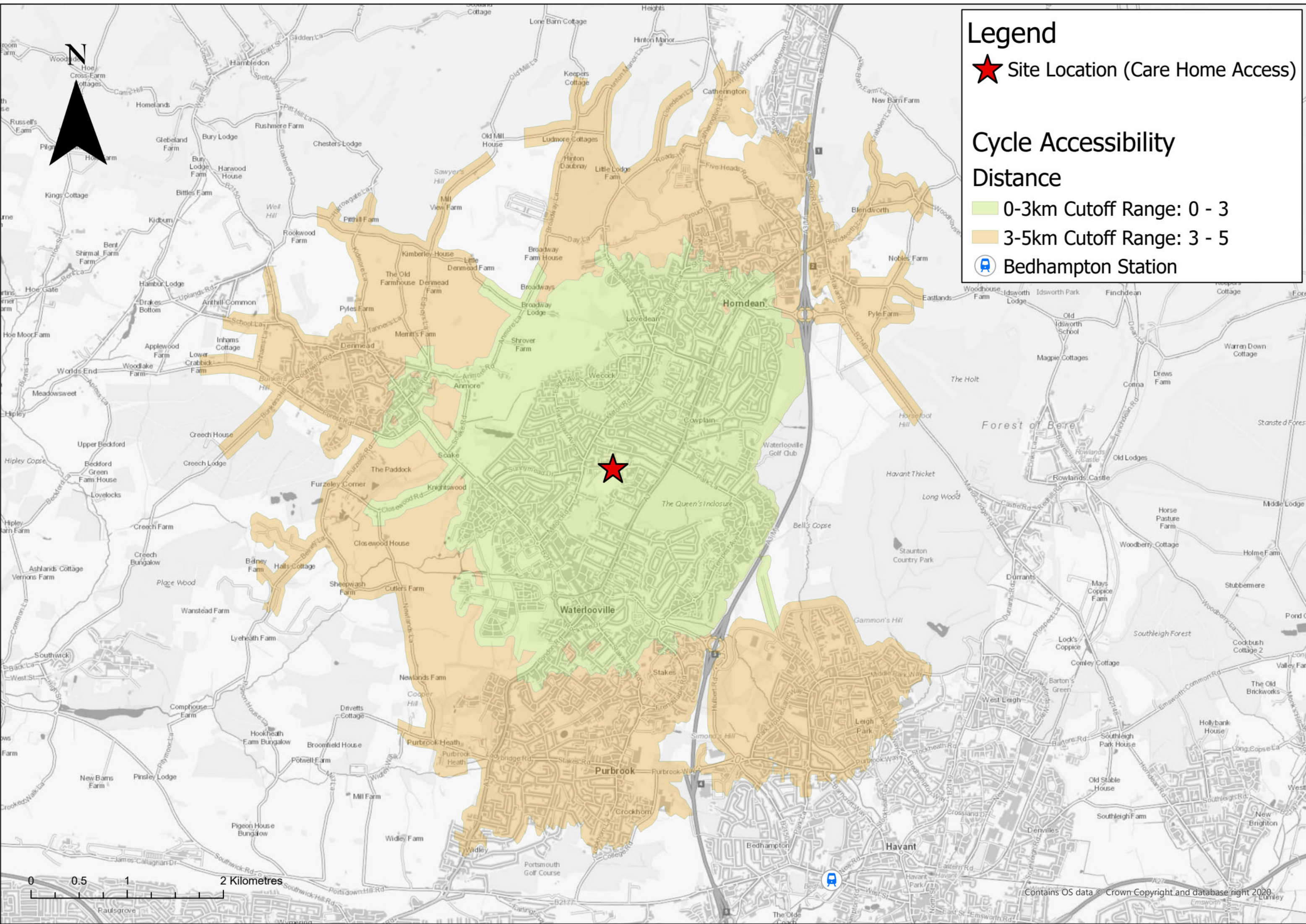
Walk Catchment

Distance

- 0-1km Cutoff Range: 0 - 1
- 1-2km Cutoff Range: 1 - 2

Cowplain District Centre

Appendix C - Cycle Catchment Plan



Legend

★ Site Location (Care Home Access)

Cycle Accessibility

Distance

0-3km Cutoff Range: 0 - 3

3-5km Cutoff Range: 3 - 5

🚆 Bedhampton Station

Appendix D – Architect's Layout Plan

DO NOT SCALE FROM THIS DRAWING

© Vestar Group Ltd.

Use annotated dimensions in all instances. Dimensions to be site checked prior to commencement of works on site or prior to any prefabrication. Vestar Group Ltd. is to be notified of any discrepancies in all instances.

This information contained must be read in conjunction with any relevant specifications, building regulations, British and European standards and checked against all additional consulted and specialist manufacturers information.

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Easement based on a 3m offset from foul and surface water pipes, location as indicated on Clear View's survey drawing, REF:13056-001

Plot 1 Area: 5208.9 m²
1.30 acres
0.53 hectares

Plot 2 Area: 2176.4 m²
0.52 acres
0.21 hectares

Site boundary

Proposed railing
Refer to Landscape Designer's specification

Proposed fence
Refer to Landscape Designer's specification

Foul Drainage

Surface Water Drainage

G4-B1 Tree reference / classification
Refer to Arboricultural Drawing

RPA

Existing tree

Proposed tree planting
Refer to Landscape Designer's specification

Proposed low maintenance planting

Proposed grassed area

Proposed tarmac area

Proposed block paving

Proposed paving

Easement

Proposed footpath paving

Main Entrance

Service Entrance

Scale 1 : 200

0 2 4 10 20 m

P01	First Issue	JD	20.05.21
P02	Updated housing layout	JD	26.05.21
P03	Updated care home layout	JD	27.05.21
P04	Updated Layout	EH	28.05.21
P05	Updated layout for Pre-application	EH	14.06.21
P06	Updated housing layout	EH	25.08.21
P07	Revised site layout to reflect updated site boundary	EH	14.09.21
P08	Revised to incorporate planning officers comments	EH	10.12.21
P09	Revised G4 bed layout	EH	20.12.21
P10	Revised layout to accommodate revised red line boundary	EH	18.01.21
P11	Updated for coordination with TLP	EH	26.01.21
P12	Updated following review of landscape design	EH	18.02.22
P13	Updated to reflect operators comments	EH	28.06.22
P14	Planning issue	EH	15.08.22
P15	Roof raised forming a roof well to hide ASHP	EH	23.08.22
P16	RLB updated along eastern boundary to align with Tile Plan SH3555 as per client request	JM	28.02.23
P17	Western dwelling mirrored to avoid overlooking to site	JM	01.03.23
P18	Site Plan revised showing Highways amendments	JM	

PLANNING

vestar*

architecture + design

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www.vestar.co.uk hello@vestar.co.uk

CLIENT

FRONTIER

PROJECT

Land at Cowplain Community School

Hart Plain Avenue

Watercroule

P08 8RY

DRAWING TITLE

Proposed Site Plan

SCALE @ A0

As indicated

DATE

17.05.21

DRAWN

EH

CHECKED

JD

DRAWING NUMBER

4528-WRD-XX-ZZ-DR-A-0500

REVISION

P018

SUITABILITY

S3

Proposed Site Plan

1 : 200

Appendix E – Measures Cost Breakdown

Cowplain School - Travel Plan Costs

Measures	Annual Cost	5- Year Cost	Notes
Hard Travel Plan measures	-	-	Cost included in the build - no annual cost
Appointment of TPC	£2,500	£12,500	Assumes 1/2 day per week, for ne member of staff.£2,500 per annum or £12,500 over a five-year period.
Provide a staff notice board	£100	£500	Minimal cost - printing and pinning informarion
Use of intranet/internet to disseminate information – and social media such as Twitter or Facebook.	-	-	No cost - TPC time only
Provide Travel Information Packs to employees	£1,200	£6,000	Over a five year period cost £6,000 including initial preparation of STIP, updating on annual basis and printing costs associated with hard copy.
Establish a Travel Plan Steering Group	-	-	No cost - TPC time only
Interest-free loans for bus and rail tickets*	-	-	Identification of schemes part of TPC role and administrative costs part of Operator HR/Payroll duties
Promotion of national events	-	-	No cost - TPC time only
Car share database	-	-	No cost - TPC time only
Car share priority parking	£500	£1,000	Car parking white lining or signage - up to £500 per annum assumed. Not expected every year.
Guaranteed lift home for car-sharers and public transport users in emergencies	£100	£500	Some travel costs would be incurred. Assume £100 per annum.
Set up Bicycle User Group	-	-	No cost - TPC time only
Cycle / Walking 'buddy' scheme	-	-	No cost - TPC time only
Collaboration with local public transport providers to improve services, negotiate discounts and trial initiatives	-	-	No cost - TPC time only
Promotion of free health apps for walking	-	-	No cost - TPC time only
Cycle to Work Scheme*	-	-	Identification of schemes within TPC role and administrative costs part of Operator HR/Payroll duties
Bike maintenance/Dr Bike Events	£200	£1,000	£200 supporting budget for staff (£1,000 set aside over five years)
Promotion of HCC 'My Journey' Planner	-	-	No cost - TPC time only
Information to potential staff members travelling to interview	-	-	No cost - TPC time only
Travel budget for TPC	£100	£500	TPC travel to TP related meetings
Monitoring: Traffic Surveys	£750	£2,250	Proposed in Years 1, 3 and 5
Monitoring: Questionnaire Surveys	£100	£500	TPC Time plus prize draw voucher (£100 per annum)
Travel Plan Reporting	-	-	No cost - TPC time only
TOTAL	£5,550	£24,750	-

Appendix F – Example Questionnaire Survey

TRAVEL SURVEY: Employees

1. What is your home postcode? (First 3 letters only)

Postcode

2. What is your main means of transport when travelling to the Care Home and / or Sheltered Accommodation?

(If you use multiple modes of transport, this should be the method of travel which you spend the most time using)

☐	Car (as driver)
☐	Car (as driver, with passenger)
☐	Car (as passenger)
☐	Bus
☐	Tram
☐	Rail
☐	Taxi
☐	Motorcycle
☐	Bicycle
☐	Walk
☐	Other (please specify)

3. If you drive to the Care Home, where do you park?

☐	On site
☐	On the surrounding streets
☐	In a local car park
☐	Other (please state where)

4. Why do you use your selected mode(s) of travel? (Please select the option which best suits your reasons)

☐	Speed (quicker than alternatives)
☐	Cost (cheaper than alternatives)
☐	Security (safer than alternatives)
☐	Special needs
☐	Environmental impact
☐	No viable alternative
☐	Because you don't own a car

5. If you don't currently walk or cycle, would walking/ cycling be a viable mode of travel for you? (If you already walk / cycle go to Question 8)

☐ Yes

☐ No

6. If you answered 'No' to Question 5, why did you answer this way? (If you answered 'Yes' go to Question 7)

☐ I live too far away

☐ Personal safety when walking / cycling

☐ Road safety when walking / cycling

☐ Other (please specify)

7. What measures, if any, would encourage you to walk or cycle to work? (e.g. cycle parking, improved road safety)

8. Finally, do you have any additional comments regarding travel to/ from the Care Home?

Thank you for taking the time to complete this survey.

TRAVEL SURVEY: Care Home Residents

1. On average, how many times a week do you leave the Care Home?

2. Do you typically leave the Care Home:

☐
☐
☐
☐
☐
☐

By yourself

With others from the Care Home

With staff member(s)

With family

With friends not in the Care Home

Other (please specify)

3. What is / are your main mode of transport when leaving the Care Home?

☐
☐
☐
☐
☐
☐
☐
☐
☐
☐
☐
☐
☐

Car (as driver)

Car (as driver, with passenger)

Car (as passenger)

Bus

Taxi

Motorcycle

Bicycle

Walk

Mobility scooter

Wheelchair

Minibus

Other (please specify)

4. Why do you use your selected mode(s) of travel?

- ☐ Speed (quicker than alternatives)
- ☐ Cost (cheaper than alternatives)
- ☐ Security (safer than alternatives)
- ☐ Environmental impact
- ☐ No viable alternative
- ☐ Special needs (e.g. mobility impaired)
- ☐ Other (please specify)

5. Are you able to walk / cycle? (please tick all which apply)

- ☐ Walk short distance without an aid (e.g. from car park to Care Home)
- ☐ Walk short distance with an aid (e.g. from car park to Care Home, with a walking frame)
- ☐ Walk for a longer distance without an aid
- ☐ Walk for a longer distance with an aid
- ☐ Cycle
- ☐ I am not able to walk / cycle

6. If you don't currently walk or cycle and are able to, would walking/ cycling be a viable mode of travel for you? (If you already walk/ cycle or are unable to, go to Question 8)

- ☐ Yes ☐ No

7. If you answered 'No' to Question 5, why did you answer this way? (If you answered 'Yes' go to Question 8)

- ☐ I live too far away from my destination
- ☐ Personal safety when walking / cycling
- ☐ Road safety when walking / cycling
- ☐ Other (please specify)

8. Finally, do you have any additional comments regarding travel to/ from the Care Home?

Thank you for taking the time to complete this survey.

TRAVEL SURVEY: Extra Care Residents

1. On average, how many times a week do you leave the Sheltered Accommodation?

2. Do you typically leave the Sheltered Accommodation:

- | | |
|--------------------------|-----------------------------------|
| ☐ | By yourself |
| ☐ | With others from the Care Home |
| ☐ | With staff member(s) |
| ☐ | With family |
| ☐ | With friends not in the Care Home |
| ☐ | Other (please specify) |

3. What is / are your main mode of transport when leaving the Sheltered Accommodation?

- | | |
|--------------------------|---|
| ☐ | Car (as driver) |
| ☐ | Car (as driver, with passenger) |
| ☐ | Car (as passenger) |
| ☐ | Bus |
| ☐ | Taxi |
| ☐ | Motorcycle |
| ☐ | Bicycle |
| ☐ | Walk |
| ☐ | Mobility scooter |
| ☐ | Wheelchair |
| ☐ | Minibus |
| ☐ | Other (please specify) <input type="text"/> |



Why do you use your selected mode(s) of travel?

- ☐ Speed (quicker than alternatives)
- ☐ Cost (cheaper than alternatives)
- ☐ Security (safer than alternatives)
- ☐ Environmental impact
- ☐ No viable alternative
- ☐ Special needs (e.g. mobility impaired)
- ☐ Other (please specify)

5. Are you able to walk / cycle? (please tick all which apply)

- ☐ Walk short distance without an aid (e.g. from car park to Care Home)
- ☐ Walk short distance with an aid (e.g. from car park to Care Home, with a walking frame)
- ☐ Walk for a longer distance without an aid
- ☐ Walk for a longer distance with an aid
- ☐ Cycle
- ☐ I am not able to walk / cycle

6. If you don't currently walk or cycle and are able to, can walking / cycling be a viable mode of travel for you? (If you already walk/ cycle or are unable to, go to Question 8)

- ☐ Yes ☐ No

7. If you answered 'No' to Question 6, why did you answer this way? (If you answered 'Yes' go to Question 8)

- ☐ I live too far away from my destination
- ☐ Personal safety when walking / cycling
- ☐ Road safety when walking / cycling
- ☐ Other (please specify)

8. Finally, do you have any additional comments regarding travel to / from the Sheltered Accommodation?

Thank you for taking the time to complete this survey.