



**ttp consulting**  
transport planning specialists

**N Family Club**

**195 New Church Road, Hove**

**Nursery Travel Plan**

**January 2024**

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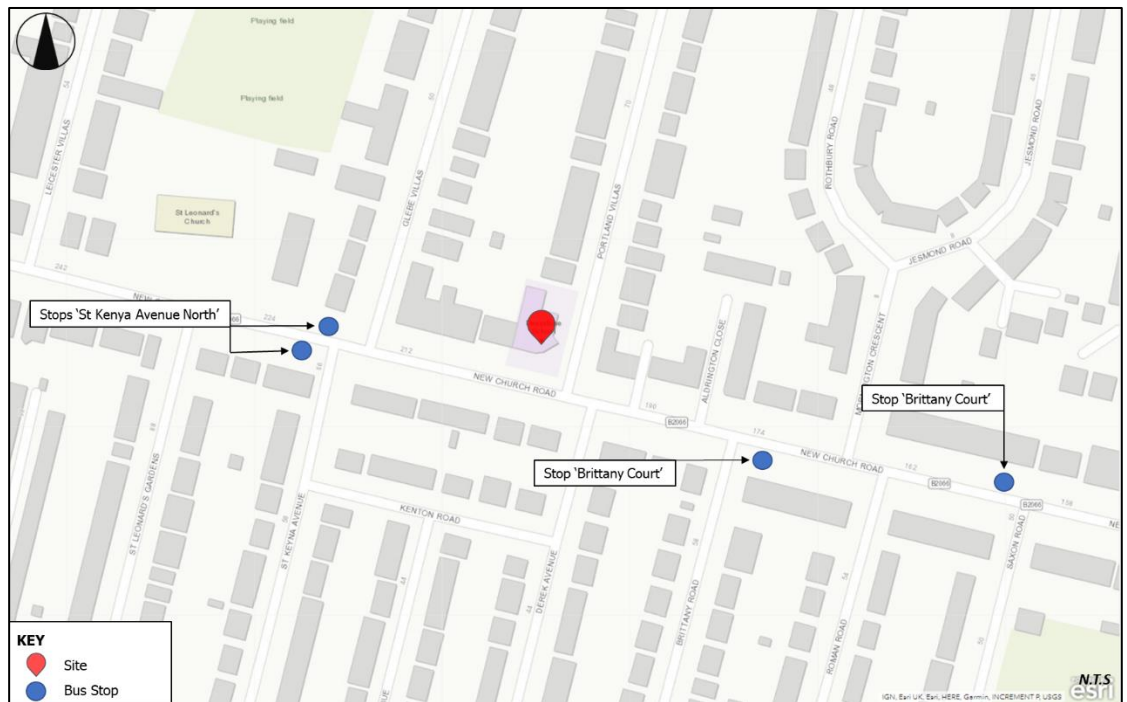
## Appendices

Appendix A - Proposed Site Layout

# 1 INTRODUCTION

1.1 This Nursery Travel Plan has been prepared by TTP Consulting on behalf of N Family Club for the proposed nursery at 195 New Church Road, Hove. The nursery will accommodate up to 150 children and have 35 members of staff. It is proposed that N Family Club would operate the nursery between 7am and 7pm Monday through Friday, with the core hours being 8am to 6pm. A site location plan is provided at **Figure 1.1**.

**Figure 1.1- Site Location Plan**



1.2 The site contains a two-storey building that is currently vacant but last operated as a school. Planning permission was granted by Brighton and Hove in January 2023 (subject to conditions) for the change of use of the site to enable it to operate as a nursery. Condition 10 of the decision notice states;

*"Within 3 months of overall occupation of the development hereby approved, the applicant shall submit to the Local Planning Authority for approval in writing, a detailed Travel Plan (a document that sets out a package of measures and commitments tailored to the needs of the development, which is aimed at promoting safe, active and sustainable travel choices by its users (pupils, parents/carers, staff, visitors, suppliers, neighbours, other agencies, interest groups and stake holders). The approved Travel Plan shall be implemented and thereafter maintained.*

*Reason: To ensure the promotion of safe, active and sustainable forms of travel and comply with policies SA6, CP7, CP9, CP13 of the City Plan Part One and DM33, DM35 and DM36 of City Plan Part Two."*

- 1.3 This Draft Nursery Travel Plan aims to put in place the management tools that are necessary to enable staff and parents to make informed decisions about their travel to the nursery. This will, in effect, minimise the adverse impacts of their travel to and from the nursery on the environment. The aim is achieved by setting out a strategy for eliminating barriers that would discourage the use of sustainable transport.

## **The Need for a Travel Plan – Policy Context**

### **National Planning Policy Framework**

- 1.4 The revised National Planning Policy Framework (NPPF) was last updated in December 2023. It sets out the Government’s planning policies for England and how these are expected to be applied.
- 1.5 When considering the transport effects of a development, NPPF states that:

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

### **The Nursery**

- 1.6 The nursery would be attended by up to 150 children of pre-school age and have 35 staff. The operational hours of the nursery would be 7am to 7pm on weekdays with the core hours being between 8am and 6pm.
- 1.7 The approved site layout plan is attached at **Appendix A**. The plan shows 4 Sheffield stands to accommodate 8 long-stay spaces for staff, parents/carers and visitors. Covered storage for scooters and buggies is provided at the front of the property by the cycle parking. The storage has the capacity to accommodate 102 folded buggies and 16 scooters. The provision of buggy storage will allow parents to walk to the site and continue their onward journey without needing to take the buggy with them.
- 1.8 Key information including relevant contact details are listed below, these will be updated and LBL notified if information changes:

**Nursery Name:** N Family Club

**Telephone number:** 020 3865 7402

**Travel Plan Coordinator:** Paige Francis

**Email address:** paige@nfamilyclub.com

**Nursery Address:** 195 New Church Road, Hove, Brighton and Hove, BN3 4ED

**Borough name:** City of Brighton and Hove

**Ofsted Number:** TBC

**Nursery Website:** <https://www.nfamilyclub.com/>

**Age range:** 0-5 years

**Number of children at nursery:** Up to 150

**Number of staff:** 35

**Opening times:** 7am – 7pm

## Reasons for Developing a Nursery Travel Plan

1.9 The reasons for developing a nursery travel plan include:

- To remove barriers to sustainable travel and promote sustainable transport as a viable option;
- To ease congestion within the local area;
- To reduce road danger in the vicinity of the nursery and on the journey to the nursery;
- To assess potential parking and drop-off issues and provide mitigation measures where possible; and
- To improve the health and wellbeing of nursery children, staff and parents by promoting exercise and active lifestyles.

## This Document

1.10 This Travel Plan has been written as a standalone document and contains all the information needed to effectively implement and monitor the Travel Plan. The remainder of this document is structured as follows:

- Section 2 outlines the accessibility of the site and describes the expected travel patterns of nursery staff and children / parents / carers;
- Section 3 sets out the objectives and targets of the Travel Plan using SMART principles;
- Section 4 outlines the travel plan strategy including how it will be managed, together with the marketing strategy;
- Section 5 sets out the measures that will be implemented;
- Section 6 outlines the monitoring and review programme; and
- Section 7 sets out an Action Plan.

## 2 ACCESSIBILITY AND TRAVEL PATTERNS

### Site and Surrounding Area

- 2.1 The site is located on the north side of New Church Road on the corner of the junction with Portland Villas. The closest bus stops on New Church Road are within a 120m walk, and Portslade Station is the closest station to the site located circa 720m to the northwest, which, based on an average walk speed of 80m per minute is approximately a 9 minute walk.

### Local Highway Network

- 2.2 New Church Road (B2066) is a two-way single carriageway road which operates between Hove Street (A2023) to the east and Boundary Road (B2194) to the west. The speed limit on New Church is 30mph. Portland Villas bounds the site to the east connecting to New Church Road to the south and to Portland Road to the north. It is subject to a 20mph speed limit. There are marked parking spaces on both sides of New Church Road and Portland Villas which are interspersed with double yellow lines waiting restrictions.
- 2.3 The site is located within Controlled Parking Zone 'L' with restrictions for permit holders only, which apply daily between 11:00 – 12:00 and 18:00 – 19:00.

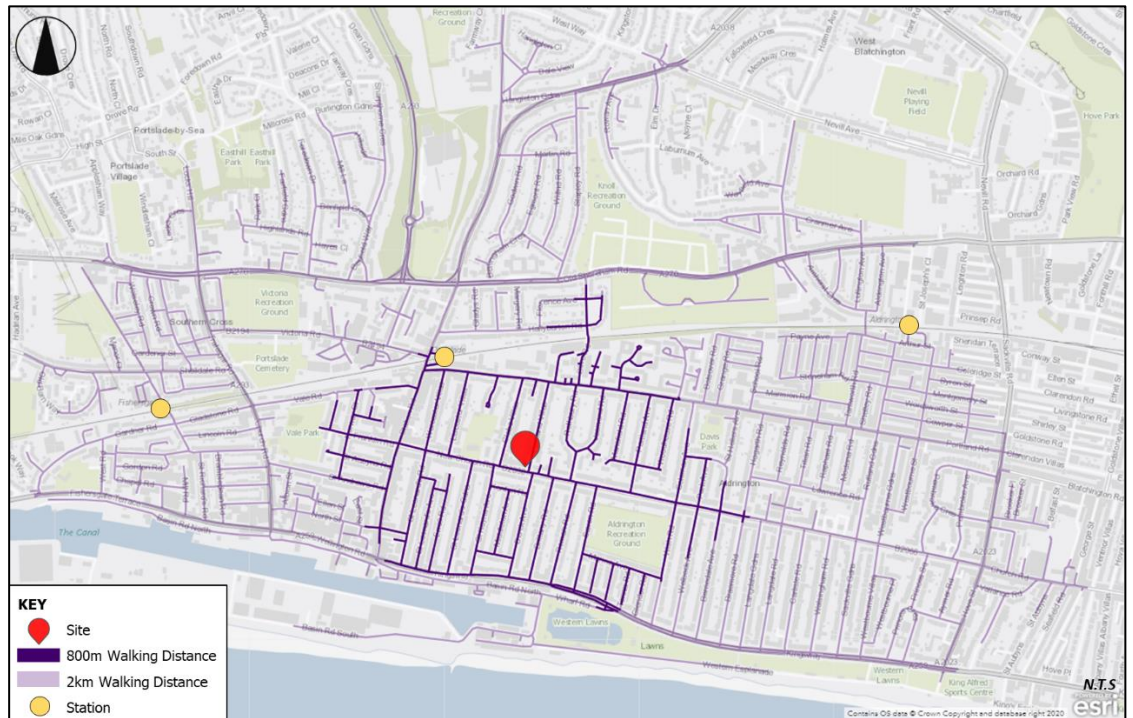
### Accessibility

- 2.4 The site is located in an established residential area within walking and cycling distance of a range of day to day facilities and public transport services. As such, there are opportunities for staff/parents/children to use transport modes other than the private car when travelling to and from the site.

### Walking

- 2.5 Roughly half of all walking journeys in cities are part of longer public transport journeys, for example walking to or from the bus stop or tube/train station, whilst a third of car journeys cover a 25-minute walking distance, suggesting there are real opportunities for active modes to replace the car.
- 2.6 **Figure 2.1** sets out an 800 m (10-minute walk) and 2 km (25-minute walk) catchment of the site. The site is conveniently located to enable parents to stop at the nursery to drop off and collect children if travelling with older siblings to and from local primary schools.

**Figure 2.1 – Walking Catchment Map**



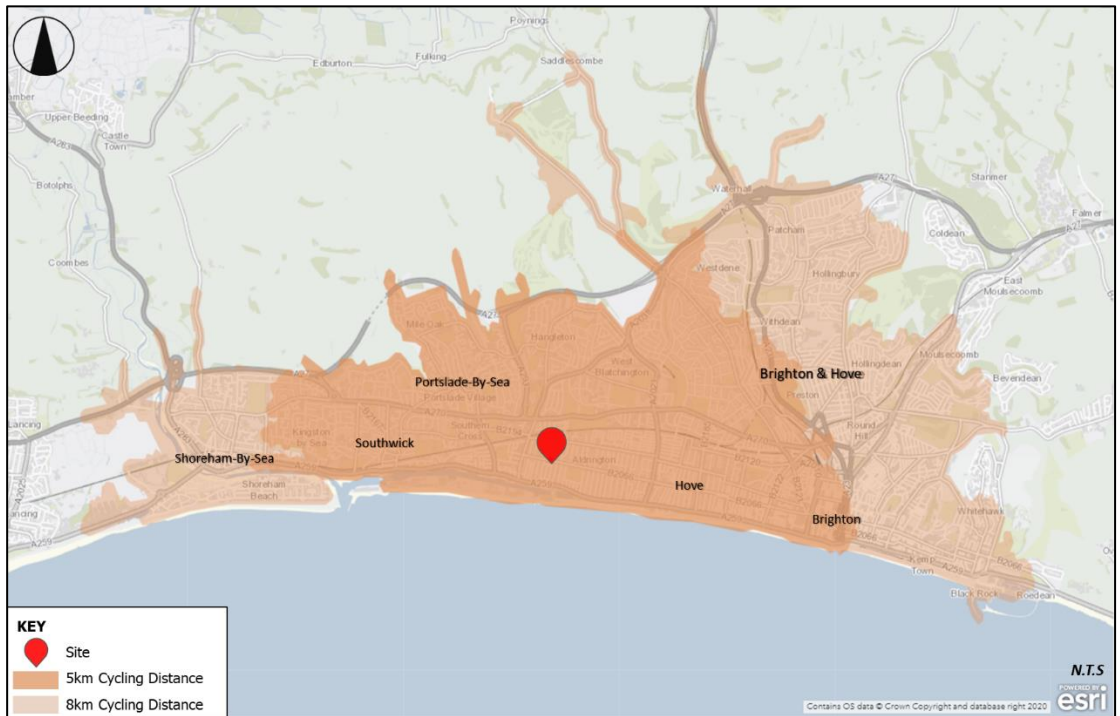
- 2.7 The walking environment in the vicinity of the site is such that footways are provided on both sides of New Church Road, with tactile paving and dropped kerbs offering step-free crossing points for pedestrians.
- 2.8 There is a pedestrian refuge island on New Church directly in front of the site which provides a convenient location to cross the road to access bus stops and residential streets on the opposite side.
- 2.9 The closest signal-controlled crossing is located on Boundary Road, circa 420m west of the site allowing easy access to the Tesco Express and Post Office located on the other side of the road.

### Cycling

- 2.10 It is generally accepted that cycling is a suitable mode of transport for journeys up to 8km in length. **Figure 2.2** shows a 5km and 8km cycling catchment from the site. The map shows that areas such as Hove and Portslade can be reached within the 5km catchment area, whilst areas such as Brighton, Shoreham-by-Sea and Patcham can be reached within the 8km catchment area.

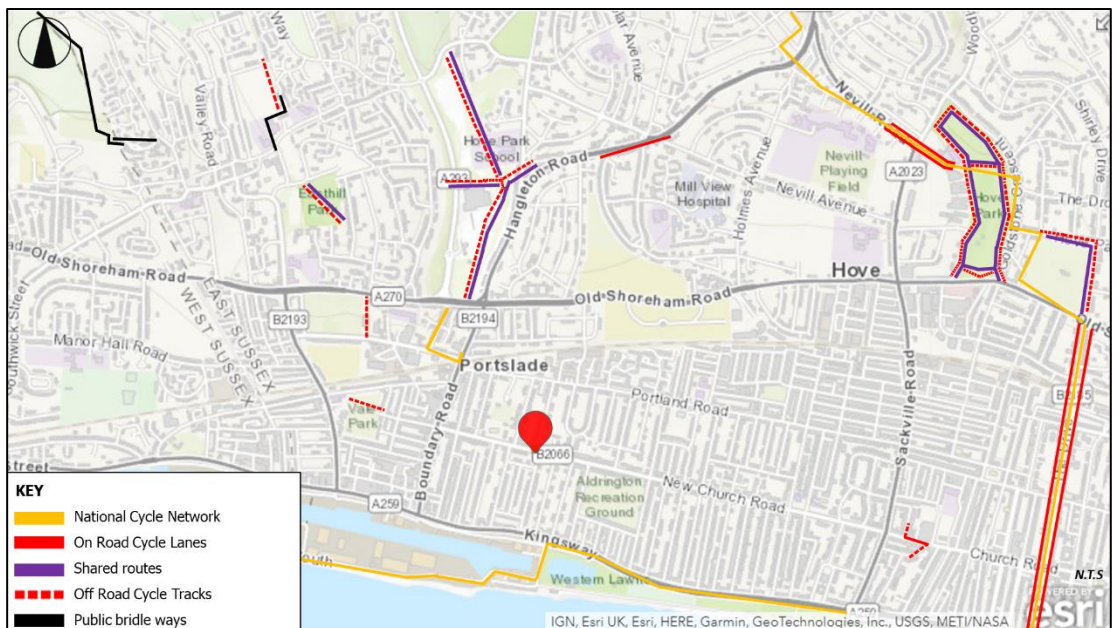


**Figure 2.2 – Cycling Catchment Map**



2.11 **Figure 2.3** shows an extract of the local cycle network. The National/ Regional Cycle Network Route 82 can be reached within 730m of the site. This cycle route connects to a shared use off-road cycle track that provides access to areas north of the site such as Portslade Village and Hangleton.

**Figure 2.3- Map of the Brighton and Hove Cycle Network**



2.12 The Brighton and Hove Planner tool allows for cycle route planning dependant on the nature of the route, being fast, moderate or easy. From the site, the planning tool shows that the following stations can be reached within the journey times indicated:

- Portslade Train Station – 2 minutes / 2 minutes / 2 minutes
- Fishergate Train Station – 9 minutes / 6 minutes / 5 minutes
- Brighton – 22 minutes / 20 minutes / 19 minutes

## Public Transport

### Bus

2.13 The closest bus stops to the site are located on New Church Road approximately 120m west of the site. A summary of local bus routes is provided in **Table 2.1**.

<b>Table 2.1 – Summary of Local Bus Services</b>					
<b>Bus Stop</b>	<b>Bus Stop</b>		<b>Bus Stop</b>		
	<b>No.</b>	<b>Destination</b>	<b>Mon-Fri</b>	<b>Saturday</b>	<b>Sunday</b>
'St Keyna Avenue North'	'St Keyna Avenue North'	'St Keyna Avenue North'	'St Keyna Avenue North'	'St Keyna Avenue North'	'St Keyna Avenue North'
	6	Portslade – Brighton Station	15	15	19
	16	Hangleton - Portslade	60	60	-
	25	University of Sussex – Old Steine	7	7	12
	46	Southwick – Hollingbury	Single departure at 07:09	-	-
	49	Brighton Station – Moulsecoomb	20	3	20
	93	Seven Dials – Blatchington Mill	Single departure at 7:25 on Thurs & Fri	-	-

### Rail

2.14 Portslade Station is the closest to the site, circa 720m to the northwest. The station provides access to Southern and Thameslink services. There are 10 services each hour to destinations including Littlehampton, Southampton Central, Brighton, London Victoria and Portsmouth & Southsea.

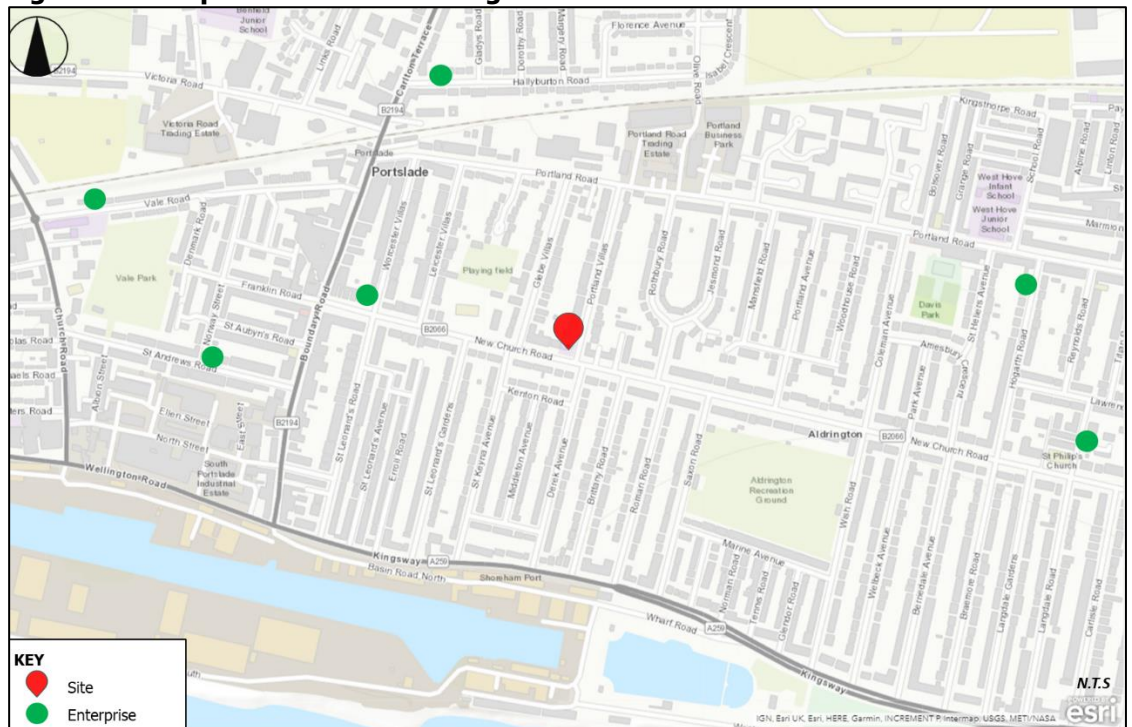
## Car Clubs

2.15 Car clubs can help offer an alternative method of travel whilst helping reduce car ownership. There are several Enterprise car club locations in the vicinity of the site, with the nearest Enterprise bay located 350m to the west on Worcester Villas.

2.16 **Table 2.2** below provides details of the local car club parking bays which are shown in **Figure 2.4**.

Operator	Location	Distance from Site
Enterprise Car Club	Worcester Villas	350m
	Norway Street	760m
	Vale Road	860m
	Hallyburton Road	880m
	Richardson Road	980m
	Hogarth Road	1.10km

**Figure 2.4- Map to show surrounding Car Clubs**



## Travel Patterns

2.17 The nursery will be open between 7am and 7pm, with core hours being 8am to 6pm. The extended hours will be available as a chargeable option and will provide flexibility for working parents and others that may require extended childcare. Drop-off and pick-up activity for

children attending during core hours will be encouraged to take place between 8am – 9am and 5pm – 6pm.

- 2.18 **Tables 2.3** shows the modal split of child and staff trips taken from the Transport Statement prepared for the nursery planning application.

<b>Table 2.3 – Predicted Modal Split of Travel</b>	
<b>Method of Travel</b>	<b>Percentage</b>
Walk	34%
Cycle	1%
Bus	7%
Rail	0%
Scooter	1%
Drive	57%
Total	100%

- 2.19 The modal splits in **Table 2.3** will be used to set interim targets for mode shift, see **Section 3**. However, to establish the actual baseline modal split for travel to the nursery, a staff and parent questionnaire survey will be undertaken within 6 months of the nursery opening which will give accurate information on how users travel to the site and enable targets to be reviewed and refined as appropriate.

## 3 OBJECTIVES AND TARGETS

### Introduction

3.1 This section sets out the overarching objectives for the Nursery Travel Plan, as well as targets for the short and medium term. It includes indicators through which progress towards meeting the targets will be measured. Further information on monitoring and review of the Travel Plan can be found in **Section 6**.

- **Objectives** are the high-level aims of the Travel Plan. They help to give the Travel Plan direction and provide a clear focus
- **Targets** are the measurable goals by which progress will be assessed. The Travel Plan sets out targets which the nursery will seek to reach within the period covered by this Travel Plan. In addition, interim targets have been set.

### Objectives

3.2 The Travel Plan's overriding objective is:

**To engage with and encourage children, their parents, and staff to use more sustainable ways of travelling to / from the nursery through more effective promotion of active modes. This will minimise the impact of the development on the surrounding highway network by reducing the number of children, parents and staff that travel by car and reduce carbon emissions associated with nursery travel.**

3.3 The sub-objectives are:

- **Sub-objective 1:** To increase staff, children and parents awareness of the advantages and availability of sustainable / active modes of transport;
- **Sub-objective 2:** To promote the health and fitness benefits of active travel to all users;
- **Sub-objective 3:** To introduce a package of physical and management measures that will facilitate staff and child travel by sustainable modes; and therefore,
- **Sub-objective 4:** To reduce unnecessary use of the car for the journey to and from the site by parents and staff.

## Targets

- 3.4 Targets are measurable goals by which the progress of the travel plan will be assessed. Targets are essential for monitoring progress and success of the travel plan. Targets should be 'SMART' – specific, measurable, achievable, realistic and time-related.
- 3.5 Targets come in two forms – Action and Aim Targets. Action Targets are non-quantifiable actions that need to be achieved by a certain time, while Aim Targets are quantifiable and generally relate to the degree of modal shift the plan is seeking to achieve.

### Action Targets

- 3.6 The key action targets are set out below:
- To appoint a Travel Plan Coordinator (TPC) one month prior to the nursery opening;
  - Carry out baseline travel survey within 6 months of opening;
  - Carry out interim monitoring surveys annually within one month of the anniversary of the baseline survey;
  - Preparation of monitoring reports after each survey; and
  - The Nursery Travel Plan will be audited after five years.

### Aim Targets

- 3.7 **Table 3.1** outlines the Aim Targets set out for nursery staff, parents and pupils. The targets are set to measure progress towards the main objectives over 5 years. These targets are to be achieved within 5 years of the launch of the Nursery Travel Plan. The baseline figures are taken from the predicted modal splits, as detailed in **Section 2**.

<b>Table 3.1 – Travel Plan AIM Targets</b>					
<b>Target</b>	<b>Indicator</b>	<b>Mode Split</b>			
		<b>Predicted Baseline</b>	<b>Year 1</b>	<b>Year 3</b>	<b>Year 5</b>
<b>Children and their parents/carers</b>					
Reduce car use by parents/carers by 8 percentage points	Modal split surveys	57%	55%	52%	49%
Achieve an 8 percentage point increase in the mode share for cycling/scooting and walking by children and their parents/carers		36%	38%	41%	44%
<b>Staff</b>					
Reduce car use by staff by 10 percentage points	Modal split surveys	57%	53%	49%	47%
Achieve a 10 percentage point increase in the mode share for cycling/scooting and walking by staff		36%	40%	44%	46%

- 3.8 The predicted baseline mode share figures will need to be ratified once the Baseline Survey is undertaken which will inform how parents and children actually travel to the nursery.
- 3.9 The Travel Plan recognises that it is not possible to set accurate targets so far in the future (even when based on the actual baseline survey) and as such it should be acknowledged that the targets will change over time as results from on-going monitoring becomes available which will be discussed with the Council.

## **4 TRAVEL PLAN STRATEGY**

### **Travel Plan Management**

4.1 The Travel Plan Co-ordinator (TPC) will be responsible for overseeing the management, development, implementation, monitoring and review of this Travel Plan across the whole nursery. If there is any change in the specified person, the Council will be notified.

### **Travel Plan Coordinator Responsibilities**

4.2 The TPC will be responsible for overseeing the Travel Plan for the nursery. The primary responsibilities of this role include:

- Managing the development and implementation of the Travel Plan measures;
- Promoting the objectives and benefits of the Travel Plan;
- Monitoring the success of the Travel Plan against the agreed targets;
- Preparing short monitoring reports and providing them to the Council following monitoring surveys; and
- Acting as a point of contact for all staff / parents regarding travel and the Travel Plan.

4.3 Regular updating of the Travel Plan document is part of the responsibility of the nominated person.

### **Staff Marketing Strategy**

4.4 There will be a local recruitment policy in place for staff which will aim to recruit members of staff that live locally, where appropriate. This will help towards ensuring there is a higher level of uptake of sustainable and indeed active modes of transport rather than private car use.

4.5 New staff shall be made aware of the Travel Plan upon the commencement of their employment. The details of the Travel Plan, its objectives in enhancing the environment and the role of individuals in achieving the objectives of the Travel Plan will be explained upon acceptance of job offers and noted in job interviews or similar.

4.6 The following ways will be used as a means of disseminating information to staff to promote events, campaigns, promotions, services and initiatives and to update on progress toward Travel Plan targets.

- Staff notice boards;



- Staff newsletters;
- Email;
- Staff meetings.

4.7 The TPC will promote the Travel Plan to new staff as a part of their induction when they commence their employment at the nursery. This will help to highlight to staff that sustainable and active travel is a key part of nursery life.

## 5 MEASURES AND INITIATIVES

### Introduction

- 5.1 This section of the Travel Plan outlines the specific physical and management measures to be implemented as part of the Travel Plan.

### Nursery Management

- 5.2 Early start and late end times at the nursery will help to spread arrival and departure times over a longer period of time which will help to reduce any potential impact caused by the nursery at the beginning and end of the day. Early activities will stagger arrivals over a longer period. Long opening hours offer flexibility for parents and the pick-up activity is distributed over an extended period during the late afternoon and early evening rather than focused on a specific peak time.

### Information Provision

- 5.3 Information will be shared in order to raise awareness of the various travel options and benefits of travelling in a sustainable manner.
- 5.4 The TPC will put up a Travel Noticeboard near the entrance point and in the staff room, providing location maps showing walking and cycling routes to local destinations. The noticeboards will also contain references to live public transport information applications such as Citymapper. TPC will check the noticeboard monthly and update it as necessary.
- 5.5 Information regarding events such as Bike Week or Walk to School (nursery) Week will be promoted to parents/carers and staff via email.

### Active Modes

- 5.6 Active modes of transport will be encouraged including, walking, cycling, and scooting. A total of Sheffield stands are provided on site which will provide 8 long-stay cycle parking spaces for staff. The cycle parking will be in a secure and covered store. The gate to the nursery from New Church Road will be locked and will have an intercom system to control access. It is also proposed that scooter and buggy storage will be provided in the same area. There will be space for 102 folded buggies and 16 children's scooters.
- 5.7 In addition to initiatives to promote walking and cycling / scooting specifically, the TPC will ensure that pollution, discussions around scooting and walking, as well as Children's Traffic Club (<https://www.childrenstrafficclub.com/>) are covered where relevant by nursery staff to make children aware of their surroundings and the implications of their travel modes. The following

additional measures which relate to promoting walking and scooting/cycling to nursery by older children will be implemented by the TPC.

### **Walking to Nursery Initiatives**

5.8 Walking is a truly sustainable method of travel which offers independence, predictable journey times and a range of physical and psychological benefits.

The TPC will develop marketing materials to highlight the health benefit of walking and will implement the following measures to encourage walking to the nursery. Parents and staff will be provided with information and advice concerning safe, suitable routes.

5.9 Walking will provide the following benefits:

- Healthier, happier children;
- Reduced demand for parking from parents;
- Overall reduced traffic levels which result in less pollution and improve air quality in the local area; and
- Reduced traffic levels expected to result in reduced road traffic accidents.

5.10 The TPC will develop marketing materials to highlight the health benefits of walking and will implement the following measures to encourage walking to the nursery. Parents and staff will be provided with information and advice concerning safe, suitable routes.

5.11 Advice and initiatives are available from Brighton and Hove City Council <https://www.brighton-hove.gov.uk/parking-and-travel/road-safety-schools>. The TPC will liaise with the Council's Road Safety Team to discuss what resources are available to educate children about road safety.

### Strategy 1: Walk to School Week

5.12 The nursery will promote Walk to School (nursery) week which takes place every year within the month of May.

### Strategy 2: WOW The Walk to School Challenge

5.13 The nursery will take part in the WOW challenge (<https://www.livingstreets.org.uk/products-and-services/projects/wow>) where children travel sustainably (walk, cycle or scoot) once a week for a month, they get rewarded with a badge. The TPC will be provided with funding to participate in the scheme.

### Strategy 3: Weekend Walkies

- 5.14 The weekend walkies scheme promotes walking at weekends for older children. Nursery classes would have a cuddly toy that a different child could take home at weekends and bring in photos or drawings to show where they walked with the toy over the weekend.

### **Cycling/Scooting to Nursery Initiatives**

- 5.15 Cycle and scooter parking will be provided for use by staff and children. Covered secure scooter parking will be provided for 16 scooters and 8 bicycles.
- 5.16 In order to promote safety and encourage children to cycle or scoot to nursery, all those who are interested in cycling/scooting will be provided with Hi Vis jackets. The TPC will investigate whether children are travelling by active modes and will supply where necessary.

### Strategy 1: Cycle Training

- 5.17 Staff will be made aware of the free cycle training available to those working in the Borough. The TPC will encourage staff to consider taking cycle training if they are interested in cycling to work for all or part of their journey. More information can be found at <https://www.brighton-hove.gov.uk/city-cycling-skills-and-training>.

### Strategy 2: Bike Week

- 5.18 Bike Week is the biggest nationwide cycling event in the UK which usually takes place in June each year. The TPC will actively encourage cycling in Bike Week to children / parents considered eligible to be able to cycle safely, and staff. Further information can be found at: [www.bikeweek.org.uk](http://www.bikeweek.org.uk).
- 5.19 The TPC will also encourage parents and children to undertake cycle/scooter training.

### Strategy 3: Staff Cycle Measures

- 5.20 N Family Club participates in a cycle to work scheme that enables staff to buy bicycles at a reduced cost following completion of a probationary period.

### Strategy 4: Bicycle Users Group (BUG)

- 5.21 BUG's are a good way for less experienced cyclists or those who are not confident in their route to gain experience by cycling with more experienced cyclists. A BUG also removes safety concerns of individual cyclists who travel alone.
- 5.22 The TPC will promote the uptake of staff training and will advertise when the next sessions are taking place locally by email, group text or noticeboards.

## Public Transport

- 5.23 It is important to recognise that, where possible, walking and cycling are usually favourable to public transport because they have fewer environmental impacts and offer health benefits. Nevertheless, public transport remains important, particularly for journeys of more than 8km.
- 5.24 Up-to-date details of bus, rail and taxi services, including route information and service frequencies, will be made available to children / parents and staff.
- 5.25 The TPC will promote sustainable travel for general travel as part of a healthier way of life not only for travel to and from nursery.
- 5.26 Staff are able to apply for season ticket loans after completion of their probationary period.

## Parents Consultations

- 5.27 The TPC or an assistant will be present at parent's consultations to give advice to parents on sustainable ways to get their child to the nursery. This will help to highlight that sustainable and active travel is a key part of nursery life.
- 5.28 Specific Measures that will be promoted by the TPC include:
- Car sharing;
  - Cycle parking;
  - WOW Challenge; and
  - Bike Week.

## Car Sharing

- 5.29 Car Sharing is an excellent way to reduce the number of cars arriving at the nursery / the local area as the scheme reduces the total number of vehicular trips and the number of single-family vehicle trips generated by the nursery. The nursery provides a buggy store which is available to store buggies and car seats for parents in order to facilitate and encourage car sharing when other more sustainable modes are not viable.
- 5.30 The TPC will investigate the best methods for implementing a car share scheme at the site. Given the different travel patterns and needs of parents and staff, a number of methods will be assessed.
- A car share database can be set up;

- This can be done on-line through [www.liftshare.com](http://www.liftshare.com) (or similar organisations), where membership is free. These organisations provide web-based car share schemes for private groups or they can be open to the general public. If implemented, measures should be taken to encourage membership and promote the scheme by the TPC;
- The nursery can design and operate a car share database / spreadsheet. This would be run and set up by the TPC; and
- An informal matching system can take place through word of mouth and social interaction car share events such as a 'wine and cheese' evening organised for all parents interested in car sharing.

5.31 The economic, social and environmental benefits of car sharing will be promoted to parents and staff through the following measures:

- Nursery newsletter;
- Emails and group texts; and
- Letters to parents advising families of the benefits of car sharing and using active modes.

5.32 It is expected that car sharing would also start to occur naturally as parents take turns to take other family's children to the nursery and vice versa.

## **Park and Stride**

5.33 Park and stride schemes can help reduce congestion and air quality issues in the vicinity of nurseries by encouraging parents/carers to park away from the site and complete the last leg of their journey on foot. They also help build active travel habits among young children who may not be able to walk the whole distance to the site from their home. The TPC will identify suitable locations that parents could park within 10 – 15 minutes walk of the site.

## **Other Measures**

5.34 The TPC will consider what other measures could be implemented to encourage involvement with interested parties including staff and senior management.

5.35 For example;

- A Working Group, where all parties are invited to discuss the Travel Plan and the various measures that will be implemented. Suggested frequency 4 times a year.

- The TPC can engage with other nursery's and nearby schools to share best practice and identify common problems;
- The TPC will maintain regular contact with the Council <https://www.brighton-hove.gov.uk/parking-and-travel/walking-school>, to keep abreast of best practice and obtain examples of measures successfully implemented by other schools and nurseries in the borough.

## **Local Recruitment Policy**

- 5.36 The nursery will aim to recruit locally in order to support the local community whilst helping to ensure staff will have the option to travel to work by alternative modes of transport to the private car, i.e. by walking, cycling or public transport.

## 6 MONITORING AND REVIEW

### Monitoring

- 6.1 This Nursery Travel Plan is part of a continuous process for improvement, requiring monitoring review and revision to ensure it remains relevant. This section sets out the proposals for monitoring and review of the Travel Plan.
- 6.2 The monitoring programme will begin with the baseline travel survey, to be undertaken within six months of the nursery opening. The Travel Plan will be monitored on a yearly cycle. Further monitoring surveys will be undertaken annually.
- 6.3 The surveys will ask about current and preferred modes of transport. Information gathered through the monitoring process will be recorded for input to the annual review. The TPC will refer to Brighton and Hove City Council's School Travel Plan guidance <https://www.brighton-hove.gov.uk/parking-and-travel/school-travel-plans> when reviewing the plan. The information will be made available to the Council. The Nursery Travel Plan will be completely reviewed and updated after 5 years.

### Remedial Measures

- 6.4 In the event that the review shows that the Travel Plan has not met its objectives/targets in any respect, then the TPC with the support of the Site Owner shall implement remedial measures.
- 6.5 The remedial measures include:
- A review of the amount of time spent by the TPC implementing the Travel Plan. This review will take place within 6 months and again at 12 months. If the present time spent on Travel Plan matters is not sufficient then more time will be allocated to the TPC role;
  - A review of the utilisation of cycle / scooter parking spaces will take place as part of the monitoring process. If, following review during the summer months or following 6 months of occupation, whichever comes first, additional cycle spaces are required, the Travel Plan Co-ordinator will explore if they can be provided; and
  - Following the results of the travel surveys, should targets not be met then the TPC will work with the Site Owner to implement further promotion of certain initiatives as appropriate. The aim will be to ensure the uptake of certain measures.



## **Funding**

- 6.6 The funding for all aspects of the Travel Plan will be the responsibility of the Site Owner unless otherwise agreed.
- 6.7 This will include the provision of funds for the role of the Travel Plan Coordinator, the provision of infrastructure measures, employment of stakeholders, carrying out mode split surveys, monitoring uptake of cycle and scooter parking and reporting findings to the Council where necessary and appropriate.

## 7 ACTION PLAN

7.1 The Action Plan outlined below in **Table 7.1** set out the measures included within the Travel Plan that are directed at influencing child, parent and staff travel.

<b>Table 7.1 – Action Plan for Travel Plan Measures – Children / Parents and Staff</b>				
<b>Measures</b>	<b>Notes</b>	<b>Status/ Target Date</b>	<b>Method of Monitoring</b>	<b>Responsibility</b>
Appointment of Travel Plan Coordinator (TPC)		Complete	N/A	Nursery
Launch of Travel Plan	The Travel Plan should be handed over to the TPC and officially launched at the nursery.	Prior to the opening of nursery	N/A	Nursery & TPC
Noticeboard	The nursery to provide Sustainable Travel information on a noticeboard.	Prior to opening	Spot checks	TPC
Participate in the WOW Challenge	TPC to Purchase WOW Badges	Prior to start of the next school term after nursery opens	Use WOW Tracker	TPC
Provision of secure cycle racks / stands	Cycle parking to be provided for children and staff	Provided as part of development process	Spot checks as part of maintenance rounds	Site Manager
Promote events such as Bike Week	Events to be included on the Nursery's Events Calendar on the website.	On-going	Ongoing monitoring of participation in events	TPC
Car share scheme for children's parents	Nursery to set up car share scheme	On-going	TPC to monitor uptake	TPC
Baseline Surveys	To be carried out within 6 month of opening.	Within six month of opening	Survey Results	TPC
Annual Surveys	On the anniversary of the baseline Travel Survey.	On the anniversary of the Year 1 Travel Survey	Survey Results	TPC

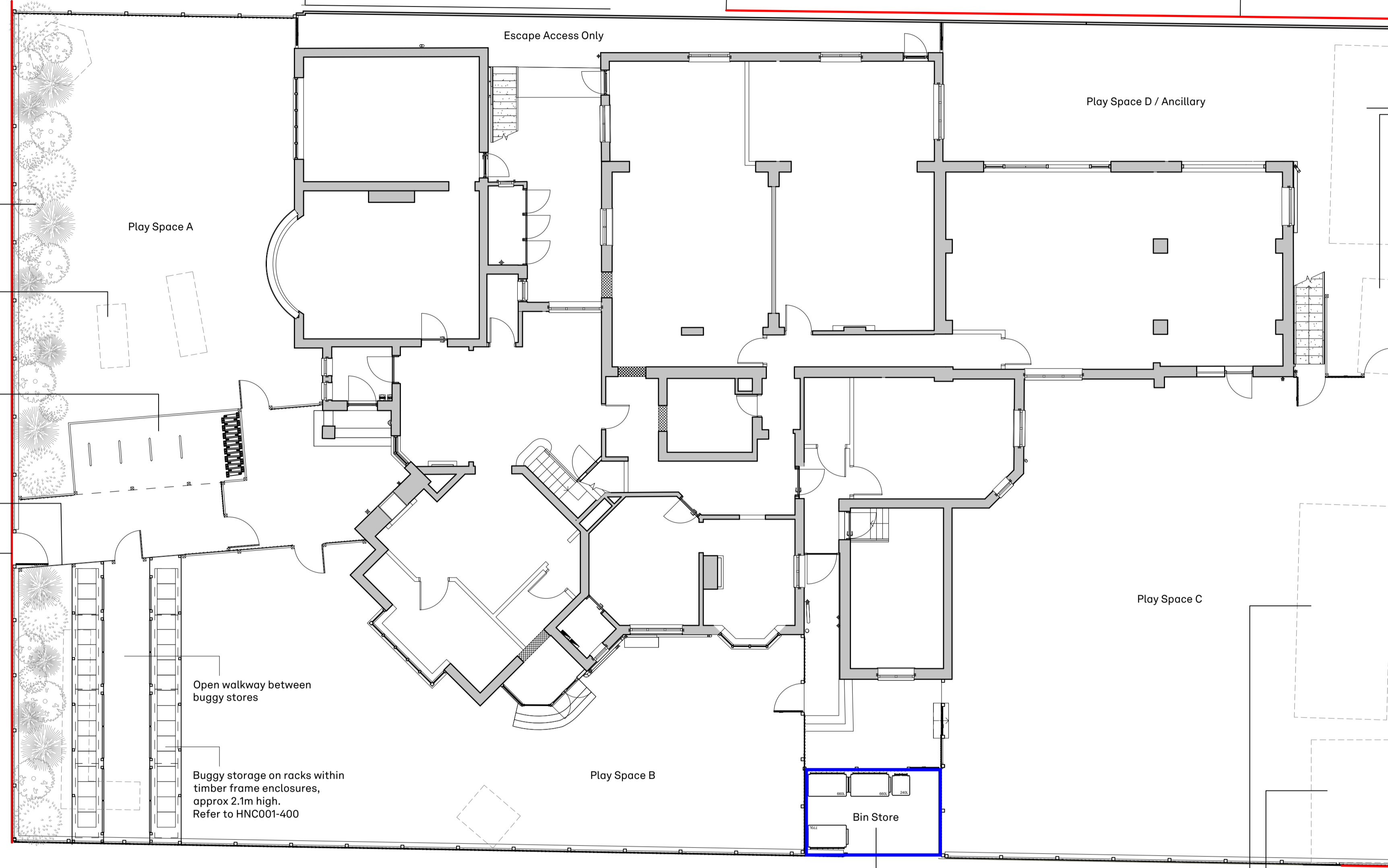
**Table 7.1 – Action Plan for Travel Plan Measures – Children / Parents and Staff**

Full Review at end of Year 5	On the 5 <sup>th</sup> anniversary of the Year 1 Travel Survey.	5 <sup>th</sup> anniversary of travel surveys	Survey Results	TPC
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**Appendix A**  
**(Proposed Site Layout)**

New Church Road

- Existing planting screen along boundary retained
- Existing play equipment / temporary structures removed
- 4 x Sheffield stands to store 8 bikes + racks for 16 scooters within covered enclosure (open to front)
- New 1.8m high fence in line with existing boundary fencing.
- Existing entrance gate fitted with intercom for secure entry

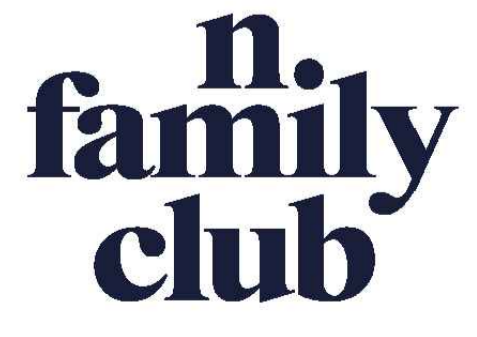


Open walkway between buggy stores

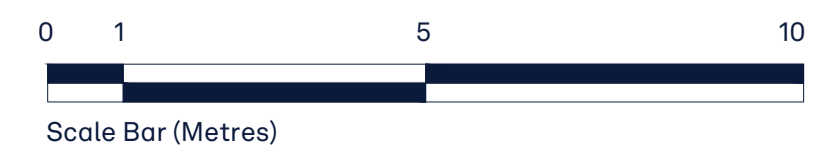
Buggy storage on racks within timber frame enclosures, approx 2.1m high. Refer to HNC001-400

Portland Villas

Rev	Date	Note
A	09.11.22	Issued for planning



NURSERY & PRESCHOOL  
47-49 Charlotte Road  
London EC2A 3QT



Drawing Title  
**Site Plan - Proposed**

Project	Drawing Number
Hove BN3 4ED	HNC001-002
Status	Drawing Revision
For Planning	A
Scale	Origination Date
1:100 @ A1, 1:200 @ A3	26-10-2022