Dated the 18th day of December 2015

THE COUNCIL OF THE BOROUGH OF HAVANT (1)

And

HAMPSHIRE COUNTY COUNCIL (2)

And

HAMPSHIRE LIVINGSPACE LIMITED (3)

And

ASHLEY HOUSE PLC (4)

DEED OF AGREEMENT UNDER SECTION 106 TOWN AND COUNTRY PLANNING ACT 1990 relating to land at Former Oak Park School Leigh Road Havant

Solicitor to the Council
Havant Borough Council
Public Service Plaza
Civic Centre Way
Havant
PO9 2AX

This DEED is made the 18th day of December 2015

between

(1) THE COUNCIL OF THE BOROUGH OF HAVANT of Public service Plaza, Civic Centre Road Havant, PO9 2AX ("the Council"

(2) HAMPSHIRE COUNTY COUNCIL of The Castle Winchester SO23 8UJ ("The Owner")

(3) HAMPSHIRE LIVINGSPACE LIMITED (Company Registration Number 09638213) whose registered office is situated at Unit 1 Barnes Wallis Court Wellington Road Cressex Business Park High Wycombe Buckinghamshire HP12 3PS ("the Developer")

(4) ASHLEY HOUSE PLC (Company Registration Number 02563627) whose registered office is situated at Unit 1 Barnes Wallis Court, Wellington Road, Cressex Business Park, High Wycombe, Buckinghamshire HP12 3PS ("the Guarantor")

WHEREAS

(1) The Council is a local planning authority for the purposes of section 106 of the Act and a local housing authority for the purposes of the Housing Act 1985 for the area in which the Land is situated

(2) The Owner is the Registered Proprietor of the Land which is registered at HM Land Registry under title numbers HP7728 and SH38126 and shown edged red on Plan1

(3) The Developer and the Owner are to enter into the Disposal Agreement for the lease of the Land

(4) The Guarantor is to provide the Guarantee for the benefit of the Owner

(5) The Developer has submitted the Planning Application to the Council for the development and the Council being desirous of improving the area and general locality of the Land and wishing to restrict and regulate the development and use of the Land is minded to grant planning permission pursuant to the Application.

(6) The parties consider that the matters contained in this deed are

a) necessary to make the Development acceptable,

b) directly related to the Development and

c) fairly related in scale and kind to the Development

and therefore meet the three tests for planning obligations as set out in Regulation 122(2) of the Community Infrastructure Levy Regulations 2010

NOW THIS DEED WITNESSES AS FOLLOWS:

1 Interpretation

1.1 In this Deed (including the Schedules) the following words and expressions shall have the following meanings

"the Act"	means the Town and Country Planning Act 1990 as amended
"Affordable Housing"	means housing which is rented or sold (including an equity share in whole or part) provided for persons whose needs are not met by the housing market and such dwellings shall meet the needs of eligible households including availability at a cost low enough for them to afford determined *with regard to local incomes and local house* prices
"Affordable Housing Funding"	means one or more of the following funding sources a) any funding from the Homes and Communities Agency of finance to subsidise the cost of providing Affordable Housing Units on the Land provided by the Homes and Communities Agency or any other such other funding initiatives b) approval or such other indication from the Homes and Communities Agency that the Land (or part thereof) will be accepted as a reserve and/or strategic site and funding will be made available c) funding from a Registered Provider in anticipation of a grant allocation or other funding source
"Affordable Housing Land"	means that part of the Land to be used for the provision of the Affordable Housing Units, including their curtilages and parking provisions.
"Affordable Housing Units"	means the 51 affordable extra care flats and 12 affordable supported living flats to be provided on the Land as Affordable Housing

"Affordable Rent"	means rent which is set at no more than 80% of the gross Local Market Rent (including service charge where applicable) as defined in the National Planning Policy Framework PROVIDED ALWAYS that at the time of each letting the rents shall not exceed the Local Housing Allowance rates unless otherwise agreed in writing with the Council and the rents shall only be increased annually in accordance with arrangements made for such rent increases established by the Homes and Communities Agency.
"Affordable Rented Unit"	means a unit of Affordable Housing let on an Affordable Rent for a minimum fixed tenancy term of five years or on an Assured Tenancy (not including any Starter or Introductory Tenancy) or for the maximum length of tenancy for such units permitted by law if shorter
"Alternative Affordable Housing Provider"	means any organisation or body operating as a private landlord who is not a Registered Provider but who has been nominated and approved by the Owner and approved in writing by the Council and is approved by the Homes and Communities Agency and who has entered into a lease or management contract with a Registered Provider for the management of the Affordable Housing Units to ensure the Affordable Rented Units are retained for future Eligible Persons and to ensure the recycling of any grant
"the Application"	means the planning application for the Development submitted to the Council given reference number APP/15/00303
"Building Lease"	means the agreement between the Owner and Developer for the lease of the Land to the Developer for the implementation of the Development
"Car Parking Management Plan"	means a plan for all of the individual uses setting out details required in respect of the matters set out in Schedule 1 paragraph 11 which upon approval of the Council shall be deemed to have been incorporated into the terms of this agreement
"Commencement of Development"	means the carrying out on the Land of a material operation pursuant to the Planning Permission as defined in Section 56 of the Act save for the purpose of determining

	whether or not a material operation has been carried out there shall be disregarded such operations as marking out surveying ground investigations archaeological investigations demolition site clearance site preparation and ecological mitigation works and "Commence" shall be construed accordingly.
"Common Parts"	means the parts of the Development which do not comprise the nursing home, a Dwelling or the curtilage of a Dwelling and shall without prejudice to the generality thereof include the roads footways, footpaths, landscaped areas, acoustic fence, communal parking areas, SuDS, amenity spaces lighting and street furniture
"Council Contributions "	means the payments to be made to the Council under this Deed
"the Development"	means Havant Health and Well-Being Campus, comprising an 80-bed nursing home, 51 affordable extra care flats, 48 affordable and market supported living flats, community hub facilities, landscaped amenity gardens, car parking, with vehicular access from River Way and Leigh Road and pedestrian access from Lavant Drive and Crossland Drive with associated infrastructure
"Dwelling"	means an Affordable Housing Unit or an Open Market Housing Unit forming part of the Development
"Disposal Agreement"	means the parent agreement relating to the development, delivery and operation of Oak Park Health and Wellbeing Campus to be completed between the Owner and Developer
"Eligible Persons"	means persons who are unable to afford housing accommodation on the open market (whether by renting or purchasing) within the administrative area of the Council and who are on those registers retained or referred to by the Council from time to time in the discharge of its housing function and the expression "Eligible Person" shall be construed accordingly
"Employment and Skills Property Plan"	means a scheme for the improvement and benefit of the local labour market and economy, by raising skills and enabling local people to compete for the jobs generated, in a form as set out in Schedule 4 to the

	reasonable satisfaction of the Council
Employment and Skills Master Plan"	means a site-wide scheme for the improvement and benefit of the local labour market and economy, by raising skills and enabling local people to compete for the jobs generated, in a form as set out in Schedule 4 to the reasonable satisfaction of the Council.
"Guarantee"	means the covenant given by the Guarantor to the Owner pursuant to clause 7 of this agreement
"Help to Buy Agency"	means the body nominated by the Homes and Communities Agency to be responsible for Low Cost Home Ownership nominations within the administrative area of the Council or in the event that nobody has been nominated such other body or organisation as the Council shall first approve in writing
"Homes & Communities Agency"	means the body corporate charged under the Housing and Regeneration Act 2008 with the functions of regulating the provision of Affordable Housing within the administrative area of the Council by any Registered Provider or if such body ceases to exist or is superseded, the equivalent body.
"Index Linked"	means in the case of any sum expressed in this Deed to be Index Linked, to be increased in line with the formula C = £Y x (B / A) Where: A is the value of the Index for the month immediately preceding the date of this Deed B is the value of the Index for the month preceding the date of payment of a Contribution pursuant to the provisions of this Deed £Y is the Contribution C is the level of the Contribution after the application of the indexation formula proportionately in line with the amount (if any) by which the Index for the month preceding the date on which any sum is required by this Deed to be paid exceeds the Index for the month preceding the date hereof
"the Land"	means the land edged red on the plan attached hereto
"Low Cost Home Ownership"	means help to buy products as defined by the Homes and Communities Agency

	including Shared Ownership and "Low Cost Home Ownership Units" shall be defined accordingly
"Management Company"	means a company or other body to be charged with the management of the Common Parts in accordance with paragraph 3 of Schedule 1
"Monitoring Fee"	means the sum of FIVE THOUSAND POUNDS (£5,000) being a fee (and to be applied at such time and in such manner as the Council shall in its absolute discretion determine) used towards the costs to be incurred by the Council in the provision of suitably qualified and experienced persons whose function is inter alia to monitor co-ordinate and enforce planning agreements
"Nursing Home"	means the 80 bed nursing home constructed as part of the Development in accordance with the Planning Permission
"Occupation" and "Occupied"	means occupation for the purposes permitted by the Planning Permission but not including occupation by personnel engaged in construction, fitting out or decoration or occupation for marketing or display or occupation in relation to security operations and Occupied shall be construed accordingly
"Open Market Housing Units"	Means the 36 Dwellings on the Property to be supported living units that are general market housing for sale on the open market and which are not Affordable Housing Units
"Planning Permission"	means the planning permission for the Development granted pursuant to the Application or any new planning permission granted subsequently pursuant to an application under section 73 Town and Country Planning Act 1990 where the obligations contained herein are considered necessary to make the development under the new permission acceptable in planning terms
"Registered Provider"	means any body or organisation that is permitted by law and whose main function or aim is to provide and/or manage Affordable Housing including a housing association or housing company or trust registered as a provider with the Homes and Communities Agency or its successor
"Reptile Translocation Plan"	means a plan for removal and translocation of reptiles from the Land and their

	subsequent monitoring and management to be submitted to and approved by the Council prior to Commencement of Development
"RPI"	means the All Items Index of Retail Prices published by the Office for National Statistics or any amendment or replacement thereof
"Shared Ownership Lease"	means a lease or sub lease under which an Affordable Housing Unit may be disposed of by way of shared ownership or shared equity sale and/or lease granted at a premium to be paid by the lessee or sub lessee upon completion or raised by way of a mortgage or charge and under which the initial purchaser or lessee acquires an initial share of the equity in that Affordable Housing Unit and pays a rental element if required by the Registered Provider
"Skills and Employment Plan"	means a scheme for the improvement and benefit of the local labour market and economy, by raising skills and enabling local people to compete for the jobs generated, in a form as set out in Schedule 4 to the satisfaction of the Council.
"Solent Disturbance Mitigation Project Contribution"	means ELEVEN THOUSAND FIVE HUNDRED AND TWENTY FOUR POUNDS (£11,524) in respect of the Special Protection Area avoidance and mitigation measures delivered through the Solent Interim Planning Framework.
"SuDS"	means a sustainable drainage system for the Development in accordance with a specification agreed in writing by the Council
"Travel Plan"	means the travel plan attached hereto at Schedule 5
"Travel Plan Bond"	means a bond in the sum of SIX THOUSAND TWO HUNDRED AND FIFTY POUNDS (£6,250) being the sum of the cost of implementation and compliance with the targets/measures of the Travel Plan
"Travel Plan Monitoring Fee"	means a sum of ONE THOUSAND TWO HUNDRED AND FIFTY POUNDS (£1250) payable in instalments over 5 years to the costs incurred by the Council in monitoring and evaluating submitted travel plan reports, £250 to be paid firstly prior to Occupation of the Development and then 4 further instalments of £250 once yearly payments to be paid on the 1st April each year.

"Travel Plan Sum"	means the sum of £250 being the first instalment of the Travel Plan Monitoring Fee
"TRO Contribution"	means such sum as the Council may reasonably require for the purpose of implementing (which reference shall include all connected administration, supervision and the carrying out of) such traffic management measures as they consider appropriate to ensure that any overspill parking from the Development does not interfere with the capacity, operation or safety of the adjoining local highway network providing such sum shall not exceed £5,000

2 Construction of this Deed

2.1 Reference in this Deed to a Clause Schedule or Recital shall mean a Clause Schedule or Recital to this Deed

2.2 Headings in this Deed are for ease of reference only and shall not affect construction or interpretation of any of the provisions of this Deed

2.3 In this Deed where the context so admits:

2.3.1 words importing one gender shall include all other genders

2.3.2 words importing the singular shall include the plural and vice versa

2.4 Wherever there is more than one person named as a party and where more than one party undertakes an obligation all their obligations can be enforced against all of them jointly and against each individually unless there is an express provision otherwise.

2.5 Any reference to an Act of Parliament shall include any modification, extension or re enactment of that Act for the time being in force and shall include all instruments, orders, plans regulations, permissions and directions for the time being made, issued or given under that Act or deriving validity from it.

2.6 References to the Owner or Developer to this Deed shall include the successors in title to that party and to any deriving title through or under them including by leasehold and assigns and references to the Council shall include the successors to its statutory functions unless there is an express provision otherwise

3 Statutory Powers

3.1 This Deed is made pursuant to Section 106 of the Act Section 111 of the Local Government Act 1972 Section 1 of the Localism Act 2011 and all other enabling powers which may be relevant for the purpose of giving validity to and enforcing the obligations contained in this Deed

3.2 This Deed creates planning obligations under section 106 of the Act which bind the Land and are enforceable by the Council against the Owner and the Developer and their successors in title and assigns

4 Conditionality

4.1 This Deed shall have full force and effect from the date hereof save that the Planning Obligations shall be conditional upon

4.1.1 the issue of Planning Permission

4.1.2 the completion of the Disposal Agreement and Building Lease Agreement

4.1.3 the Commencement of Development

Save for the Planning Obligations in Schedule 1 paragraphs 1.1.1, 3.1, 5.1, 6.1, 7.1, 8.1, 10.1.1 and 12, and Schedule 2 paragraph 1.1.5 which shall come into force immediately on completion of this deed

5 Planning Obligations

5.1 The Owner and Developer covenant with the Council that they will perform the Planning Obligations set out in Schedule 1, Schedule 2 and Schedule 4 to this Deed and all other restrictions covenants limitations and obligations contained in this Deed.

6 Liability Indemnity and Guarantee

6.1 The Owner and the Developer (as the case may be) shall not be liable for any breach of the restrictions and obligations on its part set out in this Deed where such breach arises after the Owner or the Developer (as the case may be) shall have parted with its entire interest in the Land(or its interest in that part of the Land to which the breach relates) but without prejudice to liability for any subsisting breach arising prior to parting with such

6.2 The Developer covenants with the Owner to indemnify and keep indemnified the Owner in respect of all payments liabilities actions claims demands fees charges expenses and proceedings including (but not limited to) any costs expenses and penalties incurred by the Owner

and liability payments howsoever arising as a consequence of any term of this Deed or any default or breach of any of the terms of this Deed

6.3 The Guarantor guarantees to the Owner the due and punctual performance by the Developer of all obligations of the Developer under this Agreement when such obligations shall become due and performable according to the terms of this Agreement

6.4 The Guarantor agrees to indemnify and keep indemnified the Owner on demand in respect of all sums deemed to be payable by the Developer to the Council in pursuance of clause 6.2, save that, this shall not be construed as imposing greater obligations or liabilities on the Guarantor than are imposed on the Developer under this Agreement

6.5 The Guarantor agrees to indemnify and keep indemnified the Owner on demand in respect of all against all losses whether arising under statute, contract or at common law which may be awarded against the Owner or which the Owner may otherwise incur if any obligation guaranteed by the Guarantor is or becomes totally or partially unenforceable, invalid or illegal as if the obligation guaranteed had not become unenforceable, invalid or illegal provided that the Guarantor's liability shall not in any circumstances be greater than the Developer's liability would have been if the obligation guaranteed had not become unenforceable, invalid or illegal

6.6 The Guarantee shall be a primary obligation of the Guarantor and accordingly the Owner shall not be obliged before enforcing this Guarantee to take any action in any court or arbitral proceedings against the Developer, to make any claim against or any demand of the Developer, to enforce any other security held by it in respect of the obligations of the Developer under the Agreement

6.7 The Guarantee is a continuing guarantee and accordingly shall remain in full force and effect (notwithstanding any intermediate satisfaction by the Developer, the Guarantor or any other person) until all liabilities, obligations, warranties, duties and undertakings to be carried out or performed by the Developer under this Agreement have been satisfied or performed in full

6.8 No delay or omission of the Owner in exercising any right, power or privilege under the Guarantee shall impair or be construed as a waiver of such right, power or privilege

6 9 Clause 6 Developer means HAMPSHIRE LIVINGSPACE LIMITED only

7 Revocation or Expiry of Planning Permission

7.1 This agreement will come to an end if;

7.1.1 Subject to clause 7.1.2, the Planning Permission is quashed, revoked or otherwise withdrawn at any time prior to the Commencement of Development so as to render this Deed or any part of it irrelevant, unviable. or impractical; or

7.1.2 The Planning Permission expires before Commencement of Development

7.2 Where the agreement comes to an end pursuant to this clause 7 the Council shall vacate or cancel the entry made in the Local Land Charges register in relation to this agreement or otherwise to record the fact that the agreement has come to an end and no longer affects the Land

8 Mortgagee exclusion Provision

8 1 The provisions in this Deed concerning Affordable Housing Units shall not be binding on a mortgagee or chargee (or any receiver (including an administrative receiver or administrator) appointed by such mortgagee or chargee or any other person appointed under any security documentation to enable such mortgagee or charge to realise its security (each a Receiver)) of the whole or any part of the Affordable Housing Units or any persons or bodies deriving title through such mortgagee or chargee or Receiver PROVIDED THAT

Such mortgagee or chargee or Receiver shall first give written notice to the Council of its intention to dispose of the Affordable Housing Units and shall have used reasonable endeavours over a period of three months from the date of the written notice to complete a disposal of the Affordable Housing Units to another Registered Provider or the Council for a consideration not less than the amount due and outstanding under the terms of the relevant security documentation including all accrued principal monies , interest and costs and expenses; and

If such disposal has not completed within the three month period, the mortgagee, chargee or receiver shall be entitled to dispose of the Affordable Housing Units free from the provisions of this deed concerning Affordable Housing Units which provisions shall determine absolutely

9 Indexation

9.1 The Council Contributions shall be Index Linked from the date hereof to the date the Council Contributions are due using RPI as the Index

10 Use of Contributions

10.1 If prior to the receipt of any contributions payable under the terms of this Deed the Council incurs any expenditure in providing facilities or services to which this Deed authorises contributions to be applied then the Council may immediately following receipt of such contributions deduct therefrom sums equivalent to such expenditure, and it is hereby agreed and acknowledged that the Council shall not subsequently be required to repay any contributions set against such expenditure

11 Interest on Late Payments

11.1 Where any sum or amount has not been paid to the Council by the date on which it is due the Owner shall pay to the Council interest at the rate of 4% above the base lending rate from time to time of National Westminster Bank plc (calculated on a daily basis from the date on which it fell due) on that amount for the period from the due date up to and including the date of payment

12 Miscellaneous

12.1 Where agreement, approval, consent or expression of satisfaction is required by the Owner or Developer from the Council under the terms of this Deed such agreement, approval or consent or expression of satisfaction shall not be unreasonably withheld or delayed

12.2 The covenants in the Schedules shall not be enforceable against owner-occupiers or tenants of any Dwelling constructed pursuant to the Planning Permission nor against those deriving title from them

13 Notices

13.1 Any notice or other written communication to be served upon or given to one party by any other under the terms of this deed shall be deemed to have been validly served or given if delivered by hand or sent by recorded delivery post to the party upon whom it is to be served or to whom it is to be given or as otherwise notified for the purpose of notice in writing

13.2 The address for service on each party is as follows:

13.2.1 Havant Borough Council, Public Service Plaza, Civic Centre Road, Havant, PO9 2AX for the attention of the Executive Head of Planning and Economy

13.2.2 Hampshire County Council, The Castle, Winchester, SO23 8UJ, for the attention of the Commissioning Officer, Adults Services (Extra Care)

13.2.3 Hampshire Livingspace Limited Unit 1 Barnes Wallis Court Wellington Road Cressex Business Park High Wycombe HP12 3PS

13.2.4 Ashley House PLC Unit 1 Barnes Wallis Court Wellington Road Cressex Business Park High Wycombe HP12 3PS

unless and until any party notifies the other parties in writing of an alternative address for service which shall be in England.

14 Local Land Charge

14.1 This deed shall be registered as a local land charge in the register of local land charges maintained by the Council

15 Third Party Rights

15.1 Nothing in this deed will create any rights in favour of any person pursuant to the Contracts (Rights of Third Parties) Act 1999.

16 Disputes

16.1 Without prejudice to the rights of any party to this Agreement to take alternative action save for matters of construction (which shall be matters for the Courts) any dispute or disagreement arising under this Agreement including any question of reasonableness may be referred at the instance of any party for determination by a single expert whose decision shall be final and binding on the parties (except in the case of manifest error or fraud).

16.2 The following provisions and terms of appointment shall apply to such disputes or disagreements and questions:

16.2.1 The expert shall have at least 10 years post qualification experience in the subject matter of the dispute.

16.2.2 The expert shall be agreed between the parties or appointed by the President of the Royal Institute of Chartered Surveyors at the request of any party to the dispute.

16.2 3 The persons calling for the determination shall make written submissions to the expert and the other parties within 10 working days of his appointment

16 2.4 The other parties shall have 21 working days from the receipt of such written submission or such extended period as the expert shall allow to respond.

16.2.5 The expert shall disregard any representations made out of time and shall make his decision within 21 working days of receipt of the representations under 16.2 4 above or if none the expiry of the period referred to in 16.2.4 above.

16.2.6 The expert's decision shall be in writing and give reasons for his decision.

16.2 7 The expert's fees shall be in the award of the expert.

17 Costs

17.1 The Developer shall pay to the Council on completion of this deed the reasonable legal and professional costs of Council incurred in the negotiation preparation and execution of this deed.

18 Governing Law

18.1 This Deed is governed by and interpreted in accordance with the laws of England.

18.2 Insofar as any clauses of this Deed are found (for whatever reason) to be invalid illegal or unenforceable then such invalidity illegality or unenforceability shall not affect the validity or enforceability of the remaining provisions of this Deed

19 Delivery

19.1 This document has been executed as a deed and is delivered and subject to clause 4 takes effect on the date stated at the beginning of it.

20 Counterparts

20.1 This Deed may be executed by the parties in separate counterparts but shall not take effect until each party has executed at least one counterpart and each counterpart when executed shall constitute a duplicate original but all of which taken together shall constitute one and the same instrument.

Schedule 1 Owner's and Developers' covenants with the Council

1 Progress of Development –

1.1 The Owner and Developer covenant to advise the Council of the anticipated occurrence of the following events not less than 14 days before anticipated occurrence and to further advise the Council of the actual date of occurrence within 14 days thereafter:

1.1.1 Commencement of Development

1.1.2 First Occupation of any part of the Development

1.1.3 First Occupation of the first Open Market Housing Unit

1.1.4 First Occupation of 65% of the Open Market Housing Unit

2 Affordable Housing –

2.1 The Owner and Developer covenant with the Council to comply with the provisions of Schedule 2 to this Deed

2.2 The Affordable Housing provisions in this Deed shall not be binding on any utility service provider

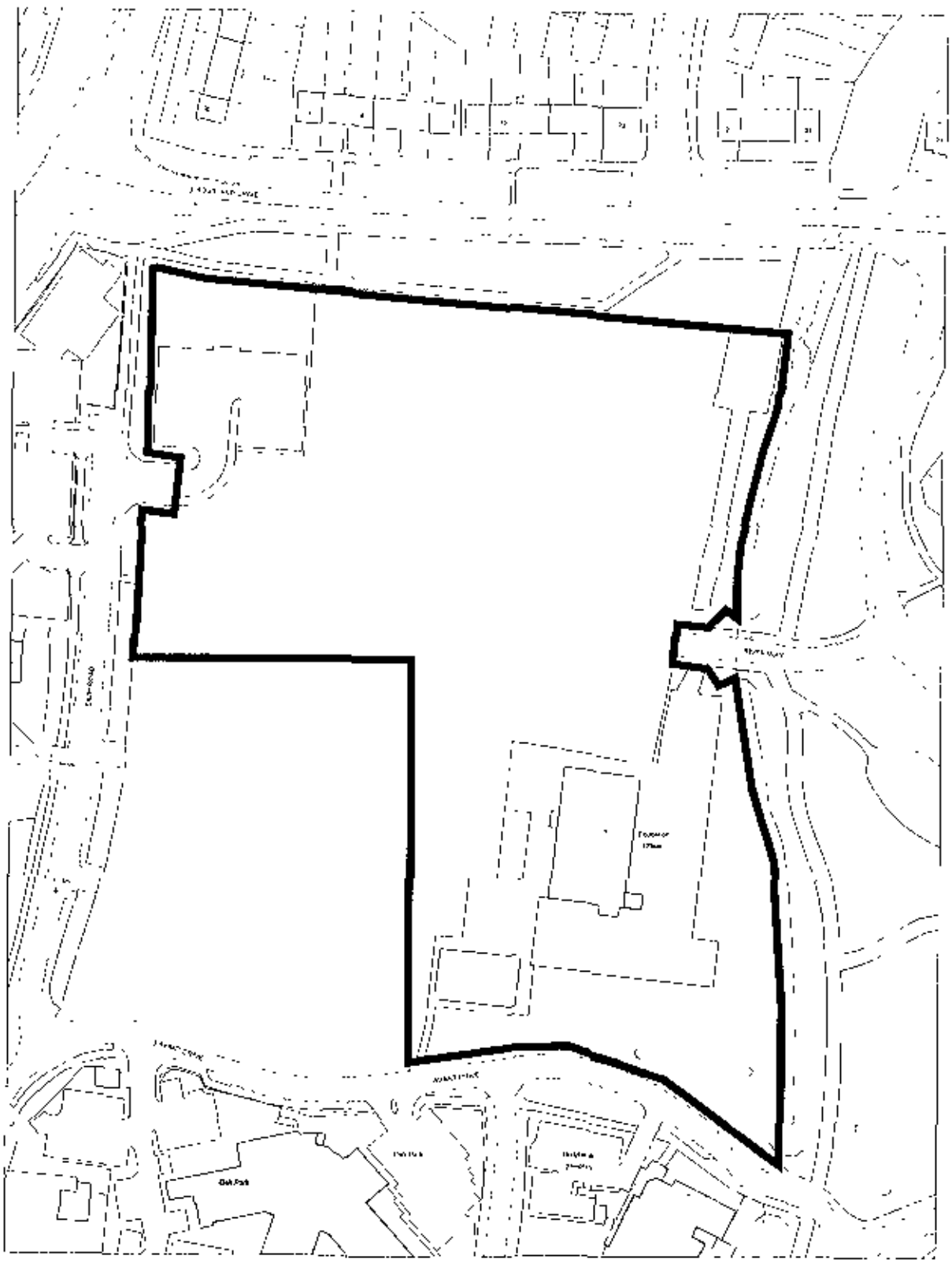
3 Management and Maintenance of Common Parts

3.1 The Owner and Developer covenant not to Commence Development unless and until the Council has approved in writing the Owner and or Developer's proposal for an entity or entities to be responsible for the maintenance and management of the Common Parts (or any part thereof) such proposals to include full details of the proposed Management Company including details of its structure and voting rights (if it is a company)

3.2 The Owner and or Developer shall not Occupy or cause or permit Occupation of the Nursing Home or any Dwelling on the Land until:

3.2.1 the Management Company has been formed in accordance with the approved proposal: and

3.2.2 the Management Plan referred to in clause 4 below has been approved in writing by the Council



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Havant
BOROUGH COUNCIL

Title

Title Plan 1

Former Oak Park School

Drawn By
Daniel Gender-Sherry

Scale
1:1400

Drawing No
PC44/0602

Cleaner, Safer, More Prosperous

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4 Management Plan

4.1 Prior to first Occupation of any part of the Development the Owner and or Developer shall prepare and submit to the Council for written approval the Management Plan containing

4.1 1 proposals for arrangements to secure the future maintenance of the Common Parts by the Management Company (which may include a transfer of the Common Parts (or part thereof) to the Management Company or the granting of a long lease of the Common Parts (or part thereof) by the Owner and or Developer in favour of the Management Company) so as to ensure that the Common Parts are properly maintained such proposals to include details of how the costs of street lighting charges, cleaning and maintaining the Common Parts, shall be met (by residents of the Development or otherwise) and

4 1.2 proposals for the management of the car parking arrangements for residents and visitors to the Development

4.2 From first Occupation of any part of the Development the Owner and or Developer shall repair and maintain the Common Parts to the reasonable satisfaction of the Council until such time as the Management Company is registered and the maintenance arrangements to be approved by the Council have been fully implemented

5 Sustainable Drainage

5.1 The Owner and/or Developer shall not Commence Development until they have shall agreed in writing with the Council the designs for the SuDS scheme together with a programme for its construction and delivery.

5.2 The Owner and or Developer shall construct the SuDS scheme in accordance with the approved design and the programme agreed in accordance with paragraph 5.1 above.

5.3 The Owner and or Developer shall not Occupy or cause or permit Occupation of any Dwelling part of the Development on the Land unless and until that SuDS scheme has been constructed and is ready for use in accordance with the provisions of the paragraphs in this Schedule.

5.4 The Owner and or Developer shall maintain the SuDS scheme to the satisfaction of the Council until transfer of the Common Parts to the Management Company or if earlier adoption by a statutory undertaker.

6 Reptile Translocation

6.1 The Owner and Developer covenant with the Council not to Commence Development until the requirements of the Reptile Translocation Plan have been complied with to the satisfaction of the Council

7 Solent Disturbance and Mitigation Project

7.1 The Owner and Developer covenant not to Commence Development unless and until they have paid or caused to be paid to the Council the Solent Ecological Mitigation Contribution being a contribution (being applied at such time and in such manner as the Council shall in its absolute discretion determine) to the costs to be incurred by the Council in respect of the Special Protection Area avoidance and mitigation measures delivered through the Solent Interim Planning Framework

8 Employment and Skills

8.1 The Owner and Developer covenant with the Council not to Commence the Development until either the submission of the Employment and Skills Master Plan for the Site for the construction phase of the Development to the Council using the Construction Industry Training Board template for the outcomes unless otherwise agreed in writing by the Council or the payment of a financial contribution as agreed in lieu of an Employment and Skills Master Plan for the Site .

8.2 The Employment and Skills Master Plan and Employment and Skills Property Plan shall include arrangements setting out how the Owner and/or Developer and to the extent they are not the same person any developer or occupier and their contractors will work directly with local employment and training agencies as part of an employment and training consortium including but not limited to.

8.2.1 Jobcentre Plus and the Learning & Skills Council; and

8.2.2 Voluntary and private sectors providers, and

8.2.3 Sixth form colleges; colleges of further education; and universities

8.2.4 The Employment and Skills Master Plan and the Employment and Skills Property Plan shall specify the provision for training

opportunities and other initiatives in respect of the vocational and employability skills required by the Owners their contractors and future occupiers, for any new jobs and business opportunities created by the Development.

8.3 Following approval of the Employment and Skills Property Plan by the Council the Owner and or Developer will promote the objectives of the approved Employment and Skills Property Plan and ensure that so far as is reasonably practicable the objectives are met.

8 4 As part of the Employment and Skills Property Plan the Owner and or Developer will be required to provide financial Contributions of £25 per outcome to the Council to cover specific costs incurred by the Council in the implementation and monitoring of the Employment and Skills Property Plan The Plan shall set out the matters on which reasonable expenditure may be incurred together with the timings for such expenditure and the trigger for payments

8 5 Should the option to deliver an Employment and Skills Plan be exercised then using the CITB framework the outcomes will be applied in respect of the cost of the construction phase.

8.6 The alternative of a financial contribution will be calculated against the framework and will discharge any responsibility for delivering the Employment and Skills Plan.

9 Traffic Regulation Order

9 1 The Owner and Developer covenants to pay or cause to be paid to the Council at the written request of the Council at any time during the period beginning from the Commencement of Development and ending 3 years from practical completion of the Development the TRO Contribution

10 Travel Plan

10.1 The Owner and Developer covenant with the Council

10 1.1 Not to Commence any part of the Development until the Travel Plan Sum has been paid to the Council and further to notify the Council that such payment has been made with 14 days of such payment

10 1.2 To use reasonable endeavours to implement the Travel Plan in accordance with the programme of implementation set out in the Travel Plan

10.1.3 To produce and submit to the Council the Annual Performance Report in respect of the Travel Plan (which shall include as appropriate the remedies required as set out in the Travel Plan) for approval in writing in respect of the Development in accordance with the Travel Plan. In the event that the Annual Performance Report is submitted which does not in the opinion of the Council achieve the objectives and/or targets of the Travel Plan to submit proposals and/or remedies to the Council in writing for the Council's approval. This process shall be repeated as often as necessary until such revised proposals and/or remedies to the Travel Plan are approved by the Council

10.1.4 To use reasonable endeavours to implement the Travel Plan and any modifications arising from the annual Performance Report approved in writing by the Council

10.1.5 To submit a copy of any modified Travel Plan (following the Annual Performance Report or otherwise) approved by the Council

10.1.6 The matters to be included within the Travel Plan may be subject to variation by agreement with the Council

10.1.7 Not to Occupy the Development unless and until the first instalment of the Travel Plan Monitoring Fee (£250) has been paid to the Council and thereafter the remaining four annual instalments of £250 shall be paid on the 1st April in each year.

11 Car Parking Management Plan

11.1 The Owner and Developer covenant with the Council to submit to the Council prior to the Occupation of the Development a Car Parking Management Plan to cover:

11.1.1 the management of the car parking areas for all the uses on the site,

11.1.2 the monitoring of the Development car parking, which if full, is to include nearby roads, in order to assess the impact of the Development related parking and the implementation of measures to address any significant impacts identified,

11.2 The Owner and or Developer shall ensure there is an individual (or individuals) responsible for the implementation and monitoring and

reporting of the Car Park Management Plan prior to Occupation of the Development.

11.3 The Owner and or Developer shall prior to Occupation of the Development implement the Car Parking Management Plan and to ensure that the Car Parking Management Plan remains in operation unless otherwise agreed by the Council.

11.4 The Owner and or Developer shall report to the Council on an annual basis the results, analysis and details arising from the Car Parking Management Plan for a period of five years from occupation.

12 Monitoring and Administration Fee

12.1 The Owner and Developer covenant to pay or cause to be paid to the Council on or before Commencement of Development the Monitoring and Administration Fee

12.2 The Owner and Developer covenant not to Commence or to permit Commencement of the Development until it has paid or caused to be paid to the Council the Monitoring and Administration Fee

Schedule 2

1 Affordable Housing

1.1 The Owner and Developer covenant with the Council as follows:-

1.1.1 To provide all 51 (100%) of the affordable extra care units as Affordable Rented Units

1.1.2 The mix of the 51 affordable extra care units shall be 42 no one bedroom units and 9 no two bedroom units

1 1.3 To provide the 12 affordable supported living units as shared ownership units ('the Shared Ownership Units')

1.1.4 the mix of the Shared Ownership Units units shall be 8 no one bedroom units and 4 no two bedroom units

1.1 5 These Affordable Housing Units shall be provided in the locations shown on a plan to be agreed with the Council before Commencement of Development

1.1.6 All Affordable Housing Units on the Land will be integrated and compatible with the design of the Open Market Housing Units

1 1.7

To ensure that no more than 65% of the Open Market Housing Units in the Development are Occupied prior to the completion and disposal of all of the Affordable Housing Units to a Registered Provider, Alternative Affordable Housing Provider or Eligible Person (on either a freehold basis or long leasehold of at least 125 years).

1.1.8 Affordable Housing Units will be constructed to at least the minimum standard required by the Homes and Communities Agency (or such other successor body's standards) Design and Quality Standards (2007) and the Code for Sustainable Homes published by the Government (or such replacement guidance) or other similar standard as may be reasonably required by the Council

1.1.9 The Shared Ownership Units shall be let to persons registered with the Help to Buy Agency who is under contract with the

Homes and Communities Agency, or any successor body that the Homes and Communities Agency or its successor contracts with

1 1 10 The disposal to the Registered Provider or Alternative Affordable Housing Provider of the Affordable Housing Land shall contain the following:

(i) a covenant not to use the Affordable Housing Units otherwise than for the provision of Affordable Housing and

(ii) a covenant not to dispose of any of the Affordable Housing Units other than by sale by way of a Shared Ownership Lease or Affordable Rent tenancy to the intent that all Affordable Rented Units shall be used for the purpose of providing Affordable Housing to Eligible Persons and

(iii) a covenant requiring the Registered Provider or Alternative Affordable Housing Provider to enter into an agreement with the Council granting the Council the right to nominate 100 per cent of the Occupiers of the Affordable Rented Units when initially let and all subsequent true voids.

1.1.11 The covenants set out in paragraph 1.1.9 shall not be binding or enforceable against any purchaser who purchases from the Registered Provider or Alternative Affordable Housing Provider the entire freehold to an Affordable Housing Unit or a long leasehold interest pursuant to an equity share arrangement nor shall such covenants be binding or enforceable against such a purchaser's successors in title.

1.1.12 Where the Owner intends to provide management services for any Affordable Rented Units in association with a Registered Provider they shall only be used if the Registered Provider can demonstrate to the Council that they are approved and regulated for such activities by the Homes and Communities Agency or any successor body.

1.1.13 The Affordable Housing Units shall subject to paragraph 1.1.9 (ii) and 1.1.10 only be occupied by Eligible Persons.

1 1.14 The Affordable Housing Units provided on the Land will be monitored in order to ensure compliance with the obligations in this paragraph 1 of Schedule 4 and the Owners and/or Developers will impose a covenant upon the Registered Provider or the Alternative Affordable Housing Provider which requires

them at such dates to be agreed by the parties to make written returns to the Council detailing

-the affordable housing provision including

-the type of dwelling,

-the tenure of the dwelling,

-the next internal floor area of the dwelling

-details of the occupiers

-the grant funding provided for the dwelling

-technical information in relation to the Code for Sustainable Homes

-the location of the Affordable Housing Units

-any other information on the Affordable Housing Units as reasonably required by the Council.

Schedule 3 Council's covenants

1. The Council covenants with the Owner and or Developer upon written request to repay any unexpended balance of the Traffic Regulation Order Contribution to the person who paid the said contribution to the Council on the expiry of 10 years from the date of completion of the Development.

Schedule 4 Employment and skills plan

EMPLOYMENT AND SKILLS PLAN

HAVANT BOROUGH COUNCIL

Site
Landowner/developer
Main Contractor
NSAfC-CBA Benchmark
Planning application number
Developer contact details: **Name** **Address**   **Tel no** **Mobile no** **Email** **Contact name**
Havant BC contact details: Ganesh Selvarajah Senior Economic Development Officer Havant Borough Council Public Service Plaza Havant PO9 2AX TEL. 023 9244 6620 MOB: 07810 504 958 EMAIL: ganesh.selvarajah@havant.gov.uk
This document forms the developer's response to sections XX of the Section 106 Agreement between XX and XX dated XX. The Section 106 Agreement (*Town and Country Planning Act*) linked to this

development, obliges the Developer to agree an Employment and Skills Plan (ESP) with the planning authority (Havant Borough Council

This mutually authored plan is to meet that obligation and shows how skill levels within the local labour market will be developed both during the construction phase and after completion of the project.

Development

Please give a brief description of the proposed development including identifying what is being built, the estimated construction cost, the start date, the period of construction and what the end use(s) of the development will be.

3. Objectives

One of Havant Borough Council's strategic priorities is to improve the prosperity of the borough. This includes raising economic activity rates, development of higher skilled jobs and improving skills levels and aspirations of the local residents.

The objectives of the Employment and Skills Plan are to:

- Demonstrate the use of local labour from within the developer's project team and within the company
- To procure goods and services from local contractors, sub-contractors and suppliers (where economically and practically feasible)
- To support the employment of the local community
- Demonstrate the recruitment and training opportunities within the contractors company
- Provide opportunities for local residents to access jobs created during the construction phase of the development
- Reduce economic inactivity in the local area particularly with priority groups such as NEETs and long term unemployed
- Support the development of skills within the local community.
- Provide opportunities for Schools, Further and Higher Education providers to engage with the project to enhance learning

Opportunities

Please state the approximate number and type of jobs that will be created during the construction stage of the development. Please provide a copy of the labour forecasting tool if available.

Opportunities

Please state the approximate number and type of jobs that will be created during the occupation stage of the development. Please provide a copy of the labour forecasting tool if available.

Delivery

Please complete the employment and skills matrix at the end of this document with details of the following employment and training measures that will be provided for local people during the occupation phase of the development. Please provide a method statement to support the employment and skills plan.

- Recruitment through Job Centre Plus and other local employment vehicles
- Work trials and interview guarantees
- Pre-employment training
- Apprenticeships
- Vocational training (NVQ)
- Work experience (14-16 years, 16-19 years and 19+ years)
- School, college and university site visits
- Construction Skills Certification Scheme (CSCS) cards
- Supervisor training
- Leadership and management training
- Support with transport, childcare and work equipment
- Any further details of in-house training schemes

Monitoring

Please provide details on how the Employment and Skills Plan will be monitored.

Employment and Skills Matrix

Category	NSAfC-CBA benchmark	Activity	Number of people	Supervision	Dates	Notes
Work experience placement (16-19 years)						
Work experience placement (years)						
Curriculum support activities – individual engagement						
Graduates - persons						
Apprentice starts – persons						
Existing apprentices – persons						
Apprentice completions - persons						
Jobs advertised through local employment vehicles – number						
NVQ starts for sub-contractors						
NVQ completions for sub-contractors						
Training plans for sub-contractors - number						
Supervisor training for sub-contractors - persons						
Leadership and management training for sub-contractors - persons						
Advanced health and safety training for sub-contractors - persons						

DEFINITIONS OF OUTPUTS

4.1 Work Experience Placement (16-19 years + Adults)	4.2 Work Experience Placement (14-16 years)
The work experience placements are to support (i) young people Not in Employment, Education or Training (NEET) (ii) long term unemployed (iii) those in full-time further education, to gain experience in the construction industry. This includes CBE Diplomas which are designed for 14-19 year olds and which help prepare them for further study at university or employment in the Construction sector Three levels of Diploma are available, Foundation, Higher and Advanced, all three of which incorporate work experience. Other construction courses include BTEC and full-time craft courses. The minimum duration of a work experience placement should be 10 working days. **Evidence**: Offer letter from either the project or employer detailing activity, plus attendance record and evaluation form **Outcome**: 1 individual represents 1 outcome	The work experience placements are to support young people during their school education in years 10 and 11. This can include block placements as part of their statutory work experience placement or CBE diploma or BTEC courses. It can also include one day a week placement as part of a young apprenticeship or alternative curriculum. The minimum period is 5 days. **Evidence**: Offer letter from either the project or employer detailing activity, plus attendance record and evaluation form **Outcome**: 1 individual represents 1 outcome

4.3 Curriculum Support Activities *This includes carrying out workshops within educational establishments or on site with students from schools or colleges enabling the student to understand the practical applications of their studies.* ***Evidence:*** *Confirmation from education establishment of individual employee contribution to classroom-based or site-based workshop activity* **Outcome:** 1 individual involved in delivering a workshop activity represents 1 outcome	***4.4 Graduates*** *This target describes employment opportunities in relation to the project for university students who have graduated wit. 3 years of the start of their employment. A search for courses can be made on www.bconstructive.co.uk and contact with higher education institutions offering the courses can be made through www.ucas.ac.uk* ***Evidence:*** *Copy of offer of employment from employer* **Outcome:** 1 individual represents 1 outcome
4.5 Apprentice Starts *This target describes recruitment of either traditional, specialist, displaced or adult apprentices to the project workforce. An apprenticeship outcome is defined as an individual pursuing a formal apprenticeship framework incorporating either NVQ level 2 or 3.* ***Evidence:*** *Apprenticeship registration documents.* **Outcome:** 1 individual represents 1 outcome	**4.6 Existing Apprentices** An apprentice who is working on the project who is already employed by a trade contractor or main contractor. ***Evidence:*** *Apprenticeship registration number.* **Outcome:** 1 individual represents 1 outcome
4.7 Apprentice Completions *This target describes completion of a formal apprenticeship framework incorporating either NVQ level 2 or 3.* ***Evidence:*** *completion certificates* ***Outcome:*** *1 individual represents 1 outcome*	***4.8 Jobs Advertised Through Local Employment Vehicles*** *This target describes the identification of job opportunities and the utilisation of Jobcentre Plus (JCP), local authorities or community groups to source potential employees. We will provide a job description and a brief for the selection process* ***Evidence:*** *Copy of completed vacancy template, employment acceptance document* **Outcome:** *1 individual represents 1 outcome*

4.9 NVQ Starts for Subcontractors *This target describes NVQ starts at levels 2, 3, 4 or 5 for individuals working in the project supply chain, not directly employed by the main contractor* ***Evidence:*** *NVQ registration documents* **Outcome:** 1 individual represents 1 outcome	***4.10 NVQ Completions for Subcontractors*** *This target describes NVQ completions at levels 2, 3, 4 or 5 for individuals working in the project supply chain, not directly employed by the main contractor.* ***Evidence:*** *NVQ completion certificates* **Outcome:** 1 individual represents 1 outcome
4.11 Training Plans for Subcontractors *This target describes each instance of the creation of a supply chain company training plan. Assistance with compiling a company training plan can be given by ConstructionSkills* ***Evidence:*** *Company Training Plan* **Outcome:** 1 Company Training Plan represents 1 outcome	***4.12 Supervisor Training for Subcontractors*** *This target describes training activity leading to formal accreditation such as Institute of Leadership and Management (ILM) qualifications. Detailed information on ILM courses is available at www.i-l-m.com. Courses delivered against this target must be at least one day in duration. We will work with a range of training providers to identify suitable opportunities.* ***Evidence:*** *Completion certificate* **Outcome:** 1 individual represents 1 outcome
4.13 Leadership and Management Training for Subcontractors *This target describes outputs involving individuals who wish to develop their leadership and management skills. Generic courses could include those linked with the Institute of Leadership and Management, Chartered Management Institute or alternatively training could be occupation specific. Courses delivered against this target must be at least one day in duration.* ***Evidence:*** *Completion certificate*	***4.14 Advanced Health and Safety Training for Subcontractors*** *Training which can be delivered against this target includes SMSTS (5 day and refresher), SSSTS (2 day), NEBOSH (National Examination Board in Occupational Safety and Health) or IOSH courses (Institute of Occupational Safety and Health).* ***Evidence:*** *Completion certificate* **Outcome:** 1 individual represents 1 outcome

Outcome: 1 individual represents 1 outcome

This Employment and Skills Plan has been signed by duly authorised representatives of each of the Parties

SIGNED
For and on behalf of (Developer)

Signature: _____

Name: _____

Title: _____

Date: _____

SIGNED
For and on behalf of Havant Borough Council

Insert text here

Signature: _____

Name: SARA BRYAN

Title: ACTING SOLICITOR TO THE COUNCIL

Date: _____

Schedule 5 Travel Plan

IN WITNESS whereof the parties hereto have executed this Deed on the day and year first before written.

THE COMMON SEAL OF THE COUNCIL OF)
THE BOROUGH OF HAVANT was hereunto)
affixed in the presence of:)

Authorised Signatory [redacted]

THE COMMON SEAL OF HAMPSHIRE COUNTY)
COUNCIL was affixed in the presence of:)

Authorised Signatory

EXECUTED AS A DEED by HAMPSHIRE)
LIVINGSPACE LIMITED)
in the presence of.)

Director:

Director/Secretary

EXECUTED AS A DEED by ASHLEY HOUSE PLC
in the presence of:

Director

Director/Secretary

ALP PARTNERSHIP

HAVANT HEALTH AND WELLBEING CAMPUS
TRAVEL PLAN

HAMPSHIRE LIVING SPACE

JULY 2015

[illegible]

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Prepared by:	Mike Knowles
Authorised by:	Mike Knowles
Date:	**10 July 2015**
Document Reference:	Travel Plan Rev A (2015 07-10).doc

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Any such party relies on the report at their own risk.

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1.0 Introduction

Context

1.1 This report has been prepared by Abley Letchford Partnership Limited, on behalf of Hampshire Living Space, in relation to the proposed development of land on the former Oak Park School, located to the south of Crossland Drive, Havant. **Figure 1** shows the site in its local context.

1.2. The Travel Plan should be read in accordance with the Transport Assessment Report dated February 2015 which also accompanies the planning application.

1.3. This Travel Plan promotes sustainable travel amongst staff, residents and visitors of the Havant Health and Wellbeing Campus and seeks to implement measures which will make the choice of using such means of travelling to and from the site a beneficial option in comparison to using the car to access the site.

1.4. Taken together, the development proposals will provide a total of 179 units. This includes an 80 bed Care Home, 48 supported living flats and 51 extra care facility flats. Alongside the residential elements of the proposals, there will also be a number of support facilities. These include staff accommodation, kitchen facilities and lounge/dining rooms, some shared bathrooms specifically catered for residents' needs and treatment rooms.

1.5. A copy of the proposed site Masterplan is attached in **Appendix A** of this report.

1.6 The site is located approximately 650m north of Havant town centre. The site will be accessed by vehicles from Old Copse Road and Leigh Road, whilst pedestrian and cycle access will be provided from additional points onto Lavant Drive and Crossland Drive. A plan indicating the site's location in both a local and strategic context is included as **Figure 1** to this report.

1.7 This Travel Plan has been produced to help deliver a reduced need to travel and to encourage employees, residents and visitors to travel sustainably by providing a choice of travel modes (foot, cycle and public transport) in order to minimise car trips, but especially cars carrying only one person.

1.8. Travel Plans are evolutionary documents that should be regularly updated, ensuring they can be reviewed and tailored to take account of ongoing changes in travel patterns. It is therefore intended that this Travel Plan is a starting point for the travel plan process and that the Travel Plan when in operation should be reviewed and updated on an annual basis.

1.9 The implementation of measures set out within this Travel Plan and the targets within it will assist in minimising the number of vehicle trips generated by the site. The Travel Plan will be revised following a survey of baseline travel habits undertaken six months after first occupation. At that time, the travel characteristics of staff and residents can be more readily determined and the Travel Plan can be refined as necessary to influence the travel habits of future occupants.

1.10. This Travel Plan has been produced in line with the Planning Policy Guidance (PPG) 'Travel Plans, Transport Assessments and Statements in Decision-Taking' (March 2014). The structure is in line with guidance provided by Hampshire County Council and is structured as follows.

- Section 2 - National and Local Travel Plan Policy
- **Section 3 - Existing Conditions.**
- Section 4 - Development Proposals.
- Section 5 – Aims and Objectives.
- **Section 6 - Targets.**
- Section 7 – Measures and Initiatives.
- Section 8 – Monitoring Strategy and Management Structure.
- **Section 9 – Action Plan.**

1.11 This Travel Plan is a document that clearly sets out the details of the initiatives, deliverables, targets and responsibilities of the travel planning process. **The Travel Plan will be a recorded agreement between** Havant Borough Council and the developer, providing a commitment to deliver the travel planning measures. **The implementation of the Travel Plan will be secured within a Section 106 Agreement.**

2.0 Policy Context and Review

Context

2.1. The emergence of Travel Plans has been an important development in transport policy. They demonstrate that the environmental improvement sought from the transport sector can be achieved at a local level and can contribute towards easing congestion, especially during peak periods

2.2 A Travel Plan is a management tool that brings together a co-ordinated strategy and a package of initiatives to minimise the number and length of car trips generated by a development, while supporting more sustainable forms of travel and reducing the overall need to travel

2.3 This Travel Plan concentrates on sustainability issues and outlines a package of initiatives that are designed to encourage more efficient use of the private car and promote a choice of alternative travel modes. In addition to the policy documents reviewed as part of the Transport Assessment Report there are various publications on a national level which provide Travel Plan Guidance. The policy context for the Travel Plan is summarised below

National Policy

National Planning Policy Framework (March 2012)

2.4 In March 2012 the National Planning Policy Framework (NPPF) was published to consolidate all policy statements, circulars and guidance documents into a single, simpler Planning Policy Framework. The NPPF sets out a number of transport objectives designed to facilitate sustainable development and contribute to a wider sustainability by giving people a wider choice about how they travel

2.5. The NPPF states all developments that generate significant amounts of movement should be supported by a Transport Assessment. Plans and decisions should take account of whether:

- The opportunities for sustainable transport modes have been taken up depending on the nature and location of the site, to reduce the need for major transport infrastructure;
- Safe and suitable access to the site can be achieved for all people, and
- Improvements can be undertaken within the transport network that cost effectively limits the significant impacts of the development

2.6 The guidance advises that, subject to the above considerations, development should not be prevented or refused on transport grounds unless the residual impacts of the development are severe.

2.7. The NPPF recognises that Travel Plans are a key tool in facilitating sustainable travel, stating that all developments which generate significant amounts of movement should be required to provide a Travel Plan.

Planning Practice Guidance 'Travel Plans, Transport Assessments and Statements in Decision-Taking' (March 2014)

2.8. The Planning Practice Guidance (PPG) sets out that all developments that generate significant amounts of transport movement should be supported by a Travel Plan. The PPG states that Travel Plans should identify the specific required outcomes, targets and measures, and set out clear future monitoring and management arrangements all of which should be proportionate. Travel Plans should set explicit outcomes rather than just identify processes to be followed and should address all journeys resulting from a proposed development by anyone who may need to visit or stay, and should seek to fit in with wider strategies for transport in the area.

2.9. The PPG sets out how Travel Plans should evaluate and consider:

- Benchmark travel data including trip generation databases;
- Information concerning the nature of the proposed development and the forecast level of trips by all modes of transport likely to be associated with the development;
- Relevant information about existing travel habits in the surrounding area;
- Proposals to reduce the need for travel to and from the site via all modes of transport; and
- Provision of improved public transport services.

Transport White Paper 2004

2.10. The White Paper on transport, entitled The Future of Transport: A Network for 2030, states that the Government wishes to help Local Authorities build workplace travel planning initiatives into their Local Transport Plans. It sees travel planning as a way of encouraging a change in travel behaviour, which helps the UK move to a low carbon transport system.

Manual for Streets 2 (MfS2 September 2010)

2.11. This document provides guidance for planning and designing new residential streets. It aims to increase the quality of life through good design which creates more people-orientated streets. The key recommendation of MfS2 is that increased consideration should be given to the 'place' function of streets. This function is essentially what distinguishes a street from a road, where the main purpose is to facilitate movement.

2.12. The underlying theme when designing street networks (as opposed to designing individual streets) is catering for movement. Walkable neighbourhoods are typically characterised by having a range of facilities available to residents that can be accessed comfortably on foot. Making the local environment convenient and attractive to walk in can help enhance the vibrancy of a community and reduce reliance on motor transport.

2.13. The amount of car parking provision needs careful consideration. Provision below demand can cause problems, although it can work successfully when adequate on street parking controls are present and where it is possible for residents to reach day-to day destinations without the car. Car parking can be allocated to individual properties although unallocated parking can sometimes provide a common resource that helps to ensure space is used efficiently. Footway parking should be avoided.

- Is consistent with and contributes to the implementation of the 'Reduce, Manage and Invest' strategy
- Does not increase congestion and promotes better use of existing transport networks
- Improves accessibility to goods, services and employment and promotes equality in the transport system
- Provides transport management measures to ensure the safe and efficient operation of the strategic and local road network.
- Ensures that highway design responds positively to the characteristics of the area and delivers a high quality public realm for all users.
- Maintains or improves the range of transport modes accessible to the users of the development site with specific emphasis on public transport, especially high quality/frequency buses and includes walking and cycling where appropriate

2.27. Policy DM12 of the Core Strategy states that new developments will be required to mitigate their travel impact and that the submission of a transport assessment and travel plan should occur alongside any planning application on proposals where a proposal is likely to have significant transport implications.

Hampshire County Council Parking Standards

2.23. Hampshire County Council within Table A of their parking standards identify that reduced parking provision should be provided for those areas of high accessibility. In relation to care home provision those relate to a reduction of 50%

2.24. The policy goes onto state that, as a general rule, areas of high accessibility are served by at least eight buses an hour within 400m and good cycling and pedestrian facilities

3.0 Existing Local Facilities and Sustainable Travel Options

Context

3.1. **A significant proportion of future residents of the Campus may not have access to a car or indeed have mobility impairments. It is therefore important that they are able to access local services and shops via sustainable means. The location of the proposed development site, close to Havant town centre, is therefore well place to satisfy such needs.**

3.2. It is also important that staff and visitors are presented with the opportunity to access the site by means other than by car.

3.3. **The following chapter provides a brief analysis of the transport opportunities within the vicinity of the site and seeks to demonstrate the safety of the local network to accommodate such additional movements.**

Walking and Cycling Opportunities

3.4 There is a comprehensive network of lit footways that run along both sides of all the roads in the vicinity of the site. Access to the Campus will be provided onto **Crossland Drive, Old Copse Road, Lavant Drive and Leigh Road. Plates 1-4 below show the pedestrian and cycle environment on each of these four routes in the vicinity of the site.**

Plate 1: Crossland Drive (looking West)

Plate 2: Old Copse Road (looking South)

Plate 3: Lavant Drive (looking West)

Plate 4: Leigh Road (looking South)

3.5. As the Plates show each of the four routes onto which the **development will provide access have as a minimum provision which is lit with wide accommodating footways** on both sides of the carriageway.

3.6 The footway is continuous along at least one side of Leigh Road heading southbound towards Havant town centre. Where Leigh Road meets the railway station a ramped pedestrian overbridge is provided to link the northern and southern sides of the railway. Beyond this point is the area which constitutes Havant town centre.

3.7 There are segregated cycle facilities on both Crossland Drive and in the vicinity of Old Copse Road. These routes tie in as part of National Cycle Route 22 and provide connections towards Havant town centre to the south. A copy of the Havant Cycle Route Plan, which shows all recognised cycle routes in the local area, has been included as **Appendix B** to this Travel Plan for reference.

3.8. The development is well placed in relation to neighbouring facilities and services. Most notably, the considerable retail, leisure, employment opportunities located within Havant town centre lie close to the site. Table 3.1 below summarises some key local facilities, their walking distance from the centre of the development site and requisite walking and cycling times.

Table 3.1 : Summary of Local Services Within the Vicinity of the Site

Facility / Shop	Distance (m)	Journey Times (minutes)	
		Walk	Cycle
Co-op (St Albans Rd)	650m	8	2
Waitrose (North Street)	700m	9	3
Post Office (North Street)	675m	8	3
Havant Health Centre (Civic Centre Road)	500m	6	2
Meridian Shopping Centre (Elm Lane)	650m	8	2
Crossland Drive Bus Stop	80m	1	0
Petersfield Road Bus Stop	120m	2	0
Havant Rail Station	600m	8	2
Havant Bus Station (Elm Lane)	720m	9	3

Note: Assumed walking speed of 1.33m/sec and cycling speed of 4.44m/sec

3.9. The Meridian Shopping Centre, listed above, located just to the north of Havant town centre provides a number of services of interest to future residents of the development. These include a hairdressers, opticians, pharmacist, as well as the local library, newsagent and other shopping opportunities. Although these facilities, along with those listed above, are not an exhaustive list they do show that there are a significant number of services the profile of future residents are likely to require, located close to the development site.

Public Transport Opportunities

3.10 The nearest bus stops to the site are located on Crossland Drive approximately 80m from the centre of the development site. A direct pedestrian route will be provided from the centre of the site to such stops. The westbound service, heading towards Havant town centre provides waiting facilities including a bus shelter and timetable information. Raised kerbs are provided at both the westbound and eastbound stops, at which most residents would be disembarking the service. This provides additional ease for those with mobility impairments stepping onto and off bus services.

3.11. A further set of bus stops are provided on Petersfield Road to the west of the site. The southbound stop, heading towards Havant town centre, is located 120m from the centre of the development site. Both stops on Petersfield Road provide off line bus laybys, shelters and raised kerbs. Table 3.2 below summarises both services presently operating from these two locations.

Table 3.2 : Summary of Local Bus Services

No.	Stop	Route	Weekday						Weekend	
			Frequency (Approx Mins)				Time		Frequency (Approx Mins)	
			AM Peak	Off Peak	PM Peak	Eve	First Service	Last Service	Sat	Sun
20	Crslnd Drive	Havant - Portsmouth	30	30	30	N/A	06:30	20:25	30	N/A
21	Crslnd Drive	Havant - Portsmouth	30	40	40	60	09:40	21:00	30	60
39	Petersfld Rd	Havant - Waterlooville	12	10	12	40	06:00	21:55	15	60

3.12 Of note from the analysis above is that the site is within a 400m walking distance of two sets of bus stops which in total provide a combined 8 bus services an hour. A review of Hampshire County Council's guidance suggests that such a site would be regarded as having a high level of accessibility in respect of opportunities for sustainable travel, with requisite reductions to be made with respect to on-site parking.

3.13 As stated above, Havant Rail Station is located to the south of the development site, accessed via Leigh Road at a distance of approximately 600m from the centre of the development site.

3.14. Table 3.3 below provides a summary of a sample of direct services presently operating from Havant Rail Station.

Table 3.3 : Summary of Local Rail Services

Destination	Weekday						Weekend	
	Frequency (Approx Mins)				Time		Frequency (Approx Mins)	
	AM Peak	Off Peak	PM Peak	Eve	First Service	Last Service	Sat	Sun
Portsmouth & Southsea	15	25	15	20	06 01	01:21	20	30
Fratton	15	25	15	20	06 01	01:21	20	30
Hilsea	30	60	30	60	06 01	01:21	60	-
Bedhampton	30	60	30	60	06 01	01 21	60	60
Rowlands Castle	30	60	60	60	04 46	23 40	60	60
Petersfield	15	20	20	20	01 46	23,40	20	30
Haslemere	15	20	20	20	04 45	23 40	20	30
Cosham	30	30	30	30	08 03	22 59	30	60
Fareham	30	30	30	30	08 03	22.59	30	60
Southampton Central	30	30	30	30	05:17	22:26	30	60
Warblington	30	60	30	30	05 48	23:57	60	60
Emsworth	15	15	15	15	05:52	23 36	15	20
Chichester	15	15	15	15	05:01	23.53	15	20
Littlehampton	60	60	60	60	08 19	23 52	60	60

3.15. The Station provides direct services to both Portsmouth and London Waterloo, as well as more local destinations such as Bedhampton, Cosham and Chichester. The station provides sheltered cycle stands for up to 160 bikes and sheltered waiting facilities. Havant Rail Station is fully accessible to wheelchair users with step free access to both platforms. Interchange is via lift access, available until 22.30 hrs every day or at other times the long ramped bridge outside the station.

Local Highway Network

3.16 The existing access, from which primary access to the new development will be taken, is formed via a simple priority junction with Old Copse Road. Old Copse Road is a typical residential distributor road with a speed limit of 30mph and good visibility at all access junctions formed with it. Approximately 70m to the south of the access junction a localised traffic calming feature has been established which effectively creates one-way working through a very short section. Both the subsequent sections of Lavant Drive and Leigh Road, which provide the route towards Havant Rail Station, exhibit similar characteristics to Old Copse Road and feature similar traffic calming features.

3.17. Both Lavant Drive and Leigh Road have double yellow line parking restrictions along the entirety of their length. This is likely to dissuade driver from parking on such roads when travelling from Havant train station. However such restrictions have the benefit of making cycling along these routes easier and safer as cyclist do not have to pull out to pass parked cars. Similarly it also benefits people wishing to cross the road, as they do not have to step out between parked cars and also have uninterrupted vision of oncoming vehicles.

3.18. Approximately 80m north of the site access junction, Old Copse Road forms a priority junction with Crossland Drive, a ghost island right turn into Old Copse Road is provided. Crossland Drive provides access to the east to New Lane and more importantly the B2149 Petersfield Road to the west. The B2149 Petersfield Road is a dual carriageway in the vicinity of the development site with a 40mph speed limit. The B2149 provides access between Havant and the A27 to the south and the A3(M) at junction 2 to the north.

3.19 Crossland Drive forms a three arm signalised junction with B2149 Petersfield Road. There is a pedestrian and cyclist underpass of Petersfield Road, provided on the north side of the junction. This eases movement for such users east to west across Petersfield Road to allow access to the bus stops on either side of the road. Approximately 650m southwest of this, Petersfield Road forms a four-arm roundabout junction with Elmleigh Road, Park Road and New Road. This provides access to the train station and Havant town centre. The junction provides signalised pedestrian crossing facilities on the approach to the northern arm of the junction and dropped kerbs with tactile paving crossings on the other three arms. However, it is not anticipated that this would be the main route for residents and staff between Havant town centre and train station to the Campus.

Existing Mode Share

3.20. The proposed development lies within the ward of St. Faith's. Census Data 2011 has been used to establish the mode split of person trips in the local area.

3.21 Table 3.4 shows the existing travel patterns of the St. Faith's ward in relation to travelling to work, as obtained from the 2011 Census data.

Table 3 4 : Journey to Work Mode Split (St. Faith's Census 2011)

Mode	2011 Census Mode Share
Pedestrian	12%
Cyclist	4%
Public Transport	11%
Vehicular	68%
Passenger	4%
Total	100%

3 22 The census data shows that 68% of journeys to work in the ward of St. Faith's are undertaken by driving while 11% are undertaken by public transport. A further 12% walk and 4% cycle to work. The modal split shows a large proportion currently travel to work by sustainable means. This is considered to reflect the availability of local public transport facilities and good pedestrian and cycle links in the local area.

3 23. It should be noted that owing to the number of bus services operating in close proximity to the site and the segregated pedestrian and cyclist facilities, the site would be regarded as being in an accessible location as defined by Hampshire County Council

4.0 Development Proposals

Development Schedule

4.1. **The development proposals include the following residential elements. The proposed distribution of such units within the site can be clearly seen from the site masterplan included as Appendix A to this report:**

- 80 Bed Car Home;
- 42 x 1 Bed Extra Care Facility Flats;
- 9 x 2 Bed Extra Care Facility Flats,
- **30 X 1 Bed Supported Living Flats, and**
- 18 x 2 Bed Supported Living Flats.

4.2. Taken together, the proposals will therefore provide a total of 179 units. The 99 Extra Care and Supported Living units would be apportioned as 72 one bed units and 27 two bed units (ie a total of 126 beds)

4.3. **Alongside the residential elements of the proposals, there will also be a number of support facilities. These include staff accommodation, kitchen facilities and lounge/dining rooms, some shared bathrooms specifically catered for residents' needs and treatment rooms.**

4.4. The Hub centre of the site also includes for a cinema, small shop, hairdressers and gym. These facilities are intended mainly for the use of residents and therefore would not be trip generators in their own right.

Vehicular Access

4.5 The primary vehicular access to the development will be provided from an improved priority junction formed with Old Copse Road. This will provide access to all parking spaces provided on site. Further to this there will be a further access provided from the sites western boundary onto Leigh Road. This utilises **an existing bell-mouth which was used to access existing units at the north western corner of the site. This access will be used exclusively for servicing and emergency access as it will have no accessibility to** the on-site parking spaces.

Pedestrian / Cycle Access

4.6 Footways will be provided adjacent to the road at both vehicular access junctions. Further to this the **existing dedicated pedestrian/cycleway which runs on a north/south alignment at the eastern extent of the site will be maintained. This in turn therefore also allows for direct pedestrian and cycle access onto** Crossland Drive and Lavant Drive as shown on Plates 5 and 6 below.

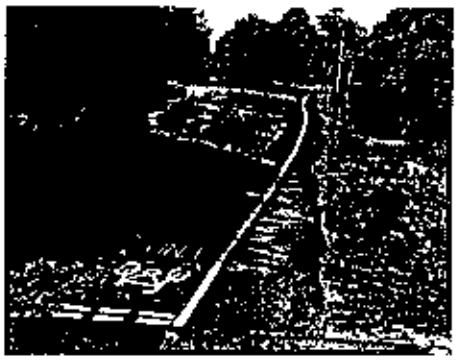


Plate 5: **Ped / Cycle Route onto Crossland Dr**

Plate 6: **Ped / Cycle Route onto Lavant Drive**

4.7. The above provision is particularly important as it ensures direct routes are promoted within the site to local bus stops, which in this case are located on Crossland Drive just to the north of the development. This permeability also allows easy access to local shops and facilities in particular Havant town centre

Servicing

4.8 Servicing and refuse collection will take place via the two access junctions into the development The majority of movements would occur via the western access onto Leigh Road which is being provided solely to cater for such trips. This arrangement will therefore segregate these movements from the majority of all other forms of traffic movement taking place to and from the site. This will enhance the safety for residents and reduce the likelihood of them coming into contact with such vehicles

4.9. A strict 10mph speed limit will be enforced through the internal roads of the site to further maximise the safety of both residents and staff

Parking

4.10 The Masterplan shows that car parking has been distributed throughout the development site both in order to minimise the visual impact and to ensure that parking is located as close as possible to the individual facilities and properties for which they are required. There is some concentration of parking in the northern area to ensure that the courtyard areas are high quality amenity spaces whilst providing parking for visitors and the supported living residents A total of 79 parking spaces are distributed throughout the site

4.11 Extra Care and Supported Living Units located in accessible locations such as this require one parking space for every two units to accord with Havant Borough Council parking standards which reflect typical car ownership levels and also operational needs such as allowing for visitor parking for relatives and friends This would equate to a requirement for 50 parking spaces.

4.12. Havant Borough Council standards dictate a parking requirement for Nursing Homes, in such accessible locations, of 1 space per 8 units Again, this allows for operational needs such as allowing for visitor parking for relatives and friends. This would relate to a requirement for 8 parking spaces for residents.

4.13 The residual parking being provided therefore equates to 21 spaces. It is anticipated that up to 80 full time equivalent staff could be employed at the Nursing Home, albeit given the 24 hour nature of the work patterns that will occur, not all of these staff will be at the Nursing Home simultaneously. It is therefore considered that the residual number of spaces is sufficient to accommodate the needs of staff, particularly given the sustainable location of the site and also as this Travel Plan seeks to promote and incentivise sustainable travel for members of staff.

4.14. The Masterplan in Appendix A shows that three areas of cycle parking spaces have been provided close to the building entrances of the development without compromising the Masterplan (see extract below).

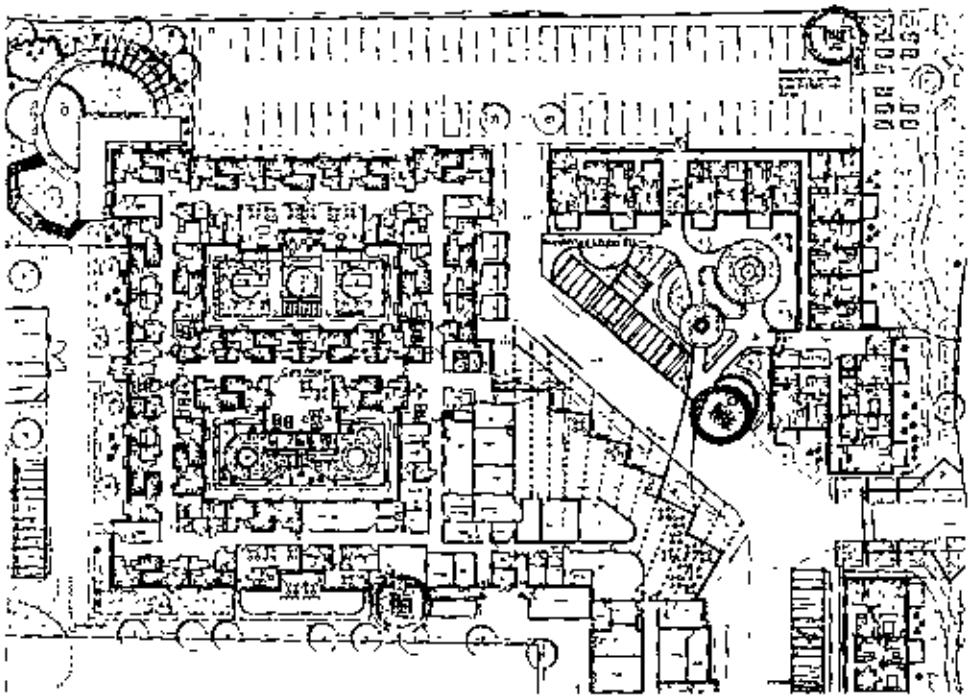


Plate 7 : Extract of Masterplan depicting Cycle Parking Locations

4.15 Each of the three areas provide covered storage for 10 bicycles in the form of Sheffield stands. The total provision from the outset will therefore be 30 covered spaces. This is below Havant Borough Council's guidance although, given the nature of the proposed development, is considered to be sufficient and appropriate. Notwithstanding this, as discussed with Hampshire County Council during the scoping exercise, as part of the ongoing Travel Plan process the uptake of cycle parking spaces be monitored, and if required, additional cycle spaces can provided at such time.

Parking Management

4.16. The management of the vehicular and cycle parking with the Campus will be undertaken by the Travel Plan Co ordinator as part of the Travel Plan process. Further details of this process are set out in the following Sections of this Travel Plan

5.0 Aims and Objectives

Travel Plan Aim

5.1 The overarching aim of this Plan is to reduce the need to travel and encourage employees, residents and visitors to travel sustainably by providing a choice of travel modes (foot, cycle and public transport) in order to minimise car trips, but especially cars carrying only one person.

5.2 These objectives will seek to help the site achieve, or exceed, the future mode share targets. Once the actual mode share for the site has been obtained then the future mode share targets of the development will be set and updated in accordance with Hampshire County Councils' guidance.

Objective of Travel Plan

5.3 Realisation of the Travel Plan objective will produce a number of economic, social and environmental benefits for the operator, staff and residents as well as wider benefits which will be felt by the local community and local road users

5.4. The operator will see benefits from the Travel Plan in the following ways.

- Help solve any problems that could be caused by increased demand for parking;
- Help promote the social responsibility of the company as a sustainable operator;
- Help to reduce any problems caused by traffic congestion on the local highway network which will enhance accessibility levels of the site for potential future residents,
- Enhance the accessibility of the site to existing and potential employees;
- Improve the image of the Campus within the local community;
- Improve employee health through an increased take-up of sustainable modes such as walking and cycling and a reduction in emissions from car use which will result in reduced absenteeism,
- Assist with recruitment and retention by making employees journeys to work easier and cheaper, and
- Improve employee punctuality by reducing congestion delays and supporting more reliable means of transport.

5.5 Employees and residents of the site will benefit from the Travel Plan in the following ways:

- Help to provide less stressful options for traveling to work or home;
- Provide opportunities to build healthy exercise into daily life through the use of walking and cycling,
- Reduce journey times to work or home, and
- Reduce the cost of travel to work, or avert the need to buy and run a car at all

5.6. For visitors to the site and members of the local community the Travel Plan will provide benefits in the following ways.

- Enhanced accessibility levels for visitors through the promotion of sustainable travel options, enhancing the opportunities to visit relatives or friends living in the Campus;
- Visitors who do need to travel to the site by car will benefit from less stress resulting from reduced levels of congestion and increased ease of finding a car parking space;
- The reduction in the number of car trips generated by the Campus will make local streets less dangerous, less noisy and less polluted; and
- The Travel Plan will help to create a location which is better to live in, work in and visit and which will attract further investment within Havant

6.0 Targets

Introduction

6.1. Firm targets will be set when Baseline surveys have been completed after six months occupation of the Campus. These would find form part of a finalised Travel Plan which would be reviewed and agreed with Hampshire County Council.

6.2 Notwithstanding this indicative targets have been set out below, which support the principles of this Travel Plan

Reduction in Private Car Use

6.3. The likely peak hour vehicular trip generation of the development has been established as part of the Transport Assessment process. It is proposed to seek a reduction of ten percent compared to baseline vehicular trip generation across the lifetime of the Travel Plan. Therefore a reduction in trip rates per unit/bed in line with that shown in Table 6.1 below could reasonably be expected

Table 6.1 : Indicative Target Reductions in Vehicular Trip Generation

Time Period	AM Peak Hour (08:00-09:00)	PM Peak Hour (17:00-18:00)
Predicted Vehicular Trip Rates (Number of Trips per Unit)	0.12	0.13
Minimum Target Trip Rates (10% reduction on predicted)	0.11	0.12

6.4. It is proposed that as part of the Baseline Travel Plan surveys an Automatic Traffic Counter (ATC) will be placed at the River Way access to determine vehicular trip generation of the site. This can therefore be used to identify the actual baseline car use and, if necessary, re-base the target five percent reduction for use in the final Travel Plan

Targets for Multi-Modal Travel

6.5 As part of preparing the final Travel Plan and formalising the Baseline surveys both staff, residents and visitors will be asked to identify their primary mode of travel to and from the site. This data will then be used to formalise modal split targets. However, for now the 2011 Census data, as presented in Table 6.2, has been used as a reasonable proxy

Table 6.2 : Indicative Modal Share Targets of Staff and Residents

Mode	2011 Census Mode Share (Baseline Modal Share)	Target Modal Share (10% Reduction in Car Driver Travel)
Pedestrian	12%	14%
Cyclist	4%	6%
Public Transport	11%	13%
Vehicular	68%	61%
Passenger	4%	6%
Total	100%	100%

6.6. The targets will seek a ten percent reduction in car driver mode share, relative to the baseline mode share, across the lifetime of the Travel Plan. The site as identified using the Hampshire County Council guidance is an accessible location, particularly with regards to access to local bus services. It is therefore apparent that opportunities exist to promote bus travel in particular to staff to travel to work as well as residents travelling into Havant town centre or further afield.

6.7. Furthermore the review of the sites accessibility in Chapter 2 has identified good pedestrian links in the vicinity of the site. The employer will seek where possible to employ a local workforce which will facilitate opportunities to travel to work by foot. The promotion of such walking routes would also encourage more mobile residents to use such modes for shorter trips such as to the local shop or doctors.

6.8. The focus of these indicative targets have shaped the measures and incentives being promoted as part of the Travel Plan and identified in the next chapter.

7.0 Measures and Initiatives

Introduction

7.1. The primary aim of the Travel Plan is to influence the travel behaviour of employees, residents and visitors to minimise the number of vehicular trips generated by the Campus. It is considered that employees and **residents travel behaviour can be significantly influenced through the implementation of travel planning** measures which actively encourage sustainable travel modes. Similarly, there is also scope to encourage visitors to take advantage of the opportunities for non-car travel when travelling to and from the Campus.

7.2. This section provides an outline of the measures to be implemented at the proposed Havant Health and Wellbeing Campus. **The initiatives and targets contained in this Travel Plan should be considered flexible until the completion of the initial travel survey which will provide site specific information on the existing** travel patterns of employees and residents at the site and enable targeted travel planning measures to be formulated and adopted.

Travel Notice Boards

7.3. **Information on the travel options available to employees and residents will be displayed on travel notice boards** located in prominent lobby areas of the Campus. This information will be kept up-to-date regularly and should comprise:

- Public transport information, including timetables, maps and bus stop locations;
- **Details and maps of safe walking and cycling routes to the Campus;**
- Details of appropriate vehicular routings to the Campus, focussing on the use of Crossland Drive;
- Information on TP initiatives;
- Information on car sharing initiatives;
- **Details of local taxi companies and;**
- Links to other relevant travel websites, such as the local Hampshire journey planner website (www.myjourneyhampshire.com) and also the local online car share scheme (www.shareacar.com/hampshire_carshare about.htm). Other national websites include the **journey planner (www.traveline.info) and also the scheduled and real time information for rail travel (www.nationalrail.co.uk).**

7.4. The information provided will enable both employees and residents to consider more sustainable means of travelling to and from the site. New employees and residents will be made aware of the travel notice board during their induction process.

Residents and Staff Welcome Pack

7.5 Residents and staff will also be made aware of travel choices through their own Welcome Pack, provided to them as soon as they commence residence or employment to encourage a culture of sustainable travel. This will be the individuals own guide to the transport opportunities available to them and as such **would contain information such as the below :**

- Details of the Travel Plan measures and its objectives and targets;
- Plans of walking and cycle routes in the area and WalkBUDi and BikeBUDi matching services;
- Passenger transport timetable information for services in the vicinity of the site and onward connections, including rail timetables and maps showing nearest bus stops and routes;
- Contact details for the bus / rail operators and ticket ordering;
- Contact details for local cycling groups and shops and information on cycle training courses;
- Details of car sharing websites such as www.hantscarshare.com,
- An invitation to join the Residents Travel Plan Forum, and
- Contact Details for the Travel Plan Coordinator.

7.6 The development of the Welcome Pack is a crucial stage in the Travel Plan process. It is essential that it contains the necessary travel information to suitably inform recipients. At this stage of the process information that is issued to residents and staff will include the development logos and slogans

7.7. To ensure that the benefits of receiving the Welcome Pack go beyond the first occupants of the Campus, provision would be made to supply this information to subsequent occupants and new employees. This will be organised by the Travel Plan Coordinator as and when required

Community Events

7.8. Given the nature of the development, with communal activities and shared facilities between residents, it would be apparent that there are significant opportunities to hold promotional events to promote the Travel Plan.

7.9. The Travel Plan Coordinator would hold 'Travel Planning Days' to promote the Travel Plan and travel by sustainable modes. It is envisaged that these would be held within the Campus and would comprise of a 'market stall' type presence which would be used to promote the travelling planning objectives and initiatives.

7.10. The 'Travel Planning Day' events would ideally coincide with national and international events such as Bike Week (http://www.bikeweek.org.uk/), Walk to Work week (http://walkit.com/2010/10/national-walk-to-work-week-2011/) and World Car Free Day (http://www.worldcarfree.net/wcfd/). These events, to which residents and staff of the Campus would be welcomed, would highlight the benefits of travelling via alternative modes to the car.

Public Transport

7.11. Initiatives employed as part of the Travel Plan will aim to improve awareness of the public transport services and ticketing options available. Timetables, fares, maps, the location of bus stops, the location of railway stations and information on local facilities will be made available on the communal notice boards and within Welcome Packs.

7.12. The development provides a direct and convenient route to bus stops available on Crossland Drive on the northern boundary of the site and is close to Havant Rail Station. Therefore by choosing this site the developer has sought to maximise opportunities for trips by public transport.

7.13 Subject to discussions with the local Bus Operator, the Travel Plan Coordinator would distribute to new residents any bus taster tickets that might have been secured for the development.

7.14. The Travel Plan Coordinator will monitor public transport services and facilities within the vicinity of the site and lobby Hampshire County Council and the public transport service providers for improvements if it is evident that there are serious shortfalls in service provision or problems with waiting facilities in the local area

Walking

7.15. To encourage employees and residents to walk to and from the site:

- Maps will be displayed on the travel notice boards and Welcome Pack illustrating footpaths located within the vicinity of the site;
- **The Travel Plan Coordinator will liaise with Hampshire County Council to promote any** maintenance of footways in the vicinity of the site;
- Providing details of WalkBUDi matching services (https://walkbudi.liftshare.com/), and
- **Production of a local walking map for residents informing of routes and travel times to key destinations.**

7.16. The site is located in an area with good pedestrian provision both adjacent to the local highway network and also as separate routes. There is also continuous footway provision between the site and both Havant Rail Station and town centre, which are only a short distance to the south. Therefore by selecting **this location the developer has sought to maximise opportunities to incorporate travel by foot as a reasonable means of travel**

7.17. Promotional leaflets provided by the local authority and national bodies will be supplied to staff and residents informing them of the associated health benefits of walking.

7.18. The Travel Plan Coordinator and staff will help to get residents together so that those that want to can travel to a destination on a given day, such as Havant town centre, as a group. This will help to encourage those residents to walk who otherwise may be nervous of walking by themselves.

7.19 There are shower and bathing facilities available within communal areas of the Campus. Those members of staff who choose to walk or cycle to the Campus would be provided the opportunity to use such **facilities when arriving at the site. This would therefore help to prevent staff being put off walking or** cycling in inclement weather

7.20. It should also be noted that the Campus intends to provide some on site facilities such as a small shop and hairdressers. This will therefore help to decrease the demand of residents to travel off-site but also **reduce the need for staff to travel off-site particularly during lunch breaks.**

Car / Lift Sharing

7.21 Car Sharing is defined as when two or more people, who each have access to a vehicle, pool their resources and share the driving duties. Lift sharing is defined as when a person who does not have access **to a vehicle obtains pre-arranged lifts from at least one person with a car.**

7.22. The employee postcode information collated through the travel survey will enable the identification of potential car sharers. Employee meetings can be used by the Travel Plan Coordinator as a mechanism to encourage potential car sharers to meet and discuss whether there is a possibility that they could share their journeys

7.23. The Hants Car Share scheme (www.hantscarshare.com), which is free to join, is operated through a partnership between Hampshire County Council and Liftshare. Using full postcode data, registered users can be matched-up with people making similar journeys in order to reduce single-occupancy vehicle trips. The scheme enables anyone registered on the database to share journeys. Respondents to the travel survey will be given the option to 'opt out' of the scheme which will help to ensure a high take up of the service. Details of how to sign up to the scheme will also be provided on the travel notice boards and in the Welcome Pack.

Cycling

7.24 To encourage employees and residents to cycle to and from the site the following measures and initiatives will be implemented.

- Safe and secure cycle storage facilities will be provided by the developer for employees and residents;
- Provision of communal shower and changing facilities on Campus;
- Maps will be displayed on the travel notice boards illustrating the cycle routes located within the vicinity of the site;
- *Details of local cycle shops will be provided (for repair & maintenance);*
- The Cycle2Work scheme will be promoted and advertised,
- The Travel Plan Coordinator will approach cycle retailers with a view to negotiating discounted cycle purchase vouchers for staff and residents.
- A Bicycle User Group (BUG) will be developed by the Travel Plan Coordinator or, if there is insufficient demand, the Travel Plan Co-Ordinator will provide details of other BUGs that operate in the locality,
- *The Travel Plan Coordinator will provide advice and assistance to staff and residents* in accessing information about safe cycling, appropriate clothing and local routes,
- The Travel Plan Coordinator will monitor the cycle network within the vicinity of the site, with input from the BUG, and liaise with and Hampshire County Council to promote any issues that are evident; and
- The Travel Plan Coordinator will liaise with the police with a view to offering a security etching service for bicycles.

7.25 As part of the ongoing Travel Plan process the uptake of cycle parking spaces be monitored, and if required, additional cycle spaces can provided at such time

Visitor Trips

7.26. The Travel Plan targets are based on achieving a reduction in travel by private car. Whilst the majority of trips generated by the Campus will be generated by staff and residents, a proportion will be attributable to visitors and hence the travel planning measures will also seek to influence the travel patterns of this group.

7.27. Visitor trips are more difficult to influence given their occasional nature when compared to journeys by staff and residents, which are more habitual. Nevertheless, ensuring that information on sustainable travel features prominently on all promotional material posters and website will help to raise the likelihood that more visitor trips are undertaken by non car modes. Indeed, the sustainable location of the site is a positive attribute and is something which should be reinforced in such promotional materials.

7.28. Similarly, visitors and suppliers can also be encouraged to use more sustainable and active forms of travel by producing "How to find us" directions on the website and promotional materials that highlight active and sustainable travel routes to the Campus.

7.29. In addition, over time the Travel Plan Coordinator can seek to identify visits to the Campus that occur on a more regular basis. Such trips offer a better opportunity to influence and hence the Travel Plan Coordinator can consider providing more targeted interventions in such instances.

Parking Management

7.30. Vehicular parking spaces at the Campus will be provided for residents, staff and visitors in accordance with the local authority parking standards. The usage of the spaces is a matter that will be closely monitored by the Travel Plan Coordinator to ensure instances of inappropriate parking do not occur.

7.31. It is not considered appropriate to use a reduction in parking availability as a measure to influence travel patterns as this often can lead to overspill parking on roads in the wider area. Such a situation is inappropriate and therefore any forced reduction in spaces at the Campus will not form part of the suite of measures that can be employed by the Travel Plan Coordinator. Nevertheless, there are a number measures that can be undertaken to influence the use and management of parking spaces if needs be.

7.32. Car sharing is a positive action which helps to reduce demand for parking as well as a reduction in the vehicular trips that are generated. As part of the parking management strategy the Travel Plan Coordinator can consider designating spaces for the use of car sharers which will help to ensure this positive trait is encouraged.

7.33. If instances of inappropriate parking do occur then the Travel Plan Coordinator can also consider allocating spaces within the site for various uses such as residents, staff and visitors. In such circumstances care will need to be taken to ensure that any priority allocation of spaces for staff is undertaken on a fair basis based on operational need. If spaces are allocated for visitors then the Travel Plan Coordinator can monitor the situation to ensure their use is not abused.

7.34. Whilst there are a number of remedial measures that can be undertaken to address inappropriate parking if it occurs, the key emphasis of the travel planning measures will be actively promote sustainable forms of travel to reduce car use and hence help prevent any problems before they arise.

Routing of Trips

7.35. In addition to prompting measures to reduce the number of vehicular trips that would be generated, the Travel Plan Co-ordinator will take steps to ensure that those residual vehicle trips that will occur adopt appropriate routings to and from the Campus. This will help to address the perceived wider traffic impacts that might occur along Leigh Road to the south of the site.

7.36 Staff and visitors will be encouraged to use Crossland Drive when accessing the Campus and this will be communicated using notice boards within the Campus and also the Welcome Packs which will be produced. Similarly, deliveries being undertaken to the Campus will be instructed to route to and from the north and this will be reinforced in any contract specification documents provided for delivery companies.

8.0 Monitoring Strategy and Management Structure

Introduction

8.1 In the context of this development, the Travel Plan will be orientated towards influencing travel behaviour of both staff and resident's journeys and will seek to advise these groups of the benefits of using alternative transport modes, promoting their use and discouraging the use of the car. The developer will be responsible for the overall implementation of the Travel Plan.

Monitoring

8.2. The objective of the monitoring process is to regularly assess the resident and staff travel patterns and identify when / if elements of the Travel Plan may need to be changed or if further marketing initiatives are required. It will also monitor success towards achieving the headline targets.

8.3 A programme of monitoring and review will be implemented by the Travel Plan Coordinator to generate information by which the success of the Travel Plan can be evaluated

8.4. A key outcome of the Travel Plan will be to reduce the use of private cars (particularly single occupancy journeys) from the commencement of first occupation at the Campus. A suitable indicator of success of the Travel Plan will therefore be the number of vehicle trips generated by the Campus as outlined above

8.5. A less direct objective of the Travel Plan will be to increase awareness of the environmental implications of the travel mode choice. Awareness is less easy to monitor, although one indicator will be the general response to the introduction of the Travel Plan, measured by the feedback as the strategy evolves.

8.6 The Travel Plan Coordinator will monitor the performance of the Travel Plan on a two yearly basis following 1st occupation until five years following Baseline surveys to enable the effect of the measures to be appraised. In this time it would be expected that the five percent reduction in car trips generated by the Campus would be achieved.

8.7 Automatic Traffic Count (ATC) surveys will be undertaken at the vehicular access within six months of the first occupation of the Campus in order to assess the vehicle trip generation from the site. Monitoring the total number of vehicle trips in and out of the Campus is a simple and cost effective form of evaluating the performance against the headline mode share target

8.8. An initial travel survey will also be undertaken within six months of the first occupation of the Campus. The Hampshire County Council Travel Survey is included as Appendix C and is intended to be used. The survey would gather data in respect of modal share but also residents and staff opinion on the Travel Plan and what measures are needed to help them choose sustainable forms of travel. The analysed findings of the initial travel surveys will be submitted to Havant Borough Council / Hampshire County Council for consideration within 2 months of their completion

8.9. The Travel Plan Coordinator can then refine the measures that are being promoted in response to the performance against the mode share targets to help ensure that the headline five percent reduction in vehicle trip generation target is achieved within the five year lifetime of the Travel Plan.

8.10 The surveys will be repeated in years 3 and 5 following the baseline surveys. The process will allow the *mode share targets to be revised in future years in response* to the results of the ongoing monitoring surveys and measures put in place to ensure that the five percent reduction in vehicle trip generation is achieved by the fifth year surveys.

Travel Plan Coordinator

8.11. The Campus operators will appoint an appropriately skilled Travel Plan Coordinator at least 3 months before the site is occupied, which will most likely by a senior member of the Campus Management staff. One Travel Plan Coordinator will be responsible for overseeing all components of the Campus and will promote sustainable travel to both fellow staff and residents.

8.12. The Travel Plan Coordinator will be responsible for the implementation, administration and monitoring of the Travel Plan. The Travel Plan Coordinator details will be submitted to Havant Borough Council / Hampshire County Council and, likewise, the Coordinator will be advised of the relevant contact personnel at each authority so that regular dialogue can be established

8.13. The Travel Plan Coordinator will be in position towards the end of the initial construction phase which will ensure that the travel planning measures are in place from the outset. If needs be the developer themselves could temporarily take on the role until such time as an appropriate member of staff is in place. In any event, contact details for the Travel Plan Coordinator will be freely available so residents and staff are able to raise issues and feel that the Travel Plan is well supported at all times

8.14 The funding for the Travel Plan Coordinator throughout the period until five years following completion of the baseline surveys would be provided by the developer. As it is anticipated that the Travel Plan Coordinator will be someone employed on-site, staff and residents will readily know them as undertaking this role and being a champion of sustainable transport measures

8.15. The responsibilities of the Travel Plan Coordinator have been outlined in more detail below. The Travel Plan Coordinator will be the first point of contact for residents and staff for all matters regarding travel to and from the site. Initially this will involve.

- Ensure that travel planning measures (including cycle parking) are in place from the outset.
- Create Travel Plan welcome packs for residents and staff;
- Ensure travel notice boards are set up in communal areas;
- Subject to sufficient demand, seeking to establish a Bicycle User Group (BUG);
- Liaise with cycle retailers with a view to negotiating discounted cycle purchase vouchers;
- Liaise with Bus Operators to investigate opportunities for securing bus taster tickets,
- Prepare and undertake Baseline surveys;
- Analyse Baseline survey results; and
- Agree a final Travel Plan including targets with Havant Borough Council / Hampshire County Council taking account of the Baseline survey results

8.16. Thereafter the Travel Plan Coordinator would :

- Continue to promote the Travel Plan and create opportunities for sustainable travel through the various measures set out in Section 7,
- Seek to raise awareness of the Travel Plan and its importance through a Travel Plan Forum,
- Contact the local authority to ensure bus routes and waiting facilities and maintained as well as walking routes;
- Make sure travel notice board information is up to date and ensure any new residents or staff are provided a copy of the Welcome Pack,
- Hold Travel Plan awareness events; and
- Undertake Travel Plan surveys every two years, analyse results, provide results to Havant Borough *Council / Hampshire County Council and agree any additional travel planning measures that might* be promoted

8.17. The developer will fully participate where approoriate with the Travel Plan initiatives and would fully support the Travel Plan Coordinator in order that they are able to perform their role effectively.

Travel Plan Forum

8.18 The Travel Plan Coordinator will instigate a Travel Plan Forum to which residents and staff would be invited via the Welcome Pack. The Travel Plan Forum will be open for all to attend. The aim of the Travel Plan Forum would be to allow the residents and staff to inform the direction of the Travel Plan and raise any issues, concerns or opportunities in relation to travel to and from the site. Of particular note is that the Campus will function on a 24 hour basis with different shift patterns for staff operating throughout the day. The Forum can therefore be used as an opportunity for staff to make the Travel Plan Coordinator aware of the differing opportunities and issues for sustainable travel throughout the day to ensure that all travel needs are considered in a comprehensive manner.

Parking Management

8.19. Parking management measures will be employed as part of the Travel Plan. These will include monitoring of the vehicular and cycle parking usage and occupancy to ensure that no overspill onto the surrounding area occurs. If instances of inappropriate parking within the Campus or overspill do occur, the Travel Plan Co ordinator will identify suitable remedial measures to prevent this from happening. Such mitigation measures, which would be employed through the Travel Plan could include further encouragement for staff to use alternative modes of transport to access the Campus.

On-Going Management

8.20. Planning Practice Guidance 'Travel Plans, Transport Assessments and Statements in decision-taking' (March 2014) sets out measures for the implementation and ongoing management of the Travel Plan. This firstly covers the construction period, then the initial occupation of the site, followed by the first few monitoring and review periods of the plan.

8.21 This period is crucial in ensuring that the measures set out within the plan are actively implemented to reduce car use to and from the site, and that the objectives and targets identified in the Travel Plan are being met. During this period it is likely that the Operator and Travel Plan Coordinator will all need to be closely involved in the management and refinement of the Travel Plan.

8.22. Following completion of the fifth year travel surveys the developers funding and role in the Travel Plan will cease. With regards to the management of the Travel Plan over the longer term it is envisaged that the operator will continue to maintain a role of Travel Plan Co-ordinator. Similarly by this stage the Travel Plan Forum would have been established and a legacy would have been created which can be maintained into the future.

9.0 Action Plan

9.1 Table 9.1 presents a timetable for implementing the Travel Plan's administrative actions and activities. The appointment of the Travel Plan Coordinator will be the responsibility of the developer. Thereafter, all other tasks within the Action Plan fall under the responsibility of the Travel Plan Coordinator.

Table 9.1 : Travel Plan Action Plan

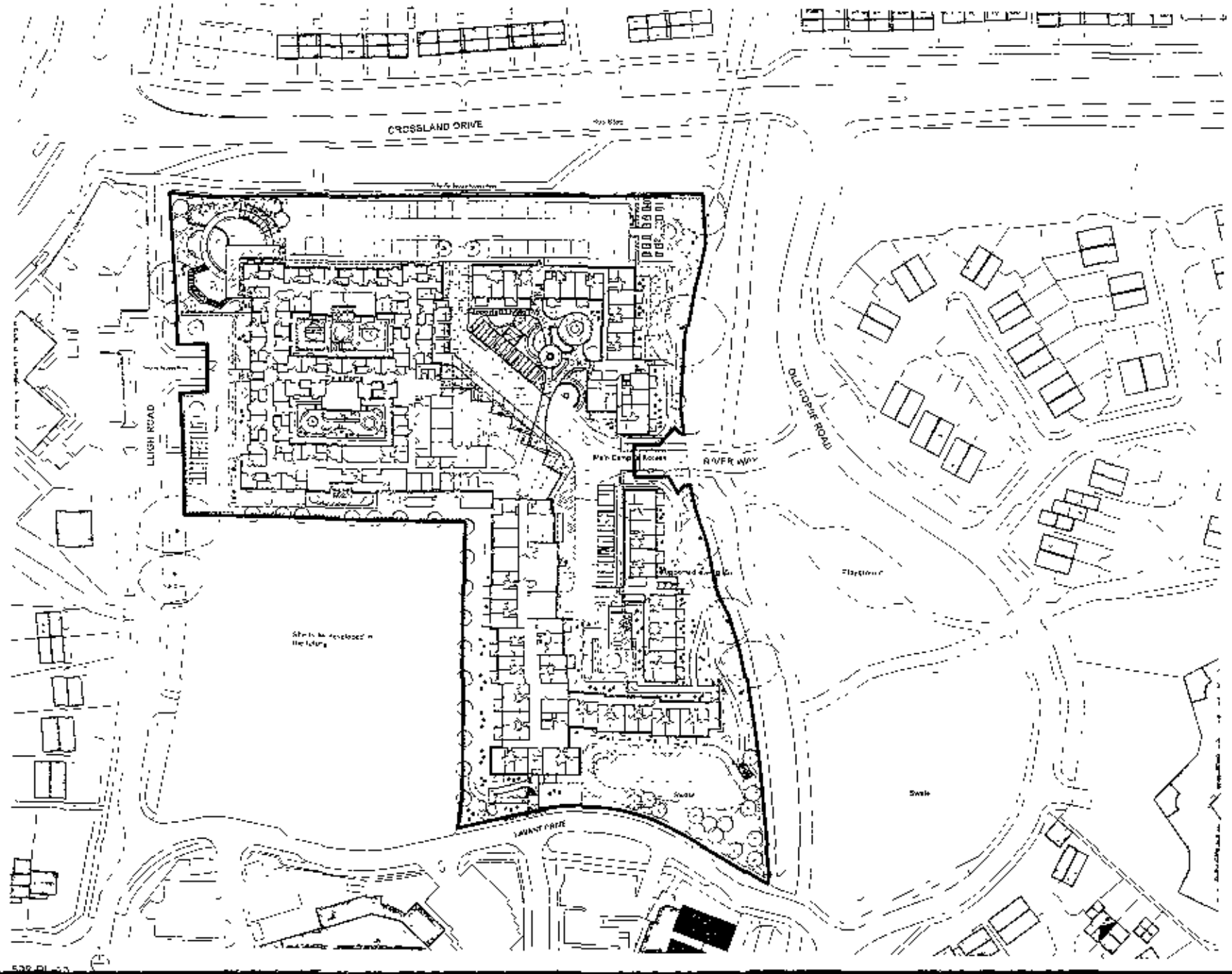
Approximate Time Period	Administrative	Activity
At least 3 months prior to first occupation	• Appoint an individual as the site Travel Plan Coordinator • Ensure Travel Plan measures are in place from the outset where feasible and appropriate	• Ensure cycle parking spaces are implemented to correct standard • Display public transport and walk/cycle route information on communal notice boards • Liaise with Bus Operators to investigate opportunities for securing bus taster tickets • Liaise with cycle retailers with a view to negotiating discounted cycle purchase vouchers.
At first occupation	• Prepare marketing material - including public transport information and welcome packs	• Provide a Welcome pack for residents and staff when they move in start work
Within six months of first occupation of site	• Undertake resident and staff travel survey to ascertain baseline travel patterns and establish secondary mode share targets • Undertake vehicle count surveys at site access	• Send out, collect and collate surveys • *Analyse survey information, ascertain trip rates per dwelling* • Submit relevant survey information to Hantscarshare.com site.
Within two months following survey results	• Submit the results of the traffic and travel surveys to HBC/HCC. • Update Travel Plan and establish secondary mode share targets. • Formalise Final Travel Plan	• Review secondary mode share targets
Ongoing throughout Travel Plan Period	• Liaise with the HBC/HCC Travel plan officer as appropriate for travel information updates. • Implement all TP measures identified • Set up and run Travel Plan Forum • Monitor the use of vehicular and cycle parking	• Raise awareness of the Travel Plan and its importance. • Hold Travel Plan Days • Encourage residents and staff to consider sustainable modes of travel • Seek to establish a BUG • Employ measures to address parking concerns should they arise.
18 months after first occupation	• Undertake vehicle count surveys at site access to ascertain progress against headline mode share target • Undertake residential and staff survey to ascertain progress against secondary mode share targets.	• Appraise performance against headline and secondary mode share targets.
Ongoing monitoring programme until 5 years following Baseline Surveys	• Undertake traffic count at vehicle access to the site on a two yearly basis. • Regular assessment through surveys of resident/staff travel patterns on a two yearly basis. • Revise and amend the Travel Plan, if required, based on survey results, feedback and comments.	• Appraise performance against headline and secondary mode share targets.

9.2 As stated above, the funding for the Travel Plan Coordinator throughout the period until five years following completion of the baseline surveys would be provided by the developer. Notwithstanding this, an indication of the likely budget costs for each of the obligations within the Travel Plan are set out in Table 9.2 below.

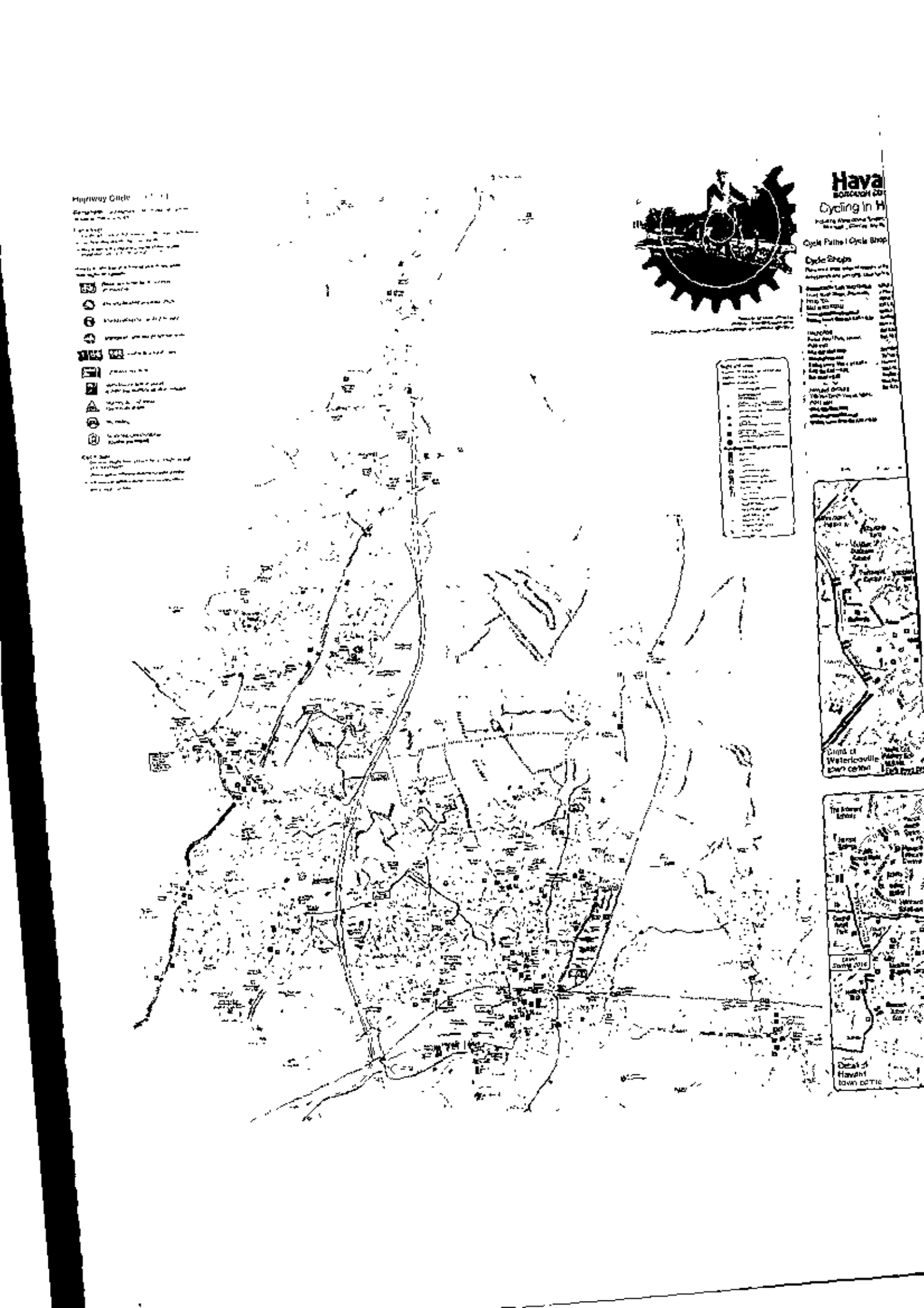
Table 9.2 : Travel Plan Budget

Item	Budget Cost	Notes
Travel Plan Coordinator	£500	Role to be undertaken by existing member of staff so no additional cost, although allow £500 for training
Establish Travel Notice Boards	£250	-
Prepare Staff and Resident Welcome Packs	£750	-
Prepare information for Visitors	£250	-
Hold Community Events & Raise Awareness	£1,000	Marketing budget.
Shower & Changing facilities	-	Included within build cost.
Secure Cycle Parking	£1,500	Included within build cost although allow additional budget for + 20 extra spaces if demand evident
Discounted Cycle Purchase Vouchers		No cost as liaison with retailers undertaken as part of TPC role.
Promote Cycle to Work scheme / BUG	-	Included within marketing budget.
Discounted Bus Taster Tickets		No cost as liaison with bus operators undertaken as part of TPC role
Promote Car Share scheme	-	Included within marketing budget.
Travel Survey	£2,000	*Allowance for Annual ATC surveys and Travel Survey analysis*
Annual Monitoring	-	Addressed in HCC's separate Monitoring and Evaluation fee
Total	**£6,250**	

Appendix A – Development Masterplan



Penoyre & Prasad


Highway Circle
Cycling in H
Cycle Paths / Cycle Shop
Cycle Shops
Waterlooville
town centre
Hayant
town centre

Appendix C – Hampshire County Council Travel Plan Survey

Employee Travel Survey

1. About You

This travel survey is designed to help us understand how you travel to work and your reasons for travelling in this way. This information can then be used to hopefully improve your journey to work.

The data that you submit in the following sections will only be used for this travel survey. Data will only be published in aggregated form, therefore no individual will be identifiable. No data will be kept for longer than is necessary for these purposes and none will be passed to third parties.

Please remember to press SUBMIT once you have completed the online survey.

1. Which organisation do you work for?

2. Gender

- ◯ Male
- ◯ Female

3. Age

- ◯ 16-19
- ◯ 20-29
- ◯ 30-39
- ◯ 40-49
- ◯ 50-59
- ◯ 60+

4. Home postcode (optional)

5. Do you consider yourself to have a disability which affects the way in which you can travel to work?

- ◯ No
- ◯ Yes (please give details)

Employee Travel Survey

2. Your Travel Choices

6. Which of the following options best describes your working hours?

- ◯ Full time
- ◯ Part time (less than 32 hours per week)
- ◯ Part time (less than 3 days per week)
- ◯ Shift work
- ◯ School term time only
- ◯ Weekend working
- ◯ Night working

7. What is your main mode of travel to work? (If you use more than one of the below options indicate which mode you spend the most time/furthest distance on)

- ◯ Walk
- ◯ Car alone
- ◯ Car share (as a passenger)
- ◯ Car share (as the driver)
- ◯ Cycle
- ◯ Bus
- ◯ Staff Minibus
- ◯ Train
- ◯ Walk then Train
- ◯ Cycle then Train
- ◯ Drive then Train
- ◯ Lift then Train
- ◯ Motorcycle
- ◯ Ferry
- ◯ Taxi
- ◯ Work from home
- ◯ Other

Employee Travel Survey

8. How often do you travel this way? (If 'every day' only tick one mode)

	Every day	2-3 times a week	At least once a week
Walk	○	○	○
Car Alone	○	○	○
Car Share (as a passenger)	○	○	○
Car Share (as a driver)	○	○	○
Cycle	○	○	○
Bus	○	○	○
Staff Minibus	○	○	○
Train	○	○	○
Motorcycle	○	○	○
Ferry	○	○	○
Taxi	○	○	○
Work from home	○	○	○
Other	○	○	○

9. What influences your travel choice? (please enter an answer for each statement)

	Very important	Important	Not important
Lack of alternatives	○	○	○
Cost	○	○	○
Convenience and Comfort	○	○	○
Personal Safety	○	○	○
Environmental Concerns	○	○	○
Health and fitness	○	○	○
Parking Issues	○	○	○
Avoiding congestion	○	○	○
Need car for my work	○	○	○
Additional journeys before/after work	○	○	○

Employee Travel Survey

10. How far is your place of work from your home?

- ◯ Less than 1 mile
- ◯ 1-5 miles
- ◯ 5-6 miles
- ◯ 6-10 miles
- ◯ 11-20 miles
- ◯ More than 20 miles

11. How long does your journey from home to your place of work usually take?

- ◯ Less than 15 minutes
- ◯ 15-30 minutes
- ◯ 30-45 minutes
- ◯ 45-60 minutes
- ◯ Over an hour

12. What time do you usually arrive at your place of work?

- ◯ Before 8am
- ◯ 8am - 9am
- ◯ After 9am
- ◯ Work from home

13. What time do you usually leave your place of work?

- ◯ Before 5pm
- ◯ 5pm - 6p.m
- ◯ After 6pm
- ◯ Work from home

Employee Travel Survey

3. Car drivers

14. If you travel by car to your place of work, where do you usually park?

- ◯ At your place of work
- ◯ Public car park
- ◯ On street (another location)
- ◯ Park and Ride
- ◯ Other (please specify)

15. If you were unable to drive to work on a given day, what would you do?

1st choice

2nd choice

3rd choice

Employee Travel Survey

4. Business travel and incentives

16. When you make a business journey (i.e. attending a meeting in another location or any journey for which you claim travel expenses) how do you usually travel? (If always only tick one mode)

	Always	Very often	Occasionally
Bicycle	○	○	○
Bus	○	○	○
Train	○	○	○
Car (own)	○	○	○
Car (lease/hire)	○	○	○
Car share	○	○	○
Motorcycle	○	○	○
Taxi	○	○	○
Walk	○	○	○

Other (please specify)

17. Please indicate the extent to which you have used each of the following

	Always	Sometimes	Never	Option not available to me
Working from home	○	○	○	○
Flexi time	○	○	○	○
Flexi leave	○	○	○	○
Compressed hours (e.g. 9 day fortnight)	○	○	○	○
Video/tele conferencing	○	○	○	○

18. Are you aware of any incentives or discounts offered through your employer to help with your travel to work?

○ Yes

○ No

19. If yes, do you make use of any of them?

- ◯ No
- ◯ Yes (please specify)

If you have any questions regarding your journey to work please contact the Workplace Travel Plan team at Hampshire County Council at workplaceTravelplans@hants.gov.uk